



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

AGENDA REGULAR MEETING

**TRAFFIC COMMISSION
THURSDAY, MAY 23, 2019**

**CITY OF ROLLING HILLS
8:30 A.M.**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
 - A. SEPTEMBER 27, 2018 MINUTES OF A REGULAR MEETING OF THE TRAFFIC COMMISSION.
 - B. OCTOBER 18, 2018 MINUTES OF AN ADJOURNED REGULAR MEETING OF THE TRAFFIC COMMISSION.
4. **PRESENTATION**

NONE.
5. **OLD BUSINESS**
 - A. CONSIDERATION OF A REVISED DRIVEWAY AT 8 MIDDLE RIDGE LANE SOUTH.
6. **NEW BUSINESS**
 - A. RECOMMEND TO THE CITY COUNCIL FOR APPROVAL THE FY 2019-20 SUPPLEMENTAL TRAFFIC ENFORCEMENT CONTRACT WITH THE LOS ANGELES SHERIFF'S DEPARTMENT.
 - B. RECOMMEND TO THE CITY COUNCIL TO EVALUATE ALL EQUESTRIAN CROSSINGS IN THE CITY OF ROLLING HILLS, INSTALL SIGNAGE AND STRIPING IF WARRANTED, AND ADOPT A MAINTENANCE SCHEDULE FOR SIGNED/STRIPED CROSSING.
7. **OPEN AGENDA - COMMENTS FROM PUBLIC ON ITEMS NOT ON THE AGENDA**
8. **MATTERS FROM MEMBERS OF THE TRAFFIC COMMISSION**

- A. UPDATE: CONSIDERATION OF A REQUEST FROM COMMISSIONER ROGER HAWKINS TO AMEND CHAPTER 10.36 REGARDING RIGHT OF WAY OF HOSEBACK RIDERS AND SAFETY OF ANIMALS. (ORAL)
- B. UPDATE: COMMISSIONER HAWKINS QUESTIONED THE REASON FOR TWO CONFLICTING SIGNS; ONE SIGN REFERENCED THE CALIFORNIA VEHICLE CODE PLACED AT THE SERVICE ROAD LEADING TO THE SCHOOL DISTRICT PROPERTY AND ONE SIGN REFERENCED THE ROLLING HILLS MUNICIPAL CODE PLACED AT THE CREST ROAD WEST GATE ENTRANCE. (ORAL)

9. MATTERS FROM STAFF

NONE.

10. ADJOURNMENT

Next meeting scheduled for Thursday, July 25, 2019 at 8:30 a.m.

Documents pertaining to an agenda item received after the posting of the agenda are available for review in the City Clerk's office or at the meeting at which the item will be considered.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting due to your disability, please contact the City Clerk at (310) 377-1521 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility and accommodation for your review of this agenda and attendance at this meeting.

MINUTES OF
A REGULAR MEETING
OF THE
TRAFFIC COMMISSION OF THE
CITY OF ROLLING HILLS
THURSDAY, SEPTEMBER 27, 2018

1. CALL TO ORDER

A regular meeting of the Traffic Commission of the City of Rolling Hills was called to order by Chair Wilson at 8:32 a.m. on Thursday, September 27, 2018, in the City Council Chamber, at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

2. ROLL CALL

Commissioners Present: Hawkins, Margeta, Raine, Virtue and Chair Wilson.

Commissioners Absent: None.

Others Present: Elaine Jeng, City Manager.
Yolanta Schwartz, Planning Director.
Yvette Hall, City Clerk.
Vanessa Munoz, Traffic Engineer.
Ricky Osburn, Sergeant Los Angeles County Sheriff's Department.
Clint Patterson, 22 Georgeff Road.
Criss Gunderson, Architect, 8 Middleridge Lane South.
Mike Joly, 10 Middleridge Lane South.

3. APPROVAL OF MINUTES

A. MINUTES OF JULY 26, 2018.

Vice Chairwoman Virtue moved that the Traffic Commission approve the minutes of the regular meeting of the Traffic Commission held on July 26, 2018. Commissioner Hawkins seconded the motion, which carried without objection by a voice vote as follows:

AYES: COMMISSIONERS: Hawkins, Margeta, Raine, Virtue and Wilson.

NOES: COMMISSIONERS: None.

ABSENT: COMMISSIONERS: None.

ABSTAIN: COMMISSIONERS: None.

4. PRESENTATION

A. PRESENTATION BY REPRESENTATIVES OF THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT, LOMITA STATION ON TRAFFIC STATISTICS FOR THE CITY OF ROLLING HILLS.

Sergeant Osburn presented the monthly supplemental traffic enforcement statistics. He reported the following traffic statistics for the month of August 2018: 1) Total of 65 hours worked; 2) Total of 67 citations issued, of which 23 citations were issued to residents and 44 citations were issued to non-residents. Sergeant Osburn noted that a vehicle was cited for speeding at 56 miles per hour on Portuguese Bend Road at Poppy Trail.

In response to Commissioner Hawkins' question, Sergeant Osburn stated that the Rolling Hills Municipal Code (RHMC) is used to enforce traffic regulations in the City of Rolling Hills (City).

5. OLD BUSINESS

None.

6. NEW BUSINESS

A. CONSIDERATION OF A PROPOSED REQUEST FOR A DRIVEWAY WITH TWO APRONS AND A STABLE SERVICE DRIVEWAY WITH APRON AT 8 MIDDLELIDGE LANE SOUTH.

Planning Director Schwartz presented a summary of the project at 8 Middleridge Lane South. She indicated that the property is a vacant lot and construction of a home will be proposed following a review of the driveway approach. She stated the request is for consideration of a circular driveway necessitating two aprons and a stable service driveway with one apron. Planning Director Schwartz stated that Traffic Engineer Munoz reviewed the request and will present the staff report.

Traffic Engineer Munoz stated that the site has three proposed driveways aprons, two of them will form a loop into the property and one is for equestrian deliveries. Traffic Engineer Munoz provided the history of the street and stated that there is a power pole at the edge of the top driveway that has been hit at least once during the time she has been the Traffic Engineer due to vehicles speeding as they approach the bend. She indicated that the looped driveway proposal is to meet the fire department's requirements. She expressed concern with the sight distance of the proposed driveway because the property is located in the s-shape of the roadway. She stated that the proposed driveway does not meet the minimum sight distance requirement of 155 feet and, depending on the slope of the street, the sight distance requirement could go up to 170 feet. She expressed concern with vehicles exiting the driveway. Traffic Engineer Munoz stated that she does not recommend the driveways be accepted per the proposed layout because the sight distance minimum requirement is not met.

In response to Chair Wilson's question, Planning Director Schwartz stated that a circular driveway is allowed with a Conditional Use Permit.

Chair Wilson opened the item to public comment.

Mike Joly, 10 Middleridge Lane South, commented that he submitted a letter to the Traffic Commission (TC). Mr. Joly expressed concern regarding the size of the proposed residence and the two driveway aprons. Mr. Joly indicated that the architect, Criss Gunderson, discussed the proposed driveway with him. Mr. Joly stated that he believes his view will be affected by the construction of the home.

Criss Gunderson, Architect, 8 Middleridge Lane South, commented that the size and height of the proposed project are not under the TC's purview. Mr. Gunderson stated that he met with Mr. Joly to discuss his concerns. Mr. Gunderson explained the proposed driveway plans as follows: 1) The circular driveway is not due to the request of his client; 2) Mr. Gunderson's clients would like a safe exit and entrance, and a place for their guests to park; 3) Due to difficulties with the shape of the lot, the configuration of the existing topography and the limitations of grading, Mr. Gunderson is proposing a circular driveway; and 4) Mr. Gunderson has worked with the fire department and this is the concept that the fire department can approve to meet the fire code. He discussed the maximum distance requirement for fire department access. Mr. Gunderson discussed the proposed widths of the driveways for the main residence and the stable access road.

No further comments were received from the public. Chair Wilson closed public comments.

Discussion followed among the TC and staff concerning the proposed circular driveway, sight distance requirements and scheduling a site visit.

Commissioner Virtue commented that additional information on the allowance of a circular driveway is needed.

Commissioner Margeta commented that the proposed circular driveway should be redesigned.

Commissioners Hawkins and Raine both indicated that they were not in support of the circular driveway.

The TC discussed the scheduling of a site visit to review a revised plan as suggested by Mr. Gunderson.

Commissioner Margeta moved that the Traffic Commission meeting be adjourned to a site visit and a future regular meeting, thereafter, to consider a revised request for a driveway at 8 Middleridge Lane South. Commissioner Raine seconded the motion, which carried without objection by a voice vote as follows:

AYES: COMMISSIONERS: Hawkins, Margeta, Raine, Virtue and Wilson.
NOES: COMMISSIONERS: None.
ABSENT: COMMISSIONERS: None.
ABSTAIN: COMMISSIONERS: None.

7. OPEN AGENDA - COMMENTS FROM PUBLIC ON ITEMS NOT ON THE AGENDA

None.

8. MATTERS FROM MEMBERS OF THE TRAFFIC COMMISSION

- A. CONTINUED FROM 7/26/18 - CONSIDERATION OF A REQUEST FROM COMMISSIONER ROGER HAWKINS TO AMEND CHAPTER 10.36 REGARDING RIGHT OF WAY OF HORSEBACK RIDERS AND SAFETY OF ANIMALS.

Planning Director Schwartz presented the staff report and stated that this matter was brought back for discussion from the previous (TC) meeting due to a clerical error on the September 27, 2018 TC Agenda pertaining to the RHMC chapter. She indicated that the proposed amendment to the RHMC in regard to yielding to horseback riders and animals was requested by Commissioner Hawkins. Planning Director Schwartz reviewed the current RHMC Section 10.36.050 and stated that Commissioner Hawkins would like the TC to consider adding two municipal code sections as follows:

Proposed 10.36.050.D:

The driver of any vehicle approaching any animal being ridden, or led, livestock, or horse drawn vehicle, shall exercise proper control of the vehicle being driven and shall (a) not engage in any conduct that may startle, frighten or injure the animal or livestock, and (b) reduce the vehicle's speed or stop, as may appear necessary or as signaled or otherwise requested by any person riding, leading, driving, or in charge of the animal or livestock, to minimize the risk of injury to the animal or livestock and/or any person riding, leading, driving or in charge of the animal or livestock.

Proposed 10.36.050.E:

The driver of any vehicle, approaching any animal shall exercise proper control of the vehicle being driven and shall reduce the vehicle's speed or stop, as may be necessary, to minimize the risk of startling, frightening or injuring the animal and safeguarding any person that may be leading or otherwise in charge of the animal.

Commissioner Margeta commented that she has seen dogs lying in the middle of the street, and that she hopes drivers can see them and stop.

Chair Wilson opened the item to public comment.

Clint Patterson, 22 Georgeff Road, indicated support of any efforts to increase safety for dogs and cats, in addition to horses.

No further comments were received from the public. Chair Wilson closed public comments.

Separate and apart from the item of discussion, Commissioner Hawkins questioned why there were two signs, one referencing the California Vehicle Code placed at the service road portion of Crest Road leading to the school district property and one referencing the RHMC, posted in the City outside the Crest Road West gate entrance.

Discussion followed concerning the addition of language to the proposed RHMC Chapter 10.36.050.D. The TC agreed that the proposed paragraph E would be merged into paragraph D.

Commissioner Raine moved that the proposed Rolling Hills Municipal Code Chapter 10.36.050.D be considered for adoption by the City Council as follows: A. 10.36.050.D. The driver of any vehicle approaching any animal, including any animal being ridden, or led, livestock, or horse drawn vehicle, shall exercise proper control of the vehicle being driven and shall (a) not engage in any conduct that may startle, frighten or injure the animal or livestock, and (b) reduce the vehicle's speed or stop, as may appear necessary or as signaled or otherwise requested by any person riding, leading, driving, or in charge of the animal or livestock, to minimize the risk of injury to the animal or livestock and/or any person riding, leading, driving or in charge of the animal or livestock. Commissioner Margeta seconded the motion, which carried without objection by a voice vote as follows:

Minutes

09-27-18 Traffic Commission Meeting Minutes

AYES: COMMISSIONERS: Hawkins, Margeta, Raine, Virtue and Wilson.
NOES: COMMISSIONERS: None.
ABSENT: COMMISSIONERS: None.
ABSTAIN: COMMISSIONERS: None.

Separate and apart from the item of discussion, Commissioner Hawkins suggested that incidents such as a hit and run due to driving under the influence be placed in the City's newsletter.

Separate and apart from the item of discussion, Chair Wilson introduced the new City Manager Elaine Jeng to the TC. The TC welcomed City Manager Jeng to the City.

Separate and apart from the item of discussion, Chair Wilson inquired about the two signs that Commissioner Hawkins mentioned under Item 8 of the agenda.

City Manager Jeng stated that she would research the two signs posted in the City outside the Crest Road West gate entrance and the service road portion of Crest Road and follow up with the TC.

Commissioner Margeta left the meeting at 9:47 a.m.

9. MATTERS FROM STAFF

A. CONSIDERATION OF AN ALTERNATE DATE FOR THE NOVEMBER MEETING OF THE TRAFFIC COMMISSION (ORAL REPORT).

The TC discussed alternate dates for the November TC meeting.

By consensus, the Traffic Commission scheduled a site visit on October 18, 2018 at 8:30 a.m. at 8 Middleridge Lane South.

By consensus, the Traffic Commission rescheduled their next regular meeting to November 15, 2018 at 8:30 a.m.

ADJOURNMENT

Hearing no further business before the Traffic Commission, Chair Wilson adjourned the meeting at 9:55 a.m. to a field visit on October 18, 2018 at 8:30 a.m. at 8 Middleridge Lane South. The next meeting of the Traffic Commission is scheduled to be held on Thursday, November 15, 2018 beginning at 8:30 a.m. in the Rolling Hills City Council Chamber at City Hall, 2 Portuguese Bend Rd., Rolling Hills, CA.

Respectfully submitted,

City Clerk

Approved,

Patrick Wilson
Chair

MINUTES OF
AN ADJOURNED REGULAR MEETING
OF THE
TRAFFIC COMMISSION OF THE
CITY OF ROLLING HILLS
THURSDAY, OCTOBER 18, 2018

1. CALL TO ORDER

An adjourned regular meeting of the Traffic Commission of the City of Rolling Hills was called to order by Chair Wilson at 8:30 a.m. on Thursday, October 18, 2018, at a property at 8 Middleridge Lane South, Rolling Hills, California.

2. ROLL CALL

Commissioners Present: Hawkins, Raine, Virtue and Chair Wilson.

Commissioners Absent: Margeta

Others Present: Yolanta Schwartz, Planning Director
Vanessa Munoz, Traffic Engineer
Criss Gunderson, Architect
Mr. and Mrs. Becker, neighbors
Dr. Weinstein, neighbor
Mr. Cheng, neighbor
Ms. Joly, neighbor

OLD BUSINESS

A. CONSIDERATION OF A REVISED REQUEST FOR A NEW DRIVEWAY AT 8 MIDDLE RIDGE LANE SOUTH

Planning Director Schwartz presented a driveway request from Criss Gunderson, architect, for property owner at 8 Middleridge Lane South. She stated that the Traffic Commission considered an application for a circular driveway for this property at their September 27, 2018 meeting, which was not recommended for approval by the Traffic Engineer. The Commissioners directed the applicant to work with staff to come up with an acceptable design. Planning Director Schwartz stated that the applicant worked with staff and revised the driveway by eliminating the circular driveway and is now proposing one driveway approach. He also moved the approach 226' feet in easterly direction from the first proposal.

Traffic Engineer Munoz stated that from a safety perspective the proposed driveway, as staked in the field meets the engineering standards for a driveway and she would recommend approval.

Mrs. Becker stated that she and her neighbors are opposed to the location of the driveway, as it is in the middle of two driveways on the opposite side of the street, and she thinks it would be very dangerous

to exit the other two properties. Mr. Cheng agreed with Mrs. Becker. Mrs. Becker suggested that the driveway be moved close to the westerly property line.

Dr. Weinstein stated that moving the driveway to any other place would be dangerous due to the curved nature of the lot. All present walked to the westerly property line of the lot. Dr. Weinstein stated that this is not a good location as there is history with cars losing control and hitting the pole at that location. The Traffic Engineer agreed that this location is not safe. Dr. Weinstein and Commissioner Raine suggested that the driveway be located further down the street near the easterly property line.

Following a lengthy discussion, all present walked to the easterly boundary of the lot and discussed a possible location where previously a stable access was proposed, which was still staked.

The Traffic Engineer stated that this location would be acceptable from an engineering safety standard.

The architect stated that this location would require much more grading and that the driveway would need to be very long and parallel the street. He stated that the Planning Commission may have issues with such a long driveway and the grading required for the driveway. Planning Director Schwartz also expressed concern with such a long driveway.

Chairman Wilson stated that the role of the Traffic Commission is to assure safety on the road and not design, and therefore, if all agreed and the Traffic Engineer is in favor of the location of the driveway, the architect should work with staff to revise the plan.

There being no further discussion he closed the public hearing. Commissioner Raine made a motion to recommend approval of the driveway in the location near the easterly property line and to place a condition that it be screened from the Middleridge Lane. Commissioner Virtue seconded the motion, which carried without objection.

ADJOURNMENT

Hearing no further business before the Traffic Commission, Chair Wilson adjourned the meeting at 9:25 a.m. The next meeting of the Traffic Commission is scheduled to be held on Thursday, November 15, 2018 beginning at 8:30 a.m. in the Rolling Hills City Council Chamber at City Hall, 2 Portuguese Bend Rd., Rolling Hills, CA.

Respectfully submitted,

Yolanta Schwartz
Planning Director

Approved,

Patrick Wilson, Chair



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

Agenda Item No: 5A
Mtg. Date: 05/23/19

TO: HONORABLE CHAIRMAM AND MEMBERS OF THE TRAFFIC COMMISSION

FROM: YOLANTA SCHWARTZ, PLANNING DIRECTOR

THRU: ELAINE JENG, P.E., CITY MANAGER

SUBJECT: CONSIDERATION OF A REVISED DRIVEWAY AT 8 MIDDLE RIDGE LANE SOUTH

DATE: MAY 23, 2019

ATTACHMENT:
Site Plan of revised driveway

BACKGROUND/DISCUSSION

At the September 27, 2018 meeting the Traffic Commission considered a proposal for a continuous 20 foot wide driveway (circular driveway) with two aprons and a stable service driveway with one apron. The Traffic Engineer expressed concerns with sight distance and recommended that the driveways not be accepted per the proposed layout since adequate sight distance is not provided. Members of the Traffic Commission concurred with the Traffic Engineer and directed the architect to redesign the driveway. The architect agreed to redesign the driveway.

To assist the Traffic Commission in its review of this request, the applicant was asked to stake a revised driveway and stable access driveway. The Traffic Commission scheduled a site visit to view the revised driveway on October 18, 2018.

Prior to the October 18, 2018 meeting, the architect submitted a revised plan with one driveway to Vanessa Munoz, Traffic Engineer, which she was in favor of, but required that it be staked for viewing in the field. At the field trip Traffic Engineer Munoz stated that from a safety perspective the proposed driveway, as staked in the field, meets the engineering standards for a driveway and she would recommend approval. Several neighbors objected to the proposed location of the driveway. Following a lengthy discussion and consideration of other locations for

a driveway, the Traffic Commission recommended that the driveway be moved near the easterly property line in the area where the stable access was staked. The Traffic Engineer stated that that location would be acceptable.

At the field trip Commissioner Raine made a motion to recommend approval of the driveway in the location near the easterly property line and to place a condition that it be screened from Middleridge Lane. Commissioner Virtue seconded the motion.

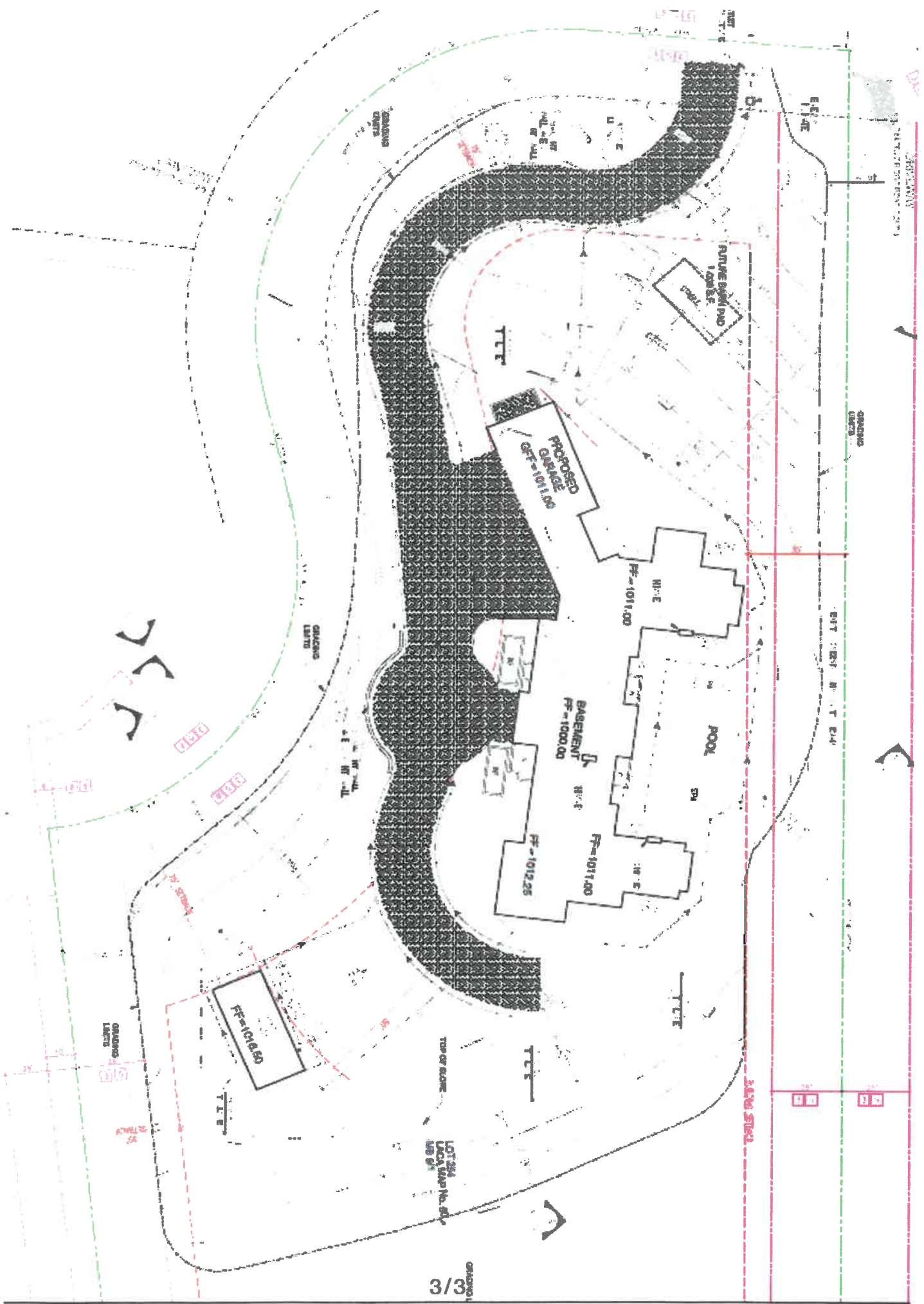
Enclosed with the staff report is a plan of the recommended driveway. This plan has been submitted to the Planning Commission while they're reviewing the proposed development.

CONCLUSION

The Traffic Commission's recommendation will be forwarded to the City Council when the project is presented to them following Planning Commission decision on the development.

RECOMMENDATION

It is recommended that members of the Traffic Commission memorialize their recommendation of the revised driveway as reviewed and approved by the Traffic Commission at the field trip on October 18, 2018 at 8 Middleridge Lane South.





City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
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Agenda Item No.: 6A

Mtg. Date: 05/23/19

TO: HONORABLE CHAIR AND MEMBERS OF THE TRAFFIC COMMISSION

FROM ELAINE JENG, P.E., CITY MANAGER

SUBJECT: RECOMMEND TO THE CITY COUNCIL FOR APPROVAL THE FY 19/20 SUPPLEMENTAL TRAFFIC ENFORCEMENT CONTRACT WITH THE LOS ANGELES SHERIFF'S DEPARTMENT.

DATE: MAY 23, 2019

ATTACHMENT:

Proposal from LA County Sheriff's Department for Supplemental Traffic Enforcement for Rolling Hills FY 19/20

BACKGROUND

The City of Rolling Hills engaged the Los Angeles County Sheriff's Department (Sheriff's Department) to provide supplemental traffic enforcement services for Fiscal Year 2018-2019. In early May 2019, the Sheriff's Department provided the cost to continue the supplemental traffic enforcement services for Rolling Hills for Fiscal Year 2019-2020. The cost for the upcoming fiscal year remains unchanged from Fiscal Year 2018-2019, at \$25,790. As before, the hours of service for the entire fiscal year will be divided into three phases. 132 hours will be dedicated to phase 1, from July 8, 2019 to November 30, 2019. The second phase will have 16 hours from December 1, 2019 to December 30, 2019. One hundred twenty seven hours will be dedicated to phase 3, from January 1, 2020 to June 30, 2020, for a total of 275 hours.

FISCAL IMPACT

The proposed cost of \$25,790 is programmed in the City's FY19/20 budget. The City's budget is scheduled for City Council's review and approval at the June 10, 2019 meeting.

RECOMMENDATION

Staff recommends that the Traffic Commission make a recommendation to the City Council to approve the proposed supplemental traffic enforcement contract for Fiscal Year 2019-2020 with the Los Angeles County Sheriff's Department.

ROLLING HILLS TRAFFIC ENFORCEMENT FISCAL YEAR 2019-2020

The program will begin July 8, 2019. The supplemental traffic enforcement will run from July 8, 2019 through June 30, 2020. The primary focus of this direct traffic enforcement will be Monday thru Friday. Location will be random to increase our visibility and the effectiveness of the enforcement. The breakdown is as follows:

PHASE 1

The first phase will start July 8, 2019 and continue through November 30, 2019. This will be a total of 132 hours. 60 hours from phase 1 will correspond with the first two weeks of the 2019/2020 school year, which begins on August 28, 2019.

The cost of the initial phase is \$12,372.36 (132 hours X \$93.73 per hour).

PHASE 2

A Second phase will begin on December 1, 2019 and will continue through December 30, 2019. The program will consist of 16 hours of traffic enforcement. The breakdown is as follows:

8 hours per week for 2 weeks for a total of 16 hours. The cost of this phase for the month of December will be \$1,499.68 (16 hours X \$93.73 per hour).

PHASE 3

A third phase will commence on January 1, 2020 and will conclude on June 30, 2020. The remaining 127 hours of traffic enforcement will be utilized throughout this time period. The breakdown is as follows:

127 hours spread over a 6 month time period. The cost of this phase is \$11,903.71 (127 hours X \$93.73).

The traffic office will work closely with city staff and residents to increase the overall effectiveness of the entire program. High visibility and compliance with traffic regulations will be the main goal of this operation. This will result in a safer environment for everyone traveling through the city of Rolling Hills.

If a shift is missed, it can be made up during the phase in which it was missed. This will ensure maximum coverage throughout the operation.

TOTAL COST FOR ALL 3 PHASES: \$25,781.25 (275 hours X \$93.73)



City of Rolling Hills

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ROLLING HILLS, CA 90274
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Agenda Item No.: 6B
Mtg. Date: 05/23/19

TO: HONORABLE CHAIR AND MEMBERS OF THE TRAFFIC COMMISSION

FROM ELAINE JENG, P.E., CITY MANAGER

SUBJECT: RECOMMEND TO THE CITY COUNCIL TO EVALUATE ALL EQUESTRIAN CROSSINGS IN THE CITY OF ROLLING HILLS, INSTALL SIGNAGE AND STRIPING IF WARRANTED AND ADOPT A MAINTENANCE SCHEDULE FOR SIGNED/STRIPED CROSSINGS.

DATE: MAY 23, 2019

ATTACHMENT:

1. January 10, 2019 Letter from RHCA Requesting Horse Crossing Striping
2. Cost proposal from Willdan Engineering to Inventory Horse Crossings
3. 2009 Staff Report on Blackwater Horse Crossing
4. 2014 Staff Report on Middleridge Horse Crossing
5. 2015 Staff Report on Citywide Striping

BACKGROUND

On January 10, 2019, City staff received a letter from the Rolling Hills Community Association (RHCA) addressed to the Traffic Commission noting twelve unstriped locations within the City where bridal trails cross roads. The RHCA requested that the Traffic Commission direct the City's Traffic Engineer to determine if the twelve crossings need signage and striping. In response, City staff connected the City's traffic engineer Willdan Engineering and RHCA on this matter as staff initially understood that the striping was maintained by the RHCA. As a result of their discussions, Willdan Engineering submitted a proposal to the City to evaluate the twelve crossings for \$2,100.

DISCUSSION

In reviewing historical files, City staff found that in 2008, RHCA requested the City to install equestrian signage and striping on Blackwater Canyon Road at Appaloosa Lane

and Sagebrush Lane. In early 2009, the Traffic Commission approved signage and striping for the Upper Blackwater Canyon Road at Sagebrush Lane but not at Appaloosa per the recommendation of the City's contracted Traffic Engineer. In 2015, RHCA requested equestrian signage and striping at Middleridge Lane South. The Traffic Commission approved the striping but did not recommend signage at this location as the location was already a stop controlled intersection.

According to Willdan Engineering, an equestrian crossing per the California Manual of Uniform Traffic Control Devices (CA MUTCD) is not required to be signed or striped, but it should be in instances when the animal and vehicle conflict is too great or unexpected, and it's best to warn drivers of the possible conflict to improve vehicle and equestrian safety. That said, individual locations have to be evaluated to determine the extent of conflict warranting signage and striping.

To date, City staff has been taking requests from RHCA to the Traffic Commission as the need arise. The requests in 2008/2009 and 2014/2015 are just a few samples of the requests and there were more requests in the intervening years. For each request, City staff processes them by scheduling an item on the Traffic Commission meeting, solicit expert opinion on the requested location and implement the installation work. In observing past practices, it appears that the Traffic Commission are generally favorable to the installation of signing and striping if determined to be warranted by the experts. To streamline the process, staff is recommending that the Traffic Commission make a recommendation to the City Council to conduct a citywide inventory of bridal trail crossing with roadways and determine the need for signage and striping. Staff will incorporate the installation of signage and striping in the FY 19/20 work program. Staff is also recommending that the Traffic Commission make a recommendation to the City Council to specify a maintenance frequency for the equestrian signage and striping (i.e., once every four years).

FISCAL IMPACT

Approximately \$50,000 is programmed in the FY19/20 budget. The City's budget is scheduled for City Council review and approval on June 10, 2019.

NOTIFICATION

President of Caballeros and the Rolling Hills Community Association (RHCA) have been advised that the Traffic Commission will consider this matter.

RECOMMENDATION

Staff recommends that the Traffic Commission make a recommendation to the City Council to evaluate all equestrian crossings in the City of Rolling Hills, install signage and striping if warranted, and adopt a maintenance schedule for signed/stripped crossings.

FV

Rolling Hills Community Association
of Rancho Palos Verdes

NO. 1 PORTUGUESE BEND RD. • ROLLING HILLS, CALIF. 90274

(310) 544-6222

ROLLING HILLS



CALIFORNIA

(310) 544-6766 FAX

RECEIVED

JAN 14 2019 ^{1 721}

City of Rolling Hills
By _____

January 10, 2019

Rolling Hills Traffic Commission
2 Portuguese Bend Road
Rolling Hills, CA 90274

Re: Undelineated Horse Crossings

Honorable Commissioners:

The staff of the Rolling Hills Community Association has recently taken an inventory of all of the streets where bridle trails cross a roadway in the City. There are twelve street crossings that are not marked horse crossings and would like to request that the City's traffic engineer evaluate these sites and make a recommendation as to whether they require signage and street striping as recognized horse crossings.

Attached is a copy of the complete list of the community horse crossings. The first twelve addresses on the list are not marked or delineated on the roadway. We will provide photos prior to the March meeting.

Please feel welcome to contact me or RHCA Maintenance Supervisor, Arty Beckler if you have any questions.

Sincerely,



Kristen Raig
Manager

Enclosure

Cc: Arty Beckler, RHCA Maintenance Supervisor
Sue Breinholtz, Caballeros President

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Horse Crossing Inventory

DATE: January 2, 2019

ADDRESS/ INTERSECTION	GOOD	NEEDS TO BE ROUGHED	NEEDS TO BE PAINTED
PRIORITY			
Entrance to Buggy Whip Dr (Crest Rd. West)		✓	✓
#5 Johns Canyon		✓	✓
Crest Road West at #5 (Entrance to Glory Trail)		✓	✓
Entrance to Quail Ridge South (Portuguese Bend Road)		✓	✓
Portuguese Bend/ Crest Rd. West crosswalks on all streets		✓	✓
Entrance to Georgeff Rd. (Crest Rd. East)		✓	✓
Caballeros Rd./ Purple Canyon to Willow Springs		✓	✓
Upper Blackwater Road/ Appaloosa Rd.			✓
Entrance to Pine Tree Lane @ Portuguese Bend Rd. street entrance		✓	✓
Middleridge Lane (at entrance to Sis trail)		✓	
Entrance to Williamsburg Lane/ Middleridge Lane		✓	✓
Saddleback/ Parnelli Trail at #26		✓	✓
Georgeff / Fulds Furlong Crossing (Existing)		✓	✓
Entrance to Caballeros Rd. (Crest Rd. East) (Existing)		✓	
Eastfield Trail #49 (Existing)		✓	
Chuckwagon/ Upper Lower Willow (Existing)		✓	
#20 Eastfield (Existing)		✓	
Appaloosa Road (Existing)		✓	✓
Association Entrance (existing)	✓		
Acacia/ Portuguese Bend Road (existing)		✓	
Middleridge Lane/ Blackwater Trail (existing)		✓	✓
Miiddleridge Lane South & North (existing)		✓	

Davidson Trail/ Saddleback (existing)			✓
Saddleback/ Poppy Trail (existing)	✓		
Poppy Trail (existing) (fine)	✓		
Portuguese Bend Above Poppy Trail (existing)	✓		
Portuguese Bend/ Pheasant Trail	✓		
Wagon Lane/ Portuguese Bend Road (Fine)	✓		
Upper Blackwater/ Sagebrush Lane (Fine)	✓		

January 17, 2019

Ms. Elaine Jeng, PE
City Manager
City of Rolling Hills
No. 2 Portuguese Bend Road
Rolling Hills, CA 90274
Via E-mail: ejeng@cityofrh.net

Subject: Proposal to Provide Professional Traffic Engineering Services for a Equestrian Crossing Review at 12 Locations

Dear Ms. Jeng:

Willdan Engineering is pleased to submit this proposal to provide professional traffic engineering services for review and recommendation of twelve existing equestrian crossings in the City of Rolling Hills. We understand the City's Community Association has recently taken an inventory of all the streets where bridle trails cross a roadway. They are requesting the City to review twelve street crossings that are not marked equestrians crossing and evaluate them to make recommendations as to whether they are required to be marked with signing and striping to identify them as an equestrian crossing.

The following is our scope, schedule and fee:

SCOPE OF WORK

Task 1 – Field Inventory

Conduct a field survey of the following locations to review if equestrian crossing signing and striping is recommended:

1. Entrance to Buggy Whip Drive (Crest Road West)
2. #5 John Canyon
3. Crest Road West at #5 (Entrance to Glory Trail)
4. Entrance to Quail Ridge South (Portuguese Bend Road)
5. Portuguese Bend/Crest Road, West Crosswalks and All Streets
6. Entrance to Georgeff Road (Crest Road East)
7. Caballeros Road/Purple Canyon to Willow Springs
8. Upper Blackwater Road/Appaloosa Road
9. Entrance to Pine Tree Lane at Portuguese Bend Road Street Entrance
10. Middleridge Lane (at entrance to Sis Trail)
11. Entrance to Williamsburg Lane/Middleridge Lane
12. Saddleback/Parnelli Trail at #26

Task 2 – Summary Report

Prepare a letter report summarizing the equestrian crossing recommendations including a detail with required signs and striping. The recommendations will be in accordance to the CA MUCTD standards.

SCHEDULE

Willdan expects to complete all work within 3 weeks after receipt of the signed proposal or a written Notice-to-Proceed.

FEE

Willdan proposes to provide the professional traffic engineering services outlined in this proposal for a not-to-exceed fee of **\$2,060** based on the breakdown shown below and the rate schedule per our Professional Service Agreement amended on January 14, 2015.

	Traffic Engineer	Senior Design Engineer I	Total Hours	Cost
Descriptions	\$155/hr.	\$120/hr.		
Task 1 – Field Survey		8	8	\$960
Task 2 – Summary Report	4	4	8	\$1,100
			Total Fee	\$2,060

Thank you for the opportunity to be of service to the City of Rolling Hills. We recognize the importance of this project to the City and are committed to realizing its timely and successful completion. Should you have any questions regarding this proposal, please contact Ms. Vanessa Muñoz at (562) 368-4848 or e-mail vmunoz@willdan.com.

Respectfully submitted,

WILLDAN ENGINEERING



Vanessa Muñoz, PE, TE, PTOE
Director of Engineering

Approval and Authorization to Proceed By:

CITY OF ROLLING HILLS

Signature

Printed Name

Date

910005/WWW.00.60/P19-010_16641

COMPREHENSIVE. INNOVATIVE. TRUSTED.





City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

Agenda Item No.: 5-A
Mtg. Date: 01-12-09

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ANTON DAHLERBRUCH, CITY MANAGER

SUBJECT: CONSIDERATION OF HORSE CROSSINGS AT UPPER BLACKWATER ROAD AND SAGEBRUSH LANE AND ACROSS APPALOOSA LANE AT SI'S TRAIL

DATE: JANUARY 12, 2009

ATTACHMENTS:
Memorandums from the Traffic Engineer
Original request of the RHCA
11/13/08 staff report to the Traffic Commission

RECOMMENDATION

It is requested that the City Council consider the Traffic Commission's recommendations and approve the requested pavement markings and signage for equestrian crossings at Upper Blackwater Road and Sagebrush Lane and across Appaloosa Lane at Si's Trail.

DISCUSSION

At its meeting of November 13, 2008, the Traffic Commission supported the request of the Rolling Hills Community Association (RHCA) and President of Caballeros Del Rancho Palos Verdes (Caballeros) for the installation of pavement markings and signage to forewarn drivers of an equestrian crossing on Upper Blackwater Road at Sage Brush Lane. The Traffic Commission also stated that it would support Caballeros' request for pavement markings and signage on Appaloosa Lane for an equestrian crossing at Si's Trail, providing the Traffic Engineer was in support of the request. The Traffic Engineer also evaluated the RHCA's request for signage and pavement markings across Appaloosa Lane at Upper Blackwater Road however, she did not feel one was necessary.

FISCAL IMPACT

Funds to cover the cost of the pavement markings and signage are available in the budget.

NOTIFICATION

Caballeros President Sue Brieholz and RHCA Manager Kristen Raig have been advised of this matter being considered by the City Council. In addition, the residents adjacent to the locations of potential pavement markings for equestrian crossing have been informed.

AD/

Horsexing-sta.doc



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

Agenda Item No: 3-F
Mtg. Date: 04-28-14

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM RAYMOND R. CRUZ, CITY MANAGER

**SUBJECT: CONSIDERATION OF APPROVAL OF A TRAFFIC COMMISSION
RECOMMENDATION FOR A HORSE CROSSING ON
MIDDLE RIDGE LANE.**

DATE: APRIL 28, 2014

ATTACHMENTS:

**March 27, 2014 Staff Report to Traffic Commission w/attachments
including Memorandum from Traffic Engineer**

RECOMMENDATION

It is recommended that the City Council approve the Traffic Commission's recommendation for a horse crossing at the entrance of Middleridge Lane South and include the crosswalk as part of the FY 14-15 City's annual street striping project.

BACKGROUND/DISCUSSION

During a field trip to a home on Middleridge Lane North, the RHCA Board of Directors noticed no cross walks or horse crossing signs where the bridle trail crosses the street at the entrance of Middleridge Lane South. As a result of that field trip and the Directors' observation, a request from the Association to the City Traffic Commission was made to consider putting a crosswalk at this location where the bridle trail crosses the street.

The City's Traffic Engineer evaluated the request to put a crosswalk at the location and provided the attached report. At the location where Middleridge Lane North intersects with Middleridge Lane South, the Traffic Engineer recommends a white crosswalk to be installed on Middleridge Lane South to better delineate the equestrian right-of-way. However, since the crosswalk would be stop sign controlled, the Traffic Engineer

believes there is no need for the installation of equestrian crossing warning signs. The Traffic Commission first discussed the Traffic Engineer's recommendation at the meeting and again in the field. It was decided by the Commission to approve the Traffic Engineer's recommendation and approve the crosswalk with no equestrian crossing signs.

FISCAL IMPACT

The Traffic Engineer provided the specifications that the crosswalk striping needs to meet. It is estimated that the crosswalk would cost \$1,850 if done as a separate project, but \$285 if made part of the annual striping program. The expense will be paid from the Traffic Safety Fund.

NOTIFICATION

The property owners at 1, 2 and 4 Middleridge Lane South and the Rolling Hills Community Association have been forwarded a copy of this staff report to advise them that the City Council will be reviewing this request.

CONCLUSION

The City has the responsibility of maintaining the public safety for the community. This includes the safety of the roadways. This roadway safety item was identified by the RHCA and reviewed by Traffic Commission. Since the proposed crosswalk was found to improve vehicle and equestrian safety, it would be in the best interest for the community for the City Council to approve it.

RC:hl

Middleridge_Horse Xing_report.pdf

March 28, 2014

Ms. Kristen Raig, Manager
Rolling Hills Community Association
1 Portuguese Bend Road
Rolling Hills, CA 90274

Subject: Horse Crossings on Middleridge Lane North and South

Dear Ms. Raig,

At its meeting of March 27, 2014, the Traffic Commission considered the Rolling Hills Community Association Board of Directors' request to install two horse crossings - one on Middleridge Lane North just east of the driveway for 1 Middleridge Lane North and the second where the bridle trail crosses the road at the entrance to Middleridge Lane South.

Following review by the City Traffic Engineer, a site visit and discussion, the Traffic Commission recommended a white cross walk be installed on Middleridge Lane South at the "T" intersection of Middleridge Lane North and Middleridge Lane South to better delineate the equestrian right of way. Further, the Traffic Commission recommended against installation of a horse crossing on Middleridge Lane North where the bridle trail crosses the road east of 1 Middleridge Lane North.

The City Council will consider the Traffic Commission's recommendation at its meeting on Monday, April 28, 2014.

If you have any questions, please don't hesitate to call the City at 310-377-1521.

Sincerely,

Raymond R. Cruz
City Manager

RC:hl
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City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

Agenda Item No.: 3-H
Mtg. Date: 06/08/15

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM RAYMOND R. CRUZ, CITY MANAGER

SUBJECT: CONSIDERATION OF A RECOMMENDATION FROM THE TRAFFIC COMMISSION FOR A CITYWIDE AS NEEDED ANNUAL ROADWAY STRIPING PROGRAM.

DATE: JUNE 8, 2015

RECOMMENDATION

It is recommended that the City Council approve an annual roadway striping program where staff reviews the condition of the street striping on every street in Rolling Hills each fiscal year to determine which ones need to be re-striped and which ones do not.

BACKGROUND

In alternating years historically, the City re-stripes the major roadways of Portuguese Bend Road, Saddleback Road, Crest Road and Eastfield Drive. In the intervening years also historically, the City re-stripes all City streets. Each year, as necessary, the City also re-stripes the streets that were repaved/resurfaced by the Rolling Hills Community Association (RHCA). In order to save money, the City Council Budget Committee 5 years ago started to tinker with that schedule and directed staff to evaluate year-to-year the condition of the existing striping to determine if citywide striping was needed. This process however had no professional standards and all streets may have not been properly evaluated. By utilizing the historical schedule, staff suggested that the City Council consider re-striping all streets for FY 2014-15 and go back to the original schedule. Therefore, on July 24, 2014, the Traffic Commission reviewed and approved the bid document for FY 2014-15 Citywide Traffic Striping and Pavement Markings in the City of Rolling Hills. Members of the City Council approved this recommendation on July 28, 2014, and directed staff to solicit bids.

The bids were publically opened on September 8, 2014 and all bids were over the \$47,000 budget for the project. Since the bids came in higher than the budget would allow for re-striping the entire City, staff had the Traffic Engineer evaluate the streets that required re-striping this fiscal year. The Traffic Engineer advised that many streets were in good shape and citywide re-striping was unnecessary. State law allows the City to amend the scope of the contract downward, up to 25% of the original bid. Between the work that needed to be done and the budget allocated for re-striping, the City would be able to accomplish the work to meet the State law threshold. Thus, staff recommended that the contract be awarded to the low bidder with the reduction in scope of work to meet its budget.

The City Council took an alternative course of action where they rejected all bids, and directed staff to determine if the County of Los Angeles could re-stripe the streets that were repaved by the RHCA in a timely manner. The Council also directed staff to determine which streets truly required restriping to be completed for this fiscal year and re bid the project on those findings. The City subsequently had the County of Los Angeles successfully re-stripe Upper Blackwater Canyon Road and Portuguese Bend Road (south of Crest Road) this past January for \$11,228.96.

DISCUSSION

Staff, working with the Traffic Engineer concluded that the City's roadways could make it the rest of FY 2014-15 without the need of any further re-striping. However, the Traffic Engineer recommended that the City reinitiate a re-striping schedule that alternates between major arterials (Portuguese Bend Road, Saddleback Road, Crest Road and Eastfield Drive) and residential streets after the entire City was re-striped. There are many ways to implement a citywide striping program, but this alternative was recommended because restriping the street, as needed each year would prove to be more labor intensive and less cost effective. This would require a yearly evaluation by the Traffic Engineer of all the City roadways and preparation of quantities and striping details for the streets that require re-striping. For those years when re-striping is minimal, it could result in less competitive bids from contractors. In general, the smaller the striping project, the less competitive the contractor bids tends to be due to smaller material quantities. This is because the economy of scale is lost.

The recommendation to go back to the original striping schedule was presented at the February 23rd City Council meeting. The result of that agenda item was that the City Council wanted staff to re-evaluate that recommendation and bring back its findings to the Traffic Commission before it was brought back to the City Council. It was clear that the City Council wanted staff to develop a methodology to continue the yearly as-need re-striping program. Therefore, staff worked with the City's Traffic Engineer and developed a methodology for a yearly review of all the City streets to determine which ones needed to be re-striped. A catalog of conditions will be developed by the Traffic Engineer that will include illustrations of street striping examples to assist staff in determining when roadways demand re-striping. The City Manager will be the staff

member responsible to survey the streets and make the determination to which ones meet the conditions for re-striping. When the survey is completed, including any inquiry with the Community Association of what streets are planned to be repaved, staff will go out to competitive bid in order for the work to be completed.

At its May 28th meeting, the Traffic Commission discussed the item. After a number of questions from the Commissioners to staff, the Traffic Commission voted 3-0 to approve the staff recommendation to initiate an annual as needed roadway striping program. With that decision, the Traffic Commission is recommending that the City Council now approve it.

FISCAL IMPACT

To initiate a formal annual as-needed re-striping program, it was unclear what the appropriate allocated budget should be. Therefore, staff has budgeted \$47,000 for its re-striping program for FY 2015-16 which is the same it budgeted this past year. This amount is believed to be more than sufficient to fund the streets needed to be re-striped. After going through one roadway condition review and a bidding process, staff should have a better idea what to budget for future years. Furthermore, staff is going to get a quote from the County before it goes out to competitive bid each year in order to determine if the bids received are competitive or not. If the County is the lowest cost, the City will utilize their services.

NOTIFICATION

The Rolling Hills Community Association.

RRC:hl

Street Striping Recommendation_CC_staffreport.docx