



Agenda Report

DRAFT

TO: CITY COUNCIL **DATE:** XXXXXX
FROM: TRANSPORTATION ADVISORY COMMISSION (TAC)
SUBJECT: ANNUAL REPORT – July 2018 through June 2019, and
WORK PLAN – July 2019 through June 2020.

RECOMMENDATION:

This Annual Report is submitted for informational purposes only.

Attached is the following:

- Mission Statement
- Annual Report of Accomplishments for July 1, 2018 through June 30, 2019
- Work Plan for July 1, 2019 through June 30, 2020
- Roster of Subcommittees for 2019 through 2020
- Report of Commission Attendance for July 1, 2018 through June 30, 2019

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 23, 2019 and June 27, 2019 meetings. On July 25, 2018, at its Annual Meeting, the Commission reviewed its accomplishments during the past year, and formulated its Work Plan for the coming year.

Respectfully submitted,

James De Pietro
Immediate Past Chair

XXXXXXXXXX
Incoming Chair

City of Pasadena
TRANSPORTATION ADVISORY COMMISSION

ANNUAL REPORT: 7/1/18 – 6/30/19

WORK PLAN: 7/1/19 – 6/30/20

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, 2018 – June 30, 2019

The following are highlights of the Commission's activities and accomplishments in fiscal year 2018-19:

- July 2018** Presentation on City of Pasadena Business and Development highlights; Adopted Work Plan for 2018-2019; Election of Officers, including Commissioner De Pietro as Chair, Commissioner Sales as Vice Chair and the Appointment of Commissioner Edwards to represent TAC on the Design Commission.
- September 2018** Presentation from Metro regarding the North Hollywood to Pasadena Bus Rapid Transit (BRT) Project; Presentation about the Arroyo Verdugo Communities Joint Powers Authority (AVCJPA) Measure M Five-Year Multiyear Subregional Program Projects.
- October 2018** Commission was briefed on best practices for dockless bicycles and scooters; Received an update on the Capital Improvement Program; Completed New Commission Orientation Program.
- January 2019** Commission was briefed on the City of Pasadena's Department of Transportation Complete Streets Blueprint Tool; Received an update on the Cordova Street Enhancements Community Meeting, which was held on January 8, 2019.
- February 2019** Presentation from Metro about its Mobility on Demand Pilot Program; Update from Metro on the North Hollywood to Pasadena Bus Rapid Transit (BRT) Project; Presentation on Metro's NextGen Bus Study.
- March 2019** Reviewed and approved 2020-2024 Capital Improvement Program (CIP) Budget; Received update on the Short Range Transit Plan.
- May 2019** Commission engaged in a strategic planning discussion in advance of the preparation of the 2019-2020 Annual Report and Work Plan; Tour of Traffic Management Center; Received update from Traffic Engineering and Operation on past and ongoing projects.
- June 2019** Commission continued its strategic planning discussion in advance of the preparation of the 2019-2020 Annual Report and Work Plan to be finalized at the regular July meeting.

Administration

Commissioner Changes: The Commission said farewell to and thanked Commissioner Miller and Commissioner Edwards for their dedicated service on the Commission. The Commission welcomed the addition of Commissioners Jessica Bowles-Martinez and Richard Beal.

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

Transportation Director Changes: The Commission said farewell to and thanked retiring Transportation Director Fred Dock and welcomed new Director Laura Cornejo.

Capital Improvement Program (CIP) Budget

CIP Budget: The Commission conducted its annual review of the CIP budget.

Design and Project Review:

Design Commission: The Commission continued to have one of its members serve as its designee to the Design Commission. Commissioner Edwards continued his role as the TAC's Design Commission representative and provided routine updates to the Commission during this term, which ended June 30, 2019.

Project Review: None reviewed this year.

Transit and Traffic Issues:

Arroyo Verdugo Communities Joint Powers Authority: The Commission received a presentation and update regarding potential projects associated with Measure M and Multi-year Subregional Programs (MSP).

Metro Gold Line: As part of the Traffic Management Center tour in May 2019, the Commission received information on the traffic signal modifications on several intersections in the vicinity of the Gold Line for the near-future implementation of the Adaptive Signal Control on adjacent arterials, improving traffic flow operations near Gold Line crossings.

Short-Range Transit Plan: The Commission reviewed the Short-Range Transit Plan.

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

Special Note: 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 2019-20.

WORK PLAN: July 1, 2019 – June 30, 2020

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 2019-2020. We will review the plan mid-year if needed to assess our progress.

Commission Administration

Commissioner Orientation Program — The Commission will continue to utilize its “Orientation Program” for new Commissioners to accelerate the process of getting new Commissioners up to date on TAC issues and procedures.

Capital Improvement Program (CIP)

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 ideas are generally due in the third quarter of each year.

Commission Studies

The Commission recognizes that it is uniquely positioned as an advisory group for the City Council as well as a community representative body comprised of members from each City Council district in addition to an at Large Member and a Mayor Appointee. The Commission believes that it can be of assistance with the development of policy recommendations to the City Council by performing studies on issues effecting transportation. Potential areas of study include the following:

- The impact of public and private real estate developments on travel times;
- Scooters, bike share, ride share, and alternative transportation modes;
- The safety of transportation network users.

Communications and Neighborhood Engagement

The Commission values effective communication between DOT staff, the City Council, and neighborhood groups and stakeholders. Complementing the objectives outlined in the Neighborhood Involvement objectives, the Commission will continue to review and provide advisory support of DOT staff and consultant materials and presentations.

Neighborhood Involvement — Each Commissioner is encouraged to 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 continuing initiatives are planned:

- The Commission 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.

Complete Streets

Bicycle Transportation Plan — The Commission will monitor the progress on the 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.

Complete Streets Improvement Measures — During Fiscal Year 2019-20, 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.

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.

Design and 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.

General Plan/Specific Plans Update

The Commission will continue to participate in the City’s Specific Plan update process.

Pasadena Department of Transportation (DOT)

Updates and Briefings — The Commission requests that it receives quarterly informational updates on some of the key Department initiatives, such as:

- Updates regarding the Department's progress (and adjustments to):
 - Six-month strategic objectives /large transportation issues;
 - Any potential Department released Requests for Proposals (RFP);
 - Potential transportation improvements identified by district;
 - Status of various grants and funded Transportation projects.
- Other specific projects and programs not listed above, including but not limited to:
 - Traffic studies completed for large public or private projects to evaluate the impacts of development on traffic volumes and safety;
 - Statistics from the Pasadena Citizens Service Center (when available);
 - Construction update on public and private projects;
 - Update from the Office of Economic Development on ongoing and future development projects (subject to availability);
 - Progress and implementation of the Electric Vehicle (EV) charging stations;
 - Update on pilot car-sharing program(s);
 - Update on any and all plans for scooters, bike share programs, and alternative transportation modes within the City or region, including any related research and studies;
 - Presentations on projects reviewed by the Design Commission (subject to availability);
 - Potential future open street events;
 - "Pasadena Transit" operations and adjustments to equipment and routes.

Regional Issues

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.

Project Monitoring — The Commission will continue to monitor ongoing transportation projects, including, but not limited to, the following: progress on SR-710 North Measure R Early Action Projects; 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).

Transportation Management

Annual Report Card —The Commission will review or receive input from staff on procedures to use travel time data on several arterial streets in developing and automating the Annual Report Card for future years.

Transit Issues

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

Attachments:

Roster of Subcommittees — The roster for Fiscal Year 2019-20 subcommittees is attached as Exhibit A.

Attendance Record — An attendance record for commissioners during Fiscal Year 2018-19 is attached as Exhibit B.

EXHIBIT A DRAFT

**Transportation Advisory Commission
Ad Hoc Subcommittees**

	CIP	Specific Plans	Public Transit	Complete Streets	Communi cations
Dan Beal					
James De Pietro	√				√
Adriana Lim				√	
Jessica Bowles Martinez				√	
Sam Morrissey	√			√	
Jeffery Potter			√		
Timothy Sales		√		√	
Nick Saponara	√		√		
Vacant					

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 Complete Streets Concepts, the Bicycle Transportation Plan, Pedestrian Issues, and Shared Mobility concepts such as “bike share, ebikes, scooters, ride share, etc.”
- Communications: Subcommittee that has created the TAC Orientation Program for new Commissioners, and will prepare quarterly updates if needed, and work with staff on DOT interface with neighborhood, stakeholder and advocacy groups