



Agenda Item #: _____

Staff Report

City of Manhattan Beach

TO: Honorable Mayor Montgomery and Members of the City Council

THROUGH: David N. Carmany, City Manager

FROM: Richard Thompson, Director of Community Development
Nhung Madrid, Management Analyst
Jack Rydell, City Traffic Engineer

DATE: April 19, 2011

SUBJECT: Consideration of the Parking and Public Improvements Commission Recommendation to Approve the American Martyrs School Area Follow-Up Study

RECOMMENDATION:

Staff recommends that the City Council approve the Parking and Public Improvements Commission recommendation to conclude that the traffic safety measures installed are effective, are supported by American Martyrs School Administration and area residents, and should be made permanent.

FISCAL IMPLICATION:

The maintenance of 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. The Program established a set of procedures for evaluating neighborhoods in an effort to improve the livability of neighborhood streets. In March 2003, the City Council prioritized several areas of the City for analysis under The Program and 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. This report focuses on American Martyrs School as included in the 2008-2009 and 2009-2010 City Council Work Plan.

To initiate the Neighborhood Traffic Management Program process, City and Police Department Staff met with Dr. Kevin Baxter, Principal of American Martyrs School, and other school staff on May 20, 2008 to listen to and discuss school related traffic concerns. Additional comments were gathered through a public notice mailed to residents living on the surrounding streets and were incorporated into the evaluation.

On July 24, 2008, the Parking and Public Improvements Commission held a public meeting 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 15 recommended initial measures, and added five additional recommendations. The Commission voted to recommend approval of the 20 mitigation measures on a trial basis.

On September 16, 2008, the City Council held a public hearing and reviewed the Commission's recommendations. The City Council approved 18 of the 20 initial measures for a trial period. Following the City Council meeting, the Public Works Department began implementing some of the recommended changes.

On January 28, 2010, the Parking and Public Improvements Commission held a public meeting to follow-up on the overall effectiveness of the 18 initial measures as recommended by City Council. However, due to unforeseen delays, the majority of the initial measures had not been implemented by staff, and as a result, the Commission requested that another follow-up study be brought back after all measures were implemented and given a sufficient amount of time to be in place before staff would study the effectiveness of the implemented measures. Staff performed field investigations, and at this time, all measures have been implemented and in effect since Summer 2010.

DISCUSSION:

American Martyrs School is located on Laurel Avenue in the northwest quadrant of the City, just north of Manhattan Beach Boulevard. School attendance includes students living in the City as well as the surrounding communities. There are approximately 629 students in Grades K through 8, and an additional 180 preschool students in two to three sessions seasonally. There are approximately 40 staff and 20-25 part-time employees. School begins at 8:00 a.m. with dismissal at 3:00 p.m. (12:35 p.m. on Fridays). Pre-school and Kindergarten have different dismissal schedules. There is a large parking structure on the south side of 15th Street adjacent to the school campus for school staff and visitors. Crossing guards are provided at crosswalks at Laurel Avenue/18th Street and Laurel Avenue/15th Street. The crossing guard at Manhattan Beach Boulevard/Pacific Avenue assists students from both Pacific Elementary School and American Martyrs.

Circulation around American Martyrs School is primarily via Laurel Avenue in front of the school, 15th Street and 18th Street along the sides of the school. Laurel Avenue and 15th Street are generally congested at arrival and dismissal times on school days, often blocking local residential traffic. An extensive on-campus loading zone is provided on the playground in which multiple queue lines are formed and directed through the pick-up/drop-off zone by school staff. This off-street loading zone is accessed via a driveway on 15th Street just west of Laurel Avenue. A second off-street loading area is provided in the parking structure on the south side of 15th Street and west of Laurel Avenue. There are pedestrian access gates along Laurel Avenue in front of the school, and at the corner of Laurel Avenue and 15th Street. Parking is prohibited along the west side of Laurel Avenue during school hours, and the other surrounding streets have street sweeping restrictions. Parking is also prohibited on the south side of 15th Street west of the school.

The local neighborhood streets surrounding American Martyrs School are built in a grid network with several terminating streets. Pacific Avenue, one block east of the school, is a local collector street and is signalized at Manhattan Beach Boulevard. Primary east-west access is via 15th

Street and supplemented by 18th Street. 15th Street terminates at Laurel Avenue to the east and Ardmore Avenue to the west. The streets surrounding the school are improved with curbs, gutters and some sidewalks. Very few changes have been made regarding school area circulation measures in recent years, with the exception of crosswalk warning signs and markings on 15th Street at Deegan Place.

American Martyrs School and American Martyrs Pre-School Follow-Up

On March 9, 2010, staff met with Angela Pohlen (American Martyrs School Vice Principal) and Jeanne Wood (American Martyrs Pre-School Director) to discuss concerns that were raised at the January 28, 2010 PPIC meeting. The majority of residents present at the meeting were concerned with parents of the Pre-School parking in the residential neighborhoods blocking driveways and parking in red zones during drop-off and pick-up times. The Pre-School was not in favor of making any changes to their parking, however, they were in favor of increasing outreach to gain more compliance from parents to park in the parking structure, as well as reminding parents during school orientation and publishing the information in the student handbook.

On May 26, 2010, staff met with American Martyrs School Administrators Camryn Connelly (Principal), Bob Hodges (Parish Business Manager) and Patty Williams (Director of Religious Education) to discuss concerns the City received from residents adjacent to the school grounds regarding parking impacts in the surrounding neighborhood. More specifically, they were concerned with the amount of unrelated school activities that took place at the school, gymnasium and church such as group meetings, adult classes, and recreational activities, and that the participants were parking throughout the neighborhood, rather than in the school parking structure.

With input from the Traffic Engineer, the School willingly agreed to post additional signage on gates, pedestrian walkways, driving gates and on fences directing people to park in the parking structure. Since implementation, staff has received positive feedback from the concerned parties as well as the school. School Administration will continue with their outreach efforts by reminding all activity coordinators to have participants park in the parking structure, distribute directional parking maps and flyers, and also periodically review all activity schedules at the school, gymnasium, and church to avoid overlapping events.

Staff conducted a follow-up meeting on March 1, 2011 with Camryn Connelly, Bob Hodges, and Patty Williams to discuss the effectiveness of the implemented traffic safety measures and determine if there are any remaining traffic concerns or additional measures that should be considered. Staff also contacted Jeanne Wood from the Pre-School, and feedback has been positive since staff's initial meeting in March 2010. Ms. Wood stated that the Pre-School has been diligent in reminding parents and staff to use the parking structure and has not received any traffic and parking related concerns from local residents.

On March 24, 2011, the Parking and Public Improvements Commission held another follow-up meeting and discussed the effectiveness of the 18 approved measures. During the public meeting, the Commission heard testimony from three residents, American Martyrs School Principal, Camryn Connelly, and American Martyrs Pre-School Director, Jeanne Wood. A few requests that were raised during the meeting included questions about the one-hour parking restriction on the west side

of Laurel Avenue just north of 15th Street, additional red curb markings, and the possibility of locking an access gate to the School on 18th Street. Staff is working with the School and the residents to address these concerns. With a 5-0 vote, the Commission was supportive of all 18 measures and recommended to conclude that the traffic safety measures installed are effective and should be made permanent. A summary of each measure is listed below.

Status of Traffic Safety Measures

1. Replace missing and non-standard traffic signs and street name signs. This action has been completed. 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. School input is positive on this action.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis. Additional police enforcement has been performed, especially in the Fall. School representatives believe that regular concentrated school-related enforcement should continue to be an ongoing priority.
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. It was noted that the recently painted crosswalk on Deegan Place between the church and the parking lot has already peeled. This information has been relayed to Public Works for their consideration. Other than this issue, the school has been satisfied with this measure.
4. Update the existing loading zone signs and markings on the west side of Laurel Avenue. This work has been completed and school input is positive on the action, which has clarified the proper parking rules in front of the school.
5. Post school crossing signs at the existing school crosswalk on 18th Street at Flournoy Road. This work has been completed and school input is positive on the action, which has raised driver awareness of the uncontrolled school crosswalk and the proximity of the school.
6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15th Street on the north leg. This work has been completed and school input is very positive on the action, which has made drivers more aware of pedestrian crossings at this intersection and provided positive guidance where pedestrians should cross to and from the school grounds. With the addition of red curb adjacent to the crosswalk, there has been some neighborhood feedback that the action has resulted in less parking for residents.
7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18th Street on the east leg. This work has been completed and school input is very positive on the action, which has made drivers more aware of pedestrian crossings at this intersection and provided positive guidance where pedestrians should cross to and from the school grounds. On a related issue, the school stated that the crossing guard at this location has only been crossing

children on one leg of the intersection (Laurel Avenue) and not on 18th Street. Staff contacted the Police Department to discuss and they noted that previously, crossing guards crossed children on both legs of the intersection. The Police Department has followed-up with the crossing guard to correct this issue.

8. Prohibit left turns into and out of the campus loading zone driveway on 15th Street during school loading hours. During implementation of this measure, staff received input from the school, and they requested to only prohibit left turns out of the school loading zone. The school felt that prohibiting left turns into the school would have a negative impact on circulation. This work has been completed and school input is very positive on the action with the modified turn prohibition. The school noted that school area circulation has improved and that carpooling has become more prevalent. It has also eliminated parents cutting into the line of cars waiting to enter the loading zone.
9. Paint 40 feet of red curb in advance of the school crosswalk on 18th Street at Agnes Road in both directions. This work has been completed and school input is positive on the action, which has improved visibility of pedestrians crossing in the crosswalk by preventing vehicles from parking in the crosswalk. There has been some neighborhood feedback that the action has resulted in less parking for residents.
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 formal carpool programs for students or parents.
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 2009. School representatives have indicated their commitment to use the map to 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. At the school's request, Staff has again provided the map to the school for their use.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year. The school regularly issues notices and school safety recommendations to parents through their website, parent newsletters and staff meetings. These actions remind school staff, students, parents and other users to follow the recommended driving, walking and parking practices in order to reduce potential residential impacts. In addition to written materials, the school has placed a priority on verbally reminding parents of safety suggestions.
13. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal. A change to the crossing hours was implemented, which

provides additional crossing supervision for early dismissal. School input is positive on this action.

14. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm. Staff reviewed current sweeper routes to identify what modifications to sweeping times would be needed to alleviate the need for visitors and others to find alternate parking in the neighborhood on Fridays. It was determined that the changes would require substantial modifications to numerous other sweeper routes and would be infeasible. The school was satisfied with Staff's response and has reported that parents have adjusted their activities such that there are no current issues that need to be addressed.
15. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School. Field observations have confirmed that loading zone and parking conditions have improved significantly adjacent to the school as the result of school efforts. The new red curbs have better defined the illegal parking areas on the streets.
16. Paint red curbs within the intersections bounded by 15th Street, 19th Street, Pacific Avenue and Flournoy Avenue. This work has been completed and school input is very positive on the action, which has improved driver and pedestrian safety at these intersections by reducing traffic congestion and blocked crosswalks as well as improving driver visibility.
17. Evaluate the justification for stop signs in all directions at 19th Street and Laurel Avenue with a report to the Commission. The City Council approved the new stop signs on September 1, 2009. This work has been completed and school input is very positive on the action, which requires all traffic to stop at the intersection, enhancing pedestrian safety.
18. Evaluate the justification for stop signs in all directions at 17th Street and Laurel Avenue with a report to the Commission. The City Council approved the new stop signs on September 1, 2009. This work has been completed and school input is very positive on the action, which requires all traffic to stop at the intersection, enhancing pedestrian safety.

Additional Measures

The Traffic Engineer has reviewed all school related signage in the area and identified certain signs that should be replaced to be in conformance with requirements of the current edition (January 2010) of the California Manual of Uniform Traffic Control Devices. This work will be included for funding in the upcoming Federal Safe Routes to School grant program call for projects. Staff also believes that continued enforcement will continue to improve pedestrian safety and traffic conditions surrounding the school. Both the Fire and Police Departments have been involved in the preparation of the School Area Neighborhood Traffic Management Program and have no preliminary objections to the identified actions.

CONCLUSION:


Once approved by the City Council, the installed traffic safety measures would remain in place. Staff will continue to work with American Martyrs School and Pre-School to coordinate and monitor all implemented measures as well as address the follow-up issues that were raised at the Commission meeting. If the monitoring uncovers possible improvements that might improve traffic flow and safety, changes to the comprehensive plan would then be recommended to the Parking and Public Improvements Commission as defined in the Neighborhood Traffic Management Program.


- Attachments:
- A. Parking and Public Improvements Commission Staff Report with attachments dated March 24, 2011
 - B. Parking and Public Improvements Commission Draft Minutes dated March 24, 2011
 - C. Public Correspondence

cc: Camryn Connelly, American Martyrs School Principal
Jeanne Wood, American Martyrs Pre-school Administrator


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

TO: Parking and Public Improvements Commission

FROM: Richard Thompson, Director of Community Development
Nhung Madrid, Management Analyst 

BY: Jack Rydell, Traffic Engineer 

DATE: March 24, 2011

SUBJECT: American Martyrs School Area Follow-Up Study 

RECOMMENDATION:

It is recommended that the Parking and Public Improvements Commission conduct a public meeting and recommend that City Council conclude that the traffic safety measures installed are effective, are supported by the American Martyrs School Administration and area residents, and should be made permanent.

BACKGROUND:

On March 18, 2003 the City Council prioritized several areas of the City for analysis under the City-Wide Neighborhood Traffic Management Program (NTMP). 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. This report focuses solely on American Martyrs School as included in the 2008-09 and 2009-10 City Council Work Plan

To initiate the Neighborhood Traffic Management Plan (NTMP) process, City and Police Department Staff met with Dr. Kevin Baxter, Principal of American Martyrs School, and other school staff on May 20, 2008 to listen to and discuss school related traffic concerns. Additional comments were gathered through a public notice mailed to residents living on the surrounding streets and were incorporated into the evaluation.

On July 24, 2008, the Parking and Public Improvements Commission (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 15 recommended initial measures, and added five additional recommendations. The Commission voted to recommend approval of a program of 20 mitigation measures on a trial basis.

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Staff conducted a follow-up meeting on March 1, 2011 with Camryn Connelly, Bob Hodges, and Patty Williams to discuss the effectiveness of the implemented traffic safety measures and determine if there are any remaining traffic concerns or additional measures that should be considered. A summary of each measure is listed below. Staff also contacted Jeanne Wood from the Pre-School, and feedback has been positive since staff's initial meeting in March 2010. Ms. Wood stated that the Pre-School has been diligent in reminding parents and staff to use the parking structure and has not received any traffic and parking related concerns from local residents.

Status of Traffic Safety Measures

1. Replace missing and non-standard traffic signs and street name signs. This action has been completed. 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. School input is positive on this action.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis. Additional police enforcement has been performed, especially in the Fall. School

representatives believe that regular concentrated school-related enforcement should continue to be an ongoing priority.

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. It was noted that the recently painted crosswalk on Deegan Place between the church and the parking lot has already peeled. This information has been relayed to Public Works for their consideration. Other than this issue, the school has been satisfied with this measure.
4. Update the existing loading zone signs and markings on the west side of Laurel Avenue. This work has been completed and school input is positive on the action, which has clarified the proper parking rules in front of the school.
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6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15th Street on the north leg. This work has been completed and school input is very positive on the action, which has made drivers more aware of pedestrian crossings at this intersection and provided positive guidance where pedestrians should cross to and from the school grounds. With the addition of red curb adjacent to the crosswalk, there has been some neighborhood feedback that the action has resulted in less parking for residents.
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8. Prohibit left turns into and out of the campus loading zone driveway on 15th Street during school loading hours. This work has been completed and school input is very positive on the action, which has removed conflicting turn movements entering and exiting the school loading zone along 15th Street. The school noted that school area circulation has improved and that carpooling has become more prevalent. It has also eliminated parents cutting into the line of cars waiting to enter the loading zone.
9. Paint 40 feet of red curb in advance of the school crosswalk on 18th Street at Agnes Road in both directions. This work has been completed and school input is positive on the action, which has improved visibility of pedestrians crossing in the crosswalk by preventing

vehicles from parking in the crosswalk. There has been some neighborhood feedback that the action has resulted in less parking for residents.

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 formal carpool programs for students or parents.
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 2009. School representatives have indicated their commitment to use the map to 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. At the school's request, Staff has again provided the map to the school for their use.
12. Encourage the school to distribute traffic safety handouts regularly throughout the school year. The school regularly issues notices and school safety recommendations to parents through their website, parent newsletters and staff meetings. These actions remind school staff, students, parents and other users to follow the recommended driving, walking and parking practices in order to reduce potential residential impacts. In addition to written materials, the school has placed a priority on verbally reminding parents of safety suggestions.
13. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal. A change to the crossing hours was implemented, which provides additional crossing supervision for early dismissal. School input is positive on this action.
14. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm. Staff reviewed current sweeper routes to identify what modifications to sweeping times would be needed to alleviate the need for visitors and others to find alternate parking in the neighborhood on Fridays. It was determined that the changes would require substantial modifications to numerous other sweeper routes and would be infeasible. The school was satisfied with Staff's response and has reported that parents have adjusted their activities such that there are no current issues that need to be addressed.
15. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School. Field observations have confirmed that loading zone and parking conditions have improved significantly adjacent to the school as the result of school efforts. The new red curbs have better defined the illegal parking areas on the streets.

16. Paint red curbs within the intersections bounded by 15th Street, 19th Street, Pacific Avenue and Flournoy Avenue. This work has been completed and school input is very positive on the action, which has improved driver and pedestrian safety at these intersections by reducing traffic congestion and blocked crosswalks as well as improving driver visibility.
17. Evaluate the justification for stop signs in all directions at 19th Street and Laurel Avenue with a report to the Commission. The City Council approved the new stop signs on September 1, 2009. This work has been completed and school input is very positive on the action, which requires all traffic to stop at the intersection, enhancing pedestrian safety.
18. Evaluate the justification for stop signs in all directions at 17th Street and Laurel Avenue with a report to the Commission. The City Council approved the new stop signs on September 1, 2009. This work has been completed and school input is very positive on the action, which requires all traffic to stop at the intersection, enhancing pedestrian safety.

Additional Measures

The Traffic Engineer has reviewed all school related signage in the area and identified certain signs that should be replaced to be in conformance with requirements of the current edition (January 2010) of the California Manual of Uniform Traffic Control Devices (CA MUTCD). This work will be included for funding in the upcoming Federal Safe Routes to School grant program call for projects. Staff also believes that continued enforcement will continue to improve pedestrian safety and traffic conditions surrounding the school.

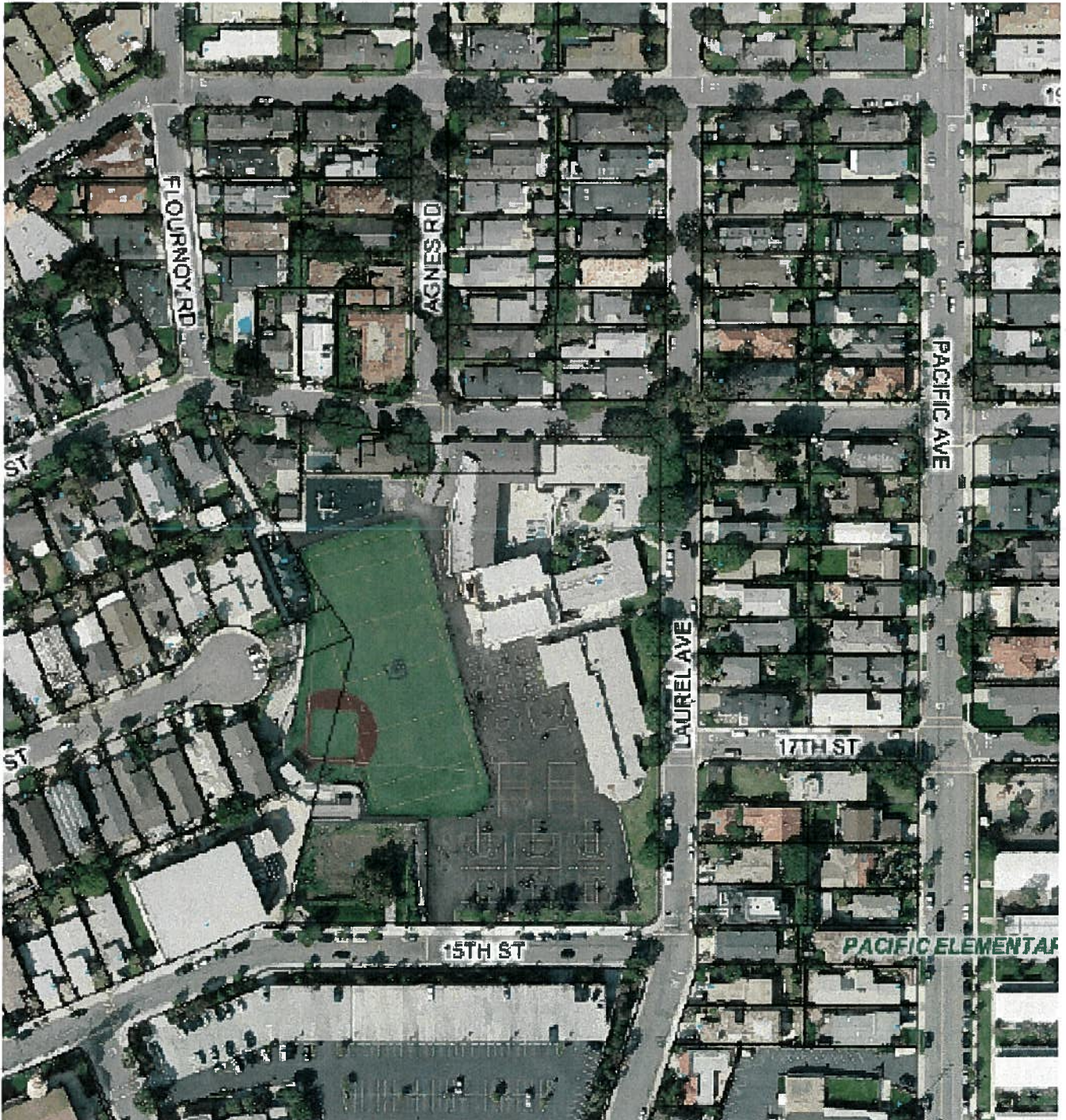
Next Steps

Pursuant to the Neighborhood Traffic Management Program (NTMP), parents, school staff and residents have been invited to this public meeting to discuss the implemented measures and gather comments regarding existing conditions. The Commission's recommendations and public meeting comments will then be forwarded to the City Council. Once approved by the City Council, the installed traffic safety measures would remain in place. The City will continue to work with American Martyrs School 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 identified actions. By way of mailed notices, the residents, school officials and affected parties surrounding the school campus have been invited to this PPIC meeting. American Martyrs School has also been encouraged to distribute the meeting notice to all school parents.


- Exhibits:
- A. Neighborhood Vicinity Aerial Map / Area Map
 - B. January 28, 2010 PPIC Staff Report-American Martyrs School Initial Follow-up Study
 - C. January 28, 2010 PPIC Minutes Excerpt
 - D. Meeting Notice and Map

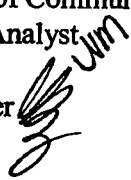
Exhibit A
American Martyrs Elementary School
Neighborhood Vicinity Aerial Map



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

TO: Parking and Public Improvements Commission

FROM: Laurie Jester, Acting Director of Community Development
Nhung Madrid, Management Analyst 

BY: Erik Zandvliet, Traffic Engineer 

DATE: January 28, 2010

SUBJECT: American Martyrs School Area Study
Follow-Up Evaluation

RECOMMENDATION:

It is recommended that the Commission conduct a public meeting and recommend that City Council continue the initial traffic safety measures with continued police enforcement for traffic and parking violations.

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 American Martyrs 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 Dr. Kevin Baxter, Principal of American Martyrs Elementary School, and other school staff on May 20, 2008 to listen and discuss school related traffic concerns. Additional comments were gathered through a public notice mailed to residents living on the surrounding streets and were incorporated into the evaluation.

On July 24, 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 15 recommended initial measures, and added five additional recommendations. The Commission voted to recommend approval of a program of 20 mitigation measures on a trial basis (See list below).

On September 16, 2008, the City Council reviewed the PPIC's recommendation and held a public hearing. The City Council approved 18 of the 20 initial measures for a trial period, omitting Proposed Measure #9 (*Prohibit left turns from westbound 15th Street into parking structure during school loading hours*) and Proposed Measure #20 (*Encourage the school to prohibit pedestrian access to the School from any gates on Laurel Avenue except for Preschool students*). Immediately after the City Council meeting, the Public Works Department began implementing the sign and marking changes.

DISCUSSION:

American Martyrs Elementary School is located on Laurel Avenue in the northwest quadrant of the City, just north of Manhattan Beach Boulevard. School attendance includes students living in the City as well as the surrounding communities. There are approximately 620 students in Grades K through 8, and additional 180 preschool students in 2-3 sessions seasonally. There are approximately 40 staff and 20-25 part-time employees. School begins at 8am with dismissal at 3pm (12:35pm on Fridays). Pre-school and Kindergarten have different dismissal schedules. There is a large parking structure on the south side of 15th Street adjacent to the school campus for school staff and visitors. Crossing guards are provided at crosswalks at Laurel Avenue/18th Street and Laurel Avenue/15th Street. The crossing guard at Manhattan Beach Boulevard/Pacific Avenue assists students from both Pacific Elementary School and American Martyrs.

Circulation around American Martyrs School is primarily via Laurel Avenue in front of the school, 15th Street and 18th Street along the sides of the school. Laurel Avenue and 15th Street are generally congested at arrival and dismissal times on school days, often blocking local residential traffic. An extensive on-campus loading zone is provided on the playground in which multiple queue lines are formed and directed through the pick-up/drop-off zone by school staff. This off-street loading zone is accessed via a driveway on 15th Street just west of Laurel Avenue. A second off-street loading area is provided in the parking structure on the south side of 15th Street and west of Laurel Avenue. There are pedestrian access gates along Laurel Avenue in front of the school, and at the corner of Laurel Avenue and 15th Street. Parking is prohibited

along the west side of Laurel Avenue during school hours, and the other surrounding streets have street sweeping restrictions. Parking is also prohibited on south side of 15th Street west of the school.

The local neighborhood streets surrounding American Martyrs Elementary School are built in a grid network with several terminating streets. Pacific Avenue, one block east of the school, is a local collector street and is signalized at Manhattan Beach Boulevard. Primary east-west access is via 15th Street and supplemented by 18th Street. 15th Street terminates at Laurel Avenue to the east and Ardmore Avenue to the west. The streets surrounding the school are improved with curbs, gutters and some sidewalks. Very few changes have been made regarding school area circulation measures in recent years, with the exception of crosswalk warning signs and markings on 15th Street at Deegan Place.

EVALUATION OF INITIAL MEASURES

Staff conducted several follow-up field investigations to evaluate the effectiveness of the implemented traffic safety measures. In addition, staff held a meeting with the Principal on June 9, 2009 to discuss the effectiveness of the initial measures and determine if there are remaining traffic concerns or additional measures that should be considered. In particular, the school identified several actions initiated over the past year, including a contract to register parent license plates for better identification of violators, aggressive reminders to drive and park legally, two additional faculty monitors along the street, and issuance of tardy slips for any illegal parking.

Traffic flow during school hours has improved along most of the adjacent neighborhood streets as the result of the initial measures. Congestion continues to occur along Laurel Avenue and 15th Street, 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 mainly to better communication between the school and parents, stricter adherence to the rules and more consistent enforcement. In addition, the school participated in the citywide Earth Day Walk-to-School campaign that included distribution of school walking route maps and other handouts. The improvements show how the combined efforts and cooperation of school leaders, 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 believe that this school is often overlooked for school-related enforcement.
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. Update the existing loading zone signs and markings on the west side of Laurel Avenue. A work order has been issued for this measure, and the signs will be modified soon. This measure would clarify the proper parking rules in front of the school.
5. Post school crossing signs at the existing school crosswalk on 18th Street at Flournoy Road. A work order has been issued for this measure, and will be completed soon. This measure will raise driver awareness of the uncontrolled school crosswalk and the proximity of the school.
6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15th Street on the north leg. A work order has been issued for this measure, and will be completed soon. This measure is expected to help make drivers more aware of pedestrian crossings at this intersection and provide positive guidance where pedestrians should cross to and from the school grounds.
7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18th Street on the east leg. See Item #6.
8. Prohibit left turns into and out of the campus loading zone driveway on 15th Street during school loading hours. A work order has been issued for this measure, and will be installed soon. This measure is intended to remove conflicting turn movements entering and exiting the school loading zone along 15th Street and improve school area circulation. It will also eliminate parents cutting into the line of cars waiting to enter the loading zone.
9. Paint 40 feet of red curb in advance of the school crosswalk on 18th Street at Agnes Road in both directions. A work order has been issued for this measure, and will be installed soon. This measure will improve visibility of pedestrians crossing in the crosswalk and prevent vehicles from parking in the crosswalk.
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 2009. School representatives have indicated their commitment to use the map to 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. The school regularly issues notices and school safety recommendations to parents through their website, parent newsletters and staff meetings. These actions remind school staff, students, parents and other users to follow the recommended driving, walking and parking practices in order to reduce potential residential impacts.
13. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal. A change to the crossing hours was requested and should be in place. This action provides additional crossing supervision for early dismissal.
14. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm. Staff is currently investigating sweeper routes to determine the modifications needed to adjust the sweeping times on Fridays. This action will alleviate the need for visitors and others to find alternate parking in the neighborhood on Fridays.
15. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School. Field observations have confirmed that loading zone and parking conditions have improved significantly adjacent to the school as the result of school efforts. However, continued vigilance is needed to prevent overflow parking and congestion in the neighborhood north of the school grounds. The new red curbs help better define the illegal parking areas on the streets.
16. Paint red curbs within the intersections bounded by 15th Street, 19th Street, Pacific Avenue and Flournoy Avenue. A work order has been issued for this measure, and will be installed soon. This measure will improve driver and pedestrian safety at these intersections by reducing traffic congestion and blocked crosswalks as well as improving driver visibility.
17. Evaluate the justification for stop signs in all directions at 19th Street and Laurel Avenue with a report to the Commission. The Traffic Engineer conducted a study and determined that stop signs in all directions was justified at this intersection. The City Council approved the new stop signs on September 1, 2009.
18. Evaluate the justification for stop signs in all directions at 17th Street and Laurel Avenue with a report to the Commission. The Traffic Engineer conducted a study and determined that stop signs in all directions was justified at this intersection. The City Council approved the new stop signs on September 1, 2009.

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 on locally designated streets 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. Staff believes full implementation of the incomplete measures and continued enforcement will continue to improve pedestrian safety and traffic conditions surrounding the school.

NEXT STEPS

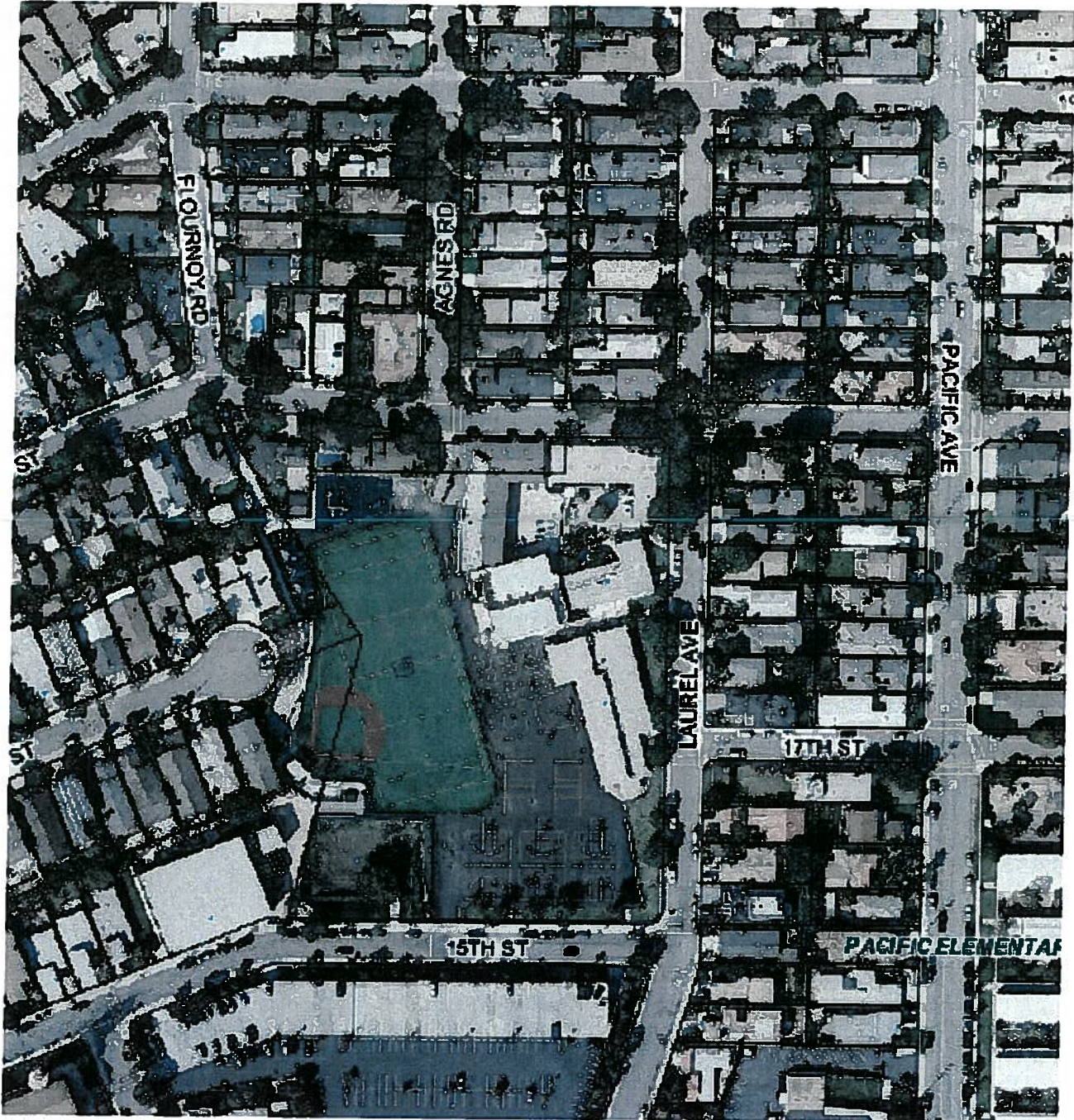
Pursuant to the Neighborhood Traffic Management Program, parents, school staff and residents have been invited to this public meeting to discuss the recommended measures and gather comments regarding the existing and proposed conditions. The PPIC's recommendations and public meeting comments will then 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 American Martyrs 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. American Martyrs School has also been encouraged to distribute the meeting notice to all school parents.

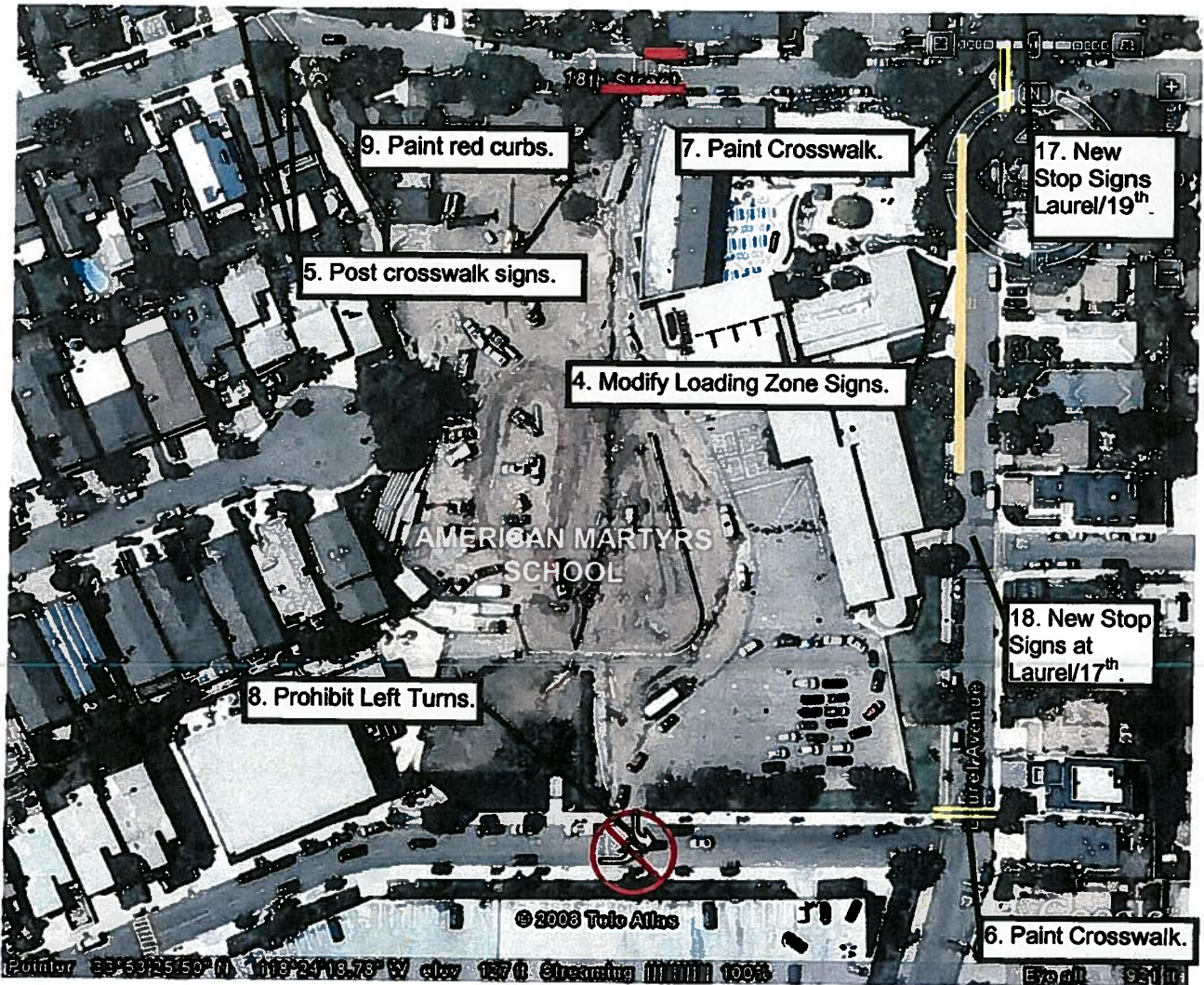
- Exhibits:
- A. Neighborhood Vicinity Aerial Map / Area Map
 - B. Implemented and Follow-Up Measures Diagram
 - C. 09/16/08 City Council Staff Report and Minutes
 - D. Meeting Notice

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Exhibit A
American Martyrs Elementary School
Neighborhood Vicinity Aerial Map



AMERICAN MARTYRS 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.
10. Encourage school to implement a formal student car-pool/walking incentive program for both parents/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. Increase the crossing guard hours at Manhattan Beach Blvd. and Pacific Avenue on Fridays for early dismissal
14. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.
15. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;
16. Paint red curbs within the intersections bounded by 15th Street, 19th Street, Pacific Ave. and Flornoy Ave.

Revised 1/28/2010 Follow up Measures in Yellow

EXHIBIT

B



09/16/08-16.

Agenda Item # _____

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: September 16, 2008

SUBJECT: Consideration of a School Area Traffic Study Regarding Initial Recommendations for American Martyrs 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 American Martyrs Elementary School campus for a six-month trial period (Items added by PPIC on 7-24-08 in **bold**):

1. Replace missing and outdated school area 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. Update the existing loading zone signs and markings on the west side of Laurel Avenue.
5. Post school crossing signs at the existing school crosswalk on 18th Street at Flournoy Road.
6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15th Street on the north leg.
7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18th Street on the east leg.
8. Prohibit left turns into and out of the campus loading zone driveway on 15th Street during school loading hours.
9. Prohibit left turns from westbound 15th Street into parking structure during school loading hours.
10. Paint 40 feet of red curb in advance of the school crosswalk on 18th Street at Agnes Road in both directions.
11. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
12. Prepare Suggested Routes to School map for distribution to parents.
13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.

EXHIBIT
C

14. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal.
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.
16. **Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;**
17. **Paint red curbs within the intersections bounded by 15th Street, 19th Street, Pacific Avenue and Flournoy Avenue.**
18. **Evaluate the justification for stop signs in all directions at 19th Street and Laurel Avenue with a report to the Commission.**
19. **Evaluate the justification for stop signs in all directions at 17th Street and Laurel Avenue with a report to the Commission.**
20. **Encourage the school to prohibit pedestrian access to the School from any gates on Laurel Avenue except for Preschool students.**

FISCAL IMPLICATION:

The recommended measures could be accomplished through existing Public Works 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, 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 American Martyrs School. Staff met with school representatives on May 20, 2008, to identify concerns and suggestions. In addition, notices were mailed to residents in the surrounding neighborhood 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 24, 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,
- Congestion at student loading zone entrances on 15th Street caused by conflicting turns,
- Parking violations adjacent to school, particularly blocking driveways,
- Stop and speeding violations,
- Shortage of public (visitor) parking on Laurel Avenue,
- Need for better signs and markings at school and at crosswalks, especially at 18th Street / Flournoy Road,
- Need for more police enforcement, and
- Crossing guard coverage for Friday early dismissal.

To address these issues, the Traffic Engineer recommended the following program of 15 initial measures as identified in the recommendation. In addition, the local streets surrounding American Martyrs 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 Pacific Avenue, Laurel Avenue, and 15th Street are considered primary emergency routes, and therefore would not be eligible for speed humps.

PPIC Meeting

On July 24, 2008, the PPIC discussed the findings and heard testimony from five area residents and the school Vice-Principal. The speakers described concerns related generally to congestion and parking violations in the neighborhood north of the school, and about possible school-mandates that could be imposed on parents picking up and dropping off their children. Other safety concerns such as disrespectful parents, possible stop signs at Laurel Avenue at 19th Street and the need for better use of the parking structure for teacher parking were also mentioned. The Commission was supportive of all of the Traffic Engineer's recommended actions, and added five additional recommendations:

16. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;
17. Paint red curbs within the intersections bounded by 15th Street, 19th Street, Pacific Avenue and Flournoy Avenue.
18. Evaluate the justification for stop signs in all directions at 19th Street and Laurel Avenue with a report to the Commission.
19. Evaluate the justification for stop signs in all directions at 17th Street and Laurel Avenue with a report to the Commission.
20. Encourage the school to prohibit pedestrian access to the School from any gates on Laurel Avenue except for Preschool students.

During their discussion, the Commission felt the duty was on the school to improve conditions in the surrounding neighborhood and that a timeline should be imposed to evaluate the school's performance. Several commissioners noted that since it is a private school, the administrators had contractual leverage to require parents to comply with student pick-up/drop-off objectives. In addition, it was their consensus that the parking structure was built with the intention and capacity to handle all school loading and parking needs, if used more effectively. 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.

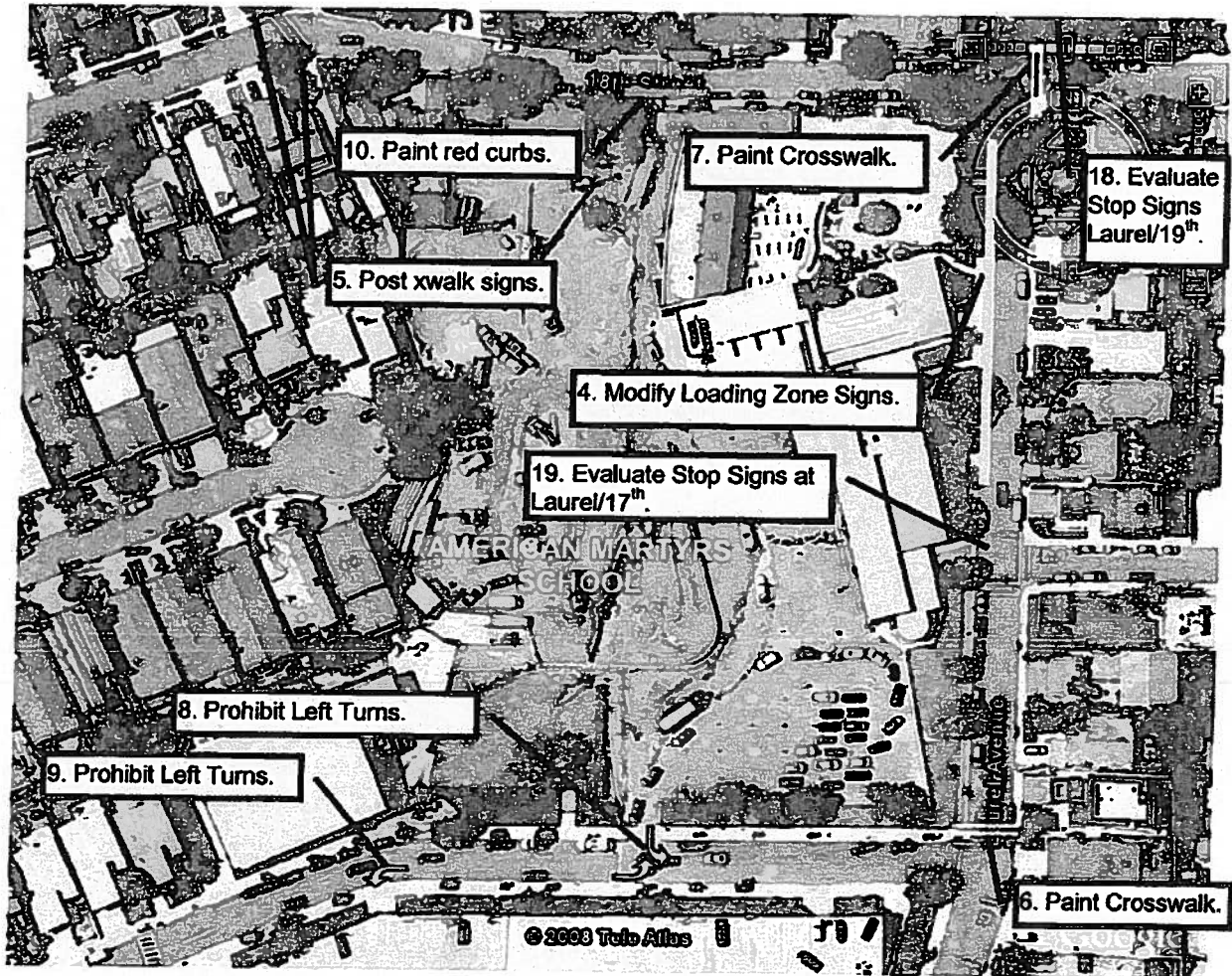
Meeting notices for this meeting were sent to school and to the residents in the neighborhood surrounding the school campus.

Agenda Item #: _____

- Exhibit:
- A. Sketch of Recommended Measures (Revised 9/2/08)
 - B. PPIC Report dated 7/24/08 with attachments
 - C. Draft PPIC Minutes 7/24/08
 - D. City Council Meeting Notice

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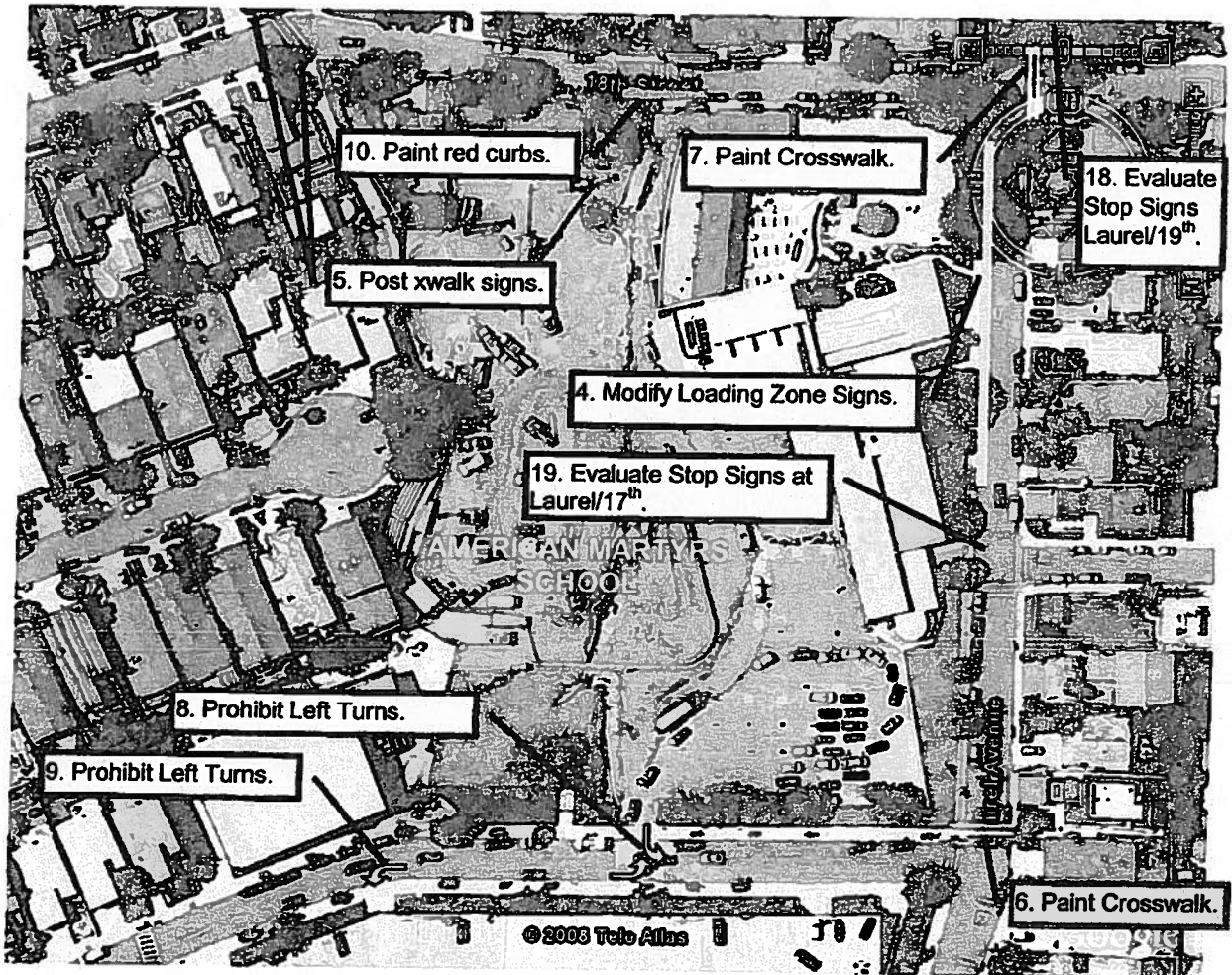
**AMERICAN MARTYRS SCHOOL
INITIAL RECOMMENDATIONS**



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.
11. Encourage school to implement a formal student car-pool/walking incentive program for both parents/students.
12. Prepare Suggested Routes to School map for distribution to parents.
13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
14. Increase the crossing guard hours at Manhattan Beach Blvd. and Pacific Avenue on Fridays for early dismissal
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.
16. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;
17. Paint red curbs within the intersections bounded by 15th Street, 19th Street, Pacific Ave. and Flournoy Ave.
20. Encourage the school to prohibit pedestrian access to the School from any gates on Laurel Avenue except for Preschool students.

**AMERICAN MARTYRS SCHOOL
INITIAL RECOMMENDATIONS**




GENERAL RECOMMENDATIONS

1. Replace missing traffic signs and street name signs.
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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 24, 2008

SUBJECT: American Martyrs School Area Study
Initial Recommendations

RECOMMENDATION:

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

1. Replace missing and outdated school area 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. Update the existing loading zone signs and markings on the west side of Laurel Avenue.
5. Post school crossing signs at the existing school crosswalk on 18th Street at Flournoy Road.
6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15th Street on the north leg.
7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18th Street on the east leg.
8. Prohibit left turns into and out of the campus loading zone driveway on 15th Street during school loading hours.
9. Prohibit left turns from westbound 15th Street into parking structure during school loading hours.
10. Paint 40 feet of red curb in advance of the school crosswalk on 18th Street at Agnes Road in both directions.
11. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
12. Prepare Suggested Routes to School map for distribution to parents.
13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
14. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal.
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.

5

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 American Martyrs 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:

American Martyrs Elementary School is located on Laurel Avenue in the northwest quadrant of the city, just north of Manhattan Beach Boulevard. School attendance includes students living in the City as well as the surrounding communities. There are approximately 620 students in Grades K through 8, and additional 180 preschool students in 2-3 sessions seasonally. There are approximately 40 staff and 20-25 part-time employees. School begins at 8am with dismissal at 3pm (12:35pm on Fridays). Pre-school and Kindergarten have different dismissal schedules. There is a large parking structure on the south side of 15th Street adjacent to the school campus for school staff and visitors. Crossing guards are provided at crosswalks at Laurel Avenue/18th Street and Laurel Avenue/15th Street. The crossing guard at Manhattan Beach Boulevard/Pacific Avenue assists students from both Pacific Elementary School and American Martyrs.

Circulation around American Martyrs School is primarily via Laurel Avenue in front of the school, 15th Street and 18th Street along the sides of the school. Laurel Avenue and 15th Street are generally congested at arrival and dismissal times on school days, often blocking local residential traffic. An extensive on-campus loading zone is provided on the playground in which multiple queue lines are formed and directed through the pick-up/drop-off zone by school staff. This off-street loading zone is accessed via a driveway on 15th Street just west of Laurel Avenue. There are pedestrian access gates along Laurel Avenue, and at the corner of Laurel Avenue and 15th Street. Parking is prohibited along the west side of Laurel Avenue during school hours, and the other surrounding streets have street sweeping restrictions. Parking is also prohibited on south side of 15th Street west of the school.

The local neighborhood streets surrounding American Martyrs Elementary School are built in a grid network with several terminating streets. Pacific Avenue, one block east of the school, is a

local collector street and is signalized at Manhattan Beach Boulevard. Primary east-west access is via 15th Street and supplemented by 18th Street. 15th Street terminates at Laurel Avenue to the east and Ardmore Avenue to the west. The streets surrounding the school are improved with curbs, gutters and some sidewalks. Very few changes have been made regarding school area circulation measures in recent years, with the exception of crosswalk warning signs and markings on 15th Street at Deegan Place.

PUBLIC AND SCHOOL CONCERNS

City Staff met with Dr. Kevin Baxter, Principal of American Martyrs Elementary School, and other school staff on May 20, 2008, to listen and discuss school related traffic safety concerns. In addition, staff has discussed school area concerns with individual residents on various occasions. 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. Congestion at student loading zone entrances on 15th Street caused by conflicting turns,
3. Parking violations adjacent to school, particularly blocking driveways,
4. Stop and speeding violations,
5. Shortage of public (visitor) parking on Laurel Avenue,
6. Need for better signs and markings at school and at crosswalks, especially at 18th Street / Flourney Road,
7. Need for more police enforcement, and
8. Crossing guard coverage for Friday early dismissal.

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, 2004 and September 30, 2007. 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 in the off-street playground and in the parking structure, which helps distribute traffic flow, but vehicle conflicts at access driveways increase congestion and exposure between cars and pedestrians.
3. Double parking and staff parking along 18th Street causes unnecessary congestion and decreases pedestrian safety.
4. Recurrent speeding during school times was not evident on any surrounding streets. Therefore, speed humps on streets near the school were not considered at this time.

5. Additional ridesharing efforts by both staff and students would help alleviate some congestion issues.
6. 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.
7. There is no current "suggested routes to school" plan for this school.
8. There appears to be sufficient parking for school staff in the school parking areas.
9. The number of designated visitor parking spaces near the school office is insufficient and visitors often park in residential areas.
10. There is short term parking demand for some school users, particularly for sign-in/sign-out and attendance for individual classes.
11. Parking and right-of-way violations are common and cause additional congestion.
12. The existing loading zone in front of the school is an unused asset that can be used for visitor parking in off-peak times.
13. 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 American Martyrs School campus. Some actions are to be initiated by the City, while others are recommendations for the school administrators 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.
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. **Update the existing loading zone signs and markings on the west side of Laurel Avenue.**
This measure would clarify the proper parking rules in front of the school.
5. **Post school crossing signs at the existing school crosswalk on 18th Street at Flournoy Road.**
This measure would raise driver awareness of the uncontrolled school crosswalk and the proximity of the school.
6. **Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15th Street on the north leg.**

This action will provide a pedestrian connection east of the school and improve pedestrian safety at this intersection.

7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18th Street on the north leg.
This action will complete the pedestrian connections and improve pedestrian safety at this intersection.
8. Prohibit left turns into and out of the campus loading zone driveway on 15th Street during school loading hours.
This action will reduce vehicle and pedestrian conflicts and improve school area circulation.
9. Prohibit left turns from westbound 15th Street into parking structure during school loading hours.
This action will reduce vehicle and pedestrian conflicts and improve school area circulation.
10. Paint 40 feet of red curb in advance of the school crosswalk on 18th Street at Agnes Road in both directions.
This action will improve visibility of pedestrians crossing in the crosswalk and prevent vehicles from parking in the crosswalk.
11. 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.
12. 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.
13. 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.
14. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal.
This action will provide additional crossing supervision for early dismissal.
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.
This action will alleviate the need for visitors and others to find alternate parking in the neighborhood on Fridays.

By way of mailed notices, the residents and affected parties surrounding the school campus have been invited to the PPIC meeting. American Martyrs 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 American Martyrs School campus.

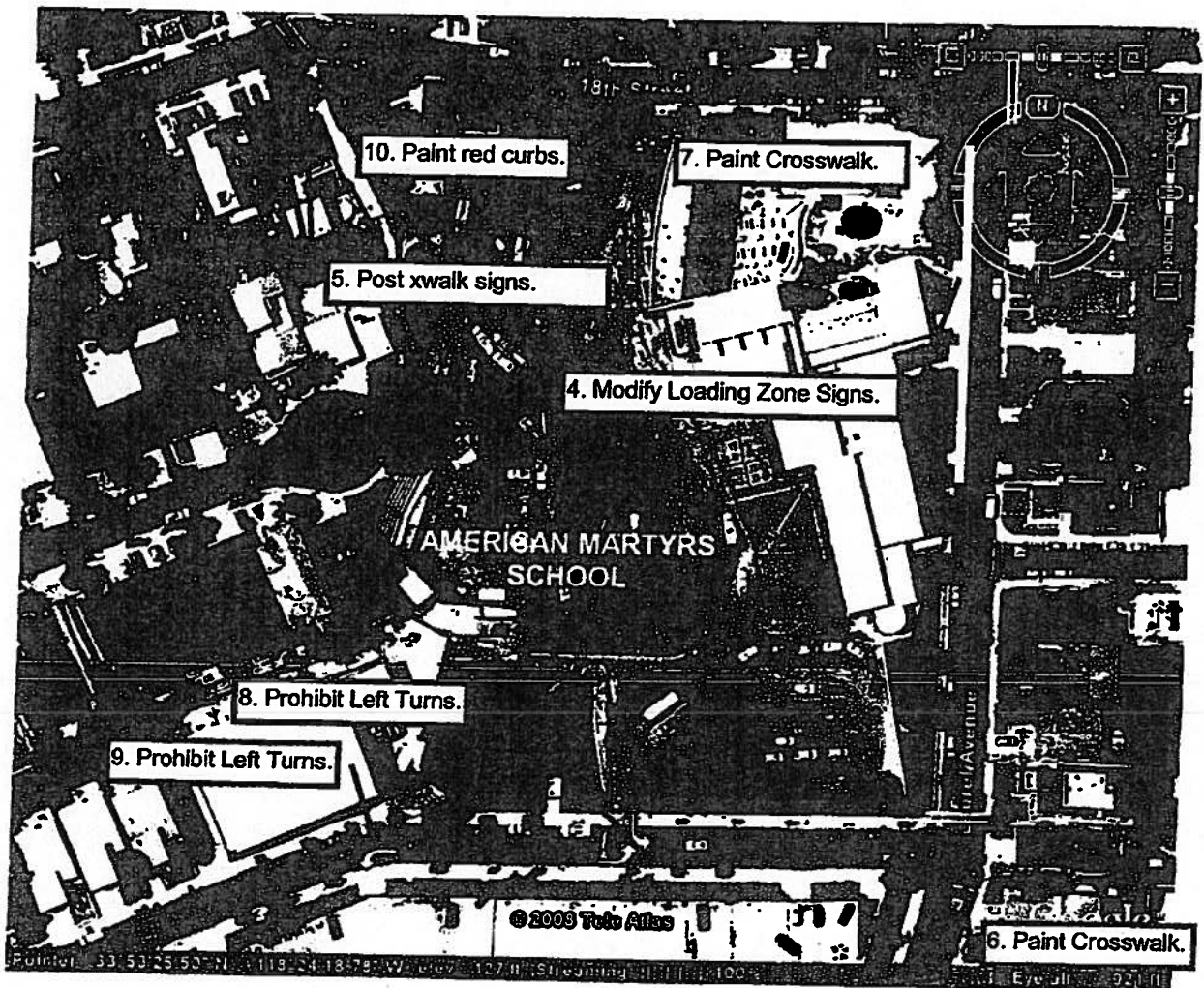
Exhibits:

1. Proposed School Area Improvements Sketch and School Area Map
2. Meeting Notice for 7/10/08 PPIC meeting

C:\My Documents\Projects\JN 16242-Manhattan Beach TEPPIC\PPIC-american martyrs school recommendations.doc

EXHIBIT 1

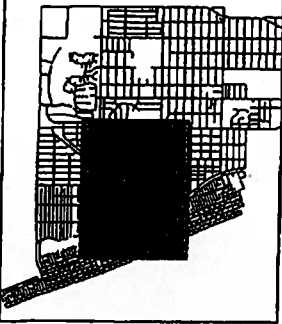
AMERICAN MARTYRS SCHOOL INITIAL RECOMMENDATIONS



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.
11. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
12. Prepare Suggested Routes to School map for distribution to parents.
13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
14. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.

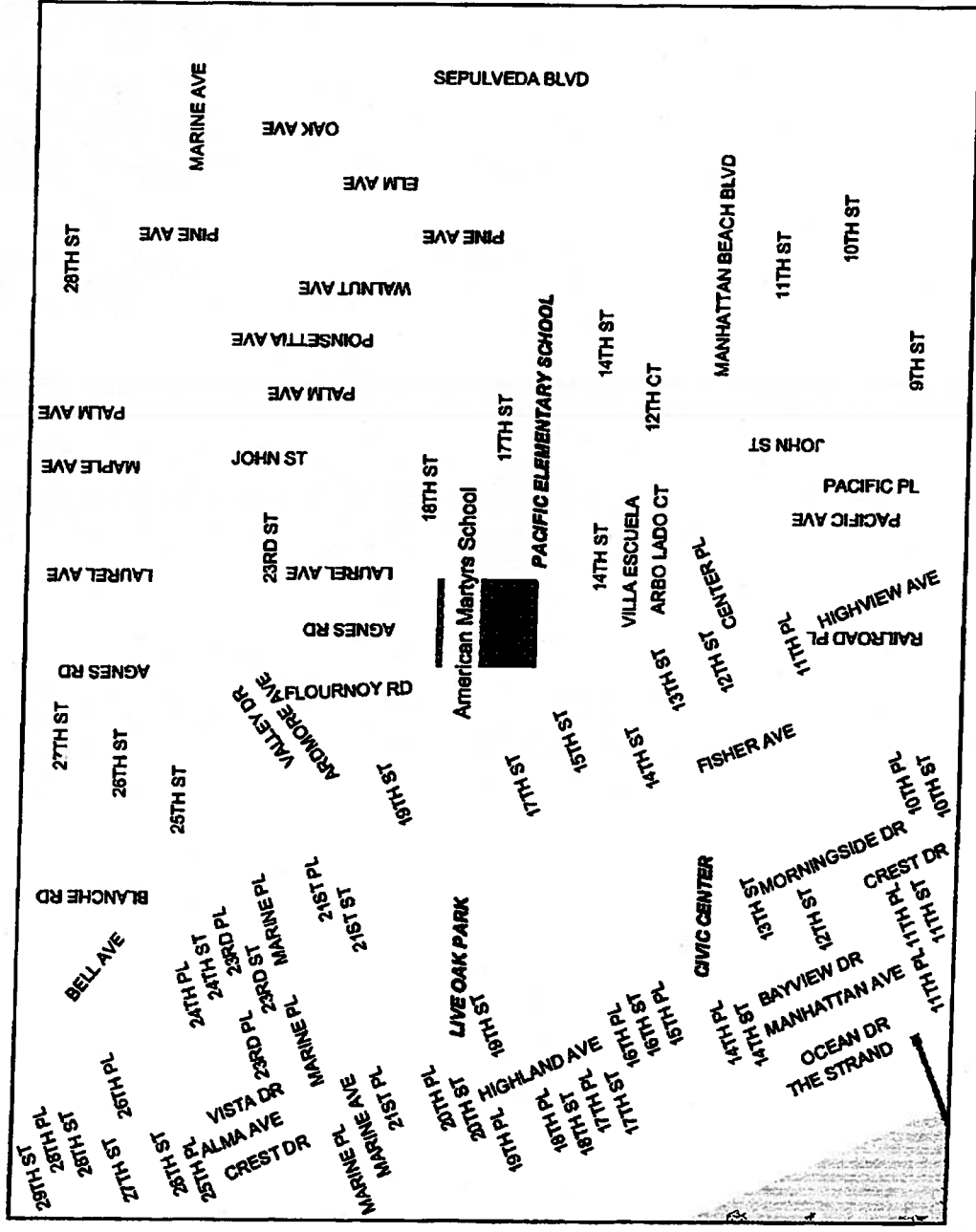
American Martyrs School - Area Map



Legend

- Basemap
- BEACH
- BLOCK
- DEADEND
- PARK
- PIER
- PRIVATE STREET
- SCHOOL
- STREET
- WALK STREET

Scale: 1:9,985



This map is a user-generated static output from the "MB GIS Info" Intranet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.



EXHIBIT

2

City Hall

1400 Highland Avenue

Manhattan Beach, CA 90266

Telephone (310) 802-5000

FAX (310) 802-5001

July 9, 2008

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

Re: American Martyrs 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 American Martyrs 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 24, 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

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



CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
MINUTES OF REGULAR MEETING
JULY 24, 2008

A. CALL TO ORDER

The regular meeting of the Parking and Public Improvements Commission of the City of Manhattan Beach, California, was held on the 24th day of July, 2008, at the hour of 6:35 p.m., in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

B. ROLL CALL

Present: Adami, Silverman, Gross, Stabile and Chair Donahue.
Absent: None.
Staff Present: Stevenson, Zandvliet.
Clerk: Weeks.

C. APPROVAL OF MINUTES – JULY 10, 2008

A motion was MADE and SECONDED (Stabile/Gross) to approve the minutes of July 10, 2008, with the following corrections:

Page 4, Paragraph 10 "A motion was MADE and SECONDED (Silverman/Adami) to present the three additional recommendations from staff to Council with the revision of #12 to include that the City should work with the School District to achieve effective, well-defined adult supervision of the loading and unloading of children at the loading zones of every elementary and middle school."

Page 7, Paragraph 8 "A motion was MADE and SECONDED (Donahue/Stabile) to present recommendations to Council with the following revisions: #4 to include the opening of the fire lane for afternoon pick ups on a trial basis in conjunction with the installation of a new loading zone on Meadows north of the main entrance to the school, #6 to include the installation of a temporary bulb-out on a trial basis, #14 to prohibit left-hand turns in and out of loading zone/fire lane on Meadows, and the addition of #13 to include that the City should work with the School District to achieve effective, well-defined adult supervision of the loading

and un-loading of children at the loading zones of every elementary and middle school."

Page 9, Paragraph 5

"A motion was MADE and SECONDED (Gross/Adami) to recommend the City Council approve the staff recommendation that painted center medians be installed along Manhattan Beach Boulevard between The Strand and Morningside Drive and on Manhattan Avenue between 8th and 15th Streets."

D. AUDIENCE PARTICIPATION

Paul Beswick, 1729 Pacific Avenue, expressed concern over the City's late notification of this item to property owners in the area.

Traffic Engineer Zandvliet advised that the notification area was expanded at the last minute and, therefore, some of the notices for this item were sent late.

Management Analyst Stevenson presented a map of the notification area. She explained staff's notifies 300 feet around a project, and the notification done went beyond those 300 feet. However, a late receipt of a telephone call that prompted some a second mailing of notices that were received the day before the meeting.

E. GENERAL BUSINESS

School Area Traffic Study – Pacific Elementary School Follow-Up Evaluation

Management Analyst Stevenson introduced this item.

During the staff report, Traffic Engineer Zandvliet reviewed the recommended Neighborhood Traffic Mitigation Measures, noting the primary goals to increase the use of loading zones and make pedestrian crossings safer. He explained the following: that, as recommended in Mitigation Measure No. 5, Pacific Elementary School supports lengthening the existing student loading zone on the east side of Pacific Avenue south of the diagonal parking area and, as recommended in No. 6, painting "NO STUDENT LOADING" markings along the diagonal parking on the east side of Pacific Avenue); that, as recommended in No. 13, it would be difficult to create a new on-campus student loading area along the east side of the school buildings between 17th and 14th Streets due to the high use of the nearby playground area; and that, as recommended in No. 18, a staff study of the impact of removing the Pacific Avenue and other loading zones and directing all loading traffic to a new on-campus student loading area has not been implemented, but the Council directed staff to provide funding and the ability to do so. Mr. Zandvliet further explained that the Council recently added speed humps in school areas to the Neighborhood Mitigation Measures Toolbox, but they would not qualify on

the streets around Pacific Elementary School; that parking could be allowed to park during limited times in the loading zone on Pacific Avenue; and that more of a Police Department presence would be very beneficial in reducing the problems.

At the Commission's request, Lt. Harrod advised that officers must see a violation and verify it before a driver can be cited.

Prior to receiving input from the public, the Commission briefly discussed problems on John Street between 12th and 14th Streets as a result of School blocking driveways, as well as the idea of adding a no loading zone on Poinsettia Avenue.

Traffic Engineer Zandvliet clarified the staff recommendation to continue the Neighborhood Traffic Mitigation Measures previously implemented and add two Measures as follows: (1) Post limited time parking spaces in the Pacific Avenue loading zone for visitors; and (2) Implement a regular and rotating police presence at Pacific School to enforce traffic laws. He advised that, after further consideration, staff determined it would not be a good idea to install a no loading zone on Poinsettia Avenue.

Audience Participation

Chairman Donahue opened the public hearing at 7:00 p.m.

Debbie Mabry, Principal, Pacific Elementary School, related the School's appreciation of the City's assistance in creating a safe campus. She commended the Police Department's responsiveness, which makes a great difference in redirecting behavior, and asked for continued Police enforcement. Ms. Mabry outlined the School's plans to help improve the traffic situation around the School, including a parent volunteer valet at the front and back of the School to assist with loading/unloading of students. She related the School's agreement with the need to improve traffic/parking markings/signs.

Ellen Chao, 1731 Walnut Avenue, Pacific Elementary School Parent, commented on the need for year-round Police presence to help improve safety. She noted continued problems with drivers turning left onto John Street, parking in front of the fire hydrant, and the parking of recreation vehicles on John Street and along Poinsettia Avenue adjacent to center field. Ms. Chao recommended that parking near the School be limited during School hours and that this be part of the Council's Work Plan. She thanked the City for the additional crossing guard at Poinsettia Avenue and 17th Street.

Explaining that he is developing an office building at 818 Manhattan Beach Boulevard, **Phillip Cook, 128 - 2nd Street**, asked the Commission to clarify to the Council that his development will not contribute to the traffic problems in the area.

Robert Jones, 1701 Pacific Avenue, entertained the idea of making the streets near Pacific Elementary School one-way. He shared information about traffic safety difficulties on Pacific Avenue between Laurel and 17th Street, including speeding traffic and double parking.

Chairman Donahue closed the public hearing at 7:25 p.m.

Discussion

Commissioner Stabile related his pleasure with parents' enthusiasm and involvement in the traffic safety program at Pacific Elementary School and voiced his hope that the volunteer valet pilot program at Pacific Elementary will improve traffic safety and be a model for other schools in the City. It was his feeling that the Commission should not try to micro-manage the Police Department, but the Department could be asked to do the best they can.

Commissioner Gross noted that parent volunteer programs to help improve traffic safety at some other schools in Manhattan Beach have been unsuccessful; that Police enforcement is more effective; and that volunteers from the Police Department could be used. Mr. Gross pointed out that on-campus student loading/unloading areas appear to be great traffic calming measures and that all schools in the City could be encouraged to provide them. However, he questioned if they are effective enough do for the City to financially assist the School District in creating them.

Chairman Donahue stated his pleasure with having heard positive input about changes that have already been made to improve traffic safety near Pacific Elementary School. He said that the shortage of Police enforcement has been discussed at previous meetings and the Police Department will provide enforcement when they can; that he could support the additional staff recommendation to implement a regular and rotating Police presence at Pacific School to enforce traffic laws; and that the additional staff recommendation for enforcement could be amended to be more specific.

Commissioner Silverman noted the need to examine possible restrictions for recreation vehicle parking near the School to improve the safety of children. He mentioned the difficulty of providing Police Department enforcement on a regular basis and suggested that, in order to help with a specific recommendation to the Council, staff compile a proposal on how much Police presence is needed to improve safety near Pacific Elementary School.

Commissioner Adami commented that other communities provide police enforcement regularly; that the Commission could recommend a study to determine how much enforcement would be required at Pacific Elementary School in order to make a more specific recommendation to the Council; and that, his intent is not to tell the Police Department what to do, but for them to hear the recommendations and see what they can do.

Traffic Engineer Zandvliet explained that the City previously examined the idea of making 14th Street one-way, but the street is very narrow and residents objected; that doing so would have a cascading effect on other nearby streets and the adverse effects could outweigh the positive ones; and that one-way streets are usually a last resort. He advised that restrictions for recreation vehicle parking are being examined as part of the Council's Work Plan and he cautioned that care must be taken so that the problem is not moved to other streets in the neighborhood and the owners still have the ability to prepare their vehicles for vacations, etc. Traffic Engineer Zandvliet related staff's lack of awareness of a formal program for Police Department enforcement at Pacific Elementary School, but the Department is there when they can be. He verified that consideration could be given to encouraging all City schools to provide on-campus loading zones and indicated that, even though funding is an issue, the idea of providing on-campus loading zones at Pacific Elementary School has merits and should be pursued. Mr. Zandvliet commented on the importance of continually recommending the need for additional Police enforcement to increase the Council's awareness in this regard.

Returning to the podium, **Pacific Elementary School Principal Mabry** explained concerns over creating an on-campus student loading area along the east side of the school buildings between 17th Street and 14th Street, as described in Mitigation Measure No. 13, in that the upper playground is used throughout the day and this would create safety and environmental issues.

Action

A MOTION was MADE (Donahue) to accept the staff recommendation to continue the initial traffic safety measures for the area surrounding Pacific Elementary School and add the following Measures:

- Post limited time parking spaces in the Pacific Avenue loading zones for visitors; and
- Implement a regular and rotating Police presence at Pacific School to enforce traffic laws.

Discussion continued with the Commission agreeing to amend the motion to add the following Measures:

ADD

- Lengthen the existing loading zone on Pacific Avenue north of the stop sign by a reasonable amount;
- Enhance the red no parking zone in front of the diagonal parking along Pacific Avenue with clear no parking markings; and

- Provide City support for a pilot program of adult supervised loading zones as the model for other schools.

The amended motion was **SECONDED** by Commissioner Stabile and passed by unanimous roll call vote.

Management Analyst Stevenson advised that the Council is scheduled to consider this item on September 16th. The entire area surrounding Pacific Elementary School will be notified of the Council's consideration of this item. Traffic Engineer Erik Zandvliet provided input on how to access the Council agenda item, which will be available three days prior to the Council meeting.

School Area Traffic Study – American Martyrs School Traffic Recommendations

This item was introduced by Management Analyst Stevenson.

Traffic Engineer Zandvliet provided the staff report, noting that this is the Commission's initial consideration of the traffic recommendations for American Martyrs School. He shared information about the following: the complaints pertaining to traffic for the entire area around the School; the inadequate traffic signs in the area; the idea of encouraging a carpooling lane; the expanded notification area/late noticing; and the procedures related to this matter.

The Commission noted the importance of encouraging loading and unloading and parking in American Martyrs School's parking structure and the ideas of a crosswalk on 15th Street and a loading/unloading zone on 18th Street near the intersection of Laurel Avenue.

Traffic Engineer Zandvliet offered input on how loading/unloading/parking in the School's parking structure (which has more than sufficient parking capacity) would improve safety at American Martyrs School. He discussed staff's lack of knowledge as to a volunteer traffic safety program at the School; problems with teachers and parents parking on 18th Street; and difficulties associated with parents, especially those with Preschool children, parking on the street rather than in the parking structure. Mr. Zandvliet noted photographs submitted by a resident showing parking violations, blocked driveways, etc. caused by parents of American Martyrs School students.

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

Saundra Elsky, 1824 Laurel Avenue, presented photographs of parking violations in the vicinity of American Martyrs School, including on 19th Street. She recommended that a four-way stop be installed at 19th Street and Laurel Avenue due to traffic speeds caused by the hill; noted safety concerns near the Church because there is no stop sign; and pointed out that, since American Martyrs is a private school, they could require parents to comply with traffic rules. Ms. Elsky suggested that, to encourage the use of the School's parking structure, the gates on Laurel Avenue be closed (as is the case during activities at the School on weekends) and the gates on 15th Street be opened.

Jonnalee Falasco, 1812 Laurel Avenue, shared information on the increased traffic difficulties in the area, particularly since the size of American Martyrs School doubled; the problems with parents blocking driveways and parking on the street on trash day; and the need for a more active approach from the School and additional Police Department presence.

Carl Salanitro, 1816 Laurel Avenue, agreed that traffic problems in the area have increased since the size of the School doubled. He discussed the difficulties caused by parking restrictions on street sweeping days; the parking problems associated with residents being required to place trash cans in the street for pick up; the importance of encouraging parents to use the parking structure; and the lack of a loading zone near the Preschool.

Paul Beswick, 1729 Pacific Avenue, highlighted the tremendous amount of parent/teacher involvement at American Martyrs School which, he said, should be used to assist with traffic problems. He felt that the School should be encouraged to implement a loading/unloading system, particularly for Preschool children, and that the problems have increased since the size of the School doubled. Mr. Beswick asked if the School requires staff to park in the structure and if they have an obligation to provide on-site parking for staff.

Traffic Engineer Zandvliet indicated that parking/traffic requirements in the Conditional Use Permit for American Martyrs School could be examined and that, unless otherwise posted, the public is allowed to park on the street.

Debra Zelman, 1820 Laurel Avenue, called attention to the problems of double parking and blocking driveways near American Martyrs School. She provided input regarding carpooling requirements for another private school in the South Bay and voiced her opinion that parents should be required to park in the structure; that the gates near the preschool should be closed; and that a four-way stop sign should be installed at 19th Street and Laurel Avenue.

*

At 8:35 p.m., there was a recess until 8:40 p.m., when the meeting reconvened with all Commissioners present.

*

Angela Polan, Vice Principal, American Martyrs School, thanked the City for assistance in helping to alleviate traffic safety problems near American Martyrs School and related the School's apologies these problems, as well as the disrespectful behavior exhibited by some parents, as noted by speakers this evening. She highlighted the importance of Police enforcement; stressed the School's desire to remedy the situation and encourage parents to do the right thing; and explained the School's continued efforts to address loading/unloading and parking issues, including providing consequences to faculty members who do not park in the parking structure and placing School staff along Laurel Avenue and 15th Street to assist in traffic management. Ms. Polan contended that a big part of the problem appears to be associated with the Preschool, the main access for which is on Laurel Avenue and 18th Street; that a meeting with the City's Traffic Engineer and parents could be held in that a more rigid understanding of the severity of this problem is needed; that the idea of closing all of the gates except those near the parking structure is worth exploring; and that American Martyrs already has a "carpooling" (loading) lane, but they do not have formal traffic/parking policies.

In answer to an inquiry from **Mr. Beswick**, Chairman Donahue explained that resident-only parking for limited time periods has been studied in various neighborhoods and the City has decided against it, but it could be implemented if approved by the Council.

Chairman Donahue closed the public hearing at 9:00 p.m.

Discussion

Commissioner Stabile entertained the idea of establishing a liaison from the Commission to work with American Martyrs School to discuss ideas to improve traffic safety. He pointed out that the School has a contractual relationship with parents, which could be used to address the problems; and that the idea of not requiring residents to place trash cans in the street could be explored.

Traffic Engineer Zandvliet advised that resident-only parking for limited time periods could be explored, but it should be a last option, and that the Council has been reluctant to impose such requirements in the past.

The initial Neighborhood Traffic Mitigation Measures were reviewed by Traffic Engineer Zandvliet. He clarified that, as included in Mitigation Measure 4, the updating of the existing loading zone signs and markings on the west side of Laurel Avenue would make no parking enforceable, but it would not be a formal loading zone; that the painting of 40 feet of red curb in advance of the School crosswalk on 18th Street at Agnes Road in both directions would be independent of whether or not the gate is closed; and that it would be very difficult to change trash pick-up schedule. He noted speakers' desires for Police enforcement on a regular basis; traffic difficulties in the

Tree Section; and the importance of addressing the source of the problem in order not to deal with the symptoms.

With regard to traffic problems associated with the Preschool, Traffic Engineer Zandvliet indicated that a Preschool-only parking area within the loading zone on the campus could be required; that a parking time limit on the south side of 18th Street could be implemented; and that the gate near the corner could be closed so that Preschool parents would be more likely to enter through the parking structure. He cautioned that, should all of loading/unloading take place in the parking structure or near the athletic field, other traffic difficulties on 15th Street and Laurel Avenue could be created. Mr. Zandvliet agreed that the gates on Laurel Avenue closed to help prevent the parents dropping off in the neighborhood to the north; however, it would be necessary to install hardware that could be opened during emergency evacuations.

Management Analyst Stevenson explained that trash cans must be placed in the street for trash collection; that Police enforcement is needed; and that it is important to notify property owners that traffic safety problems such as those around American Martyrs School are unacceptable.

Chairman Donahue expressed his support for the recommended Neighborhood Traffic Mitigation Measures, as well as additional Measures agreed to by the Commission.

Commissioner Silverman commented on the importance of addressing the issues, including the discourtesy of parents. He contended that the onus is on the School to improve the situation and that a timeline for completing the objectives should be developed and, if not met, requirements should then be imposed on the School.

Commissioner Stabile agreed with Commissioner Silverman's idea of a timeline and imposing requirements if it is not met. He pointed out that most of the problems would be eliminated if the parking structure was utilized as it should be and that the problems could be greatly reduced if the School would require parents to load/unload in the parking structure or on the School campus.

It was Commissioner Adami's feeling that the parking structure is the solution and that the School's enforcement is needed, as is the cooperation of parents.

Commissioner Gross supported the establishment of a timeline as a measurement tool for the future, not as a requirement of an approval. To help eliminate a majority of the problems with unruly parents, he suggested effective adult supervision at the loading/unloading zones and regular Police enforcement.

Lt. Harrod communicated the Police Department's willingness to spot check the traffic situation at American Martyrs School as much as possible. He offered input about volunteer programs within the Department that could be used to assist in reducing

traffic safety problems at the School and help educate parents. Lt. Harrod affirmed that, given time, improvements can be made and that progress reports will be provided to the Commission.

In addition to the initial Neighborhood Traffic Mitigation Measures recommended by staff, the Commission agreed to the following: that the City should work with American Martyrs School, including the Preschool, to achieve compliance with the loading/unloading zone and parking objectives at the School; that the curbs at the corners and intersections between 15th Street, 19th Street, Pacific Avenue and Flournoy Avenue should be painted red; that information pertaining to the warrants for the installation of four-way stop signs at 19th Street and Laurel Avenue should be investigated and provided to the Commission; that information about the warrants for the installation of four-way stop signs at 17th Street and Laurel Avenue should be investigated and provided to the Commission; and that American Martyrs School should be encouraged to prohibit access to the School from any gates on Laurel Avenue and Flournoy Avenue, except for the Preschool. The Commission also agreed that a mid-year progress report on the initial Neighborhood Traffic Mitigation Measures should be provided to the Commission, but this should not be part of an approval.

A MOTION was MADE (Gross/Adami) to recommend the approval of the Neighborhood Traffic Mitigation Measures recommended by staff, adding Measures as follows:

- That the City shall work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;
- That the curbs at the corners and intersections between 15th Street, 19th Street, Pacific Avenue and Flournoy Avenue should be painted red;
- That information pertaining to the warrants for the installation of four-way stop signs at 19th Street and Laurel Avenue should be investigated and provided to the Commission;
- That information pertaining to the warrants for the installation of four-way stop signs at 17th Street and Laurel Avenue should be investigated and provided to the Commission; and
- That, except for the Preschool, American Martyrs should be encouraged to prohibit access to the School from any gates on Laurel Avenue at Flournoy Avenue.

The motion was passed by unanimous roll call vote.

Management Analyst Stevenson advised that this item will be considered by the City Council on September 16, 2008.

Traffic Engineer Zandvliet noted that the date on which the Council will consider this item will depend on how long it takes staff to examine the warrants for installing stop signs. He provided information about noticing procedures, including that those speaking this evening will be notified.

F. COMMISSION ITEMS

Parking Meter Revenue and Traffic Violation Revenue Report

Management Analyst Stevenson advised that the subject Report is provided at the Commission's request, and that it must be made available to the public as well.

The Commission agreed that the number of expired meters and the idea of increasing fines to help deter this problem should be discussed with the Downtown Manhattan Beach Business Association at their meeting in September and asked staff to examine the fines for this violation in other cities and report back. They discussed the number of fines for wheels not curbed and entertained the idea of raising the fine to help reduce this problem.

Commissioner Silverman highlighted the need to provide greater opportunities to purchase parking keys. He voiced his support of auxiliary Police Department members assisting in traffic/parking enforcement near City schools.

Management Analyst Stevenson verified that these matters will be discussed with the Downtown Manhattan Beach Business Association on July 29th.

G. STAFF ITEMS

1. Traffic Engineer Zandvliet suggested that the idea of auxiliary Police Department members assisting in traffic/parking enforcement near City schools be discussed at an upcoming joint meeting of the City Council and Parking and Public Improvements Commission.

2. Management Analyst Stevenson reminded the Commissioners of the special meeting on August 19th, as well as the regular meeting on August 28th.

3. Management Analyst Stevenson advised that the Commission's previous recommendation to approve the installation of painted center medians along Manhattan Beach Boulevard between The Strand and Morningside Drive and on Manhattan Avenue between 8th and 15th Streets is being taken by the Police Department to the Downtown Business and Professional Association for input prior to being presented for the Council's consideration.

4. Management Analyst Stevenson introduced Esteban Danna, who will be assisting with Commission matters.

H. ADJOURNMENT

The meeting was adjourned at 9:55 p.m.



EXHIBIT
D

City Hall 1400 Highland Avenue

Manhattan Beach, CA 90266

Telephone (310) 802-5000

FAX (310) 802-5001

August 28, 2008

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

Re: American Martyrs School Traffic and Parking Study

Dear Property Owner / Resident:

On July 24, 2007, the Parking and Public Improvements Commission (PPIC) reviewed the American Martyrs School Traffic and Parking Study. The PPIC voted to recommend that the City Council approve proposed parking and traffic improvements.

The City Council will hold a public discussion and review these recommendations at a public meeting on Tuesday, September 16, 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

09/16/08.30 Councilmember Ward Re Reporter Danny Brown

Councilmember Ward related his appreciation of *Easy Reader* reporter Danny Brown's journalistic efforts to disseminate information to the public and he wished him well in his move out of state.

The Council echoed Councilmember Ward's comments.

PUBLIC HEARINGS

None.

GENERAL BUSINESS

09/16/08-16. Consideration of a School Area Traffic Study Regarding Initial Recommendations for American Martyrs Elementary School

Traffic Engineer Erik Zandvliet verified that the Neighborhood Traffic Management Plan (NTMP) policies would be followed in implementing the Parking and Public Improvements Commission's (PPIC) recommendation to implement a school area traffic safety plan around the American Martyrs Elementary School, for a six-month trial period, and reviewed the PPIC's recommendations as included in the staff report. He affirmed staff's intent to contact Code Enforcement to discuss drivers moving residents' trash cans so they can park on the street and he noted that other cities have had trouble with implementing legislation prohibiting this action.

The Council discussed the difficulty of ensuring that the School will implement formal student carpool and walking incentive programs (Recommendation No. 11 – *Encourage the school to implement a formal student carpool and walking incentive program for both parents and students*); the City assisting the School in organizing carpools; the School providing carpooling incentives; and discussing carpooling programs at the Council's upcoming Joint Meeting with the Manhattan Beach Unified School Board. The Council noted that, because American Martyrs is a private school, students from a large area attend the School and efforts to improve traffic might need to be greater than those at public schools, which draw from surrounding neighborhoods.

City Manager Geoff Dolan confirmed that, as of this time, the Council does not have a representative to American Martyrs School. He pointed out that the Council's Subcommittee could discuss carpooling programs with the School District prior to discussing it with the School Board.

The following individuals spoke on this item:

- **Paul Beswick, 1700 Block of Pacific Avenue**
- **Rocky Mondello, 1600 Block of Laurel Avenue**

Dr. Kevin Baxter, American Martyrs School Principal, related the School's disagreement with Recommendation No. 9 (*Prohibit left turns from westbound 15th Street into parking structure during school loading hours*) due to concern over the potential for increased traffic congestion and No. 20 (*Encourage the School to prohibit pedestrian access to the School from any gates on Laurel Avenue, except for Preschool students*) due to concerns over safety and the potential for increased traffic congestion. He commented on the staff parking; the School's

continued efforts to mitigate traffic problems, including encouraging carpooling and the difficulty of imposing consequences for parents who do not carpool; the School's willingness to consider installing a dedicated carpool lane; and the School's agreement to work with a Council representative to the School.

The Council held a brief discussion with Dr. Baxter regarding the importance of carpooling and ways in which the City and American Martyrs School can work together to accomplish a successful carpooling program, as well as the School's disagreement with Recommendation Nos. 9 and 20.

Councilmember Aldinger related his agreement with the PPIC's recommendations, except Nos. 9 and 20. He related his uncertainty as to installing stop signs in all directions at 19th Street and Laurel Avenue, as is to be evaluated in Recommendation No. 18 (*Evaluate the justification for stop signs in all directions at 19th Street and Laurel Avenue with a report to the Commission*). He asked that input regarding the number of families who carpool to American Martyrs School be obtained in six months and provided to the Council.

Traffic Engineer Zandvliet advised that the idea of installing stop signs in all directions at 19th Street and Laurel Avenue will be examined and the information will be provided to the PPIC and that the recommendations will be for a trial period of six months.

Mayor Montgomery agreed with the PPIC's recommendations, omitting Nos. 9 and 20 and informed Council that he would like to volunteer to be the Council representative to American Martyrs School.

Councilmember Ward commented that the recommendations will be evaluated after six months; that this is another step in addressing minimizing the burden that traffic and dropping off students places on the neighborhood; and that the City will work with American Martyrs School to refine carpooling.

Mayor Pro Tem Cohen requested that American Martyrs School work with staff to increase carpooling.

MOTION: Councilmember Ward moved to approve the PPIC's recommendations for American Martyrs Elementary School, with the exception of Nos. 9 (*Prohibit left turns from westbound 15th Street into the parking structure during school loading hours*) and No. 20 (*Encourage the School to prohibit pedestrian access to the School from any gates on Laurel Avenue except for Preschool students*). The motion was seconded by Councilmember Aldinger and passed by the following unanimous roll call vote:

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

RECESS AND RECONVENE

At 7:59 p.m. the Council recessed and reconvened at 8:14 p.m. with all Councilmembers present.

**PUBLIC MEETING NOTICE
AMERICAN MARTYRS SCHOOL
FOLLOW UP STUDY**



In 2008, the City conducted an analysis of traffic and parking conditions in the area surrounding American Martyrs School. Mitigation measures were approved and implemented. A follow-up study is being conducted to analyze the effectiveness of the measures and determine if any additional actions are necessary.

PARKING AND PUBLIC IMPROVEMENTS COMMISSION

WHEN: January 28, 2010 at 6:30 pm

WHERE: Council Chambers

1400 Highland Avenue, Manhattan Beach, CA 90266

The staff report will be available at www.citymb.info on Friday, January 22 after 5 pm.
For additional information, please call Nhung Madrid at (310) 802-5540
or email at nmadrid@citymb.info

EXHIBIT

D

with School administrators to coordinate a program to supervise school loading zones with Police Department personnel, or other volunteers) and 18 (That the City Council shall work with the School District to add or enhance off-street loading zones with the goal for each school of getting as much loading and unloading as possible and reasonable off streets);

- That the two additional measures recommended by staff be implemented: (Paint a walking lane along the front exit driveway between the School walkways and Rowell Avenue) and (Paint red curbs within the intersection of Rowell Avenue at 1st Street, Gates Avenue and Curtis Avenue);
- That the traffic safety measures around Pennekamp School be revisited in approximately six months, or whenever the item can be conveniently placed on a Parking and Public Improvements Commission meeting agenda; and
- That, given their limited resources, the Police Department has responded to complaints and issues to the best of their ability, and will continue to concentrate on enforcement.

The motion was seconded by Commissioner Adami and passed by unanimous voice vote.

01/28/10-5 American Martyrs School Area Study Follow-up Evaluation

Management Analyst Madrid advised that the Commission's recommendations for American Martyrs School are scheduled to be considered by the City Council on February 16, 2010.

Traffic Engineer Zandvliet presented the staff report. He advised that no additional traffic safety measures are recommended at this time; that American Martyrs is a private school with a fairly elaborate loading and unloading zone program; and that, because the School is private, they have a strong influence over parent behavior. He discussed the status and effectiveness of the traffic safety measures around the School; noted one piece of correspondence objecting to the number of uses at the School; and advised the Commission to address only traffic and parking issues.

Audience Participation

Angela Pohlen, Vice Principal, American Martyrs School, shared information on actions taken by the School to improve safety subsequent to previous discussions. She verified the effectiveness of measures taken by the City and related the School's appreciation of the City's collaboration to improve the situation. At the Commission's request, Ms. Pohlen addressed the School's walk to school and carpool programs; the potential for internet-based carpool sign ups; the School's efforts to encourage employees to park in the parking structure; and the School's efforts to assist neighboring residents to help enforce restrictions in the area. Ms. Pohlen explained that the preschool on American Martyrs' property is independent of American Martyrs School;

that the preschool children, but not kindergarten, are signed in and out, which requires parents to park; and that the School is collaborating with the preschool to further address traffic safety measures.

Sandra Elsky, 1800 Block of Laurel Avenue, voiced her appreciation that a stop sign was installed. She commended the efforts of Vice Principal Polan and presented photographs depicting her concerns associated with the preschool and the impact on 18th Street.

Carlene Elhart, 18th Street between Agnes and Flournoy Road, discussed that 18th Street is utilized by parents who do not want to wait in the cue line in the parking lot, which results in pedestrian safety issues; that poles on 18th Street make it difficult for pedestrians with strollers to utilize the sidewalk; and that the School's iron gate on 18th Street should be locked.

Traffic Engineer Zandvliet verified that staff will examine what can be done with the iron gate referred to by Ms. Elhart; that the sidewalk on 18th Street is substandard and, in order for it to be improved, trees must be removed; that some of the measures yet to be implemented will improve the situation on 18th Street; that the School needs to collaborate with the preschool to provide better relief; and that there is very little public right-of-way on 18th Street and the Public Works Department could examine the idea of putting a future capital improvement project together to make it possible to walk on the sidewalk.

Debra Zelman, 1000 Block of Laurel Avenue, reported that the situation on Laurel Avenue has greatly improved. She described the traffic safety issues in the area.

Traffic Engineer Zandvliet provided input regarding traffic difficulties in the vicinity of Laurel and 18th Street, noting that kindergarten and the preschool are dismissed at the same time.

Commission Discussion

Commissioner Stabile commended American Martyrs School on the actions taken and he said that the effectiveness will be measured by the amount of discontent voiced by neighboring residents. Commissioner Stabile related his understanding that the majority of the traffic safety measures at American Martyrs School have not yet been implemented and he favored continuing this item and revisiting the situation after they are completed. Commenting that, even though the preschool is a separate entity, they are at the same location as the School and should have been represented at this meeting, and he suggested that staff examine issues specific to the preschool and develop recommendations to address them. He noted that the administration at American Martyrs School has addressed concerns when they are made aware of them and, hopefully, this will be the case with the preschool.

Traffic Engineer Zandvliet verified that, should the Commission review the traffic safety issues around American Martyrs School in the future, a representative from the preschool could be asked to attend the meeting.

Commissioner Adami related his appreciation of the cooperation between the City, the public, the School and the Police Department. He voiced his hope that this will be a model for the preschool.

Commissioner Silverman stated his appreciation for the School's efforts to improve safety. He observed that many of the measures have not been implemented, but the situation has greatly improved, and agreed that American Martyrs' efforts should be used as a model for other schools in the area to take initiative.

Commissioner Vigon pointed out that the difference in public and private schools is that public school families live near schools and can walk, and that private schools have the potential to draw more traffic and they have more influence over parent behavior.

Chairman Gross commended the School's efforts and the positive attitude of Vice Principal Pohlen. He pointed out that staggered dismissal times at the School could assist in reducing the traffic problems; agreed that American Martyrs' efforts should be used as a model for other schools; recommended that staff determine which measures used by American Martyrs can be used at public schools; and recalled the recent State of the Union speech in which President Obama encouraged the country to look at how to improve education, which should be the case in this instance.

Commissioner Stabile commented on the need for the School District to participate in finding some solutions to universal traffic/parking problems at schools in the City.

Chairman Gross pointed out that, as in initial Recommendation Nos. 17 (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 18 (That the City shall work with the School District to add or enhance off-street loading zones with the goal for each school of getting as much loading and unloading as is possible and reasonable off streets) the Commission previously recommended that the School District be engaged in helping to alleviate traffic/parking problems around schools, but nothing has happened.

Traffic Engineer Zandvliet advised that a brain storming session with representatives from various schools, the School District, the City Council and the Commission, could be held in the future.

Realizing that, because of the poor economic climate, it might be difficult to make this a high priority, the Commissioners related their desire to meet with various schools, the School District and the City Council to discuss possible solutions to universal traffic/parking problems at schools in Manhattan Beach. The following motion was offered:

MOTION: Commissioner Stabile moved to recommend to the City Council that the initial traffic safety measures for American Martyrs School be implemented, with continued Police Department enforcement of traffic and parking violations; that this issue be revisited in approximately six months; and that staff be directed to look into the issues presented by the preschool on American Martyrs' property and attempt to craft some

solutions which apply with particularity to the preschool. The motion was seconded by Commissioner Silverman and passed by unanimous voice vote.

F. **COMMISSION ITEMS**

01/28/10-6 Parking Meter Revenues and Traffic Violation Revenues Report

Commissioner Vigon entertained the idea of the City offering a "Key to the City" parking placard that would cost approximately \$100, and would allow placard holders to park in metered parking spaces for one (1) year.

Traffic Engineer Zandvliet verified that the idea of offering some version of such a program could be examined.

As noted at previous meetings, Commissioner Silverman called attention to the confusion associated with the deceptively small street parking space on Manhattan Beach Boulevard.

Traffic Engineer Zandvliet advised that changes will be made so that the small size of the parking space in front of Commissioner Silverman's office is more obvious.

G. **STAFF ITEMS**

None.

H. **ADJOURNMENT**

At 10:50 p.m., the meeting was adjourned to Thursday, February 25, 2010.

**PUBLIC MEETING NOTICE
AMERICAN MARTYRS SCHOOL
FOLLOW UP STUDY**



In 2009, the City conducted an analysis of traffic and parking conditions in the area surrounding American Martyrs School. Mitigation measures were approved and implemented in 2010. The Parking and Public Improvements Commission will conduct a public meeting to discuss the effectiveness of the measures and determine if any additional actions are necessary.

PARKING AND PUBLIC IMPROVEMENTS COMMISSION MEETING

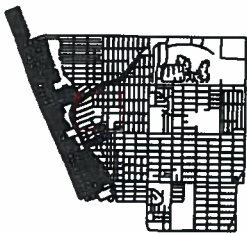
When: March 24, 2011 at 6:30 pm

Where: Council Chambers

1400 Highland Avenue, Manhattan Beach, CA 90266

The staff report will be available at www.citymb.info on Friday, March 18 after 5 pm.
For additional information, please contact Nhung Madrid at (310) 802-5540
or email at nmadrid@citymb.info.

Manhattan Beach



Legend

- Streets
- Parcels
- 1m_color_tile1.tif
 - Red: Band_1
 - Green: Band_2
 - Blue: Band_3
- Basemap Labels

Scale: 1: 3,509

584.9 0 292.44 584.9 Feet



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Notes

**CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
MINUTES OF A REGULAR MEETING
MARCH 24, 2011**

A. CALL TO ORDER

The regular meeting of the Manhattan Beach Parking and Public Improvements Commission was held on the 24th of March, at the hour of 6:35 p.m., in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

B. ROLL CALL

Present: Stabile, Gross, Adami, Vigon, Chairman Silverman
Absent: None
Staff Present: Management Analyst Nhung Madrid
Traffic Engineer Jack Rydell
Lieutenant Andy Harrod
Sergeant Mark Mason
Recording Secretary Angela Soo

C. APPROVAL OF MINUTES

03/24/11 October 28, 2010

The Parking and Public Improvements Commission minutes of October 28, 2010 were unanimously approved as written.

D. AUDIENCE PARTICIPATION

None.

E. GENERAL BUSINESS

03/24/11-2. Consideration of American Martyrs School Area Follow-Up Study

Commissioner Silverman remarked that the Commission has reviewed the background of all the schools, traffic patterns and traffic flow in order to reach a resolution between the schools, neighborhood and parents. The Commission will now examine if the measures already implemented were effective, and if not, invite a discussion to ensure all concerns have been addressed.

Traffic Engineer Rydell summarized the staff report.

Commission Discussion

Commissioner Adami asked staff to explain why measures 9 and 18 were not approved by City Council, and the impact of those measures.

Traffic Engineer Rydell responded that measure 9, which was to prohibit left turns from westbound 15th Street into parking structure during school loading hours, was not approved because Dr. Baxter was concerned the prohibition would increase traffic congestion. Regarding measure 20, to encourage the school to prohibit pedestrian access to the School from any gates on Laurel Avenue, Dr. Baxter was concerned about safety and determined it would also add to congestion. Traffic Engineer Rydell said it appeared the City Council was not going to override the principal's concern.

Commissioner Stabile requested staff to address measure 8 (prohibit left turns into and out of the campus loading zone driveway on 15th Street during school loading hours), explain how that prohibition is accomplished, the location of the no left turn signs and if the signs were permanent or removable.

Traffic Engineer Rydell said appropriate regulatory signs were placed and the signs are considered permanent, but remarked that any sign may be removed if decided upon.

Management Analyst Madrid pointed to a map referring to the location of the signs, one being placed just as motorists are exiting and another on the south side of 15th Street for the off-street loading zone located on the school playground black top. .

Commissioner Stabile referred to the area on 15th Street just west of Laurel, that he interpreted the loading zone to be located there.

Management Analyst Madrid said there was also a loading zone on Laurel Ave with what she believes has 100 feet of white curb.

Traffic Engineer Rydell said the area on Laurel Avenue is considered an on-street loading zone, versus the loading zone on 15th Street which is an off-street loading zone.

In order to confirm staff was addressing the same area in question, Commissioner Stabile referenced a section on page two of the staff report, under Discussion the second paragraph approximately halfway down: "This off-street loading zone is accessed via a driveway on 15th Street just west of Laurel Avenue." He inquired if that area mentioned in the staff report is the same location as described in measure 8, as he did not see any left turn prohibition signs when he walked by the School a couple days ago.

Commissioner Stabile asked staff to also confirm that if he was travelling westbound on 15th Street from Laurel Avenue, there is a loading zone in the campus to the right accessed via a driveway, and that this loading zone is the same one mentioned in measure 8.

Management Analyst Madrid said the sign is on the corner as you pull out of the blacktop and confirmed Commissioner Stabile's inquiry that the off-street loading zone is accessible from a driveway on 15th St and that it is located on private property.

Commissioner Stabile reconfirmed that drivers exiting the loading zone onto 15th Street may not make left turns, and questioned staff if drivers going eastbound on 15th Street are allowed to make a left turn into the loading zone off of 15th Street.

Management Analyst Madrid said left turns are permissible into the loading zone when driving east on 15th Street.

Commissioner Adami included that he frequently travels that route on the weekends, and said the sign allowing the left turn is very helpful, but if you are leaving the campus, you must make a right turn.

Commissioners Vigon and Silverman both noted that the measures presented in the staff report are distinctive from other actions that would be considered for public schools. Since American Martyrs is a private school, there is no linkage of geography among the student body, that their commuting characteristics may have different factors. Commissioner Vigon added that what is sufficient for public schools might not be sufficient for private schools, as a higher percentage of students must be driven and dropped off at school.

Commissioner Gross recalled the difficulty in getting the Pre-School to conform, but said that in the staff report it appeared they were showing significant signs of improvement. However, he asked staff to comment on the recent emails received that showed otherwise.

Management Analyst Madrid recounted that after the Commission meeting in January 2010, it was determined that the concerns of residents focused more on Pre-School parents parking and picking up their children. Upon meeting with the Pre-School, the administrators said they were not interested in implementing the same carpool program used by the School. Management Analyst Madrid stated that neither she nor the School received any complaints from residents following the meetings, but mentioned one complaint related to after-school hour activity.

Commissioner Adami asked staff if they followed up on Debra Zelman's email dated March 18, 2011, and questioned why the Pre-School was not following similar guidelines as the K-8 School.

Management Analyst Madrid said red curbing was installed directly adjacent to Ms. Zelman's property prior to receiving the email and that Commissioner Adami may address Ms. Wood directly as to the Pre-School's efforts.

After reviewing in more detail the language described in measure 8, Commissioner Stabile said it appeared that the measure was only half implemented—that left hand turns are prohibited for outgoing traffic, but not for incoming traffic—when the measure calls for

prohibition of left turns from both egress and ingress. He added that he did not see any signage prohibiting left turns into the loading zone.

Traffic Engineer Rydell said the staff report may have been written incorrectly.

American Martyrs Principal Camryn Connelly spoke from the audience and recalled from last year that the signs created controversy when being installed. There was concern over the potential backup on Laurel Avenue from motorists lining up to make a right hand turn. The School contacted the City about its concerns and questioned the effectiveness of those signs, to which the City said it would further analyze.

Traffic Engineer Rydell recalled speaking with former Traffic Engineer Erik Zandvliet on there being an issue as to why the sign was not installed, and added that staff will readdress measure 8.

Management Analyst Madrid verified that staff would follow up on the turn prohibition and provide more information at the next meeting.

Audience Participation

America Martyrs Principal Camryn Connelly and Jeanne Wood, Pre-School Director, introduced themselves to the Commission.

Commissioner Gross said he was specifically interested in whether the Pre-School is operating to the same rules in terms of the instructions given to the parents about parking as the K-8 School.

Ms. Wood responded that the Pre-School has a parking policy form where parents sign an agreement that includes information about their car and license plate number. In the event of a complaint, the Pre-School can look up the information and contact the parent, though she did admit their filing system was still evolving. The last complaint received was more than a year ago, and the said car was not in their files. She encourages and depends on residents to bring forth their complaints. Ms. Wood also agreed that parents should not be parking in residential driveways and that most avoid parking in front of the school because there is signage and faculty would be able to see them. However, she cannot monitor what occurs around the neighborhood because there is not enough faculty to patrol outside. Ms. Wood also mentioned that installing a drive-thru would be impractical because parents are required to sign out their children and there is not enough space for one.

Commissioner Silverman asked if the Pre-School had any mechanism to relay information to parents on a regular basis instead of just sending a notice once at the beginning of the year. He said the notice should be impactful, not just a friendly reminder, and be distributed on a more regular basis via a newsletter or email. He also commented on the significant improvements that were made over the last year, and the importance of maintaining those positive relations by everyone pulling their own responsibility.

Ms. Wood stated that she has the ability to accomplish those goals, especially now that she has access to an email distribution list and is familiarizing herself with the computer system. She concluded that the Pre-School needs to be good neighbors and follow the rules.

Commissioner Adami asked Ms. Wood to address the email asking why the Pre-School cannot follow the same rules as the rest of the school and park in the parking lot, and suggested there be more police enforcement to achieve compliance, or have someone monitor the area in the morning and give a warning to parents parked illegally.

Ms. Wood suggested that Pre-School parents are in a hurry and are only parking for a very short time. Ms. Wood pointed out that parents seem to be parking legally, but thoughtlessly. They are parking in front of people's homes, and not necessarily in front of driveways, which is illegal. Residents may feel it is annoying to have the high level of parking activity occurring in front of their homes. This annoyance to residents appears more problematic further out into the neighborhood where it would be impractical to have someone from the school patrol the area. Ms. Wood said she would like to avoid ticketing people, as that may create animosity, and concluded the solution is to just follow the rules and be good neighbors.

Commissioner Gross confirmed with staff there is a 100-foot loading zone on Laurel Avenue and another section has one-hour parking. He asked staff if the whole length of Laurel Avenue between 18th and 15th Streets can be converted into a loading zone.

Ms. Connelly expressed her concern over that possibility as it would have a negative effect on the K-8 School and that the expansive loading zone would encourage the behavior they are trying to stop. The School has worked very hard on training the parents the two methods of drop-offs, which are the parking structure or on campus carpool. Ms. Connelly said the School has made tremendous strides in the last two years and will continue to send out reminders. They will especially focus on outside groups playing a game against the School, such as CYO. She has already spoken with the sports organization in educating visiting teams on appropriate drop-off procedures.

Ms. Wood agreed and said it is easier to remain consistent in not allowing Pre-School or K-8 parents to park there and simply direct them to the parking structure. She noted it may be a good time to send out a reminder.

Commissioner Gross also commended the School's achievement over the last three years and hoped to see the same results with the Pre-School.

Ms. Connelly noted the different challenges facing the Pre-School. The School has the benefit of having room for a carpool pickup area on the campus and many of the parents whose kids have other siblings are also in the K-8 School, whereas the Pre-School parents might have a sleeping child in the car.

Sandra Elsky, 1824 Laurel Avenue, said she wrote down two license plates and also took pictures of the cars encroaching in her driveway area. She indicated one problem is not knowing who to contact, and if she is expected to call on every occurrence. She is willing to call;

however, parking enforcement often arrives after the driver has already left. She is uncertain why cars are parking in front of her house when she is equal distance from the parking structure. Ms. Elsky requested that her driveway aprons be painted red like her neighbor, Ms. Zelman. She was informed by an officer that while it is illegal to park in the apron, it is questionable for an officer to give a ticket unless the apron is painted red. She commended the K-8 School on doing a fantastic job, but said the Pre-School parents still needs to improve.

Commissioner Silverman said Ms. Elsky is addressing a very specific spot in front of her house, and that the Commission needs to identify what the overall problem is in order to find an effective solution. Commissioner Silverman noted that the Commission may only address illegal parking issues, and not if people are parking legally. Someone could potentially leave their car there for three days without a violation.

Ms. Elsky questioned the safety aspect of parent's parking in the neighborhood, a walking program that the Pre-School tried to implement about a year ago, but then stopped shortly afterwards. She reiterated that the whole purpose of the parking lot was for parents to utilize it and not affect the community. Addressing Traffic Engineer Rydell, Ms. Elsky asked why the City only met with the schools and not the neighbors. She further noted that the City did not receive any complaints because she was unaware that she was supposed to contact the City when there was a problem. In the future, she will inform the City and parking enforcement when cars are parked in her driveway or at the red curb.

Commissioner Adami asked staff the reason for not painting Ms. Elsky's apron red.

In response, Management Analyst Madrid said the request that came in was for the driveway apron between Ms. Elsky's property and her neighbor's property at 1820 Laurel Avenue, so only one of her driveway tips was painted red and one of the neighbor's driveway tips was painted red.

Commissioner Gross noted that if Ms. Elsky is accurate in what was communicated to her by police, then it is important for parking enforcement to have the curb painted red in order to issue a ticket.

Ms. Elsky said according to the police code, it is illegal to park in the apron regardless if it is painted red or not. Her request to have her apron painted red is not arbitrary, but said that parking enforcement does not want to enforce the illegal parking unless the curb is painted red.

Carlene Eckhart, 706 18th Street, explained her property borders the easement American Martyrs uses to enter the fields. Last year, she handed out notices to the Pre-School but it apparently was not effective because an agreement did not exist. She later forgot about the issue, but said today she counted fifty cars between Agnes Road and a couple cars toward her house on both sides of the street all the way to Pacific Avenue and to the left of Agnes Road. She pointed out that 18th Street is narrower than Laurel Avenue and does not have a sidewalk on one side. Parents are forced to use the street when walking their children to and from school, which presents a safety concern.

Ms. Eckhart requested American Martyrs to lock the gate adjacent to the walkway from dusk till dawn, as she believes this would protect the school and reduce vandalism to the school. She remarked that last week lights were damaged. Other problems that also occur are underage drinking on the campus and litter from empty beer cans and bottles, which she has been cleaning up over the last 29 years.

Ms. Connelly commented that her understanding of the gate along 18th Street is that there is an agreement with the City to leave it unlocked as a pathway for neighbors, that the school does not condone those activities and should possibly revisit the agreement made with the City.

Management Analyst Madrid said staff will follow up on reviewing the agreement.

Ms. Eckhart inquired who is legally responsible for what happens after hours at the School.

In response to Ms. Eckhart's question, Ms. Connelly said the School would have to show measures were taken to prevent the intrusions and that trespassers climbed over locked gates. To date, the School has installed additional gates and is in the process of adding lighting in certain areas and setting up security cameras. She also shared her personal efforts of camping out at night and calling police. She believes the School has gone above and beyond in securing the campus, however, she remarked on the difficulty of trying to stop determined teenagers.

Rocky Mondelo, 1600 Laurel, said he never had a problem with the School or parents in the last 32 years, and learned to avoid exiting his driveway at 8 a.m. or 3 p.m. The only concern he had was the one-hour parking restriction on the west side of Laurel Avenue between 15th and 17th Streets. He questioned the purpose of the one-hour restriction during school hours and whether it could be eliminated, why his request for parking permits for him and his neighbors was denied by staff, and whether residents are allowed to parallel park in front of their own driveways.

Lieutenant Andy Harrod confirmed that parallel parking in front of a driveway, whether it is the homeowner or visitor, is not allowed.

Commission Discussion

In response to Mr. Mondelo's question regarding the one-hour parking restriction, Commissioner Gross recalled the reason for the restriction was to provide a maximum number of spaces for drop-offs.

Management Analyst Madrid and Traffic Engineer Rydell said they do not have any history on the parking restriction, but Traffic Engineer Rydell said those one-hour restrictions are typically enacted to prohibit long-term parking adjacent to schools.

Commissioner Silverman said it appeared that the implemented measures were going well overall, though additional assessment may be required to address Ms. Elsky's concerns.

He suggested a representative of the School and from the City can visit the property to determine if there really is a problem before implementing any further action. Regarding the easement, Commissioner Silverman said it appears that American Martyrs is trying everything they can to address trespassing problems.

Commissioner Adami commended the School for their efforts and said it appeared only smaller issues remained that needed additional research by staff; the first one being the gate which is under agreement with the City and, second, to approve Ms. Elsky's request to paint her apron red.

Commissioner Silverman instructed staff to further look into other possible measures to alleviate traffic problems on Laurel Avenue, or to determine if there are any other measures that can even be implemented.

Management Analyst Madrid said Traffic Engineer Rydell will review if other alternatives are possible.

Commissioner Gross had a minor suggestion regarding the crosswalk markings at the intersection of Pacific Avenue and 17th Street. He explained there are only parallel lines at the crosswalk when going across Pacific Avenue instead of large heavy dashes, which he said are more effective.

Management Analyst Madrid said staff will follow up on the crosswalk, but noted that as crosswalks are being repainted, the City is installing the high visibility bars and confirmed that it will eventually be painted in that manner.

Management Analyst Madrid informed Commissioners they can approve the agenda item as written and staff will follow up on any further issues to discuss with the Commission at a future meeting under Staff Items.

Commissioner Gross said the one continuing issue will be with the Pre-School, and asked staff to support them in any way possible since they do not have as many resources.

Commissioner Stabile explained that those areas are already addressed in measures 12 and 15. He further added that the Commission has already done what it could do and it ultimately is an issue of compliance and encouraging the Pre-School to continue working with the parents. An additional recommendation the Commission might consider is Ms. Elsky's request to have her apron painted red. Commissioner Stabile asked staff if they had any objections.

Traffic Engineer Rydell said yes, that Commissioners should consider the cost factor and the precedent to be set when installing red curbs on a residential driveway anywhere in the City. He explained that it will make it very difficult to deny any future red curb demands because residents will present equally valid reasons for their request.

Commissioner Stabile said the Commission was instructed by City Council to not consider costs when making recommendations. Furthermore, he said standards should be different in a school area given the traffic activity and strollers being present, all of which justify treating school zones differently.

Traffic Engineer Rydell said he respected Commissioner Stabile's opinion, but reminded the Commissioner there are implications for approving such requests.

Commissioner Adami said requests should not be denied on the basis of avoiding the difficulty of denying similar future requests.

Commissioner Stabile invited the Police Department representative to address whether it is necessary to have red curbs in place in order to ticket violators, as Ms. Elsky has been told.

Traffic Sergeant Mark Mason answered no, that officers do not need a painted red curb on the wing in order to issue a citation. He indicated that the wing of a curb is well delineated by an indentation located at the top of the wing, and that any portion of a vehicle extending beyond that point would be illegally parked. He apologized for the parking enforcement officer who presented incorrect information.

Commissioner Vigon noted that since it is already illegal to park in the winged area that slopes downwards, then it would be redundant to paint that portion red. Furthermore, he said it might imply that if other wings or aprons are not painted red, then it is permissible for cars to park there.

Commissioner Silverman requested staff to continue working with the schools and residents.

Management Madrid said staff can follow-up with both schools and all residents who left their contact information at the meeting.

Commissioner Vigon added that a long-term consideration for the schools is to reconfigure the parking lot to achieve better traffic flow. Currently, there is only one way to enter and exit, when it appears from the aerial photo that it is possible to design an entrance from Laurel Avenue and have cars drive through the lot.

Ms. Connelly invited the Commission to personally observe the efficiency of their pick-up operations at 3:00 p.m. on any weekday. She assured the Commission that they would be impressed with the number of parents and teachers assisting in the process.

Commissioner Gross said American Martyrs should be a model for other schools, but emphasized that much of their success is based on two advantages; one, the teachers are not part of a union which prohibits them from helping with loading and unloading children, and two, they have power over the parents because it is a private school. He applauded them on using both of those advantages to get amazing results over the last three years.

MOTION: Commissioner Stabile moved to recommend that the City Council approve the traffic safety measures referenced in the staff report as numbers one through 18 be made permanent. The motion was seconded by Commissioner Gross.

Prior to roll call vote, Commissioner Silverman inquired about the other traffic measures staff is to follow up on and whether those items will affect the measures in the staff report. Staff was to further analyze the current state of the problem and some exceptions on Laurel Avenue.

Commissioner Stabile said any exceptions should not subtract from the measures they are approving, but that additional measure can be added if necessary.

Management Analyst Madrid said staff can follow up with the involved parties, and if it is determined that additional measures need to be implemented, that those Items may be addressed administratively.

The motion passed by a 5-0 unanimous roll call vote as reflected below:

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

Commissioner Stabile directed staff to address Measure 8 at the next staff meeting.

Commissioner Silverman thanked speakers for their testimony.

Mr. Mondelo spoke from the audience asking Commissioners to address his earlier question about eliminating the one-hour parking restriction.

Management Analyst Madrid said she will contact Mr. Mondelo to discuss.

F. COMMISSION ITEMS

F1. Commissioner Gross said he and Commissioner Stabile attended the South Bay Bike Master Plan Coalition in El Segundo, and noted two points Commissioners should keep in mind; first, the initial formal action of the coalition will be with the Commission in July or later, and second, the coalition is working under time and money constraints in order to procure grant funding, which may reflect itself in the initial plan brought forth to the Commission.

F2. Commissioner Silverman addressed the meters installed on Park View, but first mentioned that about a month ago, he replied to an email and intended to only respond to that person but mistakenly clicked on the 'reply all' button. He recalled not seeing many parked cars at the meter spots and advised looking into the Return on Investment to the City. He questioned why there were only meters on one side and on the other side there were signs prohibiting parking anytime when the signs should only restrict parking during the same hours the meters are in effect, which is 9 a.m. to 6 p.m. The meters might have been a good idea at the time, but

in actuality is a solution looking for a problem. He advised staff to revisit the effectiveness of the meters in achieving the desired goals.

Commissioner Vigon said there is also a cost associated with removing the meters, and since they were already paid for, the City should keep them in place. His primary concern was how the meters could be installed in a manner that was outside of what the City Council expected. A large portion of parking was eliminated that was never under consideration.

Traffic Engineer Rydell explained that meters were supposed to go in on both sides of the street, but during execution, the Public Works Department determined meters could not be installed in certain locations partly because of grade and ADA requirements. It was too steep on the north side where the sidewalk ends and farther east there were trees, vegetation and some sloping, which would have required a significant amount of work to install the meters. City Council directed staff to implement the meters immediately, so staff installed the meters where they could and would revisit the issue in January 2012 to determine the project viability before investing any more funds into additional meters. He added the no parking signs were installed where meters could not be installed in order to accomplish the same intent set forth by City Council.

Commissioner Vigon said the area should have been surveyed to determine viability of the traffic meter installation prior to preparing the staff report and recommendation, that the Commissioners or the City Council may have forgone the meter installation project entirely if the findings showed the infeasibility. The item should have been brought back to the Commission or City Council.

Commissioner Stabile expressed his concern regarding staff continuing to implement a policy based on facts that have changed.

Commissioner Gross commented that the City Council is supposed to focus on creating policies while staff is responsible for implementation of those policies, where policy gives intent and staff carries out the details.

Commissioner Adami agreed another review of the meter installation would have been favorable.

Commissioner Gross also agreed the meter installation was a bad proposal that appears gratuitous because the City would have saved money by not installing the meters since he observed that very few cars park in those spots at different hours of the day.

Commissioner Silverman added that he appreciates the job done by staff, but stressed that staff needs to keep Commissioners informed if events change so that Commissioners are not basing their decisions on inaccurate information.

Commissioner Vigon confirmed with Traffic Engineer Rydell that in the future, staff will ensure the technical feasibility of installing any device or measure, so that Commissioners are assured that the recommendation will be executed in the manner it was approved.

Though not directed to by the City Council, Commissioners Gross and Stabile suggested that the Commission should consider cost when presented with projects given the ongoing budget problems, and would recommend the City Council reconsider that direction.

F3. Commissioner Adami inquired why the Commission did not hold a meeting for such an extended period of time.

Management Analyst responded that the November and December meetings were combined and the subsequent meetings in January and February were cancelled because there were not any items for Commissioners to consider. However, the 2011-2012 Work Plan was recently approved and include some items that will be brought forth to the Commission soon.

F4. Commissioner Vigon asked if an ordinance exists that specifies the maximum distance for parking signs, as he had to walk to the end of a block before seeing a street sweeping sign.

Traffic Engineer Rydell said there are no spacing interval requirements for the posting of prohibition signs, but said they are generally 50 to 200 feet apart in urban settings depending on the specific locations.

F5. Commissioner Gross inquired when the meters on south side of pier were going to be upgraded.

Management Analyst Madrid said the item went to Council and she believes the Finance Department is working on it.

F6. Commissioner Adami said the parking meters located by Wahoo's Restaurant and a few past Coffee Bean and Tea Leaf are difficult to see at night because they are not illuminated and the street does not provide enough lighting for patrons, forcing them to use their cell phone light as an alternative. He pointed out the City of Laguna Beach has meters that light up once you swipe a credit card.

F7. Commissioner Adami said he received many repeated concerns from residents regarding the lack of a crosswalk at the Target exit on Manhattan Beach Boulevard.

Management Analyst Madrid provided an update that the request was submitted to Public Works to be considered for the upcoming CIP, which will be reviewed in May by the Commission.

F8. Commissioner Silverman brought up a resident who complained about receiving a ticket for not having a front license plate. The resident felt police were being overzealous in ticketing people who were patronizing the downtown area.

G. STAFF ITEMS

03/24/11-3 Monthly Revenue and Expenditure Report

Received and filed.

Management Analyst Madrid reminded Commissioners to submit their 700 Form to the City Clerk's Office, and to fill out the voluntary ITE survey.

She also provided an update on the encroachment appeal at 619 Highland Avenue and 233 7th Street.

H. ADJOURNMENT

At 8:34 p.m., the meeting was adjourned to Thursday, April 28, 2011.

Nhung Madrid

From: DebManBch@aol.com
Sent: Friday, March 18, 2011 11:00 AM
To: Nhung Madrid
Subject: Re: March 24 Parking & Public Improvements Meeting

Dear Ms. Madrid,

I live at 1820 Laurel Avenue. I do believe that the parents of students grades K-8 are parking in your lot or driving onto campus to pick up their students. However, we still have cars in front of our homes around the 8 AM, 12 PM and 3 PM pick ups. Watching the parents, I believe these people are a part of your preschool. I really believe the problem now lies with your preschool. For whatever reason, those parents believe they are able to park on our streets. The problem with that is having both sides with parked cars, cars driving down too fast and then you have those who are walking. Those preschoolers are so little that it scares me to think of the accident that could happen. Many times I see those children running ahead of their parents. Also, there is no reason for those people to congest our streets and not allow us the proper access in and out of our driveways due to their very large vehicles. I'm not understanding why the preschooler parents cannot follow the same rules as the rest of the school and park in the parking lot on 15th/Laurel.

I am not able to attend the meeting on Thursday, March 24th at 6:30 PM. I am hoping you can relay my message to the Board.

Thank you.

Debra Zelman
1820 Laurel Avenue
(310) 545-8331

Nhung Madrid

From: cliff linda marshall [aclmarshall@gmail.com]

Sent: Thursday, March 24, 2011 4:22 PM

To: Nhung Madrid

Subject: American Martyrs School Follow Up Study

We will be unable to attend the Commission Meeting this evening which will include follow up of the American Martyrs parking and traffic problem measures taken. We live at the end of the cul-de-sac on 17th Street and do have some input that we would like addressed.

1) There is still quite a bit of traffic in the cul-de-sac every school day morning with parents dropping off their children for school. This is very disruptive for a residential neighborhood. Perhaps the gate to the schoolyard on 17th street can be locked in the AM and PM or else some other measures taken.

2) About every other weekend 4-8 children in the 13-16 year old age group congregate in the fenced off square at the end of our 18th Street driveway (which continues onto Flournoy Street). This square faces the American Martyr's schoolyard. They usually gather to drink beer, but we occasionally find empty whiskey and vodka bottles. The police have been notified on several occasions, but the children can run out of our driveway or else through the schoolyard and evade confrontation. The Church administration has been notified of this activity but apparently does not care as nothing has been done to ameliorate this problem. One suggestion would be to lock the gate owned by American Martyrs at the end of our driveway, thereby eliminating one path of escape, which would probably deter such illegal and immoral activity. I am not sure what else can be done.

3)

Every weekend there are quite a few cars parked in the cul-de-sac of 17th Street belonging to parents of children playing in organized games in the schoolyard. The school did make a half-hearted attempt to dissuade this activity by posting a sign at the end of the cul-de-sac that there is no parking there for games, but this has been ignored. Again, perhaps the gate can be locked during games.

Except for the problem with underage drinking, I do feel kind of petty for bringing up these problems. These traffic/parking problems do detract from the quality of life, however for the school's neighbors and I do believe they can be corrected without any inconvenience to the school. Thank you for listening.

Sincerely, Cliff Marshall, M.D.