



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

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030
February 16, 2021, 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 February 16, 2021, 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

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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., February 16, 2021** 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:** Commissioner Abelson
- ROLL CALL:** Commissioners: Lawrence Abelson, Eric Dunlap, John Fisher, Kimberley Hughes, and Donson Liu
- CITY COUNCIL LIAISON:** Councilmember Jon Primuth
- 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 John Fisher

PUBLIC COMMENT AND SUGGESTIONS

1. Public Comment – General

ACTION ITEMS

- 2. Minutes of the Regular Mobility and Transportation Infrastructure Commission on January 19, 2021**
- 3. Selection of Officers**
- 4. Reconstitution of the COVID-19 Ad Hoc Committee**

DISCUSSION ITEMS

- 5. Ramona Neighborhood Traffic Management Plan**

COMMISSION LED DISCUSSION

- 6. SR 710 Mobility Improvement Projects Ad Hoc Committee**
- 7. Measure M Projects**

COMMUNICATIONS

8 City Council Liaison Communications

9. Commissioner Communications

10. Staff Liaison Communications

Rogan Fund and Measure R Project Update

ADJOURNMENT

FUTURE MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION MEETINGS

March 16, 2021	TBD	6:30 p.m.
April 20, 2021	TBD	6:30 p.m.
May 18, 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.

2/11/21

Date

/s/

Leonna DeWitt

Public Works Assistant

ITEM 2

Minutes of the Regular Mobility and Transportation
Infrastructure Commission on January 19, 2021

TUESDAY, JANUARY 19, 2021
MINUTES OF THE
REGULAR MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION

CALL TO ORDER

The Regular Meeting of the Mobility and Transportation Infrastructure Commission was called to order by Commissioner Abelson on January 19, 2021, at 6:42 p.m. The meeting was held in a virtual setting, via Zoom. Mayor Mahmud was present.

ROLL CALL: Leonna DeWitt, Public Works Assistant

PRESENT: Commissioner Abelson, Commissioner Fisher, and Commissioner Hughes.

COUNCIL LIAISON:

ABSENT:

STAFF PRESENT: Shahid Abbas, Public Works Director, Garrett Crawford, Acting Deputy Public Works Director and Leonna DeWitt, Public Works Assistant

PLEDGE OF ALLEGIANCE

Commissioner Hughes led the pledge of allegiance.

PUBLIC COMMENT

1. No Public Comment.

Joanne Nuckols – She expressed concern regarding the traffic problems on Ramona Avenue and recommended that actions be taken to make the neighborhood safe. Timing is important, as students will be returning to on-campus learning.

PRESENTATION

2. Private Development Briefing

Planning Manager Kanika Kith presented a briefing regarding the Private Development Projects. The presentation outlined three current projects: 1) Mission Bell Mixed-Use Project; 2) Senior Housing at 625 Fair Oaks Avenue; and 3) Seven Patios Mixed-Use Project.

The Commissioners had various questions and comments regarding the projects, that were responded to by staff. One key issue as part of the discussion is, will traffic studies be needed for one or more of the projects? Another issue still to be determined is if there will be a charge for public parking for the available public parking.

ACTION ITEMS

3. Minutes of the Regular Mobility and Transportation Infrastructure Commission on December 15, 2020 - Minutes approved as amended. (Hughes, Fisher 3-0)

4. Annual Report 2020

ADPWD Crawford gave a brief overview of this item. Approved (Hughes, Fisher 3-0)

5. Mobility and Transportation Infrastructure 2021 Work Plan

ADPWD Crawford gave a brief overview of this item. MTIC 2021 Work Plan approved as amended. (Abelson, Hughes 3-0)

COMMISSION LED DISCUSSIONS

6. SR 710 Mobility Improvement Projects Ad Hoc Committee

Commissioner Fisher reported on the interchange project at Fair Oaks Avenue and SR 110. City received comments from Caltans, which can be resolved, but until the City hires a consultant we will have to wait.

COMMUNICATIONS

7. City Council Liaison Communications

No new liaison has been assigned to the Commission.

8. Commissioner Communications

Commissioner Hughes emphasized having the Ramona Neighborhood Traffic Plan on the agenda and to thank the City for being responsive over the holidays for assisting with the pickup of branches and trees.

Commissioner Abelson recognized the passing of Bayron Salguero, Police Assistance due to complications related to COVID-19.

9. Staff Liaison Communications

ADPWD Crawford updated the Commission on Fremont Avenue and the various grants received by the City. \$6 million will be provided by Metro as part of the “Complete Street” efforts and will be utilized in support of Fremont Avenue. \$10 million will support transportation from Huntington Drive to Columbia.

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 February 16, 2020.

Larry Abelson, Commissioner

ITEM 5

Ramona Neighborhood Traffic Management Plan



RAMONA AVE NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN

Goals

- Evaluated Traffic Conditions to address concerns regarding:
 - Congestion
 - Circulation
 - Safety



Study Area

Process

- Field Traffic Counts on September 13, 2018
- Qualitative Evaluation of Field Conditions on September 27, 2018
- Community Meeting #1 on November 13, 2018
- Analysis of collision data utilizing Statewide Integrated Traffic Records System (SWITRS) data (2013-2017)
- Report preparation
- Community Meeting #2 on November 18, 2019



What we heard

- Ramona Avenue and Rollin Street:
 - Illegal drop-off activity from South Pasadena High School
 - Lack of/dim street lighting
 - Lack of stop signs, crosswalk markings, stop bars
 - Difficulty backing out of driveways for some residents on Ramona Ave
- Safety concerns along Ramona Avenue
 - Wide roadway width
 - Speeding and lack of speed limit signs
 - Poor visibility on Ramona Avenue and Oak Street
- Diamond Avenue and Oak Street poses pedestrian conflict due to missing sidewalk
- Diamond Avenue closure may exacerbate existing congestion and access issues



Findings

- More traffic in the morning than in the afternoon.
- Majority of the traffic related to the South Pasadena High School:
 - Pick-up and drop off on Ramona Avenue and Rollin Street for pick-up and drop-off.
 - On-street parking concentrated on Rollin Street between 2:50 pm and 3:15 pm.
- No conflicts observed vehicles exiting and entering Holy Family School pickup/drop-off area.
- Collision occurred primarily on arterials.
- Overall collision rate low



Solutions

Short-Term	Long-Term
Continental Crosswalks and ADA Ramps	Rectangular Rapid Flashing Beacon
Stop Sign on Ramona Ave at Rollin St	Curb Extensions
Staggered School Schedules	Curb Ramp Realignment
Tree Trimming	Regulatory and Warning Signs
Enforcement and Education of Pickup/Drop-off Zones	Pedestrian-scale Lighting (as-needed)
	Reconfigure Diamond Ave and Lyndon St
Estimated Total: \$210,000 (approximate)	Estimated Total: \$205,000* (approximate)

*Does not include the cost estimate for the Pedestrian-scale lighting. Further studies required.

Diamond Avenue Closure



- Will divert 300 cars to surrounding streets
- Not recommended due to unacceptable congestion

Short-Term Solution

Continental Crosswalks & ADA Ramps



Where?

- ✓ Fremont Ave/Bank St
- ✓ Fremont Ave/Rollin St
- ✓ Fremont Ave/Oak St
- ✓ Ramona Ave/Rollin St
- ✓ Ramona Ave/Oak St

Short-Term Solution

Stop Sign on Ramona Ave at Rollin St



Where?

✓ Ramona Ave at Rollin St



Note: Not an all-way stop

Long-Term Solution Rectangular Rapid Flashing Beacon



Where?

- ✓ Midblock on Diamond Ave



Long-Term Solution Curb Extensions



Where?

- ✓ NE leg of Ramona Ave/Oak St



Long-Term Solution Curb Ramp Realignment



Where?

- ✓ Ramona Ave/Oak St
- ✓ Ramona Ave/Rollin St



Long-Term Solution Regulatory Warning Signs



Where?

- ✓ Ramona Ave/Spruce St
(north and south legs)



Long-Term Solution

Pedestrian Scale Lighting (as-needed)



Where?

- ✓ Throughout study area

Note: Will Require further evaluation by a lighting engineer

Long-Term Solution

Reconfigure Diamond Ave and Lyndon St



QUESTIONS?



RAMONA AVE NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN

January 2020

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1 INTRODUCTION

The purpose of this report is to document and evaluate traffic conditions in the Study Area to address concerns regarding congestion, circulation, and safety.

STUDY AREA

Holy Family School and South Pasadena High School are located in a low-density residential neighborhood of South Pasadena. Holy Family School has approximately 300 students spanning grades kindergarten to eight grade. South Pasadena High School serves grades 9 through 12 with an enrollment of approximately 1,460 students. Figure 1 details the location of the study area.

Figure 1 Study Area



2 EXISTING CONDITIONS

METHODOLOGY

In order to identify current transportation patterns and operations at and around the two schools, Nelson\Nygaard staff collected traffic volume and safety data, conducted site visits, and reviewed school policies and procedures.

Vehicle and pedestrian traffic counts were conducted at five key intersections on Thursday, September 13, 2018 during school pick-up and drop-off hours. These counts, along with collision data collected within the last five years, help identify locations with the highest levels of activity and potential conflicts between vehicles and pedestrians.

In addition to traffic counts, staff conducted a qualitative evaluation of transportation conditions on Thursday, September 27, 2018 during the weekday morning (7:30 a.m. to 9:00 a.m.) and afternoon (2:00 p.m. to 3:30 p.m.) hours. The morning period allowed for observation of drop-offs and the afternoon period was chosen to coincide with the end of the school day, which occurs 2:30 p.m. for Holy Family School. South Pasadena High School has a staggered dismissal period at 2:00 p.m. and 3:00 p.m. Staff also met with administrators from both schools to confirm all policies and procurees related to school pick-up and drop-off, including times, locations, and other issues. Field observations discussed throughout this chapter refer to observations made during these periods.

Safety data consists of collision reports that occurred in the area within the last five years (from the Statewide Integrated Traffic Records System, or SWITRS).

ROADWAY NETWORK/VEHICLE TRAFFIC CONDITIONS

The focus area is bounded by Lyndon Street, Fremont Avenue, Oak Street, Ramona Avenue, Huntington Drive, and Diamond Avenue. With the exception of Fremont Avenue, which has a speed limit of 30 miles per hour,¹ all streets in the study area are residential with a speed limit of 25 miles per hour. In order to reduce cut through traffic during school pick-up and drop-off times, left turns are prohibited eastbound on Rollin Street onto Fremont Avenue. The posted time restriction for left turns is from 7:30 a.m. to 8:30 a.m. and 1:30 p.m. to 3:30 p.m.

Streets

Ramona Avenue - Ramona Avenue runs between Rollin Street on the north and Huntington Drive on the south. It is a mostly residential street that is adjacent to the Holy Family School on part of the east side. Ramona Avenue is 30-foot wide and has parking on both sides. The street parking to 1-hour (7 a.m. to 5 p.m.) on

Figure 2 Restricted Left Turns



Source: Nelson\Nygaard, 2018

¹ As detailed in the 2014-15 Citywide Engineering and Traffic Survey, the speed limit on Fremont Avenue is 30 mph currently posted at both 30 mph and 25 mph as well as a 25 mph school zone.

weekdays, except by permit, and no parking on weekends, except by permit. Permits are only available to property owners and residents along the street (there is a Preferential Parking District located on Oak Street between Ramona Avenue and Fremont Avenue as well). There are 20 single-family residential buildings along the street between Rollin and Oak with four of the buildings on the east side nearest to Rollin Street being owned and occupied by the church.

Proposed Diamond Avenue Closure

There has been interest from some parties in closing the section of Diamond Avenue adjacent to the South Pasadena High School in order to connect the main campus (on the east side of Diamond) with the gym (on the west side). A densely connected street network is an asset to a City. Fine-grained networks help to distribute traffic, shorten driving trips and create clear and easy walking and biking paths. As a matter of policy, closing parts of that network should be avoided. While the negative impacts of an individual closure can be minor, the cumulative effect of repeated closures can create congestion and negative air quality and carbon impacts. Such closures should, therefore, be pursued rarely and only be pursued when the benefits of are so clear as to outweigh the compromise in transportation principals.

The California Vehicle Code (Chapter 1, Article 3) provides some guidance to local governments considering street closures. It states that closing any highway to vehicular traffic is allowable when, in the opinion of the legislative body having jurisdiction, the highway is either no longer needed for vehicular traffic or the closure would implement the circulation element of a general plan. The rules and regulations authorized by this subdivision shall be consistent with the responsibility of local government to provide for the health and safety of its citizens.

The proposed road closure would result in the 130 cars traveling southbound and 150 traveling northbound on Diamond Street in the mornings to find alternative routes on either Fremont or Meridian in order to get to their destination. While the traffic impacts of this shift would not be excessive, it would represent a small uptick in traffic along those parallel streets and be an inconvenience for the drivers, many of whom already consider the streets congested. While that additional congestions should be considered in the decision-making, as long as the closure on Diamond were well designed and its presence and operation clearly communicated to drivers, there should not be any safety challenges that emerge from such a change.

Traffic Volumes

Multimodal traffic counts were conducted at five key intersections encompassing the Holy Family School. Figure 3 shows peak hour traffic counts that coincide with the morning drop-off period (7:15 a.m. to 8:15 a.m.) and the afternoon pick-up period (2:30 p.m. to 3:30 p.m.). Figure 4 shows morning and afternoon peak hour traffic flow along Rollin Street, Ramona Avenue, and Oak Street surrounding the Holy Family School site.

Peak hour traffic counts and field observations indicate the following:

- There is 40% more traffic during the AM period (around 150 cars per hour in the morning vs. 85 cars per hour in the PM) because pick-ups are more staggered in the PM period due to afterschool activities and staggered block schedules at South Pasadena High School.
- Fremont Avenue/Rollin Street is the busiest intersections primarily due to through traffic on Fremont Avenue, which serves as a minor arterial. The intersection also has the most foot traffic, over twice that of the other four intersections. A total of 287 pedestrians crossed at the intersection in the morning, and 310 pedestrians in the evening.

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- Based on field observations, it appeared a majority of the foot traffic at the Fremont Avenue/Rollin Street and Fremont Avenue/Oak Street intersections were students walking to/from the nearby South Pasadena Middle School.
- The short distance from the Fremont Avenue/Oak Street signal to the Holy Family School driveway poses a slight safety concern due to the potential presence of stationary vehicles waiting to turn into the driveway affecting vehicles turning right onto Oak Street from southbound Fremont Avenue.
- Based on field observation, it appears that more of the traffic on Ramona Avenue is related to pick-up and drop-off activity from South Pasadena High School rather than Holy Family School. However, traffic and queuing at the north end of Ramona Avenue at Rollin Street is minimal.
- Traffic at the Ramona Avenue/Oak Avenue intersection is due to pick-up and drop-off activity from Holy Family School. Traffic volumes and queuing are most pronounced on in the east-west direction on Oak Street due to controlled ingress and egress from the school driveway.
- Overall, traffic volumes around the schools are lower than would be expected in a suburban location based on ITE Trip Generation Rates and field observations, this is most likely due to the high number of walking trips to/from the schools in the area.
 - Based on current enrollment, a total of 273 AM peak-hour vehicle trips are expected from Holy Family School and 759 trips from South Pasadena High School.²

² Based on weekday peak hour of adjacent street traffic for one hour between 7:00 to 9:00 a.m. from the ITE Trip Generation Manual, 10th Edition.

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Figure 3 Peak Hour Traffic Counts

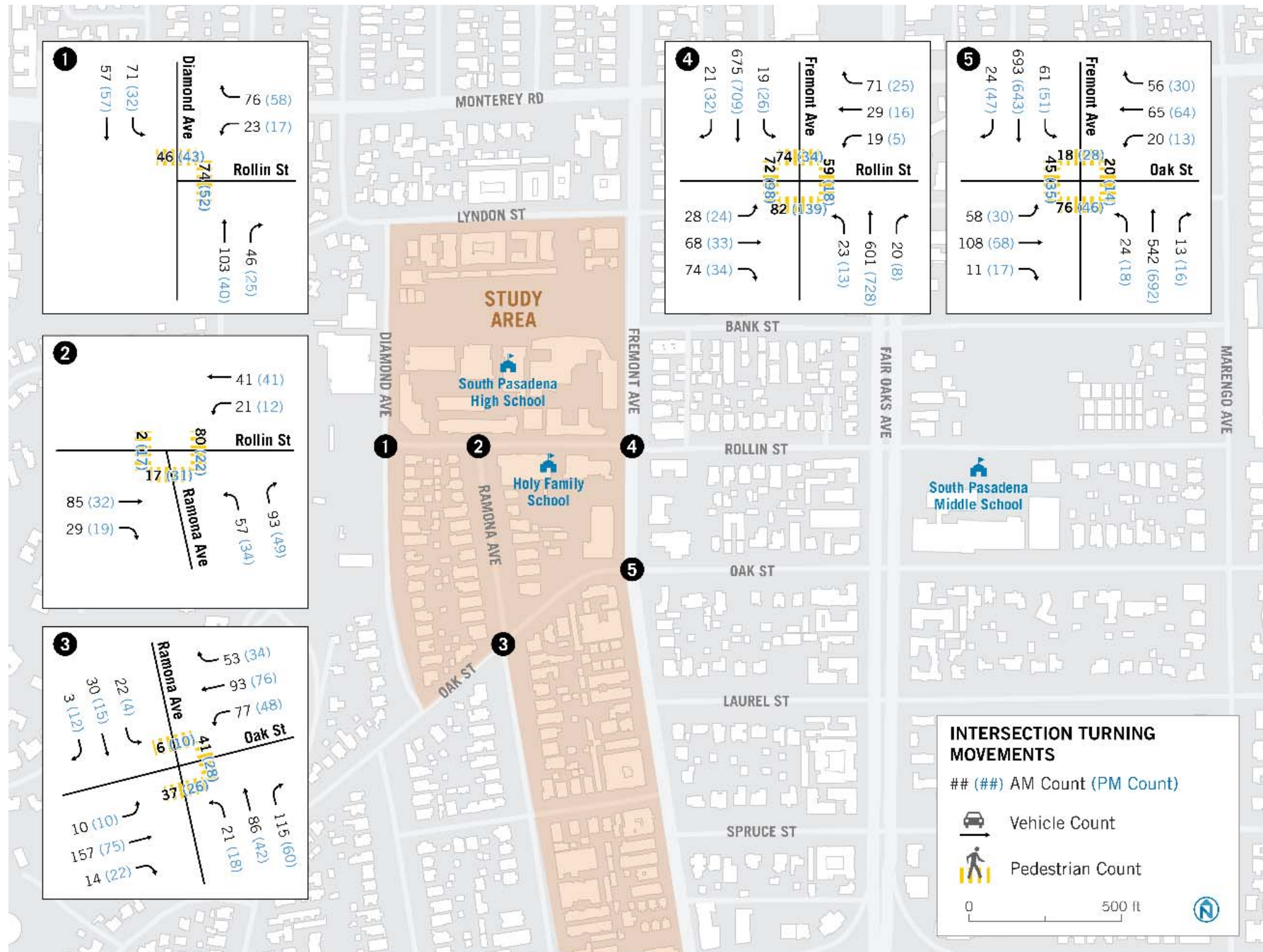


Figure 4 Holy Family School Morning Peak Hour Traffic Volumes (7:15 – 8:15 a.m.)

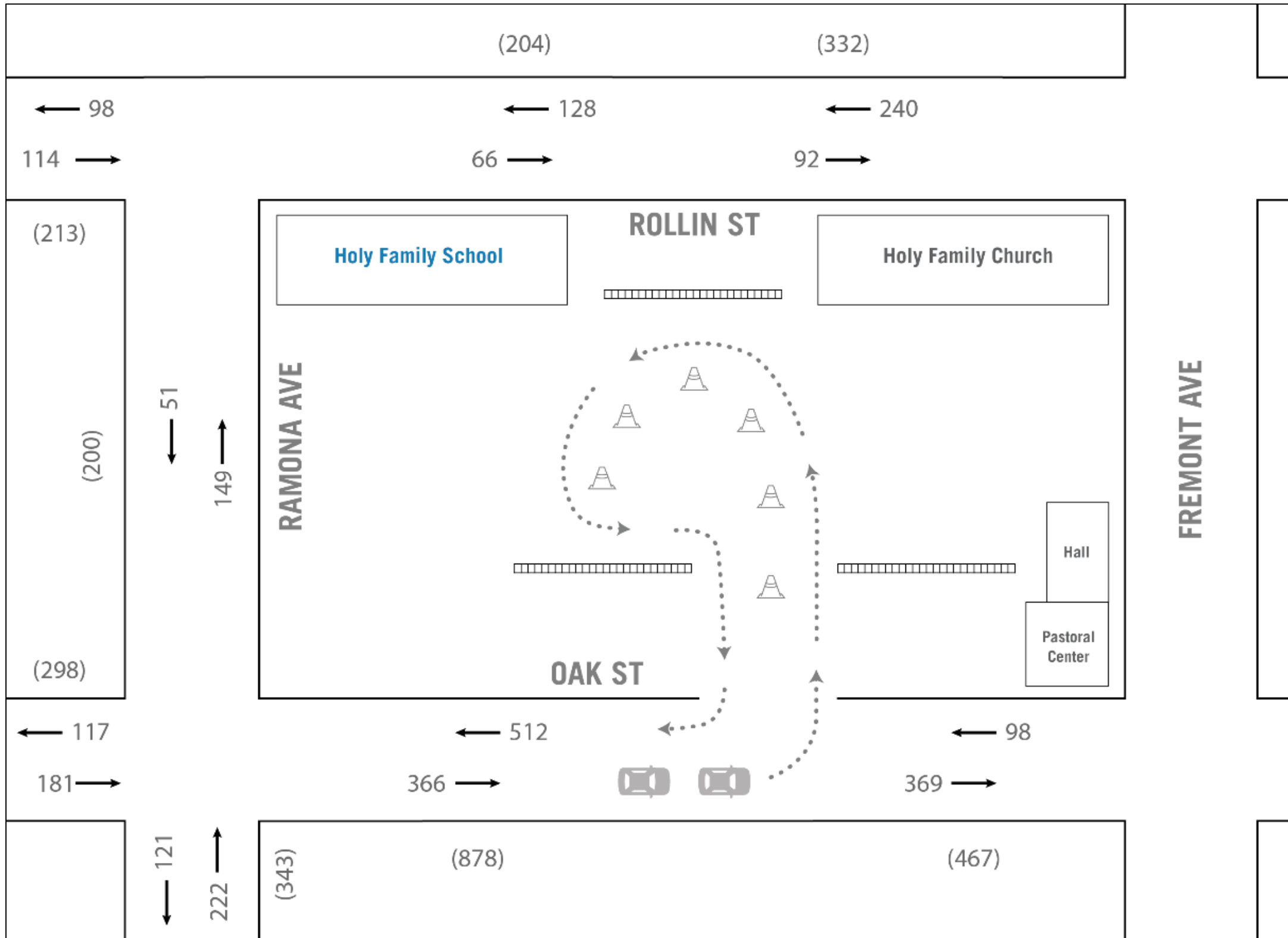
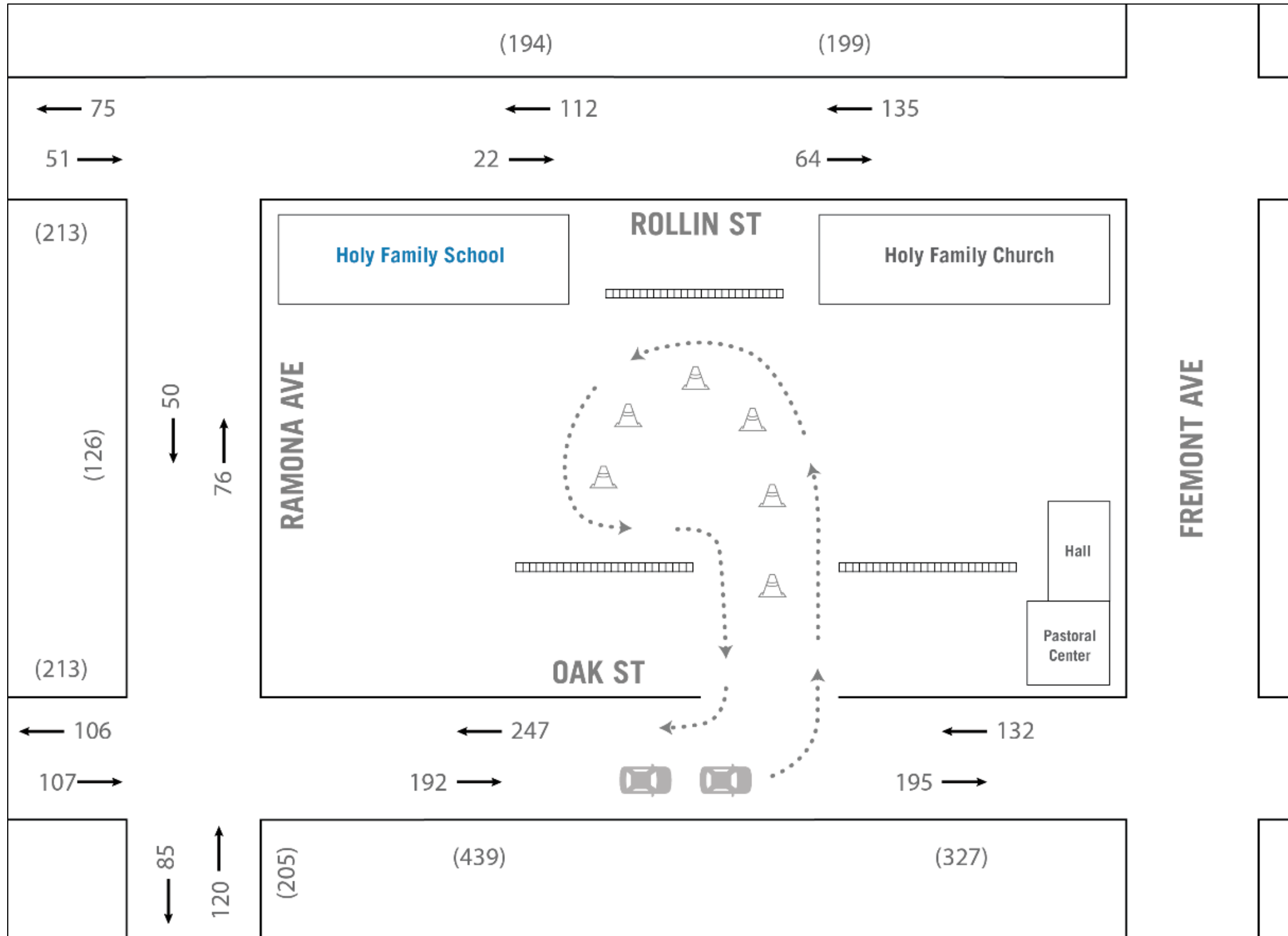


Figure 5 Holy Family School Afternoon Peak Hour Traffic Volumes (2:30 – 3:30 p.m.)



BICYCLE AND PEDESTRIAN FACILITIES

Pedestrian amenities near the project site include sidewalks, crosswalks, curb ramps, and pedestrian signals. The project site is located within an established pedestrian network comprised of continuous sidewalks, curb ramps, and crosswalks at the majority of intersections. Field observations of pedestrian facilities are summarized below:

- Pedestrian crossing distances in the study area are short, which is ideal for children. Crossing distances are approximately 50 feet across Fremont Avenue, and 30 feet at all other locations.
- Intersections along Fremont Avenue are signalized with pedestrian push buttons.
- The intersection at Rollin Street and Ramona Avenue is of particular concern given its proximity to both schools and lack of marked crossings and STOP signs. All other intersections in the study area are controlled by STOP signs, which require vehicles to stop or yield to other vehicles and crossing pedestrians, allowing for safer pedestrian movements at these intersections. The lack of a STOP sign in ANY direction creates an unclear environment for drivers and pedestrians. The MUTCD calls for engineering judgement to be applied in the installation of stops signs, considering pedestrian crossing activity or school walking routes among other factors.
- Although the majority of crosswalks are painted yellow to indicate a school zone, none has continental striping, which helps to increase pedestrian visibility.
- The Diamond Avenue/Lyndon Street intersection poses potential pedestrian conflict due to unmarked crossings and limited line of sight for vehicles turning onto Lyndon Street.
- Diamond Avenue is a concern for bicycle and pedestrian safety in the short-term due to ongoing construction. The street traverses South Pasadena High School and requires students to cross midblock at Diamond Avenue to access sports facilities. After completion of construction, the street should be back to its standard level of safety.

Figure 6 Diamond Ave/Lyndon St Intersection



Source Figure 7 Existing Bicycle Parking Area



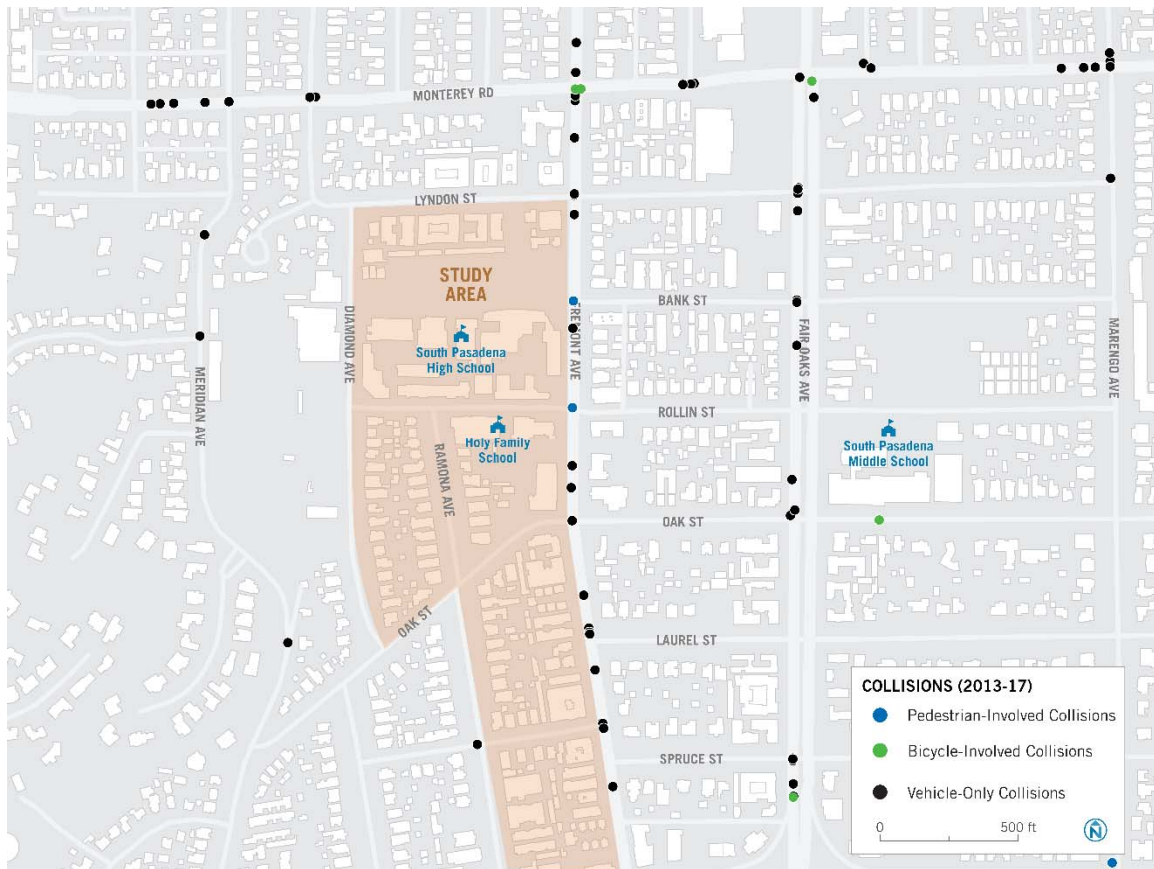
Source: NelsonNygaard, 2018

There are no bicycle facilities that directly serve the project site. Although South Pasadena High School provides bike parking in the form of a bike rack, it is located by the tennis courts on the east side of Diamond Avenue, away from classrooms. Staff observed the rack was well used as shown in Figure 7. Overall, most pedestrian, bike, and scooter traffic was observed to be South Pasadena High School and Middle School students.

SAFETY

Using 2013 to 2017 data from the Statewide Integrated Traffic Records System (SWITRS), collisions were analyzed to identify areas that may benefit from safety improvements. During the five-year span, a total of ten collisions occurred in the immediate vicinity of the study area. All collisions occurred on Fremont Avenue and did not result in a fatal or severe injury. Of the ten collisions that occurred, eight were vehicle-only collisions and two involved pedestrians. As shown in Figure 8, the pedestrian-involved collisions occurred at Bank Street and Rollin Street. More generally, it can be seen that a vast majority of collisions occurred on primary arterials as opposed to neighborhood streets.

Figure 8 Collisions (2013-2017)



PARKING

The Holy Family School central parking lot functions as a pick-up/drop-off area and is reserved as a playground/sports area throughout the school day. The lot is only used for parking on weekends and in the rare event of a funeral service, on schooldays for which it is striped for about 60 parking spaces (including handicapped spaces). The school maintains an off-street surface parking lot for faculty and visitors at the St. Joseph Center located at the northeast corner of Fremont Avenue/Oak Street intersection. South Pasadena High School also maintains a well-utilized off-street lot, which is located on the northeast end of campus and has allocated spaces for faculty and senior students.³

Oak Street, Rollin Street, and Ramona Avenue have one and two-hour time restrictions in place that would prohibit school affiliates from parking for the course of the entire school day. Oak Street and Ramona Avenue are also residential permit parking areas and require a neighborhood-only resident permit for parking without incurring time restrictions. Otherwise, no streets in the study area have posted restrictions.

PASSENGER (STUDENT) LOADING CONDITIONS

Classes at Holy Family School begin at 8:00 a.m. and end at 2:30 p.m., however there is currently a pilot program that allows students to arrive between 7:00 a.m. and 7:30 a.m., and wait outside with school staff before classes begin. Classes at South Pasadena High School begin at 8:00 a.m., and end at 2:00 p.m. and 3:00 p.m. due to a staggered class schedule. Holy Family School employs a detailed drop-off and pick-up plan, which is distributed to parents, whereas South Pasadena High School does not have a formal policy or targeted messaging.

Holy Family School employs drop-off and pick-up procedures to facilitate safe and efficient loading conditions at the school (see Appendix A). Morning drop-off time begins at 7:30 a.m. and afternoon pick-up time begins at 2:45 p.m. Parents are encouraged to park in the neighborhood and walk students in, however few were observed doing this.

Parents who drive their car to pick up and drop off their children are requested to drive into the central parking lot driveway from eastbound Oak Street, and then turn left into the parking lot (see Figure 10). Due to the proximity of the parking lot to the Fremont Avenue/Oak Street intersection, right turns are prohibited from Oak Street to reduce congestion from queuing. Once turning into the driveway, parents are instructed to follow cones and form a single lane of traffic. In the morning, three to six parent volunteers facilitate drop-offs by opening car doors and escorting younger students to the building. Parent volunteers rotate by grade each month. In the afternoon, parents display a yellow nametag attached to their visor or window. Once the parent enters the driveway, a staff member texts the name of the student to the office, which then

Figure 9 Residential Permit Parking



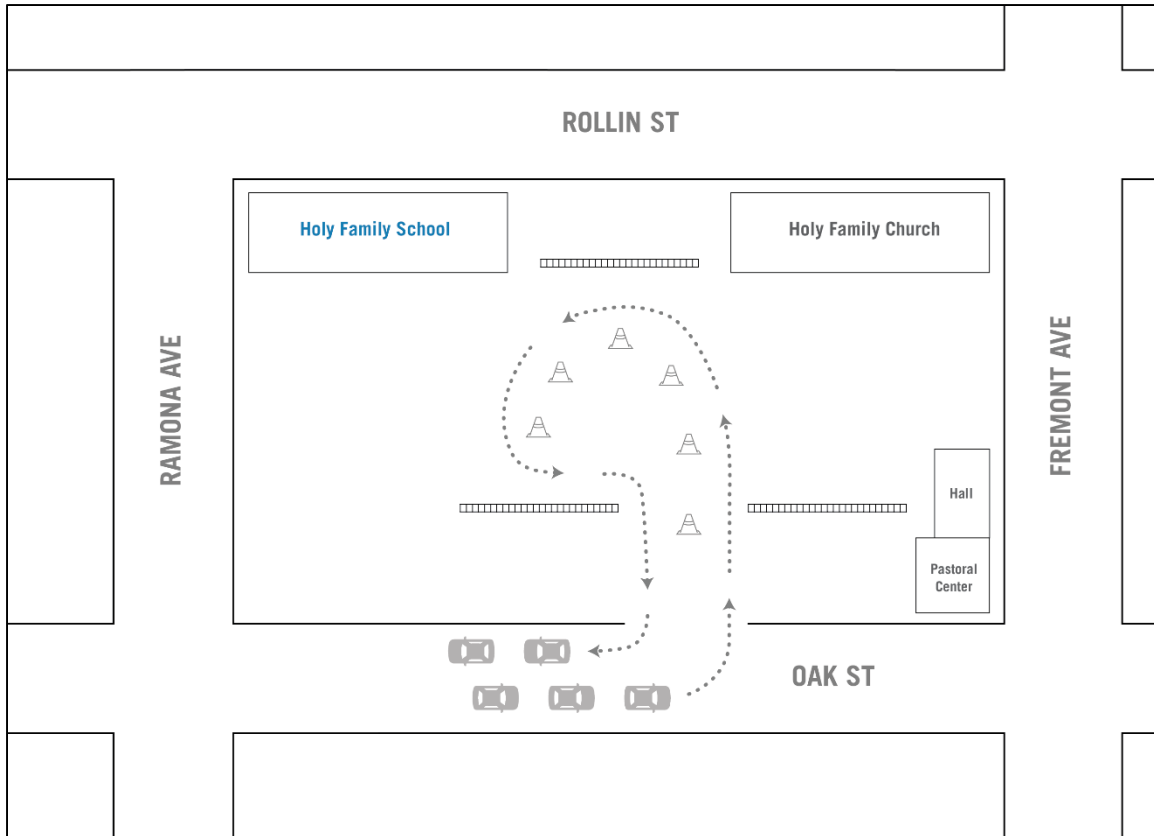
Source: Nelson\Nygaard, 2018

³ Parking for seniors is limited and allocated via lottery.

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dismisses the student to the pick-up area by loudspeaker. A group of student volunteers helps escort students to their cars. Students grade seven and below are required to go through this process. Once dropping off/picking up their children, parents are instructed to exit the parking lot and only make a right turn onto Oak Street. Student walkers are required to check out at the office.

Figure 10 Holy Family School Pick-up/Drop-Off Procedure



Field observations of passenger loading did not show any conflicts between vehicles exiting and entering at the same time from/to Holy Family School. Parents are well instructed and informed of the school procedures. School staff are often standing at the driveway to ensure compliance and block the sidewalk for passing pedestrians. School staff also indicated that parents themselves are the best enforcement, and will notify the school regarding any misbehavior.

During the morning drop-off period, parent traffic is mostly concentrated at the Oak Street/Ramona Avenue intersection. Westbound Oak Street reached a maximum queue of ten cars at 7:50 a.m. from parents exiting the Holy Family School driveway. Southbound Ramona experiences marginal queueing, while northbound Ramona experiences a queue of up to 15 vehicles, which appeared to be due primarily to through traffic to the high school. During observation, queuing cleared up by 8:00 a.m. once classes had begun.

In the afternoon, vehicles begin to arrive at 2:45 p.m. A total of 17 vehicles were waiting in the parking lot after gates opened, and by 2:50 p.m. the lot and driveway was full with 20 vehicles. Even in this case, parents who arrived later parked along the curb with blinkers on Oak Street and

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waited to enter the driveway rather than queuing in the travel lane or the school driveway and sidewalk. The maximum duration of drop-offs was five minutes. The queue cleared by 3:15 p.m.

Figure 11 Holy Family School Afternoon Pick-Up



Source: Holy Family School, 2018

The majority of pick-up and drop-off activity at South Pasadena High School occurs in the school parking lot off Bank Street. However, loading activity was also observed on Rollin Street due to an entrance on Rollin Street. In the morning, drop-offs on eastbound Rollin Street caused a queue of eight vehicles. In the afternoon, more parents parked on Rollin Street to wait and pick-up their children. Although some parents were observed picking-up on Ramona Avenue, most activity was concentrated on Rollin Street. On-street parking on Rollin Street was completely full by 2:50 p.m. Given that Holy Family School actively discourages parents from parking on Ramona Avenue and Rollin Street, the majority of vehicles observed were from the high school.

Figure 12 Ramona Avenue in the Afternoon



Source: Nelson\Nygaard, 2018

Figure 13 Rollin Street in the Afternoon



Source: Nelson\Nygaard, 2018

3 PUBLIC MEETINGS

In order to gather stakeholder and community feedback, two public meetings were held in South Pasadena. Content and comments from both meetings are summarized below.

Public Meeting #1

The first meeting was held on November 13, 2018 and a total of 14 residents and two Holy Family School representatives attended the meeting. The project team presented findings from the existing conditions analysis, discussed next steps, and gathered input regarding concerns and potential solutions.

Key comments from the meeting include (*technical comments in italics*):

- The area surrounding Holy Family School is a residential neighborhood that experiences mostly non-resident traffic (*actual data is not available on the specific origins of drivers in the neighborhood*)
- Many students live on Ramona Avenue (*student rolls with addresses are not available*)
- There is concern that closing off Diamond Avenue would exacerbate existing congestion and access issues. (*see assessment on p. 2-7*)
- Many attendees were concerned about the Ramona Avenue/Rollin Street intersection due to the following:
 - Illegal drop-off activity from South Pasadena High School on the northern block face of Rollin St which is painted red (*this was observed by the technical team*)
 - Lack of/dim street lighting (*technical observations were made during the daytime*)
 - Lack of stop signs, crosswalk markings, and stop bars (*true, as outlined in existing conditions*)
 - Overall poor visibility (*if related to lighting, could not be observed during the day*)
 - Difficulty backing out of driveways for four residents on Ramona Avenue due to the removal of driveway aprons on the opposite side of the road (*possibly true, though not an unusual condition of a street of this width*)
- Many attendees also expressed concerns regarding safety on Ramona Avenue, in the southern part of the study area. Concerns on South Ramona Avenue from Oak Street to Huntington Drive include:
 - Wide roadway width, which accommodates two lanes of traffic on Ramona Avenue in the northbound direction when right turns onto Oak Street are backed up and through traffic attempts to speed past (*the southern leg of Ramona Avenue is wider and the western curblines are misaligned, contributing to the described behavior*)
 - Speeding and lack of speed limit signs to visually communicate speed limit transition from Huntington Drive, a high-speed arterial (*no speed data available, however, regarding signage, there is a speed limit sign on the southern end of Ramona visible to drivers turning from Huntington*)

- Poor visibility due to the configuration of the Ramona Avenue/Oak intersection which results in a long crossing distance on the south leg, no crosswalk on the west leg, poor alignment of site triangles and stop bars (*these technical issues were observed by the team*)
- The Diamond Avenue/Oak Street intersection poses pedestrian conflict due to a missing crosswalk.

Public Meeting #2

The second meeting was held on November 18, 2019 and a total of nine residents and five Holy Family School representatives attended the meeting. The project team presented potential solutions and facilitated a discussion regarding those solutions.

Attendees were generally in support of proposed solutions, particularly continental crosswalks, a stop sign at Ramona Avenue and Rollin Street, and staggered school schedules. Aside from the proposed solutions, attendees also expressed desire for additional changes. Key comments from the meeting include (*technical comments in italics*):

- A need for an all-way stop sign at Ramona Avenue and Spruce Street (*California state law mandates that intersections need to meet a certain threshold to be applicable for a stop sign, and the safety analysis on p. 2-2 indicate zero collisions at the intersection. Furthermore, stop signs are not a traffic calming measure*).
- Many attendees expressed desire to have more traffic calming interventions at Ramona Avenue. Requests included a stop sign and requested a stop sign at Ramona Avenue/Oak Street intersection. (*stop signs are not considered a traffic calming device, see recommendations on p. 4-1*)
- A few attendees expressed desire for Holy Family School to redirect pick-up and drop-off activity to allow egress from Oak Street to Rollin Street as outlined in 1995 Holy Family Church Traffic and Parking Study. (*the current configuration allows for more vehicles onto the school property itself, redirecting exiting traffic would likely exacerbate congestion on Rollin Street and create even more conflicts with student drop-offs at South Pasadena High School*).
- Concern was expressed that illegal drop-off activity on Rollin Street was due to Holy Family School, as well as South Pasadena High School (*technical observations showed that the majority of illegal activity was due to South Pasadena High School*).
- Many attendees requested enforcement through officers and crossing guards to reduce vehicular and pedestrian conflict and illegal drop-off activity at Ramona Avenue and Oak Street (*the safety analysis on p. 2-2 show that the few collisions in the area may not justify the additional investment needed for enforcement*).
 - *Rather than solely focusing on enforcement, the two South Pasadena Police Department officers that attended stressed the importance of balancing the three E's of safety (education, enforcement, and engineering).*

4 POTENTIAL SOLUTIONS

As summarized in Chapter 2, overall traffic in the study area are lower than would be expected in a suburban location based on ITE Trip Generation Rates and field observations. Key takeaways from the existing conditions analysis and accompanying solutions are summarized in this section:

- Holy Family School parents are well-instructed and informed of school procedures and on-site staff ensure compliance.
- No conflicts were observed between vehicles exiting and entering the Holy Family School pickup/drop-off area.
- Based on field observations, traffic on Ramona Avenue and Rollin Street are likely due to South Pasadena High School.
 - The team observed some High School parents parking on Ramona Avenue and Rolling Street for pick-up and drop-off. However, most of the on-street parking was concentrated on Rollin Street which was full by 2:50 pm and cleared out by 3:15 pm)
- Collisions occur primarily on major arterials, and the overall collision rate was low.⁴ Apart from one vehicle-only collision on Ramona Avenue and Spruce Street, there were no collisions on neighborhood streets within the study area.

The following solutions arose from the existing conditions analysis and community feedback are listed below. Figure 14 outlines solutions that can be implemented in the short-term, whereas Figure 15 includes long-term solutions that require capital improvements. The closure of Diamond Avenue to create a pedestrian walkway has also been discussed as a long-term solution. However, this plan recommends that policy-makers consider whether the benefits of making the change at this location are so substantial as to overcome the impacts outlined on page 2-3.

Safety should consist of a balance between engineering, education, and enforcement solutions. While the following infrastructural solutions will improve safety, enforcement and education is also a large aspect of promoting a safe environment. Enforcement can be achieved through additional enforcement of existing pick-up and drop-off areas. This effort can be completed by education through school outreach and education initiatives such as Walk to School Day and school newsletters and classroom letters that inform students and parents how to walk, drive, and bike safely. Overall, traffic in the study area is lower than to be expected given current student enrollment. While congestion in the area and vehicular and pedestrian conflicts are exacerbated during school pick-up and drop-off times, these issues are concentrated at specific intersections along Ramona Avenue, which can be mitigated through the proposed solutions in this report.

⁴ Five-year collision data from 2013 to 2017 show a total of ten collisions, none of which resulted in a fatal or severe injury.

Ramona Neighborhood Traffic Management Plan
City of South Pasadena

Figure 14 Short-Term Solutions

#	Solution	Description	Benefits	Challenges	Costs	Location(s)
1	Continental crosswalks	<ul style="list-style-type: none"> Paint yellow, zebra-striped markings at school crossings to increase visibility 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety compared to standard crosswalks with parallel or dashed pavement markings Improves yielding behavior Indicates school zone 	<ul style="list-style-type: none"> Additional maintenance costs to City 	<p>Capital Cost:</p> <ul style="list-style-type: none"> \$3,000 per leg \$5,000 per curb ramp <p>Design/Administration / Labor: \$5,000 each</p>	<p>All legs of:</p> <ul style="list-style-type: none"> Fremont Ave/Bank St Fremont Ave/Rollin St Fremont Ave/Oak St Ramona Ave/Rollin St Ramona Ave/Oak St
2	Stop signs	<ul style="list-style-type: none"> Install a stop sign at Ramona Avenue for vehicles turning onto Rollin Street 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Improves yielding behavior 	<ul style="list-style-type: none"> None anticipated 	\$200 each	Ramona Ave/Rollin St
3	Tree trimming	<ul style="list-style-type: none"> Trim trees to improve visibility 	<ul style="list-style-type: none"> Improves visibility and safety for all roadway users 	<ul style="list-style-type: none"> Additional maintenance costs to City 	Cost based on City's Urban Forestry Contract	Throughout study area
4	Staggered school schedules	<ul style="list-style-type: none"> Institute school policies to stagger start and end times and/or pickup and drop-off times 	<ul style="list-style-type: none"> Reduces school congestion by redistributing pickup and drop-off activity 	<ul style="list-style-type: none"> Requires coordination with school and parents (might affect families with multiple children) 	None	<ul style="list-style-type: none"> Holy Family School South Pasadena Unified School District
5	Additional education and enforcement	<ul style="list-style-type: none"> Enforce existing pickup/drop-off zones at South Pasadena High School and Holy Family School via school communication channels and parent volunteers 	<ul style="list-style-type: none"> Improved pedestrian safety Ensures that pickups and drop-offs do not occur on adjacent streets 	<ul style="list-style-type: none"> None anticipated 	None	South Pasadena High School and Holy Family school pickup/drop-off zones

Ramona Neighborhood Traffic Management Plan
City of South Pasadena

Figure 15 Long-Term Solutions

#	Solution	Description	Benefits	Challenges	Costs	Location(s)
6	Rectangular rapid flashing beacon (RRFB)	<ul style="list-style-type: none"> Install devices using LED flashing beacons in combination with pedestrian and bicycle warning signs Install in conjunction with advance yield bars and pedestrian crossing signs 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety, particularly at locations with critical safety concerns and high volume pedestrian crossings Reinforces yielding to pedestrians Provides a high-visibility, strobe-like warning to drivers when pedestrians and bicyclists use a crosswalk 	<ul style="list-style-type: none"> Installation and maintenance cost. Perceived delays to drivers Possible light disturbance to adjacent properties 	<p>\$20,000 - \$40,000 each</p> <p>Design/Administration / Labor: \$8,000 each</p>	Midblock on Diamond Ave to connect South Pasadena High School to sports facilities
7	Curb extensions	<ul style="list-style-type: none"> Extend a section of the sidewalk into the roadway to physically narrow the roadway 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Reduce crossing distances Reduces speeding of turning vehicles Encourages pedestrians to cross at designated locations 	<ul style="list-style-type: none"> Cost 	<p>\$20,000 each</p> <p>Design/Administration / Labor: \$6,000 each</p>	Southwest leg of Ramona Ave/Oak St
8	Curb ramp realignment	<ul style="list-style-type: none"> Align curb ramps with marked crossings so they do not project into vehicular traffic lanes or parking Ensure that curb ramps are ADA-compliant with tactile warning strips 	<ul style="list-style-type: none"> Provides direct access between the sidewalk and roadway for people using wheelchairs, strollers, walkers, handcarts, bicycles, or have mobility impairments that make it difficult to step up and down high curbs Redirects crossing away from oncoming traffic and directly towards the opposite side of the road 	<ul style="list-style-type: none"> None anticipated 	<p>\$8,000 each</p> <p>Design/Administration / Labor: \$3,000 each</p>	<p>Throughout study area, particularly all legs of</p> <ul style="list-style-type: none"> Ramona Ave/Oak St Ramona Ave/Rollin St

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#	Solution	Description	Benefits	Challenges	Costs	Location(s)
9	Regulatory and warning signs	<ul style="list-style-type: none"> Install regulatory "Yield to Pedestrians" signs to inform drivers of their responsibility to yield at marked crossings 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Provides warning and regulatory reminders and information to all road users 	<ul style="list-style-type: none"> Cost of installation and time/cost of repairs 	<p>\$500 each</p> <p>Design/Administration / Labor: \$5,000 each</p>	North and south legs of Ramona Ave/Spruce
10	Upgrade pedestrian-scale lighting as needed	<ul style="list-style-type: none"> Install additional roadway lighting on both sides of wide streets and dimly lit areas Place lights in advance of midblock and intersection crosswalks to illuminate the front of pedestrian and avoid creating a silhouette Install pedestrian-scale lighting to improve nighttime security and visibility 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Improves safety of all roadway users 	<ul style="list-style-type: none"> Cost 	<p>\$20,000 - \$40,000 per location dependent on ownership of utilities provider</p> <p>Design/Administration / Labor: \$5,000 per location</p>	Throughout study area
11	Reconfigure intersection to improve pedestrian access	<ul style="list-style-type: none"> Evaluate traffic control and calming measures for the intersection Solutions may include bulb-out, additional signage and striping, and lane configuration to reduce chokepoint at south portion of the intersection, 	<ul style="list-style-type: none"> Improves pedestrian visibility and safety Improves safety of all roadway users Reduce crossing distances 	<ul style="list-style-type: none"> Cost of installation and design 	<p>Design/Administration / Labor: \$20,000 - \$30,000 for evaluation</p> <p>Construction costs will vary depending on proposed traffic calming measures</p>	Diamond Avenue/Lyndon Street

APPENDIX A

Figure 16 Holy Family School Carpool Procedures

HOLY FAMILY CARPOOL PROCEDURES

Morning Drop-off & Afternoon Pick-up Procedures (See map below)

Go **east** on Oak Street and turn **left** into the Pastoral Center driveway. (No right hand turn is permissible from Oak into the lot.) Follow cones and form one lane of traffic. Parent safety members will be on hand to assist students out of their cars in the morning. **Children should not exit the car until a parent safety member has escorted them out of their car.** Vehicles then exit back onto Oak Street and all cars **MUST** make a **right** hand turn out of the parking lot. This applies to both morning drop-off and afternoon pick-up.

Drop off begins no earlier than 7:30 a.m. and adult supervision MUST be present. Never drop-off or leave your child unattended on or around the school campus including the Eden Center/St. Joseph's Center Parking Lot. Students should always be escorted safely onto campus by an adult.

Students are expected to be in their classrooms, unpacked and ready to go **NO LATER** than 8:00 a.m. **Students who arrive after the 8:00 a.m. tardy bell (even if their car is in on the school property,) will be marked tardy. Students in all grade levels will be given a 45-minute detention to be served before school when they receive their 4th tardy per quarter. (Each subsequent tardy will equal a new detention.) Please know that excessive tardies WILL have a negative effect on a student's grade in class.**

For afternoon pick-up, the lot will open at 2:55 p.m. Cars may **NOT** line up prior to 2:50 p.m., as they block parking spaces to the Pastoral Center. As you wait to enter the parking lot, **please hug the curb** so the street remains free for neighborhood traffic.

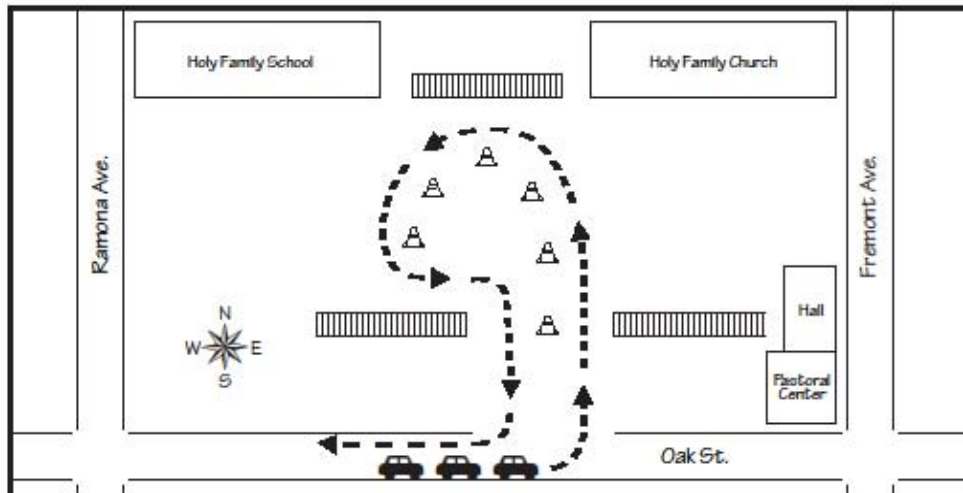
Parents must walk onto campus before children will be released as walkers.

Do

- Park in designated parking spots only.
- Always walk onto campus for pick-up/drop-off.
- Be courteous to neighbors.
- Be courteous to those assisting with carpool.
- Display ALL carpool names in vehicle's window.
- Remove ALL carpool names when all are present.

Do Not

- Do not park in red.
- Do not double park.
- Never drop kids in middle of street.
- Never walk through parking lot during carpool.
- Do not park in front of school driveway.
- Do not block neighbors' driveways.
- **DO NOT USE CELL PHONES IN CARPOOL.**





Mobility & Transportation Infrastructure Commission Agenda Report

ITEM NO. 6

DATE: August 18, 2020
FROM: Kristine Courdy, P.E., Deputy Public Works Director
SUBJECT: **Status Update on Measure M Multi Sub-regional Program Funding**

Status Update

On August 5, 2020, the City Council approved repurposing the available Measure M Multi Sub-regional Program funding for reallocation in next-years project cycle (see attached City Council staff report). This matter was discussed and approved at the August 6, 2020 Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Board meeting. These funds will be marked as uncommitted, meaning they would be banked until next year's project cycle to allow the City Council and the community time to reconsider priorities for the this funding is programmed. These funds can be considered and prioritized as part of the budget and Capital Improvement Program adoption for FY21.

Attachment: August 5, 2020 City Council Staff Report: Repurpose Available Measure M MSP dollars for Reallocation in Next Year's Project Cycle

ITEM 7
Measure M Projects



City Council Agenda Report

ITEM NO. 11

DATE: August 5, 2020

FROM: Stephanie DeWolfe, City Manager

PREPARED BY: Shahid Abbas, Public Works Director
Kristine Courdy, Deputy Public Works Director

SUBJECT: **Repurpose Available Measure M Multi-Sub-regional Program (MSP) dollars for Reallocation in Next Year's Project Cycle**

Recommendation

It is recommended that the City Council direct staff to repurpose available Measure M Multi-Sub-regional Program (MSP) dollars for reallocation in next year's project Cycle.

Commission Review and Recommendation

This matter was presented to the Mobility and Transportation Infrastructure Commission at the June 16, 2020 meeting.

Executive Summary

In 2018, the City Council approved a list of projects to be funded with Measure M MSP funds received through the AVCJPA. In 2019 however, it was determined that the projects were not deployable due to in-sufficient funding, being located in other jurisdictions, and feasibility issues with the proposed projects' scope. In November 2019, staff reported to City Council that new projects would be considered and funds reallocated to the priority projects most viable and deployable within the City. Due to the pandemic, the AVCJPA implemented a compressed schedule for the submission of projects and staff went ahead and submitted a list of projects focused on Council priorities in order to not miss the deadline. The action in this report is for Council to either approve the list as submitted or to designate the funds as uncommitted, prior to the AVCJPA taking final action to submit the projects to Metro on August 6.

Staff is recommending that the funds be marked uncommitted, meaning they would be banked until next year's project cycle, to allow Council and the community time to reconsider priorities for how the dollars are spent. The City has received concerns from the community regarding the process of selecting the projects for submittal and a delay will allow time for a community engagement process. Further, the City will have to reduce the amount of General Fund dollars dedicated to capital projects as a result of revenues lost to the pandemic. And, with more than \$9 million in Federal Rogan Funds now available for expenditure, the City must identify \$1.8 million in local match dollars that have not been designated since the funding was awarded in 2004. These are exceptional financial challenges and staff recommends a thoughtful process to

identify strategic priorities for all transportation and capital dollars. These funds can be considered and prioritized as part of the budget and Capital Improvement Program adoption for FY21.

Discussion/Analysis

On October 17, 2018, the City of South Pasadena City Council approved the City of South Pasadena's AVCJPA draft Measure M MSP Projects list described below. On November 20, 2019, a Status of Regional Transportation Projects and Funding was presented by the Public Works Director to the City Council. At that meeting, there was an overview of all of the City's regionally funded transportation projects through Measure M MSP, Measure R Mobility Improvement Projects (MIP), and federal Rogan funds. The Public Works Director reported that the 2018 approved Measure M MSP Projects were not deployable due to in-sufficient funding, being located in other jurisdictions, and feasibility issues with the proposed projects' scope. At that time, it was reported that staff would re-evaluate the projects to reallocate these funds to the most viable and deployable projects within the City.

Pending Projects List

The AVCJPA contacted the City in late March 2020 to update the City on the AVCJPA Measure M MSP proposed funding distribution, and to request a project list from the City for the funding proposed in Years 6 and 7 of the Program. This information was requested quickly to meet the proposed AVCJPA and Metro Board schedules. Unfortunately, due to COVID 19, at that time there were no community meetings, City Council meetings or Commission meetings that could fit in with the given Metro schedule. Staff proposed Projects based on the existing knowledge of the streets network, resident complaints, previous studies (Ramona Neighborhood Study), and Council priorities. Below is an overview of the South Pasadena projects submitted in draft for the next round of Measure M MSP Funding:

- Meridian Avenue Complete Street from Monterey Road to Kendall Avenue: Meridian Avenue runs north south from Oliver Street at the north end and Kendall Avenue at the southern City border. Meridian Avenue north of Monterey Road has the Gold Line and SR-110 crossings that provide barriers to route traffic to adjacent streets such as Orange Grove Avenue. The City has received numerous complaints regarding speeding and pedestrian safety on Meridian Avenue south of Monterey Road to the City limit at Kendall Avenue. This street segment is adjacent to South Pasadena High School, which has high pedestrian traffic accessing the campus. The City has implemented additional signage and striping improvements to aid in increasing pedestrian awareness and slowing motorists. Additional active transportation and traffic calming elements for Meridian Avenue requires data collection, traffic studies, and engineered improvements, which require additional funding. The project scope includes improving pedestrian facilities such as ADA compliant ramps, high visibility crosswalks with advance warning features, pedestrian control and safety devices like Rectangular Rapid Flashing Beacons, Hybrid pedestrian signals, high visibility striping, pedestrians and bike detection features, bicycle facilities such as green striping at conflict zones, and providing safe route to school elements. These improvements will encourage active transportation to the schools,

increase the overall safety of the intersection for all modes of transportation (pedestrian, bike and vehicular traffic), and enhance traffic calming on Meridian Avenue. The existing pavement on Meridian is failing and this funding will also be used to rehabilitate that pavement. Further, this street would benefit from the development of a Complete Streets Plan which would enable the City to qualify for additional grant funds in the future.

- Mission Street, Stoney Drive and Arroyo Drive Intersection Improvements: The intersection of Mission Street, Stoney Avenue and Arroyo Drive is an offset intersection on the west side of the City and is a gateway to the recreational amenities in the Arroyo Seco. In addition, this intersection is within half a mile of Arroyo Vista Elementary school therefore has high pedestrian traffic accessing the campus. Based on the layout of the intersection, the stop sign on Mission Street is regularly hit by motorists and the intersection is very wide which lends itself to vehicular speeding. The Mission, Stoney and Arroyo Intersection Improvement Project includes improving pedestrian facilities such as ADA compliant ramps, medians, high visibility striping, and curb extensions, improving bicycle facilities such as green striping at conflict zones, and providing safe route to school elements. These improvements will encourage active transportation to the schools, clarify right of way assignment for vehicular and non-vehicular traffic, and increase the overall safety of the intersection for all modes of transportation (pedestrian, bike and vehicular traffic).
- Diamond Avenue and Lyndon Street Intersection Improvements: The intersection of Diamond Avenue and Lyndon Street is just north of South Pasadena High School. It is a “T” Intersection where only two of the three legs are required to stop. Vehicles accessing the high school south bound on Diamond have the right of way and do not have a stop sign. This intersection is adjacent to South Pasadena High School which has high pedestrian traffic accessing the campus. During a recent study of this neighborhood the consultant identified reconfiguring the intersection of Diamond Avenue and Lyndon Street to improve pedestrian visibility and safety for all roadway users by reducing crossing distances. The Diamond and Lyndon Intersection Improvement Project includes improving pedestrian facilities such as ADA compliant ramps, high visibility striping, enhanced crosswalks, curb extensions, improved bicycle facilities such as green striping at conflict zones, and providing safe route to school elements. These improvements will encourage active transportation to the schools, clarify right of way assignment for vehicular and non-vehicular traffic, and increase the overall safety of the intersection for all modes of transportation (pedestrian, bike and vehicular traffic).

2018 Projects List

Below is an overview of the Measure M MSP Projects, and a discussion of the budget and scope as originally approved in 2018:

- Columbia Street and Pasadena Avenue Turn Lanes, Columbia Street and Orange Grove Avenue Striping, \$150K in 2019-20 Fiscal Year (FY):

- Columbia Street and Pasadena Avenue Traffic Signal Turn Lanes: The intersection of Columbia Street and Pasadena Avenue is within the City of Pasadena and the traffic signal is owned and maintained by Caltrans. Making changes to the striping and adding a northbound left turn will require major signal modifications outside the City's jurisdiction. The existing funding is not sufficient to undertake this project.
- Columbia Street and Orange Grove Avenue Traffic Signal: The City of Pasadena has jurisdiction over this traffic signal. The traffic signal is owned and maintained by the City of Pasadena. The City staff met with the City of Pasadena Transportation Department to discuss the project and the signal improvements at Orange Grove Avenue and Columbia Street. The proposed modifications to this intersection would require upgrades to the entire traffic signal system, and the existing funding is not deemed sufficient to undertake this project.

Furthermore, no data was collected and presented for engineering studies that justified these changes at these two intersections. Due to insufficient funding, lack of engineering data and jurisdictional issues the above projects were considered infeasible. Although these Projects are not recommended to proceed with Measure M funding, staff will continue to collaborate with the agencies having jurisdictions over these locations for making necessary improvements to the above two traffic signals.

- Garfield Avenue and Oak Street Traffic Signage, \$400K in 2019-20 FY: Staff made field observations and observed the traffic patterns during various timings in a day, and determined that there was not enough traffic and pedestrian volume at this intersection that will justify the warrant analysis. Furthermore, this is a shared intersection with the City of San Marino, which has not expressed an interest in a traffic signal at this location.
- Garfield Avenue and Monterey Road Traffic Signal, \$400K in 2019-20 FY: Staff made observations for a preliminary analysis at this intersection and determined that existing traffic and pedestrian volume at this intersection may meet the warrants. In March 2020, staff received proposals to perform a traffic study and signal warrants at Garfield Avenue and Monterey Road. Due to COVID 19, traffic data could not be collected to perform the signal warrant analysis. Once school resumes and traffic normalizes, traffic data will be collected to perform the signal warrants. If the signal is warranted, then staff will proceed with the design and construction of the signal. The majority of the intersection is in the City of South Pasadena, however there is a small portion in San Marino that will require coordination with that jurisdiction.
- Fremont Avenue and Huntington Drive Signage \$140K in 2021-22 FY: This Project includes a proposed Changeable Message Sign (CMS) to relay travel time information to motorists and encourage drivers to take Fair Oaks Avenue instead of Fremont Avenue. There is a significant amount of additional technological equipment, and fiber communication deployments required along Huntington Drive, Fremont Avenue, and Fair Oaks Avenue to be able to relay accurate travel time information on the proposed CMS. The City has received other funding through Metro (Measure R MIP), State (HSIP), and Federal (Rogan) to install the fiber optics communication system, upgrade

traffic signals, and traffic signals synchronization on the Fair Oaks Avenue. \$140K is not adequate funding to install the CMS and the required associated technologies necessary to operate the CMS along Fair Oaks corridor.

- Grevalia Street and Fair Oaks Avenue Striping and Fair Oaks Avenue, \$50K in 2021-22 FY: There is not sufficient funding available to deploy these improvements as a standalone project and additional coordination at this intersection is required as part of other approved projects. There is funding available through Rogan Funds and Measure R MIP to improve the signal timing on Fair Oaks and adjacent corridors. In addition, this signal is in close proximity to the SR-110 on and off ramp, so any proposed changes need to be closely coordinated with improvements at the SR-110 and Fair Oaks Avenue interchange. Since \$50K is not adequate to fund these changes and there is other funding available, it is being proposed to fund the signal upgrades and striping improvements at Fair Oaks Avenue and Grevalia Street through other available funds.
- Fair Oaks, El Centro/Oxley, Meridian, Fremont Bikeway Improvements, \$69K 2021-22 FY: There is not sufficient funding available to deploy bike lanes in all of these locations. In addition, bike lanes at some areas, such as El Centro Street, have been completed as part of street improvement projects. The City should have an updated Active Transportation Plan (ATP) developed to systematically develop the City's bike network. In addition, bike lanes on some of these streets may not be feasible or desirable by the community if on-street parking removal is required to install the bike lanes. Therefore, it is proposed to remove this Project from the Measure M MSP list until a Citywide ATP can be developed.

Rogan Funds Local Match

In addition to the projects listed above, Staff has identified an urgent need to allocate dollars to fund the local match required to utilize Federal Rogan Funds.

In 2004 the City was allocated \$9.3M in Federal Rogan Funds. These funds will be used to reduce vehicle congestion and improve travel times along Fair Oaks Avenue through the deployment of advanced adaptive traffic and transportation management technologies. The project will upgrade the overall signals system along Fair Oaks Corridor, and will include pedestrians and bicyclists' detection and safety systems, upgrades to ADA accessibility, and deployment of changeable message signs for real time travel information to motorists along Fair Oaks Corridor. Reduced congestion and improved travel times on Fair Oaks Avenue is likely to reduce through traffic from other city's north-south corridors especially Fremont Avenue. A 20 percent (\$1.86M) in local match is required to utilize these funds.

Recently the Federal Highway Administration (FHWA) approached the City staff and requested that the City immediately submit (by August 15th, 2020) a Request for Authorization (E-76) along with a financial certification showing the availability of local match for transfer of Rogan funds to the City within the current federal fiscal year that ends on September 30th, 2020. The City may risk losing these funds if unable to submit E-76 within this timeline. Besides the Measure M MSP funds, the staff is unable to identify other viable funding source(s) that can be used towards the required local match, except the Capital Growth Fund which has an existing

balance of approximately \$450,000.00. A total of \$1.7M are earmarked in Measure M MSP funds for the City of South Pasadena’s projects, a portion of the City’s Capital Growth Fund (\$160,000) will also be used to supplement Measure M MSP dollars to make up 20 percent required match. The remaining \$290,000 can be applied towards City’s capital program to mitigate unfavorable new development impacts.

Given the urgent need of \$1.86M in local match to utilize \$9.3M in Rogan funds and there is no apparent good source(s) to fund the required local match, staff will be recommending, as part of the budget and CIP process, to allocate the banked \$1.7M Measure M MSP Program funds towards \$1.86M required in local match for Rogan funds. With the ongoing financial challenges faced by the City and the increased competition for capital dollars, this decision is made most appropriately in the context of a community forum focused on allocation of budget and CIP dollars.

Background

On November 8, 2016, Los Angeles voters approved the passage of Measure M. In order to be eligible to receive Measure M funds, the AVCJPA developed MSP guidelines approved by Metro. These guidelines included a five-year project plan outlining the funding expenditures, public participation plan, and funding agreements between the member jurisdictions. The AVCJPA is anticipated to receive \$24M over the first five fiscal years from two funding programs; 1) Transit; and 2) Modal Connectivity and Complete Streets; and has agreed to distribute the funding based on a per capita basis. For the first five years of the program South Pasadena was allocated approximately \$1.2M the AVCJPA Measure M MSP Program funding.

On October 4, 2017, the Arroyo Verdugo Steering Committee, comprised of the Cities of Burbank, Glendale, La Canada Flintridge, Pasadena, and South Pasadena, and the Los Angeles County Board of Supervisors Office established the Arroyo Verdugo Communities Joint Power Authorities (AVCJPA) to address regional transportation planning and facilitate the distribution of Measure M funds in the sub-region.

Legal Review

The City Attorney has reviewed this item.

Fiscal Impact

There is approximately \$1.7M available over seven years to the City of South Pasadena for transportation projects through the AVCJPA Measure M MSP Program. This Program funding has been allocated on a per capita basis through the AVCJPA to the City. This funding will cover the traffic studies, environment assessments, design, and construction costs of the proposed projects. If allocated to the current draft list of projects, below is an overview of the funding for the City Measure M MSP Projects for the first seven years of the program:

#	Project	7 Year MSP Total	Year 3 2019-20 FY	Year 4 2020-21 FY	Year 5 2021-22 FY
1	Garfield Ave and Monterey	\$400,000	\$400,000		

South Pasadena AVCJPA Measure M MSP Projects Years 1 to 7

August 5, 2020

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	Road Traffic Signal				
2	Meridian Ave Complete Street Project	\$922,624		\$383,002	\$539,623
3	Diamond Ave and Lyndon St Intersection Improvement	\$200,000		\$82,072	\$117,928
4	Mission St, Arroyo Dr, Stoney Dr Intersection Improvement	\$200,000		\$82,072	\$117,928
	TOTAL¹	\$1,722,624	\$400,000	\$547,145	\$775,479

1) The City of South Pasadena will be receiving all seven years of Measure M MSP Funding (\$1.7M) in the first five years of the Program. The next year that the City will be eligible for Measure M MSP Funding is Year 8 of the Program (2024-25 FY).

Public Notification of Agenda Item

The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website and/or notice in the *South Pasadena Review* and/or the *Pasadena Star-News*.