



**CITY OF SOUTH PASADENA
NOTICE AND CALL OF SPECIAL MOBILITY AND TRANSPORTATION
INFRASTRUCTURE COMMISSION MEETING AGENDA**

**Council Chamber
1424 Mission Street, South Pasadena, CA 91030
December 13, 2021, at 6:30 p.m.**

IN-PERSON HYBRID MEETING

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-08-21, issued by Governor Newsom, the regular meeting of the Mobility and Transportation Infrastructure Commission (MTIC) for December 13, 2021, will be conducted remotely and held by video conference.

Beginning in July, the City will resume in-person public meetings. The in-person/virtual hybrid meetings will maintain transparency and public access while protecting the health and safety of the public. Members of the public have the option to participate in-person or via Zoom using the following link:

Mobility and Transportation Infrastructure Commission

Zoom Meeting Information

Meeting ID: 826 7554 2324

Passcode: 518104

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/82675542324?pwd=U3hHdnE5aXRsK0Y5K3htZDVjb21DUT09>

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>

PUBLIC COMMENT AND SUGGESTIONS Pursuant to Government Code Section 54954.3, public comment is limited to items on the *special meeting agenda only*.

The MTIC welcomes public input. If you would like to comment on this agenda item, members of the public may participate by means of one of the following options:

Option 1: Participants will be able to “raise their hand” using the Zoom icon during the meeting, and they will have their microphone un-muted during the comment portion of the agenda to speak for up to 3 minutes; or

Option 2: Email public comment(s) to: mticpubliccomments@southpasadenaca.gov. **Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record.** Written Public Comments will be uploaded online for public viewing under Additional Documents. There is no word limit on emailed Public Comment(s). Please make sure to indicate: 1) your name (optional), and 2) what agenda item you are submitting public comment on, and/or 3) Submit by no later than 12:00pm., on Monday, December 13, 2021.

CALL TO ORDER: Chair Abelson

ROLL CALL: Commissioners: Lawrence Abelson, Eric Dunlap, John Fisher, Kimberley Hughes, and Donson Liu

CITY COUNCIL LIAISON: Councilmember Jon Primuth

STAFF PRESENT: Ted Gerber, Acting Public Works Director, Tatevik Barakazyan, Associate Civil Engineer and Leonna DeWitt, Public Works Assistant

PLEDGE OF ALLEGIANCE: Commissioner Vice Chair Fisher

ACTION ITEMS

- 1. Minutes of the Regular Mobility and Transportation Infrastructure Commission on November 16, 2021.**
- 2. Slow Streets Discussion**

COMMISSION LED DISCUSSION

- 3. SR 710 Mobility Improvement Projects Ad Hoc Committee**
- 4. Ramona Avenue Neighborhood Traffic Management Ad Hoc Committee**
- 5. COVID-19 Ad Hoc Committee**
- 6. Preferential Parking Policy Ad Hoc Committee**

ADJOURNMENT

FUTURE MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION MEETINGS

December 21, 2021	Cancelled	
January 18, 2021	Council Chamber	6:30 p.m.
February 15, 2021	Council Chamber	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.

12/12/21

Date

/s/

Leonna DeWitt

Public Works Assistant

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Date

Leonna DeWitt
Public Works Assistant

ITEM 2

Minutes of the Regular Mobility and Transportation
Infrastructure Commission – November 16, 2021

TUESDAY, NOVEMBER 16, 2021
MINUTES OF THE CITY OF SOUTH PASADENA
MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION
REGULAR MEETING

CALL TO ORDER

Chair Abelson called the Regular Meeting of the Mobility and Transportation Infrastructure Commission to order on November 16, 2021, at 6:32 p.m. The meeting was held in a hybrid manner, both in person and via Zoom.

ROLL CALL: Chair Abelson

Present: Chair Abelson, Vice Chair Fisher, Commissioner Dunlap, Commissioner Hughes and Commissioner Liu.

Council Liaison: Councilmember Jon Primuth arrived later.

Absent:

Staff Present: Ted Gerber, Acting Public Works Director, Tatevik Barakazyan, Associate Civil Engineer, and Leonna DeWitt, Public Works Assistant (“PA”)

PLEDGE OF ALLEGIANCE

Commissioner Hughes led the Pledge of Allegiance.

PUBLIC COMMENT AND SUGGESTIONS

1. Public Comment – General

No Comments.

ACTION ITEMS

2. Minutes of the Regular Mobility and Transportation Infrastructure Commission on October 19, 2021.

Minutes approved as amended. Motion made by Commissioner Hughes and seconded by Vice-Chair Fisher (5-0).

3. Prioritization of Measure M Projects

APWD Gerber provide a brief overview on this item.

Public Comment

Tucker Nelson commented on the dangerous situation at the intersection of Grevelia Street and Fair Oaks Avenue. When people take right turns, there are risks of collisions.

Discussion ensued regarding the various projects.

The Commission recommended the following Measure M projects, as further described in the project descriptions adopted by the Commission at its 8/7/21 meeting, listed in order of priority from highest to lowest:

1. Orange Grove Avenue from Oliver Street to Arroyo Seco Parkway southbound entrance ramp
2. Columbia Street from Columbia Place to west of Orange Grove Avenue
3. Garfield Avenue and Monterey Road Traffic Signal
4. Grevelia Street at Fair Oaks Avenue
5. Rectangular Rapid Flashing Beacons
 - Fair Oaks Avenue at Spruce Street
 - Huntington Drive at Court Avenue
 - Huntington Drive at Maple Street
 - Meridian Avenue at Bank Street
 - Huntington Drive at Wayne Street marked crosswalk removal
6. Meridian Avenue at Oak Street intersection redesign
7. Meridian Avenue curb ramps from Kendall Avenue to Gillette Crescent

Motion made by Chair Abelson and Seconded by Vice Chair Fisher (4-1, Dunlap)

COMMISSION LED DISCUSSION

4. SR 710 Mobility Improvement Projects Ad Hoc Committee

APWD Gerber provided an update on this item. The Fair Oaks Avenue Fiber Optics Project and the purchasing of the equipment are moving forward. The project is due to start at City Hall on Wednesday, December 1.

5. Ramona Avenue Neighborhood Traffic Management Ad Hoc Committee

APWD Gerber provided an update on this item. Staff is in discussion with the Police Department regarding the installation of a loading zone on Fremont Avenue.

6. COVID-19 Ad Hoc Committee

No update from the Commission. APWD Gerber provided an update on the "Slow Streets" grant. The design work is scheduled to be completed by December 2021. Due to the time constraints of the project, staff requested to have the Commission hold a special meeting on Monday, December 13, 2021 and cancel the Regular Meeting on December 21, 2021. The Commission agreed to the Special Meeting.

7. Preferential Parking Policy Ad Hoc Committee

No update from the Committee. APWD Gerber provided an update on this item. At the Strategic Planning Session, the City will focus on a citywide parking management plan, which will be a joint effort between Public Works and Community Development.

COMMUNICATIONS

8. City Council Liaison Communications

Council Liaison Primuth informed the Commission on the solid waste disposal ordinance and the discussion of the housing element update that will be presented at the upcoming City Council meeting. Council Liaison Primuth announced that City Council had a study session to develop a 5-Year Capital Improvement Projects program and authorized the use of the cell phone tower revenue as set aside funds for Public Employee Retirement System pension liability.

9. Commissioner Communications

Commissioner Dunlap thanked APWD Gerber for the project updates and requested a presentation on some of the green infrastructure projects.

Commissioner Liu thanked APWD Gerber for the project updates.

Vice Chair Fisher thanked APWD Gerber for his presence and projects updates. He commented on pedestrian safety and was pleased that the police department is educating the community.

Commissioner Hughes informed the Commission regarding a \$50,000 grant the Police Department received for transportation and traffic safety. She also thanked APWD Gerber for the project updates. Commissioner Hughes commented on the Mission Meridian Gold Line improvements recommended by Vice Chair Fisher. She expressed her concerns regarding the landscaping around the City of South Pasadena rock sign.

Commissioner Abelson commented on concerns from the Grocery Outlet through the Chamber of Commerce, that customers are having difficulty with access to their business due to the U-turn restriction. He also commented on email from homeowners in the Altos De Monterey asking for pavement markings and striping refresh on Via Del Rey following a school construction project.

10. Staff Communications

APWD Gerber provided updates on the following: West Coast Arborist routine trimming will start in a few weeks and waiting on a quote regarding the clean-up of the City entrance rock sign. Staff is looking into the intersection of Fremont Avenue and Huntington Drive regarding the U-turn sign. APWD Gerber commented on the Gold Line crossing improvements (5 objectives) and that it is on the Public Works projects list. APWD Gerber advised that Meridian Avenue incident reporting form is with the Police Chief and City Attorney for review.

ADJOURNMENT: Meeting adjourned at 8:12 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 13, 2021.

Larry Abelson, Chair

ATTACHMENT
Slow Streets Program Presentation

Attachment is forthcoming as an additional document
prior to the meeting.



Mobility and Transportation Infrastructure Commission Agenda Report

ITEM NO. _____

DATE: December 13, 2021

FROM: H. Ted Gerber, Acting Director of Public Works
Tatevik Barakazyan, Associate Engineer

SUBJECT: **Slow Streets Program and Metro Open Streets Cycle 3 Funding Update**

Recommendation

It is recommended that the Mobility and Transportation Infrastructure Commission (MTIC):

1. Provide feedback on the Traffic Study and the Slow Streets Program; and
2. Provide recommendation to staff to present to City Council on the choice of program equipment to be purchased with the expiring Metro Cycle 3 funds.

Background

On September 27, 2018, the Metro Board awarded \$4 million for Cycle 3 of the Open Streets Grant Program to fund a series of regional car-free events for people to walk or bike, of which the City was able to secure \$420,000 to use towards the 626 Golden Streets Arroyo Fest event. As a result of the Covid-19 pandemic, the Arroyo Fest event was canceled and the funds were reallocated to support the pandemic recovery by implementing the Slow Streets program. The City's Slow Streets Program is intended to provide space for residents to safely walk and roll, while practicing physical distancing, and to support local businesses during the pandemic, by allowing them to bring their operations outside.

On October 12, 2021, a Professional Services Agreement was executed with Iteris, Inc. (Iteris) to conduct a traffic study to analyze the impacts of temporary closures of a travel lane in each direction on Mission Street, between Orange Grove Avenue and Fair Oaks Avenue, and a full street closure of Meridian Avenue between Mission Street and El Centro Street. Subsequently, on October 20, 2021, a Professional Services Agreement was executed with Alta Planning + Design, Inc. (Alta) for the development of the Slow Streets program.

The City has until December 31, 2021 to expend the Metro Cycle 3 funds. The City staff estimated that approximately \$300,000 in grant funding will not be expended by the December 31, 2021 expiration. As a measure to utilize the funding prior to this date, City staff has explored opportunities to utilize the funding on other eligible costs. These include related efforts that have already be incurred to date, and/or materials that can purchased in 2021, but used in 2022 for the Slow Streets Program.

Discussion

Slow Streets Program

Iteris, Inc. completed the traffic study on the subject streets on December 6, 2021, and City staff has reviewed the existing conditions report and the analysis of the alternative scenarios for Mission Street and Meridian Avenue. Some of the key findings of the report are as follows:

- The closure of Meridian Avenue between Mission Street and El Centro Street would result in an increased delay along Fremont Street while reducing volume along Meridian Avenue.
- The queueing and stacking resulting from a lack of turning pocket storage and linear capacity of the through lanes on Mission Street, causes significant spillback into adjacent intersections, which limit the ability of intersections to process vehicles.

Although, a significant change is not anticipated in operational characteristics of the study area, the next step is to identify potential mitigation measures, such as traffic signal timing adjustment, and addition or lengthening of turn lanes.

Additionally, Alta Planning + Design, Inc. completed the pre-design outreach and prepared preliminary engineering drawings illustrating the striping, curb extensions, parking and parklet layouts and dimensions to properly install the project demonstration improvements along Mission Street, Hermosa Street, Grand Avenue, and Oak Street. City staff have reviewed the draft plans and provided comments to Alta.

Metro Open Streets Cycle 3 Funding Expiration

Given that installation-ready design drawings and necessary public outreach cannot be completed prior to the grant expiration at the end of 2021, staff and the consultants have now prioritized completing project tasks related to program equipment expenditures. City staff are seeking recommendation from MTIC to present to Council on the choice of equipment to be purchased, while maximizing the use of the funds at a reduced risk. Elements to consider include the use of protective barrier systems, types of seating, styling and aesthetic, sidewalk continuity, and program use, such as movable restaurant seating, fixed recreational seating, green areas, public art areas, etc. Staff met with the MTIC COVID-19 Ad Hoc Committee to discuss the Iteris report and ideas on program equipment expenditures. Staff is recommending that such funds be used to purchase pay for items already expended this year, such as k-rail rental, as well as new program equipment, including traffic devices, parklet structures, community seating areas, temporary median planters, etc.

Fiscal Impact

The Council appropriated \$232,797 of the \$420,000 repurposed Metro Cycle 3 Open Streets Grant Funds to the Golden Street Grant Line Item 249-2010-2011-8170, Professional Services in Management Services. However, it is anticipated that only approximately \$120,000 will be spent on the project by December 31, 2021, leaving approximately \$300,000 in grant funding unused, unless additional expenditures are appropriated. The \$420,000 in available grant funding requires a match of \$105,000, which can be paid through staff time or in-kind contributions.

Slow Streets Program and Metro Open Streets Cycle 3 Funding Update

December 13, 2021

Page 3 of 3

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, and posting of the same agenda and reports on the City's website.

Attachment

Slow Streets Program Presentation