



**CITY OF SOUTH PASADENA  
PUBLIC WORKS INFRASTRUCTURE COMMISSION  
*SPECIAL* ~~REGULAR~~ MEETING AGENDA**

**WEDNESDAY JANUARY 28, 2026 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 ddecisions 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 – **Meeting ID: 847 2772 5295**

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://us02web.zoom.us/j/84727725295>
3. You may listen to the meeting by calling: +1-669-900-6833 and entering the Zoom Meeting ID (847 2772 5295)

**CALL TO ORDER:** Vice Chair Brunelle

**ROLL CALL:**

Commissioner Eric Dunlap	Commissioner Russell Kerwin
Commissioner Avin Sharma	Commissioner Steven Kuo

**CITY COUNCIL LIAISON:** Councilmember Omari Ferguson

**STAFF PRESENT:** Julian Lee, Public Works Director (“PWD”), Anteneh Tesfaye, Public Works Deputy Director (“PWDD”), Bassam AL-Beitawi, Transportation Program Manager (“TPM”), Michael Vartanians, City Engineer (“CE”), Phillip Tran, Management Analyst, Rigoberto Escobedo, Management Assistant.

**PLEDGE OF ALLEGIANCE:** Commissioner Dunlap

**PUBLIC COMMENT AND SUGGESTIONS** (*Public Comments are limited to 3 minutes*) The PWIC 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: [pwicpubliccomments@southpasadenaca.gov](mailto:pwicpubliccomments@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.

## 1. PUBLIC COMMENT – GENERAL

### CHANGES TO AGENDA

## 2. REORDERING OF, ADDITIONS, OR DELETIONS TO AGENDA

### PRESENTATION

## 3. UPDATE ON NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN (NTMP)

## 4. UPDATE ON WESTSIDE RESERVOIR

## 5. UPDATE ON FREMONT/HUNTINGTON PROJECT

### ACTION/DISCUSSION

## 6. SELECTION OF OFFICERS

### Recommendation

It is recommended that the Commission conduct the election of Chair and Vice-Chair in accordance with the relevant procedures.

**7. APPROVAL OF MINUTES OF REGULAR PWIC MEETING ON DECEMBER 10, 2025**

Recommendation

It is recommended that the Commission review and consider approval of the December 10, 2025, Regular PWIC Meeting Minutes.

**COMMUNICATIONS**

**8. CITY COUNCIL LIAISON COMMUNICATIONS**

**9. COMMISSIONER COMMUNICATIONS**

**10. STAFF LIAISON COMMUNICATIONS**

**ADJOURNMENT**

**FOR YOUR INFORMATION**

**FUTURE PUBLIC WORKS INFRASTRUCTURE COMMISSION MEETINGS**

February 11, 2026	Council Chamber	6:30 P.M.
March 11, 2026	Council Chamber	6:30 P.M.
April 8, 2026	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/Your-Government/Boards-Commissions/Public-Works-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.*

1/22/2026

/s/

Date

Phillip Tran, Public Works Management Analyst

## **ITEM 3**

### **UPDATE ON NEIGHBORHOOD TRAFFIC MANAGEMENT PLAN (NTMP)**



# Public Works Infrastructure Commission Agenda Report

ITEM NO. 3

**DATE:** January 28, 2026

**FROM:** Julian Lee, Public Works Director

**PREPARED BY:** Michael Vartanians, City Engineer  
Bassam AL-Beitawi, Transportation Program Manager

**SUBJECT:** **DISCUSSION AND FEEDBACK REGARDING THE ESTABLISHMENT OF A NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM (NTMP)**

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## **Recommendation**

It is recommended that the Public Works Infrastructure Commission (PWIC) discuss and provide staff feedback regarding the establishment of a Neighborhood Traffic Management Program (NTMP).

## **Executive Summary**

The Neighborhood Traffic Management Program (NTMP) is a city-wide comprehensive effort to provide safe, sustainable, and comfortable streets within and around residential neighborhoods for all modes of transportation including drivers, pedestrians, and cyclists. This program provides community members with the opportunity to not only voice their concerns with traffic related issues such as speeding, and cut-through traffic, but also work with the city to ensure that these issues are addressed in the most efficient and sustainable manner. In addition to common strategies to address traffic concerns such as adding traffic signs, adding pavement markers, and increased enforcement, the NTMP will include a toolbox of various physical traffic calming measures that staff will be able to implement within residential and business communities.

## **Background**

The Public Works Department maintains and operates the City's roadway system with a focus on developing a safe, and sustainable multi-modal transportation network for drivers, pedestrians, and cyclists.

In September 2020, a Neighborhood Traffic Management Program (NTMP) was initiated, however, it remains unfinished. Staff intends to update and finalize the NTMP during the 2026 calendar year. To support this effort, a comprehensive traffic calming toolbox that was established as a joint cooperation between the Federal Highway Administration (FHWA) and the Institute of Transportation Engineers (ITE) will be added in the final NTMP as technical references. The proposed traffic calming toolbox was reviewed by the Public Works Infrastructure Commission on December 10, 2025 and by City Council on January 14, 2026.

## **Analysis**

Traffic calming involves the strategic use of physical design and psychological cues to alter driver's behavior. The NTMP will address traffic issues such as speeding and cut-through traffic

in a more comprehensive and holistic approach to provide safe and sustainable road network for all types of road users. In addition to traditional traffic control measures (like speed limit signs, roadway striping, etc.), which relies on enforcement and voluntary compliance, the NTMP will provide physical environment to "self-enforce" safer speeds and discourage non-local "cut-through" traffic through the use of physical measures as defined in the traffic calming toolbox.

The goals of a comprehensive NTMP include:

- **Manage Traffic Volumes** by reducing the number of cut-through vehicles on residential streets
- **Reduce Excessive Vehicle Speeds** by using physical measures to slow down motorists who choose to drive faster than the posted speed limit.
- **Improve Pedestrian and Bicyclist Safety** by creating a more inviting and safer place to walk and bike.
- **Educate the Community** by creating awareness around traffic safety through targeted education and outreach.
- **Enhance Neighborhood Identity** by heightening awareness of neighborhoods and enhance livability.

#### **Public Notification**

The public was made aware that this item 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.

#### **Attachments**

Attachment No. 1 – NTMP Presentation

# Neighborhood Traffic Management Program (NTMP)

**Public Works Infrastructure Commission (PWIC)**

**Prepared By: Public Works Department – Transportation Division**

**January 28, 2026**



# Neighborhood Traffic Management Program (NTMP)

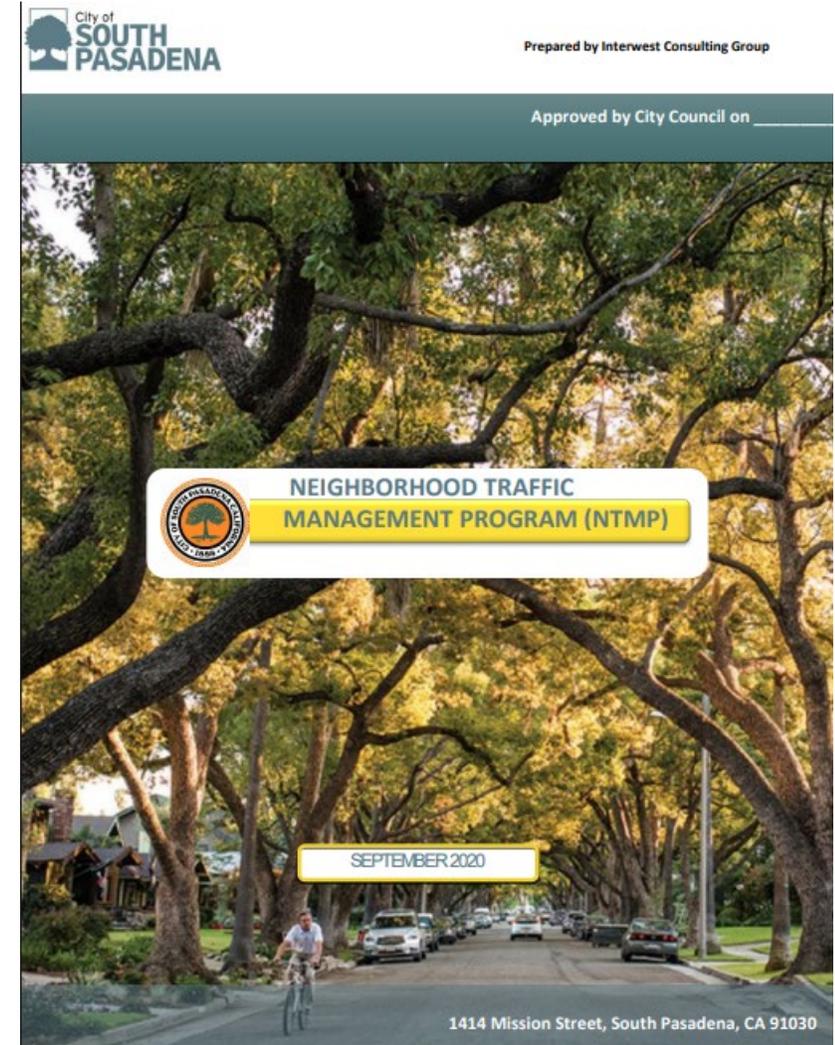
## Introduction:

In September 2020, a Neighborhood Traffic Management Program (NTMP) was initiated by Public Works Department. However, the NTMP was not finished. Staff intends to review, update and finalize the NTMP during the 2026 calendar year.

## Definition of NTMP

The Neighborhood Traffic Management Program (NTMP) is defined as a city-wide comprehensive effort to provide safe, sustainable, and comfortable streets within and around neighborhoods for all modes of transportation including drivers, pedestrians, and cyclists.

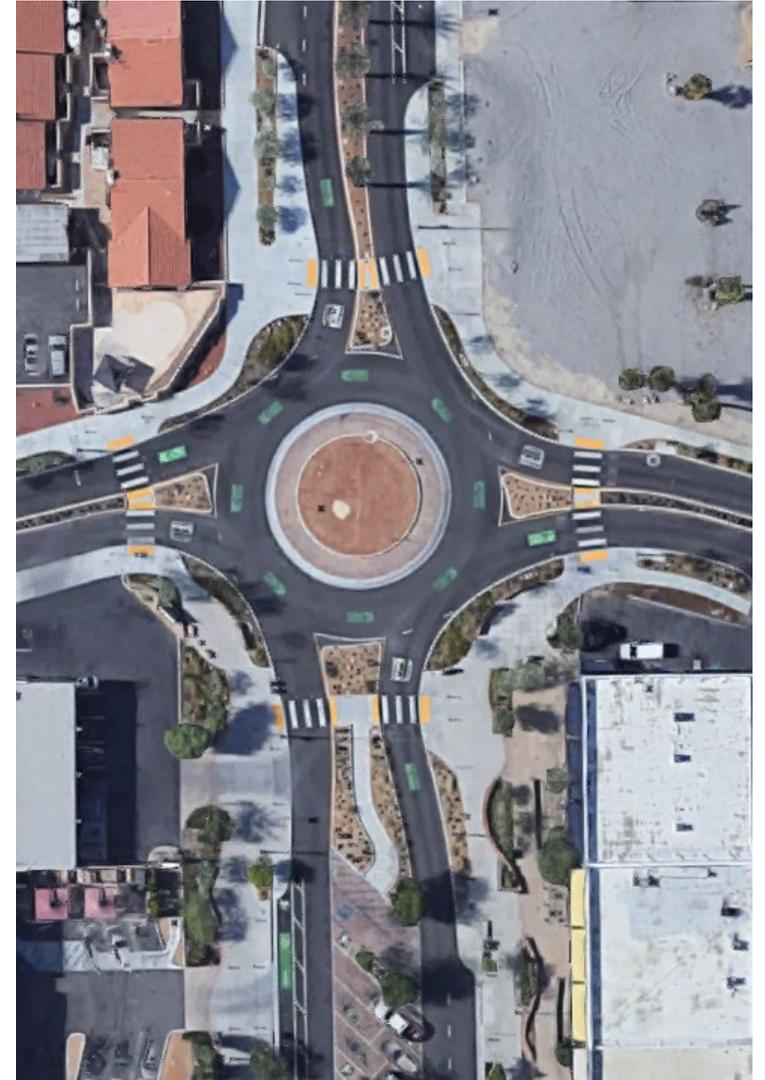
The NTMP approaches traffic issues from a holistic strategy rather than a one street at a time strategy.



# Neighborhood Traffic Management Program (NTMP)

## Purpose

- **Manage Traffic Volumes** by reducing the number of cut-through traffic on residential streets.
- **Reduce Excessive Vehicle Speed** by using physical measures to slow down motorists who choose to drive at faster than posted speed limit.
- **Improve Pedestrian and Bicyclist Safety** by creating a more inviting and safer place to walk and bike.
- **Educate the Community** by creating awareness around traffic safety through education and outreach.
- **Enhance Neighborhood Identity** by heightening awareness and of neighborhoods and enhance livability.



# Neighborhood Traffic Management Program (NTMP)

## Components of an NTMP

A comprehensive Traffic Management Program/Plan should include the following steps:

**a) Procedures for:**

- Reporting a traffic problem and requesting traffic calming measure.
- Neighborhood consent and petition process.

**b) Initial Assessment and Data Collection**

**c) Non-Physical Traffic Calming Measures Implementation**

**d) Before and after Evaluation**

**e) Comprehensive Traffic Calming Study for Assessment of Physical Measures**

**f) Approval of Implementing Physical Measures from the Toolbox by City Staff**

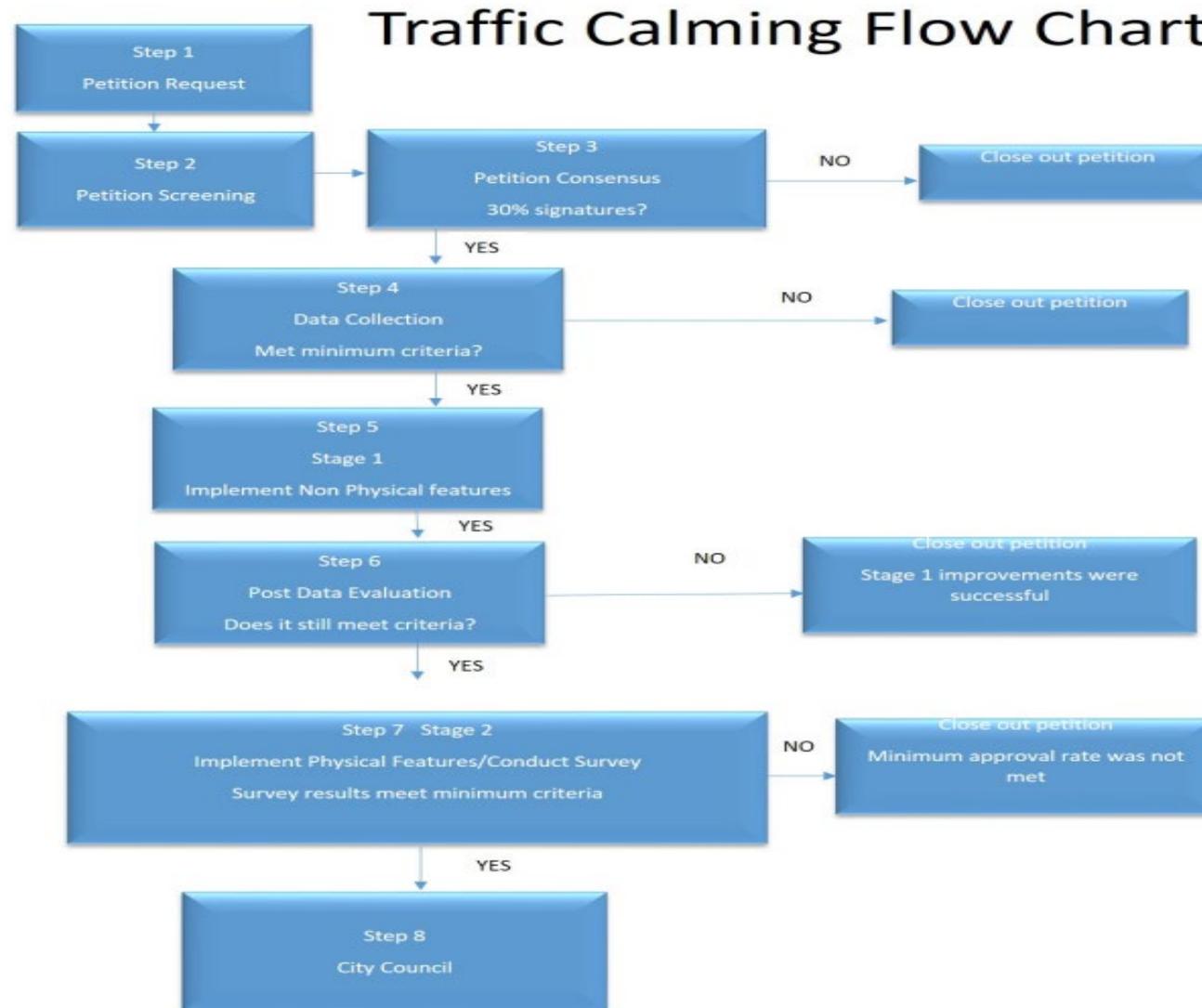
**h) Funding Allocation**

**g) City Council Approval**

**i) Field Implementation**



# Neighborhood Traffic Management Program (NTMP)



# Neighborhood Traffic Management Program (NTMP)

**Thank You!**



## **ITEM 4**

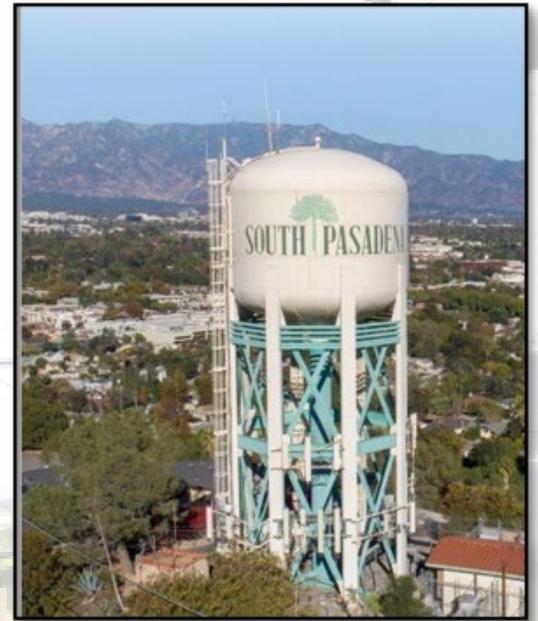
### **UPDATE ON WESTSIDE RESERVOIR**

# WESTSIDE RESERVOIR

## Replacement Project Introduction

**January 28, 2026**

**Prepared By: Public Works Department – Engineering Division**



# WESTSIDE RESERVOIR

## PROJECT SITE



### Westside Reservoir & Pump Station

- Built in 1963 | **Over 60 Years old**
- **2.0 Million Gallon Reservoir**
- Located **off Glen Place**
- Services **Billicke Pressure Zone (Monterey Hills Neighborhood)**
  - Stores and distributes approximately **1-2 million gallons of drinking water per day**

### Structural & Safety Issues

- No longer meets **seismic standards**
- **Failure** of internal post-tensioned wall system
- Structural deficiencies & **significant deterioration**

### Operational Issues

- Outdated pump station & infrastructure
- Lack of reservoir **capacity**
- **Continual & increasing** maintenance challenges
- Potential risk to **water service reliability**

### Environmental & Site Constraints

- **Limited** site access
- To enhance **fire protection**

# PUBLIC MEETING - DECEMBER

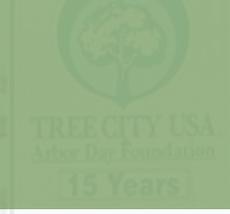


# NEXT STEPS

WESTSIDE RESERVOIR PROJECTED RECONSTRUCTION SCHEDULE	
<b>2026</b>	
<b>January</b>	Preliminary design review completed
<b>February-April</b>	Environmental document adoption by city council
<b>May</b>	Requests for proposal for design
<b>August</b>	Design contract award by council
<b>Winter</b>	Commence project design
<b>2027</b>	
<b>January-March</b>	Design development including community engagement
<b>October</b>	Design completed
<b>2028</b>	
<b>March-December</b>	Construction & site restoration begins

**Estimated project cost:  
\$12–\$15 Million**

# KEEP IN TOUCH!



<b>Community Meeting #1</b> <i>December 2025</i>
<b>Upcoming</b>
<b>Public Works Infrastructure Commission</b> <i>Winter 2026</i>
<b>City Council Meeting</b> <i>Late Winter 2026   Summer 2026  </i>
<b>Community Meeting #2</b> <i>Late Winter 2027</i>
<b>Community Meeting #3</b> <i>Spring / Summer 2027</i>

**Reach out to**  
**[WATERCONSERVATION@SOUTHPASADENACA.GOV](mailto:WATERCONSERVATION@SOUTHPASADENACA.GOV)**  
**to submit any feedback/concerns.**

# STAY CONNECTED



QUESTIONS?

[WWW.SOUTHPASADENACA.GOV/WATERDIVISION](http://WWW.SOUTHPASADENACA.GOV/WATERDIVISION)

## **ITEM 5**

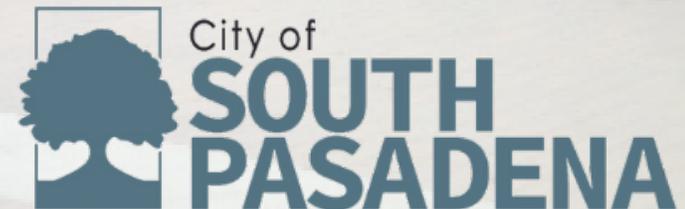
### **UPDATE ON FREMONT / HUNTINGTON PROJECT**

# **Project Update on the Huntington Drive and Fremont Avenue Corridor Improvement Project**

**Public Works Infrastructure Commission (PWIC)**

**Prepared By: Public Works Department – Engineering Division**

**January 28, 2026**

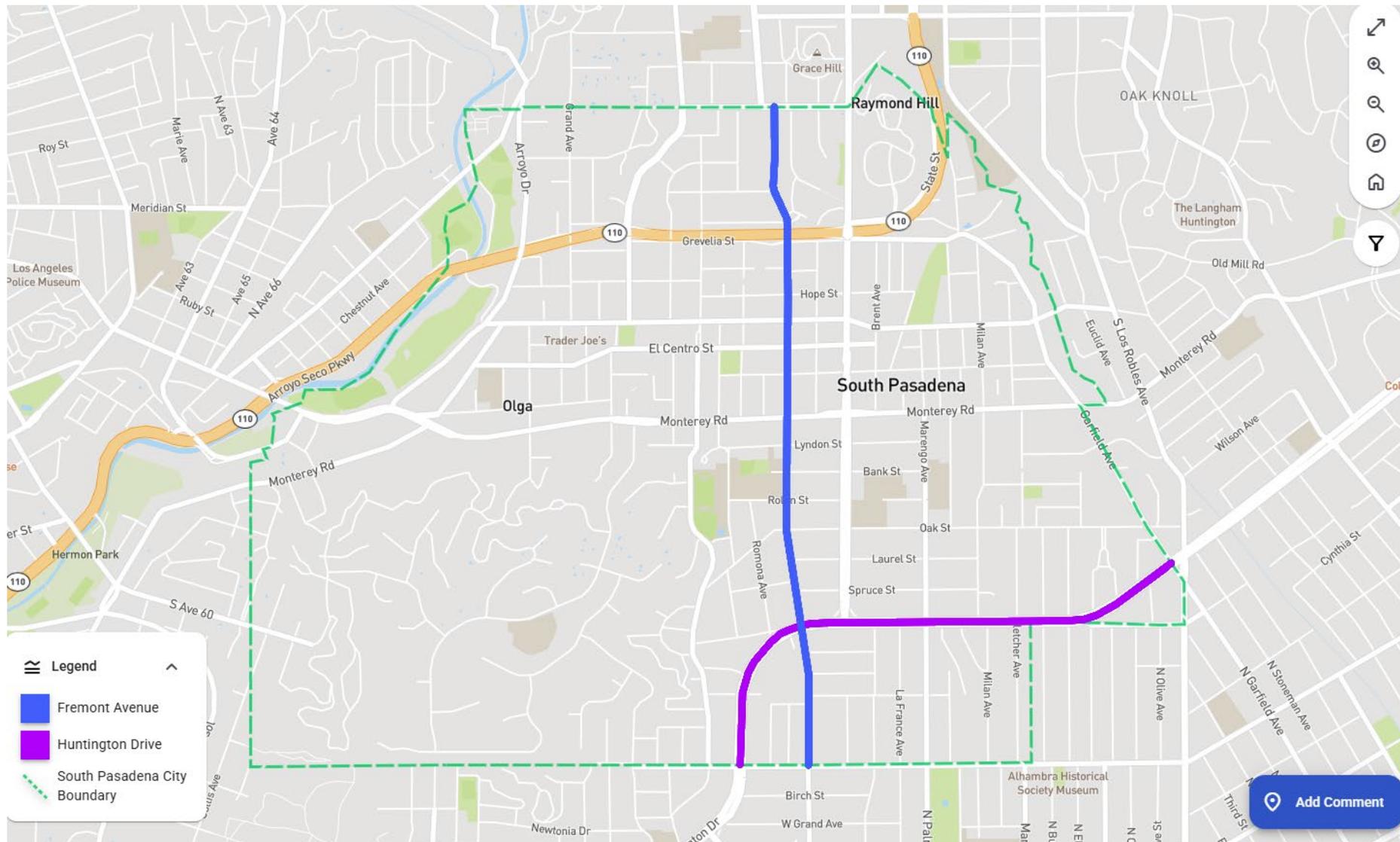


# Project Background

## **Introduction:**

- The City received two Metro grants in 2021 and 2022, totaling \$16 million, for improvements on Huntington Drive and Fremont Avenue.
- The project covers a 1.5-mile section of Huntington Drive between Alhambra Road and Garfield Avenue, and a 1.8-mile portion of Fremont Avenue, between Alhambra Road in the south to Columbia Street in the north.
- The project aims to enhance safety and traffic flow for pedestrians, cyclists, bus riders, and vehicles along the Huntington Drive and Fremont Avenue Corridors.
- Early public outreach was conducted in 2023 to receive input and prepare conceptual designs of improvements along both corridors

# Project Limits



# Project Status Update

## **Timeline:**

- July 9, 2025 - City Staff released Request for Proposals (RFP)
- October 1, 2025 - City Council approved the selection of Kimley Horn as the design consultant
- Late February/Early March 2026 – Community Outreach Meeting
- March 2026 – Presentation to Public Works Infrastructure Commission
- April 2026 – Completion of Project Approval and Environmental Documents
- September 2026 – Complete Design Documents
- October 2026 – Request for Bids Advertised
- November 2026 – Construction Starts
- Spring 2028 – Construction Completion

# Project Update on the Huntington Drive and Fremont Avenue Corridor Improvement Project

**Thank You!**

**ITEM 7**

**APPROVAL OF MINUTES OF REGULAR PWIC  
MEETING ON DECEMBER 10, 2025**



**CITY OF SOUTH PASADENA  
PUBLIC WORKS INFRASTRUCTURE COMMISSION – MEETING**

**MINUTES**

**WEDNESDAY, December 10, 2025, at 6:30 P.M.**

**COUNCIL CHAMBER**

**CALL TO ORDER**

The Public Works Infrastructure Commission meeting was called to order at 6:36 PM.

**ROLL CALL**

Members Present: Kerwin, Jones, Hernandez, Sharma, Vice-Chair Brunelle, Chair Abelson

Members Absent: Dunlap, Maling

Phillip Tran, Management Analyst, announced a quorum

Staff Present: Councilmember Omari Ferguson, Public Works Director Julian Lee, Deputy Public Works Director Anteneh Tesfaye, City Engineer Michael Vartanians, Transportation Program Manager Bassam Al-Beitawi, Capital Improvement Program Project Manager Michael Lau, Management Analyst Phillip Tran, Management Assistant Rigoberto Escobedo

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Commissioner Jones.

**PUBLIC COMMENT**

**1. Public Comment received**

Angelo Gladding.

**CHANGES TO AGENDA**

**2. REORDERING OF, ADDITIONS, OR DELETIONS TO AGENDA**

There was no one wishing to reorder the agenda.

**PRESENTATION**

**3. NEIGHBORHOOD TRAFFIC CALMING TOOLBOX**

Transportation Program Manager Bassam AL-Beitawi delivered a presentation and answered questions from the Commission. Commissioner Hernandez inquired on how ADA ramps will be affected. Vice-Chair Brunelle suggested making future presentations more accessible for the general public and possibly adding placemaking or non-infrastructure tools. Commissioner Kerwin questioned if any action was required by the Commission following the presentation. Commissioner Sharma raised concerns of the practicality of applying toolbox measures to narrow and streets with hills. Commissioner Jones inquired whether implementation is based on neighborhood consensus or another process. Chair Abelson expressed concerns over managing public expectations, aligning the new toolbox with the City's existing policies, and delivering a finalized, comprehensive program.

Angelo Gladding provided public comment regarding the item.

**4. UPDATE ON STATUS OF CIP PROJECTS**

City Engineer Michael Vartanians delivered a presentation of project-by-project update on the City's Capital Improvement Program and answered follow-up questions on project details, prioritization, funding status, outreach efforts, and safety improvements raised by the Commission and public.

Angelo Gladding provided public comment regarding the item.

## **ACTION / DISCUSSION**

### **5. ADOPTION OF RESOLUTION SETTING THE DATE, TIME AND PLACE OF REGULAR COMMISSION MEETINGS**

#### Recommendation

It is recommended that the Commission review and consider for adoption the Resolution setting the date, time, and place of regular commission meetings.

Following discussion, a motion was made by Chair Abelson, seconded by Commissioner Kerwin to review and consider for adoption the resolution setting the date, time, and place of regular commission meetings. The motion carried 6-0, by the following vote:

<b>AYES:</b>	Hernandez, Jones, Kerwin, Sharma, Vice-Chair Brunelle, Chair Abelson
<b>NOES:</b>	None
<b>ABSENT:</b>	Dunlap, Maling
<b>ABSTAIN:</b>	None

### **6. APPROVAL OF MINUTES OF REGULAR PWIC MEETING ON NOVEMBER 12, 2025**

#### Recommendation

It is recommended that the Commission review and consider approval of the November 12, 2025, Regular PWIC Meeting Minutes.

Following a discussion, a motion was made by Commissioner Kerwin, seconded by Commissioner Jones to approve the November 12, 2025, PWIC Meeting Minutes as amended. The motion carried 5-0, by the following vote:

<b>AYES:</b>	Kerwin, Jones, Hernandez, Vice-Chair Brunelle, Chair Abelson
<b>NOES:</b>	None
<b>ABSENT:</b>	Dunlap, Maling
<b>ABSTAIN:</b>	Sharma

## **COMMUNICATIONS**

### **7. City Council Liaison Communications**

None.

### **8. Commissioner Communications**

Chair Abelson requested reordering Item 9 before Item 8. Majority vote met.

Commissioner Jones highlighted South Pasadena Active's bike bus program and encouraged participation.

Commissioner Sharma thanked staff for their efforts.

Commissioner Kerwin requested an update regarding parking and turning restrictions along Arroyo Vista.

Vice-Chair Brunelle shared South Pasadena Active's walk to school program.

Commissioner Hernandez invited residents to view the City's Tournament of Roses float December 11, 2026, and to the Crunch Party December 29, 2025.

Chair Abelson reflected on twelve years of service on various commissions, expressed gratitude to staff, fellow commissioners, and community, and encouraged City to develop more flexible, rapid-implementation safety tools while pursuing larger projects.

**9. Staff Liaison Communications**

City Engineer Michael Vartanians announced the Westside Reservoir public outreach meeting taking place at the Library Community Room December 11, 2025, Grevelia and Berkshire Pocket Park on December 17, 2025, and introduced new Capital Improvement Program Project Manager Michael Lau.

Public Works Director Julian Lee announced January 14, 2026, Special City Council meeting and needing to schedule special January 2026 PWIC meeting due to scheduling conflict and informed Commission of the mistakenly replaced speed limit signs near school zones.

**ADJOURNMENT**

There being no further matters, Chair Abelson adjourned the meeting at 8:54 PM to Wednesday, December 10, 2025.

Respectfully submitted:

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Michael Vartanians  
Staff Liaison, City Engineer

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Hannah Brunelle  
Public Works Infrastructure Commission Vice-Chair