



Department of Transportation

**Transportation Advisory Commission**  
***Annual Work Plan and Strategic Planning***  
***By: Chair James De Pietro***

***May 23, 2019***





# TAC Annual Work Plan

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- As approved by the Pasadena City Council on October 24, 2011, the Transportation Advisory Commission's ("TAC" or "Commission") Rules and Regulations establishes the purpose of the Commission and outlines how it functions.
  - > Outlines an Annual Meeting to be held in July of each year
    - Elect Commission Officers
    - Elect TAC's representative on the Design Commission
  - > TAC has used the July meeting to prepare its annual report



# TAC Annual Work Plan

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- While TAC would normally wait until July to discuss both its previous year activities and outlines its future agenda, several factors have resulted in the need to begin these discussions earlier
  - > High profile transportation related issues that have arisen in the community
  - > Comments TAC has received from the community about the actions or inactions of the Commission
  - > Interest from Commissioners to be more proactive



# TAC Purpose and Function

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- Primary purpose of the Commission is to **advise** the City Council with regard to policies affecting the City's transportation system
- TAC shall **study** and hold public hearings assessing the economic, environmental and social adequacy of the City's transportation system and shall recommend short and long-range measures for its improvement
- Discuss, analyze, evaluate issues and make policy **recommendations**



# Strategic Review

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- **Challenges (City)**
  - > Transportation on a national / state / local level is rapidly changing
    - Ridesharing, Bikeshare, e-Scooters, etc.
    - Increased density and development
  - > City Council and City Staff are limited by a demanding and growing list of issues in our community
    - Constraints on time and resources can hinder the City's ability to focus on constructive solutions
- **Challenges (TAC)**
  - > Historically, the Commission has been reactive
    - This is a reflection of precedent rather than its actual capability
  - > Underutilized by the City
    - One of many valuable City Commissions



# Strategic Review

## Department of Transportation

- **Strengths of TAC**
  - > It has support from the dedicated and knowledgeable staff of DOT
  - > A group a knowledgeable and diverse Commissioners that are interested in improving transportation conditions and access
  - > Interest by all Commissioners to be more engaged
- **Opportunity**
  - > TAC can act as a constructive forum for policy ideas and has the capacity to analyze issues in more depth
    - This is possible because of its unique relationship with the City Council, the Community and Staff
  - > Use the structure and resources of the Commission to not only contribute to policy but take the lead and be of **service**
    - Make thoughtful and informed recommendations to the City Council

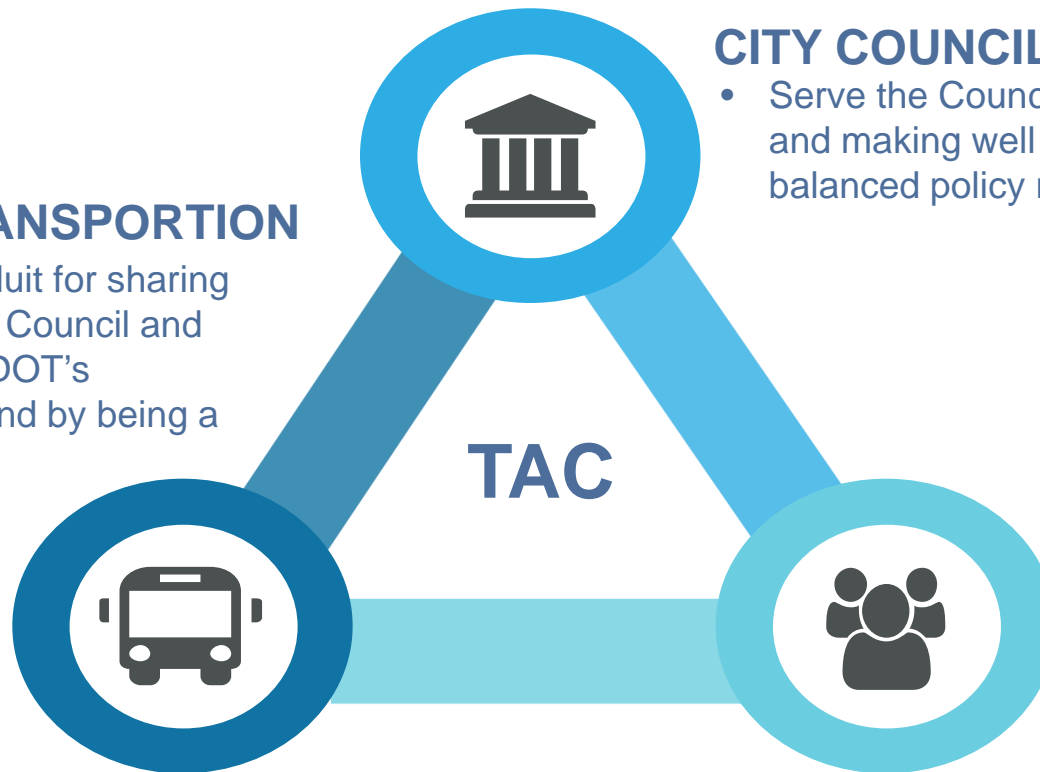


# TAC's Position to Serve

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## DEPT. OF TRANSPORTATION

- Serve as a conduit for sharing information with Council and Community on DOT's achievements and by being a resource



## CITY COUNCIL

- Serve the Council by studying issues and making well informed and balanced policy recommendations

## COMMUNITY

- Serve as a forum / voice for the community to improve city wide communications

PASADENA



# Recommendation: Transportation Studies

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- In order for TAC to play a more impactful role in transportation policy, the Commission needs to lead an evolution of its purpose and how it operates
- It is recommended that the Commission issue Quarterly Transportation Studies that each focus on the following four areas that are of particular interest to the residents, businesses, and visitors of Pasadena







# Recommendation: Transportation Studies

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- The Quarterly Studies could serve as an in-depth look into an issue facing Pasadena
  - > Would allow TAC to perform thoughtful research and develop original policy recommendations
  - > Would provide a greater purpose to TAC's regular meetings
    - Meetings could include presentations from staff or TAC Subcommittees on issues related to the study topic
    - Create a regular and organized opportunity for TAC to listen to community members and their concerns
      - » Improve community participation and communication



# Transportation Study Components

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- The components of a study could include:
  - > Defining an issue impacting our community
  - > Recognizing existing conditions
  - > Identifying current and future transportation related problems and needs
  - > Evaluating different improvement strategies to address the issue
  - > Researching capital improvement and operational options
  - > Utilizing the expertise of DOT staff
  - > Inviting the community to provide feedback and share their positions
  - > Drafting policy recommendations to be presented to the City Council



# Study Process

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## DEFINE OBJECTIVES



- Determine the scope of the study
- Work with City Staff
- Plan out the timeline and what information and resources are necessary to complete the study

## COMMUNITY ENGAGEMENT



- Identify impacted communities or groups
- Invite community members to share their viewpoints

## PREPARE STUDY



- Prepare study report
- Include sources of information as well as a description of engagement efforts
- Clearly present policy recommendations

## PRESENT TO COUNCIL



- Present Study to the City Council



# Questions and Next Steps

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- Questions?
- Next steps
  - > If there is an interest in exploring the concept of quarterly transportation studies, consider the following
    - What topics should be included
    - Who should be involved in the planning and drafting of the study
      - » [Role of Subcommittees](#)
    - Should this concept be further defined in TAC's Annual Report
    - When would the first study be started