



**CITY OF SOUTH PASADENA
MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION
REGULAR MEETING AGENDA**

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030
January 19, 2020, at 6:30 p.m.**

South Pasadena Mobility and Transportation Infrastructure Commission Statement of Civility

As your elected governing board, we will treat each other, members of the public, and city employees with patience, civility and courtesy as a model of the same behavior we wish to reflect in South Pasadena for the conduct of all city business and community participation. The decisions made tonight will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, the regular meeting of the Mobility and Transportation Infrastructure Commission (MTIC) for January 19, 2020 will be conducted remotely and held by Zoom video conference.

Please be advised that pursuant to the Executive Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Council Chambers will not be open for the meeting. Commission Members will be participating remotely and will not be physically present in the Council Chambers.

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting via Zoom in one of the three methods below.

Mobility and Transportation Infrastructure Commission
Zoom Meeting Information
Meeting ID: 811 7217 2950
Passcode: 877311

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information accordingly;
or
2. Click on the following unique Zoom meeting link:
<https://us02web.zoom.us/j/81172172950?pwd=VTIFMjU2VjNabWxHb1lscUZyWHc5UT09> or
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID and Passcode when prompted to do so.

For additional Zoom assistance with telephone audio, you may find your local number at:
<https://us02web.zoom.us/u/ky9n7bhtz>

IMPORTANT NOTE: Members of the public may access the meeting to observe the meeting's proceedings; however, at this time, there is no live, real-time participation by members of the

PUBLIC COMMENT

If you would like to comment on an agenda item, members of the public may submit their comments in writing for consideration, by emailing comments or questions to: mticpubliccomments@southpasadenaca.gov. **Public Comments must be received by 12:00 p.m., January 19, 2020** to ensure adequate time to compile and post. Public Comment portion of the email is limited to 250 words. Please make sure to indicate: 1) your name; 2) what agenda item you are submitting public comment on, or if it is a general public comment; and/or 3) clearly state if you wish for your comment to be read during the meeting.

CALL TO ORDER:

ROLL CALL:

Commissioners: Lawrence Abelson, John Fisher, and Kimberley Hughes

CITY COUNCIL LIAISON:

STAFF PRESENT:

Garrett Crawford, Acting Deputy Director of Public Works, Tatevik Barakazyan, Civil Engineering Assistant, and Leaonna DeWitt, Public Works Assistant

PLEDGE OF ALLEGIANCE:

Commissioner Kimberley Hughes

PUBLIC COMMENT AND SUGGESTIONS

1. Public Comment – General

PRESENTATION

2. Private Development Project Briefing

ACTION ITEMS

3. Minutes of the Regular Mobility and Transportation Infrastructure Commission on December 15, 2020

4. Annual Report 2020

5. Mobility and Transportation Infrastructure 2021 Work Plan

COMMISSION LED DISCUSSION

6. SR 710 Mobility Improvement Projects Ad Hoc Committee

COMMUNICATIONS

7. City Council Liaison Communications

8. Commissioner Communications

9. Staff Liaison Communications
Fremont Avenue Grant and Project Update

ADJOURNMENT

FUTURE MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION MEETINGS

February 16, 2021	TBD	6:30 p.m.
March 16, 2021	TBD	6:30 p.m.
April 20, 2021	TBD	6:30 p.m.

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

Commission Meeting agenda packets are available online at the City website: <https://www.southpasadenaca.gov/government/boards-commissions/mobility-and-transportation-infrastructure-commission>

ACCOMMODATIONS



The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

I declare under penalty of perjury that I posted this notice of agenda on the bulletin board in the courtyard of City Hall at 1414 Mission Street, South Pasadena, CA 91030, and on the City's website as required by law.

01/14 /2021

Date

/s/

Leonna DeWitt

Public Works Assistant

ITEM 3

**Minutes of the Regular Mobility and Transportation
Infrastructure Commission on December 15, 2020**

**MINUTES OF THE
SPECIAL MOBILITY AND TRANSPORTATION INFRASTRUCTURE
COMMISSION
15th DAY OF DECEMBER 2020 AT 6:29 P.M. AT THE
CITY COUNCIL CHAMBERS
1424 MISSION STREET**

CALL TO ORDER

The Regular Meeting of the Mobility and Transportation Infrastructure Commission was called to order by Vice Chair Abelson at 6:42 p.m. Chair Zneimer was attending the Planning Commission meeting. The meeting was held in a virtual setting, with all Commissioners and Council Liaison attending via Zoom, and the meeting being broadcast via the Council Chamber, located at 1424 Mission Street, South Pasadena, California.

ROLL CALL: Vice Chair Abelson

Present: Vice Chair Abelson, Commissioner Fisher, Commissioner Hammond, and Commissioner Hughes.

Council Liaison:

Absent: Chair Zneimer arrived later.

Staff Present: Garrett Crawford, Acting Deputy Public Works Director, Tatevik Barakzayan, Civil Engineering Assistant and Leaonna DeWitt, Public Works Assistant

PLEDGE OF ALLEGIANCE

Commissioner Fisher led the pledge of allegiance.

PUBLIC COMMENT

1. No public Comment.

ACTION ITEMS

2. Minutes of the Regular Mobility and Transportation Infrastructure Commission on November 17, 2020 - Minutes approved as amended. (Hughes, Hammond 5-0)

DISCUSSION ITEMS

3. Transportation Project Status Update

ADPWD Crawford gave a brief overview of this item. Street improvements on Fremont Avenue were discussed, such as signing positioning. There was also discussion about the signal synchronization on Fair Oaks. There will be sensors to assist with emergency vehicles.

There was also discussion about the 2019-2020 street improvement projects, such as Pine, Milan, Glendon and Arroyo Verde, as well as street slurry plans. The improvements on Via del Sol have been completed, with just minor “punch items” remaining,

Commissioner Hammond suggested that when a key street project is completed, the information should be showcased on the city’s web site, so the public is aware of the completion of the project. Also, sharing the information will show how the public’s funds are being utilized to improve the community.

Acting Deputy Public Works Director Garrett Crawford shared that the city was successful in obtaining outside funding to assist with city projects, such as \$250,000.00 from a Cal Recycle grant and \$216,000.00 to help support ADA improvements on Meridian.

4. Mobility Capital Improvement Projects Proposed 2020-21

ADPWD Crawford gave a brief overview of this item. The commission discussed the issue of projects and what will be a finalized budget. The Commission would like to have the issue of Ramona Avenue on the next commission meeting agenda

5. Mobility and Transportation Infrastructure 2021 Work Plan

ADPWD Crawford gave a brief overview of this item. The Commission agreed to provide comments to staff for inclusion in the 2021 Work Plan by Monday, January 11, 2021.

6. Annual Report 2020

ADPWD Crawford gave a brief overview of this item. Commission comments about the Annual Report are due in by January 11, 2021.

COMMISSION LED DISCUSSIONS

7. COVID-19 Mobility and Transportation Related Matters Ad Hoc Committee

Commissioner Hammond reported concerns from the business owners about another possible closure. She suggested additional signage to direct people to the various parking areas in the City. There was some discussion about safety rules for heaters, cords, ADA access, etc. The Commission is pleased with the recent installation of the artwork on the safety barriers. There was some discussion about diagonal parking possibly on Mission Street in the future. It was also mentioned that “Arroyo Fest” funding needs to be spent by June 2021.

8. SR 710 Mobility Improvement Projects Ad Hoc Committee

Public Comment

- Joanne Nuckols – Expressed concern regarding the City’s policy and suggested reviewing Pasadena’s Preferential Parking System.

ADPWD Crawford discussed the possible development of a policy to include the Commission in the City’s review of development projects. Commissioner Hughes referenced the past review of developments in regards to where entrances and exits intersect with streets. The Commission voiced concern about moving forward with the traffic study consultant contract related to the SR710 “loop ramp.” The concern is that it was reported that CalTrans Voice 12 items of concern. The Commission felt that the contract for the study should be held off until the CalTrans items can be addressed. If the “loop ramp” will not work in its current design then the entire corridor and area might need to be re-thought. The Ad Hoc team will notify the City Council about the desire to hold off moving forward with traffic study contract.

COMMUNICATIONS

9. City Council Liaison Communications

No new liaison has been assigned to the Commission

10. Commissioner Communications

Vice Chair Abelson again voiced concerns about the status of the Measure R and Measure M projects.

Commissioner Hammond expressed her appreciation to the Public Works team and how she enjoyed being part of the Commission. Chair Zneimer who was able to join the Commission meeting and also expressed his appreciation to the staff and also how much he enjoyed being part of the Commission.

11. Staff Liaison Communications

Acting Deputy Public Works Director Garrett Crawford reported that Assistant Public Works Director , Kristine Courdy has resigned from the City.

ADJOURNMENT: Meeting adjourned at 8:58 p.m.

I HEREBY CERTIFY that the foregoing minutes were adopted by the Mobility and Transportation Infrastructure Commission of the City of South Pasadena at a meeting held on December 15, 2020.

Larry Abelson, Vice Chair

ITEM 4
Annual Report 2020

**ANNUAL
REPORT
2020**

**MOBILITY AND
TRANSPORTATION
INFRASTRUCTURE
COMMISSION**



A Message from the Commission Chair

The Mobility and Transportation Infrastructure Commission (MTIC) is pleased to present its 2020 Annual Report. This Report covers the Commission's activities from its first meeting in May 2020 through December 2020.

The Commission embarked on its mission of providing recommendations, direction, and input for mobility and transportation infrastructure projects, capital improvement projects, and other significant projects and issues throughout the City, as well as addressing concerns from the public, which were previously carried out by the former Public Works and Freeway and Transportation Commissions.

Sincerely,

Sam Zneimer
Mobility and Transportation Infrastructure Commission, Chair

PURPOSE STATEMENT

The Mobility and Transportation Infrastructure Commission (MTIC) is a five-member body to serve in an advisory capacity to the City Council on:

- Mobility and transportation matters including neighborhood traffic management plans, transit service, active transportation, parking management, congestion relief, traffic safety and regional freeway improvements;
- Federal, state, regional, and local transportation funding and projects;
- Input on transportation and mobility components of the Capital Improvement Program, Neighborhood Traffic Management Program, congestion relief projects, traffic flow improvements and traffic safety projects; and
- A forum for community input on mobility topics.

Mobility and Transportation Infrastructure Commission

Sam Zneimer

Commission Chair

Larry Abelson

Commission Vice Chair

John Fisher

Commissioner

Michelle Hammond

Commissioner

Kimberley Hughes

Commissioner

Dr. Richard Schneider,
Councilmember

City Council Liaison

Garrett Crawford, Public
Works Operations Manager

Staff Liaison

Kristine Courdy, Deputy
Public Works Director

Leonna DeWitt, Public
Works Assistant

MTIC meetings are held every third Tuesday of the month at 6:30 p.m. Due to COVID-19 safety protocols, the Commission meetings have been held in virtual mode since its first meeting in May 2020.

State Route 110 (SR-110) and Fair Oaks Interchange Modification Project

The Commission recommended and approved the revised scope of a study to evaluate different alternatives for the State Route 110 and Fair Oaks Avenue interchange modification project approved by the Metro Board as a Measure R State Route 710 mobility improvement project.

The Commission also appointed an ad hoc subcommittee on the State Route 710 Measure R projects to, among other things, assist City staff with the detailed development of the Scope of Work of the study and projects and to ensure the study, evaluation and implementation of the measures set forth in the Early Action Projects List developed by former commissions and approved by the City Council in 2017, including improvements to the SR 110 on- and off-ramps at Fair Oaks Avenue. These improvements include a widening of the outbound off ramp and a new loop on ramp serving northbound traffic on Fair Oaks Avenue.

The Commission also enacted to ensure that projects to be implemented by the City with the approximately \$1.7 million of Measure M funds allocated to the City are ones that are supported by the community, recommended by a citizen commission and approved by the City Council.

Senate Bill 1 (SB1): Road Maintenance and Rehabilitation Account Program

The City’s Senate Bill (SB1) resolution must include a project list with a description and the location of each proposed street resurfacing project, a proposed schedule for the project's completion, and the improvement's estimated useful life. Below is a list of the 2019-20 FY Street Improvement Projects list, including the pavement construction index rating, that the MTIC recommended that the City Council adopt.

Street Segment	Project Limits		PCI	Est. Life	FY	Est. Cost
	From	To				
Pine Street	Meridian Ave	Huntington Dr	36	15/17 Yrs.	2020-21	\$740,000
Maple St	Fremont Ave	Primrose Ave	41	15/17 Yrs.	2020-21	\$91,000
Maple St	Meridian Ave	Huntington Dr	36	15/17 Yrs.	2020-21	\$64,000
Mill Rd	Garfield Ave	End of street	40	15/17 Yrs.	2020-21	\$38,000
Oneonta Knoll St	Fremont Ave	Primrose Ave	34	15/17 Yrs.	2020-21	\$89,000
Milan Ave	Edgewood Dr	Oak St	47	15/17 Yrs.	2020-21	\$150,000
Edgewood Dr	Milan Ave	Wayne Ave	40	15/17 Yrs.	2020-21	\$200,000
Mission Street	Pasadena Ave	Arroyo Dr	37	15/17 Yrs.	2020-21	\$80,000
Glendon Way	Monterey Rd	Lyndon Street	45	15/17 Yrs.	2020-21	\$35,000
Arroyo Verde Rd	Monterey Rd	Arroyo Verde Rd	55	15/17 Yrs.	2020-21	\$70,000

Meridian Avenue and Fremont Avenue Safety Improvements

The Commission working with staff provided a forum for citizens to provide the City and Commission their issues and concerns with traffic safety along Meridian Avenue south of Monterey Road. The Commission provided recommendations to staff for short-term improvements to help improve the safety of all roadway users on Meridian Avenue. City staff has begun the process of implementing those improvements. The Commission provided similar input and recommendations to staff for Fremont Avenue between Columbia Street and Mission Street and will

be working with staff on the measures to be implemented with grant funds recently awarded to the City.

Neighborhood Traffic Management Program

The Commission assisted with the development of the City of South Pasadena Neighborhood Traffic Management Program (NTMP) which is a city-wide initiative to assist citizens in addressing traffic calming concerns. The structure of the program reflects the City's desire for a uniform, objective, manageable and accessible approach to handling neighborhood traffic calming requests.

COVID-19 Subcommittee

The Commission appointed a subcommittee to help develop ideas and work with the community to support community businesses during the COVID-19 pandemic. The Subcommittee worked with the City, South Pasadena Chamber of Commerce and local business to explore ideas to provide temporary outdoor space within the street right-of-way for dining or retail or services to address indoor regulation associated with COVID-19 restrictions and guidelines.

ITEM 5
Mobility and Transportation Infrastructure 2021
Work Plan

Mobility and Transportation Infrastructure Commission

2021 Work Plan



Objective	Tasks and Activities	Lead Person(s)	Timeline	Desired Outcome
	Action: Elect a Chair and Vice Chair	Staff Liaison & Commission	January 2021	Elect MTIC Chair and Vice Chair
	Action: 2021 Work Plan and 2020 Annual Report	Staff Liaison & Commission		Review and Approve MTIC 2021 Work Plan and 2020 Annual Report
	Staff Briefing and Discussion: Fremont Avenue grant and projects	Staff Liaison		Briefing on grant opportunities for Fremont Avenue
	Discussion: Measure M Projects	Staff Liaison & Commission	February 2021	Discuss the Measure M projects.
	Staff Briefing: Update on Measure R Projects	Staff Liaison		Update on status of the project.
	Private Development Project briefing from Planning	Planning Staff		Update on Planning Development Projects
	Discussion: Preferential Parking Policy	Staff Liaison & Commission	March 2021	Develop a preferential parking policy.
	Update on implementation of NTMP	Staff Liaison		Update on NTMP
	Update on implementation of Meridian Avenue traffic management measures	Staff Liaison		Update on status
	Staff Briefing: Rogan Fund Project Update (Information Item)	Staff Liaison	April 2021	Update on current status of the project
	Continue Discussion on Measure M Projects	Staff Liaison		Continue discussion on Measure M projects.
	Discussion: Fremont Avenue projects	Staff Liaison		Continue discussion on proposed projects to implement with grant funds.

	Presentation: Transportation & CIP Project Overview (Information Item)	Staff Liaison	May 2021	Staff Presentation on current Transportation Projects and CIP Projects under the MTIC purview.
	Private Development Project briefing from Planning	Planning Staff		Update on Planning Development Projects.
	Action: Draft SB1 Street Resolution	Staff Liaison & Commission	June 2021	Review and recommend that City Council adopt the SB1 resolution (deadline for City Council approval is July 15, 2020)
	Continued discussion on Preferential Parking Policy	Staff Liaison		Continue discussion.
	CIP Transportation Projects Status Update	Staff Liaison	July 2021	Update on CIP Transportation Projects
	Action: Selection of Measure M Projects	Staff Liaison & Commission		Recommend to City Council
	Measure R Project Update	Staff Liaison		Update on Measure R Projects
	Discussion: Fremont Avenue projects	Staff Liaison	August 2021	Continue discussion on proposed projects to implement with grant funds.
	Private Development Project briefing from Planning	Planning Staff		Update on Private Development Projects
	Measure M Projects	Staff Liaison	September	Update on current status of the projects
	Update on implementation of NTMP	Staff Liaison		Update on NTMP
	Staff Briefing: Rogan Fund Project Update (Information Item)	Staff Liaison	October 2021	Update on current status of the project
	Cal Recycle Grant Update	Staff Liaison	November 2021	Cal Recycle Grant
	Discussion: Review 2022 Work Plan	Staff Liaison & Commission	December 2021	Review 2021 Work Plan
	Discussion: Review 2020 Accomplishments	Staff Liaison		Review 2020 Accomplishments