




Agenda Item #:





Staff Report

City of Manhattan Beach

TO: Honorable Mayor Cohen and Members of the City Council

THROUGH: Geoff Dolan, City Manager 

FROM: Richard Thompson, Director of Community Development 
 Esteban Danna, Assistant Planner 
 By: Erik Zandvliet, City Traffic Engineer

DATE: August 4, 2009

SUBJECT: Consideration of a Follow-Up School Area Study for Meadows Elementary School

RECOMMENDATION:

It is recommended that the Council pass a motion to approve the Parking and Public Improvements Commission recommendation to continue the initial traffic safety measures and implement the following additional measures for the area surrounding Meadows Elementary School:

15. Enhance student loading zone on Meadows Avenue along the school frontage by painting a designated loading lane.
16. Implement a regular and rotating police presence at Meadows School to enforce traffic laws.
17. Post 30-minute parking restrictions on the east side of Meadows Avenue in the student loading zone between 9:15am and 1pm on school days only.
18. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers. (uncompleted initial measure)
19. Install a "Do Not Enter-Wrong Way" sign at the loading zone turnout exit facing Meadows Avenue.

FISCAL IMPLICATION:

The recommended measures could be accomplished through existing City Department programs and budgets.

BACKGROUND:

In November 2002 the City Council approved the City-Wide Neighborhood Traffic Management Program (NTMP). The Program established a set of procedures for evaluating neighborhoods in

an effort to improve livability of neighborhood streets. In March 2003 and included in the 2008-09 Work Plan, the Council directed staff to conduct studies of traffic and parking conditions in the areas surrounding the schools in Manhattan Beach. Since each school area has unique conditions and issues, each school is being evaluated separately.

DISCUSSION:

The NTMP Program has been followed in developing a comprehensive traffic safety strategy for the Meadows Elementary School to address both school and resident related issues. A short summary of actions pursuant to the NTMP process is listed below:

May 13, 2008 – Initial meetings with school representatives to discuss school related traffic concerns.

June 13, 2008 – Public notice to residents and school parents including invitation to submit comments and suggestions to improve neighborhood and school area safety.

July 10, 2008 – PPIC held public hearing and reviewed the list of initial recommendations prepared by the Traffic Engineer. PPIC supported Traffic Engineer’s 12 recommended initial measures and added two additional measures.

August 5, 2008 – City Council discussed and approved all 14 initial measures for a trial period with direction to pursue additional involvement with PTA for implementation.

August 2008 – Public Works crews implemented traffic safety measures.

September 2008 to present - Staff conducted follow-up investigations of traffic safety measures.

April 2008 – Follow up meeting held with school representatives to review initial measures and discuss additional measures to be considered.

June 9, 2009 – Staff met with Connie Harrington, Principal of Meadows Elementary School, and other school representatives to discuss their observations and suggestions for changes to the current plan.

June 25, 2009 - PPIC held public hearing and reviewed the follow-up study findings and recommendations. Notices were sent to surrounding residents and the school.

In addition, the local streets surrounding Meadows Elementary School were reviewed to determine if any were candidates for speed humps. Since recurrent speeding was not observed during school hours on any eligible local streets, this measure is not recommended at this time. It should be noted that Meadows Avenue, Rowell Avenue and 17th Street are considered primary emergency routes, and therefore would not be eligible for speed humps.

Initial School Area Measures

The following initial measures were evaluated to determine their effectiveness:

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis.
4. Paint a white loading zone on the east side of the existing turnout along Meadows Avenue in front of the school during the PM dismissal period on a trial basis.
5. Install a new student loading zone on the east side of Meadows Avenue north of the main school entrance and modify parking restrictions on the west side of Meadows Avenue directly opposite the loading zone.
6. Pursue a capital project to construct an intersection bulb-out on the southeast corner of Meadows Avenue and 17th Street and install a temporary bulb-out on a trial basis.
7. Paint new school crosswalks at the stopped intersection of Meadows Avenue and 17th Street on the east and west legs.
8. Paint new school crosswalks at the intersection of Meadows Avenue and 12th Street on the west leg.
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
11. Prepare Suggested Routes to School map for distribution to parents.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
13. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers.
14. Prohibit left turns into and out-of the school loading zone turnout along Meadows Avenue.

PPIC Meeting

On June 25, 2009, the PPIC discussed the follow up findings and heard testimony from one resident, and one school representative/parent. The speakers described concerns related to unruly parents blocking driveways and violating the loading zone turnout circulation. The Commission was supportive of all of the Traffic Engineer's recommended follow-up actions, and added two additional recommendations:

18. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers. (Reiterated an uncompleted initial measure)
19. Install a "Do Not Enter-Wrong Way" sign at the loading zone turnout exit facing Meadows Avenue.

The City Council has appointed each of its members to represent a school. Mitch Ward has been assigned to Meadows Elementary School.

During their discussion, the Commission felt it was important to emphasize the need for additional police presence and enforcement, as well as for a joint City/School District program be developed for an adult supervised loading zone assistance program. The Commission also

recommended the temporary bulb-out be made permanent pursuant to a future capital project. The Commission voted unanimously to recommend implementation of all measures including the added items by a 5-0 vote.

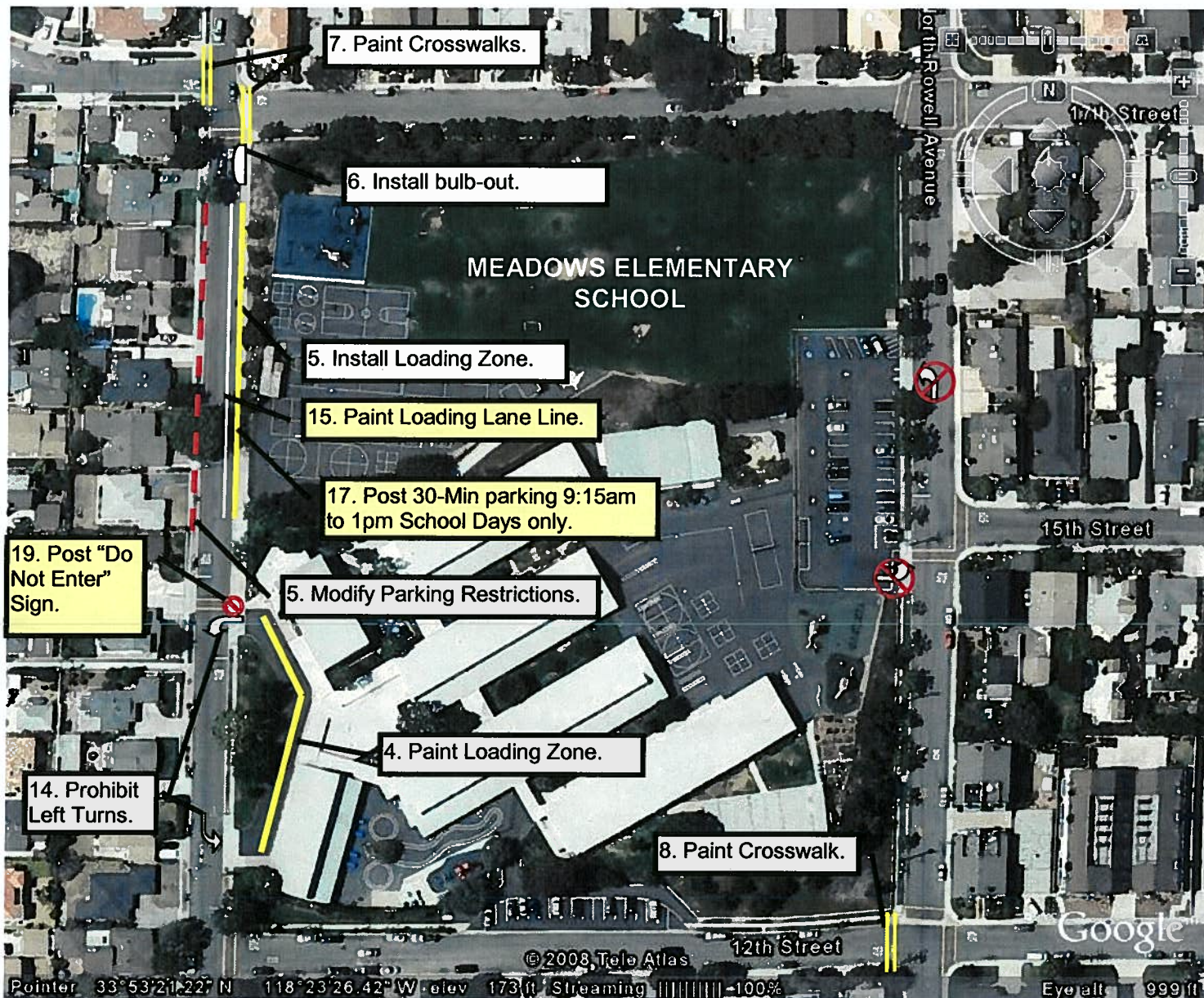
Next Steps

Pursuant to the Neighborhood Traffic Management Program, once approved by the City Council, the initial measures would remain in place and new measures would be implemented. The City will continue to work with residents, Meadows Elementary School and the School District to coordinate and monitor all measures. If the monitoring uncovers possible improvements that might improve traffic flow and safety, changes to the comprehensive plan would then be recommended to the PPIC as defined in the NTMP process.

Both the Fire and Police Departments have been involved in the preparation of the School Area NTMP and have no preliminary objections to the recommended actions. By way of mailed notices, the residents, school officials and affected parties surrounding the school campus were invited to the PPIC and City Council meetings.

- Exhibit:
- A. Meadows Elementary School Initial and Follow-up Measures Map
 - B. PPIC Report dated June 25, 2009 with attachments
 - C. PPIC Minutes June 25, 2009
 - D. City Council Meeting Notice

MEADOWS ELEMENTARY SCHOOL INITIAL AND FOLLOW-UP RECOMMENDATIONS





GENERAL RECOMMENDATIONS

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
11. Prepare Suggested Routes to School map for distribution to parents.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
13. (18) Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers.
16. Implement enhance and random police presence at Meadows School to enforce traffic laws.

**CITY OF MANHATTAN BEACH
DEPARTMENT OF COMMUNITY DEVELOPMENT**

TO: Parking and Public Improvements Commission

FROM: Richard Thompson, Director of Community Development
Esteban Danna, Assistant Planner  

BY: Erik Zandvliet, Traffic Engineer

DATE: June 25, 2009

**SUBJECT: Meadows Elementary School Area Study
Follow-Up Evaluation**

RECOMMENDATION:

It is recommended that the Commission conduct a public hearing and vote to continue the initial traffic safety measures and implement the following additional measures for the area surrounding Meadows Elementary School:

1. Enhance student loading zone on Meadows Avenue along the school frontage by painting a designated loading lane.
2. Implement a regular and rotating police presence at Meadows School to enforce traffic laws.
3. Post 30-minute parking restrictions on the east side of Meadows Avenue in the student loading zone between 9:15am and 1pm on school days only.

BACKGROUND:

On November 19, 2002, the City Council approved the City-Wide Neighborhood Traffic Management Program (NTMP). This Program established a set of procedures to evaluate neighborhoods in an effort to improve livability of neighborhood streets. The NTMP created a consistent way for the City to evaluate traffic requests, so that a comprehensive plan can be implemented that will minimize adverse impacts both before and after implementation of traffic calming measures.

On March 18, 2003 and included in the 2008-09 Work Plan, the City Council prioritized several areas of the City for further analysis. At that meeting, the City Council identified the neighborhoods immediately around the elementary and middle schools as one of these priority areas. Since each school area has unique conditions and issues, each school is being evaluated separately.

The NTMP Program has been followed in developing possible vehicular and pedestrian improvements for Meadows Elementary School. The process includes the following seven steps:

- Step 1-** Identify Candidate Streets/Neighborhoods
- Step 2-** Preliminary Screening and Evaluation
- Step 3-** Engineering Analysis/Preliminary Recommendations
- Step 4-** Neighborhood Meetings and Survey/Petitions
- Step 5-** Develop, Install, and Evaluate Test projects
- Step 6-** Determination of Permanent Project
- Step 7-** Monitoring

To initiate the NTMP process, City and Police Department Staff met with Ms. Connie Harrington, Principal of Meadows Elementary School, and other school staff on May 13, 2008, to listen and discuss school related traffic concerns. Additional comments were gathered through a request for comments mailed to residents living on the surrounding streets and a separate meeting on June 13, 2006 with area residents after the Northeast Area NTMP was initiated.

On July 10, 2008, the PPIC heard public testimony and reviewed the list of initial recommendations prepared by the Traffic Engineer. The Commission heard from local residents and was supportive of the Traffic Engineer's 12 recommended initial measures, and added two additional recommendations. The Commission voted to recommend approval of a program of 14 mitigation measures on a trial basis for six months (See list below).

On August 5, 2008, the City Council reviewed the PPIC's recommendation and held a public hearing. The City Council approved all 14 initial measures for a trial period. Immediately after the City Council meeting, the Public Works Department began implementing the sign and marking changes. The work was completed soon after school resumed in September 2008.

DISCUSSION:

Meadows Elementary School is located on Meadows Avenue in the northeast quadrant of the city, just north of Manhattan Beach Boulevard. The school attendance boundary extends from Aviation Boulevard on the east, Rosecrans Avenue to the north, Sepulveda Boulevard to the west, and Manhattan Beach Boulevard to the south, along with a small portion north of 9th Street and west of Peck Avenue. There are approximately 500 students in Grades K through 5. School begins at 8:15am and 8:45am with two dismissals at approximately 2:05pm and 2:45pm. Kindergarten and minimum days have different schedules. There are 31 off-street parking spaces in the Rowell Avenue parking lot and 17 off-street parking spaces along 12th Street for a total of 48 staff spaces. The City shares use of the play fields after school hours and on weekends. Crossing guards are provided at crosswalks in front of the school, at Rowell Avenue/15th Street, and Manhattan Beach Boulevard/Meadows Avenue.

Circulation around Meadows School is primarily via Meadows Avenue in front of the school, 12th Street, 17th Street and Rowell Avenue along the rear of the school. An on-campus loading zone is located in the Rowell Avenue parking lot and the front loading zone turnout has been reactivated along Meadows Avenue in the PM pick-up period. There are no pedestrian access gates along 17th Street to the north. Pursuant to the initial measures, parking is now prohibited along the west side of Meadows Avenue between 7:45am and 3:15pm on school days, and an

new street-side student loading zone was added on the east side of Meadows Avenue along the school frontage.

The local neighborhood streets surrounding Meadows Elementary School are built in a grid network and served by local collector streets such as Meadows Avenue and Rowell Avenue. Meadows Avenue is signalized at Manhattan Beach Boulevard and Rowell Avenue is restricted to right turn access only. The streets surrounding the school are improved with curbs, gutters and sidewalks.

Some traffic calming measures were implemented in the area in the past, including restricted turns at Rowell Avenue/Manhattan Beach Boulevard, and delayed signal phasing at Meadows Avenue/Manhattan Beach Boulevard. In addition, school circulation measures have been recently installed at the request of the school, such as No Left turn restrictions into and out of the Rowell Avenue parking lot/loading zone and red curb at certain intersections.

EVALUATION OF INITIAL MEASURES

Staff conducted several follow-up field investigations to evaluate the effectiveness of the implemented traffic safety measures. Traffic flow during school hours has improved along Meadows Avenue Rowell Avenue as the result of the initial measures. Congestion continues to occur along Meadows Avenue, largely due to parents' desire to drop-off and pick-up their children as close to the school entrance as possible. Overall, field reviews confirm that traffic is flowing smoother, and appears to be more orderly. This can be attributed several factors: the two new loading zones in front of the school, new turn restrictions, loading instructions issued to the parents by the school, clear traffic markings, as well as heightened police presence and a school campaign to walk to school. The improvements show how the combined efforts and cooperation of school leaders, PTA officials, City departments and Police staff have been able to make a difference. It also shows that all three "E's" - Engineering, Education and Enforcement, are necessary to make a traffic safety system work.

It should be noted that all of the measures have not been implemented to date. A more detailed analysis of each approved measure is provided below:

1. Replace missing and non-standard traffic signs and street name signs. This action has been partly completed. Additional school area signs will be installed through a Safe Routes to School (SR2S) grant recently awarded to the City. The new high-visibility crosswalk markings appear to be improving driver compliance of the rules-of-the-road, as well as raising awareness of pedestrians and discouraging speeding in the school area.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis. Additional police enforcement has been made, especially in the Fall, however, school representatives note that current enforcement activity is not much different than last year.
3. Paint school crosswalks and markings on an annual basis. This action has been implemented to reinforce compliance of pedestrian right-of-way rules and raising awareness of pedestrians

in the school area. Additional high-visibility crosswalks and markings are scheduled for installation pursuant to the SR2S grant mentioned above.

4. Paint a white loading zone on the east side of the existing turnout along Meadows Avenue in front of the school during the PM dismissal period on a trial basis. This measure was implemented when school resumed in Fall 2008. This new loading zone has improved traffic circulation in front of the school and is also used special needs buses and mid-day Kindergarten drop-off/pick-up.
5. Install a new student loading zone on the east side of Meadows Avenue north of the main school entrance and modify parking restrictions on the west side of Meadows Avenue directly opposite the loading zone. This measure was implemented when school resumed in Fall 2008. This extended loading zone has improved traffic circulation in front of the school. School staff noted that the loading zone is not fully utilized, especially between pick-up hours. A white stripe along the curb lane to designate the loading zone would make this area more apparent to parents and improve the orderliness of the loading operation. A 30-minute parking restriction between the AM and PM loading hours would allow for parents to use this area for Kindergarten loading and other short-term parking needs. The new parking restriction hours on the west side have improved traffic circulation during school hours.
6. Pursue a capital project to construct an intersection bulb-out on the southeast corner of Meadows Avenue and 17th Street and install a temporary bulb-out on a trial basis. The temporary bulb-out was completed when school resumed in Fall 2008 and has proven effective in calming traffic near the intersection and reducing pedestrian conflicts in the crosswalks. School representatives support the installation of a permanent curb bulb-out on this corner.
7. Paint new school crosswalks at the stopped intersection of Meadows Avenue and 17th Street on the east and west legs. This measure was completed when school resumed in Fall 2008 and has helped make drivers more aware of pedestrian crossings at this intersection.
8. Paint new school crosswalk at the intersection of Rowell Avenue and 12th Street on the west leg. This measure was completed when school resumed in Fall 2008 and has helped make drivers more aware of pedestrian crossings at this intersection.
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones. School representatives indicated that they do not support active supervision due to the potential extended exposure to exhaust fumes and potential liability to their staff. The school is considering placement of mobile loading zone signs and placing cones in the loading zone area to keep an orderly flow.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students. The school encourages walking on Wednesdays as a way to

get students in the habit of walking to school through the Planet Pals program. However, there are no incentives for walking during the rest of the week. Staff is not aware of any carpool programs for students or parents. School representatives may be able to provide additional details.

11. Prepare Suggested Routes to School map for distribution to parents. A new Suggested Routes to School map was prepared by the City and distributed in conjunction with the Earth Day Walk-to-School campaign in April. School representatives have indicated their commitment to use the map educate parents and students of the preferred routes when walking or biking to school. This action will help to encourage more walking to school, thereby reducing traffic congestion on streets surrounding the school.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year. This action will remind school staff, students, parents and other users to follow the recommended driving, walking and parking practices in order to reduce potential residential impacts. The Traffic Engineer has offered to prepare personalized school safety handouts for distribution to parents.
13. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers. This measure has not yet been completed. Due to budget constraints, it is unlikely that paid personnel will be used for this purpose, however, a volunteer program could be organized through a joint effort of the School District and Police Department. The Police Department would train the volunteers in the recommended practices for handling student loading and unloading.
14. Prohibit left turns into and out-of the school loading zone turnout along Meadows Avenue. This measure was completed when school resumed in Fall 2008 and has been found to reduce vehicle conflicts and congestion along Meadows Avenue. However, school representatives have noted poor compliance by parents due to the absence of apparent enforcement.

Other Possible Measures

Pursuant to the collective discussions, observations and correspondence, the initial measures appear to have proven effective in improving traffic safety around the school. Since recurrent speeding was not observed during school hours in either the initial or follow-up studies, a possible toolbox measure for speed humps in school areas was considered but is not recommended at this time. However, as the result of the follow-up investigation, three additional measures are recommended by Staff:

15. Enhance student loading zone on Meadows Avenue along the school frontage by painting a designated loading lane. This action will clearly designate areas for loading and parking, which will improve loading efficiency and reduce congestion. New markings and striping will help direct traffic through the loading zone.

16. Implement a regular and rotating police presence at Meadows School to enforce traffic laws. School representatives feel that additional police enforcement is critical to improving compliance with the school circulation plan.
17. Post 30-minute parking restrictions on the east side of Meadows Avenue in the student loading zone between 9:15am and 1pm on school days only. This measure will allow for short-term parking for Kindergarten pick-up and drop-off as well as for parent needs during the school day.

NEXT STEPS

Pursuant to the Neighborhood Traffic Management Program, parents, school staff and residents have been invited to this public workshop to discuss the recommended measures and gather comments regarding the existing and proposed conditions. The PPIC's recommendations and workshop comments will then be forwarded to the City Council. Once approved by the City Council, the initial measures would remain in place and new measures would be implemented. The City will continue to work with Meadows School and the School District to coordinate and monitor all measures. If the monitoring uncovers possible improvements that might improve traffic flow and safety, changes to the comprehensive plan would then be recommended to the PPIC as defined in the NTMP process.

Both the Fire and Police Departments have been involved in the preparation of the School Area NTMP and have no preliminary objections to the recommended actions. By way of mailed notices, the residents, school officials and affected parties surrounding the school campus have been invited to this PPIC meeting. Meadows School has also been encouraged to distribute the meeting notice to all school parents.

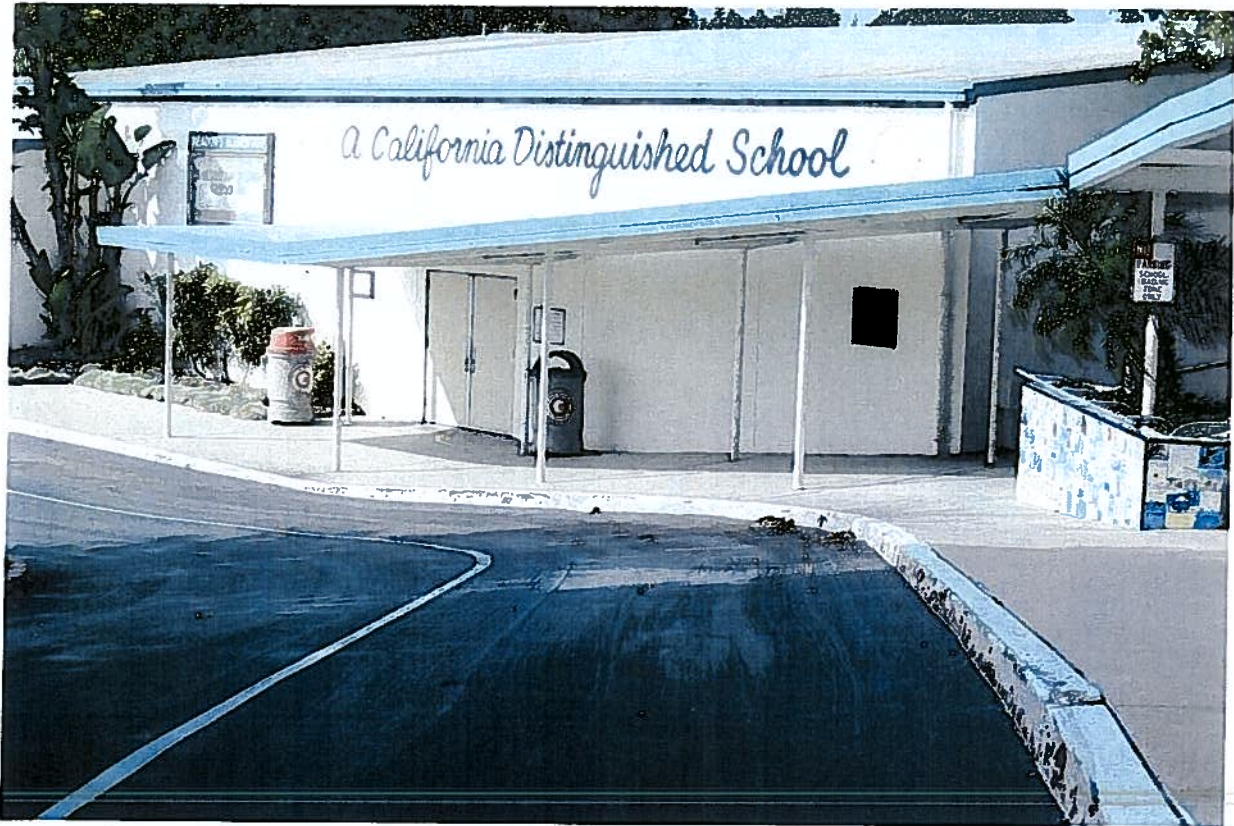
- Exhibits:
- A. Neighborhood Vicinity Aerial Map / Area Map
 - B. Photos
 - C. Implemented Measures Diagram
 - D. 08/05/08 City Council Staff Report and Minutes
 - E. Meeting Notice
 - F. Public Correspondence

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Exhibit A
Meadows Elementary School
Neighborhood Vicinity Aerial Map



EXHIBIT
A



New Loading Zone Turnout



**New Loading Zone
East Side of Meadows Ave.**



No Left Turn at LZ Exit

EXHIBIT
B

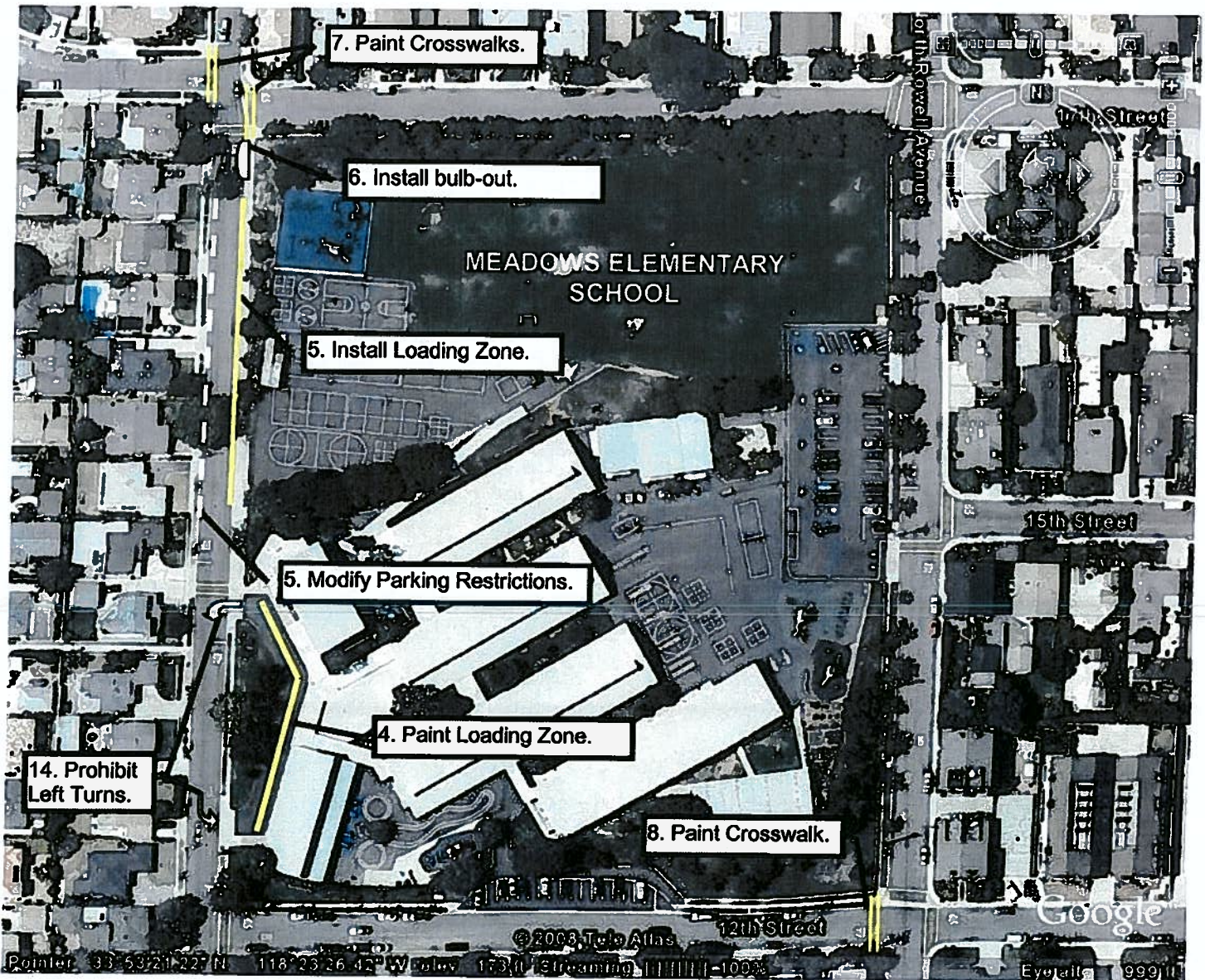


Temporary Bulb-Out at Meadows Ave./17th Street



New Crosswalk at 12th St. and Rowell Ave.

MEADOWS ELEMENTARY SCHOOL INITIAL RECOMMENDATIONS



GENERAL RECOMMENDATIONS

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
11. Prepare Suggested Routes to School map for distribution to parents.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
13. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers.

Revised 7/15/08

EXHIBIT
C



Staff Report

City of Manhattan Beach

TO: Honorable Mayor Montgomery and Members of the City Council

THROUGH: Geoff Dolan, City Manager *GD*

FROM: Richard Thompson, Director of Community Development *RT*
 Ana Stevenson, Management Analyst *AS*
 By: Erik Zandvliet, City Traffic Engineer *EZ*

DATE: August 5, 2008

SUBJECT: Consideration of a School Area Traffic Study Regarding Initial Recommendations for Meadows Elementary School

RECOMMENDATION:

It is recommended that the Council pass a motion to approve the Parking and Public Improvements Commission (PPIC) recommendation to implement the following school area traffic safety plan around the Meadows Elementary School campus for a six-month trial period (as amended in **bold**):

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis.
4. Paint a white loading zone on the east side of the existing turnout along Meadows Avenue in front of the school during the **AM PM dismissal period on a trial basis.**
5. Install a new student loading zone on the east side of Meadows Avenue north of the main school entrance and modify parking restrictions on the west side of Meadows Avenue directly opposite the loading zone.
6. Pursue a capital project to construct an intersection bulb-out on the southeast corner of Meadows Avenue and 17th Street and **install a temporary bulb-out on a trial basis.**
7. Paint new school crosswalks at the stopped intersection of Meadows Avenue and 17th Street on the east and west legs.
8. Paint new school crosswalks at the intersection of Meadows Avenue and 12th Street on the west leg.
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
11. Prepare Suggested Routes to School map for distribution to parents.

EXHIBIT
D

12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
13. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers.
14. Prohibit left turns into and out-of the school loading zone turnout along Meadows Avenue.

FISCAL IMPLICATION:

The recommended measures could be accomplished through existing Public Works programs and budgets with the exception of Measure No. 6, which would require appropriation of additional funding for a Public Works project to construct an intersection bulb-out on the southeast corner of Meadows Avenue and 17th Street. The approximate cost of design and construction of this bulb-out is \$40,000.

BACKGROUND:

In November 2002 the City Council approved the City-Wide Neighborhood Traffic Management Program (NTMP). The Program established a set of procedures for evaluating neighborhoods in an effort to improve livability of neighborhood streets. In March 2003, the Council directed staff to conduct studies of traffic and parking conditions in the areas surrounding the schools in Manhattan Beach. Since each school area has unique conditions and issues, each school is being evaluated separately.

The NTMP Program has been followed in developing possible vehicular and pedestrian improvements for Meadows School. Staff met with school representatives on two occasions, the latest on May 13, 2008, to identify concerns and suggestions. In addition, staff met with area residents after the Northeast Area NTMP was initiated, asking them to provide input related to neighborhood impacts caused by the school. The information obtained was incorporated into an analysis that was presented to the Parking and Public Improvements Commission at a public meeting on July 10, 2008. At this meeting, a public workshop was held with school representatives, parents and neighbors to gather additional comments and concerns regarding the proposed plan.

DISCUSSION:

As described in the attached report the City Traffic Engineer identified concerns in the following areas:

- Need for Suggested Routes to School to show preferred pedestrian routes,
- Long vehicle queue lines at student loading areas create congestion on Meadows Avenue and Rowell Avenue,
- Need for a loading zone on Meadows Avenue on the school (east) side,
- Parking violations adjacent to school,
- Stop and speeding violations,
- Shortage of public (visitor) parking on Meadows Avenue,
- Need for better signs and markings at school and at crosswalks, and
- Need for more police enforcement.

To address these issues, the Traffic Engineer recommended the following program of 12 initial measures as identified in the recommendation. In addition, the local streets surrounding Meadows Elementary School were reviewed to determine if any were candidates for speed humps. Since recurrent speeding was not observed during school hours on any eligible local streets, this measure is not recommended at this time. It should be noted that Meadows Avenue, Rowell Avenue and 17th Street are considered primary emergency routes, and therefore would not be eligible for speed humps.

PPIC Meeting

On July 10, 2008, the PPIC discussed the findings and heard testimony from three area residents and the school Principal. The speakers described concerns related generally to speeding on Meadows Avenue and specifically about the benefits and potential impacts of adding loading zones along the Meadows Avenue school frontage as well as parked cars blocking their driveways. The Commission was supportive of all of the Traffic Engineer's recommended actions, and added two additional recommendations:

13. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers.
14. Prohibit left turns into and out-of the school loading zone turnout along Meadows Avenue.

During their discussion, the Commission felt it was important that the City become directly involved with creating an adult supervised loading zone assistance program, possibly in cooperation with the particular City Councilmember assigned to each elementary school. Depending on each school's ability and circumstances, supervision could be any combination of school staff, parent volunteers, police volunteers or extra crossing guards. The Commission voted unanimously to recommend implementation of all measures on a trial basis including the added items by a 5-0 vote.

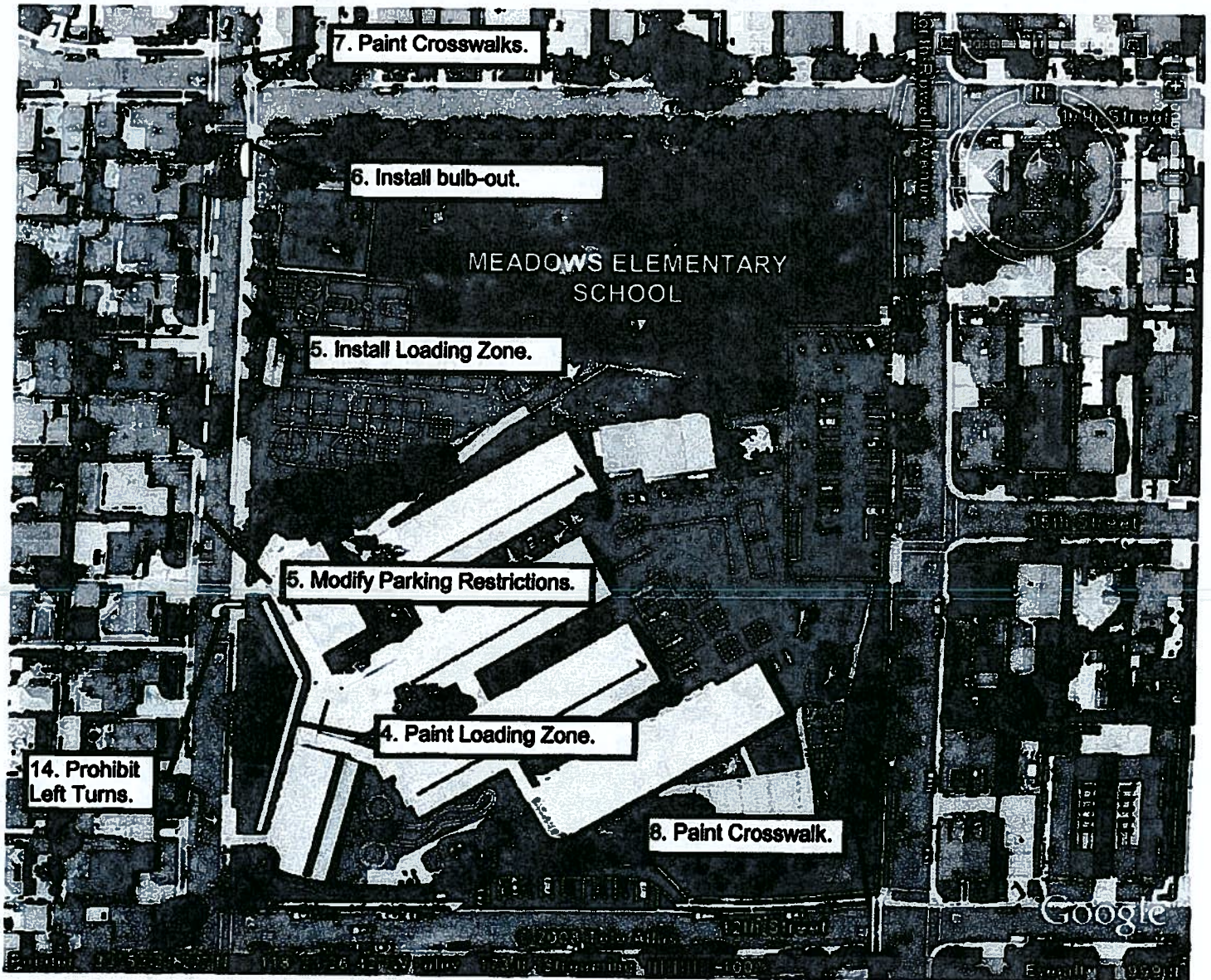
Once the initial traffic safety plan is approved, a follow-up evaluation will be conducted after implementation to determine if it has proven effective and/or needs to be modified. This evaluation will be presented to the PPIC at a future meeting, with notices sent to affected stakeholders.

Meeting notices for this meeting were sent to school and district representatives and to all properties surrounding the school campus.

- Exhibit:
- A. Sketch of Recommended Measures (Revised 7/15/07)
 - B. PPIC Report dated 7/10/08 with attachments
 - C. City Council Meeting Notice

EXHIBIT A

ROBINSON ELEMENTARY SCHOOL INITIAL RECOMMENDATIONS



GENERAL RECOMMENDATIONS

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
11. Prepare Suggested Routes to School map for distribution to parents.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
13. Recommend the City Council have a dialogue with school administrators to coordinate a program to supervise school loading zones with police personnel or other volunteers.

Revised 7/15/08

EXHIBIT
B

CITY OF MANHATTAN BEACH
DEPARTMENT OF COMMUNITY DEVELOPMENT

TO: Parking and Public Improvements Commission

FROM: Richard Thompson, Director of Community Development
Ana Stevenson, Management Analyst

BY: Erik Zandvliet, Traffic Engineer

DATE: July 10, 2008

SUBJECT: Meadows Elementary School Area Study
Initial Recommendations

RECOMMENDATION:

Staff recommends that the Commission recommend implementation of the following initial mitigation measures:

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis.
4. Paint a white loading zone on the east side of the existing turnout along Meadows Avenue in front of the school during the AM drop-off period.
5. Install a new student loading zone on the east side of Meadows Avenue north of the main school entrance and modify parking restrictions on the west side of Meadows Avenue directly opposite the loading zone.
6. Pursue a capital project to construct an intersection bulb-out on the southeast corner of Meadows Avenue and 17th Street.
7. Paint new school crosswalks at the stopped intersection of Meadows Avenue and 17th Street on the east and west legs.
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BACKGROUND:

On November 19, 2002, the City Council approved the City-Wide Neighborhood Traffic Management Program (NTMP). This Program established a set of procedures to evaluate neighborhoods in an effort to improve livability of neighborhood streets. The NTMP created a consistent way for the City to evaluate traffic requests, so that a comprehensive plan can be implemented that will minimize adverse impacts both before and after implementation of traffic calming measures. On March 18, 2003 and during the Work Plan discussions, the City Council prioritized several areas of the City for further analysis. At that meeting, the City Council identified the neighborhoods immediately around the elementary and middle schools as one of these priority areas. Since each school area has unique conditions and issues, each school is being evaluated separately.

The NTMP Program has been followed in developing possible vehicular and pedestrian improvements for each school area. This report is an evaluation of traffic circulation and pedestrian safety surrounding Meadows Elementary School. It presents a list of initial recommendations to begin addressing school and resident concerns in the neighborhood surrounding the school from a traffic engineering perspective. The recommendations made by the PPIC will be forwarded to the City Council for their approval on a trial basis.

DISCUSSION:

Meadows Elementary School is located on Meadows Avenue in the northeast quadrant of the city, just north of Manhattan Beach Boulevard. The school attendance boundary extends from Sepulveda Boulevard on the west, Rosecrans Avenue to the north, Aviation Boulevard to east as well as a segment north of 9th Street between Sepulveda Boulevard and Peck Avenue. There are approximately 500 students in Grades K through 5. School begins at 8:15am and 8:45am with two dismissals at approximately 2:05pm and 2:45pm. Kindergarten and minimum days have different schedules. There are 31 off-street parking spaces in the Rowell parking lot and 17 off-street parking spaces along 12th Street for a total of 48 staff spaces. The City shares use of the play fields after school hours and on weekends. Crossing guards are provided at crosswalks in front of the school, at Rowell Avenue/15th Street, and Manhattan Beach Boulevard/Meadows Avenue.

Circulation around Meadows School is primarily via Meadows Avenue in front of the school, 12th Street and Rowell Avenue along the rear of the school. Meadows Avenue and Rowell Avenue are generally congested at arrival and dismissal times on school days, often blocking local residential traffic. An on-campus loading zone is located in the Rowell Avenue parking lot. There are no pedestrian access gates along 17th Street to the north. Parking is prohibited along the east side of Meadows Avenue, and the other surrounding streets have street sweeping restrictions. Parking is also prohibited on the west side of Meadows Avenue between 8:30am and 2:30 pm on school days, apparently to prevent school related parking adjacent to residential homes.

The local neighborhood streets surrounding Meadows Elementary School are built in a grid network and served by local collector streets such as Meadows Avenue and Rowell Avenue. Meadows Avenue is signalized at Manhattan Beach Boulevard and Rowell Avenue is restricted to right turn access only. The streets surrounding the school are improved with curbs, gutters and sidewalks. Meadows Avenue north of 17th Street is narrower than the section in front of the

school. Some traffic calming measures have been implemented in the area in the past, including restricted turns at Rowell Avenue/Manhattan Beach Boulevard, and delayed signal phasing at Meadows Avenue/Manhattan Beach Boulevard. In addition, school circulation measures have been recently installed at the request of the school, such as No Left turn restrictions into and out of the Rowell Avenue parking lot/loading zone and red curb at certain intersections. One of the recommended traffic calming measures from the Northeast Area Traffic Management Plan is to install a student loading zone along the east side of Meadows Avenue adjacent to the school.

PUBLIC AND SCHOOL CONCERNS

City Staff met with Connie Harrington, Principal of Meadows Elementary School, and other school staff on two occasions, the latest on May 13, 2008, to listen and discuss school related traffic safety concerns. In addition, staff met with Meadows Avenue residents on June 13, 2006, to gather their concerns and suggestions. These comments have been incorporated into the evaluation. Notices of this meeting were mailed to the surrounding neighborhood, as well as to those who had previously expressed interest. The identified concerns have fallen into the following categories:

1. Need for Suggested Routes to School to show preferred pedestrian routes,
2. Long vehicle queue lines at student loading areas create congestion on Meadows Avenue and Rowell Avenue,
3. Need for a loading zone on Meadows Avenue on the school (east) side,
4. Parking violations adjacent to school,
5. Stop and speeding violations,
6. Shortage of public (visitor) parking on Meadows Avenue,
7. Need for better signs and markings at school and at crosswalks, and
8. Need for more police enforcement.

In addition to the above concerns, staff has inventoried existing school signs and markings in the area, and observed general traffic and parking conditions during both school and non-school days in preparation of this NTMP. Field observations during typical school days and non-school days were made to help determine the potential impact of any initial recommendations.

A review of the collision history within the neighborhood was conducted for the period between January 1, 2001 and September 30, 2004. The review reveals that there are no locations with elevated collision rates or pedestrian collisions within the neighborhood surrounding these school campuses.

FINDINGS:

1. Many existing school area signs and markings are outdated and/or missing.
2. Student loading occurs primarily on Meadows Avenue and Rowell Avenue, in a clockwise direction, which helps distribute traffic flow, but inefficient operation increases exposure between cars and pedestrians.
3. Illegal parking along Meadows Avenue and 12th Street causes unnecessary congestion and decreases pedestrian safety.
4. Additional loading supervision would improve the efficiency and safety of both pedestrians and motorists, as well as reduce the overall impact on residential streets.

5. Recurrent speeding during school times was not evident on any surrounding streets.
6. Additional ridesharing efforts by both staff and students would help alleviate some congestion issues.
7. Vehicles on Meadows Avenue generally increase speed in the wider street segment adjacent to the school.
8. School area congestion occurs for a limited time in the morning and afternoon of school days only. Therefore, permanent changes to traffic circulation should be implemented only after careful consideration of potential impacts during the summer and on weekends.
9. There is no current suggested routes to school plan for this school.
10. There appears to be sufficient parking for school staff in the school parking areas.
11. The number of designated visitor parking spaces in the school parking lot is insufficient and visitors often park in residential areas.
12. There is short term parking demand for some school users, particularly for sign-in/sign-out and attendance for individual classes.
13. Parking and right-of-way violations are common and cause additional congestion.
14. The existing loading zone in front of the school is an unused asset that can be used for student loading.
15. Several school crosswalks are missing at the corners of the school grounds.

INITIAL RECOMMENDATIONS

The following is a list of initial recommendations intended to improve traffic and pedestrian safety around the Meadows School campus. Some actions are to be initiated by the City, while others are recommendations for the school or School District to implement. All the actions are meant to work together as a system and complement each other.

Initial Recommendations

1. **Replace missing traffic signs and street name signs.**
This action will reinforce driver compliance of the rules-of-the-road, as well as raise awareness of pedestrians and discourage speeding in the school area. A high-visibility school sign would also be installed on the existing flashing beacon on Meadows Avenue.
2. **Concentrate traffic and parking enforcement around the school campus on a regular basis.**
This action will help reduce congestion by penalizing illegal speeding and parking practices such as blocking driveways, red curbs and double parking.
3. **Paint school crosswalks and markings on an annual basis.**
This action will encourage compliance of pedestrian right-of-way rules and raise awareness of pedestrians in the school area.
4. **Paint a white loading zone on the east side of the existing turnout along Meadows Avenue in front of the school during the AM drop-off period.**
This measure would provide a safe loading zone for student to be dropped off in the morning. The Fire Department does not object to the use of the turnout if drivers do not leave their vehicles, and school representatives assist in the loading operation.

5. **Install a new student loading zone on the east side of Meadows Avenue north of the main school entrance and modify parking restrictions on the west side of Meadows Avenue directly opposite the loading zone.**
This action will greatly improve the amount of curb area available for student loading directly adjacent to the school. This measure will reduce the length of the loading zone queues, and discourage drop-offs and pick-ups in the rest of the neighborhood or on the opposite side of the street. This will require a slight modification to the existing parking restrictions on the west side of Meadows Avenue to provide sufficient street width for two-way traffic during morning and afternoon loading times. After school hours, parking would be prohibited on the east side and permitted on the west side. As an alternate, parking could be prohibited on the west side and allowed on the east side all the time.
6. **Pursue a capital project to construct an intersection bulb-out on the southeast corner of Meadows Avenue and 17th Street.**
This action will help define the student loading zone along the school frontage and act as a traffic calming measure in this street segment. It will also shorten the distance required to walk across the street at the intersection, thereby reducing pedestrian exposure to vehicles.
7. **Paint new school crosswalks at the stopped intersection of Meadows Avenue and 17th Street on the east and west legs.**
This action will provide a pedestrian connection north and west of the school and improve pedestrian safety at this intersection.
8. **Paint new school crosswalks at the intersection of Meadows Avenue and 12th Street on the west leg.**
This action will provide a pedestrian connection south of the school and improve pedestrian safety at this intersection.
9. **Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.**
This action will reduce the vehicle queue length, make loading operations more orderly and increase student safety on-campus. Congestion on city streets will also be reduced. Additional volunteers can call students names when parents are approaching the loading zone, and assist students entering/exiting their vehicles to speed up the loading process. Drivers should not be allowed to wait in line if their student is not immediately present, and should be directed to recirculate to the end of the loading queue line.
10. **Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.**
This action will help reduce the number of vehicles near the school during drop-off/pick-up times. It will also reduce the time that drivers spent in the loading zone line.
11. **Prepare Suggested Routes to School map for distribution to parents.**
This action will help educate parents and students of the preferred routes when walking or biking to school. It can be used to encourage more walking to school, thereby reducing traffic congestion on streets surrounding the school.

12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.

This action will remind school staff, students, parents and other users to follow the recommended driving, walking and parking practices in order to reduce potential residential impacts.

By way of mailed notices, the residents and affected parties surrounding the school campus have been invited to the PPIC meeting. Meadows School has also been encouraged to distribute the meeting notice to all school parents.

RECOMMENDATION:

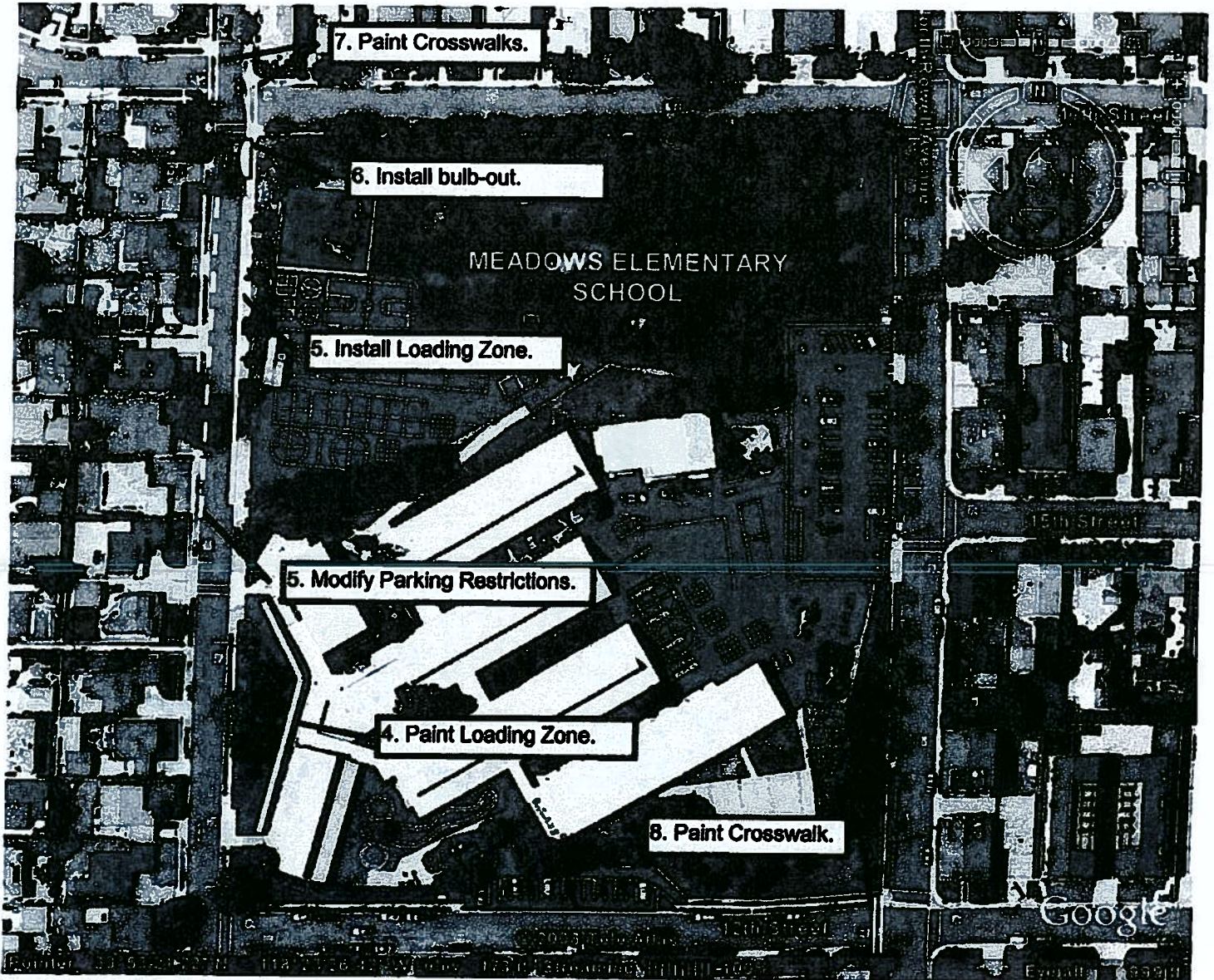
It is recommended that the Commission conduct a public hearing and consider the above initial recommendations for the area surrounding the Meadows School campus.

EXHIBITS:

1. Proposed School Area Improvements Sketch
2. Area map
3. Meeting Notice for 7/10/08 PPIC meeting
4. Correspondence and E-mails

EXHIBIT 1

ROBINSON ELEMENTARY SCHOOL INITIAL RECOMMENDATIONS



GENERAL RECOMMENDATIONS

1. Replace missing traffic signs and street name signs.
2. concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
11. Prepare Suggested Routes to School map for distribution to parents.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.

EXHIBIT
2

Google
Maps

Address **1200 N Meadows Ave**
Manhattan Beach, CA 90266

Get Google Maps on your phone
Text the word "GMAPS" to 466453

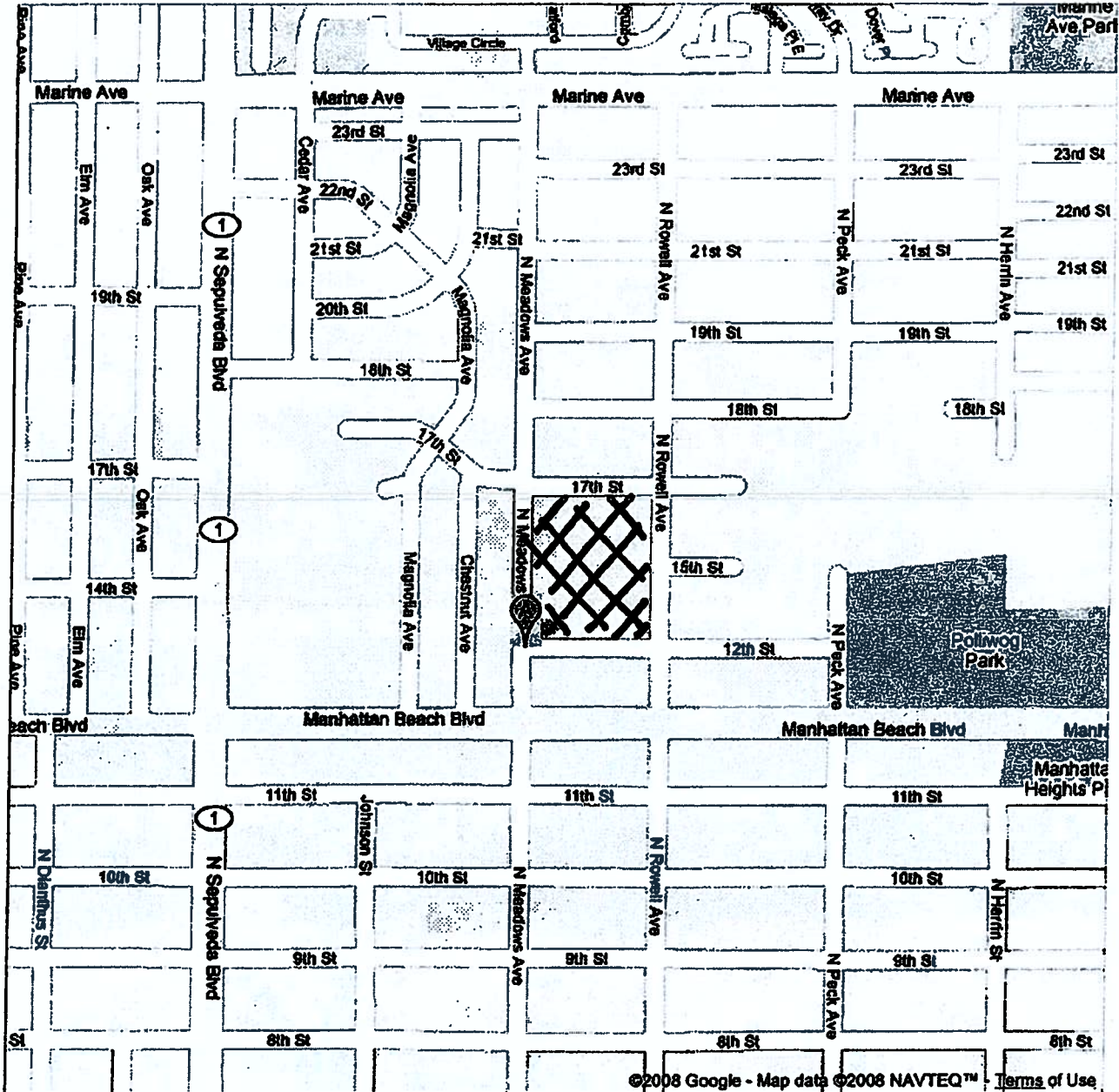




EXHIBIT 3

City Hall 1400 Highland Avenue Manhattan Beach, CA 90266
Telephone (310) 802-5000 FAX (310) 802-5001

June 11, 2008

******* PUBLIC MEETING NOTICE *******

Re: Meadows Elementary School Traffic Study

Dear Property Owner/Resident:

The Manhattan Beach City Council has directed City staff to conduct a study of traffic and parking conditions in the area surrounding Meadows Elementary School. The City's Traffic Engineer has completed an analysis and will present findings and recommendations to the Parking and Public Improvements Commission at a public meeting on July 10, 2008.

The meeting will be held in the City Council Chamber, 1400 Highland Avenue, and will begin at 6:30 p.m. Interested parties are encouraged to attend the meeting and provide comments.

If you have any questions or would like any additional information, please call (310) 802-5540 or email astevenson@citymb.info.

Sincerely,

Ana Stevenson
Management Analyst
Community Development Department

Ana Stevenson

From: Rob Osborne [Rob.Osborne@redondo.org]
Sent: Tuesday, July 01, 2008 7:59 AM
To: Ana Stevenson
Subject: Fwd: Fw: [Me-info] FW: Special PPIC Meeting - MeadowsElementary SchoolTraffic

Hi Ana,

You probably didn't know this but my kids go to Meadows. When will Erik's report be available? I'd like to take a look at it.

Like with all our schools the pick-up and drop-off times are a little crazy. Erik, Connie and I once talked about the possibility of creating a loading zone on the east side of Meadows Ave between the school entrance and 17th Street. It's currently a red zone but the street is probably wide enough for parking on both sides. Do you know if Erik addressed that in the report? Some added loading area would really help out the situation.

Thanks,
Rob

07/03/2008



EXHIBIT

C

City Hall 1400 Highland Avenue Manhattan Beach, CA 90266
Telephone (310) 802-5000 FAX (310) 802-5001

July 18, 2008

******* PUBLIC MEETING NOTICE *******

Re: Meadows Elementary School Traffic and Parking Study

Dear Property Owner / Resident:

On July 10, 2007, the Parking and Public Improvements Commission (PPIC) reviewed the Meadows Elementary School Traffic and Parking Study. The PPIC voted to recommend that the City Council approve the proposed parking and traffic improvements.

The City Council will hold a public discussion and review these recommendations at a public meeting on Tuesday, August 5, 2008. The meeting will be held in the City Council Chamber, 1400 Highland Avenue, and will begin at 6:30 p.m. Any comments you might like to make at the meeting would be welcomed.

Staff report and recommendations will be available for review the week before the meeting. If you have any questions or would like any additional information, please call at (310) 802 5540 or email astevenson@citymb.info.

Sincerely,

Ana Stevenson
Management Analyst

Fire Department Address: 400 15th Street, Manhattan Beach, CA 90266 FAX (310) 802-5201
Police Department Address: 420 15th Street, Manhattan Beach, CA 90266 FAX (310) 802-5101
Public Works Department Address: 3621 Bell Avenue, Manhattan Beach, CA 90266 FAX (310) 802-5301

There was a discussion among Council and Traffic Engineer Zandvliet regarding the need for a police presence at the school or an alternate method of enforcing the traffic measures.

Councilmember Tell voiced his opinion that the staff at Robinson Elementary School was happy with a random police presence. He said that he would be happy to meet with the school and suggested that Council meet with each of their assigned schools respectively and discuss suggestions to solve traffic issues.

MOTION: Councilmember Aldinger moved to approve the traffic measures recommended for Robinson Elementary School. The motion was seconded by Councilmember Tell and passed by the following unanimous roll call vote.

Ayes: Ward, Tell, Aldinger, Cohen and Mayor Montgomery.
Noes: None.
Abstain: None.
Absent: None.

08/05/08-23. Consideration of a School Area Traffic Study Regarding Initial Recommendations for Meadows Elementary School!

Traffic Engineer Eric Zandvliet presented City Council with results from his initial traffic study for Meadows Elementary School. Traffic Engineer Zandvliet along with the Parking and Public Improvement Commission (PPIC) recommends the following measures be instituted for a period of six months. He further stated that he will return to Council at the end of the six month period with an evaluation of the study.

The following recommendations were presented to Council:

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis.
4. Paint a white loading zone on the east side of the existing turnout along Meadows Avenue in front of the school during the AM drop-off period.
5. Install a new student loading zone on the east side of Meadows Avenue north of the main school entrance and modify parking restrictions on the west side of Meadows Avenue directly opposite the loading zone.
6. Pursue a capital project to construct an intersection bulb-out on the southeast corner of Meadows Avenue and 17th Street.
7. Paint new school crosswalks at the stopped intersection of Meadows Avenue and 17th Street on the east and west legs.
8. Paint new school crosswalks at the intersection of Meadows Avenue and 12th Street on the west leg.
9. Encourage the school to provide a formal program to enlist volunteer and/or staff supervision to assist student loading/unloading at main loading zones.
10. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
11. Prepare Suggested Routes to School map for distribution to parents.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year.

Traffic Engineer Zandvliet explained that there were some requests of an urgent nature that were addressed in the fall of 2007 and expressed the need for more loading zones to accommodate the 500 students at the school. He also suggested that there be a more formal walking program established at the school; better signage; a police presence; and noted the limited parking for parents around the school.

A brief discussion took place between Council and Traffic Engineer Zandvliet regarding the traffic measures presented.

There were no public comments.

Mayor Montgomery suggested that instead of giving handouts to students/parents, as suggested in items #11 and #12 above, that they send an electronic version. He thought this would be in keeping with the City's "green" initiatives.

Councilmember Aldinger expressed his desire to see a district-wide effort to encourage children to walk to school.

Councilmember Aldinger expressed his desire to see a district wide effort to encourage children to walk to school, create a walking bus. He also asked what the cost would be for the City to build a permanent bulb-out on Meadows, Item #6.

Traffic Engineer Zandvliet stated that the approximate cost for a permanent bulb-out would be \$10,000.

MOTION: Councilmember Aldinger moved to approve the traffic measures recommended for Meadows Elementary School. The motion was seconded by Councilmember Tell and passed by the following unanimous roll call vote.

Ayes: Tell, Aldinger, Ward, Cohen and Mayor Montgomery.
Noes: None.
Abstain: None.
Absent: None.

08/05/08-24. Award of Professional Services Contract for AKM Consulting Engineers in the Net Amount of (\$1,277,340) for the Utility Master Plan Study

Public Works Director Jim Arndt gave a brief presentation to Council regarding the need for the City to have a Master Plan of the sewer and water infrastructure. He explained that the last time the City had a study of this magnitude was in 1994 (almost 15 years ago) and that the City does not have a copy of it. He stated that a Utility Master Plan Study will provide the City with an electronic map of the its sewer and water infrastructure and allow the Public Works Department to have access to the current status at all times. He does realize that the cost of the study is substantial but compared to the value of the City's water and sewer infrastructure at \$300 million, the 3% cost (to provide current information on the system and provide the Public Works Department with a tool to utilize and keep track of the system) is minimal. He explained that the study will video 50 miles of line, and if anything is detected that would warrant further investigation, consulting engineers would continue to video the remaining 30 miles. Public Works Director Arndt stated that the City replaces a few blocks of sewer and water line each year as part of routine maintenance and that it is provided for in the annual budget. He further explained that the study will provide staff with documentation that will allow them to create a timeline for repairs based on priority needs, with the goal of preventing any type of major sewer spill. He voiced his opinion that he would prefer that the City spend money on this extensive study, which would allow for sustainability and preventative measures, rather than

City Council Meeting Minutes of August 5, 2008



City Hall 1400 Highland Avenue Manhattan Beach, CA 90266

Telephone (310) 802-5000 FAX (310) 802-5001

******* PUBLIC MEETING NOTICE *******

Re: Meadows Elementary School Follow-up Traffic and Parking Study

Dear Property Owner/Resident:

The Manhattan Beach City Council has directed City Staff to conduct a follow-up study of traffic and parking conditions in the area surrounding Meadows Elementary School. The City's Traffic Engineer has completed an analysis and will present findings and recommendations to the Parking and Public Improvements Commission at a public meeting on June 25, 2009.

The meeting will be held in the City Council Chamber, 1400 Highland Avenue, and will begin at 6:30 p.m. Interested parties are encouraged to attend the meeting and provide comments.

If you have any questions or would like any additional information, please call (310) 802-5514 or email edanna@citymb.info.

Sincerely,

Esteban Danna
Assistant Planner
Community Development Department

EXHIBIT
E

Fire Department Address: 400 15th Street, Manhattan Beach, CA 90266 FAX (310) 802-5201
Police Department Address: 420 15th Street, Manhattan Beach, CA 90266 FAX (310) 802-5101
Public Works Department Address: 3621 Bell Avenue, Manhattan Beach, CA 90266 FAX (310) 802-5301

Erik Zandvliet

From: Esteban M. Danna
Sent: Tuesday, June 16, 2009 8:08 AM
To: Erik Zandvliet; Erik Zandvliet
Subject: FW: Meadows Elementary School Follow-up Traffic and Study

-----Original Message-----

From: doris berdrik [mailto:dberdrik@hotmail.com]
Sent: Monday, June 15, 2009 10:03 PM
To: Esteban M. Danna
Subject: Meadows Elementary School Follow-up Traffic and Study

To: Estaban Danna
Assistant Planner
Community Development Dept.

From: Biserka Berdrik
PO Box 120816
Big Bear Lake, Ca. 92315

I am in receipt of your letter regarding the traffic on Meadows Ave. I have owned my home at 1209 N. Meadows Ave. which is right across the street from the school. The traffic and parking on Meadows has grown worse every year. Many people use Meadows as a short cut or to avoid traffic on Sepulveda. This is extremely dangerous for the children who attend Meadows School and it would be a tragedy for an innocent child to become a casualty in a car accident. I am pleading with the city council to divert traffic so as to avoid such a casualty from occurring.

Thank you,
Biserka Berdrik

EXHIBIT
F

Letter

March 24, 2009

Meadows Elementary School
1200 Meadows Avenue
Manhattan Beach, CA

Attention: School Principal

Gentlemen:

Before school started in September 2009, the city repainted the east side of Meadows from the school driveway to the boundary of 1609 Meadows with a White paint stating Loading/Unloading Zone so that parents could drop off and pickup their children from school. On the west side of Meadows they installed signs saying "No Parking from 7:15am to 3:15pm school days. This cost the city additional money but I presume this was done for the safety of the children. There are very few cars using the east side of Meadows, most days none at all.

Parents do not pay any heed to the signs for no parking on the west side of Meadows and every morning and afternoon they park on the west side during those hours to drop off and pick up their children. Were the parents informed of the changes? Who suggested this idea, it seems it was not the parents since continue to use the west side of the street as they had in the past.

Traffic Enforcement needs to start monitoring the situation daily and give tickets to those illegally parking on the west side. A copy of this letter is being sent to Manhattan Beach Traffic and Engineering/Public Parking so they are aware of how these changes have been ignored by the parents.

Sincerely,



Pauline Locken
Meadows School Neighbor

cc: MB Traffic and Engineering/Public Parking



Ms. Pauline M. Locken
1601 N Meadows Ave
Manhattan Bch CA 90266-4013

Sent to PD. 6/2/09
- added to case.

03/26/09-3 Meadows Elementary School Area Study – Follow-up Evaluation

This item was introduced by Assistant Planner Danna, who advised that recommendations made by the Parking and Public Improvements Commission this evening with regard to Meadows Elementary School are tentatively scheduled to be considered by the City Council on August 4, 2009.

Traffic Engineer Zandvliet presented the staff report. He reviewed the mitigation measures already taken and explained additional proposed measures as follows: (1) Enhance student loading zone on Meadows Avenue along the School frontage by painting a designated loading lane; (2) Implement a regular and rotating police presence at Meadows School to enforce traffic laws; and (3) Post 30-minute parking restrictions on the east side of Meadows Avenue in the student loading zone between 9:15 a.m. and 1:00 p.m. on school days only. Traffic Engineer Zandvliet advised that this is an iterative type process and, if necessary, changes will be made. He noted relevant correspondence attached to the staff report.

The Commission discussed problems with students being dropped off on the west side of Meadows Avenue; utilizing temporary cones to prohibit left turns into and out of the School loading zone turn out along Meadows Avenue; why only some of the missing and non-standard traffic signs and street name signs have been replaced (Measure No. 1); the School's lack of distribution of traffic safety handouts throughout the school year (Measure No. 12); the Schools lack of a formal program to enlist volunteers and/or staff to assist with student loading/unloading at main loading zones (Measure No. 9); the few number of residents present at the meeting to address this matter, which speaks to the success of the program thus far; the idea of a loading zone on the east side of Meadows Avenue south of 12th Street; installing permanent barriers to prohibit turns out of Meadows School; installing a "Wrong Way" sign at the north end of the turn out in front of Meadows School; and the importance of increased Police Department enforcement at Meadows School throughout the school year.

Traffic Engineer Zandvliet commented on the importance of providing additional Police Department enforcement before implementing stopping restrictions around the School and on Meadows School's apparent commitment to further encourage parents to drop students off in loading areas. He advised that the School purchased/used temporary cones to prohibit left turns into and out of the School loading zone turn out along Meadows Avenue, but they are now missing; that an A frame folding barricade would be more effective than cones; that only some of the missing and non-standard traffic and street name signs have been replaced (Measure No. 1) because a Safe Routes to School Grant (approximately \$700,000) for which the City applied and could be used for this purpose is pending; that the School's regular distribution of traffic safety handouts throughout the school year (Measure No. 12) will probably be done next year; that, with regard to the School creating a formal program for volunteers and/or staff to assist with student loading/unloading at main loading zones (Measure No. 9), the School is concerned about exposure to pollution on a regular basis and the manpower for this is difficult because the School has a limited number of employees due to budget cuts; that Meadows School has more curb line than any other school in the City and it is more than sufficient to handle the demand; that Meadows Avenue is not wide enough to install permanent barriers to prohibit turns; and that a "Do Not Enter – Wrong Way" sign could be installed at the north end of the turn out in front of Meadows School. He indicated that the re-painting of markings every year is planned and provided input on thermoplastic material used for the markings, which is more expensive but lasts longer.



Lt. Harrod apprised the Commission of the current staffing levels in the Police Department; the Department's efforts to assist with traffic near schools throughout the school year; and the effectiveness of the cones used to prohibit left turns into and out of the School loading zone turn out along Meadows Avenue. Lt. Harrod introduced Interim Parking and Animal Control Supervisor Hank Lobo, who will be part of the Department's solutions to traffic around schools next year. Lt. Harrod shared information on his minimal experiences last year with traffic violations around Meadows School and he agreed with Traffic Engineer Zandvliet that a loading zone on the east side of Meadows Avenue south of 12th Street is not necessary.

Sgt. Mason explained Manhattan Beach Police Department's School Area Traffic Program and what officers do in their respective areas. He related the Department's understanding of the problems around Meadows School; offered input on the Department's difficulty in providing more of a presence at schools; and indicted the Department's willingness to shift manpower to troubled areas/attend PTA meetings to discuss traffic around the School.

The Commissioners clarified their understanding that it is not practical for the Police Department to be at schools all of the time, that they did not intend to imply the Department should be at Meadows School over other choices; and that the question is whether the Department has the resources to do more than they have. The Commissioners entertained the idea of encouraging the School to call attention to traffic violators at PTA meetings etc.

Traffic Engineer Zandvliet pointed out that the Police Department's visibility at schools will, hopefully, improve since the Department is now almost fully staffed. He related Meadows School's desire for enforcement one to two times per week, on an unpredictable basis.

Lt. Harrod encouraged Meadows School officials to interact with their area officer.

Audience Participation

Chairman Gross opened the public hearing at 8:10 p.m.

Preston Prouty, 1320 12th Street, complained about the heavy traffic near Meadows School during morning and afternoon drop off and pick up times and about drivers parking in and blocking the exit from the parking structure of the condominium development where he lives. It was Mr. Prouty's observation that drivers do not appear to be using the loading/unloading zone on Meadows Avenue and he suggested a loading/unloading zone on the north side of 12th Street west of the School entrance.

Traffic Engineer Zandvliet advised that staff could work with Meadows School officials to ensure that children are not dropped off or picked up on 12th Street as discussed by Mr. Prouty; that this information, along with the names of parents who violate the traffic rules in the area, could be included in School newsletters; and that, in order for parking citations to be issued, the Police Department must be notified of unauthorized drivers who park in the parking structure at 1320 12th Street.

Steve Kellenbach, 1167 N. Meadows Avenue, expressed his pleasure with the greatly improved traffic situation near Meadows School. Mr. Kellenbach stated his opinion that cones and signs would be only minimally effective and that increased enforcement is necessary, preferably on a random basis. He asked if a video camera could be used for enforcement.

Chairman Gross related his understanding video cameras cannot be used for enforcement. However, an individual or the School could videotape violators.

Chairman Gross closed the public hearing at 8:25 p.m.

Commission Discussion

Commissioner Silverman commented on the need for additional Police Department enforcement at Meadows School, on a random basis, throughout the school year.

Commissioner Stabile related his support of enhanced, unpredictable Police Department presence at Meadows School. He noted that the traffic situation at the School has apparently improved with the measures taken and that, given staffing constraints and budget issues, the Department will do as much as it can. Commissioner Stabile expressed his disappointment that a representative from the School was not present at the meeting, particularly since improvements are substantially dependent on the School doing more.

Chairman Gross suggested that part of the Commission's recommendation reiterate Measure No. 13 (Recommend the City Council have a dialogue with School administrators to coordinate a program to supervise School loading zones with Police personnel or other volunteers). He voiced his appreciation of staff's efforts.

Commissioner Adami stated his agreement with a "Do Not Enter – Wrong Way" sign for the turn out on Meadows Avenue. He commended staff's efforts.

Commissioner Vigon touched on staff parking at Meadows School.

Traffic Engineer Zandvliet advised that the turn out area on 12th Street is for staff; that the entrance in that area is closed during the school day; and that residents on 12th Street are allowed to park in the turn out area on 12th Street.

MOTION: A motion was MADE AND SECONDED (Stabile/Adami) to: approve the following additional measures as recommended by staff for the area surrounding Meadows Elementary School: (1) Enhance student loading zone on Meadows Avenue along the School frontage by painting a designated loading lane; (2) Implement a regular and rotating Police presence at Meadows School to enforce traffic laws; and (3) Post 30-minute parking restrictions on the east side of Meadows Avenue in the student loading zone between 9:15 a.m. and 1:00 p.m. on school days only; reiterate Measure No. 13 (Recommend the City Council have a dialogue with School administrators to coordinate a program to supervise School loading zones with Police personnel or other volunteers); and add a measure to read, "Install a "Do Not Enter – Wrong Way" sign at the exit to the rear of the turn out on Meadows Avenue. The motion was seconded by commissioner Adami and passed by unanimous roll call vote as shown below:

Ayes:	Adami, Vigon, Stabile, Silverman and Chairman Gross.
Noes:	None.
Abstain:	None.
Absent:	None.

Traffic Engineer Zandvliet advised that enhanced Police Department presence at 12th Street will be incorporated into additional Measure No. 2. He noted that Pennekamp and

American Martyrs School are the two schools remaining in the Neighborhood Traffic Management Program and that stop sign requests near American Martyrs will be presented for the Commission's consideration in the near future.

Commissioner Stabile reiterated the importance of schools attending Parking and Public Improvements Commission meetings when traffic in their area is discussed.

G. COMMISSION ITEMS

06/25/09.4 Parking Meter Revenues and Traffic Violations Report

Clarification regarding the Parking Meter Revenues and Traffic Violations Report was provided by Traffic Engineer Zandvliet.

06/25/09.5 Commission and Staff Re Parking

The Commission discussed the Council's recent elimination of the bags over parking meters during the Holidays; the Council's roll back of parking meter rates; the effect of these actions on Downtown businesses; and the core of the Downtown Traffic Management Program to get employees off streets.

Traffic Engineer Zandvliet and Assistant Planner Danna discussed that the Council will further discuss parking in the Downtown area later this year and that parking rates are integral to the Downtown Traffic Management Program.

Traffic Engineer Zandvliet advised that permanent parking restrictions have been instituted east of Ardmore Avenue and that a majority of streets have opted into the plan.

06/25/09.6 Commission and Staff Re Sepulveda Boulevard Parking Restrictions

At the Commission's request, Traffic Engineer Zandvliet reported on the Council's actions relevant to parking restrictions on Sepulveda Boulevard, including direction for the Commission to examine balancing traffic on Sepulveda Boulevard one intersection at a time without impacting businesses. He verified staff's intent to provide a report on this topic at a future meeting.

06/25/09.7 Commission and Staff Re Status of North Manhattan Beach

In response to a request from the Commission, Traffic Engineer Zandvliet shared information on the Council's actions relevant to North Manhattan Beach, including approval of the recommended measures, with the exception of the Commission's recommendation to open 40th Street to through traffic, directing staff to examine circulation in the parking lot and report back on how much options will cost, and deleting the white striping.

The Commission voiced concerns over liability associated with the Council's deletion of the white striping.



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July 28, 2009

***** PUBLIC MEETING NOTICE *****

Re: Meadows Elementary School Traffic and Parking Follow-up Study

Dear Property Owner / Resident:

On June 25, 2009 the Parking and Public Improvements Commission (PPIC) reviewed the Meadows Elementary School Traffic and Parking Follow-up Study. The PPIC voted to recommend that the City Council continue the initial traffic safety measures and implement additional measures for the area surrounding Meadows Elementary School.

This follow-up study will be placed on the Consent Calendar for the City Council's consideration at a public meeting on Tuesday, August 4, 2009. The meeting will be held in the City Council Chamber, 1400 Highland Avenue, and will begin at 6:30 p.m. Any comments you might like to make at the meeting are welcome.

Staff report and recommendations will be available for review the week before the meeting. If you have any questions or would like any additional information, please call at (310) 802 5514 or email edanna@citymb.info.

Sincerely,

Esteban Danna
Assistant Planner

EXHIBIT
D