



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

Item No. _____

FROM: City Administrator

SUBJECT: Revised Bandini Elementary School Parking and Traffic Control Implementation Plan

MEETING DATE: January 8, 2019

RECOMMENDATIONS:

Resolution to approve actions enumerated in the *Revised Parking & Traffic Control Implementation Plan* for Bandini Elementary School as mitigation efforts to reduce traffic congestion during the pick-ups and drop-offs of school children.

BACKGROUND:

Over the past two years, Public Works and Development Services staff has received communication from residents, school officials, elected officials, Los Angeles County Sheriff's deputies, as well as Community Services Public Safety staff, regarding operational and congestion issues at Bandini Elementary School, located at 2318 Coutts Avenue in the city of Commerce. The issues include concerns of traffic and pedestrian congestion along Leonis Street between Coutts Avenue & Cowlin Avenue, and also along Coutts Avenue between Leonis Street & Kinsie Street for morning student drop-offs between the hours of 7:00 A.M. to 8:30 A.M. and during 1:30 P.M. to 3:00 P.M. for afternoon student pick-ups. Kinsie Street does not experience high vehicular traffic volume as compared to Leonis Street and Coutts Avenue, but parking is an issue for nearby residents as the existing loading zone for the school has encumbered considerable parking space.

Concerns have also been raised regarding safe access to and from the school in case of an emergency. Bandini Elementary School staff, along with staff from the Montebello Unified School District and Los Angeles County Fire Department, has discussed access points for ingress and egress during times of an emergency. The school has implemented a "closed campus" system in which to safeguard the students in times of emergency when unexpected and unforeseen events arise from outside parties who try to enter the school without permission. These safety measures were also considered for this revised parking and traffic control plan, to provide a streamlined process of transporting students and staff in a safe and orderly manner.

Entering along Coutts Avenue, two (2) large school buses transporting students and another smaller school bus transporting students who require special accommodations, line up on Coutts Avenue at the side entrance of Bandini Elementary School. In addition, parents in their vehicles contribute to the heightened congestion along both Coutts Avenue and Leonis Street as they drop-off and pick-up their children for school.

The pick-ups during the afternoons are not as acute due to the inherent “time staggering” of the student pick-ups by parents. Different groups of students are picked-up throughout the later hours of the afternoon due to their various “after school” activities; and therefore, the traffic congestion during the afternoon pick-ups are not as severe, as compared to the morning drop-offs.

The drop-offs in the mornings however, have created vehicular and pedestrian congestion in which safety has been brought up as a potential issue. The combination of private vehicles (i.e., parents and guardians dropping off and picking-up their children), school buses, and pedestrians have made the congestion particularly acute and representatives from Bandini Elementary School have reached out to the City of Commerce in close cooperation in order to develop parking and traffic related solutions.

A report commissioned by the City and developed by Transtech, Inc. studied the current parking and traffic conditions around Bandini Elementary School and serves as an assessment study reflecting the current conditions. Please see *Appendix “A.”*

ANALYSIS:

On July 11, 2018, during its regularly scheduled meeting, the Traffic Commission approved the original *Bandini Elementary School Parking and Traffic Control Implementation Plan*. However, modifications were necessary in order to improve parking availability and overall mobility. Therefore, Staff revisited this issue and made modifications in developing this *Revised Bandini Elementary School Parking and Traffic Control Implementation Plan*, as described below.

The following actions that are expected to improve the parking and traffic conditions at Bandini Elementary School. Public Works staff and school officials have met on several occasions throughout 2018 to discuss potential traffic and parking remedies. The central issue is that of volume. The high number of vehicles and buses, along with pedestrians comingling at the same time is the predominant issue. The numbers that precede each recommendation refers to the accompanying exhibits that are attached to this staff report.

1. Create Passenger Loading and Unloading Zone (curb painting and signage) along Coutts Avenue:

Designate the area adjacent to Bandini Elementary School, along Coutts Avenue, as a passenger loading and unloading zone for passenger vehicles. This will allow parents wishing to drop-off or pick-up their schoolchildren.

Along the southwesterly end of Coutts Avenue, near Leonis Street, this area will be designated as a passenger loading and unloading zone of approximately 100 lineal feet of white curb. *Per section 10.48.020 of the Commerce Municipal Code, white curb denotes passenger loading and unloading.* Morning student drop-offs are

between the hours of 7:00 A.M. to 8:30 A.M. and during 1:30 P.M. to 3:00 P.M. for afternoon student pick-ups. New signage relating to passenger drop-offs and pick-ups, and their appropriate times, will be installed that reflects the passenger loading and unloading zone. Outside of these morning drop-off and afternoon pick-up hours, nearby residents will be allowed to park in the passenger loading and unloading zone. Please see *“Exhibits 1A and 1B.”*

Per section 10.48.020(3) of the Commerce Municipal Code, the city administrator is authorized to establish white curb markings for the purpose of loading and unloading passengers, and per section 10.20.010 of said code, the city administrator is also authorized to install official traffic control devices, such as signs.

2. Create School Bus Loading and Unloading Zones (curb painting and signage) along Coutts Avenue:

Designate two (2) areas adjacent to Bandini Elementary School, along Coutts Avenue, as loading and unloading zones for school buses. For the school buses, morning student drop-offs are between the hours of 7:00 A.M. to 8:30 A.M. and during 1:30 P.M. to 3:00 P.M. for afternoon student pick-ups. Existing red curb markings will be sandblasted or painted over grey to reveal or match the color of natural concrete. In their place will be newly applied white curbs denoting passenger loading and unloading for these school buses.

Along the westerly side of Coutts Avenue, near Jillson Street, 25 lineal feet of red curb will be installed from the edge of the existing disabled curb ramp in order to provide sight distance for the pedestrians entering and exiting the curb ramp. Please see *“Exhibits 1A and 1B.”*

At the end of the 25 lineal feet of red curb, the school bus loading and unloading zone will be designated by adding an additional 45 lineal feet of white curb. This bus zone will be dedicated for the one small bus transporting students who require special accommodations. The remaining existing red curb will be either sandblasted off or painted grey, *thereby allowing the surrounding community more parking availability.* Please see *“Exhibits 1A and 1B.”*

On the opposite side of Jillson Street, along Coutts Avenue, a school bus zone of 60 lineal feet currently exists, but it is proposed to extend this bus zone an additional 60 lineal feet for a total of 120 lineal feet in order to accommodate two (2) large school buses instead of currently just one (1). The existing red curb that denoted the original bus zone will be changed to white and extended to 120 lineal feet as described. Please see *“Exhibits 2A and 2B.”*

In addition, new signage relating to school bus drop-offs and pick-ups, and their appropriate times, will be installed that reflects the school bus loading and unloading zone. Outside of these morning drop-off and afternoon pick-up hours, nearby residents will be allowed to park in the passenger loading and unloading zone. *By doing so, more parking availability will be created for the surrounding community.*

For these newly established school bus loading and unloading zones, it is recommended that the nearby parkway trees be appropriately trimmed in order to improve visibility for the school bus drivers as they stop into and pull out from these bus zones.

The safety of the existing crosswalk at the intersection of Coutts Avenue and Jillson Street will be enhanced by installing yield lines and signage to now require drivers to stop or yield at the line, thereby giving crossing pedestrians a safe “buffer” to cross, rather than having the vehicles stop up against the crosswalk. Please see “*Exhibits 2A and 2B.*” Appendix “B” at the end of this report contains the figures from the *California Manual on Uniform Traffic Control Devices* (CA MUTCD) [Figures 3B-16 & 3B-17] that includes the details of these crosswalk markings.

Per section 10.48.020(3) of the Commerce Municipal Code, the city administrator is authorized to establish white curb markings for the purpose of loading and unloading passengers, and per section 10.20.010 of said code, the city administrator is also authorized to install official traffic control devices, such as signs.

3. Reconfigure Equipment & Supply Loading and Unloading Zone and Remove Obsolete Signs along Kinsie Street:

No bus stop zones or any passenger loading or unloading will be established along Kinsie Street. In the past, such zones were established, but with the proposed bus zones and passenger loading and unloading zones along Leonis Street and Coutts Avenue, this eliminates the need of such zones on Kinsie Street.

The existing yellow curb denoting equipment & supply loading and unloading zone is to be significantly reduced and reconfigured. Current needs assessments at Bandini Elementary School have shown that loading and unloading of material equipment, such as school food supplies, only require an equipment & supply loading and unloading zone of modest length. Staff is recommending installation of a modified and reconfigured equipment & supply loading and unloading zone along Kinsie Street, alongside the school’s service gate with a dimension of 40 lineal feet. Please see “*Exhibits 3A and 3B.*”

The surrounding community would benefit from this change as this proposed action will make available significant spaces for parking, approximately 15 spaces for nearby residents.

Moreover, obsolete signage are proposed to be removed since these signs ceased to serve their purpose, as they indicate passenger loading and unloading, which are no longer the case as school passenger loading and unloading will be done along Coutts Avenue and Leonis Street. Please see “*Exhibits 3A and 3B.*”

Per section 10.48.020(2) of the Commerce Municipal Code, the city administrator is authorized to establish yellow curb markings for the purpose of loading and unloading supplies and equipment, and per section 10.20.010 of said code, the city administrator is also authorized to remove official traffic control devices, such as signs.

Therefore, the implementation of all the improvements outlined above and in the preceding pages for the *Revised Bandini Elementary School Parking & Traffic Control Implementation Plan* will enhance overall public safety for parents and guardians, school children, school staff, and also the motoring public.

ALTERNATIVES:

1. Approve staff recommendation
2. Reject staff recommendation
3. Provide staff with further direction

FISCAL IMPACT:

The following is an estimated cost breakdown for the implementation of the *Revised Bandini Elementary School Parking & Traffic Control Implementation Plan*:

• Curb painting (including removal) ~	\$5,000
• Sign installation (including removal) ~	\$5,000
• Street markings ~	\$5,000
• Contingency (15%) ~	<u>\$2,250</u>
TOTAL:	\$17,250

If the City Council approves the aforementioned concept, staff will submit a funding request of \$17,250 through the Measure AA process. Upon a positive recommendation by the Measure AA Committee, staff will request formal approval by the City Council.

RELATIONSHIP TO STRATEGIC GOALS:

This item relates to Council's 2016 Strategic Action Plan's:

Community Quality of Life

Per Guiding Principle 4: To “support and evaluate community services, programs and events that promote healthy and quality lifestyles for our residents. Enhance public safety and social services through innovative programs that meet the needs of the residential and business communities.”

ATTACHMENTS:

1. Exhibit “1A” – Couts Avenue Curb Markings & Sign Placement (Proposed Passenger Loading & Unloading Zone) – AERIAL VIEW
2. Exhibit “1B” – Couts Avenue Curb Markings & Sign Placement (Proposed Passenger Loading & Unloading Zone) – STREET VIEW
3. Exhibit “1A” – Couts Avenue Curb / Street Markings & Sign Placement (Proposed School Bus Loading & Unloading Zone) – AERIAL VIEW

4. Exhibit "1B" – Coutts Avenue Curb / Street Markings & Sign Placement (Proposed School Bus Loading & Unloading Zone) – STREET VIEW
5. Exhibit "2A" – Coutts Avenue Curb / Street Markings & Sign Placement (Proposed School Bus Loading & Unloading Zone) – AERIAL VIEW
6. Exhibit "2B" – Coutts Avenue Curb / Street Markings & Sign Placement (Proposed School Bus Loading & Unloading Zone) – STREET VIEW
7. Exhibit "3A" – Reconfigure of Kinsie Street Equipment & Supply Loading and Unloading Zone AND Removal of Obsolete Signs – AERIAL VIEW
8. Exhibit "3B" – Reconfigure of Kinsie Street Equipment & Supply Loading and Unloading Zone AND Removal of Obsolete Signs – STREET VIEW

APPENDICES:

1. Appendix "A" – Parking and Traffic Conditions around Bandini Elementary School (Assessment Study)
2. Appendix "B" – Crosswalk Applications per *California Manual on Uniform Traffic Control Devices* (CA MUTCD) [Figures 3B-16 & 3B-17]

Approved by: Maryam Babaki, P.E., Public Works & Development Services Director

Fiscal Impact reviewed by: Vilko Domic, Director of Finance

Approved as to form by: Noel Tapia, City Attorney

Respectfully submitted: Edgar P. Cisneros, City Administrator