

**CITY OF MANHATTAN BEACH
PARKING AND PUBLIC IMPROVEMENTS COMMISSION
MINUTES OF A REGULAR MEETING
JUNE 25, 2009**

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 25th day of June 2009, at the hour of 6:30 p.m., in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

B. ROLL CALL

Present: Adami, Vigon, Stabile, Silverman (6:34 p.m.) and Chairman Gross.
Absent: None.
Staff Present: Danna, Zandvliet, Lt. Harrod, Sgt. Mason.
Clerk: Weeks.

C. APPROVAL OF MINUTES

03/26/09-1 April 23, 2009

A motion was MADE and SECONDED (Stabile/Adami) to approve the minutes of April 23, 2009 as written (absent Commissioner Silverman, who arrived at 6:34 p.m.).

D. AUDIENCE PARTICIPATION

None.

E. GENERAL BUSINESS

03/26/09-2 Request to Install a New Power Pole in between 2700 Oak Avenue and 2701 Sepulveda Boulevard to Service a New Commercial Building at 2613 and 2617 Sepulveda Boulevard

Assistant Planner Danna introduced this item, noting that the Council previously passed an ordinance requiring the Parking and Public Improvements Commission's review of new power pole installations.

Senior Civil Engineer Kao presented the staff report. He explained staff's recommendation for approval of this request in that a three-phase transformer is needed for a commercial project and additional transformers cannot be added to the existing power pole. He explained that Southern California Edison recommends the proposed pole, there is no sidewalk on the north side of 27th Street which would not inconvenience pedestrians, or traffic and would not affect adjacent properties; that the proposed pole would be in the public right-of-way; that the alternative power source located at the northeast corner of Sepulveda Boulevard and Marine Avenue would not work; and that 92 notices were sent to individuals owning property

within 500 feet of the site – three were returned and the resident at 2700 Oak Avenue does not object to the proposed power pole.

The Commission discussed: safety concerns related to the pole, particularly with the nearby parking for a children's store; the need for information on the appearance of the proposed pole; adding two transformers to the existing pole; removing the existing pole and installing a new pole with three transformers; other power poles in the City with more than one apparatus; using a converter instead of three transformers; the need to be more careful about causing extra work for staff due to staffing reductions resulting from the poor economy; and City, County and national standards for the placement of power poles and fire hydrants. The Commission noted the lack of opposition to this request and the importance of ensuring that property owners, particularly those at 2700 and 2701 Oak Avenue, are aware of the project, and emphasized that a detailed plan view of the project would have helped ensure that the pole would be located so that a sidewalk could be installed in the future. The Commission expressed concerns that the Public Works Department did not appear to have thoroughly explored alternatives or addressed safety.

Senior Civil Engineer Kao advised that, to help alleviate safety concerns, wheel stops could be installed in the parking lot adjacent to the proposed pole; that the proposed pole would be similar to the existing pole at the location; that, according to Southern California Edison, there can be only one apparatus on a pole; that the existing pole serves residences, but commercial service is needed; and that alternative locations were examined and determined to be undesirable. Mr. Kao explained that staff reviewed the project based on engineering practices and the perspective of whether the proposed pole would inconvenience pedestrians, traffic and adjacent residents; that the Public Works Department reviewed the project to ensure that it met City public right-of-way standards related to power pole and fire hydrant placement; that the possibility to install the new transformers in an underground vault was discussed with Edison's planner; but, according to Southern California Edison, a pole at the location would still be necessary; and that, due to construction and maintenance costs, Southern California Edison discourages underground vaults.

Audience Participation

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

Applicant Louie Tomaro, Tomaro Architecture, explained that the existing pole contains a single-phase transformer, but triple-phase is needed and single- and triple-phase cannot be placed on one pole; that different alternatives were examined and this is the best alternative and the other power source at the northeast corner of Sepulveda Boulevard and Marine Avenue is not feasible; that this project will be the first Leadership in Energy and Environmental Design (LEED) gold building in Manhattan Beach; and that a future sidewalk could be installed between the proposed pole and a rolled curb.

Chairman Gross closed the public hearing at 7:10 p.m.

Commission Discussion

Commissioner Adami explained that his concerns about alternative designs not being thoroughly explored were eliminated with the applicant's testimony, since it appears that the proposed location for the power pole is the only option. For this reason, the lack of objections

from the resident at 2700 Oak Avenue and the alleviation of safety concerns, Commissioner Adami said he could support the project.

Commenting on the lack of safety concerns associated with a power pole near his home, Commissioner Silverman indicated he could approve the request.

Commissioner Vigon related his desire for assurance that the proposed pole would be located so that a sidewalk could be constructed in the future. He voiced his opinion that existing poles intruding into sidewalks are not a basis for creating additional obstructions and he expressed concern over the lack of a detailed plan showing the specific location of the proposed pole.

It was Commissioner Stabile's viewpoint that the optimal solution would be to put the needed three-phase transformer on the existing pole, but this cannot be done. He observed that this decision ultimately relies on hearsay from So. Ca Edison to support their conclusion for a new pole and felt that Edison should have attended this meeting to provide input.

Chairman Gross expressed his agreement with the request, particularly since no residents objected, and a three-phase transformer would be more efficient and save energy. He related his understanding that staff would make certain the pole meets requirements for poles and fire hydrants and that a recommendation for approval could include a requirement that both safety and space standards must be met.

Traffic Engineer Zandvliet verified that staff's review of schematic drawings to be provided to the City by the applicant will include the exact location of the pole and that, if necessary, the request would be brought back to the Commission. He indicated that, since Edison was not present at the meeting, a recommendation for approval could be made with the understanding that various stipulations must be met.

MOTION: A motion was MADE and SECONDED (Stabile/Vigon) to recommend approval of a new power pole in between 2700 Oak Avenue and 2701 Sepulveda Boulevard to service a new commercial building at 2613 and 2617 Sepulveda Boulevard as requested, provided an independent confirmation by staff that utilizing the existing power pole for a new transformer is infeasible.

Chairman Gross offered an AMENDMENT to the motion that staff shall review and affirm that location proposed by Southern California Edison is the best for both safety and sidewalk space and that it meets local and regional requirements pertaining to poles and fire hydrants. The amendment was accepted by both Commissioners Stabile and Vigon and the AMENDED MOTION passed by unanimous roll call vote as shown below:

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

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

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

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

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

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

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

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

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

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

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

Audience Participation

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

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

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

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

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

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

Commission Discussion

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

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

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

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

Commissioner Vigon touched on staff parking at Meadows School.

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

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

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

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

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

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

G. COMMISSION ITEMS

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

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

06/25/09.5 Commission and Staff Re Parking

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

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

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

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

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

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

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

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

Traffic Engineer Zandvliet advised that the Commission could re-recommend white striping.

H. STAFF ITEMS

None.

I. ADJOURNMENT

The meeting was adjourned at 9:00 p.m.