



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

**MINUTES
REGULAR MEETING
Tuesday, May 21, 2024**

CALL TO ORDER:

Chair Hughes called the Meeting of the South Pasadena Mobility and Transportation Infrastructure Commission to order on Tuesday, May 21, 2024 at 6:44 p.m. in the City Council Chambers, 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT

Chair	Kimberley Hughes
Vice Chair	Diego Zavala
Commissioner	Eric Dunlap
Commissioner	Michelle Hammond

COUNCIL LIAISON

Councilmember Evelyn Zneimer

ABSENT

Commissioner John Fisher

Commissioner Fisher had an excused absence however he was able to join the meeting later in the evening. Phillip Tran, Public Works Management Analyst, announced a quorum.

CITY STAFF PRESENT:

H. Ted Gerber, Public Works Director (“PWD”), Phillip Tran, Public Works Management Analyst (“PWMA”) were present at Roll Call. Mary Haddad, City Manager Management Analyst (“CMMA”) was present. Other staff members presented reports or responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

The Flag Salute was led by Commissioner Dunlap.

PWD announced the introduction of Commissioner Michelle Hammond joining the Commission.

PUBLIC COMMENT**1. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)**In-person Public Comments

Ben and Dana commented about safety issues on Martos Drive, including potholes and loose gravel, and requested the city take action in maintaining the street.

Brent Nikolin commented and shared their similar sentiment and added that there are several elderly residents on the street, also expressing safety concerns.

Cindy Rubin, a resident expressed concerns about dangerous driving near school, advocates for safety measures such as speed bumps, signs, etc. They shared a packet with the commissioners as well.

PRESENTATION**2. COMMISSION ANALYSIS REVISIT**

Mary Haddad provided updates on Commission analysis that looked at efficiencies and showed initial survey results that were sent out earlier this year. There are two upcoming virtual input sessions. Commissioners expressed willingness to be a team player and seek feedback from Public Works staff to streamline project approval process. May 22nd is the deadline to provide feedback.

ACTION/DISCUSSION**3. REVIEW AND APPROVAL OF THE MTIC 2023-24 ANNUAL COMMISSION REPORT AND 2024-25 WORK PLAN PROPOSED DRAFT**Recommendation

It is recommended that the Commission approve the Mobility and Transportation Infrastructure Commission 2023-24 Annual Plan and the 2024-25 Work Plan Proposed Draft

Ted Gerber presented the Commissioner Congress event agenda, including project accomplishments and work plan items. Commissioner Fisher joined the meeting at 7:30 p.m.

The Commission discussed and finalized the annual draft annual report and work plan for the past fiscal year and coming fiscal year.

There were no public comments.

4. JUNE MEETING RESCHEDULING DISCUSSION

The commission was informed that it was necessary to cancel the next regularly scheduled meeting on Tuesday June 18th due to a conflict with a Special City Council Meeting. Commissioners offered their availability to schedule a potential Special Commission Meeting for Thursday, June 13th at 6:30 p.m. in the regular location.

INFORMATION REPORTS**5. 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.

PWD Ted Gerber gave a brief project update.

Staff responded to questions raised by the Commission.

COMMUNICATIONS**6. CITY COUNCIL LIAISON COMMUNICATIONS**

Mayor Zneimer expressed concern about a private company digging on Indiana Avenue.

7. COMMISSIONER COMMUNICATIONS

Commissioner Zavala shared excitement for a business trip to Europe where he will learn about street configurations and compare them to places like Norway and Sweden.

Commissioner Hammond expressed excitement about being involved in the bike lane discussion and hoping more of the whole community will be able to show up and provide input.

Commissioner Fisher expressed concern regarding staff turnover as a major challenge for the city, citing difficulty in retaining qualified employees due to higher salaries offered by other cities.

Commissioner Dunlap thanked PW team and welcomed Michelle Hammond.

Chair Hughes also welcomed Michelle Hammond and also echoed Commissioner Fisher's concerns regarding staff vacancies due to retention of employees.

8. STAFF LIAISON COMMUNICATIONS

PWD Gerber thanked David Pena for all the work he helped the city do and that he would be greatly missed. The city is doing everything to fill the role as soon as possible.

ADJOURNMENT

Chair Hughes adjourned the meeting of the Mobility and Transportation Infrastructure Commission at 8:31 P.M.

Respectfully submitted:

DocuSigned by:
H. Ted Gerber
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Ted Gerber
Staff Liaison, Public Works Director

APPROVED:

DocuSigned by:
Kimberley Hughes
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Kimberley Hughes
Chair

Approved at Commission Meeting: 06/13/24