

MINUTES OF THE REGULAR MEETING OF THE PUBLIC WORKS COMMITTEE HELD ON THURSDAY, JANUARY 17, 2019, AT 4:00 P.M. IN THE CITY MANAGER CONFERENCE ROOM, 5111 BENITO STREET, MONTCLAIR, CALIFORNIA

I. CALL TO ORDER

Chair Raft called the meeting to order at 4:00 p.m.

II. ROLL CALL

Present: Chair Raft; Committee Member Martinez; City Manager Starr; Deputy City Manager/Director of Economic Development Staats; Chief of Police/Executive Director Office of Public Safety Avels; Public Works Director/City Engineer Castillo; Senior Management Analyst Fuentes; Facilities/Grounds Superintendent McGehee; Facilities Specialist Paradis; and City Planner/Planning Manager Diaz.

Absent: Assistant Director of Housing/City Planner Caldwell and Public Works Superintendent Mendez.

III. APPROVAL OF MINUTES

The Public Works Committee approved the minutes of the Public Works Committee meeting of September 20, 2018.

IV. PUBLIC COMMENT — None

V. PUBLIC WORKS DEPARTMENT UPDATES/ITEMS

A. OPERATIONS

1. MAINTENANCE ACTIVITIES

An Operations Activities Report for the past month was included with the agenda. There were no questions or issues with the report.

2. ADDITIONAL ITEMS— None

B. FACILITIES AND GROUNDS

1. MAINTENANCE ACTIVITIES

A Facilities and Grounds Activities Report for the past month was included with the agenda. There were no questions or issues with the report.

2. GYMNASIUM FLOODING (ADD ON)

Facilities/Grounds Superintendent McGehee stated that the North East corner of the gymnasium is flooding. Staff determined water was in the electrical room and present in the walls of the gymnasium floor. Twenty-thousand dollar was allocated for emergency clean-up of the area and the gymnasium will be inspected this week for repair.

3. ADDITIONAL ITEMS— None

C. ENGINEERING DIVISION ITEMS

1. CROSSING GUARD WARRANTS FOR VERNON MIDDLE SCHOOL AND MONTE VISTA AVENUE AT PALO VERDE STREET

Public Works Director/City Engineer Castillo stated Albert Grove and Associated has completed the study of adult crossing supervision for Serrano Middle School. The intersection of Monte Vista Avenue and Palo Verde Street was evaluated according to the California Manual of Uniform Traffic Control Devices (CA MUTCD) and based on criteria of pedestrian volumes and vehicle traffic data does not meet the requirements for an adult crossing guard.

At Vernon Middle School, the intersection of Vernon Avenue and San Bernardino Street and the intersection of Vernon Avenue and Benito Street were surveyed. Both intersections did not meet the criteria for an adult crossing guard per the (CA MUTCD) requirements.

Mr. Castillo stated that at these locations the signage and crosswalks are all correct and up to code. The crosswalks have been recently painted and in compliance with (CA MUTCD).



November 9, 2018

Mr. Noel Castillo, P.E.
Public Works Director/City Engineer
City of Montclair
5111 Bentio Street
Montclair, California 91763

RE: Crossing Guard Study for Vernon Middle School

Dear Mr. Castillo:

Per your request, Albert Grover & Associates (AGA) has completed the study for Adult Crossing Supervision for Vernon Middle School for the intersections of Vernon Avenue at San Bernardino Street and Vernon Avenue at Benito Street (see **Figure 1**).

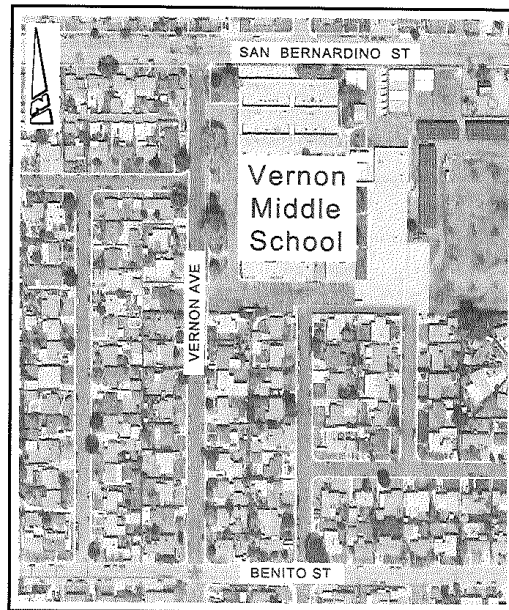


Figure 1: Study Intersections

TRANSPORTATION CONSULTING ENGINEERS

211 E. Imperial Hwy., Suite 208, Fullerton, CA 92835
(714) 992-2990 FAX (714) 992-2883 E-Mail: aga@albertgrover.com

The intersection of Vernon Avenue at San Bernardino Street (see **Figure 2**) is a three-legged intersection, with stop-controlled approaches in all directions. The intersection has two yellow school crosswalks, one on the east leg and one on the south leg. San Bernardino Street has four lanes and has a speed limit of 40 miles per hour (mph). Vernon Avenue is a residential street with one lane in each direction and has a speed limit of 25 mph.

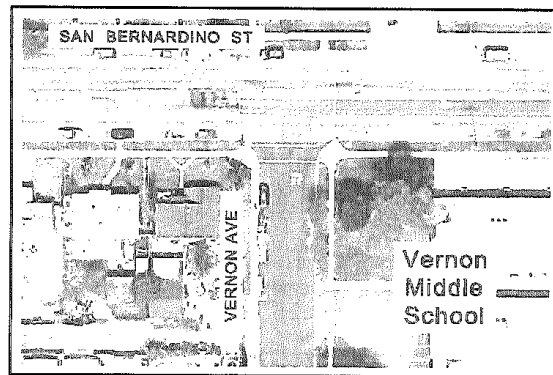


Figure 2: Vernon Avenue at San Bernardino Street

The intersection of Vernon Avenue at Benito Street (see **Figure 3**) is a four-way intersection, with stop-controlled approaches in all directions. The intersection has four yellow school crosswalks. Vernon Avenue maintains the same characteristics as above. Benito Street has one lane in each direction with speed limit of 35 mph.

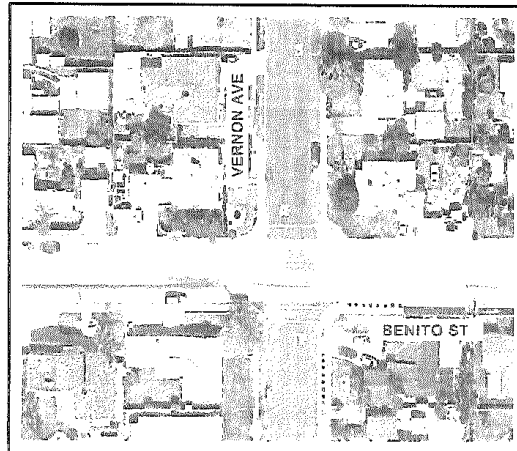


Figure 3: Vernon Avenue at Benito Street

METHODOLOGY

The analysis involved an evaluation of the following criteria for Adult Crossing Guards in accordance the California Manual of Uniform Traffic Control Devices (CA MUTCD) dated November 7, 2014, Chapter 7D, Crossing Supervision:

Adult Crossing Guards may be assigned at designated school crossings to assist school pedestrians at specified hours when going to or from school. The following suggested policy for their assignment applies only to crossings.

An Adult Crossing Guard should be considered when:

- A. Special situations make it necessary to assist elementary school pedestrians in crossing the street.

Adult Crossing Guards normally are assigned where official supervision of school pedestrians is desirable while they cross a public highway, and at least 40 school pedestrians for each of any two hours (not necessarily consecutive) daily use the crossing while going to or from school.

Adult Crossing Guards may be used under the following conditions:

- 1) At uncontrolled crossings where there is no alternate controlled crossing within 600 feet; and
 - a. In urban areas where the vehicular traffic volume exceeds 350 during each of any two hours (not necessarily consecutive) in which 40 or more school pedestrians cross daily while going to or from school.

- 2) At stop sign-controlled crossing:

Where the number of vehicular traffic volumes on undivided highways of four or more lanes exceeds 500 per hour during any period when the school pedestrians are going to or from school.

Based on the above criteria, the Adult Crossing Guard may be considered if a stop-controlled crossing, with four or more lanes, has at least 40 students for any two hours during the day and at least 500 conflicting vehicles per hour during any period when the school-age pedestrians are going to or from school.

Additionally, the Adult Crossing Guard may be considered if an uncontrolled crossing, without a controlled crossing at least 600 feet away, has at least 40 students and at least 350 conflicting vehicles per hour during any period when the school-age pedestrians are going to or from school. These criteria must be satisfied for any two hours during the day, not necessarily consecutive.

While both intersections are stop-controlled, only San Bernardino Street has four lanes. For Vernon Avenue and Benito Street, there is not specific criteria that defines how to treat roadways of less than four lanes. Because of this, both intersections will be analyzed for the criteria of a stop-controlled crossing and of an uncontrolled crossing.



ANALYSIS

Pedestrian volumes and the conflicting vehicle data was collected on Wednesday, September 19, 2018 during the hours of 6:45-8:45 AM and 2:00-3:00 PM. This data was further detailed by school-age and adult pedestrians, but only the school-age pedestrian data was considered for analysis, per the CA MUTCD guidelines. The results for the stop-sign controlled crossing is shown in **Table 1** and the results for the uncontrolled crossing are shown in **Table 2**.

TABLE 1: STOP SIGN-CONTROLLED CROSSING						
Criteria to pass: - at least 40 school age pedestrians for <u>each of any two hours</u> (not necessarily consecutive) using the crossing while going to or from school - conflicting vehicular volume on undivided highways of four or more lanes exceeds <u>500 per hour</u> when school age pedestrians are going to or from school						
Location	Crosswalk	Pedestrian Peak Hour	School Age Pedestrian Volume	Adult Pedestrian Volume	Conflicting Vehicular Volume	Criteria Met
Vernon Avenue and San Bernardino Street	South Leg	7 - 8 AM	22	9	363	No
		2 - 3 PM	47	11	238	
	East Leg	7 - 8 AM	23	3	745	No
		2 - 3 PM	33	4	591	
	West Leg	7 - 8 AM	0	0	624	No
		2 - 3 PM	0	0	519	
Vernon Avenue and Benito Street	North Leg	7 - 8 AM	21	3	425	No
		2 - 3 PM	21	5	267	
	South Leg	7 - 8 AM	9	3	281	No
		2 - 3 PM	23	1	209	
	East Leg	7 - 8 AM	27	7	571	No
		2 - 3 PM	118	4	399	
	West Leg	7 - 8 AM	2	2	503	No
		2 - 3 PM	8	2	349	

Based on the traffic volume data for the intersection of Vernon Avenue at San Bernardino Street, the data does not satisfy the criteria for a stop-sign controlled crossing. Conflicting vehicular volumes are highest on San Bernardino Street, but the pedestrian volumes are lower than the required amount of 40 pedestrians per hour. The south leg crosswalk data does satisfy the required amount of school age pedestrians, but the conflicting vehicular volume is below the required quantity of 500 vehicles per hour.

The data for the intersection of Vernon Avenue at Benito Street also does not satisfy the criteria for a stop sign-controlled crossing. Both the pedestrian and conflicting vehicular volumes are below the threshold for the north and south legs. The data for the east and west legs satisfy the conflicting vehicular volume during



the AM peak hour but the pedestrian volume is below the required amount. During the PM peak hour, the data for the east leg of the intersection satisfies the pedestrian volume but does not satisfy the conflicting vehicular volume required.

TABLE 2: UNCONTROLLED CROSSING						
Criteria to pass: - at least 40 school age pedestrians for <u>each of any two hours</u> (not necessarily consecutive) while going to or from school - no alternate controlled crossings within 600 feet - conflicting vehicular volume exceeds <u>350 per hour during each of any two hours</u> when school age pedestrians are going to or from school						
Location	Crosswalk	Pedestrian Peak Hour	School Age Pedestrian Volume	Adult Pedestrian Volume	Conflicting Vehicular Volume	Criteria Met
Vernon Avenue and San Bernardino Street	South Leg	7 - 8 AM	22	9	363	No
		2 - 3 PM	47	11	238	
	East Leg	7 - 8 AM	23	3	745	No
		2 - 3 PM	33	4	591	
	West Leg	7 - 8 AM	0	0	624	No
		2 - 3 PM	0	0	519	
Vernon Avenue and Benito Street	North Leg	7 - 8 AM	21	3	425	No
		2 - 3 PM	21	5	267	
	South Leg	7 - 8 AM	9	3	281	No
		2 - 3 PM	23	1	209	
	East Leg	7 - 8 AM	27	7	571	No
		2 - 3 PM	118	4	399	
	West Leg	7 - 8 AM	2	2	503	No
		2 - 3 PM	8	2	349	

For the uncontrolled crossing analysis, the data for the intersection of Vernon Avenue at San Bernardino Street does not satisfy the criteria. The pedestrian volume was only satisfied for one hour during the PM peak hour on the south leg crosswalk, but the conflicting vehicular volume did not meet the required amount for that particular time.

The data for the intersection of Vernon Avenue at Benito Street also does not satisfy the criteria for an uncontrolled crossing. Both the pedestrian and conflicting vehicular volumes are below the threshold for the north and south legs. The data for the east leg does satisfy both requirements of pedestrian and conflicting vehicular volumes during the PM peak hour but not during the AM peak hour.



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CONCLUSION

Per the analysis, it is concluded that the intersections of Vernon Avenue at San Bernardino Street and Vernon Avenue at Benito Street do not meet the criteria for an Adult Crossing Guard. Perhaps the study can be revisited in the future if concerns remain.

If you have any questions or concerns please feel free to contact us.

Respectfully submitted,

ALBERT GROVER & ASSOCIATES



Emilio J. Murga, E.I.T.
Assistant Transportation Engineer

HEAVENLY 2018 Crossing Guard Study - 2 Locations/From MS King Gusto Study - 2018 Crossing Guard Study





November 12, 2018

Mr. Noel Castillo, P.E.
Public Works Director/City Engineer
City of Montclair
5111 Bentio Street
Montclair, California 91763

RE: Crossing Guard Study for Serrano Middle School

Dear Mr. Castillo:

Per your request, Albert Grover & Associates (AGA) has completed the study for Adult Crossing Supervision for Serrano Middle School at the intersection of Monte Vista Avenue and Palo Verde Street (see **Figure 1**).

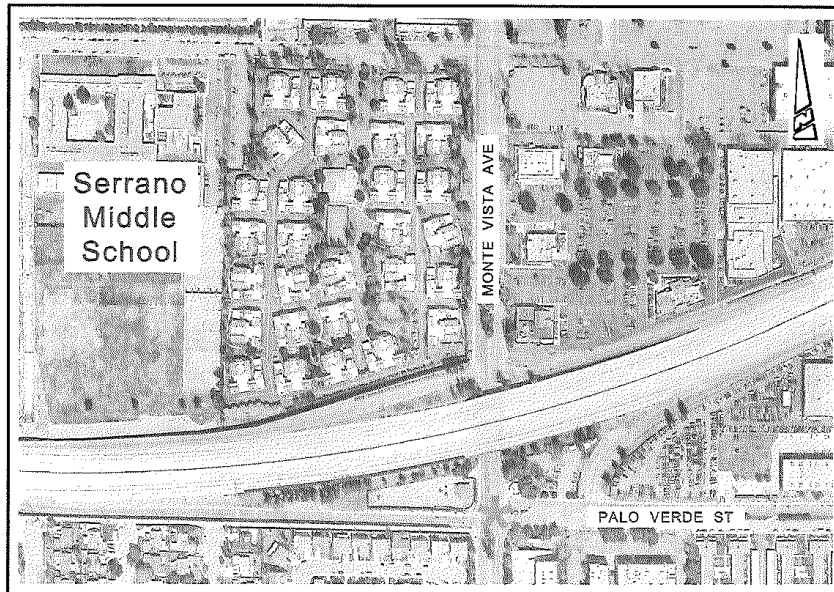


Figure 1: Study Intersection

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The intersection of Monte Vista Avenue at Palo Verde Street (see **Figure 2**) is a four-way signalized intersection. Monte Vista Avenue runs north and south and has a speed limit of 40 miles per hour (mph). The northbound approach has two through lanes and one right turn lane, while the southbound approach has two through lanes and one left turn lane. Palo Verde Street is the westbound approach of the intersection and has a speed limit of 40 mph. This approach consists of one right turn lane and one left turn lane. The eastbound approach is the I-10 freeway eastbound off-ramp and consists of one left-turn lane and a shared lane for the through and right turn movements. There are yellow (school) crosswalks for the south, east, and west legs of the intersection, and no crossing is permitted on the north leg.

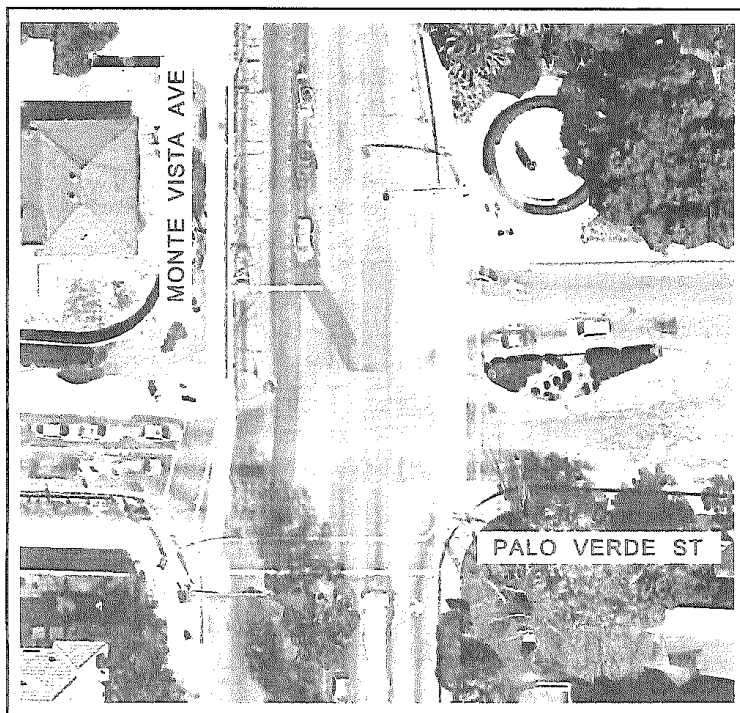


Figure 2: Monte Vista Avenue at Palo Verde Street



METHODOLOGY

The analysis involved an evaluation of the following criteria for Adult Crossing Guards in accordance the California Manual of Uniform Traffic Control Devices (CA MUTCD) dated November 7, 2014, Chapter 7D, Crossing Supervision:

Adult Crossing Guards may be assigned at designated school crossings to assist school pedestrians at specified hours when going to or from school. The following suggested policy for their assignment applies only to crossings.

An Adult Crossing Guard should be considered when:

- A. Special situations make it necessary to assist elementary school pedestrians in crossing the street.

Adult Crossing Guards normally are assigned where official supervision of school pedestrians is desirable while they cross a public highway, and at least 40 school pedestrians for each of any two hours (not necessarily consecutive) daily use the crossing while going to or from school.

Adult Crossing Guards may be used under the following conditions:

- 1) At traffic signal-controlled crossings:
 - a. Where the number of vehicular turning movements through the school crosswalk exceeds 300 per hour while school pedestrians are going to or from school.

Based on the above criteria, the Adult Crossing Guard may be considered if a traffic signal-controlled crossing has at least 40 students for any two hours during the day and at least 300 conflicting vehicles through the school crosswalk when the school-age pedestrians are going to or from school.

ANALYSIS

Pedestrian volumes and conflicting vehicle data was collected on Wednesday, September 26, 2018, during the hours of 6:45-8:45 AM and 2:00-3:00 PM. This data was further detailed by school-age and adult pedestrians, but only the school-age pedestrian data was considered for analysis, per the CA MUTCD guidelines. **Figure 3** shows the school age pedestrian volumes and the volumes of conflicting vehicle movements.



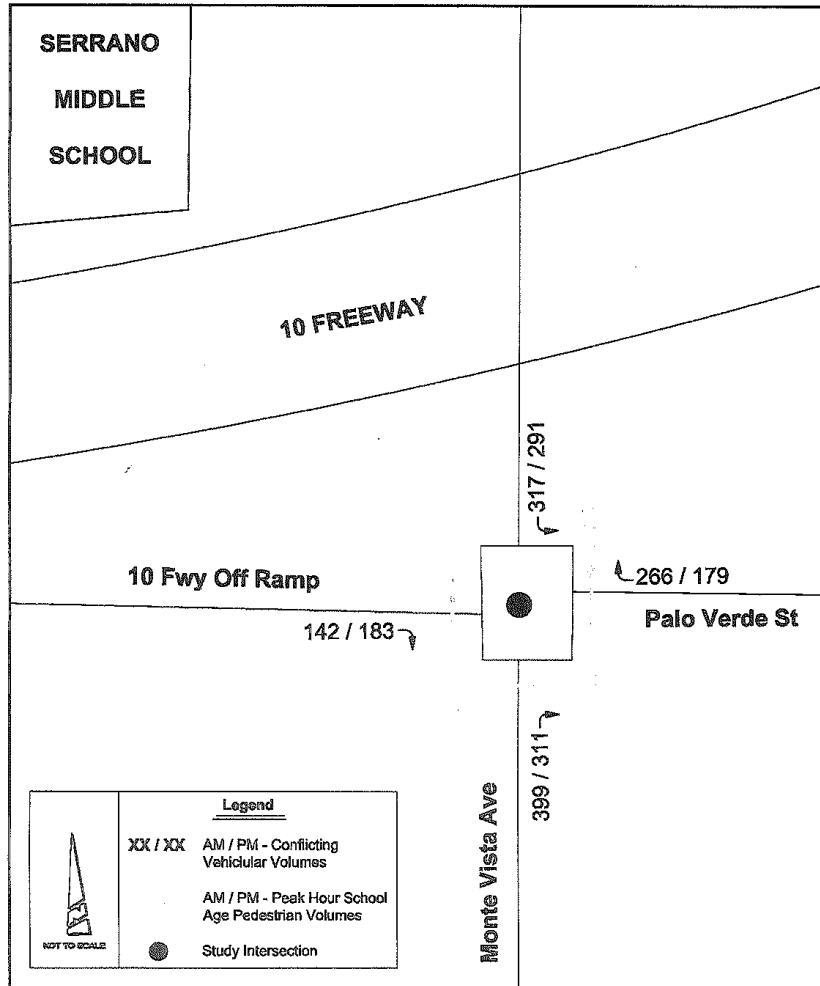


Figure 3: Pedestrian and Conflicting Vehicle Volumes

Based on the traffic data for the intersection of Monte Vista Avenue at Palo Verde Street, the data does not satisfy the criteria for a traffic signal-controlled crossing. Conflicting vehicular volumes are sufficient across the south and east leg crosswalks, but the pedestrian volumes are lower than the required amount of 40 per hour. The data for the west leg crosswalk does satisfy the required amount of school age pedestrians during



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the PM peak hour, but the conflicting vehicular volume is below the required quantity of 300 vehicles per hour. The analysis results are shown in the table below.

TRAFFIC SIGNAL-CONTROLLED CROSSING						
Criteria to pass: - at least 40 school age pedestrians for <u>each of any two hours</u> (not necessarily consecutive) using the crossing while going to or from school - conflicting vehicular turning movement volume through the school crosswalk exceeds <u>300 per hour</u> when school age pedestrians are going to or from school						
Location	Crosswalk	Pedestrian Peak Hour	School Age Pedestrian Volume	Adult Pedestrian Volume	Conflicting Turning Movements	Criteria Met
Monte Vista Avenue and Palo Verde Street	North Leg	<i>No pedestrian crossing for north leg</i>				
	South Leg	7:15 - 8:15 AM	1	2	541	No
		2:15 - 3:15 PM	9	2	494	
	East Leg	7:15 - 8:15 AM	3	0	982	No
		2:15 - 3:15 PM	0	2	781	
West Leg	7:15 - 8:15 AM	25	2	142	No	
	2:15 - 3:15 PM	64	5	183		

CONCLUSION

Per the analysis, it is concluded that the intersection of Monte Vista Avenue at Palo Verde Street does not meet the criteria for an Adult Crossing Guard. Perhaps the study can be revisited in the future if concerns remain.

If you have any questions or concerns please feel free to contact us.

Respectfully submitted,

ALBERT GROVER & ASSOCIATES



Emilio J. Murga, E.I.T.
 Assistant Transportation Engineer

U:\170_A\170-3 Crossing Guard Study - 3 Locations\Monte Vista at Palo Verde Crossing Guard Study



2. PROPOSED NEW SPEED LIMITS

Speed surveys were conducted by the Montclair Police Department and Engineering Staff determined that no new speed limit will change but one location will be altered. On Central Avenue the 45 miles per hour speed will begin at Holt Boulevard South bound instead of at Mission Boulevard.

3. BID OPENING ONLINE (ADD ON)

City of Montclair will soon have a new method of receiving bids for projects. In the past, three City employees' must be present at a City Council Meeting to receive the bids. The online process will eliminate the three staff members and the program will calculate the resulting numbers online. This will cease human error and all results can be viewed online.

VI. POLICE DEPARTMENT UPDATE/ITEMS

1. PARKING ENFORCEMENT

Chief of Police/Executive Director Office of Public Safety Avels updated Staff with parking enforcement issues. He stated that one new cadet was hired and is training on parking citations. The Police Department is staffed with six cadets performing various duties. The cadet's main focus is parking violations associated with the street sweeping schedule.

VII. COMMUNITY DEVELOPMENT DEPARTMENT PROJECT UPDATES/ITEMS

1. UPDATE ON CITY PROJECTS (ADD ON)

City Planner/Planning Manager Diaz reported that a warehouse is under construction at Brooks Street and Monte Vista Avenue. The former location of the Goodyear Tire Company located in the Montclair Place parking area near Central Avenue will soon be replaced with a restaurant called Lazy Dog.

VIII. CAPITAL PROJECT UPDATES

Public Works Director/City Engineer Castillo reported the status of the following capital improvement projects:

A. LOCAL PROJECTS

1. CENTRAL AVENUE UTILITY UNDERGROUND PROJECT

Frontier Communication will be removing wire from the poles and after that is complete, Edison will take out the poles. After the poles are removed the street lights will be installed.

2. CITYWIDE PAVING REHABILITATION (ZONE 4)

This project is complete and was recorded with the County.

3. CITY HALL REMODEL PHASE 1 PROJECT (COUNCIL CHAMBERS IMPROVEMENTS)

A pre-construction meeting is scheduled in February and Council Meetings set for March and April will have to be relocated. During this time the chairs will be replaced, electrical work will be installed and the ceiling will be remodeling. City Manager Starr stated that Council Meetings can be held in the Senior Center or at Montclair Police Department.

4. CENTRAL AVENUE STREET REHABILITATION PROJECT PHASE 1

The final touches are underway which includes the landscape plan. Central Avenue will be remodeled from Phillips Street to the 1-10 Freeway. Staff will be updated at future meetings.

B. REGIONAL PROJECTS

1. MONTE VISTA AVENUE/UPRR GRADE SEPERATION PROJECT

This project has been delayed due to weather conditions. The false work has not been complete and construction of the bridge is estimated to take five months. Staff determined the Monte Vista Grade Separation project will be complete at the end of the summer.

2. 1-10 CORRIDOR PROJECT

Staff continues to coordinate with San Bernardino County Transportation Authority (SBCTA). Staff will be updated with the next phase at future meetings.

3. FOOTHILL GOLD LINE EXTENSION

Mr. Starr stated a workshop will be held on Tuesday February 5th at 5:45 p.m. with the Gold Line Construction Authority. Funding issues are projected to eliminate the Phase 2B extension portion from Glendora to Montclair Transcenter. It is estimated that Phase 2B will be ceased at City of Pomona North Metrolink Station. A formal response will be presented to the Gold Line Construction Authority to consider alternative funding sources for the Gold Line Extension to reach Montclair Transcenter.

IX. COMMITTEE, CITY MANAGER, AND DEPUTY CITY MANAGER ITEMS — None

X. ADJOURNMENT

At 4:40 p.m., Chair Raft adjourned the meeting. The next meeting of the Public Works Committee will be at 4:00 p.m. on February 21, 2019.

Submitted for Public Works Committee approval,

A handwritten signature in black ink, appearing to read 'Cenica Smith', written over a horizontal line.

Cenica Smith
Transcribing Secretary