

**TO: CITY COUNCIL,
BOARD OF EDUCATION**

DATE: JUNE 5, 2006

**FROM: CITY MANAGER,
SUPERINTENDENT**

**SUBJECT: CONCEPT APPROVAL OF THE GOALS AND OBJECTIVE FOR
THE PASADENA HIGH SCHOOL DROP-OFF AND PICK-UP PLAN**

RECOMMENDATION

It is recommended that the City Council and the Board of Education hereby approve, in concept, the goals and objectives of the Pasadena High School Drop-off and Pick-up Plan, attached hereto as Exhibit "A," and direct their respective staffs to negotiate and execute a formal agreement for meeting those goals and objectives, consistent with applicable legal requirements, to undertake any and all required studies, and to return to the respective governing bodies for any further required consideration and approval.

BACKGROUND

The Pasadena Unified School District ("District") staff has been meeting with parents and neighbors of the Pasadena High School to determine a student drop-off and pick-up plan that will improve safety for students and reduce traffic in the Victory/Rose neighborhood. The District retained a consultant, Kaku, Inc., to develop a plan that would accomplish these goals and objectives.

On May 18, 2006, City and District staff met with parents and neighbors to present the Pasadena High School Drop-off and Pick-up Plan as described in Exhibit "A." The goals and objectives of this plan consist of the following:

- Improvements to the Cooley/Altadena intersection, new PHS gates at the end of Cooley Place, and modification of striping and signage along Cooley Place to create a safe and convenient student drop-off and pick-up area.
- Lessen the impact of school traffic on Rose Avenue and other neighborhood streets by constructing traffic calming devices such as a partial cul-de-sac at Cooley Place and Rose Avenue and by adding turn restriction signs during drop-off and pick-up times.

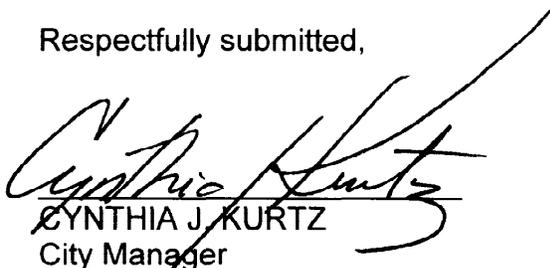
- Construction of a left-turn lane in the median island of Sierra Madre Boulevard for northbound traffic to enter the Victory Park parking lot.
- Installation of a traffic signal, including modification of the driveway and drainage facilities on Sierra Madre Boulevard at the entrance to the Victory Park parking lot.
- Resurface and restripe the Victory Park parking lot. Modify the parking aisles to reflect the new double drop-off/pick-up lanes with a raised island separating the lanes.
- Installation of a traffic signal, including modification of the driveway and drainage facilities on Washington Boulevard at the entrance to the school's faculty parking lot.
- Restripe the parking lot adjacent to Washington Boulevard to allow inbound traffic to use this lot for a drop-off and pick-up area.

The cost of these improvements is to be shared between the City and the District. Therefore, it is necessary to enter into an agreement between the City and the District to determine each agency's share of these costs and responsibilities for the construction of these improvements.

FISCAL IMPACT

The Pasadena High School Drop-off and Pick-up Plan as described in Exhibit "A" is estimated to cost approximately \$1.6 million. The City has appropriated \$350,000 towards this project and City staff will bring to City Council a recommendation to appropriate an additional \$100,000 towards this project by August 1, 2006. It is anticipated that PUSD will bring a recommendation to the school board to appropriate their share of the project costs in a similar timeframe.

Respectfully submitted,


CYNTHIA J. KURTZ
City Manager

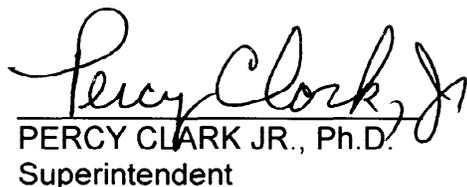

PERCY CLARK JR., Ph.D.
Superintendent

EXHIBIT "A"

**PASADENA HIGH SCHOOL
PICK-UP AND DROP-OFF PLAN**

**Submitted by the
Pasadena Unified School District**

Based on Results of Neighbors and School PTA Meeting of May 18, 2006.

MAY 22, 2006

PASADENA HIGH SCHOOL

PICK-UP AND DROP-OFF PROGRAM

AREA A – COOLEY/ALTADENA INTERSECTION and NEIGHBORHOOD ENTRIES

- 1. Restripe westbound Cooley approaching Altadena to provide one right turn lane and two left turn lanes.**
- 2. Install a green arrow for the westbound-to-southbound left turn lanes to give the left turns a chance to clear prior to the “WALK” indication on the south crosswalk. City of Pasadena to determine the appropriate signal phasing for this intersection.**
- 3. Prohibit parking on the north curb of Cooley for a distance of 100 feet east of Altadena. Install “NO PARKING, School Days, 7:30 to 8:30 am and 2:30 to 3:30 pm” from the end of the NO PARKING zone easterly to Del Rey Avenue.**
- 4. Install turn restriction signs to prohibit southbound left turns along Altadena at Woodlyn and at Whitefield, eastbound right turns along Washington at Switzer and Del Rey, and the northbound left turn at Washington/Woodlyn. These turn restrictions should be signed to be in effect only during school days between 7:30 to 8:30 a.m. and 2:30 to 3:30 p.m.**

AREA B – COOLEY/ROSE GATE – PHASE 1

- 5. Construct a new vehicular gate at the end of Cooley to allow controlled access for trucks and service vehicles. The gate would be controlled by PHS staff and would not allow access to the campus by faculty/staff vehicles or by pedestrians.**
- 6. Construct a new pedestrian gate near the new service gate on Cooley. This gate would be closed to pedestrian access to the campus during school hours except for morning and afternoon pick-up and drop off times.**
- 7. During the first two years of operation, a temporary partial cul-de-sac would be constructed at Rose/Cooley to prohibit eastbound traffic on Cooley from traveling northbound on Rose. The temporary cul-de-sac will allow**

southbound traffic on Rose to enter Cooley. Install STOP sign and DO NOT ENTER sign.

- 8. PHS would send out a traffic plan to its parents advising them of the new traffic patterns on Cooley and discouraging the use of southbound Rose as a drop-off and pick-up route.**
- 9. Install parking control signs along the south curb of Cooley from Rose to Bella Vista reading "PASSENGER LOADING, School Days, 7:30 to 8:30am and 2:30 to 3:30pm – TOW AWAY". The intent of creating this passenger loading zone is to keep the Cooley curb clear for pick-up and drop-off activities.**
- 10. Work with the City of Pasadena to enforce the laws on speed limit, turning maneuvers, and double parking along Cooley.**
- 11. PUSD will continue to open the pedestrian gate at the east end of the tennis courts and at the southwest corner of the soccer field after school hours and on weekends in compliance with the existing Memorandum of Understanding between the City and School District. Groups that hold valid school property use permits will be allowed access to the appropriate facilities.**

AREA B – COOLEY/ROSE GATE – PHASE 2

- 12. After evaluation of the performance of Area B, Phase 1, and if the neighborhood concurs, additional mitigation measures, including the installation of a permanent cul-de-sac that prohibits eastbound Cooley traffic from entering northbound Rose, will be explored and implemented. Construction will require dedication of right-of-way by PUSD to City.**
- 13. The agreement between the City and the School District will reserve sufficient funds to make the temporary cul-de-sac a permanent installation if the evaluation shows that to be the best alternative.**
- 14. Allow southbound traffic on Rose to enter Cooley. Install STOP sign and DO NOT ENTER sign.**
- 15. Continue Items 5, 6, and 8-11 from the Area B, Phase 1 improvement program.**

AREA C -- SIERRA MADRE BOULEVARD

- 16. Remove the four ADA accessible parking spaces from the curb face in front of the school along the north curb of Sierra Madre Boulevard.**
- 17. Replace the four accessible spaces with new accessible spaces within the parking lot in front of the school.**
- 18. Open the pedestrian gate toward the west end of the campus (at the Auditorium) for the morning drop off.**
- 19. Open both vehicular gates exiting the parking lot in front of the school.**
- 20. Sign and stripe the easterly driveway to the parking lot as inbound only.**
- 21. Stripe the aisle inside the parking lot adjacent to the sidewalk as a one-way westbound only aisle.**
- 22. Install a second drop-off lane inside the parking lot adjacent to the curb lane to double the amount of drop-off area inside the lot. Install a 4-5 foot wide island separating the two drop-off lanes.**
- 23. Install a second island along the north side of the parking lot to separate the maneuvers within the parking lot from the drop-off activities.**
- 24. Install fences along the islands to restrict pedestrian crossings to the painted crosswalk locations.**
- 25. Paint the curbs red along the south side of the westbound drop-off aisles and install signs to prohibit parking along the south side of the aisle.**
- 26. Paint pedestrian crosswalks at two locations in the parking lot connecting the school sidewalk to the Sierra Madre Boulevard sidewalk and construct new curb ramps in the sidewalk area.**
- 27. Resurface and restripe the lot to modify the parking aisles to reflect the double drop-off lanes. Change the parking aisle orientation to alternate northbound and southbound travel.**
- 28. Restripe westbound Sierra Madre Boulevard to provide a right turn lane into the parking lot.**
- 29. Open all pedestrian gates from the campus during the afternoon dismissal.**
- 30. Modify the Sierra Madre Boulevard median in front of the school to provide direct access into the school parking lot by providing a single left turn lane into the parking lot and installing a half-signal controlling westbound traffic.**
- 31. Remove the existing two-way median crossover in front of the school.**

AREA D --- WASHINGTON

- 32. Install a traffic signal at the school driveway north of Sierra Madre. This signal will allow vehicles to enter/leave the faculty/staff parking lot safely.**
- 33. Allow the traffic signal to rest in green for Washington traffic. Place detectors on the northbound left turn lane and in the driveway to call up these phases only when a vehicle is present.**
- 34. Interconnect the new traffic signal with the existing signal at Washington/Sierra Madre.**
- 35. Restripe Washington to provide a northbound left turn lane into the school driveway.**
- 36. Install a "Signal Ahead – Prepare to STOP" sign with flashers facing southbound Washington traffic. Interconnect the flashers to the signal to coordinate the flashers with the red signal indication facing southbound traffic.**
- 37. Assign faculty/staff parking to this campus entry.**
- 38. Restripe the parking lot adjacent to Washington to allow inbound traffic to use this lot as a pick-up and drop-off area. Move existing staff parking in this lot to the main Faculty/staff lot.**
- 39. Open the pedestrian gate at this lot during the pick-up and drop-off times.**

PROGRAM EVALUATION

The evaluation of the above program elements will be a joint effort of the City of Pasadena, Pasadena High School staff, and the adjacent neighbors.

Key evaluation points would occur at the end of the first semester of implementation (mid-December 2006) when the evaluation would focus on the operation of Cooley/Altadena and the Rose/Cooley. Adjustments to operations at both intersections could be made, if warranted. The turn prohibitions at the neighborhood entry intersections and the length of the parking prohibitions along the Cooley curb face would be among the elements reviewed. Right turn restrictions for westbound traffic at the intersections of Cooley and Del Rey; Cooley and Belle Vista; and Cooley and Vinedo; may be implemented by the City at the request of the neighborhood.

At the end of the first school year of operation (June 2006), the neighbors would evaluate the success of the Rose/Cooley closure to determine if additional changes are warranted. The full effect of the Rose/Cooley partial cul-de-sac would likely not be felt until the 2007-08 school year when the faculty/staff traffic is transferred to the Washington gate and the Sierra Madre revised parking lot areas are in operation. At the end of the 2007-08 school year, the decision regarding the permanent partial cul-de-sac installation could be made.

PHS staff would attend one neighborhood meeting per year to review school-related traffic and pedestrian impacts and any other issues which affect the adjacent neighborhoods.