



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

**TUESDAY DECEMBER 17, 2024 at 6:30 p.m.
CITY COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CA 91030**

South Pasadena Commission Statement of Civility

As your appointed 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 today will be for the benefit of the South Pasadena community and not for personal gain.

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena Mobility and Transportation Infrastructure Commission Meeting will be conducted in-person from the Council Chambers, Amedee O. “Dick” Richards, Jr., located at 1424 Mission Street, South Pasadena.

The meeting will be available:

- In Person – City Council Chambers, 1424 Mission Street, South Pasadena, CA 91030
- Via Zoom – **Webinar ID: 837 1462 5859**

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.

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; **or**
2. Click on the following unique Zoom meeting link: <https://us06web.zoom.us/j/83714625859>
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID (837-1462-5859)

CALL TO ORDER:

Chair Hughes

ROLL CALL:

Chair Hughes
Commissioner Fisher
Commissioner Dunlap
Commissioner Hammond
Commissioner Abelson

CITY COUNCIL LIAISON:

Mayor Evelyn Zneimer

STAFF PRESENT:

Ted Gerber, Public Works Director (“PWD”) and,
Phillip Tran, Management Analyst (“PWMA”)

PLEDGE OF ALLEGIANCE:

Commissioner Abelson

PUBLIC COMMENT AND SUGGESTIONS (Public Comments are limited to 3 minutes) 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)
- 2) what agenda item you are submitting public comment on, and/or
- 3) Submit by no later than 12:00 pm., on the day of the Commission meeting.

NOTE: Pursuant to State law, the Commission may not discuss or take action on issues not on the meeting agenda, except that members of the Commission or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL

PRESENTATION

2. PROJECT STATUS UPDATE

ACTION/DISCUSSION

3. APPROVAL OF MINUTES OF REGULAR MTIC MEETING ON NOVEMBER 19, 2024

Recommendation

It is recommended that the Commission review and consider approval of the November 19, 2024 Regular MTIC Meeting Minutes.

COMMUNICATIONS

4. CITY COUNCIL LIAISON COMMUNICATIONS

5. COMMISSIONER COMMUNICATIONS

6. STAFF LIAISON COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION MEETINGS

January 21, 2025	Council Chamber	6:30 P.M.
February 18, 2025	Council Chamber	6:30 P.M.
March 18, 2025	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 website as required by law.

12/12/2024

/s/

Date

Phillip Tran, Public Works Management Analyst

ITEM 2

Project Status Update



Mobility and Transportation Infrastructure Commission Agenda Report

ITEM NO. 2

DATE: December 17, 2024
FROM: H. Ted Gerber, Director of Public Works
SUBJECT: Project Status Update

Recommendation

It is recommended that the Commission receive and file an update on the status of projects related to the City's mobility and transportation infrastructure.

Information

Public Works projects are generally divided into two areas: (1) Capital Improvement Program (CIP) projects and (2) routine or special Operations & Maintenance (O&M) projects. Ongoing or planned projects related to mobility and transportation infrastructure in both of these areas, along with their recent status, are listed in the tables below.

Capital Improvement Program (CIP) Projects	Project Status
<p>Mission and Fremont Rectangular Rapid Flashing Beacons</p> <p><i>Budget: Highway Safety Improvement Program (HSIP) \$238,465, Measure M Local Return \$26,497</i></p> <p><i>Project No. 001512(2015-12)</i></p>	<p><i>Staff working to preserve federal funding and facilitate remaining plan and specification updates.</i></p> <p>This project installs Rectangular Rapid Flashing Beacons (RRFBs) at Fremont Avenue and Lyndon Street, Mission Street and Diamond Avenue, and Mission Street and Fairview Avenue.</p> <p>Staff are facilitating the final updates to the project plans and specifications. There is an issue with the federal funding source component, which staff is diligently working to resolve. The project is expected to bid upon resolution of funding, likely in January, with construction commencing as soon as the equipment is received.</p>

Capital Improvement Program (CIP) Projects	Project Status
<p>Street Improvements</p> <p><i>Budget: General Fund \$2,298,445, Proposition C \$300,000, Gas Tax \$200,000, Measure R Local Return \$300,000, Measure M Local Return \$177,565, SB1 \$585,093, Bike & Pedestrian \$25,000</i></p> <p><i>Total \$3,886,103</i></p> <p><i>Project Nos. 001905(2019-05), 002001(2020-01), 002006(2020-06), & 005222</i></p>	<p><i>1st Project completed. 2nd Project Design is 95% complete. 3rd Project Bid Package is 95% complete. 4th Project funding agreement is being submitted to Metro via the Measure M MSP Program.</i></p> <p>Staff presented a comprehensive street improvement program to MTIC and City Council in June 2024. Surface treatment projects (e.g. slurry seal) and reconstruction projects were discussed. The 2nd reconstruction project (002001) is expected to commence construction by March 2025, along with the 3rd slurry seal project (002006). Staff are working with consultants to complete the sewer evaluation and design component of the reconstruction project plans. The U.S. Department of Transportation did not approve the City's Safe Streets for All (SS4A) Planning Grant application – and Staff requested a debriefing. Additional projects are being prepared for future years 2026 and 2027 including treatments (slurry) and reconstruction projects along Indiana Avenue and connecting streets, a section of Pasadena Avenue, and the Orange Zone identified in the June 2024 Pavement Management Plan discussions.</p>
<p>Measure M Project Funding Requests</p>	<p><i>New projects approved by City Council and being submitted to Metro.</i></p> <p>Staff submitted Multi-Subregional Program proposed projects for consideration and approval to the City Council. The two MSP projects were approved/modified. The consultant is currently putting together the MSP plan (the programming request) for approval at the next AVCJPA Board meeting.</p>
<p>Grevelia Street and Fair Oaks Avenue Intersection Improvements (Measure M Project)</p> <p><i>Budget: Measure M MSP \$200,000</i></p> <p><i>Project No. 005129</i></p>	<p><i>Staff is working with Metro to finalize the Funding Agreement. Staff is working with an on-call consultant to finalize a task order which will require Council approval.</i></p> <p>Staff submitted the Scope of Work and Funding Expenditure to Metro to execute a funding agreement (MM5506.06), and some adjustments are needed. The on-call consultant's scope of work for the analysis of Fair Oaks/Grevelia will include data collection and review, conceptual alternatives, operational evaluation, technical memo, and staff meetings tasks.</p>

Capital Improvement Program (CIP) Projects	Project Status
<p>Orange Grove Avenue Widening from Oliver Street to Arroyo Seco Park</p> <p><i>Budget: Measure M MSP \$500,000</i></p> <p><i>Project No. 005133</i></p>	<p><i>Staff submitted a second round of comments to the on-call consultant regarding the scope of work Orange Grove Project. Staff is working on a Master Service Agreement.</i></p> <p>Staff are working with a Metro representative to file the documents necessary to execute a funding agreement (MM5506.08). Upon approving the funding submittal, City Council directed staff to explore the feasibility of alternatives to the widening. Staff will also look at a traffic safety assessment for Orange Grove as part of the consultant's scope to then develop a task order. Staff received draft scope of work which will include 1) Data collection and review 2) Neighborhood Stakeholder Meetings/Work Sessions 3) Conceptual alternatives and recommendations 4) Meetings/Work Sessions and Administrative Support.</p>
<p>Pedestrian Crossing Devices</p> <p><i>Budget: Measure M MSP \$322,624</i></p> <p><i>Project No. 005130</i></p>	<p><i>Funding Agreement has been executed. Proposal received for design work.</i></p> <p>A funding agreement (MM4101.11) has been executed. MTIC recommended crossing locations and will prioritize three intersections Meridian and Bank, Grevelia and Park, and Fair Oaks/Spruce. The pedestrian crossing devices area meant to assist pedestrians mid-block intersections or higher-speed roadways and uncontrolled intersections. A design proposal was received for the Meridian and Bank locations. The Fair Oaks location may be incorporated into the Rogan North-South Corridor project.</p>
<p>Columbia Street Striping & Signal Improvements</p> <p><i>Budget: Measure M MSP \$300,000, City of Pasadena Measure R MIP \$9.9M</i></p> <p><i>Project No. 005132</i></p>	<p><i>\$9.9M in Measure R Mobility Improvement Project (MIP) Funds were approved by Metro and Pasadena City Council included the project in their City CIP.</i></p> <p>The City of Pasadena is working with Metro to execute a funding agreement for the \$9.9M in Measure R MIP funds by Summer 2024. Staff are working with a Metro representative to file the documents necessary in order to execute South Pasadena's Measure M MSP funding agreement (MM5506.07). City staff discussed this project with the City of Pasadena and discussed potential short-term changes to Columbia Street like edge striping or other minor modifications before more comprehensive striping and signal improvements begin. Pasadena staff will look at the corridor and check to see what is feasible.</p>

Capital Improvement Program (CIP) Projects	Project Status
<p>Garfield Avenue and Monterey Road Traffic Signal & Bike Lanes</p> <p><i>Project No. 005131</i></p>	<p><i>Staff is working with the AVCJPA TAC consultant to submit the project for funding with Metro. Staff is working on the Master Service Agreement and Task Order to execute a contract with on-call consultant.</i></p> <p>Staff submitted this Multi-Subregional Program proposed project for consideration to the City Council – which was approved. The consultant is currently putting together the MSP plan programming request for approval at the next AVCJPA Board meeting. Simultaneously, staff are moving forward with the warrant analysis and will then have a follow-up discussion with the City of San Marino.</p>
<p>Fremont/Huntington Mobility Active Transportation & Mobility Improvement Projects</p> <p><i>Budget: Measure M MAT \$6M, Measure M MIP \$10M</i></p> <p><i>Project Nos. 002005(2020-05) & 002008(2020-08)</i></p>	<p><i>Design solicitation efforts are underway.</i></p> <p>The final draft memo was presented to MTIC at the October and November meetings – feedback is being included in the design solicitation document as appropriate. Fremont Avenue restriping was completed earlier in 2024.</p>
<p>City of Pasadena ‘Stub’ Relinquishment / Transitional Project Development & City of Alhambra I-10 Modifications</p> <p><i>Project No. 005119</i></p>	<p><i>Discussion with Alhambra and Pasadena.</i></p> <p>South Pasadena, Pasadena, and Alhambra staff held an initial discussion, and are scheduling follow up meetings. The City of Alhambra approved a Measure R funding agreement with Metro for the Fremont Ramp and Interchange Improvements. Staff provided an update to Council on the status of the Pasadena re-visioning process and the ‘Advancing Alhambra’ projects. Pasadena Council considered a contract for strategic planning and project management services for the relinquished 710 stub area. City Manager team also made a presentation to Council regarding the status of the project. City staff discussed this project with the City of Pasadena, the City of Alhambra, and the Fremont/Huntington/Fair Oaks planning consultant as it related to neighboring City projects and their impact on South Pasadena planning effort.</p>

Capital Improvement Program (CIP) Projects	Project Status
<p>Sidewalks Replacement & ADA Ramps Upgrades</p> <p><i>Budget: \$564,663</i></p> <p><i>Project No. 002003(2020-03)</i></p>	<p><i>The Project bid package was advertised and a contract award is scheduled for the December 18th City Council meeting.</i></p> <p>Contract award is scheduled and construction is planned for early 2025. Sidewalk ramp widths will need to be expanded at Lyndon, Rollin, and Welford Lane (bulbouts) to be ADA compliant. Braewood Court will need to be removed from this round of construction as survey results show the proposed new ramps encroach onto private property. Ramps at Pine and Maple will be addressed as needed during a separate street improvement project.</p>
<p>North-South Corridor Intelligent Transportation Systems (ITS) Deployment Project</p> <p><i>Budget: \$9M Rogan Funds, \$1.4 General Fund</i></p> <p><i>Project No. 002002(2020-02)</i></p>	<p><i>Staff is working with the consultant, consultant project manager, and Caltrans through the environmental review process.</i></p> <p>Consultant is incorporating 30% design comments into the 60% design submittal. Additional information related to environmental air quality is needed and will be submitted to Caltrans. Staff is presenting the 30% plans to the Commission in September 2024 to discuss the proposed work and will incorporate comments as appropriate.</p>
<p>Mission-Meridian-EI Centro Bollard System</p> <p><i>Project No. 005134</i></p>	<p><i>Potential grant funding opportunity identified.</i></p> <p>This future proposed project is listed in the 5-Year Capital Improvement Program (CIP) in a future year.</p>
<p>Fair Oaks SR-110 Interchange Loop/Hook On-Ramp</p> <p><i>Budget: Measure M MIP \$70 Million</i></p> <p><i>Project No. 002007(2020-07)</i></p>	<p><i>Staff submitted a scope of work to Metro which covers the Project Approval and Environmental Document (PA/ED) Phase only and is pending Metro and City Council approval. The Projects were recently submitted to FTIP.</i></p> <p>Staff and HNTB continue to work together with Metro to draft a Funding Agreement (FA) to submit to Metro that will cover the Project Approval/Environmental Document Phase of the project. Once this is complete, the draft FA will be sent to Metro for further review. Work on the item can commence with Council approval.</p>

Capital Improvement Program (CIP) Projects	Project Status
<p>Fair Oaks SR-110 Interchange Loop/Hook Grevelia Off-Ramp</p> <p><i>Budget & Project No.: See above</i></p>	<p><i>Alternative study scope being developed.</i></p> <p>See above "Fair Oaks SR-110 Interchange Loop/Hook On-Ramp" status.</p>
<p>Federal Transportation Improvement Plan (FTIP)</p>	<p><i>Staff recently submitted the Fair Oaks SR-110 Interchange Loop/Hook On-Ramp & Off-Ramp FTIP project to Metro.</i></p> <p><i>FTIP is a federally mandated list of transportation projects that are funded with federal, state, or local funds. It also includes projects regionally significant for transit, highway, local roadway, bridge, freight, bicycle, and pedestrian.</i></p> <p><i>Staff has been working with Metro staff, and discussed projects with Caltrans and FHWA to update all projects and remove projects that were deobligated. Staff also reconciled duplicate projects and projects that were deprioritized by the City several years ago. The system is updated every two years by staff and requires City staff to provide changes to the FTIP system. Future projects will be added to the FTIP pending formal review by Metro's FTIP team based on funding source and significance.</i></p>
<p>Highway Safety Improvement Program (HSIP) Cycle 11 Projects</p> <p><i>Budget: \$540,760 HSIP with \$88,840 City match</i></p>	<p><i>Grant funding awarded and project work will be coordinated with the Fremont/Huntington Mobility Active Transportation & Mobility Improvement Projects Nos. 002005(2020-05) & 002008(2020-08).</i></p> <p>In 2023, South Pasadena was awarded over \$500,000 in HSIP funding for four (4) projects submitted in Fall 2022 related to street lighting, bike lanes, and pedestrian crossing improvements at multiple locations:</p> <p>The intersection of Monterey Road and Fremont Avenue and the intersection of Fair Oaks Avenue and Grevelia Street south of the 110 Freeway on and off-ramps to improve traffic signal timing and hardware, add intersection lighting (\$32,350).</p> <p>The intersection of Fremont Avenue and Huntington Drive for the addition of bike lanes, installation of pedestrian countdown signals, and addition of lighting (\$50,040).</p> <p>Fremont Avenue from Columbia Street to Monterey Road to add street lighting, install flashing beacons at stop-controlled intersection, install curve advance warning signs (\$277,110).</p> <p>Huntington Drive from Leman Street to Maple Street to install bike lanes, and add street lighting (\$181,260).</p> <p>These HSIP projects will be coordinated with the Fremont/Huntington Mobility Active Transportation & Mobility Improvement Projects.</p>

Operations & Maintenance (O&M) Projects	Project Status
<p>2023-2026 Slow Streets & Open Streets Program</p> <p><i>Budget:</i> <i>Measure M & R TBD</i></p> <p><i>Project No. 005106</i></p>	<p><i>Alternatives for Mission Street have been modeled by Consultant and will be presented at a future MTIC meeting.</i></p> <p>The project consultant modeled three scenarios considering feedback from MTIC related to the Fremont Avenue and Fair Oaks intersections. The conclusions will be summarized and presented to MTIC.</p>
<p>Neighborhood Traffic Management Program (NTMP) Implementation</p> <p><i>Project No. 005125</i></p>	<p><i>NTMP update to be presented to the Commission in FY 24-25. Software application workflow development also underway.</i></p> <p>Staff are working with the contracted software system designer to implement the NTMP online processing forms, as well as update the NTMP document for MTIC presentation and subsequent Council adoption. The initial work is being completed at a staff level – as Public Works and Community Development test the software system to work out issues making the interface publicly accessible with existing applications before adding the NTMP workflow. While the implementation is underway, staff continue to receive and process requests from the community related to neighborhood traffic management.</p>
<p>Ramona Avenue, Oak Street, Rollin Street, & Fremont Avenue Traffic Management</p> <p><i>Project No. 005208</i></p>	<p><i>Staff met with Ramona residents to discuss ongoing traffic impacts around the neighborhood.</i></p> <p>Staff is still working with Holy Family on an amendment to their specific plan to address related traffic and circulation issues. Staff is developing a task order for stop sign warrant analysis at four different locations at Ramona/Rollin, Ramona/Spruce, Ramona/Pine, and Diamond/Lyndon.</p>
<p>Meridian Avenue Traffic Management & Safety Measures</p> <p><i>Project No. 005117</i></p>	<p><i>Street improvements pending additional analysis, ramp improvement project underway.</i></p> <p>Staff have evaluated the site conditions and traffic data to discuss potential improvements to Meridian Avenue. This information was presented at a previous MTIC meeting, and the Commission provided feedback. A study will be conducted, including a speed survey, which will be discussed with local stakeholders. A task order will be issued to a professional services on-call consultant for this work. Pedestrian sidewalk and ramp improvements under the Sidewalks Replacement & ADA Ramps Upgrades Project No. 002003 are underway.</p>

Operations & Maintenance (O&M) Projects	Project Status
<p>Mission & Meridian Metro Rail Timing Improvements</p> <p><i>Project No. 005128</i></p>	<p><i>Staff developing a plan to acquire more timing data to provide to Metro.</i></p> <p>Staff previously met with MTIC's Chair to review recommendations regarding the timing of signal lights and railway crossing gates at Mission and Meridian. Metro has provided a contact for timing issues to work with the City, however, Metro requires more information on the matter to troubleshoot the solution. If necessary, a task order to update the timing sheets for this location will be issued to a professional services on-call consultant. The task order work would also reconcile the City's previously requested preemption changes with the known timing issues.</p>
<p>Southside Huntington Drive between Fremont Avenue and Fair Oaks Business Access Improvements</p> <p><i>See Project Nos. 002005(2020-05) & 002008(2020-08)</i></p>	<p><i>Project goal generalized to improve business access along southside Huntington Drive and consolidated into Fremont/Huntington.</i></p> <p>City staff discussed a southbound left turn pocket south of the Huntington Drive intersection with the Fremont/Huntington/Fair Oaks planning consultant as it related to proposed Fremont/Huntington intersection improvements. A concept was provided that reimagined the section of Huntington Drive between Fremont Avenue and Fair Oaks to include a frontage road intended to improve business access. The project will be consolidated into the Fremont/Huntington Mobility Active Transportation & Mobility Improvement Projects.</p>
<p>Glendon Way Traffic & Parking Impact Improvements(between El Centro Street and Meridian Avenue)</p> <p><i>Project No. 005126</i></p>	<p><i>Future priority.</i></p> <p>City Council approved a five-year agreement with the Chamber of Commerce that contains updated language to facilitate review of the Farmer's Market event Parking Management Plan. Public Works will work with the Chamber of Commerce with the goal of improving traffic and parking impacts along Glendon Way, and met with the Chamber of Commerce and several residents on location.</p>
<p>Orange Grove Avenue Streetlamp Replacements</p> <p><i>Project No. 005126</i></p>	<p><i>Staff are researching replacement options.</i></p> <p>As time is available among other electrical, traffic signal, and street light maintenance work, a plan is being developed to replace the Orange Grove Street Lamps, and potentially relocate some lamps away from the street where possible.</p>
<p>Early Action Projects (EAP) List</p>	<p>Measure R Mobility Improvement Projects (MIP) were discussed at the November 2022 MTIC Meeting, where some elements of the "SR 710 Early Action Projects (EAP)" are planned to be addressed in the North-South Corridor Intelligent Transportation Systems Project, and the current Measure R programmed projects include the Fair Oaks SR-110 Interchange Loop/Hook On-Ramp and Off-Ramp projects and the Fremont/Huntington Mobility Active Transportation Project (see above items). "Early Action Projects (EAP) List". EAPs do not have committed funding and will be kept on this list for future tracking.</p>

Operations & Maintenance (O&M) Projects	Project Status
<p>Installation of City Limit Signs at Various Locations</p> <p><i>Project No. 005127</i></p>	<p><i>Future priority.</i></p> <p>When resources/budget are available, A task order to develop a conceptual plan for this project will be issued in the future to a professional services on-call consultant. Potential signage along Fremont & Huntington will be incorporated into those projects.</p>
<p>Preferential Parking Program Development</p> <p><i>Project No. 005120</i></p>	<p><i>Future priority.</i></p> <p>When resources/budget are available, Public Works staff will work with Community Development in this area, as a City Council Strategic Plan goal, considering recommendations provided by MTIC. The scope and priority of parking evaluation efforts are being considered in the Council's revised Strategic Plan.</p>
<p>Traffic Impact Analyses</p>	<p><i>Proposed development traffic study to be completed.</i></p> <p>Staff are working with a developer for a proposed update to the design and traffic study at 815 Fremont. No other development projects have submitted traffic impact analyses for review recently.</p>
<p>Marengo Avenue Traffic Safety Assessment</p> <p><i>Budget: Measure M Local Return \$39,030</i></p> <p><i>Project No. 005220</i></p>	<p><i>Staff pursuing further actions based on MTIC recommendations.</i></p> <p>Staff presented the Marengo Safety Assessment study findings at the August 20, 2024 MTIC meeting, including results on the traffic counts and collision analysis, stop compliance analysis, speed analysis, intersection with Alhambra. Further discussions with Alhambra continue and staff work with the residents on forming a plan for the roadway.</p>
<p>Huntington Drive 2000 Block Review</p> <p><i>Project No. 005218 (CIP Special Transportation Projects)</i></p>	<p><i>The purchased vehicle feedback radar signs were delivered to the City for installation.</i></p> <p>Four (4) vehicle feedback signs were ordered and delivered to the City. Staff completed training on the configuration of the signs' operating system. Field staff will install them at different locations to address speeding concerns. Staff is working on finalizing a purchase order for the edge line installation. Once this is complete, the edge line will be installed along Huntington Drive east between Dos Robles to Olive Street.</p>
<p>Diamond Avenue Improvements</p>	<p><i>Review of community suggestions and enforcement.</i></p> <p>Staff are reviewing improvements suggested by community members along Diamond Avenue between Mission Street and El Centro. The Police Department has been enforcing parking restrictions and Public Works refreshed the existing red curb paint along the roadway.</p>

Operations & Maintenance (O&M) Projects	Project Status
<p>Citywide Engineering Study</p> <p><i>Project No. 005224</i></p>	<p><u><i>Staff is currently reviewing a scope of work prepared by a consultant to update the Citywide Engineering Study.</i></u></p> <p>The previous Citywide Engineering Study was prepared by a consultant in 2014. On January 21, 2015, City Council by Ordinance adopted the Citywide Engineering Study which established and renewed valid posted speed limits for various street segments within the city. On July 29, 2021, the Citywide Engineering Study was extended another three years until 2024 for a total of ten years. The Engineering and Traffic Survey does not specify an expiration date. However, based on the latest CA MUTCD 2014 Edition: Revision 8 (January 11, 2024), “cities and local agencies should conduct engineering studies, including speed surveys, at least once every 5, 7, or 14 years”. In the newly initiated effort to update the study, prevailing speeds, collision records, and other factors will be considered.</p>

ITEM 3

Approval of Minutes of the Regular Mobility and
Transportation Infrastructure Commission Meeting on
November 19, 2024



**CITY OF SOUTH PASADENA
MOBILITY AND TRANSPORTATION INFRASTRUCTURE COMMISSION**

**MINUTES
REGULAR MEETING
Tuesday, November 19, 2024, AT 6:34 P.M.**

CALL TO ORDER:

Chair Hughes called the Meeting of the South Pasadena Mobility and Transportation Infrastructure Commission to order on Tuesday, November 19, 2024 at 6:46 P.M. in the City Council Chambers, 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	Kimberley Hughes
Commissioner	Eric Dunlap
Commissioner	John Fisher
Commissioner	Larry Abelson
Commissioner	Michelle Hammond

COUNCIL LIAISON

Mayor	Evelyn Zneimer
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ABSENT

Phillip Tran, Management Analyst, announced a quorum.

CITY STAFF PRESENT:

Ted Gerber Public Works Director (PWD); Phillip Tran, Management Analyst (MA) were present at Roll Call

PLEDGE OF ALLEGIANCE

The Flag Salute was led by Commissioner Fisher.

PUBLIC COMMENT

1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

In-person Public Comments

Casey Law commented on the Toole Design Group and expressed strong support for safer streets and urged the commission to make the recommendation to the City Council to adopt the plans from the Toole Design Group.

Matthew Foster commented on the Toole Design Group and expressed support for the plans and believes that it helps make streets safer for everyone in South Pasadena. He moved to South Pasadena from Los Angeles specifically because of the schools and for the density. He believed the Toole Design Group plans were very compelling and is an opportunity for South Pasadena to lead the way in creating a safer city for families to move around.

Mike Siegel (online public comment) expressed strong support for the Toole Design Group plans and urged the commission to take a bold step forward to creating safer infrastructure. He reminded the commission that he had presented on the Marengo Elementary Active Transportation Program and how great it's doing at getting kids to school via biking and walking. He believes the commission needs to act now because this project would be transformational for the city and for the children. He believes this is a once in a lifetime opportunity and the city won't see this money again for a long time, which is why he strongly urged the commission to recommend to the council to move forward with this design.

ACTION/DISCUSSION

2. REVIEW OF FREMONT / HUNTINGTON PROJECT

Recommendation

It is recommended that the Commission review and provide feedback on the planning progress of the Fremont/Huntington Project.

The Public Works Director (PWD) continued the Fremont/Huntington Project Review presentation that began in the October MTIC meeting. The project aims to move from the planning to environmental design phases with a \$17 million budget. The discussion covered potential lane reductions, protected bike lanes, and raised crosswalks to enhance safety. Concerns were raised about the feasibility of raised intersections and the impact on right-turn visibility. The discussion also touched on the coordination with neighboring cities for consistent infrastructure improvements. The commission emphasized focusing on practical and impactful changes to avoid future conflicts and ensure long-term goals are met. Discussion ensued and addressed the need for community engagement and the selection of a design consultant for the project.

Russ Kerwin provided public comment and expressed appreciation for the commission's diligence regarding their discussion. He expressed his strong support for the concepts in the Toole Design. He believes the commission all seemed support of a lot of the concepts in the Toole Design so he did not emphasize all the benefits. He believes the plans will be great for the safety and walkability for the neighborhood and the city's marketing.

3. APPROVAL OF MINUTES OF REGULAR MTIC MEETING ON October 15, 2024

Recommendation

It is recommended that the Commission review and consider approval of the October 15, 2024 Regular MTIC Meeting Minutes.

Commissioner Abelson suggested including a sentence to clarify a comment from the previous meeting. He also made other suggestions regarding grammar and punctuation.

Commissioner Fisher suggested an edit to clarify his statement from the previous meeting.

Commissioner Dunlap noted that the call to order should be updated to reflect the date of the previous meeting which was October 15, 2024.

Chair Hughes provided grammatical edits as well as edits to help clarify statements made during the previous meeting.

COMMISSION ACTION AND MOTION

A motion was made by Commissioner Dunlap, seconded by Commissioner Abelson to approve the minutes as amended. The motion carried 4-0

AYES: Hughes, Fisher, Dunlap, Abelson, Hammond

NOES: None.

ABSENT: None.

ABSTAINED: None.

4. DECEMBER MEETING SCHEDULING DISCUSSION

Recommendation

It is recommended that the Commission provide feedback on the scheduling of the December meeting.

The commissioners and the Public Works Direction discussed their availability and need for a meeting in December. Commissioner Fisher shared that he will not be available for the December 17th meeting and Commissioner Hammond shared that she may also not be available due to a work constraint. The new Transportation Program Manager will have started by then so they would attend the next meeting. The discussion concluded with a decision to meet on December 17th unless something changed.

COMMUNICATIONS

5. CITY COUNCIL LIAISON COMMUNICATIONS

The Mayor shared that this will be her last MTIC meeting because she will be traveling next month. She also shared that Gavin Newsom approached her and offered her a list of full-time jobs including something to do with transportation. She expressed her deep gratitude for everything she has learned from everyone on the commission and was honored to have served the city for four years. She shared that she would be giving her state of the city speech the next day and was so thankful for everyone's dedication in these long hours of discussion.

6. COMMISSIONER COMMUNICATIONS

Commissioner Hammond shared some of her reflections from her recent trip to Italy where the city's infrastructure helped open her eyes and made her a true believer in roundabouts.

Commissioner Abelson expressed deep gratitude for the work that Mayor Zneimer has done for the city and shared that he had the pleasure of working with her son on this commission. He expressed his deep appreciation for the work that he's done with Commissioner Fisher throughout the years.

Commissioner Dunlap expressed gratitude for the mayor’s leadership on transportation and shared how he has such respect for elected leaders who do the right thing. He also voiced his appreciation for Commissioner fisher and shared a story where Commissioner Fisher was his teacher in a class that Commissioner Dunlap was in. Commissioner Dunlap deeply appreciated the opportunity to collaborate with Commissioner Fisher on this commission.

Commissioner Fisher reflected on his 12 years on the two commissions that he served on leading to his final meeting on this commission. He expressed his pleasure working with the mayor and other leaders like her. He shared his appreciation for each commissioner and the Public Works Director. He also mentioned some of the project that he would like to see move forward in hopes that they move forward. These hopes include the hope that bike projects continue to connect other cities. He hopes pedestrian safety projects will continue to progress and believes the city should continue making traffic improvements that they’ve discussed during his time.

Chair Hughes expressed her deep gratitude and respect for the mayor, who started as a city clerk and eventually served as a city councilmember and then mayor. She shared that she thinks the mayor is a true inspiration. She also shared what an inspiration she thinks Commissioner Fisher is, who has served the city so well because of his thoughtful consideration and expertise in the field. She also shared some concerns about 5 streetlights that have gone out in the city. She is looking forward to meeting the new Transportation Program Manager.

7. **STAFF LIAISON COMMUNICATIONS**

ADJOURNMENT

There being no further matters, Chair Hughes adjourned the meeting of the Mobility and Transportation Infrastructure Commission at 10:08 p.m. to the next Regular Mobility and Transportation Infrastructure Commission meeting scheduled for December 17, 2024.

Respectfully submitted:

APPROVED:

Chair

Approved at Mobility and Transportation Infrastructure Commission: