

KHANH NGUYEN
Chairman

CLAUDIA STEINMETZ
Vice Chairperson

DUY HONG
Commissioner

MICHAEL WHITE
Commissioner

Vacant



AGENDA

TRAFFIC COMMISSION

REGULAR MEETING

July 26, 2022

6:00 p.m. Council Chambers

**8200 WESTMINSTER BOULEVARD
WESTMINSTER, CALIFORNIA 92683**

If you need special assistance to participate in this meeting, please contact the Public Works/Engineering Department at (714) 548-3243. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II)

NOTE: Any writings or documents provided to a majority of the Traffic Commission regarding any item on this agenda is available for public inspection at the public counter at City Hall located at 8200 Westminister Boulevard, Westminister, CA during normal business hours.

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AGENDA INFORMATION
MEETINGS

Regular Meetings of the Traffic Commission are held the last Tuesday of each month at the hour of 6:00 p.m. While in the City Council Chamber, please turn off all cellular phones and pagers.

AGENDA INFORMATION

The agenda contains a brief general description of each item to be considered. The agenda and supporting documentation is available for public review at the entryway of the Council Chambers prior to the meeting. On the Friday prior to the meeting, the agenda can be accessed on the City's web site at <http://www.westminster-ca.gov>. An archive of agendas and minutes is also available on the City's website.

ATTENDANCE AND PARTICIPATION BY THE PUBLIC

All meetings of the Traffic Commission shall be open and public. Agendas for the Traffic Commission meetings provide the public an opportunity to directly address the Traffic Commission on items of interest to the public that are within the subject matter jurisdiction of the Traffic Commission on any agenda items. NO action may be taken on items not listed on the agenda unless authorized by law. Unless otherwise extended by the Traffic Commission, the amount of time for each individual speaker shall not exceed three (3) minutes.

PUBLIC USE OF COUNCIL CHAMBER EQUIPMENT

All computer presentations must be e-mailed or provided on a CD-ROM to the Traffic Commission Secretary at least 48 hours prior to the meeting. Items to be displayed on the overhead projector must be submitted to the Traffic Commission Secretary for review by staff to verify appropriateness for general audiences by noon on the day of the meeting and prior to the use of the equipment.

1. SALUTE TO FLAG:
2. ROLL CALL: HONG, K. NGUYEN, STEINMETZ, WHITE
3. APPROVAL OF MINUTES – July 27, 2021 and May 31, 2022
4. ITEMS TO BE CONSIDERED

ANYONE WISHING TO SPEAK ON AN ITEM IS REQUESTED TO COMPLETE A SPEAKER SLIP THAT IS PROVIDED AT THE ENTRANCE TO THE COUNCIL CHAMBERS. PLEASE SUBMIT THE SPEAKER SLIP TO THE SECRETARY. WHEN YOUR NAME IS CALLED PLEASE STEP TO THE PODIUM AT THAT TIME AND STATE YOUR NAME AND ADDRESS FOR THE RECORD.

AFTER THE PUBLIC HEARING IS OPENED, PERSONS SPEAKING IN FAVOR WILL

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BE HEARD FIRST, FOLLOWED BY THOSE PERSONS SPEAKING IN OPPOSITION; AND THEN PERSONS SPEAKING IN REBUTTAL. ONLY THOSE PERSONS WHO HAVE SPOKEN IN FAVOR WILL BE PERMITTED TO SPEAK IN REBUTTAL. PERSONS WISHING TO SPEAK WILL HAVE THREE (3) MINUTES TO SPEAK. THE TRAFFIC COMMISSION MAY USE ITS DISCRETION TO ALLOW A SPEAKER TO EXCEED THE TIME LIMITS.

NOTE: YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE MEETING DESCRIBED IN THIS NOTICE OR IN WRITTEN CORRESPONDENCE DELIVERED AT THE MEETING OR PRIOR THERETO.

4.1 T.C. 74-151

Staff Proposal to Install Timed Parking Restrictions on the East Side of Olive Street at Mendez Tribute Monument Park (between Westminster Boulevard and Texas Street)

RECOMMENDATION:

That the Traffic Commission recommend the installation of one hour parking restrictions on the east side of Olive Street at Mendez Tribute Monument Park (between Westminster Boulevard and Texas Street)

5. NEW BUSINESS

6. OLD BUSINESS

7. INFORMATION AND REPORTS

8. ORAL COMMUNICATIONS

9. WRITTEN COMMUNICATIONS

10. ITEMS COMMISSIONERS/STAFF MAY WISH TO DISCUSS

11. ADJOURNMENT: To a Regular Meeting Tuesday, August 30, 2022 at 6:00 p.m. in the Council Chambers

DECLARATION: This agenda was posted on the Bulletin Board outside of the Council Chambers, where completely accessible to the public, at least 72 hours in advance of the City Council Meeting.



Veronica Johnson, Secretary



WESTMINSTER TRAFFIC COMMISSION

Minutes of the Regular Meeting

Council Chambers

8200 Westminster Blvd.

Tuesday – July 27, 2021 at 6:00 pm

CALL TO ORDER

Pursuant to the State of California Executive Order N-29-20 related to coronavirus (COVID-19), the Traffic Commission convened on July 27, 2021 at 6:01 pm via teleconference/web conference.

SALUTE TO FLAG

Commissioner White led the members of the audience in the Salute to the Flag.

ROLL CALL

Commissioners Present: Hong, K. Nguyen, T. Nguyen, Steinmetz, White

Commissioners Absent: None.

Staff Present: Adolfo Ozaeta, Transportation Manager/City Traffic Engineer; Commander MacCormick, Westminster Police Department, Sergeant Adam, Westminster Police Department; Investigator Delk, Westminster Police Department; Veronica Johnson, Secretary

APPROVAL OF MINUTES

The minutes of the Traffic Commission's regular meeting of June 29, 2021 were approved on a motion by Commissioner White; seconded by Vice Chairperson Steinmetz, with a correction of "Chairman to Chairperson" on page 2, and the addition of "Vice Chairperson Steinmetz closed the Public Hearing" on page 3. The motion passed 4-0-1, with Chairman K. Nguyen abstaining.

ITEMS TO BE CONSIDERED

The only item to be considered at this evening's meeting was T.C. 88-116 - Request to Install a Commercial Loading/Unloading Zone on the North Side of 23rd Street, East of Beach Boulevard

T.C. 88-116 23rd and Beach

Mr. Ozaeta stated that staff received a request Mr. Chris Bruno (General Manager, Honda World) to establish a commercial loading/unloading zone on the north side of 23rd Street, east of Beach Boulevard. Currently there are unofficial yellow curb markings in the subject area; this will make it official and adopted by resolution and therefore be enforceable by the Police Department. Ms. Johnson added that all curb markings that are enforced by the Police Department and have a fine, must be adopted by a resolution by the city.

Mr. Ozaeta explained that the subject area is in a residential area. 23rd Street is approximately 40 feet wide with a 25 mph speed limit. Mr. Ozaeta gave a brief overview of the important of the Manual of Uniform Traffic Control Devices (MUTCD) in implementing traffic control measures.

Yellow curb indicates the loading/unloading of passenger and freight. White is only for passengers. Our Westminster PD spoke with Honda World to ensure that they were in favor of the amount on curb staff was proposing. They were in favor of keeping the available parking.

STAFF'S

RECOMMENDATION

Staff recommendation was to approve the installation of a loading/unloading zone on the north side of 23rd Street, east of Beach Boulevard (Honda World Service Center) for a total distance of 27 feet.

Chairman K. Nguyen visited the site and noticed the delivery vehicles and understands the need. He inquired whether the enforcement is done by ticket or towing and who maintains the markings and signs. Mr. Ozaeta replied that markings and signs are maintained by the city. Furthermore, there would be no time limitations indicated as that has been troublesome for enforcement and there is a need for it at all hours of the day. Commander McCormack replied in regards to enforcement, PD would issue citations and towing would be a final action.

Chairman K. Nguyen opened and closed the Public Hearing.

MOTION

Vice Chairperson Steinmetz moved to approve staff's recommendation to install a loading/unloading zone on the north side of 23rd Street, east of Beach Boulevard (Honda World Service Center) for a total distance of 27 feet. The motion was seconded by Chairman K. Nguyen.

VOTE

Motion passed by a 5-0 vote.

NEW BUSINESS

There were no "New Business" items presented to the Commission at tonight's meeting.

OLD BUSINESS

Mr. Ozaeta presented a PowerPoint presentation outlining the placement of crossing guards, school areas, and requirements for various traffic control devices, in response to Vice Chairperson Steinmetz's inquiry on crossing guards. Vice Chairperson Steinmetz asked what the collaboration is between the city and the surrounding school districts. Mr. Ozaeta replied that the city often collaborates with the neighboring cities and school districts and they will be involved in the upcoming Safe Routes to School effort. Mr. Ozaeta will incorporate who funds which crossing guards in a future report.

Mr. Ozaeta gave a brief overview on the upcoming Safe Routes to School effort in the coming year.

**INFORMATION
& REPORTS**

There were no "Information and Reports" items presented to the Commission at tonight's meeting.

**ORAL
COMMUNICATIONS**

There were no "Oral Communications" items presented to the Commission at tonight's meeting.

**WRITTEN
COMMUNICATIONS**

There were no "Written Communications" items presented to the Commission at tonight's meeting.

**ITEMS
COMMISSIONERS/STAFF
MAY WISH TO
DISCUSS**

Ms. Johnson gave an update on the parking restrictions on Hazard and Purdy which will be going before the Mayor and City Council the following day. We did receive one protest and the resident was encouraged to attend the Council meeting.

Mr. Ozaeta updated the Commission on the request from Vice Chairperson Steinmetz, the red curb will be refreshed in the area of Olive and Plaza.

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting was adjourned at 7:10 pm.

Respectfully Submitted,

Khanh Nguyen
Chairman

Veronica Johnson
Secretary



WESTMINSTER TRAFFIC COMMISSION Minutes of the Regular Meeting

Council Chambers
8200 Westminster Blvd.
Tuesday – May 31, 2022 at 6:00 pm

CALL TO ORDER A regular meeting of the Westminster Traffic Commission was called to order by Chairman K. Nguyen on Tuesday, May 31, 2022, at 6:04 p.m. in Council Chambers, 8200 Westminster Boulevard, Westminster, California.

SALUTE TO FLAG Commissioner White led the members of the audience in the Salute to the Flag.

ROLL CALL **Commissioners Present:** K. Nguyen, Steinmetz, White
Commissioners Absent: Hong
Staff Present: Adolfo Ozaeta, Assistant City Manager; Bill Pham, Civil Engineering Associate; Commander MacCormick, Westminster Police Department, Sergeant Adam, Westminster Police Department; Veronica Johnson, Secretary

APPROVAL OF MINUTES
None.

ITEMS TO BE CONSIDERED The first item to be discussed at this evening's meeting was an update on the Local Roadway Safety Plan (LRSP).

Mr. Ozaeta and staff present introduced themselves to the Commission.

The first item to be discussed at this evening's meeting was an update on the Local Roadway Safety Plan (LRSP).

Local Roadway Safety Plan (LRSP) Mr. Pham introduced himself as a Civil Engineering Associate with the City. Mr. Pham gave a presentation on the Local Roadway Safety Plan (LRSP) which is a grant awarded systemic analysis to evaluate the city's high accident areas in order to apply for future funding to make improvements in the city. The final draft report has been received and will be taken for approval to the Mayor and City Council in the coming months.

Mr. Ozaeta added that a LRSP will now be a requirement to apply for federal grant funding. In response to Vice Chairperson Steinmetz's question, the consultant and city staff chose the selected roadways to focus on based on collision rates and the possibility of needed improvements that are not

currently planned for. Beach Boulevard is a state highway and not a city street.

Chairman Nguyen requested that the map be placed on the website when it has been approved. He commented that it was good to have factual data to support future improvements. He also would like to see it presented to the Commission one more time before it goes before Council for approval.

Commander MacCormick gave an overview on the staffing levels in the Police Department. He stated that contrary to what people believe, motor officers do not give tickets to make money, it is in order to change driver behavior for the safety of the community. We went from 105 sworn officers, eight motors, in 2000. Currently there are 89 officers, two motors.

Mr. Ozaeta added that without enforcement, people tend to speed. When people speed, the speed limits increase, because they are connected. When we do our speed surveys, we have to do the 85th percentile of the current speeds.

The second item to be discussed at this evening's meeting was an update on the Safe Routes to School Plan (SRTS).

Safe Routes to School (SRTS)

Mr. Pham presented to the Commission a presentation of the upcoming Safe Routes to School Plan. The intention is to provide safer options for school children, families, and residents to walk or bike to school. This project is grant funded from Caltrans. A Request for Proposals was sent out in April, we plan to award to a consultant next month. Stakeholders will include local agencies, community groups, and school districts.

The plan will include walk audits of every school and a crossing guard analysis. It will result in a map for the safest route to school for every school in the city's school districts. The study will also include a list of improvements for school areas.

Vice Chairperson Steinmetz asked if the crossing guard analysis would include costs. Mr. Ozaeta replied that there is a difference between what is required and what is an amenity. With the study and the walk audits, crossing guard locations may be adjusted. Unwarranted crossing guards could be affected by the budget. Staff is looking to move the crossing guard analysis to the beginning of the study. Mr. Ozaeta added, that we are currently the only city in the state that is doing a citywide effort rather than school by school. All four school districts will be incorporated.

NEW BUSINESS

There were no "New Business" items presented to the Commission at tonight's meeting.

OLD BUSINESS There were no "Old Business" items presented to the Commission at tonight's meeting.

INFORMATION & REPORTS There were no "Information and Reports" items presented to the Commission at tonight's meeting.

ORAL COMMUNICATIONS There were no "Oral Communications" items presented to the Commission at tonight's meeting.

WRITTEN COMMUNICATIONS There were no "Written Communications" items presented to the Commission at tonight's meeting.

ITEMS COMMISSIONERS/STAFF MAY WISH TO DISCUSS

Chairman Nguyen wanted to give kudos to staff for the modification of the signal at Newland and Hazard. His only concern is the backup of the traffic. Commander MacCormick commented that it seems the traffic has improved. Mr. Ozaeta added that the signal is owned and operated by the County and we will continue to monitor the signal.

Chairman Nguyen asked if anyone has reached out about the recent addition of a fence affecting visibility at the home of Hazard and Purdy. Staff was not aware of any issues.

ADJOURNMENT There being no further business to come before the Commission at this time, the meeting was adjourned at 6:58 pm.

Respectfully Submitted,

Khanh Nguyen
Chairman

Veronica Johnson
Secretary

July 26, 2022

TO: Traffic Commission

**SUBJECT: T.C. 74-151
Staff Proposal to Install Timed Parking Restrictions on the East Side of Olive Street at Mendez Tribute Monument Park (between Westminster Boulevard and Texas Street)**

RECOMMENDATION:

That the Traffic Commission recommend the installation of one hour parking restrictions on the east side of Olive Street at Mendez Tribute Monument Park (between Westminster Boulevard and Texas Street)

DISCUSSION

On August 2020, the Mayor and City Council approved the award of contract for the Mendez Tribute Monument Park to Kasa Construction, Inc. The construction was completed in June 2022. The park is scheduled to open to the general public in the Fall of 2022.

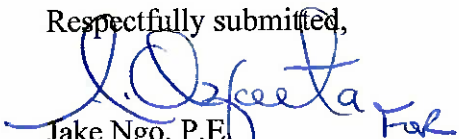
One hour time limit on-street parking along Olive Street adjacent to the Mendez Tribute Monument Park is necessary to ensure that parking and access to the park remain available to the general public.

Exhibit A illustrates the study vicinity and adjacent land uses.

Staff recommends the installation of 255 feet of one hour time limit parking restrictions on the east side of Olive Street between Westminster Boulevard and Texas Street. The subject time limit parking restrictions will be in effect every day; including weekends and holidays.

Local residents and businesses in the subject area were notified of tonight's meeting.

Respectfully submitted,


Jake Ngo, P.E.
Public Works Director/City Engineer

By:


Bill Pham
Associate Engineer

Attachment: Exhibit A

REQUEST FOR TIMED PARKING RESTRICTIONS ON OLIVE STREET AT MENDEZ TRIBUTE MONUMENT PARK

NOT TO SCALE






EXHIBIT A

TRAFFIC ENGINEERING DIVISION

Drawn by: H. PHAM
July 26, 2022



-  PROPOSED TIMED PARKING RESTRICTIONS
-  EXISTING PARKING RESTRICTIONS
-  EXISTING DRIVEWAY