



Agenda Report

TO: CITY COUNCIL **DATE:** August 31, 2017
FROM: TRANSPORTATION ADVISORY COMMISSION (TAC)
SUBJECT: ANNUAL REPORT – July 2016 through June 2017, and
WORK PLAN – July 2017 through June 2018.

RECOMMENDATION:

This Annual Report is submitted for informational purposes only.

Attached is the following:

- Mission Statement
- Annual Report of Accomplishments for July 1, 2016 through June 30, 2017
- Work Plan for July 1, 2017 through June 30, 2018
- Roster of Subcommittees for 2017-18
- Report of Commission Attendance for July 1, 2016 through June 30, 2017

The Commission reviewed its accomplishments over the past year. The focus of the Commission was to determine if it has been serving the City in conformance with its Mission Statement. The Commission did and will continue to discuss future plans and goals. The emphasis of the dialogue was focusing on the direction of Commission activities and how it can best serve the residents of Pasadena.

The Commission initially discussed the formulation of its Annual Report and Work Plan at its May 25, 2017 meeting. On July 27, 2016, at its Annual Meeting, the Commission reviewed its accomplishments during the past year, and formulated its Work Plan for the coming year.

Respectfully submitted,

Blair Miller
Immediate Past Chair

Greg Gunther
Incoming Chair

City of Pasadena
TRANSPORTATION ADVISORY COMMISSION

ANNUAL REPORT: 7/1/16-6/30/17
WORK PLAN: 7/1/17-6/30/18

MISSION STATEMENT

MISSION:

As set forth in Section 2.135.110 of the Municipal Code, the primary purpose of the Commission is to advise the City Council concerning policies affecting the City's transportation system. The Commission studies and holds public hearings assessing the economic, environmental, and social adequacy of the City's transportation system and recommends short and long-range measures for its improvement.

The Commission also advises the City Council on matters aimed at implementing the objectives and policies contained in the 2004 General Plan Mobility Element, along with any future updates to the City's Mobility Element.

Consistent with Section 2.135.110 and the Commission's Rules and Regulations, the Commission studies and makes policy recommendations to the City Council on issues including, but not limited to, the following:

- a. Measures affecting the traffic circulation and transportation in the City of Pasadena.
- b. Annual and long range allocation of Proposition A and C funds and Measure R Metro Sales Tax Funds.
- c. Annual capital programs and five-year Capital Improvement Program of the City affecting streets and transportation.
- d. Federal, state and regional funding actions affecting the transportation network serving Pasadena, including existing and proposed freeways.
- e. Inclusion of Pasadena in Southern California's Light Rail Transit Network.
- f. Transportation Demand Management (TDM) programs and measures designed to manage or reduce traffic congestion, including ridesharing, vanpooling, alternative work-hours strategies, application of new technologies, and encouragement of existing and alternative modes of transit.

- g. Provision for a public transit system, including streetcar/trolley and shuttle bus systems.
- h. Protection of residential neighborhoods from intrusion of through traffic or new trips generated by new development projects.
- i. Provision for service to those with limited access to transportation.
- j. Promotion of energy conservation aspects of transportation.
- k. If and to the extent requested by the City Council, leadership of and participation in local and regional studies and committees or task forces dealing with transportation issues.
- l. If and to the extent requested by the City Council, assistance to other City Commissions, Committees and Task Forces regarding transportation-related issues including review of and comment on transportation related policy aspects of various elements of the City's Strategic Plans, Specific Plans, Master Plans, development projects, and associated environmental impact reports.
- m. Such other matters as shall be referred from time to time to the Commission by the City Council.

ANNUAL REPORT: July 1, 2016 – June 30, 2017

The following are highlights of the Commission's activities and accomplishments in fiscal year 2016-17:

July 2016	Adopted Work Plan
September 2016	Information about the Pedestrian Safety Tool Box, the new branding efforts by DOT, Safe Routes to School Grant, and the updated Nexus Study.
December 2016:	Establish a preferential permit parking district near La Canada Verdugo road, and receive information about the Bike Share station locations, the Union Street Cycle Track, and the Street Design Guide.
January 2017:	Review proposed Bike Share locations and review and comment on the Street Design Guide.
February 2017:	Recommended adoption of the Street Design Guide with proposed changes.
March 2017	Capital Improvement Program Budget project list – recommended adoption with proposed changes.
May 2017:	Recommended adoption of the proposed changes to the Traffic Reduction and Transportation Improvement Fee.

Capital Improvement Program (CIP) Budget: The Commission conducted its annual review of the CIP budget.

Transit and Traffic Issues: None reviewed this year.

Complete Streets Issues: The Commission received regular updates regarding planning and implementation of Complete Streets related projects.

Project Review: None reviewed this year.

Design Commission: The Commission continued to have one of its members serve as its designee to the Design Commission. Commissioner Miller continued her role as the TAC's Design Commission representative through February 2017, when the role was assumed by Commissioner Edwards. The Commission's Design Commission representative gave routine updates to the Commission.

Metro Gold Line: No presentations or discussion this year.

SR-710 North DEIS/DEIR: DOT staff kept the Commission up-to-date on the status of this project and the DEIR/DEIS.

Staff Update: DOT staff provided the Commissioners with regular updates on upcoming projects.

Commissioner Changes: The Commission said farewell to and thanked Commissioner Manoochehr Adhami for his six years of dedicated service on the Commission. The Commission welcomed the addition of Commissioners Timothy Sales, Jeffery Potter and Adriana Lim.

None of the Commission's accomplishments would have been possible without the support and assistance of Department of Transportation (DOT) staff. The Commission thanks DOT staff for their continued support and cooperation in Fiscal Year 2016-17.

WORK PLAN: July 1, 2017 – June 30, 2018

As required by Section 2.135.090 of the Municipal Code, the Commission has developed the following Work Plan representing a partial list of the most important issues to be reviewed or studied by the Commission for Fiscal Year 2017-18. We will review the plan mid-year if needed to assess our progress.

Complete Streets Improvement Measures — During Fiscal Year 2017-18, the Commission will continue its efforts to encourage non-vehicular modes of travel in Pasadena. The Commission will also continue to monitor and support efforts to increase development of projects that reduce greenhouse gas emissions by generating vehicle-miles-traveled (VMT) that are less than City's adopted VMT goals.

General Plan/Specific Plans Update — The Commission will continue to participate in the City's Specific Plan update process.

Gold Line — The Commission will continue to monitor efforts by DOT and Metro to reduce vehicle, bicycle and pedestrian delays at the three at-grade Gold Line crossings of Glenarm Street, California Boulevard and Del Mar Boulevard. The Commission will also monitor bicycle and pedestrian safety and access to the Gold Line stations located throughout the City. The Commission will also monitor the status of the Gold Line extension project and its impacts to the City since the opening of the extension to Azusa. The Commission will monitor the progress and provide advisory support for the anticipated Metro Gold Line at-grade Crossing Improvement Project.

Transit Issues — The Commission will continue monitoring the progress on various improvements to transit routes planning, equipment upgrades, transit arrival systems, etc.

Bicycle Transportation Plan — The Commission will monitor the progress on implementation of Pasadena's Bicycle Transportation Plan. The Commission will also continue to advocate for the development and implementation of bicycle-related strategies which would promote the safety of bicyclists riding on city streets.

Pedestrian Plan — The Commission will monitor the progress on preparation of the various Specific Plans and will use that process as well as the City's Complete Streets Program to advocate for the development and implementation of pedestrian friendly strategies which would encourage walking and would promote the safety of pedestrians walking along city streets or crossing at intersections.

Annual Report Card — Staff has secured consultant services to obtain travel time data on several arterial streets in Pasadena. The Commission will review or receive input from staff on procedures to use this new service in developing and automating the Annual Report Card for future years.

Project Review — If and to the extent requested by the City Council: The Commission will continue to review and comment on transportation related policy aspects of various elements of the City's Strategic Plans, Specific Plans, Master Plans, development projects, and associated Environmental Impact Reports (EIR). A representative from the

Commission serves as a voting member of the Design Commission to further ensure the inclusion of a transportation perspective in the review of projects.

Capital Improvement Projects — The Commission will continue to review and make recommendations to the City Council regarding annual capital improvement program and the five-year capital improvement program.

Project Monitoring — The Commission will continue to monitor ongoing transportation projects, including, but not limited to, the following: SR-710 North FEIS/FEIR; NTMP community meetings and projects; and Gold Line Foothill Extension. In addition, the Commission will periodically review updates on the City's progress in implementing its Complete Street Program and Intelligent Transportation System (ITS).

Orientation Program — The Commission will develop and implement an "Orientation Program" for new Commissioners to accelerate the process of getting new Commissioners up to date on TAC issues and procedures..

Neighborhood Involvement — Each Commissioner may work with their Council Member's office to participate in meetings in their district or have a transportation focus added to an already existing meeting, in efforts to gather public input. Additionally, the Commission may explore the potential of scheduling meetings at different locations and different times to encourage community involvement. To support this goal, two new initiatives are planned:

- The Communications subcommittee will prepare a quarterly update to make district-level participation easier (and ensure consistent messaging)
- The Commission will also work with designated staff in the department-wide effort to reach out to neighborhood, stakeholder and advocacy groups on a regular basis.

Updates and Briefings — The Commission will receive informational updates on some of the key department initiatives, such as:

- Quarterly updates regarding the department's progress (and adjustments to):
 - Six-Month Strategic Objectives
 - Status of various grants and funded Transportation projects.
- Other specific projects and programs not listed above, including but not limited to:
 - Progress and implementation of the Electric Vehicle (EV) charging stations.
 - Update on pilot car-sharing program – Zipcar.
 - Update on the Bike Share Program.
 - Potential future open street events.
 - Implementation of the City's transit rebranding to "Pasadena Transit", and operation adjustments to equipment and routes.

Attachments:

Roster of Subcommittees — The roster for Fiscal Year 2017-18 subcommittees is attached as Exhibit A.

Attendance Record — An attendance record for commissioners during Fiscal Year 2016-17 is attached as Exhibit B.

EXHIBIT A

Transportation Advisory Commission

Ad Hoc Subcommittees

	CIP	Specific Plans	Public Transit	Complete Streets	Communi cations
Paul Backstrom	√		√		
James De Pietro	√			√	√
Jonathan Edwards		√			
Greg Gunther			√	√	√
Neil Kleinman			√		
Adriana Lim				√	
Blair Miller	√	√			√
Jeffery Potter			√		
Timothy Sales		√		√	

Legend:

- CIP: Capital Improvement Program monitoring
- Specific Plans Update process
- Public Transit: Public Transit/Pasadena Transit (to also include Gold Line, Foothill Transit, LADOT Commuter Express, etc.)
- Complete Streets (to include the Bicycle Transportation Plan, Pedestrian Issues, Complete Streets Concepts, and Annual Transportation Report Card monitoring)
- Communications: A new Ad-Hoc Subcommittee that will create the TAC Orientation Program for new Commissioners, prepare quarterly updates, and work with staff on DOT interface with neighborhood, stakeholder and advocacy groups

EXHIBIT B

Transportation Advisory Commission

Attendance: July 1, 2016 to June 30, 2017

2016	7/28/2016	8/2016	9/22/2016	10/27/2016	11/2016	12/8/2016
Adhami, Manoochehr	P	N/A	A	XX	N/A	P
Backstrom, Paul	P	N/A	P	XX	N/A	P
De Pietro, James	P	N/A	P	XX	N/A	E
Edwards, Jonathan	P	N/A	P	XX	N/A	P
Gunther, Greg	P	N/A	E	XX	N/A	P
Kleinman, Neil	P	N/A	P	XX	N/A	P
Miller, Blair	P	N/A	P	XX	N/A	P
Potter, Jeffery	N/A	N/A	N/A	XX	N/A	P
Sales, Timothy	N/A	N/A	N/A	N/A	N/A	P

2017	1/26/2017	2/9/2017 [S]	2/23/2017	3/23/2017	4/27/2017	5/25/2017	6/22/2017
Adhami, Manoochehr	P	P	XX	A	XX	E	XX
Backstrom, Paul	P	P	XX	E	XX	P	XX
De Pietro, James	P	P	XX	P	XX	P	XX
Edwards, Jonathan	P	P	XX	P	XX	P	XX
Gunther, Greg	P	P	XX	P	XX	P	XX
Kleinman, Neil	E	P	XX	P	XX	P	XX
Miller, Blair	P	P	XX	P	XX	P	XX
Potter, Jeffery	P	P	XX	P	XX	P	XX
Sales, Timothy	E	P	XX	P	XX	E	XX

NOTES

P =	Present
E =	Excused
A =	Absent
LOA =	Leave of Absence
Shaded =	Not Applicable
XX =	Meeting Cancelled
[R] =	Special Meeting Retreat
[S] =	Special Meeting
NQ =	No Quorum; so no meeting held
R-N/A =	Recused, so attendance is not applicable