



DRAFT

**REGULAR MEETING
TRANSPORTATION ADVISORY COMMISSION
Department of Transportation
221 E. Walnut Street, Room 210**

**Thursday March 24, 2011
4:00 P.M.**

MINUTES

1. CALL TO ORDER 4:03 PM

2. ROLL CALL

Members Present: Stephen Acker, Christopher Burner, Jennifer Higginbotham, Diane Trout, Sharon Yonashiro and Myra Martin Booker

Members absent: Juliana Delgado (excused), Robin Salzer (excused) and Floraline Stevens (excused)

Staff Present: Steve Augustyn, Mike Bagheri, Jenny Cristales, Fred Dock, Valerie Gibson, Brenda Harvey Williams, Bill Trimble, Mona Tse, Steve Wright and Mark Yamarone

3. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA None

4. NEW BUSINESS

A. Fiscal Year 2012-2016 Capital Improvement Program (Action)

Brenda Harvey Williams, Public Works presented an overview of CIP projects and budgets for the *Street and Streetscapes and Transportation and Parking Facilities* sections of the Recommended FY 2012 – 2016 Capital Improvement Program for review and support.

Commission Comments

- Commissioner Yonashiro suggested that TAC explore the CIP process in more detail.

Action

Motion to support staff recommendation for the *Street and Streetscapes and Transportation and Parking Facilities* sections of the FY 2012 – 2016 Capital Improvement Program. Yonashiro

Second: Trout

For: All

Result: Approved

B. Memorandum of Understanding (MOU) with Metro regarding ARTS service (Action)

Ms. Gibson presented an overview of the MOU with Metro regarding the ARTS service. The ARTS service would receive additional funding from Metro. The additional funding would assist in reducing the budget gap in the service.

Action

Motion to support staff recommendation to Council to authorize the City Manager to execute an MOU with Metro for Proposition A, Growth Over Inflation (GOI) funds in order to receive funding as a Tier 2 operator. Trout

Second: Acker

For: All

Result: Approved

C. Transportation Impact Review Guidelines – Part 1 (Information only)

Mr. Bagheri presented an overview of the proposed *Transportation Impact Review Guidelines – Part 1*. The proposed guidelines assess the impacts of development projects on all modes of travel that use the street system (pedestrians, bicycles, transit and other vehicles) and adopt the Multi Modal Level of Service (MMLOS) methodology for evaluating the quality of service on all modes of travel.

Commission Comments

- ❑ Chair Higginbotham suggested the current thresholds for segment impacts be re-examined.
- ❑ Commissioner Trout noted that MMLOS impacts may be difficult to ascertain given how inter-related all modes are.
- ❑ Commissioner Yonashiro suggested that staff supply Council better information with respect to the findings of traffic impacts.

5. OLD BUSINESS None

6. INFORMATION ONLY

A. Traffic Commissioners Workshop – (Survey)

Commission members submitted completed surveys for the Traffic Commissioners Workshop.

B. Environmental Studies Look Ahead – Staff

Mr. Bagheri noted the Commission would receive a presentation on the *Lincoln Avenue Specific Plan* at their April meeting.

7. APPROVAL OF MINUTES

February 24, 2011 Regular Meeting

Corrections (in bold)

Item 5A: Motion was made by Acker and seconded by **Salzer**
Item 4C, typo, fourth line: liable should be changed to **livable**

Action

Motion to approve the February 24, 2011 Minutes with corrections. Yonashiro
Second: Martin Booker
For: All
Result: Approved

8. COMMISSIONER COMMENTS

- Commissioner Martin Booker suggested a review of current TAC subcommittee's rosters and purpose.

9. CHAIR'S COMMENTS

- Chair Higginbotham noted that changes on S. Fair Oaks Avenue in South Pasadena may cause spill over traffic into adjacent neighborhoods. Mr. Dock noted that staff would review and assess the possible impacts of these changes.
- Chair Higginbotham announced that Commissioner Yonashiro had been recommended to serve as the TAC representative on the Design Commission. The appointment is pending Council approval.
- Chair Higginbotham noted that the revised TAC Rules and Regulations would be presented to Council in the near future.
- Chair Higginbotham encouraged the Commission to review the proposed trip generation charts in the General Plan/Mobility Element alternatives. In addition, Commissioner Yonashiro encouraged the Commission to review the population growth charts produced through the General Plan charettes. Mr.

Yamarone noted that the aforementioned data would be analyzed by the *Travel Demand Model Forecast*.

- Chair Higginbotham noted that City reached an agreement on the IDS project.

10. STAFF ACTIVITIES UPDATE

- Mr. Yamarone noted that the *Pedestrian Safety* campaign had been launched.
- Mr. Yamarone noted that the *Bicycle Transportation Plan* would be presented to Council in April. Commissioner Yonashiro requested the Commission review the final draft prior to being placed on the Council agenda.
- Mr. Dock reported that the City was preparing a response to the I-710 scoping performed by Caltrans.

11. SUBCOMMITTEE AND OTHER REPORTS

- A. Annual Report Card monitoring
- B. Bike Transportation Plan Update (Ad Hoc Subcommittee)
- C. Capital Improvement Program monitoring
- D. Design Commission Update – Commissioner Delgado
- E. General Plan Mobility Element Update (Ad Hoc Subcommittee)
- F. La Loma Bridge Advisory Group
- G. Pedestrian Plan (Ad Hoc Subcommittee)
- H. Public Transit/ARTS (Ad Hoc Subcommittee)
- I. Rules and Regulations Update (Ad Hoc Subcommittee)

12. ADJOURNMENT 6:00 PM

Action

Motion to adjourn. Trout
Second: Yonashiro
For: All
Result: Approved

Steve Augustyn
Recording Secretary