CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

AUGUST 20, 2024, 7:00 PM
REGULAR MEETING

CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790

Mayor Brian Calderón Tabatabai
Mayor Pro Tem Tony Wu
Councilwoman Letty Lopez-Viado
Councilman Ollie Cantos
Councilwoman Rosario Diaz

Please turn off all cell phones and other electronic devices prior to entering the Council Chambers

AMERICANS WITH DISABILITIES ACT
The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Council meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8 to 5 Monday through Thursday. Do call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible. For sign language interpreter services at Council meetings, please request no less than four working days prior to the meeting.

AGENDA MATERIAL
Agenda material is available for review at the City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue South, West Covina and at www.westcovina.org. Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the City Council that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall located at 1444 W. Garvey Avenue South, West Covina, during normal business hours.

NOTICE
The City Council will regularly convene on the first and third Tuesday of the month. The West Covina Community Development Commission, West Covina Public Financing Authority and the West Covina Community Services Foundation are agencies on which the City Council serves as members. Agendas may contain items for these boards, as necessary.

PUBLIC COMMENTS
ADDRESSING THE CITY COUNCIL
(Per WCMC 2-48, Ordinance No. 2150)

Any person wishing to address the City Council on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance to the Council Chambers and submit the card to the City Clerk.

***Please identify on the speaker card whether you are speaking on an agenda item or non-agenda*. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to five (5) minutes per speaker.**

Oral Communications may be limited to thirty (30) minutes, unless speakers addressing agenda items have not concluded.

Any testimony or comments regarding a matter set for a Public Hearing will be heard during the hearing.

RULES OF DECORUM
Excerpts from the West Covina Municipal Code and Penal Code pertaining to the Rules of Decorum will be found at the end of agenda.

AGENDA

CITY OF WEST COVINA
CITY COUNCIL/SUCCESSOR AGENCY

TUESDAY AUGUST 6, 2024, 7:00 PM
REGULAR MEETING

INVOCATION
Led by Pastor Samuel Martinez from Amazing Love Ministries

PLEDGE OF ALLEGIANCE
Led by Councilwoman Diaz

ROLL CALL

REPORTING OUT FROM CLOSED SESSION

PRESENTATIONS

- Certificate of Recognition Honoring West Covina American Little League 2024 District 19 Champions

CITY MANAGER'S REPORT
City Manager's report on current City projects.

ORAL COMMUNICATIONS - Five (5) minutes per speaker
Please step forward to the podium and state your name and city of residence for the record when recognized by the Mayor.

CONSENT CALENDAR
All matters listed under CONSENT CALENDAR are considered to be routine and can be acted on by one roll call vote. There will be no separate discussion of these items unless members of the City Council/Community Development Commission request specific items to be removed from the Consent Calendar for separate discussion or action.

APPROVAL OF MEETING MINUTES

1) CONSIDERATION OF APPROVAL OF THE JULY 16, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE JULY 16, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.

That the Council approve the July 16, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the July 16, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

COMMISSION SUMMARY OF ACTIONS

2) CONSIDERATION OF MINUTES FROM THE COMMUNITY AND SENIOR SERVICES COMMISSION MEETING HELD ON MAY 14, 2024

It is recommended that the City Council receive and file the Community and Senior Services Commission meeting minutes from its regular meeting on May 14, 2024.

CITY MANAGER'S OFFICE

3) CONSIDERATION OF EXTENSIONS TO TRANSPORTATION AND LEASE AGREEMENTS WITH MV TRANSPORTATION, INC.

It is recommended that the City Council take the following actions:

1. Approve a one (1) year extension to both the Transportation Services Agreement and the Lease Agreement with MV Transportation, Inc., extending the terms of both agreements through September 2, 2025; and
2. Approve MV Transportation, Inc.'s cost proposal for the one-year extension to the Transportation Services Agreement, including the option for in-vehicle technology tracking; and
3. Authorize the City Manager to negotiate and execute amendments memorializing the extensions and the maximum annual cost for the transportation services as outlined in MV Transportation Inc.'s cost proposal, in such final form as approved by the City Attorney.

4) CONSIDERATION OF ACCEPTANCE OF FUNDING FROM CALIFORNIA OFFICE OF EMERGENCY SERVICES HAZARD MITIGATION GRANT PROGRAM

It is recommended that the City Council take the following actions:

1. Accept grant funding from the California Governor's Office of Emergency Service (Cal OES) Hazard Mitigation Grant Program in the amount of $209,950;
2. Authorize the City Manager to negotiate and execute grant agreements with Cal OES and the Federal Emergency Management Agency (FEMA), in such form as approved by the City Attorney;
3. Authorize the City Manager to negotiate any amendments to the agreements in such form approved by the City Attorney; and
4. Approve the following resolution:

RESOLUTION NO. 2024-57 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR, COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025 (CAL OES AND FEMA HAZARD MITIGATION GRANT)

5) CONSIDERATION OF MEASURE A ANNUAL ALLOCATION GRANT AGREEMENT WITH LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

It is recommended that the City Council take the following actions:

1. Authorize the City Manager to negotiate and execute the Measure A Annual Allocation Grant Agreement with the Los Angeles County Regional Park and Open Space District and any other documents required in connection with the City's Annual Allocations, in such final form as approved by the City Attorney; and
2. Authorize the City Manager to negotiate any amendments to the agreement in such form as approved by the City Attorney.

6) CONSIDERATION OF LETTER AGREEMENT WITH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS FOR PARTICIPATION IN THE SAN GABRIEL VALLEY REGIONAL FOOD RECOVERY PROGRAM

It is recommended that the City Council authorize the City Manager to sign the Letter Agreement with the San Gabriel Valley Council of Governments for participation in the San Gabriel Valley Regional Food Recovery Program (“Program”).

COMMUNITY DEVELOPMENT

7) GRANT OF EASEMENT FOR UTILITY PURPOSES IN FAVOR OF SOUTHERN CALIFORNIA EDISON FOR 1611 WEST MERCED AVENUE

It is recommended that the City Council adopt the following resolution:

RESOLUTION NO. 2024-9 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, GRANTING AN EASEMENT TO SOUTHERN CALIFORNIA EDISON AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE GRANT OF EASEMENT

COMMUNITY SERVICES

8) CONSIDERATION OF RATIFICATION OF PROCUREMENT AND AGREEMENT FOR THE 2024 WEST COVINA 4TH OF JULY FIREWORK SPECTACULAR

It is recommended that the City Council find that compliance with the City's bidding requirements and procedures was impractical in connection with the procurement of the fireworks display for the 2024 4th of July Celebration and ratify the agreement with Pyro Spectaculars, Inc. in the amount of $36,750.

POLICE DEPARTMENT

9) CONSIDERATION OF MEMORANDUM OF UNDERSTANDING (MOU) WITH WEST COVINA UNIFIED SCHOOL DISTRICT (WCUSD) FOR SCHOOL RESOURCE OFFICERS AT WEST COVINA AND EDGEWOOD HIGH SCHOOLS

It is recommended that the City Council authorize the City Manager to execute a new five-year Memorandum of Understanding with the West Covina Unified School District (WCUSD) for the School Resource Officer Program at West Covina and Edgewood High Schools.

PUBLIC WORKS

10) CONSIDERATION OF A RESOLUTION AUTHORIZING THE SUBMITTAL OF APPLICATIONS AND RELATED AUTHORIZATIONS FOR ALL CALIFORNIA DEPARTMENT OF RESOURCES, RECYCLING, AND RECOVERY (CALRECYCLE) PAYMENT PROGRAMS

It is recommended that the City Council adopt the following resolution:

RESOLUTION 2024-59 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AUTHORIZING SUBMITTAL OF INDIVIDUAL PAYMENT PROGRAM APPLICATIONS AND RELATED AUTHORIZATIONS FOR ALL DEPARTMENT OF RESOURCES, RECYCLING AND RECOVERY (CALRECYCLE) PAYMENT PROGRAMS

END OF CONSENT CALENDAR

DEPARTMENTAL REGULAR MATTERS

COMMUNITY DEVELOPMENT

11) ENGINEERING REVIEW OF THE INTERSECTION OF CITRUS STREET AND CAMERON AVENUE

It is recommended that the City Council approve the installation of a Traffic Signal at the location of Citrus Street and Cameron Avenue.

MAYOR/COUNCILMEMBERS REPORTS

AB 1234 Conference and Meeting Report (verbal, if any)
(In accordance with AB 1234, Councilmembers shall make a brief report or file a written report on any meeting/event/conference attended at City expense.)

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

(Per City of West Covina Standing Rules 4.f - Requests for reports, studies, or investigations that are not readily available must be placed on the City Council/Successor Agency agenda as items of business and must be approved by a majority of the City Council/Successor Agency Board.)

CITY COUNCIL COMMENTS

ADJOURNMENT

Next Tentative City Council Meeting

Regular Meeting	September 3, 2024	7:00 PM

RULES OF DECORUM

The following are excerpts from the West Covina Municipal Code:

Sec. 2-48. Manner of addressing council; time limit; persons addressing may be sworn.

a. Each person addressing the council shall step up to the rostrum, shall give his or her name and city of residence in an audible tone of voice for the record and unless further time is granted by the council, shall limit his or her address to five (5) minutes.
b. The city council may establish a limit on the duration of oral communications.
c. All remarks shall be addressed to the council as a body and not to any member thereof. No person, other than the council and the person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the council, without the permission of the presiding officer. No question shall be asked of a councilmember except through the presiding officer.
d. The presiding officer may require any person to be sworn as a witness before addressing the council on any subject. Any such person who, having taken an oath that he or she will testify truthfully, willfully and contrary to such oath states as true any material matter which he knows to be false may be held to answer criminally and subject to the penalty prescribed for perjury by the provisions of the Penal Code of the state.

Sec. 2-50. Decorum--Required.

a. While the council is in session, the members shall preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or disrupt the proceedings or the peace of the council nor interrupt any member while speaking or refuse to obey the orders of the council or its presiding officer, except as otherwise herein provided.
b. Members of the public shall not willfully disrupt the meeting or act in a manner that actually impairs the orderly conduct of the meeting. For the purposes of this code, “willfully disrupt” includes, but is not limited to, continuing to do any of the following after being warned by the Mayor that continuing to do so will be a violation of the law:
    a. Addressing the Mayor and City Council without first being recognized.
    b. Persisting in addressing a subject or subjects, other than that before the Mayor and City Council.
    c. Repetitiously addressing the same subject.
    d. Failing to relinquish the podium when directed to do so.
    e. From the audience, interrupting or attempting to interrupt, a speaker, the Mayor, a council member, or a staff member or shouting or attempting to shout over a speaker, the Mayor, a council member or a staff member.
    f. As a speaker, interrupting or attempting to interrupt the Mayor, a council member, or a staff member, or shouting over or attempting to shout over the Mayor, a council member, or a staff member. Nothing in this section or any rules of the council shall be construed to prohibit public criticism of the policies, procedures, programs, or services of the City or of the acts or omissions of the City Council. It shall be unlawful to violate the provisions of this Section.

If any subsection, sentence, clause, or phrase or word of this Section 2-50 is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Section. The City Council hereby declares that it would have passed this section and each subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more subsections, sentences, clauses, phrases or words had been declared invalid or unconstitutional.

Sec. 2-52. Persons authorized to be within council area.
No person, except city officials, their representatives and members of the news media shall be permitted within the rail in front of the council chamber without the express consent of the council.

The following are excerpts from the Penal Code

148(a) (1) Every Person who willfully resists, delays, or obstructs any public officer, peace officer, or an emergency medical technician, as defined in Division 2.5 (commencing with Section 1797) of the Health and Safety code, in the discharge or attempt to discharge any duty of his or her office or employment, when no other punishment is prescribed, shall be punished by a fine not exceeding one thousand dollars ($1,000), or by imprisonment in a county jail not to exceed one year, or by both that fine and imprisonment.

403 Every person who, without authority of law, willfully disturbs or breaks up any assembly or meeting that is not unlawful in its character, other than an assembly or meeting referred to in Section 303 of the Penal Code or Section 18340 of the Elections Code, is guilty of a misdemeanor.

AGENDA ITEM NO. 1

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF APPROVAL OF THE JULY 16, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE JULY 16, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.**

RECOMMENDATION:

That the Council approve the July 16, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the July 16, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

BACKGROUND:

That the City Council adopt the attached minutes.

Prepared by: Lisa Sherrick, Assistant City Clerk

Attachments

Attachment No. 1 - 7/16/2024 Closed Session Minutes Draft

Attachment No. 2 - 7/16/2024 Regular Session Minutes Draft

CITY COUNCIL GOALS & OBJECTIVES: Enhance City Image and Effectiveness

CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

JULY 16, 2024, 6:00 PM
REGULAR MEETING - CLOSED SESSION

MANAGEMENT RESOURCE CENTER 3RD FLOOR
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790

Mayor Brian Calderón Tabatabai
Mayor Pro Tem Tony Wu
Councilwoman Letty Lopez-Viado
Councilman Ollie Cantos
Councilwoman Rosario Diaz

Minutes

CALL TO ORDER
A Regular Session Meeting was called to order by Mayor Calderón Tabatabai on Tuesday, July 16, 2024, at 6:00 p.m., in the Management Resource Center, 1444 West Garvey Avenue South, West Covina, California.

ROLL CALL
Council Members
Present: Council Members Rosario Diaz, Ollie Cantos, Letty Lopez-Viado, Mayor Pro Tem Wu, Mayor Brian Calderón Tabatabai

Absent: None

City Staff: Paulina Morales, Acting City Manager, Thomas Duarte, City Attorney, Stephanie Sikkema, Finance Director.

PUBLIC COMMENTS ON ITEMS ON THE AGENDA
None

CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION - Pursuant to Government Code § 54956.9(d)(4)
   - Number of Cases: Three (3)

2. CONFERENCE WITH LABOR NEGOTIATORS - Pursuant to Government Code § 54957.6
   City Negotiators: Morales, Duarte
   Employee Organizations

   - Confidential Employees
   - Maintenance & Crafts Employees
   - Non-Sworn
   - W.C. Police Officers' Association
   - W.C. Firefighters' Management Assoc.
   - W.C. Firefighters' Association, I.A.F.F., Local 3226
   - General Employees
   - Mid-Management Employees
   - W.C. Police Management Association

   Unrepresented Employee Group
   - Department Heads

REPORTING OUT
City Attorney Thomas Duarte reported that no action was taken during the Closed Session Meeting.

ADJOURNMENT
A motion to adjourn the Regular Closed Meeting was made by Mayor Calderón Tabatabai, and the meeting was adjourned at 6:40 p.m. The next regularly scheduled Regular Closed City Council Meeting will be held on Tuesday, August 20, 2024, at 6:00 p.m. in the Management Resource Center 3rd Floor, 1444 West Garvey Avenue South, West Covina, California.

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Submitted By:

_____
Lisa Sherrick

DRAFT

Assistant City Clerk

_____
Brian Calderón Tabatabai
Mayor

DRAFT

CITY OF WEST COVINA

CITY COUNCIL/SUCCESSOR AGENCY

JULY 16, 2024, 7:00 PM
REGULAR MEETING

CITY HALL COUNCIL CHAMBERS
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790

Mayor Brian Calderón Tabatabai
Mayor Pro Tem Tony Wu
Councilwoman Letty Lopez-Viado
Councilman Ollie Cantos
Councilwoman Rosario Diaz

MINUTES

CITY OF WEST COVINA
CITY COUNCIL/SUCCESSOR AGENCY

CALL TO ORDER:
A Regular Session Meeting was called to order by Mayor Brian Calderón Tabatabai on Tuesday, July 2, 2024, at 7:00 p.m., in the Council Chambers, 1444 West Garvey Avenue South, West Covina, California.

INVOCATION
Led by Chaplin Kelly Dupee from West Covina Police Department

DRAFT

PLEDGE OF ALLEGIANCE
Led by Councilwoman Lopez Viado

ROLL CALL
Present: Council Members Cantos, Diaz, Lopez-Viado Mayor Pro Tem Wu, Mayor Calderón Tabatabai

Absent: None

REPORTING OUT FROM CLOSED SESSION
City Attorney Thomas Duarte reported that no action was taken during the Closed Session Meeting.

PRESENTATIONS

- Recognition of Retirement - Purchasing Manager Maria Delira

CITY MANAGER'S REPORT
City Manager's report on current City projects.

ORAL COMMUNICATIONS - Five (5) minutes per speaker
John Shewmaker
Ethan-Joseph Murillo
Theresa Lee
Sherrie Berillon
Wen Wen Zhang
R. Robinson
Bill Elliot

CONSENT CALENDAR
ACTION: Motion by Mayor Pro Tem Wu and Second by Councilwoman Lopez-Viado, 5-0 to: *Approve Consent Calendar Items 1,2 and 4 and 5.*

ACTION: Motion by Councilman Cantos and Second by Mayor Pro Tem Wu, 5-0 to: *Approve Postpone Item 3 to Future Meeting.*

APPROVAL OF MEETING MINUTES

1) **CONSIDERATION OF APPROVAL OF THE JULY 2, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR SESSION MEETING MINUTES AND THE JULY 2, 2024, CITY COUNCIL/SUCCESSOR AGENCY REGULAR CLOSED SESSION MEETING MINUTES.**

Carried 5-0 to: approve the July 2, 2024, City Council/Successor Agency Regular Session Meeting Minutes and the July 2, 2024, City Council/Successor Agency Regular Closed Session Meeting Minutes.

DRAFT

CITY MANAGER'S OFFICE

2) **CONSIDERATION OF RATIFICATION OF SUBAWARD AGREEMENT WITH LOS ANGELES COUNTY AGING & DISABILITIES DEPARTMENT FOR OLDER AMERICANS ACT FUNDS FOR THE SENIOR MEALS PROGRAM**

Carried 5-0 to: take the following actions:

1. Ratify the Subaward between the County of Los Angeles Aging and Disabilities Department and the City of West Covina for the Elderly Nutrition Program (ENP) (Subaward Number ENP242510); and
2. Authorize the City Manager to negotiate and execute agreements and approve purchase orders for meals from vendors on the County's list of approved caterers; and
3. Adopt the following resolution:

   RESOLUTION NO. 2024-46 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AUTHORIZING A SUBAWARD AGREEMENT WITH THE COUNTY OF LOS ANGELES AGING AND DISABILITIES DEPARTMENT FOR OLDER AMERICANS ACT FUNDS (SUBAWARD NUMBER ENP 242510) AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SUBAWARD AGREEMENT AND FUTURE AMENDMENTS TO THE SUBAWARD AGREEMENT

COMMUNITY DEVELOPMENT

3) **CONSIDERATION OF AGREEMENT WITH PBK ARCHITECTS, INC. FOR DESIGN SERVICES FOR THE NEW FIRE STATION 1 - PROJECT NO. 23002**

Carried 5-0 to: Postpone the item and provide additional comparative information.

FINANCE DEPARTMENT

4) **CONSIDERATION OF UPDATE TO MASTER FEE SCHEDULE**

Carried 5-0 to: adopt the following resolution:

RESOLUTION NO. 2024-50 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A REVISED MASTER FEE SCHEDULE FOR SERVICES PROVIDED BY THE CITY OF WEST COVINA

POLICE DEPARTMENT

DRAFT

5) **CONSIDERATION OF AWARD OF BID AND AGREEMENT FOR CROSSING GUARD SERVICES**

Carried 5-0 to: take the following actions:

1. Award Request for Proposal (RFP) No. 202413 to All-City Management Services, Inc. for crossing guard services;
2. Authorize the City Manager to negotiate and execute a Professional Services Agreement and any related documents with All-City Management Services, Inc., in an amount not to exceed $2,128,426 over a five-year term, in such final form as approved by the City Attorney; and
3. Adopt the attached resolution authorizing the necessary budget amendments:

RESOLUTION NO. 2024-56 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025 (CROSSING GUARD SERVICES)

END OF CONSENT CALENDAR

HEARINGS

PUBLIC HEARINGS

6) **PUBLIC HEARING REGARDING THE WEST COVINA CITYWIDE SEWER SERVICE CHARGE COLLECTION METHOD AND ASSOCIATED REPORT**

Public Comments in Favor
None

Public Comments Neither in Favor nor Opposed
R. Robinson

Public Comments in Opposition
None

ACTION: Motion by Mayor Pro Wu and Second by Councilwoman Diaz 5-0 to:
conduct the public hearing and then adopt the following resolution

RESOLUTION NO. 2024-52 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA APPROVING THE SEWER SERVICE CHARGES TO BE COLLECTED ON THE FISCAL YEAR 2024-25 TAX ROLL

DRAFT

7) **PUBLIC HEARING REGARDING FISCAL YEAR 2024-25 ASSESSMENT FOR THE WEST COVINA CITYWIDE LIGHTING AND MAINTENANCE DISTRICT**

Public Comments in Favor
None

Public Comments Neither in Favor nor Opposed
None

Public Comments in Opposition
None

ACTION: Motion by Councilwoman Diaz and Second by Councilwoman Lopez-Viado 5-0 to: conduct the public hearing and then adopt the following resolution

RESOLUTION NO. 2024-51 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, CONFIRMING THE DIAGRAM AND ASSESSMENT FOR THE CITYWIDE LIGHTING AND MAINTENANCE DISTRICT FOR FISCAL YEAR 2024-25

8) **PUBLIC HEARING REGARDING FISCAL YEAR 2024-25 ASSESSMENTS FOR WEST COVINA LANDSCAPE MAINTENANCE DISTRICTS 4, 6 AND 7**

Public Comments in Favor
None

Public Comments Neither in Favor nor Opposed
R. Robinson

Public Comments in Opposition
None

ACTION: Motion by Councilwoman Lopez-Viado and Second by Mayor Calderón Tabatabai 5-0 to: conduct the public hearing and then adopt the following resolution

RESOLUTION NO. 2024-53 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, CONFIRMING A DIAGRAM AND ASSESSMENT FOR FISCAL YEAR 2024-25 FOR LANDSCAPE MAINTENANCE DISTRICT NO. 4

RESOLUTION NO. 2024-54 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, CONFIRMING A DIAGRAM AND ASSESSMENT FOR FISCAL YEAR 2024-25 FOR LANDSCAPE MAINTENANCE DISTRICT NO. 6

DRAFT

RESOLUTION NO. 2024-55 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, CONFIRMING A DIAGRAM AND ASSESSMENT FOR FISCAL YEAR 2024-25 FOR LANDSCAPE MAINTENANCE DISTRICT NO. 7

MAYOR/COUNCILMEMBERS REPORTS

- *None*

CITY COUNCIL REQUESTS FOR REPORTS, STUDIES OR INVESTIGATION

- *Mayor Pro Tem Wu – Reactive the 2019 homeless initiative, provide a presentation to the Council and send the plan to the County. Second by Councilwoman Diaz. No Tabatabai, No 4-1.*
- *Councilman Cantos - Asked for a copy of the 2019 initiative plan. Second by Mayor Calderón Tabatabai: 5-0.*
- *Councilwoman Diaz – Requested staff to beautify the corridor on Azusa Ave. An update of the funding from Grace Napolitano on the traffic signal synchronization and the striping on Workman. Second by Mayor Pro Tem Wu. 5-0.*
- *Mayor Pro Tem Wu – Requests beautification of the south side of Valley BLVD. Second by Councilwoman Diaz. 5-0.*
- *Mayor Calderón Tabatabai – Requests looking into the beautification and maintenance of Sunset Ave. Second by Mayor Pro Tem Wu. 5-0.*
- *Councilman Cantos requested the formal agendazation of the staff presentation*

CITY COUNCIL COMMENTS

- *Mayor Calderón Tabatabai mentioned the ESPN event and the possibility of selling beer. The Sportsplex should be filled with tournaments from Memorial Day to Labor Day. Asked for clarification on a presentation on the Sportsplex (Per City Manager the presentation will be in September).*
- *Mayor Pro Tem Wu – Thanked the Maintenance crew for their work at the sportsplex and mentioned the need of restaurants at the Sportsplex.*
- *Mayor Calderón Tabatabai mentioned the Hike taking place at Cortez Park – organized by the Community and Senior Services Commission*
- Mayor Calderón Tabatabai stated that he would not be at the August 20, 2024, Council Meeting.

ADJOURNMENT

A motion to adjourn the Regular Meeting was made by Councilman, and the meeting was adjourned at 9:06 PM The next regularly scheduled Regular City Council Meeting will be held on Tuesday, August 20, 2024, at 7:00 p.m. in the Council Chambers, 1444 West Garvey Avenue South, West Covina, California.

Submitted by:

DRAFT

_____
Lisa Sherrick
Assistant City Clerk

_____
Brian Calderón Tabatabai
Mayor

DRAFT

AGENDA ITEM NO. 2

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF MINUTES FROM THE COMMUNITY AND SENIOR SERVICES COMMISSION MEETING HELD ON MAY 14, 2024**

RECOMMENDATION:

It is recommended that the City Council receive and file the Community and Senior Services Commission meeting minutes from its regular meeting on May 14, 2024.

BACKGROUND:

The Community and Senior Services Commission (Commission) acts in an advisory capacity to the City Council on matters pertaining to the community service needs of the citizens of West Covina relating to public recreational services, cultural activities and special events, youth services, public transportation, neighborhood and human relations, human rights, and senior services. The Commission consists of ten (10) Commissioners that are appointed by the City Council.

The Commission meets on the second Tuesday in the months of January, March, May, July, September, and November. Meetings start at 6:00 p.m. and are held in the Management Resource Center located inside City Hall.

DISCUSSION:

The May 14, 2024 Commission meeting minutes were approved at the Commission's regularly scheduled meeting on July 9, 2024. The Commission meeting minutes were approved by a vote of 7 to 0, with 3 Commissioners absent.

Prepared by: Deborah Johnston, Administrative Assistant II

Fiscal Impact

FISCAL IMPACT:

This is strictly an administrative item to receive and file; therefore, there is no associated fiscal impact.

Attachments

Attachment No. 1 - May 14, 2024, Regular Community & Senior Services Commission Meeting Minutes.

CITY COUNCIL GOALS & OBJECTIVES: A Creative and Active Community
Enhance City Image and Effectiveness

CITY OF WEST COVINA
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, MAY 14, 2024, 6:00 PM

REGULAR MEETING

WEST COVINA CITY HALL MANAGEMENT RESOURCE CENTER (MRC) ROOM 314
1444 W GARVEY AVE. WEST COVINA, CALIFORNIA 91790

MINUTES

Chair Cecilia Munoz
Vice Chair Sherry Fischer
Commissioner Gia Cablayan
Commissioner Hector Diaz
Commissioner Michael Flowers
Commissioner Jennifer Gutierrez
Commissioner Gayle Mason
Commissioner Robert H. Torres
Commissioner Chatur Patel
Commissioner Betty Valles

AMERICANS WITH DISABILITIES ACT
The Commission complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Commission Meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8:00 a.m. to 5:00 p.m. Monday through Thursday, at least 48 hours prior to the meeting to make arrangements.

AGENDA MATERIAL
Agenda material is available for review at the West Covina City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue and at www.westcovina.org. Any writings or documents regarding any item on this agenda not exempt from public disclosure, provided to a majority of the Commission that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall during normal business hours.

PUBLIC COMMENTS
ADDRESSING THE COMMUNITY AND SENIOR SERVICES COMMISSION

Any person wishing to address the Commission on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance to the Council Chambers and submit the card to the Commission Secretary

Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to three (3) minutes per speaker.

CALL TO ORDER at 6:07 p.m. by Chair Munoz

PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER by Chair Munoz

ROLL CALL

Commissioners Present: Commissioners Cablayan, Diaz, Fischer, Gutierrez, Mason, Munoz, Torres Patel and Valles.

Commissioners Absent: Commissioners Flowers and Gutierrez.

Staff Present: Roxanne E Lerma, Assistant City Manager, Vanessa Ibanez, Community Services Supervisor and Deborah Johnston, Administrative Assistant II.

ORAL COMMUNICATIONS - Three (3) minutes per speaker
Please state your name and city of residence for the record when recognized by the Commission Chair.

J.D.

CONSENT CALENDAR

APPROVAL OF MEETING MINUTES

1) MARCH 12, 2024, COMMUNITY AND SENIOR SERVICES COMMISSION MEETING MINUTES.

It is recommended that the Commission approve the Community and Senior Services Commission Meetings for March 12, 2024, Minutes.

Motion By: Commissioner Fischer, 2nd by: Commissioner Valles, motion carried by a vote of 8 to 0 with 2 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Patel, Valles, Chair Munoz & Vice Chair Fischer
NOES: None.
ABSENT: Commissioners Flowers and Gutierrez
ABSTAIN: None

NEW BUSINESS

4) COMMISSIONER TORRES REQUEST TO DISCUSS ORGANIZING A FAMILY HIKE.

It is recommended that the Commission receive and file this report.

Motion By: Commissioner Torres, 2nd by: Commissioner Fischer, to create a AD HOC subcommittee called “Family Hike Event” committee. motion carried by a vote of 8 to 0 with 2 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Patel, Valles, Chair Munoz & Vice Chair Fischer
NOES: None.
ABSENT: Commissioners Flowers and Gutierrez
ABSTAIN: None

CONTINUED BUSINESS

5) SELECTION OF AD HOC COMMITTEE MEMBERS.

It is recommended that the Commission appoint Commissioners to the below listed sub committees and/or create subcommittees:

a. Homeless Sub Committee (4 Commissioners)
Commissioner Gayle Mason, Commissioner Chatur Patel,
Commissioner Cecilia Munoz, Commissioner Hector Diaz,

b. Family Hike Event Sub Committee (4 Commissioners)
Commissioner Robert Torres, Commissioner Sherry Fischer,
Commissioner Cecilia Munoz, Commissioner Hector Diaz,

6) **DISCOVER - SENIOR HIGHLIGHT PAGE**.
It is recommended that the Commission direct staff on how to proceed.

Motion By: Commissioner Torres, 2nd by: Commissioner Mason, to select Leonard Lopez and Mr. Aceto to be highlighted in the Discover newsletter. motion carried by a vote of 8 to 0 with 2 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Patel, Valles, Chair Munoz & Vice Chair Fischer
NOES: None.
ABSENT: Commissioners Flowers and Gutierrez
ABSTAIN: None

AD HOC COMMITTEE REPORTS

COMMISSIONERS REPORTS

Chair Munoz: Attended the Hike with the Mayor.

Vice Chair Fischer: Attended the following events: Easter Eggstravaganza (Cortez park as a volunteer with the Kwianis Club), Arbor Day.

Commissioner Cablayan: Attended the Cherry Blossom and Historical society monthly meet & greet.

Commissioner Torres: Reminded staff that the West Covina Library will have it's grand opening on June 5, 2024, at 1:30 p.m.

Commissioner Mason: Attended the Arbor Day event.

ITEMS TO BE AGENDIZED

ADJOURNMENT at 9:25 p.m. by Chair Munoz all in favor.

2024 Community and Senior Services Commission Meetings

Tuesday, July 9, 2024, at 6 p.m.
Tuesday, September 10, 2024, at 6 p.m.
Tuesday, November 12, 2024, at 6 p.m.

Signature  Date: *3/13/2024*

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF EXTENSIONS TO TRANSPORTATION AND LEASE AGREEMENTS WITH MV TRANSPORTATION, INC.**

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Approve a one (1) year extension to both the Transportation Services Agreement and the Lease Agreement with MV Transportation, Inc., extending the terms of both agreements through September 2, 2025; and
2. Approve MV Transportation, Inc.'s cost proposal for the one-year extension to the Transportation Services Agreement, including the option for in-vehicle technology tracking; and
3. Authorize the City Manager to negotiate and execute amendments memorializing the extensions and the maximum annual cost for the transportation services as outlined in MV Transportation Inc.'s cost proposal, in such final form as approved by the City Attorney.

BACKGROUND:

The City's current public transit service consists of a fixed route shuttle system and a demand response Dial-A-Ride (DAR) service. The fixed route service consists of three different alignments: the Red, Blue, and Green Lines, operating Monday - Friday, with four dedicated vehicles.

- Red runs 6:30 a.m. to 5:52 p.m. (No Service 9:10 a.m. to 10:06 a.m. and 2:46 p.m. to 3:42 p.m.), served by a single vehicle, with 1-hour headway.
- Blue runs 7:07 a.m. to 4:47 p.m., served by a single vehicle, with 1-hour headway.
- Green runs 6:30 a.m. to 6:25 p.m. (North) and 6:30 a.m. to 6:30 p.m. (South),each direction is served by a single vehicle, with a 30-minute headway.

The DAR operates Monday-Saturday from 8:00 a.m. to 8:00 p.m., and Sunday from 8:00 a.m. to 6:30 p.m. Four vehicles are dedicated to the program.

DISCUSSION:

On June 18, 2024, the City Council approved a 12-month pilot microtransit project that will service over half of the area of the City. The pilot program is expected to launch three months following the City's issuance of a notice to proceed. As approved, once the pilot launches, the underperforming Red and Blue lines will be discontinued, with the area to be served by the microtransit program. The Dial-A-Ride and Green Line services will continue during the pilot program.

Current agreements with MVT are set to expire on September 2, 2024, which is prior to the anticipated

launch of the pilot. To ensure continued service until the launch of the pilot, staff requested a proposal from MVT for a status quo service level for a term of one (1) year. The cost proposal is attached. (Attachment No. 1.) Pursuant to Article 5 of the Agreement, as amended, the City reserves the right to adjust service at any time. Having discussed with MVT the plan to discontinue the Red and Blue alignments, the cost proposal facilitates this by segregating fixed and variables costs. In FY 2023-2024, the Red and Blue Line accounted for 2,401 and 2,451 Revenue Hours, respectively, which are the basis of the variable costs.

To address the City's desire to provide real-time information as outlined in the June 18, 2024 staff report regarding the Microtransit Pilot Program, MVT also included in its proposal an estimate for the installation and maintenance of in-vehicle technology for the Green Line vehicles. At a cost of $16,162, the technology will provide real-time bus tracking data for riders via a mobile phone application. The platform, TripShot, has iOS and Android mobile applications.

LEGAL REVIEW:

The City Attorney's Office will review and approve the amendments prior to execution.

OPTIONS:

The City Council has the following options:

1. Approve staff's recommendation; or
2. Provide alternative direction.

Prepared by: Kelly McDonald, Assistant to the City Manager

Fiscal Impact

FISCAL IMPACT:

The proposal from MVT, for the term September 2024 - September 2025, is for an amount not to exceed $1,732,481, which represents a 6.7% increase from the current year. In addition, the technology upgrades are estimated at $16,162 for the term of the extension. This is within the appropriated program budget. Transit services are funded from the Public Services Transportation Operating Budget (Proposition C and Measure R Local Returns). The approved FY 2024-2025 budget for the shuttle and dial-a-ride services is summarized in the table below.

Program	Account	FY 2024-2025 Budget
Shuttle	122.504.61.53.29.61.61.61200	348,600
	122.504.61.53.29.62.61.61200	580,800
	224.504.61.53.29.61.61.61200	231,840
	Subtotal - Shuttle	**$1,161,240**
Dial-A-Ride	122.504.61.53.30.00.61.61200	710,000
	Subtotal - Dial A Ride	**$710,00**
	Total Program Budget	**$1,871,240**
	Contract Limit	**$1,732,481**
	Budget Balance	**$138,759**

The months of July and August will be billed at rates under the current amendment. At this time, it is expected the budget will be sufficient to cover costs in Fiscal Year 2024-2025. Staff will return with a budget amendment later in the fiscal year, if necessary.

This program is proposed to continue being funded by Los Angeles County Metropolitan Transportation

Authority (Metro) Proposition C (Fund 122) and Measure R (Fund 224), which may only be used for transportation related purposes. Additionally, extension of the lease agreement will result in $3,000 per month or $36,0000 annually in General Fund revenue.

Attachments

Attachment No. 1 - Cost Proposal

CITY COUNCIL GOALS & OBJECTIVES: An Accessible Community

ATTACHMENT NO. 1

APPENDIX E
COST SUMMARY MATRIX

	Fiscal Year 2023-2024	Fiscal Year 2024-2025	% Increase
Fixed-route Cost per Revenue Hour	$ 61.23	$ 63.87	4.3%
Multiplied by Estimated Revenue Hours x 11,600	11,600	11,600	
Fixed-route TOTAL	$ 710,278	$ 740,942	
Dial-A-Ride Cost per Revenue Hour	$ 49.65	$ 51.79	4.3%
Multiplied by Estimated Revenue Hours	7,600	8,063	
DAR TOTAL	$ 377,369	$ 417,603	
SUBTOTAL - ANNUAL VARIABLE COSTS	$ 1,087,648	$ 1,158,545	6.5%
ANNUAL FIXED COST	$ 535,525	$ 573,937	7.2%
TOTAL - ANNUAL COST	$ 1,623,173	$ 1,732,481	6.7%

In-Vehicle Technology Tracking Option

Onetime costs pass through setup costs	$ 13,282
Hardware support ($240/mo X 12 mo)	$ 2,880
Total Annual Cost	$ 16,162

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF ACCEPTANCE OF FUNDING FROM CALIFORNIA OFFICE OF EMERGENCY SERVICES HAZARD MITIGATION GRANT PROGRAM**

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Accept grant funding from the California Governor's Office of Emergency Service (Cal OES) Hazard Mitigation Grant Program in the amount of $209,950;
2. Authorize the City Manager to negotiate and execute grant agreements with Cal OES and the Federal Emergency Management Agency (FEMA), in such form as approved by the City Attorney;
3. Authorize the City Manager to negotiate any amendments to the agreements in such form approved by the City Attorney; and
4. Approve the following resolution:

RESOLUTION NO. 2024-57 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR, COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025 (CAL OES AND FEMA HAZARD MITIGATION GRANT)

BACKGROUND:

Staff submitted an application with the California Governor's Office of Emergency Services (Cal OES) for the Federal Emergency Management Agency (FEMA) Hazard Mitigation Grant Program (HMGP). The importance of the grant relates to the requirement that a city have an approved Local Hazard Mitigation Plan to receive reimbursements from FEMA following a disaster.

In accordance with 44 CFR 201.6 and other FEMA guidance for Local Hazard Mitigation Plans, the "plan development process" includes, but is not limited to, the following activities:

1. Engage Key Agencies, Stakeholders, and the Public in the Planning Process;
2. Identify Hazards and Assess Risks/Vulnerabilities;
3. Develop a Mitigation Strategy;
4. Develop and Adopt Plan; and
5. Maintain Plan

The proposed activity would result in a FEMA-approved plan. A Local Hazard Mitigation Plan reduces loss of life and property by minimizing the impact of disasters. It begins with state, tribal and local governments identifying natural disaster risks and vulnerabilities that are common in their area. After identifying these risks, the plan develops long-term strategies for protecting people and property from

similar events. Mitigation plans are key to breaking the cycle of disaster damage and reconstruction.

DISCUSSION:

On July 9, 2024, the City was notified by Cal OES that FEMA had approved the City's application to the Hazard Mitigation Grant Program. In total, $209,950 was awarded. This includes a total of $200,000 for the project. This amount is comprised of $150,000 from the Hazard Mitigation Grant Program and $50,000 from Prepare CA Match Program. FEMA approved an additional $9,950 for administrative costs.

The intent is to use the awarded funds to hire a consultant to develop a Local Hazard Mitigation Plan Update. If approved, staff will develop a Request for Proposals for a consultant. Activities are anticipated to include the following:

- Research and assess the hazards and risks that pose a threat to the City, its residents and businesses;
- Identify local resources and capabilities that can assist in mitigation of hazards; and
- Produce the City's Local Hazard Mitigation Plan in alignment with the goals and objectives of the California State Multi-Hazard Mitigation Plan

According to the conditions of the grant, the project is to be completed by April 13, 2027.

LEGAL REVIEW:

The City Attorney's Office has reviewed the resolution and approved it as to form and will review and approve any grant related agreements prior to execution.

Prepared by: Kelly McDonald, Assistant to the City Manager

Fiscal Impact

FISCAL IMPACT:

FEMA has approved $159,000 and Cal OES has approved $50,000 as a match for a total grant award of $209,950. This is a reimbursable grant and the City is not required to provide its own match - therefore, there is no impact on the General Fund. If approved, the attached budget amendment will appropriate amounts of $200,000 for the project and $9,950 for administrative costs, as awarded by CalOES.

Fund 139, FEMA Grant	Current FY2024-25 Budget	Proposed Amendment	Amended FY2024-25 Budget
Beginning Fund Balance	**0**		
Revenue	0	209,950	209,950
Expenditures	0	209,950	209,950
Revenue Less Expenditures	**0**	**0**	**0**
Ending Fund Balance	0		

Attachments

Attachment No. 1 - Approval Letters

Attachment No. 2 - Grant Subaward Amendment

Attachment No. 3 - Budget Amendment Resolution

CITY COUNCIL GOALS & OBJECTIVES: Protect Public Safety
A Well-Planned Community
Maintain Good Intergovernmental Relations

ATTACHMENT NO. 1

GAVIN NEWSOM
GOVERNOR

NANCY WARD
DIRECTOR

Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

July 9, 2024

Paulina Morales
City Manager
West Covina, City of
1444 West Garvey Avenue South
West Covina, CA 91790-2716

Subject: **Notification of Subapplication Approval**
Hazard Mitigation Grant Program – Prepare CA Match
FEMA-**4683**-DR-CA, Project #**AP01030**, FIPS #**037-84200**
Supplement #**34**

Dear Ms. Morales:

The California Governor's Office of Emergency Services (Cal OES) received notification that the Federal Emergency Management Agency (FEMA) has approved your organization's subaward application in the amount of **$150,000.00**. A copy of the FEMA award package is enclosed for your records. Your organization's subaward application has also been approved for **$50,000.00** in state funding under the Prepare CA Match program.

In order to receive payment as a grant subrecipient, your organization must have the following on file with the Recovery Financial Processing Unit:

- A valid, current (approved within the last 3 years) Governing Body Resolution
- A Project Assurances for Federal Assistance agreement
- A Grant Subaward Face Sheet (GSAFS). Please ensure that the individual who signs the GSAFS is designated by the Governing Body Resolution as an Authorized Agent for your organization.
- A current Federal Funding Accountability and Transparency Act (FFATA) Financial Disclosure form. This form must be submitted each fiscal year.
- An active registration with the federal System for Award Management (SAM) website. The registration must remain active for the duration of this grant subaward.

For your convenience, this subapplication approval package includes the required post-obligation documents as well as guides to completing and renewing a SAM registration. Please complete the documents and mail copies to the address listed at the end of this letter, keeping the originals with your records.

Alternatively, you may scan and email the completed documents to the Recovery Financial Processing Unit at HMGrantsPayments@CalOES.ca.gov. Electronic copies of the post-obligation documents can also be requested at the same address.

Payments will be made on a reimbursement basis using the enclosed Hazard Mitigation Reimbursement Request Form. A ten percent (10%) retention will be withheld from the federal share of reimbursement payments and will be released as part of the subaward closeout process.

Reimbursements can be made only for items listed on the approved subaward application. Expenditures for any other work should be separately maintained and are the sole responsibility of the subrecipient. Any funds received in excess of current needs or approved amounts, or those found owed as a result of a final inspection or audit, must be refunded to the State within 30 days of receipt of an invoice from Cal OES.

When mailing documents to the Recovery Financial Processing Unit, please use the following address:

California Governor's Office of Emergency Services
Attention: Recovery Financial Processing Unit
3650 Schriever Avenue
Mather, CA 95655

For further assistance regarding post-obligation documents or the reimbursement request process, please contact the Recovery Financial Processing Unit at (916) 845-8110 or at HMGrantsPayments@caloes.ca.gov. For program-related questions, please contact the Hazard Mitigation Grants Programs Unit at (916) 328-7450.

Recovery Financial Processing Unit

Enclosures

c: Subrecipient's Project File

*The Recovery Financial Processing Unit has a valid resolution and Grant Subaward Face Sheet (GSAFS) on file for this project. We now need your organization to complete a GSAFS Amendment Form as part of the funding encumbrance/post-obligation document process.

GAVIN NEWSOM
GOVERNOR

NANCY WARD
DIRECTOR

Cal OES
GOVERNOR'S OFFICE
OF EMERGENCY SERVICES

July 9, 2024

Paulina Morales
City Manager
West Covina, City of
1444 West Garvey Avenue South
West Covina, CA 91790-2716

Subject: **Notification of Approval for Subrecipient Management Cost Funding**
Hazard Mitigation Grant Program – Prepare CA Match
FEMA-**4683**-DR-CA, Project #**AP01030**, FIPS #**037-84200**,
Supplement #**34**

Dear Ms. Morales:

The California Governor's Office of Emergency Services (Cal OES) received notification that the Federal Emergency Management Agency (FEMA) has approved **$9,950.00** in funding for subrecipient management costs (SRMC). SRMC are costs incurred while administering a Hazard Mitigation grant subaward. A copy of FEMA's letter is enclosed for your records.

Payments are made on a reimbursement basis using the specialized Subrecipient Management Cost Reimbursement Request Form. Subrecipients are reminded to document their SRMC separately from direct project expenditures. To qualify for SRMC reimbursement, subrecipients must first incur and seek reimbursement for direct project expenditures via the specialized Project Expenditures Reimbursement Request Form. Reimbursement for SRMC is capped at five percent of a project's cumulative direct project expenditures. Please note that your organization must maintain an active registration in the SAM.gov (System for Award Management) database for the duration of this grant subaward.

Please read the enclosed supplement. In accordance with Title 44 Code of Federal Regulations, Part 206.440, if you disagree with FEMA's obligated amount or scope of work listed in the supplement, you can appeal. All appeals must be in writing and received by Cal OES within 60 days from the receipt of this letter.
If you have any questions or need assistance, please contact the Recovery Financial Processing Unit at (916) 845-8110 or at HMGrantsPayments@caloes.ca.gov.

Recovery Financial Processing Unit
Enclosures
c: Subrecipient's Project File

U.S. Department of Homeland Security
FEMA Region 9
1111 Broadway, Suite 1200
Oakland, CA 94607

FEMA

June 17, 2024

RECEIVED
JUN 24 2024
FINANCIAL PROCESSING UNIT

Robyn Fennig, Assistant Director
Governor's Authorized Representative
California Governor's Office of Emergency Services
3655 Schriever Avenue
Mather, CA

Reference: Application Approval, HMGP DR-4683-1030-20P
West Covina
7% Local Hazard Mitigation Plan for the City of West Covina
FIPS Code: 037-84200, Supplement 34

Dear Robyn Fennig:

We approve and issue Hazard Mitigation Grant Program (HMGP) funds for the West Covina (Sub-Recipient) HMGP DR-4683-1030-20P, 7% Local Hazard Mitigation Plan for the City of West Covina.

The total project cost is $200,000.00. As shown in the enclosed Obligation Report - Supplement 34, we are obligating $150,000.00 for the 75 percent Federal share; the 25 percent non-Federal share is $50,000.00. We are obligating $9,950.00 for the 100% Federal share Subrecipient Management Costs. These funds are available in SmartLink for immediate and eligible disbursements. The following is a summary of the approved funding:

Approvals:	Federal Share:	Non-Federal Share:	Total Project Cost:
Supplement 34	$150,000.00	$50,000.00	$200,000.00
Management Costs	$9,950.00	$0.00	$9,950.00

This HMGP project approval and obligation of funds are subject to the following conditions:

1. **Scope of Work (SOW) –** The West Covina will develop and adopt a FEMA approved Hazard Mitigation Plan to meet the requirements outlined in 44 CFR Part 201 and the most current FEMA hazard mitigation plan guidance.

2. **Project Completion Date –**The work schedule included with the project application indicates that the project will take 36 months to complete; however, we can only approve a project up to the approved disaster period of performance (POP). Therefore, the project completion date is April 13, 2027. Please inform the sub-recipient that work completed after the disaster period of performance (POP) is not eligible for federal funding, and that federal funds may be de-obligated for work completed outside the POP when there is no approved time extension.

3. **Project Closeout –** Within 120 days of project completion, all project funds must be liquidated and final closeout documentation for the project must be submitted to FEMA. Please note the project must comply with Code of Federal Regulations Title 2, Part 200 reporting requirements at the time of closeout.

4. **Record of Environmental Consideration (REC) –** In compliance with the National Environmental Policy Act (NEPA), this undertaking is categorically excluded (CE) from the need to prepare either an environmental assessment or environmental impact statement.

5. **Standard Conditions –** This project approval is subject to the enclosed Standard Mitigation Grant Program (HMGP) Conditions, amended August 2018. Please note that federal funds may be de-obligated for work that does not comply with these conditions.

If you have any questions, please contact Andrea Harvey, Grants Management Specialist, by email at andrea.harvey@fema.dhs.gov, or phone (202) 430-4878.

Sincerely,

KATHRYN J LIPIECKI

Digitally signed by KATHRYN J LIPIECKI
Date: 2024.06.17 18:39:53 -07'00'

Kathryn Lipiecki
Director, Mitigation Division
FEMA Region 9

Enclosures (2):
Obligation Report – Supplement 34
Standard Mitigation Grant (HMGP) Conditions

cc:
Melissa Boudrye, Resilience Branch Chief, California Governor's Office of Emergency Services
Concepcion Chavez, Technical Assistance Division Chief, California Governor's Office of Emergency Services
Ron Miller, Hazard Mitigation Assistance Division Chief, California Governor's Office of Emergency Services
Joseph Purvis, Division Chief, California Governor's Office of Emergency Services
Ryan Massello, Hazard Mitigation Quality Assurance Division Chief, California Governor's Office of Emergency Services
Robert McCord, Chief, Hazard Mitigation Assistance Branch, FEMA Region 9

HAZARD MITIGATION GRANT PROGRAM

Obligation

Disaster No	FEMA Project No	Amendment No	State Application ID	Action No	Supplemental No	State	Recipient
4683	20 -P	0	1030	1	34	CA	Statewide

Subrecipient: West Covina
Project Title : 7% Local Hazard Mitigation Plan for the City of West Covina
Subrecipient FIPS Code: 037-84200

Total Amount Previously Allocated	Total Amount Previously Obligated	Total Amount Pending Obligation	Total Amount Available for New Obligation
$150,000.00	$150,000.00	$0.00	$0.00

Project Amount	Subrecipient Management Cost Amount	Total Obligation	IFMIS Date	IFMIS Status	FY
$150,000.00	$9,950.00	$159,950.00	05/17/2024	Accept	2024

Comments

Date: 05/16/2024 User Id: RHIRST

Comment: Approve funding of $150,000 Federal Share with SRMC $9,950.00 for DR4683-1030-20P- 7% Local Hazard Mitigation Plan for the C West Covina

Authorization

Preparer Name: REILLY HIRST Preparation Date: 05/16/2024

HMO Authorization Name: ANDREA HARVEY HMO Authorization Date: 05/17/2024

Standard Mitigation Grant Program (HMGP) Conditions

FEMA Region IX, August, 2018

The following list applies to Recipients and Subrecipients accepting HMGP funds from the Federal Emergency Management Agency (FEMA) of the Department of Homeland Security (DHS):

1. **Applicable Federal, State, and Local Laws and Regulations.** The Recipient/Subrecipient must comply with all applicable Federal, State, and Local laws and regulations, regardless of whether they are on this list or other project documents. DHS financial assistance Recipients and Subrecipients are required to follow the provisions of the State HMGP Administrative Plan, applicable Hazard Mitigation Assistance Uniform Guidance, and Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located in Title 2 of the Code of Federal Regulations (CFR) Part 200, adopted by DHS in 2 CFR 3002.

2. **Financial Management Systems.** The Recipient and Subrecipient must maintain financial management systems to account for and track funds, as referenced in 2 CFR 200.302.

3. **Match or Cost Share.** Non-federal match or cost share must comply with 2 CFR 200.306, the scope of work (SOW), and any agreements among the Subrecipient, the Recipient, and FEMA.

4. **Budget Changes.** Unanticipated adjustments are permitted within the approved total cost. However, if costs exceed the federal share, the Subrecipient must notify the Governor's Authorized Representative (GAR) of overruns before implementation. The GAR shall submit a written request for approval to FEMA Region IX. The subaward must continue to meet HMGP requirements, including cost effectiveness and cost share. Refer to 2 CFR 200.308 for additional information.

5. **Real Property and Land.** The acquisition, use, and disposition must comply with 2 CFR 200.311.

6. **Equipment.** The acquisition, use, and disposition must comply with 2 CFR 200.313.

7. **Supplies.** Upon project completion, FEMA must be compensated for unused supplies, exceeding $5,000 (fair market value), and not needed for other federal programs. Refer to 2 CFR 200.314.

8. **Procurement.** Procurement procedures must be in conformance with 2 CFR 200.318-320.

9. **Monitoring and Reporting Program Performance.** The Recipient and Subrecipient must submit quarterly progress reports, as referenced in the 2 CFR 200.328 and State HMGP Administrative Plan.

10. **Records Retention.** In accordance with 2 CFR 200.333, financial/ programmatic records related to expenditures must be maintained at least 3 years after the date of Recipient's final expenditure report.

11. **Enforcement and Termination.** If the Recipient or Subrecipient fails to comply with the award or subaward terms, whether stated in a Federal statute or regulation, the State HMGP Administrative Plan, subpplication, a notice of award, an assurance, or elsewhere, FEMA may take one or more of the actions outlined in 2 CFR 200.338, including termination or partial termination of the award or subaward outlined in 2 CFR 200.339.

12. **Allowable Costs.** Funds are to be used for allowable costs in compliance with 2 CFR 200.403, the approved SOW, and any agreements among the Subrecipient, Recipient, and FEMA.

13. **Non-Federal Audit.** The Recipient and Subrecipient are responsible for obtaining audits in accordance with the Single Audit Act of 1984, in compliance with 2 CFR 200.501.

14. **Debarred and Suspended Parties.** Recipients and Subrecipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders 12549 and 12689, and 2 CFR 180. These regulations restrict federal financial assistance awards, subawards, and contracts with parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in the federal assistance programs or activities.

15. **Equipment Rates.** Rates claimed for use of Subrecipient-owned equipment in excess of the FEMA-approved rates must be approved under State guidelines issued by the State Comptroller's Office or must be certified by the Recipient to include only those costs attributable to equipment usage less any fixed overhead and/or profit.

16. **Duplication of Funding between Public Assistance (PA) and HMGP.** Funding for PA Section 406 and HMGP Section 404 are permitted on the same facility/location, but the activities identified under each program must be distinct with separately accounted funds. At closeout, FEMA may adjust the funding to ensure the Subrecipient was reimbursed for eligible work from only one funding source.

17. **Historic Properties and Cultural Resources.** In compliance with 2 CFR 800, if a potential historic property or cultural resource is discovered during construction, the Subrecipient must cease work in the area and take all reasonable measures to avoid or minimize harm to the discovered property/resource. During construction, the Subrecipient will monitor ground disturbance activity, and if any potential archeological resources are discovered, will immediately cease work in that area, and notify the Recipient and FEMA. Construction in the area may resume with FEMA's written approval after FEMA's consultation, if applicable, with the State Historic Preservation Officer (SHPO).

18. **NEPA and Changes to the Scope of Work (SOW).** To comply with the National Environmental Policy Act (NEPA), and other Laws and Executive Orders, any change to the approved SOW shall be re-evaluated before implementation. Construction associated with a SOW change, prior to FEMA approval, may be ineligible for funding. Acceptance of federal funding requires environmental permits and clearances in compliance with all appropriate federal, state and local laws, and failure to comply may jeopardize funding.

    Within their authority, the Recipient and Subrecipient must use of all practicable means, consistent with other essential policies, to create and maintain productive harmony for people and nature, and fulfill the social, economic, and other needs of present and future generations of Americans.

ATTACHMENT NO. 2

CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES

GRANT SUBAWARD AMENDMENT

SUBAWARD #: DR4683-AP01030

FIPS# 037-84200 SAM ID# ZHHFLMKMZKL1 Amendment# 1

Project # AP01030 Performance Period 7/1/2023 to 4/13/27

This amendment is between the California Governor's Office of Emergency Services, hereafter called Cal OES, and the Subrecipient: West Covina, City of

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The Subrecipient agrees to the amendment of this Grant Subaward Agreement as specified below.

AMENDMENT TO FUNDS
Increase the federal funds by $159,950.00 from $0.00 to $159,950.00;

AMENDMENT TO END DATE
To change the end date of the grant award from 3/31/26 to 4/13/27.

SPECIAL CONDITIONS: See attached Special Conditions page for information related to the 6/17/24 project start date and 3/31/26 state funding availability deadline.

All other provisions of this agreement shall remain as previously agreed upon.

Subrecipient (Certification and Signature of Authorized Agent)	
By (Authorized Signature)	**Date**
Printed Name	**Title**
Paulina Morales	City Manager
Address	
1444 W Garvey Ave S, West Covina, CA 91790	

Governor's Office of Emergency Services (For Cal OES use only)	
By Director or Designee	**Date**
Printed Name	**Title**

Amount Encumbered by this Document	Fund Source Labels
$159,950.00	ENY: 2021/22 Chapter: 21 SL: 15102 Item: 0690-106-0001 Pgm: 0385 Fund: General Fund Title: Prepare CA Match Project No.: OES21HHPC000000 Amt: $0.00 Activity ID: LA15102HHPC0000 SC: 2023 - 15102
Prior Amount Encumbered	
$50,000.00	ENY: 2024/25 Chapter: SL: 82106 Item: 0690-101-0890 Pgm: 0385 FAIN: FEMA-4683-DR-CA 12/27/22 - 4/13/27 Fund: Federal Trust AL: 97.039 Title: Hazard Mitigation Grant Program Match Req: 25% on TPC Project No.: OESDR4683200032 Amt: $159,950.00 Activity ID: LA82106DRHM0000 SC: 2024- 82106
Total Amount Encumbered to Date	
$209,950.00	

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.

Signature of Cal OES Fiscal Officer	Date

SPECIAL CONDITIONS

The subrecipient shall not have expended any funding nor have started its project prior to 6/17/24.

At the time of obligation, the $50,000.00 general fund portion of this grant subaward is set to expire before the overall project performance period end date. Unless this funding availability is extended, the $50,000.00 portion of this grant subaward must be expended by 3/31/26, and documentation related these expenditures will be due to the Hazard Mitigation Assistance Branch by 4/20/26.

Failure to comply with these requirements may result in the withholding and disallowance of grant payments, the reduction or termination of the grant subaward and/or the denial of future grant funds.

Disaster No: DR-4683-1030-20P
Cal OES ID No: 037-84200-00
UEI No: ZHHFLMKMZKL1

PROJECT ASSURANCES FOR FEDERAL ASSISTANCE

SUBRECIPIENT'S NAME: City of West Covina
(Name of Organization)

PRIMARY MAILING ADDRESS: 1444 West Garvey Avenue South
CITY: West Covina STATE: CA ZIP CODE: 91790
TELEPHONE: 626-939-8401 FAX NUMBER: _____
CA ASSEMBLY DIST: _____ CA SENATE DIST: _____ U.S. CONGRESSIONAL DIST: _____
Visit sos.ca.gov/elections/who-are-my-representatives to find your district number.
AUTHORIZED AGENT: Paulina Morales
TITLE: City Manager
EMAIL ADDRESS: pmorales@westcovina.org

ASSURANCES – CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to all your projects. If you have questions, please contact the California Governor's Office of Emergency Services. Further, certain federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the subrecipient named above:

1. Has the legal authority to apply for federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States, Federal Office of Inspector General 2 CFR 200.336, and if appropriate, the state, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with federal assistance funds to assure nondiscrimination during the useful life of the project.

4. Will comply with the requirements of the assistance-awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or state.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gains.

8. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of residential structures.

9. Will comply with all federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L 88-352) which prohibits discrimination on the basis of race, color, or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683 and 1685-1686) which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794) which prohibit discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107) which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 93-255) as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616) as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd- 3 and 290 ee-3) as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of

1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for federal assistance is being made, and (j) the requirements on any other non-discrimination statute(s) which may apply to the application.

10. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of federal and federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of federal participation in purchases.

11. Will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $5,000 or more.

12. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.O. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved state management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.O. 93-205).

13. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

14. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and preservation of historic properties), and the Archeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).

15. Will comply with Standardized Emergency Management (SEMS) requirements as stated in the California Emergency Services Act, Government Code, Chapter 7 of Division 1 of Title 2, Section 8607.1(e) and CCR Title 19, Sections 2445, 2446, 2447, and 2448.

16. Subrecipients expending $750,000 or more in federal grant funds annually are required to secure an audit pursuant to OMB Uniform Guidance 2 CFR Part 200, Subpart F. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 and the Single Audit Act Amendments of 1996.

17. Will disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with §200.112.

18. Will comply with all applicable requirements of all other federal laws, Executive Orders, regulations and policies governing this program.

19. Has requested through the State of California, federal financial assistance to be used to perform eligible work approved in the subrecipient application for federal assistance. Will, after the receipt of federal financial assistance, through the State of California, agree to the following:

    a. The state warrant covering federal financial assistance will be deposited in a special and separate account and will be used to pay only eligible costs for projects described above.

    b. To return to the State of California such part of the funds so reimbursed pursuant to the above numbered application, which are excess to the approved actual expenditures as accepted by final audit of the federal or state government.

    c. In the event the approved amount of the above numbered project application is reduced, the reimbursement applicable to the amount of the reduction will be promptly refunded to the State of California.

20. The non-Federal entity for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award §200.113. Failure to make required disclosures can result in any of the remedies described in §200.338 Remedies for noncompliance, including suspension or debarment.

21. Will not make any award or permit any award (subaward or contract) to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 and 12689, "Debarment and Suspension."

"I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized by City of West Covina
(Name of Organization)
to enter into this agreement for and on behalf of said subrecipient, and by my signature do bind the subrecipient to the terms thereof."

Paulina Morales
PRINTED NAME

SIGNATURE OF AUTHORIZED AGENT

City Manager
TITLE DATE

STATE OF CALIFORNIA
CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES
FFATA FINANCIAL DISCLOSURE
OES-FPD-011 (Rev. 10-2022)

RECOVERY DIRECTORATE
FINANCIAL PROCESSING DIVISION

Cal OES ID No.: 037-84200-00

UEI Number: ZHHFLMKMZKL1

Previous Fiscal Year End Date: 06/30/2024

FFATA Financial Disclosure

The Federal Funding Accountability and Transparency Act (FFATA) requires information on federal awards be made available to the public and is submitted by the California Governor's Office of Emergency Services (Cal OES) to www.fsrs.gov. This is done in order that the government be held accountable for each spending decision. As a subrecipient of federal funds, you will be unable to draw down funds until this signed form is returned to Cal OES.

The Total Compensation and Names of the top five executives must be reported in the table on this form if your business or organization meets ***both*** of the following criteria:

a) 80% or more of annual gross revenues are from Federal awards (contracts, sub-contracts, and Federal financial assistance), and $25,000,000 or more in annual gross revenues from Federal awards; *and*,

b) Compensation information is not already available through reporting to the Securities and Exchange Commission.

*If your business or organization does **NOT** meet **BOTH** criteria, check the box below, sign, and return to Cal OES Financial Processing Unit.*

☑ Not subject to FFATA Financial Disclosure.

Executive Name	Title	Annual Salary	Annual Dollar Value of Benefits	Total Compensation

I, Paulina Morales , do hereby certify, as the authorized agent of
Printed Name of Authorized Agent

West Covina, City of , the information contained in this document is true
Entity Name

and correct.

City Manager
Title of Authorized Agent

Signature of Authorized Agent

Date

ATTACHMENT NO. 3

RESOLUTION NO. 2024-57

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING A BUDGET AMENDMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025 (CAL OES AND FEMA HAZARD MITIGATION GRANT)

The City Council of the City of West Covina hereby finds and declares as follows:

WHEREAS, on May 7, 2024, the City Manager presented to the City Council a proposed budget for Fiscal Year 2024-25 in compliance with Section 2-151(m) of the West Covina Municipal Code; and

WHEREAS, the City held meetings and community workshops and conducted an online budget survey in order to solicit input from the public regarding the proposed budget; and

WHEREAS, on June 4, 2024, the City Council adopted a budget for the 2024-2025 Fiscal Year; and

WHEREAS, amendments must periodically be made to the budget to conform to changed circumstances following adoption of the budget.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby approves Budget Amendment No. 2025-05, attached hereto as Exhibit A, for Fiscal Year 2024-25.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall enter the same in the book of original resolutions and it shall become effective immediately.

APPROVED AND ADOPTED this 20th day of August, 2024.

_____

Brian Calderón Tabatabai
Mayor

APPROVED AS TO FORM

Thomas P. Duarte
City Attorney

ATTEST

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, Assistant City Clerk of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2024-57 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 20th day of August, 2024, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

Lisa Sherrick
Assistant City Clerk

Fiscal Year 2024-25
Budget Amendment No. 2025-05
CALOES and FEMA Hazard Mitigation Grant

Fund No. - Name	Current Budget	Proposed Amendment	Amended Budget
Fund 139 - FEMA GRANT			
Revenue	0	$209,950	$209,950
Expenditures	0	$209,950	$209,950
Net Transfers	0	0	0
Net Change in Fund Balance	**$0**	**$0**	**$0**

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF MEASURE A ANNUAL ALLOCATION GRANT AGREEMENT WITH LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT**

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Authorize the City Manager to negotiate and execute the Measure A Annual Allocation Grant Agreement with the Los Angeles County Regional Park and Open Space District and any other documents required in connection with the City's Annual Allocations, in such final form as approved by the City Attorney; and
2. Authorize the City Manager to negotiate any amendments to the agreement in such form as approved by the City Attorney.

BACKGROUND:

The Los Angeles County Regional Park and Open Space District (RPOSD) is responsible for implementing and administering the Los Angeles County Safe, Clean Neighborhood Parks and Beaches Measure of 2016 (Measure A). Seventy-five percent (75%) of Los Angeles County voters approved Measure A in November 2016, which authorizes dedicated local funding for park, recreation, and open space projects and their maintenance through an annual special tax on all taxable real property in the County.

Measure A is a parcel tax based on the square footage of improved property and includes both formula-based allocations to Study Areas and competitive grants that are open to public entities, non-profit organizations, schools, and other eligible entities, and it does not have a sunset date. Measure A makes funding available to eligible recipients for projects that repair and upgrade parks and recreational facilities; create new parks; preserve and protect open spaces and beaches; and support recreational programming.

Annual Allocations are distributed to grantees using a per capita formula. The amounts available are updated annually based on the revenue received by September 15th of each year. Allocated funds are retained by the County and paid out to grantees on a reimbursement basis for eligible activities.

RPOSD facilitates online grant applications and administrative processes to provide efficient oversight of all eligible Measure A grants and programs.

DISCUSSION:

In January 2024, RPOSD updated its Grants Administration Manual (GAM). Included in this revision is a new streamlined format for agencies to access and expend their Annual Allocation funds. This new format eliminates the need for a grant agreement for each individual project.

Instead, RPOSD will require the execution of an Annual Allocation Agreement (Agreement) by each participating agency. Once executed, each individual project will be reviewed and approved through a Notice to Proceed (NTP). Agencies may have multiple NTPs simultaneously. The NTP process eliminates the need for an individual grant agreement for each project and will allow agencies to begin their projects immediately upon issuance of an NTP.

Before the City requests its Annual Allocation funding, the City is required to execute a Measure A Allocation Grant Agreement (Allocation Agreement) with RPOSD. Once the Allocation Agreement is executed, expenditures of Annual Allocations require the submission of an Annual Allocation Work Plan for each proposed project.

Once the Allocation Agreement is fully executed, the City will be able to request Annual Allocation funds through the streamlined NTP process.

Staff recommends that the City Council authorize the City Manager to negotiate and execute the Allocation Agreement and any other documents required in connection with the City's Annual Allocations, in such final form as approved by the City Attorney, and authorize the City Manager to execute future amendments to the agreement.

LEGAL REVIEW:

The City Attorney's Office will review and approve the agreement as to form prior to execution.

Fiscal Impact

FISCAL IMPACT:

As of July 2024, the balance of the City's annual allocations is approximately $1.84M. Most recently, the City expended approximately $332,000 for the installation of play equipment at Shadow Oak Park in 2021. Funding for projects at California, Galster, and Gingrich Parks is included in the approved FY 2024-2025 Capital Improvement Program Budget. The table below summarizes the City's Annual Allocations and Balance since the passage of Measure A.

Year	Allocation	Expended	Available
2018	$ 323,907,95	$ 323,907.95	$ 0
2019	338,600.81	8,275.25	330,325.56
2020	365,741,.68	0	365,741,.68
2021	365,741,.68	0	365,741,.68
2022	384,576.88	0	384,576.88
2023	391,036.15	0	391,036.15
Total	**$ 2,169,661.85**	**$ 332,183.20**	**$ 1,837,478.65**

There is no match required for this funding. Funding is reimbursable, and the City may request reimbursement of its indirect overhead costs. The City is responsible for maintenance and operations in perpetuity.

Attachments

Attachment No. 1 - Measure A Annual Allocation Grant Agreement

Measure A Annual Allocation Grant Agreement

PARTIES TO AGREEMENT

RPOSD:

Los Angeles County
Regional Park and Open Space District
1000 South Fremont Avenue, Unit #40
Building A-9 East, Ground Floor
Alhambra, CA 91803

GRANTEE:

City of West Covina
1444 W. Garvey Ave South
West Covina CA 91790

This Annual Allocation Grant Agreement ("Agreement") is made and entered into by and between the City of West Covina ("Grantee") and the Los Angeles County Regional Park and Open Space District ("RPOSD"). Grantee agrees to complete Annual Allocation projects as described in any Notice to Proceed ("NTP"), a subordinate agreement executed wholly within and subject to the provisions of this Agreement, approved by RPOSD, acting through the Director of the County of Los Angeles Department of Parks and Recreation, and pursuant to Measure A.

RECITALS

WHEREAS, RPOSD, acting through the Director of the County of Los Angeles Department of Parks and Recreation and Measure A, is authorized by the County of Los Angeles Board of Supervisors, acting in its capacity as the governing body of the RPOSD, to implement Measure A and administer Measure A grants;

WHEREAS, Grantee is a public entity eligible for Annual Allocation awards; and

WHEREAS, this Agreement is authorized by Measure A;

THEREFORE, in consideration of the mutual covenants, promises, and representations herein, RPOSD and Grantee agree as follows:

Definitions

Annual Allocations: Annual grant funds allocated pursuant to Section 5, subdivision (b) of Measure A.

Board of RPOSD: The County of Los Angeles Board of Supervisors acting in its capacity as the governing body of the RPOSD.

Good Standing: Good Standing is when an agency or organization is in compliance with all requirements stated in the guidelines, policies, and procedures of RPOSD for both Proposition A and Measure A. Good Standing is required of Grantees in order for payment requests to be processed and to receive or apply for any grant funds from RPOSD.

Grants Administration Manual (GAM): The document that details the policies and procedures for administering grants awarded by RPOSD. From time to time, it shall be amended or changed by RPOSD as described in this agreement.

Grants Management System (GMS): The online Grants Management System used by RPOSD to track Measure A grant-funded projects.

Measure A: The Safe, Clean Neighborhood Parks, Open Space, Beaches, Rivers Protection, and Water Conservation Measure to levy a special tax and issuing bonds approved by voters on November 8, 2016.

Notice to Proceed (NTP): A subordinate agreement executed wholly within and subject to the provisions of this Agreement, for the performance of deliverables as described in the Notice to Proceed (Attachment A). Upon issuance by RPOSD, the NTP confirms approval of an identified project and a specified grant amount and authorizes Grantee to commence performance of said project. The NTP shall include the specifics of the approved project, such as the scope of work, funding award, and performance period for the project.

NTP Performance Period: The timeframe within which Grantee is to complete a project as detailed in each Work Plan. Project costs must be incurred within the NTP Performance Period for each project to be eligible for reimbursement.

Project: Acquisition, development, planning and design/or innovation projects utilizing Annual Allocation funding, and as set forth in an executed NTP.

Scope of Work: Grantee's written description of tasks and deliverables for a project, as set forth in the Work Plan.

Work Plan: A plan that details the proposed elements of a project: scope of work, deliverables, timeline, budget, land tenure, perpetuity plan, community engagement plan, funding acknowledgement, and attachments (as needed).

TERMS AND CONDITIONS

Article 1: Conditions

A. This Agreement applies to all grant funds allocated to Grantee for projects which Grantee has applied for, and which have been approved by RPOSD, as evidenced by the issuance of an NTP.

B. The Work Plan and its required attachments, and any subsequent changes or additions approved by RPOSD, are hereby incorporated in this Agreement as though set forth in full.

C. The GAM, and any subsequent changes or additions thereto, and the Measure A Resolution are also hereby incorporated in this Agreement as though set forth in full.

D. As per the approved NTP(s), RPOSD grants the Grantee a sum of money not to exceed the budget amount, in consideration and on the condition that the sum be solely expended for the purposes set forth in the NTP Scope of Work for the approved Work Plan and under the terms and conditions set forth in this Agreement.

E. Grantee acknowledges that it may be required to furnish any additional funds necessary to complete the project approved in the NTP.

F. Any non-recreational use of the project area must be preapproved in writing by RPOSD, and if approved, Grantee agrees that any gross income earned from such non-recreational uses of the project shall be used for recreation development, additional acquisition, operation or maintenance at the project site, unless RPOSD approves otherwise in writing.

G. Grantee agrees that any gross income that accrues to a grant-assisted development project authorized by the NTP during and/or as part of the construction, from sources other than the intended recreational uses, also shall be used for further development of that particular project described in the NTP, unless RPOSD approves otherwise in writing.

Article 2: Term of Agreement

This Agreement is effective upon the date it is fully executed by the Grantee and Director of RPOSD or their designees ("Effective Date") and will remain in effect in perpetuity unless terminated by RPOSD upon written notice.

Article 3: Counterparts and Electronic Signatures

A. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same

Agreement. The email or electronic signature of the parties shall be deemed to constitute original signatures, and electronic copies hereof shall be deemed to constitute duplicate originals.

B. RPOSD and Grantee hereby agree to regard electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Amendments and received via communications facilities (email or electronic signature), as legally sufficient evidence that such legally binding signatures have been affixed to Amendments to this Agreement.

Article 4: Grant Funds

Grantee will not be entitled to any payment by RPOSD under this Agreement except pursuant to an authorized NTP for each project. Grant funds will be disbursed and used solely by the Grantee in accordance with the Work Plan defined in the NTP for each project, subject to the provisions of this Agreement. Grantee may not combine or carryover funds remaining in one project to another. Grantee understands that grant funds are not a gift and agrees that RPOSD is granting funds for Grantee to complete the work authorized in each NTP.

Article 5: Expenditure of Grant Funds and Allocation of Funds Between Budget Items

Grantee shall expend grant funds consistent with the approved NTP, which incorporates by reference the Work Plan. Any revisions to the budget that attempts to shift funds from approved budget items into a different category must be identified in a revised Work Plan within the GMS and approved in advance by RPOSD. RPOSD may withhold payment for items which exceed the amount allocated in the Work Plan which have not received the approval required herein. Any RPOSD approved increase in the funding for any budgeted item may result in a corresponding decrease in the funding for one or more other budgeted items.

Article 6: Project Costs and Reimbursements

RPOSD shall reimburse to Grantee, in accordance with the authorized NTP's budget, a total amount not to exceed the amount of the NTP, as follows:

A. RPOSD shall reimburse funds for eligible costs incurred to date, up to 90% of the grant amount specified in the NTP, upon the Grantee's satisfactory progress and upon submission of an electronic claim form(s), which shall be submitted no more frequently than every 45 days. RPOSD shall disburse the final 10% upon the Grantee's satisfactory completion of the project, submission of required documentation, and approval by RPOSD. Project costs must be incurred within the NTP Performance Period to be eligible for reimbursement.

B. Grantee shall request reimbursements by submitting a claim to RPOSD through the GMS and complete all forms and requirements of the claim process. RPOSD will only reimburse for actual costs incurred and verified. The form shall also indicate cumulative expenditures to date and expenditures during the reporting period.

C. Claim for reimbursement must be signed by Grantee's authorized representative. Each claim form shall be accompanied by:

    1. All receipts and any other source documents for direct expenditures and costs that Grantee seeks reimbursement for.

    2. Invoices from vendor(s) that Grantee engaged to complete any portion of the work funded under this Agreement and proof of payment (credit card statement, cleared checks) and any other source documents for costs incurred and expenditures by any such vendor(s), unless RPOSD makes a specific exemption in writing.

D. RPOSD, in its sole discretion, may deny reimbursement requests that do not comply with reimbursement requirements or lack sufficient documentation.

Article 7: Indirect Overhead Costs

Grantee may request reimbursement of its indirect overhead costs in accordance with the GAM.

Article 8: Project Completion

Grantee shall complete the project by the Performance Period identified in the approved NTP. Upon completion of a project, Grantee shall provide RPOSD with evidence of completion by submitting:

1. All deliverables specified in the Work Plan, each in a format(s) approved by RPOSD (for example, paper, digital, photographic);

2. Electronic submission of the final claim;

3. All required documentation as required by RPOSD.

Article 9: Deed Restriction

Grantee shall cause to be recorded on the title of any real property acquired and/or developed with funds from the Measure, a deed restriction requiring compliance with the Measure A resolution, in perpetuity consistent with the applicable provisions in the GAM.

Article 10: Funding Acknowledgement

Grantee is required to acknowledge RPOSD's financial assistance for each project that has been awarded funding consistent with the conditions set forth in the GAM, which may include, without limitation: (1) printed and promotional materials, (2) social media, and (3) project signage.

Article 11: Severability

If any provision of this Agreement is found or deemed by a court of competent jurisdiction to be invalid or unenforceable, it shall be considered severable from the remainder of the Agreement and shall not cause the remainder to be invalid or unenforceable.

Article 12: Change of Use/Disposal

To use the property only for the purposes of Measure A and to make no other use, sale, or disposition of the property, except as described in Paragraph (A).

(A) If the use of the property acquired through grants pursuant to this resolution is changed to one other than a use permitted under the category from which the funds were provided, or the property is sold or otherwise disposed of, an amount equal to the (1) amount of the grant, (2) the fair market value of the real property, or (3) the proceeds from the portion of such property acquired, developed, improved, rehabilitated or restored with the grant, whichever is greater, shall be used by the recipient for a purpose authorized in that category or shall be reimbursed to the Parks Fund and shall be available for a use authorized in that category.

If the property sold or otherwise disposed of is less than the entire interest in the property originally acquired, developed, improved, rehabilitated or restored with the grant, an amount equal to the proceeds or the fair market value of the property interest sold or otherwise disposed of, whichever is greater, shall be used by the Grantee for a purpose authorized in that category or shall be reimbursed to the Parks Fund and be available for a use authorized in that category. Nothing in this Section shall limit a Public Agency from transferring property acquired pursuant to this order to the National Park Service or the State Park System, with or without consideration.

In either instance, Grantee must provide documentation to RPOSD detailing the benefits that the disposal or partial disposal of property will provide to the residents of Los Angeles County, consistent with Measure A.

Article 13: Community Outreach and Engagement

Grantee must conduct community outreach and engagement that meet the minimum requirements, as defined in the GAM, with the intent to ensure that communities throughout Los Angeles County are aware of and can help determine spending priorities for their projects, and to facilitate a transparent process by which agencies report use of Measure A funds.

Article 14: Indemnification and Hold Harmless

Grantee shall indemnify, defend and hold RPOSD, its officers, and employees harmless from and against any and all liability to any third party for or from loss, damage or injury to persons or property in any manner arising out of, or incident to, the performance of this Contract or the planning, arranging, implementing, sponsoring or conducting of the Project or any other operation, or activity by the Grantee; and from all costs and expenses, including attorney's fees, in any action or liability arising under this Contract or the planning, arranging, implementing, sponsoring or conducting of the Project or any other operation, or activity by the Grantee. RPOSD shall have no liability for any debts, liabilities, deficits, or cost overruns of the Grantee. Grantee and RPOSD agree that the liability of the RPOSD hereunder shall be limited to the payment of the grant monies pursuant to the terms and conditions of this Agreement and the GAM. Any contracts entered into, or other obligations or liabilities incurred by, Grantee in connection with the Project or otherwise relating to this Agreement shall be the sole responsibility of Grantee, and RPOSD shall have no obligation or liability whatsoever thereunder or with respect thereto.

Article 15: Performance and Development

A. Grantee agrees to promptly submit any reports or documentation that RPOSD may request.

B. If the project described in the approved NTP includes development, Grantee shall ensure that projects adhere to environmental and sustainability efforts consistent with the Safe, Clean Neighborhood Parks, Healthy Communities and Urban Greening Program; Natural Lands, Open Spaces and Local Beaches, Water Conservation and Watershed Protection Program; Regional Recreation Facilities, Multi-Use Trails and Accessibility Program. Examples including but are not limited to: sustainability, cost-saving energy efficiency, weatherization, stormwater capture, water efficiency, including irrigation efficiency, use of reclaimed water or stormwater, and use of climate and site appropriate native California tree and plant materials.

C. If the project described in the approved NTP includes acquisition of real property, Grantee agrees to furnish RPOSD with evidence of title, such as preliminary title reports. RPOSD, at its sole discretion, shall determine whether the evidence is acceptable under this Agreement. Grantee agrees in negotiated purchases to correct, prior to or at the close of escrow, any defects of title that in the opinion of RPOSD might interfere with the operation of the Project. In condemnation actions, such title defects must be eliminated by the final judgment.

Article 16: Amendments

As provided herein, no amendment (including without limitation, deletions) of any of the terms or conditions of the Agreement will be effective unless provided in writing signed by all parties. It is the responsibility of Grantee to ensure that any person who signs an amendment on its behalf is duly authorized to do so.

Article 17: Compliance with Laws

Grantee shall at all times comply with all applicable federal, state and local laws, statutes, rules, regulations, ordinances, directives, guidelines, and policies and procedures.

Article 18: Governing Law, Jurisdiction, and Venue

This Agreement will be governed by, and construed in accordance with, the laws of the State of California. Grantee agrees and consents to the exclusive jurisdiction of the courts of the State of California for all purposes regarding this Agreement and further agrees and consents that venue of any action brought hereunder will be exclusively in the County of Los Angeles**.**

Article 19: Notices

All notices permitted or required to be given under this Agreement shall be in writing by mail with an email copy to info@rposd.lacounty.gov.

Article 20: Audits, Accounting, Records

A. Grantee agrees to maintain accurate and complete financial records of its activities and operations relating to this Agreement and for each executed NTP in accordance with generally accepted accounting principles.

B. Grantee also agrees to retain such financial accounts, documents and records for a minimum of five (5) years following completion of each project.

C. Grantee and RPOSD agree that during regular office hours, RPOSD or its duly authorized representatives shall have the right to inspect and make copies of any books, records or reports of the other party pertaining to this Agreement or matters related thereto. Grantee agrees to maintain, and make available for RPOSD inspection, accurate records of all its costs, reimbursements and receipts with respect to its activities under this Agreement.

   At any time during the term of this Agreement or at any time within five years after termination of this Agreement, authorized representatives of RPOSD may conduct an audit of Grantee for the purpose of verifying appropriateness and validity of expenditures that Grantee has submitted to RPOSD for reimbursement under the terms of this Agreement.

D. Grantee, within thirty (30) days of notification that an audit has resulted in the exception of expenditures, may dispute the audit findings in writing to RPOSD and provide RPOSD with records and/or documentation to support the expenditure claims. RPOSD shall review this documentation and make a final determination as to the validity of the expenditures.

E. If Grantee has received all grant monies prior to the audit, or if remaining grant monies are insufficient, and if said audit reveals expenditures that cannot be verified or that were paid in violation of the terms of this Agreement, Measure A or the GAM, Grantee shall pay RPOSD an amount equal to these expenditures within sixty (60) days after receiving written notification of the expenditures disallowed and the reason for the disallowance.

Article 21: Computer Software

Grantee certifies that it has instituted and will employ systems and controls appropriate to ensure that, in the performance of this Agreement, RPOSD funds will not be used for the acquisition, operation or maintenance of computer software in violation of copyright laws.

Article 22: Nondiscrimination

Grantee shall not discriminate against any person on the basis of race, color, sex, sexual orientation, age, religious belief, national origin, marital status, physical or mental handicap, medical condition, or place of residence in the use of any property or facility acquired or developed pursuant to this Agreement.

Article 23: Independent Capacity

This Agreement is by and between RPOSD and Grantee and is not intended to create the relationship of agent, servant, employee, partnership, joint venture, or association, as

between RPOSD and Grantee. The employees and agents of one party must not be, or be construed to be, the employees or agents of the other party for any purpose whatsoever.

Article 24: Assignment

Grantee shall not assign, exchange, transfer, or delegate its rights or duties under this Agreement, whether in whole or in part, without the prior written consent of RPOSD, in its discretion.

Article 25: Good Standing

Good Standing is required of Grantees to receive any grant funds and processing of claims from RPOSD.

Article 26: Timeliness

Time is of the essence in this Agreement.

Article 27: Publicity of Project Information

Grantee shall give RPOSD the right and opportunity to use information gained from a project described in the approved NTP.

A. Grantee agrees to utilize best efforts to provide a minimum of 30 days' notice of the project grand openings, inauguration, dedications, significance, and completion to RPOSD staff and to the County Supervisor's Office in which the project described in a work plan is located, as well as to other appropriate public officials.

B. Grantee shall provide quality digital photographs of the pre-construction site and completed project described in the work plan to RPOSD. If unable to provide digital photographs (collectively, "Photographs") then Grantee shall provide quality printed Photographs of the completed project described in the work plan.

Article 28: Authorization Warranty

Grantee represents and warrants that the person executing this Agreement on behalf of Grantee is an authorized agent who has actual authority to bind Grantee to each and every term, and condition, and obligation of this Agreement and that all requirements of the Grantee have been fulfilled to provide such actual authority.

Article 29: Conflict of Interest

A. No RPOSD employee whose position with RPOSD enables such employee to influence the award of this Agreement or any subsequent NTP, and no spouse or economic dependent of such employee, shall be employed in any capacity by Grantee or have any other direct or indirect financial interest in this Agreement. No officer or employee of Grantee who may financially benefit from the performance of work hereunder shall in any way participate in RPOSD's approval, or ongoing evaluation, of such work, or in any way attempt to unlawfully influence RPOSD's approval or ongoing evaluation of such work.

B. Grantee shall comply with all conflict of interest laws, ordinances, and regulations now in effect, or hereafter to be enacted, during the term of this Agreement. Grantee warrants that it is not now aware of any facts that create a conflict of interest. If Grantee hereafter becomes aware of any facts that might reasonably be expected to create a conflict of interest, it shall immediately make full written disclosure of such facts to RPOSD. Full written disclosure shall include, but is not limited to, identification of all persons implicated and a complete description of all relevant circumstances. Failure to comply with the provisions of this Article 30 shall be a material breach of this Agreement.

Article 30: Validity

If any provision of this Agreement or the application thereof to any person or circumstance is held invalid, the remainder of this Agreement and the application of such provision to other persons or circumstances shall not be affected thereby.

Article 31: Waiver

No waiver by RPOSD of any breach of any provision of this Agreement shall constitute a waiver of any other breach or of such provision. Failure of RPOSD to enforce at any time, or from time to time, any provision of this Agreement shall not be construed as a waiver thereof. The rights and remedies set forth in this Article shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Agreement.

Article 32: Long Term Obligations

A. With the written consent of RPOSD, Grantee may transfer property acquired with funds granted under this Agreement to another public agency; to a nonprofit organization authorized to acquire real property for park, wildlife, recreation, community, open space, or gang prevention and intervention purposes; or to the California Department of Parks and Recreation, National Park Service, or the US Forest Service, at de minimis cost, provided that approval by RPOSD is obtained prior to the

change and any such successor to the recipient assumes the obligations imposed under the Measure and to accept assignment of this Agreement. Under these conditions, Grantee shall not be required to reimburse RPOSD. Any such transfer must require the nonprofit or public entity acquiring the property to enter into a written contract with RPOSD and agree to comply with the terms of Measure A and this Agreement.

B. Grantee agrees to provide for reasonable public access to lands acquired in fee with grant monies, including the provision of parking and public restrooms, except when that access may interfere with resource protection.

C. All facilities shall be open to members of the public generally, as noted in the GAM. Grantee agrees that property and facilities acquired or developed with Measure A funds as per this Agreement shall be available for inspection upon RPOSD's request, in perpetuity.

D. Grantee agrees to maintain and operate in perpetuity the property acquired, developed, rehabilitated or restored with grant monies, subject to the provisions of Measure A and this Agreement.

E. Grantee agrees to take all reasonable measures to actively oppose, at its sole expense, any proposal or attempt to act upon, exercise, or assert claims as to reserved rights to the grant funded property that are contrary to the purposes of Measure A, GAM and/ or this Agreement, including but not limited to oil, gas, and other hydrocarbon substances; minerals; water; and/or riparian resources. The above notwithstanding, Grantee has no obligation hereunder to initiate litigation challenging any project or proposal based on a reserved right lawfully recorded against the grant funded property in real property records maintained by the Los Angeles County Recorder's Office.

Article 33: Breach

A. Grantee agrees that compliance with the terms of this Agreement will have significant benefits to Los Angeles County and its constituents. Because such benefits exceed the amount of funds furnished under these provisions, Grantee agrees that any breach would result in incalculable loss, and therefore, any payment by the Grantee to RPOSD of an amount equal to the amount of the funds would be inadequate compensation. In the event that Grantee breaches any of the terms, covenants, representations, or conditions of this Agreement, RPOSD may elect to enforce any and all remedies available at law or in equity, including without limitation, any of the following:

    1. Prior to reimbursement of funds:

        a. Withdrawal of an approved NTP;

    2. After payment (partial or full) of a specific project approved through an NTP:

        a. Seek specific performance of Grantee's obligations under this Agreement;

b. Receive reimbursement of grant funds awarded under the NTP.

B. If RPOSD brings an action to enforce the terms of this Agreement, Grantee shall be responsible to pay RPOSD's attorney's fees and costs, including expert witness costs, if RPOSD prevails in said action.

C. The foregoing remedies are cumulative and may be exercised independently or in combination and are not exclusive to one another or to any other remedies available at law or in equity. In the event RPOSD must pursue any remedy hereunder and is the substantially prevailing party, RPOSD shall be awarded its costs and reasonable legal fees, including costs of collection.

Article 34: NTP Termination

RPOSD may withdraw, in whole or in part, an NTP and/or terminate this Agreement, and/or seek a refund of payments already made if RPOSD determines in its discretion that:

1. Facts have arisen, or situations have occurred, that fundamentally alter the expectations of the parties or make the purposes for an NTP or grant funds approved as contemplated infeasible or impractical;

2. Any material modifications in the scope or nature of a project have occurred from that which was presented in the NTP and such material modifications have not received the prior written approval of RPOSD;

3. Any statement or representation made by Grantee in the NTP, the grant status update report, and back up documents, or is otherwise untrue, inaccurate or incomplete in any material respect;

4. The results of RPOSD's review of the grant status update report are not acceptable to RPOSD;

5. The project described in the NTP will not or cannot be completed by the NTP Performance Period or any extensions granted thereto or delays in the implementation of the project have occurred which, in RPOSD's judgment, make the project impracticable;

6. Title to or encumbrances against the property are or become such that the Grantee is unable to complete the project described in the NTP and/or the property becomes unavailable for public use.

Article 35: Regulatory Requirements

A. Grantee will not enter into any contract, agreement, lease or similar arrangement, or agree to any amendment or modification to an existing contract, agreement, lease or

similar arrangement, that in RPOSD's opinion, violates federal regulations restricting the use of funds from tax-exempt bonds. Any proposed operating contracts, leases, concession contracts, management contracts or similar arrangements with non-governmental entities that restrict the public use of the project site for (30) thirty consecutive days or more, must be reviewed by RPOSD prior to awarding as they relate to the project or project site in perpetuity. Any such contracts in existence must be disclosed prior to construction.

B. Grantee (or its representative) shall comply as lead agency with the California Environmental Quality Act (CEQA), Public Resources Code, Section 21000, et. seq. CEQA documents must be recorded with and stamped by the Los Angeles County Registrar Recorder.

   Grantee shall add RPOSD to the notification list for CEQA requirements as stated in the GAM.

C. Grantee and RPOSD will conform to the requirements of Government Code Section 7920.000, et seq. in making all documents relating to this Agreement, the grant obtained and all other related matters available for public review during regular business hours. If an NTP involves acquisition of property, however, both RPOSD and Grantee may withhold from public review any and all documents exempted under Section 7928.705, prior to completion of said acquisition.

D. If RPOSD is required to defend an action on a Public Records Act request for any of the contents of a Grantee's submission under the terms and conditions of the Agreement, Grantee agrees to defend and indemnify RPOSD from all costs and expenses, including attorneys' fees, in any action or liability arising under, or related to, the Public Records Act.

E. In order to maintain the exclusion from gross income for federal income tax purposes of the interest on any bonds, notes or other evidences of indebtedness issued for the purpose of providing the grant monies made available in this Agreement, Grantee covenants to comply with each applicable requirement of Section 103 and Sections 141 through 150, inclusive, of the Internal Revenue Code of 1986, as amended. In furtherance of the foregoing covenant, Grantee hereby agrees that it will not, without the prior written consent of RPOSD, (a) permit the use of any portion of the project(s) by any private person or entity, other than on such terms as may apply to the public generally; or (b) enter into any contract for the management or operation of the project or any portion thereof, except with a governmental agency or a nonprofit corporation that is exempt from federal income taxation pursuant to Section 501(c)(3) of the Internal Revenue Code.

F. Grantee and each County lobbyist or County lobbying firm, as defined in Los Angeles County Code Section 2.160.010, retained by the Grantee, shall fully comply with the County Lobbyist Ordinance, Los Angeles County Code Chapter 2.160. Failure on the

part of Grantee or any County lobbyist or County lobbying firm to fully comply with the County Lobbyist Ordinance shall constitute a material breach of this Agreement, upon which RPOSD may terminate or suspend this Agreement.

IN WITNESS WHEREOF, Grantee and RPOSD have caused this Agreement to be executed by their duly authorized representatives as of the latter day, month and year written below.

GRANTEE:

By: _____
Signature of Authorized Representative

Name: _____

Title: _____

Date: _____

LOS ANGELES COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT:

By: _____
Director / Administrator

Date: _____

Agreement No. A85

ATTACHMENT A

Date

Grantee Information

NOTICE TO PROCEED
REGIONAL PARK AND OPEN SPACE DISTRICT (RPOSD)
AGREEMENT NO. (ENTER NUMBER)
NTP NO. (ENTER NUMBER)
STUDY AREA NO. (ENTER NUMBER)
(ENTER NAME OF ANNUAL ALLOCATIONS PROJECT)

This Notice to Proceed ("NTP"), a subordinate agreement executed wholly within and subject to the provisions of Agreement No. _____(Enter Number), dated (Enter Date) ("Agreement"), confirms approval of your Annual Allocations Project, as described in your Work Plan dated (Enter Date), for the project described as (Enter Project) ("Project").

1. Scope of Work

2. NTP Performance Period

   This Project shall be completed by the NTP Performance Period (Enter Date).

3. Grant Amount

   The total maximum amount RPOSD will reimburse Grantee for this Project is (Enter Amount), including related reimbursable expenses as specified. Any items where cost estimates exceed the approved budget, require prior written authorization from RPOSD.

4. Reimbursement

   a. Grantee must complete all required deliverables identified in the attached Work Plan.
   b. The total reimbursement from RPOSD for all deliverables may not exceed Grant Amount, identified in the Grant Amount.
   c. Ensure NTP NO. (Enter Number) appears on invoices submitted to RPOSD for purposes of reimbursement.

SAMPLE

All terms of the Agreement which authorize this NTP, will remain in full force and effect. The terms of the Agreement will govern and take precedence over any conflicting terms or conditions in this NTP. This NTP must be in compliance with the terms and conditions of the Agreement to be valid or binding.

At Grantee's written request, this NTP may be amended subject to RPOSD's sole discretion and prior approval. Amendments are to be limited to modifications of the Performance Period, Scope of Work, or Grant Amount.

APPROVED BY:

_____
RPOSD Representative

Date: _____

SAMPLE

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF LETTER AGREEMENT WITH THE SAN GABRIEL VALLEY COUNCIL OF GOVERNMENTS FOR PARTICIPATION IN THE SAN GABRIEL VALLEY REGIONAL FOOD RECOVERY PROGRAM**

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to sign the Letter Agreement with the San Gabriel Valley Council of Governments for participation in the San Gabriel Valley Regional Food Recovery Program ("Program").

BACKGROUND:

In September 2016, the passage of Senate Bill 1383 established statewide targets to reduce the disposal of organic waste from landfills and increase recovery of currently disposed edible food for human consumption. To recover 20 percent of edible food that would otherwise be sent to landfills by 2025, SB 1383 requires local jurisdictions to establish food recovery programs and strengthen their existing food recovery networks.

City staff are working with the San Gabriel Valley Council of Governments (SGVCOG) to provide a regional approach for SB 1383 compliance. The Regional Food Recovery Program, known as FRESH SGV, was established to help member agencies comply with SB 1383's food recovery mandates and reduce food waste in the San Gabriel Valley. Known as one of the largest regional food recovery programs in California, the Program assesses commercial edible food waste generators, identifies and fosters partnerships with local food recovery organizations, implements outreach and education endeavors, and develops and implements inspection protocols. Last year, the SGVCOG issued grant awards to God's Pantry located in Pomona, Heart of Compassion located in Montebello, and Foothill Unity Center located in Monrovia to develop regional "food hubs" which help recover and redistribute excess edible food to people experiencing food insecurity. Seventeen cities are currently participating in FRESH SGV including West Covina.

In Spring 2022, the City was awarded Round One SB 1383 Local Assistance Grant funding from CalRecycle in the amount of $149,000. This non-competitive grant program provided funding to local jurisdictions to assist with the implementation of regulation requirements associated with SB 1383.

In the first round of the grant program, the City had an individual grant agreement with CalRecycle and utilized these funds to pay the SGVCOG for Program services. Round Two of the SB 1383 Local

Assistance Grant Program allowed Joint Powers Authorities to apply on behalf of member agencies. Another change to the grant was the increase in the base award for jurisdictions from $20,000 to $75,000, with remaining funds distributed based on per capita calculations. This includes an allocation of $195,787 for the City of West Covina. With these changes, SGVCOG submitted a regional application for the Round Two Grant and was awarded $2.1 million in funding to implement the Program on participating cities' behalf.

Round Two eligible projects include edible food recovery, inspection and enforcement, and education and outreach, among other activities related to SB 1383 implementation. SGVCOG's regional application included funding for the inspection and enforcement program, the hub development program to continue the recovery of excess edible food, city-specific programs, and project management costs for SGVCOG staff and consultants.

DISCUSSION:

The City and SGVCOG previously entered into a Memorandum of Agreement (MOA) in which SGVCOG coordinated Program services and was reimbursed by the City. The SGVCOG is now the direct recipient of the CalRecycle grant funding on behalf of the City. As the direct recipient of CalRecycle grant funding, the SGVCOG will utilize the grant funds to continue to provide Program services in the City. The SGVCOG has drafted the proposed Letter Agreement, which outlines the terms, services, and respective responsibilities of SGVCOG and the City to support the Program. The agreement term begins on August 1, 2024 and continues until April 30, 2026.

LEGAL REVIEW:

The City Attorney's Office has reviewed the Letter Agreement and approved it as to form.

Prepared by: Kelly McDonald, Assistant to the City Manager

Fiscal Impact

FISCAL IMPACT:

There is no impact on the General Fund by entering into the Letter Agreement to continue to receive the SGVCOG's Regional Food Recovery Program Services. The SGVCOG is the direct recipient of CalRecycle's Round Two SB 1383 Local Assistance Grant and will use the City's allocation to cover the cost of the City's participation in the Program. SGVCOG will manage the budget for the Program, which includes utilizing any surplus funds from the food recovery program MOA to support Program implementation. The City is responsible for coordinating its resources as needed to facilitate implementation of the Program.

Attachments

Attachment No. 1 - Letter Agreement with SGVCOG

CITY COUNCIL GOALS & OBJECTIVES: Maintain Good Intergovernmental Relations

ATTACHMENT NO. 1

FRESH SGV REGIONAL FOOD RECOVERY PROGRAM LETTER AGREEMENT

July 12, 2024

Paulina Morales, City Manager
City of West Covina
1444 W Garvey Ave S
West Covina, CA 91790

RE: City of West Covina's Participation in SGVCOG's Regional Food Recovery Program

Dear City Manager Morales,

This Letter Agreement ("Letter") is to confirm the City of West Covina's ("City") participation in the Food Recovery for Equity, Sustainability, and Health in the San Gabriel Valley (FRESH SGV) ("Program").

As you are aware, the City and the San Gabriel Valley Council of Governments (SGVCOG) have previously entered into a Memorandum of Agreement ("MOA") to provide Program services, wherein the SGVCOG coordinated such services and was reimbursed by the City. The SGVCOG is now the direct recipient of funding for the Program services and the City has expressed its desire to continue to receive such Program services, which will be funded by the SGVCOG. The continuation of Program services pursuant to this letter is anticipated to begin August 1, 2024, and to conclude on April 30, 2026.

Notwithstanding anything to the contrary in the MOA by way of this Letter, any unspent funds allocated under the MOA will be utilized to continue Program services under this Letter.

Through participation in this Program, the City will receive services which may include, but are not limited to:

- Inspections of Tier 1 and Tier 2 Edible Food Generators, and Food Recovery Organizations;
- Food recovery capacity expansion initiatives, such as the Food Recovery Hub pilot initiative; and
- Purchase of organics bins as determined by the City based on specified budget.

Key responsibilities of each agency are outlined below.

- SGVCOG Responsibilities:
    - Manage and administer CalRecycle and consultant agreements to ensure successful implementation of the Program.
    - Manage the budget for the Program, which includes utilizing any surplus funds from the food recovery program MOA to support Program implementation.
    - Provide a point-of-contact to serve as the SGVCOG's Project Manager.
    - Respond to and address City questions regarding Program implementation.
    - Coordinate conference calls and/or meetings with City as necessary.
    - Hold joint city food recovery meetings to support information sharing.

- City Responsibilities:
    - Maintain membership in the SGVCOG during the entire term of the Program.
    - Designate a point-of-contact to serve as the City's Project Manager to provide direction and support and manage the day-to-day coordination with the SGVCOG and consultants.
    - Provide feedback and elevate questions to the SGVCOG's Project Manager on the implementation of the Program.
    - Respond to requests, provide data and information as requested, review materials, and provide input to the SGVCOG and its consultants to support the implementation of the Program.
    - Coordinate City resources as needed to facilitate implementation of the Program within the City.
    - Participate in scheduled monthly conference calls and/or meetings with the SGVCOG and consultants throughout the term of the Program.
    - Participate in monthly joint city food recovery meetings.

The SGVCOG reserves the right, in its sole discretion, to discontinue providing the Program's services within the City at any time but shall endeavor to provide City with at least five business days' notice thereof. The SGVCOG and the City shall bear their own respective costs in fulfilling the responsibilities outlined above. Should you have any questions regarding the Program, please contact Mackenzie Bolger at mbolger@sgvcog.org.

Sincerely,



Marisa Creter
Executive Director

ACKNOWLEDGED AND ACCEPTED:

City of West Covina

_____ _____

Paulina Morales, City Manager Date

Cc: Mackenzie Bolger, Principal Management Analyst

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **GRANT OF EASEMENT FOR UTILITY PURPOSES IN FAVOR OF SOUTHERN CALIFORNIA EDISON FOR 1611 WEST MERCED AVENUE**

RECOMMENDATION:

It is recommended that the City Council adopt the following resolution:

RESOLUTION NO. 2024-9 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, GRANTING AN EASEMENT TO SOUTHERN CALIFORNIA EDISON AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE GRANT OF EASEMENT

DISCUSSION:

Southern California Edison (SCE) is undertaking preparations to transition its existing above-ground facilities along West Merced Avenue, extending from South Orange Avenue to South Trojan Way, to an underground configuration. This necessitates the installation of new risers to connect the newly undergrounded facilities with the above-ground infrastructure situated on poles between Orangewood Park (1611 West Merced Avenue) and 1535 West Merced Avenue within an existing easement.

The undergrounding of utilities along this segment is being executed for the benefit of the City under the California Public Utilities Commission's (CPUC) Rule 20A program. On December 7, 2021 the City of West Covina City Council approved to initiate the process to designate an Underground Utility District on W. Merced Avenue with SCE. On May 17, 2022 the City of West Covina City Council adopted Resolution 2022-45 establishing underground utility district No. 8 on Merced Avenue for SCE to begin their design work under the Rule20A project. Rule 20A projects are financed by all SCE customers and ratepayers, not solely those residing in or near the affected location. Rule 20A funds contribute to the costs associated with the design and installation of approved projects. The undergrounding process encompasses electricity, fiber optics, and additional telecommunication conduits, which will be relocated beneath the public right-of-way along the segment earmarked for conversion. All utilities currently situated along the power lines will be reinstalled in the roadway adjacent to their current positions, ensuring that customers retain access to their existing utilities.

To facilitate the installation of electrical equipment on the City-owned parcel, SCE requires an easement for utility purposes. The proposed easement measures approximately 5 feet wide by 6 feet long and is situated on the southwest corner of Orangewood Park. Any landscaping and irrigation affected by the easement will be adjusted as necessary to accommodate the new facilities, with SCE bearing the associated costs. If the easement is approved tonight, SCE will begin working on finalizing their designs

for the underground utility district along Merced Avenue. Once designs are finalized, SCE will be required to pull permits from the Engineering Division which will require submittal of the final underground design plans for City review. Once the permit is issued, SCE will begin to mobilize and coordinate the installation of the current above ground utilities underground within the public right of way within the project footprint.

LEGAL REVIEW:

The City Attorney's Office has reviewed the resolution and approved it as to form.

OPTIONS:

The City Council has the following options:

1. Approve staff's recommendation;
2. Choose to not grant the easement; or
3. Provide alternative direction.

Prepared by: Brian Cervantes, Associate Engineer, Ahmad Ansari, Acting City Engineer

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Fiscal Impact

FISCAL IMPACT:

This is strictly an administrative item, therefore; there is no fiscal impact associated with this action.

Attachments

Attachment No. 1 - Resoluton No. 2024-9

Attachment No. 2 - Exhibit A to Resolution No. 2024-9

CITY COUNCIL GOALS & OBJECTIVES: A Well-Planned Community
Maintain Good Intergovernmental Relations

ATTACHMENT NO. 1

RESOLUTION NO. 2024-9

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, GRANTING AN EASEMENT TO SOUTHERN CALIFORNIA EDISON AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE GRANT OF EASEMENT

The City Council of the City of West Covina hereby finds and declares as follows:

WHEREAS, Southern California Edison (SCE) is preparing to transition its existing above-ground facilities along West Merced Avenue, from South Orange Avenue to South Trojan Way, to an underground configuration, which necessitates the installation of new risers to connect the newly undergrounded facilities with the above-ground infrastructure situated on poles between Orangewood Park, located at 1611 West Merced Avenue, West Covina (the "Property") and 1535 West Merced Avenue; and

WHEREAS, the undergrounding of utilities along West Merced Avenue is being executed for the benefit of the City under the California Public Utilities Commission's (CPUC) Rule 20A program; and

WHEREAS, to facilitate the installation of the required equipment on the Property, SCE requires an easement from the City that measures approximately five-feet wide by six-feet wide on the southwest corner of the Property; and

WHEREAS, the City Council desires to grant the easement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby grants to Southern California Edison an easement as described in Exhibit "A," attached hereto and incorporated herein.

SECTION 2. The City Manager is hereby authorized to execute the Grant of Easement in favor of Southern California Edison.

SECTION 3. The City Clerk shall certify to the adoption of this resolution and shall enter the same in the book of original resolutions and it shall become effective immediately.

APPROVED AND ADOPTED this 20th day of August, 2024.

Brian Calderón Tabatabai
Mayor

APPROVED AS TO FORM

Thomas P. Duarte
City Attorney

ATTEST

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, ASSISTANT CITY CLERK of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2024-9 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 20th day of August, 2024, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

Lisa Sherrick
Assistant City Clerk

EXHIBIT A

GRANT OF EASEMENT

RECORDING REQUESTED BY

SOUTHERN CALIFORNIA EDISON

An *EDISON INTERNATIONAL* Company

WHEN RECORDED MAIL TO

SOUTHERN CALIFORNIA EDISON COMPANY

2 INNOVATION WAY, 2nd FLOOR
POMONA, CA 91768

Attn: Title and Real Estate Services

SPACE ABOVE THIS LINE FOR RECORDER'S USE

SCE Doc. No.

GRANT OF EASEMENT

DOCUMENTARY TRANSFER TAX $ NONE VALUE AND CONSIDERATION LESS THAN $100.00) SCE Company SIG. OF DECLARANT OR AGENT DETERMINING TAX FIRM NAME	DISTRICT Covina GVM MT-1269-C2 APN 8468-017-903	SERVICE ORDER TD1996662 APPROVED: VEGETATION & LAND MANAGEMENT (S.L.H.)/ LAW DEPARTMENT (M.A.R.)	SERIAL NO. BY SLS/CG	MAP SIZE DATE 7/25/2024

THE CITY OF WEST COVINA, a municipal corporation (hereinafter referred to as "Grantor"), hereby grants to SOUTHERN CALIFORNIA EDISON COMPANY, a corporation, its successors and assigns (hereinafter referred to as "Grantee"), an easement ("the "Easement") and right of way to construct, use, maintain, operate, alter, add to, repair, replace, reconstruct, inspect and remove at any time and from time to time underground electrical supply systems and communication systems (hereinafter referred to as "systems"), consisting of wires, underground conduits, cables, vaults, manholes, handholes, and including above-ground enclosures, markers and concrete pads and other appurtenant fixtures and equipment necessary or useful for distributing electrical energy and for transmitting intelligence, data and/or communications (eg. through fiber optic cable), in, on, over, under, across and along that certain real property in the County of Los Angeles, State of California (the "Property"), described as follows:

FOR LEGAL DESCRIPTION, SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF.

The Easement is granted to the following terms and conditions:

1. Grantee shall not assign this Easement without Grantor's prior written consent.

2. Grantor agrees for itself, its successors and assigns, not to erect, place or maintain, nor to permit the erection, placement or maintenance of any building or other structures except walls and fences on the above described real property. Notwithstanding the foregoing, Grantor shall have the right to use the Property for its intended purpose as a City of West Covina park. Such right includes, but is not limited to, operation, maintenance, repair, replacement, and removal of existing or future structures, facilities, and appurtenances, including, but not limited to, sidewalks, pavement, and landscaping.

3. The Grantee, and its contractors, agents and employees, shall have the right to trim or cut tree roots as may endanger or interfere with said systems and shall have free access to said systems and every part thereof, at all times, for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on the Property of the Grantor, the Grantee shall make the same in such a manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the surface of the ground to as near the same condition as it was prior to such excavation as is practicable.

4. Grantee shall submit all plans for the proposed systems to Grantor for review and written approval, which approval shall not be unreasonably withheld.

5. Grantee shall not modify the existing grade or otherwise modify the topography of the Property without Grantor's prior written consent.

6. Grantor shall not be responsible for any costs associated with the systems. It is expressly understood and agreed that Grantor will not be called upon to repair, maintain, or reconstruct any part or portion of the systems to be erected or constructed pursuant to this Easement and that Grantee, upon completion of the initial installation and any subsequent repair to or replacement of the systems, shall be solely responsible for repairing, reconstructing, and restoring the Property in a manner reasonably satisfactory to Grantor.

7. Grantee hereby agrees to defend, indemnify, and hold harmless Grantor from and against any and all claims, liability, and damages caused by Grantee's activities related to said easement, except to the extent that such claims arise from the negligence or willful misconduct of Grantor, its employees, agents and contractors.

8. To the extent that Grantee, in the exercise of its discretion, determines that this easement is no longer needed, then upon written request, Grantee shall execute a quitclaim deed on a mutually acceptable form at no cost to Grantor.

The terms and conditions of this Easement shall be binding upon Grantee and its successors and assigns.

EXECUTED this _____ day of _____, 20____.

GRANTOR

THE CITY OF WEST COVINA,
a municipal corporation

_____
Signature

_____
Print Name

_____
Title

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally

appeared_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXECUTED this _____ day of _____, 20____.

GRANTEE

SOUTHERN CALIFORNIA EDISON COMPANY,
a corporation

_____
Signature

_____
Print Name

_____
Title

A Notary Public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____, a Notary Public, personally

appeared_____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT "A"

A 5.00 FOOT WIDE STRIP OF LAND LYING WITHIN LOT 119 OF E.J. BALDWIN'S FOURTH SUBDIVISION, IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 8, PAGE 186 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, THE CENTERLINE OF SAID STRIP IS DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE NORTHEASTERLY LINE OF MERCED AVENUE, 80.00 FEET WIDE, AS SHOWN ON PARCEL MAP NO. 1327, AS PER MAP FILED IN BOOK 21, PAGE 12 OF PARCEL MAPS, IN THE OFFICE OF SAID COUNTY RECORDER, WITH A LINE PARALLEL WITH AND DISTANT 7.00 FEET NORTHWESTERLY, MEASURED AT RIGHT ANGLES, FROM THE NORTHWESTERLY LINE OF PARCEL 1 OF SAID PARCEL MAP NO. 1327; THENCE ALONG SAID PARALLEL LINE, NORTH 41°25'00" EAST 6.00 FEET TO A POINT OF ENDING.

THE SIDELINES OF SAID STRIP ARE TO BE PROLONGED OR SHORTENED TO TERMINATE SOUTHWESTERLY IN SAID NORTHEASTERLY LINE.

FOR SKETCH TO ACCOMPANY LEGAL DESCRIPTION, SEE EXHIBIT "B" ATTACHED HERETO AND MADE A PART HEREOF.



Prepared by me or under my supervision:

Dated: Dec. 14, 2023

Glenn M. Bakke

Glenn M. Bakke R.C.E. #18619 Exp. 06-30-2025

EXHIBIT "B"



POR. LOT 119
E.J. BALDWIN'S FOURTH SUBDIVISION
M.B. 8/186

N41°25'00"E 6.00'

NW'LY LINE OF
PARCEL 1

PARCEL 1
PARCEL MAP NO. 1327
P.M.B. 21/12

40'

80'

40'

7.00'

POB

SCE EASEMENT
5' WIDE

MERCED AVENUE

℄

REGISTERED PROFESSIONAL ENGINEER
GLENN M. BAKKE
No. C-18619
Exp 6-30-25
CIVIL
STATE OF CALIFORNIA

30 0 30 60
scale 1"= 30' feet

LEGEND
DENOTES
SCE EASEMENT AREA
POB = POINT OF BEGINNING

Dated Dec. 14, 2023

Glenn M Bakke

Glenn M. Bakke R.C.E.# 18619 Exp. 6-30-25

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF RATIFICATION OF PROCUREMENT AND AGREEMENT FOR THE 2024 WEST COVINA 4TH OF JULY FIREWORK SPECTACULAR**

RECOMMENDATION:

It is recommended that the City Council find that compliance with the City's bidding requirements and procedures was impractical in connection with the procurement of the fireworks display for the 2024 4th of July Celebration and ratify the agreement with Pyro Spectaculars, Inc. in the amount of $36,750.

BACKGROUND:

On March 21, 2023, City Council found that compliance with the City's bidding requirements and procedures was impractical in connection with the procurement of fireworks displays for the Centennial Celebration Dinner and the 2023 4th of July Celebration. This was due to a lack of available fireworks providers available to provide these services.

On July 4, 2024, the City of West Covina held its second 4th of July Firework Spectacular since 2018. The event was held at the West Covina Sportsplex from 5:00pm to 9:30pm with gates opening at 4:00pm. The event featured live entertainment, a DJ, food vendors, retail vendors, a beer garden, family-friendly activities and a firework finale. City staff estimated attendance at 9,000 people.

DISCUSSION:

Planning for the City of West Covina's 4th of July Firework Spectacular (Event) involved coordinated efforts among the City's various departments and divisions, including Community Services, Maintenance, Police, Fire, Planning, and Code Enforcement. The City utilized the services of various contractors to provide services to support the Event, including Pyro Spectaculars, Inc. for the firework production portion of the Event.

The agreement with Pyro Spectaculars, Inc. for the 2024 firework production was procured outside routine purchasing procedures, due to lack of availability of vendors. Companies providing pyrotechnic displays in California are limited. Furthermore, since the pandemic, companies with available licensed operators to discharge fireworks in California on the 4_{th} of July are minimal; most licensed operators and the pyrotechnic companies that they are associated with have long-standing clients and multi-year agreements for 4_{th} of July fireworks shows. Essentially, every agency/organization/city without a multi-year agreement is competing in the same limited pool.

The City of West Covina brought back its 4th of July Firework Spectacular in 2023. Up until 2023, the

City of West Covina had not had a 4th of July Firework show since 2018. While the City did look into hosting a 4th of July firework show in 2022, a pyrotechnic company to discharge fireworks on July 4th of that year could not be found. Staff began looking for an operator for a July 4, 2023, show in late summer of 2022 and were unable to secure an operator until late January 2023. Even then, only one operator was available for the July 4th date. That operator was Pyro Spectaculars, Inc. At the time, City staff was directed not to negotiate a multi-year agreement with any operator until a 4th of July show was safely and successfully executed. Safety was and continues to be a top priority as there is a limited area that pyrotechnics can safely be launched from at the Sportsplex.

Section 2-335(10) of Division 2 of Article VII of Chapter 2 of the West Covina Municipal Code provides an exemption from competitive bidding requirements: "When the city council determines, by minute action or resolution, that compliance with the bidding requirements and procedures is inefficient, impractical, or not in the best interest of the city, based on specifically identified conditions set forth on the record."

Staff is requesting that the Council find that compliance with the City's bidding requirements and procedures was impractical in connection with the procurement of the fireworks display for the 2024 4th of July Firework Spectacular for the reasons outlined above and ratify the agreement with Pyro Spectaculars, Inc.

To ensure staff is able to comply with the city's purchasing policy moving forward, staff will conduct a Request for Proposals for firework vendors and consider bringing the City Council a multi-year contract for firework show.

Prepared by: Roxanne Lerma, Assistant City Manager/Director Public Services

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Fiscal Impact

FISCAL IMPACT:

The City of West Covina issued a payment to Pyro Spectaculars, Inc in the amount of $36,750.00 for services related to the fireworks production as part of the 2024 West Covina 4th of July Firework Spectacular. This amount was budgeted for in the Fiscal Year 2024-2025 West Covina Community Services Fund.

Attachments

Attachment No. 1 Service Agreement with Pyro Spectaculars, Inc.

CITY COUNCIL GOALS & OBJECTIVES: A Creative and Active Community
Enhance City Image and Effectiveness

CITY OF WEST COVINA
AGREEMENT FOR SERVICES
WITH
PYRO SPECTACULARS, INC.
FOR
FIREWORKS PRODUCTION

THIS AGREEMENT FOR SERVICES is made and entered into as of April 25, 2024 ("Effective Date"), by and between the CITY OF WEST COVINA, a municipal corporation ("City"), and PYRO SPECTACULARS, INC., a California corporation ("Contractor").

RECITALS

A. City proposes to utilize the services of Contractor as an independent contractor to City to produce and provide the City's July 4, 2024 fireworks production, as more fully described herein; and

B. Contractor represents that it has that degree of specialized expertise necessary and holds all necessary licenses to practice and perform the services herein contemplated; and

C. City and Contractor desire to contract for the specific services described in Exhibits "A" and "B" and desire to set forth their rights, duties and liabilities in connection with the services to be performed; and

D. No official or employee of City has a financial interest, within the provisions of Sections 1090-1092 of the California Government Code, in the subject matter of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions contained herein, the parties hereby agree as follows:

1.0. SERVICES PROVIDED BY CONSULTANT

1.1. Scope of Work. Contractor shall provide the equipment and perform the tasks to produce the City's July 4, 2024 fireworks production (the "Production") in accordance with the Scope of Work, attached hereto as Exhibit "A" and Contractor's Proposal, attached hereto as Exhibit "B," both incorporated herein. Contractor shall furnish, at Contractor's expense, all properly skilled personnel, labor, materials, necessary tools, equipment, and all taxes, utility and transportation services required to provide the Production and related work under this Agreement. Contractor shall provide the Production in accordance with the Schedule of Performance, attached hereto as Exhibit "C" and incorporated herein.

1.2. Professional Practices. All services to be provided by Contractor pursuant to this Agreement shall be provided by personnel experienced in their respective fields and in a manner consistent with the standards of care, diligence and skill ordinarily exercised by persons in similar fields and circumstances in accordance with sound professional practices. Contractor shall keep itself informed of federal, state and local laws and regulations which in any manner affect those employed by it or in any way affect the performance of its services pursuant to this Agreement. Contractor shall at all times observe and comply with all such laws and regulations. City officers and employees shall not be liable at law or in equity for any claims or damages occurring as a result of failure of the Contractor to comply with this section.

1.3. Warranty. Contractor warrants that it shall perform the services required by this Agreement in compliance with all applicable Federal and California employment laws, including, but not limited to, those laws related to minimum hours and wages; occupational health and safety; fair employment and employment practices; workers' compensation; and all other Federal, State and local laws and ordinances applicable to the services required under this Agreement.

1.4. Non-discrimination. In performing this Agreement, Contractor shall not engage in, nor permit its agents to engage in, discrimination in employment of persons because of their race, religion, color, national origin, ancestry, age, physical or mental disability, medical condition, genetic information, pregnancy, marital status, sex, gender, gender identity, gender expression, sexual orientation, or military or veteran status, except as permitted pursuant to Section 12940 of the Government Code.

1.5. Proprietary Rights. Contractor represents and warrants that it owns all copyrights, including performance rights, to the Production, except that Contractor does not own City-owned material or third-party material that has been included in the Production, and as to such City-owned and third party-owned material, City assumes full responsibility therefor. City agrees that Contractor shall retain ownership of, and all copyrights and other rights to, the Production, except that Contractor shall not acquire or retain any ownership or other rights in or to City-owned material and third party-owned material and shall not be responsible in any way for such material. If applicable, City consents to the use of City-owned material and represents that is has or will obtain any permission from appropriate third parties sufficient to authorize public exhibition of any such material in connection with the Production. Contractor reserves the ownership rights in its trade names that are used in or are a product of the Production. Any reproduction by sound, video or other duplication or recording process by City without the express written permission of Contractor is prohibited.

2.0. COMPENSATION

2.1. Compensation. City agrees to pay Contractor a fee of Thirty-Six Thousand Seven Hundred Fifty Dollars ($36,750.00) ("Contractor's Fee") plus permit fees, standby fees and regulatory costs. Contractor shall be paid in accordance with the payment schedule set forth in Section 2.2.

2.2. Payment Schedule. City agrees to pay Contractor an initial payment equal to fifty percent (50%) of Contractor's Fee plus estimated permit and standby fees and other regulatory costs totaling One Thousand Seven Hundred Ninety-Five Dollars ($1,795.00), for a total of Twenty Thousand One Hundred Seventy Dollars ($20,170.00) ("Initial Payment") upon execution of this Agreement by both parties, but no later than April 30, 2024. The Initial Payment is partial payment toward the preproduction services and costs set forth in the Scope of Work. City agrees to pay the remaining fifty percent (50%) of Contractor's Fee no later than July 5, 2024, provided that Contractor has provided City an invoice for such balance at least thirty (30) days prior to such date.

2.3. Additional Costs and Expenses. Contractor shall pay all normal expenses directly related to the Production including freight, insurance as set forth herein, pyrotechnic products, pyrotechnic equipment, experienced pyrotechnic personnel to set up and discharge the pyrotechnics, and those additional items outlined as Contractor's responsibility in the Scope of Work. City shall pay all costs related to the Production not supplied by Contractor, including those items outlined as City's responsibility in this Agreement and the Scope of Work.

2.4. Additional Services. Contractor shall not receive compensation for any services

provided outside the scope of services specified in this Agreement unless the City, prior to Contractor performing the additional services, approves such additional services in writing. It is specifically understood that oral requests and/or approvals of such additional services or additional compensation shall be barred and are unenforceable. Should the City request in writing additional services that increase the Scope of Work, an additional fee based upon the Contractor's standard hourly rates shall be paid to the Contractor for such additional services.

2.5. Records and Audits. Records of Contractor's services relating to this Agreement shall be maintained in accordance with generally recognized accounting principles and shall be made available to City for inspection and/or audit at mutually convenient times from the Effective Date until three (3) years after the termination or expiration of this Agreement.

3.0. TERM AND TERMINATION

3.1. Term. This Agreement shall commence on the Effective Date and continue through July 5, 2024 upon completion of all tasks described herein, unless previously terminated as provided herein or as otherwise agreed to in writing by the parties.

3.2. Notice of Termination. The City reserves and has the right and privilege of canceling, suspending or abandoning the execution of all or any part of the work contemplated by this Agreement, with or without cause, at any time prior to the Production, by providing written notice to Contractor.

In the event this Agreement is terminated pursuant to this Section, City agrees to pay Contractor the following percentages of Contractor's Fee as liquidated damages:

(a) 50% if termination occurs 30 or more days prior to July 4, 2024;
(b) 75% if termination occurs 15 to 29 days prior to July 4, 2024;
(c) 100% if termination occurs within 14 days of July 4, 2024.

If City cancels the Production, it will be impractical or extremely difficult to fix the actual amount of Contractor's damages. Therefore, the parties agree that the foregoing represents a reasonable estimate of the damages Contractor will suffer if City cancels the Production.

If City terminates pursuant to subsection (a), the parties acknowledge and agree that no additional payment will be made to Contractor. If City terminates pursuant to subsection (b), the parties acknowledge and agree that the City will pay Contractor twenty-five percent (25%) of Contractor's Fee, which amount represents the 75% liquidated damages amount less the 50% paid as part of the Initial Payment. If City terminates pursuant to subsection (c), the parties acknowledge and agree that City will pay Contractor 50% of Contractor's Fee, which amount represents the 100% liquidated damages amount less the 50% paid as part of the Initial Payment.

4.0. INSURANCE

4.1. Minimum Scope and Limits of Insurance. Contractor shall obtain, maintain, and keep in full force and effect during the life of this Agreement all of the following minimum scope of insurance coverages with an insurance company authorized to do business in California, with a current A.M. Best's rating of no less than A:VII, and approved by City:

(a) Broad-form commercial general liability, including premises-operations, products/completed operations, broad form property damage, blanket contractual liability, independent contractors, personal injury or bodily injury

with a policy limit of not less than Five Million Dollars ($5,000,000.00) per occurrence.

(b) Business automobile liability for owned vehicles, hired, and non-owned vehicles, with a policy limit of not less than Five Million Dollars ($5,000,000.00) combined single limit per accident for bodily injury and property damage.

(c) Workers' compensation insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with a limit of no less than One Million Dollars ($1,000,000.00) per accident for bodily injury or disease. Contractor agrees to waive, and to obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City, its officers, agents, employees, and volunteers for losses arising from work performed by Contractor for the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies.

By execution of this Agreement, the Contractor certifies as follows:

> I am aware of, and will comply with, Section 3700 of the Labor Code, requiring every employer to be insured against liability of Workers' Compensation or to undertake self-insurance before commencing any of the work.

The Contractor shall also comply with Section 3800 of the Labor Code by securing, paying for and maintaining in full force and effect for the duration of this Agreement, complete Workers' Compensation Insurance, and shall furnish a Certificate of Insurance to the City before execution of this Agreement by the City. The City, its officers and employees shall not be responsible for any claims in law or equity occasioned by failure of the consultant to comply with this section.

If the Contractor maintains higher limits or has broader coverage than the minimums shown above, the City requires and shall be entitled to all coverage, and to the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

4.2. Endorsements. The insurance policies are to contain, or be endorsed to contain, the following provisions:

(a) Additional Insureds: The City of West Covina and its elected and appointed boards, officers, officials, agents, employees, and volunteers are additional insureds with respect to: liability arising out of activities performed by or on behalf of the Contractor pursuant to its contract with the City; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; automobiles owned, leased, hired, or borrowed by the Contractor.

(b) Notice of Cancelation: Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City by Contractor.

(c) Primary Coverage: The Contractor's insurance coverage shall be primary insurance as respects the City of West Covina, its officers, officials, agents, employees, and volunteers. Any other insurance maintained by the City of West Covina shall be excess and not contributing with the insurance provided by this policy.

(d) Waiver of Subrogation: Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

(e) Coverage Not Affected: Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to the City of West Covina, its officers, officials, agents, employees, and volunteers.

(f) Coverage Applies Separately: The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

4.3. Deductible or Self Insured Retention. If any of such policies provide for a deductible or self-insured retention to provide such coverage, the amount of such deductible or self-insured retention shall be approved in advance by City. The City may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or City.

4.4. Certificates of Insurance. Contractor shall provide to City certificates of insurance showing the insurance coverages and required endorsements described above, in a form and content approved by City, prior to performing any services under this Agreement. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

4.5. Non-limiting. Nothing in this Section shall be construed as limiting in any way the indemnification provision contained in this Agreement.

5.0. GENERAL PROVISIONS

5.1. Entire Agreement. This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification.

5.2. Representatives. The City Manager or his or her designee shall be the representative of City for purposes of this Agreement and may issue all consents, approvals, directives and agreements on behalf of the City, called for by this Agreement, except as otherwise expressly provided in this Agreement.

Contractor shall designate a representative for purposes of this Agreement who shall be authorized to issue all consents, approvals, directives and agreements on behalf of Contractor called for by this Agreement, except as otherwise expressly provided in this Agreement.

5.3. Notices. Any notices, documents, correspondence or other communications concerning this Agreement or the work hereunder may be provided by personal delivery or by U.S. mail. If by U.S. mail, it shall be addressed as set forth below and placed in a sealed envelope, postage prepaid, and deposited in the United States Postal Service. Such communication shall be deemed served or delivered: a) at the time of delivery if such communication is sent by personal delivery; and b) 72 hours after deposit in the U.S. Mail as reflected by the official U.S. postmark if such communication is sent through regular United States mail.

IF TO CONTRACTOR:	IF TO CITY:
Pyro Spectaculars, Inc. P.O. Box 2329 Rialto, CA 92377 Tel: (909) 355-8120 Attn: Aaron Beargeon	City of West Covina 1444 West Garvey Ave. South West Covina, CA 91790 Tel: (626) 939-8475 Attn: Roxanne Lerma

5.4. Attorneys' Fees. If litigation is brought by any party in connection with this Agreement against another party, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

5.5. Governing Law. This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.

5.6. Assignment. Contractor shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Contractor's interest in this Agreement without City's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of City's consent, no subletting or assignment shall release Contractor of Contractor's obligation to perform all other obligations to be performed by Contractor hereunder for the term of this Agreement.

5.7. Indemnification and Hold Harmless. Contractor agrees to defend, with reasonable counsel of City's choosing, indemnify, hold free and harmless the City, its elected and appointed officials, officers, agents and employees, at Contractor's sole expense, from and against any and all claims, demands, actions, suits or other legal proceedings brought against the City, its elected and appointed officials, officers, agents and employees arising from any act, error or omission of Contractor, its employees, agents and/or authorized subcontractors in the performance of this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by the Contractor, its employees, agents and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of the Contractor, its employees, agents and/or authorized subcontractors, and/or whenever any claim, action,

complaint or suit asserts liability against the City, its elected and appointed officials, officers, agents and employees based upon the work performed by the Contractor, its employees, agents and/or authorized subcontractors under this Agreement, whether or not the Contractor, its employees, agents and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, the Contractor shall not be liable for the defense or indemnification of the City for claims, actions, complaints or suits arising out of the negligence or willful misconduct of the City. This provision shall supersede and replace all other indemnity provisions contained either in the City's specifications or Contractor's Proposal, which shall be of no force and effect.

5.8. Limitation of Damages. Except in the case of bodily injury and property damage as provided in the insurance and indemnification provisions set forth herein, in the event City claims Contractor has breached this Agreement or was otherwise negligent in performing the Production, City shall not be entitled to claim or recover monetary damages from Contractor beyond the amount City has paid to Contractor under this Agreement, and shall not be entitled to claim or recover any consequential damages from Contractor including, without limitation, damages for loss of income, business or profits.

5.9. Independent Contractor. Contractor is and shall be acting at all times as an independent contractor and not as an employee of City. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not, at any time, or in any manner, represent that it or any of its agents or employees are in any manner agents or employees of City. Contractor shall secure, at its sole expense, and be responsible for any and all payment of Income Tax, Social Security, State Disability Insurance Compensation, Unemployment Compensation, and other payroll deductions for Contractor and its officers, agents, and employees, and all business licenses, if any are required, in connection with the services to be performed hereunder. Contractor shall indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Contractor further agrees to indemnify and hold City harmless from any failure of Contractor to comply with the applicable worker's compensation laws. City shall have the right to offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this paragraph.

5.10. PERS Eligibility Indemnification. In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement claims or is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Contractor and any of its employees, agents, and subcontractors providing service under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to

any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

5.11. Cooperation. In the event any claim or action is brought against City relating to Contractor's performance or services rendered under this Agreement, Contractor shall render any reasonable assistance and cooperation which City might require.

5.12. Conflict of Interest. Contractor and its officers, employees, associates and subconsultants, if any, will comply with all conflict of interest statutes of the State of California applicable to Contractor's services under this agreement, including, but not limited to, the Political Reform Act of 1974 (Government Code Section 81000, *et seq.*) and Government Code Sections 1090-1092. Contractor covenants that none of Contractor's officers or principals have any interest in, or shall acquire any interest, directly or indirectly, which will conflict in any manner or degree with the performance of the services hereunder, including in any manner in violation of the Political Reform Act. Contractor further covenants that in the performance of this Agreement, no person having such interest shall be used by Contractor as an officer, employee, agent, or subconsultant. Contractor further covenants that Contractor has not contracted with nor is performing any services, directly or indirectly, with any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City and further covenants and agrees that Contractor and/or its subconsultants shall provide no service or enter into any agreement or agreements with a/any developer(s) and/or property owner(s) and/or firm(s) and/or partnership(s) owning property in the City prior to the completion of the work under this Agreement.

5.13. Prohibited Employment. Contractor will not employ any regular employee of City while this Agreement is in effect.

5.14. Order of Precedence. In the event of an inconsistency in this Agreement and any of the attached Exhibits, the terms set forth in this Agreement shall prevail. If, and to the extent this Agreement incorporates by reference any provision of any document, such provision shall be deemed a part of this Agreement. Nevertheless, if there is any conflict among the terms and conditions of this Agreement and those of any such provision or provisions so incorporated by reference, this Agreement shall govern over the document referenced.

5.15. Costs. Each party shall bear its own costs and fees incurred in the preparation and negotiation of this Agreement and in the performance of its obligations hereunder except as expressly provided herein.

5.16. No Third Party Beneficiary Rights. This Agreement is entered into for the sole benefit of City and Contractor and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

5.17. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain or to be a full or accurate description of the content thereof and shall not in any way affect the meaning or interpretation of this Agreement.

5.18. Construction. The parties have participated jointly in the negotiation and drafting of this Agreement and have had an adequate opportunity to review each and every provision of the Agreement and submit the same to counsel or other consultants for review and comment. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement,

this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

5.19. Amendments. Only a writing executed by the parties hereto or their respective successors and assigns may amend this Agreement.

5.20. Waiver. The delay or failure of either party at any time to require performance or compliance by the other of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

5.21. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired, which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

5.22. Counterparts and Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement. Counterpart written signatures may be transmitted by facsimile, email or other electronic means and have the same legal effect as if they were original signatures.

5.23. Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

5.24. Taxpayer Identification Number. Contractor shall provide City with a complete Request for Taxpayer Identification Number and Certification, Form W9, as issued by the Internal Revenue Service.

5.25. Price Firm Date. City acknowledges and agrees that the executed Agreement and the Initial Payment must be delivered to Contractor no later than April 30, 2024 ("Price Firm Date"). City acknowledges that failure to deliver the executed Agreement and Initial Payment to Contractor by the Price Firm Date may result in cancelation of the Production and termination of this Agreement, in Contractor's discretion. If Contractor elects to cancel the Production and terminate this Agreement as permitted by this Section, Contractor shall provide notice of same to City within fifteen (15) days of receipt of the executed Agreement and Initial Payment. In such event, Contractor shall return the Initial Payment to City and City shall not owe Contractor any compensation pursuant to this Agreement.

[SIGNATURE PAGE FOLLOWS.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the date first above written.

CITY OF WEST COVINA,
A municipal corporation

_____ Date: 6/19/24
Paulina Morales
Acting City Manager

CONTRACTOR

_____ Date: 4/30/2024
James R. Souza
President

ATTEST:

_____
Lisa Sherrick
Assistant City Clerk

APPROVED AS TO FORM:

_____ Date: 06/19/24
Thomas P. Duarte
City Attorney

APPROVED AS TO INSURANCE:

_____ Date: 6/19/24
Stephanie Sikkema
Acting Human Resources and Risk
Management Director

EXHIBIT A

SCOPE OF WORK

A. The Production shall be substantially as outlined in Contractor's Proposal set forth in Exhibit B.

B. The Production shall be conducted on the site identified in Attachment 1 and consisting of Wrigley Field, Angel Field, and Yankee Field at the West Covina Sportsplex, located at 2100 S. Azusa Ave., West Covina, CA (the "Site"), unless otherwise agreed to by City and Contractor. Contractor shall set up the Production in accordance with the layout set forth in Attachment 1, unless otherwise agreed by City and Contractor.

C. Contractor's Duties.

1. Contractor shall provide all pyrotechnic equipment, trained pyrotechnicians, shipping, pyrotechnic products, application for specific pyrotechnic permits (the costs of which, including standby fees, will be paid by City) relating to the Production, insurance covering the Production and preproduction services.

2. Contractor shall provide preproduction services and costs for the production, including advance acquisition of materials and products; design; engineering, programming, handling, staging, storage, and maintenance of products, props, and systems; preparation of drawings, diagrams, listings schedules, inventory controls, choreography, and computer code; picking, packing, labeling, staging, and loading of equipment, materials, and systems; transportation, and logistics and crew scheduling and support; explosive storage magazines with legally mandated distances, surfaces, security, housekeeping, and access controls; and necessary and appropriate vehicles, including legally mandated insurance, including MCS90 explosives transportation coverage, parking, security and maintenance.

3. Contractor will apply for permits for the firing of pyrotechnics only from the West Covina Fire Department, FAA, and USCG, if required. Contractor shall comply with or exceed the applicable National Fire Protection Association (NFPA) 1123 standards in regard to the fireworks display area. The display will have a radius of at least 70 feet per inch of the largest diameter pyrotechnic from the firing site in all directions to any parking area, spectators, inhabited buildings, public roads, or active railroad.

4. Contractor shall provide the musical soundtrack for the Production supplied in a format agreed upon with the City.

5. Contractor shall be responsible for the removal of all equipment provided by Contractor and clean-up of any live pyrotechnic debris made necessary by Contractor.

D. City's Duties.

1. City shall provide the Site, security for the Site, access to the Site, and any permission necessary to use the Site for the Production. All Site arrangements are subject to Contractor's reasonable approval as to pyrotechnic safety, suitability, and security. All other conditions of the Site shall be the responsibility of the City, including, but not limited to, access, use, control, parking and general safety with respect to the public, City personnel and other contractors.

2. City shall provide adequate security personnel, barricades, and Police Department services as may be necessary to preclude individuals other than those authorized by

Contractor from entering into an area to be designated by Contractor as the area for the set-up and discharge of the Production, including a fallout area satisfactory to Contractor where the pyrotechnics may safely rise and any debris may safely fall. Contractor shall have no responsibility for monitoring or controlling City's other contractors, providers or volunteers; the public; areas to which the public or contractors have access; or any other public of contractor facilities associated with the Production.

3. City shall provide all on-site labor costs, if any, not provided or performed by Contractor personnel including, but not limited to, all Site security, Police and Fire Department standby personnel, stagehands, electricians, audio and fire control monitors, carpenters, plumbers and clean-up crew, at City's expense.

4. City shall coordinate any applicable non-pyrotechnic permitting with any local, state or federal government that may hold authority over the Production and shall make arrangements for Police Departments, Fire Departments, road closures, event/activity permits or land use permits or any permission or permit required by any local, regional, state or federal government as City deems appropriate or necessary for the Production.

5. City shall pay the costs of all permits required for the presentation of the Production and the event as a whole.

6. City shall provide a Safety Zone in accordance with applicable standards and all requirements of the authorities having jurisdiction throughout the entire time that the pyrotechnics are at the Site or the load site (if different) on the date of the Production and all set-up and load-out dates.

7. City shall provide a professional grade audio system including all necessary equipment, installation of such equipment and trained audio engineers for operation based on audio and communication requirements provided by Contractor.

8. City shall provide general services including, but not limited to, Site and audience security, fencing, adequate work light, dumpster accessibility, a secure office for Contractor's personnel within the venue, secure parking for Contractor's vehicles, access to washrooms, tents, equipment storage, hazmat storage, electrical power, fire suppression equipment, access to worksites, necessary credentialing, etc., as necessary for the event and the Production.

9. City shall be responsible for all clean-up not provided by Contractor, including any environmental clean-up.

E. Safety. Contractor and City shall each comply with applicable federal, state and local laws and regulations and employ safety programs and measures consistent with recognized applicable industry standards and practices. At all times before and during the Production, it shall be within Contractor's discretion to determine whether or not the Production may be safely discharged or continued. It shall not constitute a breach of the Agreement by Contractor for fireworks to fail or malfunction, or for Contractor to determine that the Production cannot be discharged or continued as a result of any conditions or circumstances affecting safety beyond the reasonable control of Contractor. If Contractor makes such determination prior to or during the Production, City shall have the option to reschedule the Production in accordance with provisions set forth in the Schedule of Performance (Exhibit C).

ATTACHMENT 1

SITE LAYOUT


Fall Out Zone
Fire Access
Fencing
Performers Tent/ "Green Room"
Stage
1-14
Angel Field
Mayor Drop Off
VIP Tent
Spectator Seating
Firework Set Up
Wrigley Field
Spectator Tent
Explorers
Tiger Field
Beer Garden
Fencing
Exit
Yankee Field
Fencing
21
Fenway Field
Games
15
20
Fall Out Zone
Dodgers Field
16-19
Shuttle Drop Off/Pick Up
VIP Check In Canopy
Community & Senior Services Commission Booth
Fire Staging Heroes Recogition
ADA Parking
Spectator Seating
Entrance
Shuttle Exit
Staff Overflow Parking
VIP Parking
PD & Command Post
Staff/Vendor/Band/ Entertainment Parking
Shuttle Entrance
Legend
CS Information Booth
Food Truck
First Aid
Vendor Booth Section
Trailer Restrooms
Notes
• Estimated Attendance: 5,000 Spectators
• Stage generator is 275 kvh provided by the City of West Covina
• All vendor generators are 3,000 Watts (Flame Retardant Tent)

EXHIBIT B

CONTRACTOR'S PROPOSAL

EXHIBIT C

SCHEDULE OF PERFORMANCE

A. The Production shall take place on July 4, 2024, at approximately 9:00 PM.

B. City agrees to assume the risks of weather, strike, civil unrest, terrorism, military action, governmental action, and any other causes beyond the control of Contractor which may prevent the Production from being safely discharged on the scheduled date, which may cause cancelation of the event for which City has purchased the Production, or which may affect or damage such portion of the exhibits as may be placed and exposed a necessary time before the Production. If, for any such reason, Contractor is not reasonably able to safely discharge the Production on the scheduled date, or at the scheduled time, or should the event for which City has purchased the Production be canceled as a result of such causes, City may reschedule the Production and pay Contractor the sums set forth in subsection C herein.

C. If City elects to reschedule the Production, City shall pay Contractor (1) the balance of Contractor's Fee, (2) all additional expenses made necessary by such rescheduling, and (3) a 15% service fee on such additional expenses. Said expenses will be invoiced separately and payment will be due in full within fourteen (14) days of receipt. City and Contractor will agree upon the rescheduled date taking into consideration availability of permits, materials, equipment, transportation and labor. The Production shall be rescheduled to a date not more than 90 days subsequent to the first date set for the Production. The Production shall not be rescheduled to a date, or for an event, that historically has involved a fireworks production. The Production shall not be rescheduled between June 15th and July 15th unless the original date was July 4th of that year, or between December 15th and January 15th unless the original date was December 31st of the earlier year unless Contractor agrees that such rescheduling will not adversely affect normal business operations during those periods.

2024 Pyrotechnic Fireworks Proposal

PYRO SPECTACULARS

by Souza®



City of West Covina

July 4, 2024



February 15, 2024

City of West Covina
Roxanne E. Lerma
1444 W. Garvey Ave, Room 317
West Covina, CA 91790

Subject: Proposal for your event, on **July 4, 2024**, **PROGRAM A** for **$36,750.00.**

Pyrotechnics:	☐ Close Proximity	☑ Display Fireworks	☐ Firecrackers
Theatrical Effects:	☐ Spark Machines	☐ Flames	☐ CO2 Cryo Jets
	☐ Confetti/Streamers	☐ Lights	☐ Foggers
Drones:	☐ Light Animations	☐ Accents	

Dear Roxanne E. Lerma,

Pyro Spectaculars, Inc. is delighted to present our proposal for the full-service custom-designed **PROGRAM A** for the production of your upcoming event. We are confident that our production capabilities and crew experience will result in the display of an unforgettable experience for your audience.

Enclosed you will find three important documents that outline our **PROGRAM A** proposal in detail:

1. **Product Synopsis - Proposal**: Provides the specifications of the devices and products to be used in your event.
2. **Production Agreement:** Enclosed you will find a copy of the City of West Covina 2023 Service agreement for vendor services. Please prepare the same agreement with initial deposit payment due April 1, 2024.
3. **Scope of Work**: Outlines the responsibilities and services to be provided by both Pyro Spectaculars, Inc. and City of West Covina that will be necessary for the execution of the production of your event, along with insurance limits and requirements.

To secure your program, return the fully executed Production Agreement and initial payment to our office by the PRICE FIRM date, April 1, 2024. Please note that program availability, pricing, and show date may be subject to change if these are not timely received.

If you have any questions, or wish to discuss your program in detail, please do not hesitate to contact either myself or your dedicated Customer Service Representative, Luis Ruiz, at (909) 355-8120, extension 227.

Sincerely,

Pyro Spectaculars, Inc.

Aaron Beargeon

Aaron Beargeon, Show Producer
(JB)

Pyro Spectaculars, Inc.
P.O. Box 2329, Rialto, CA 92377 • Phone: (909) 355- 8120 • Fax: (909) 355-9813

Pyrotechnic Fireworks Proposal
City of West Covina
PROGRAM A – July 4, 2024
$36,750.00

Main Body - Aerial Shells

Description	Quantity
♦ 2.5" Sky Concert Selections	192
♦ 3" Sky Concert Selections	200
♦ 4" Sky Concert Selections	180
Total of Main Body - Aerial Shells	**572**

Grand Finale

Description	Quantity
♦ 2.5" Sky Concert Bombardment Shells	126
♦ 3" Sky Concert Bombardment Shells	85
♦ 4" Sky Concert Bombardment Shells	60
Total of Grand Finale	**271**
Grand Total	**843**

Product descriptions are for specification of product quality, classification, and value.
Final product selections will be based on availability, suitability, and overall artistic style.

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF MEMORANDUM OF UNDERSTANDING (MOU) WITH WEST COVINA UNIFIED SCHOOL DISTRICT (WCUSD) FOR SCHOOL RESOURCE OFFICERS AT WEST COVINA AND EDGEWOOD HIGH SCHOOLS**

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to execute a new five-year Memorandum of Understanding with the West Covina Unified School District (WCUSD) for the School Resource Officer Program at West Covina and Edgewood High Schools.

BACKGROUND:

In recent years, City staff has explored many cost-saving and cost-sharing opportunities. These include sharing the costs of School Resource Officers (SROs) and crossing guard services with local school districts. The City's most recent Memorandum of Understanding (MOU) with WCUSD for SRO services and cost-sharing for crossing guard services had a term of July 1, 2021 through June 30, 2024. To continue this arrangement with WCUSD, a new MOU is needed.

DISCUSSION:

The proposed new five-year MOU is attached (see Attachment No. 1), and has been reviewed by City staff and WCUSD staff. Under this MOU, the City will continue to assign two officers to serve as SROs, one at West Covina High School and one at Edgewood High School. WCUSD will share costs for the two SROs, and also pay for half the costs of providing crossing guard services at WCUSD schools, through June 2029. WCUSD will reimburse the City for a portion of the SRO salary costs for each SRO, starting at $100,000 for the 2024-25 school year, and increasing each year, ending at $113,000 for the 2028-29 school year. Additionally, WCUSD will pay for any SRO overtime hours during the school year.

Staff recommends that the City Council authorize the City Manager to execute the new five-year MOU with WCUSD.

LEGAL REVIEW:

The City Attorney's Office has reviewed the agreement and approved it as to form.

OPTIONS:

The options available to the City Council include:
1. Approve the staff recommendation, or
2. Provide alternative direction.

Fiscal Impact

FISCAL IMPACT:

The revenue amounts from WCUSD are proposed to start at $100,000 and be increased easy year of the agreement, aligning to the following amounts included in the MOU:

School Year/Fiscal Year	Amount per SRO
2024-2025	$100,000
2025-2026	$103,000
2026-2027	$107,000
2027-2028	$110,000
2028-2029	$113,000
Five-Year Total	**$533,000**

Additionally, the District will pay 100% of the overtime costs that the City incurs for the SROs to provide such services. The fully burdened cost of an SRO ranges from $180,000 to over $200,000. The funding received from the district supplements this cost for the City. Estimated revenue is included in the adopted FY 2024-25 General Fund budget for these reimbursements.

Attachments

Attachment No. 1 - WCUSD SRO MOU 2024-2029

CITY COUNCIL GOALS & OBJECTIVES: Protect Public Safety
Maintain Good Intergovernmental Relations

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MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF WEST COVINA AND THE WEST COVINA UNIFIED SCHOOL DISTRICT FOR THE SCHOOL RESOURCE OFFICER PROGRAM AT WEST COVINA AND EDGEWOOD HIGH SCHOOLS

THIS MEMORANDUM OF UNDERSTANDING ("Agreement") is entered into as of August 20, 2024 ("Effective Date") by and between the CITY OF WEST COVINA, a municipal corporation ("City") and the WEST COVINA UNIFIED SCHOOL DISTRICT, a political subdivision of the State of California ("District").

RECITALS

A. District needs services as part of the School Resource Officer Program ("SRO Program"), as more fully described herein (the "Services").

B. City employs sworn peace officers specially trained, experienced and competent to provide the Services to District on the terms and in the manner described in this Agreement.

C. This Agreement is not intended to modify any program or service provided by City to District as of the Effective Date except as expressly provided herein.

D. City and District are joining together in a collaborative effort to provide two (2) School Resource Officers (each an "SRO" and collectively the "SROs") to work with the West Covina High School ("WCHS") and Edgewood High School ("EHS") communities to help provide a safe and secure environment for all.

E. City and District desire to have a working relationship between the City and the District to provide a safe and secure learning environment for students, to encourage a positive learning experience, and to promote positive relationships between law enforcement and students.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions set forth herein, City and District agree as follows:

1.0. TERM

The term of this Agreement shall commence on the Effective Date and end on June 30, 2029, unless previously terminated as set forth herein.

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2.0. GOALS AND OBJECTIVES

City and District agree that the goals and objectives of this Agreement and the SRO Program are:

A. The goals of the SRO Program are to assist the District at WCHS and EHS in providing a safe learning environment and to improve relationships between law enforcement officers and today's students. The SRO Program should also attempt to promote a better understanding of the law enforcement officer's role in society while educating students, parents, and school personnel, which will build a better community while also providing a role model in the educational system.

B. The first objective of the SROs is the protection of students and staff from negative influences and to assist in the maintenance of safety in the schools.

C. The second objective is for the SROs to act as an advisor to school staff in safety matters, violence reduction strategies, and legal aspects of the activities of students.

D. The third objective is for the SROs to facilitate learning in citizenship and related law education. The SROs will prepare and present specialized lectures on topics discussed by school staff. The SROs will provide students with information about their rights and responsibilities in the school and community.

E. The fourth objective is for the SROs to assist students through counseling and mediation in law related problems and to assist them by mediating disputes. The SROs will attempt to proactively identify problems with students and provide guidance to them in addressing their problems in a non-violent manner.

3.0. SCOPE OF SERVICES

3.1. **Assignment of SROs.** The City will assign two (2) sworn West Covina Police Department officers to act as SROs. One SRO will be assigned to WCHS and one SRO will be assigned to EHS. The SROs will work on the two school campuses on a daily basis in order to reduce and prevent criminal activity, counsel and advise school staff on important safety issues, help teach students about safety, and provide students counseling and mediation specific to issues involving the law. The SROs will work four (4) days a week for ten (10) hours each day ("Normal Work Week"). One SRO will work Mondays through Thursdays and the other will work Tuesdays through Fridays. On each SRO's weekly days off (Mondays for one SRO and Fridays for the other SRO), the working SRO will be on call to cover

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their counterpart's campus if necessary. The SROs will coordinate activities with the school principals and concerned staff members, and will seek permission, guidance, and advice prior to enacting any program within the schools. The SROs will seek District and school input before any activity other than individualized police action is enabled, such as the usage of police dogs and the implementation of facilities/property searches. The SROs will remain employees of the City.

3.2. **Selection and Supervision of SROs.** The Chief of Police will determine those individuals best suited for the assignment to the SRO Program in accordance with City's employment procedures and conditions and advise the District of the eligible candidates. The Chief of Police will consider input from the District Superintendent as to the selection of the SROs, but the Chief of Police shall have the sole discretion in the selection of the SROs. The Chief of Police's selections shall be final. The SROs shall perform the Services under the supervision and control of the Chief of Police.

3.3. **Duties and Responsibilities of SROs.** City and District agree that the SROs duties and responsibilities shall include:

A. Act as an effective liaison between school and District personnel, the West Covina Police Department, and elements of the juvenile justice system.

B. Maintain a high visibility presence in order to deter crime and allow easy availability for students who wish to make contact.

C. Act as counselor and advisor to students in need of guidance.

D. Teach short courses for students in areas such as explanation of the law, police procedures, drug abuse, and family violence.

E. Conduct workshops for teachers in areas such as gang awareness, drug usage, and juvenile law.

F. Address school assemblies and be involved in programs of an educational nature.

G. Take action to apprehend persons responsible for any criminal activity on campus.

H. Assist in and attend meetings of the School Attendance Review Board (SARB).

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I. Provide innovative programs to enhance support and cooperation with the school in a mutual effort to create a better school environment.

J. Develop expertise in presenting various subjects such as understanding the laws, the police officer and the police mission.

K. Encourage individual and small group discussions about law enforcement related matters with students, faculty and parents.

L. Whenever possible, attend meetings of the school parent and faculty groups to solicit their support and understanding of the SRO Program and promote awareness of law enforcement functions.

M. Whenever possible, be available for conferences with students, parents and faculty members to assist them with problems of a law enforcement or crime prevention nature.

N. Be familiar with the community agencies which offer assistance to students and their families, such as mental health clinics, drug treatment centers, etc.

O. May act as an instructor for specialized short-term programs when invited to do so by the Superintendent or designee.

P. Coordinate all activities with the school administrative staff and seek permission, advice, and guidance prior to enacting any program within the school.

Q. Assist the Superintendent/Principal in developing plans and strategies to prevent and/or minimize dangerous situations which may result from student unrest.

R. Should it become necessary to conduct formal police interviews with students, the SROs shall adhere to school board policy and legal requirements with regard to such interviews.

S. Take law enforcement action as required. As soon as practical, and when legally permissible, the SRO shall make the Superintendent/Principal of the school aware of such action. At the Superintendent's/Principal's request, the SROs may take appropriate law enforcement action against intruders and unwanted visitors who may appear at school related functions, to the extent the SROs may do so under the authority of the law.

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T. Give assistance to other police officers in matters regarding his/her school assignment whenever necessary.

U. Maintain a detailed and accurate record of the operation of the SRO Program.

V. The SROs will be expected to participate in school functions such as athletic events, dances, PTA programs, and other school sponsored events when the staff and the SROs agree their attendance is advantageous.

3.4. **School Breaks.** District acknowledges and agrees that during periods when WCHS and EHS are on break, the SROs will be deployed back into police patrol operations for the City, and will be eligible to use leave time.

3.5. **Time Off/Leave Time.** District acknowledges and agrees that the SROs are eligible to take time off/leave time throughout the year. If one SRO is on leave, the other SRO will be available to cover their counterpart's campus if necessary. District acknowledges and agrees that these positions will not be backfilled by other West Covina Police Department officers.

4.0. COMPENSATION

4.1. **Compensation.** For services provided during the Normal Work Week, District shall pay City as follows:

a. For the period commencing on the Effective Date and ending June 30, 2025 (2024-2025 school year), District shall pay City One Hundred Thousand Dollars ($100,000.00) per SRO.

b. For the period commencing July 1, 2025 and ending June 30, 2026 (2025-2026 school year), District shall pay City One Hundred Three Thousand Dollars ($103,000.00) per SRO.

c. For the period commencing July 1, 2026 and ending June 30, 2027 (2026-2027 school year), District shall pay City One Hundred Seven Thousand Dollars ($107,000.00) per SRO.

d. For the period commencing July 1, 2027 and ending June 30, 2028 (2027-2028 school year), District shall pay City One Hundred Ten Thousand Dollars ($110,000.00) per SRO.

e. For the period commencing July 1, 2028 and ending June 30, 2029 (2028-2029 school year), District shall pay City One Hundred Thirteen Thousand Dollars ($113,000.00) per SRO.

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The City will fund the remaining salary and benefits and all equipment costs.

4.2. **Overtime Costs.** If the SROs provide services outside of the Normal Work Week, District shall pay City one hundred percent (100%) of the costs that the City incurs for the SROs to provide such services, with the understanding that the City is generally required to pay SROs at least one and one-half (1.5) times their regular rate of pay for overtime.

4.3. **Method of Billing.** City will invoice the District for Services provided during the Normal Work Week and any overtime costs on a quarterly basis. District shall pay each invoice within thirty (30) days of receipt of the invoice.

5.0. CONTRIBUTION TO CROSSING GUARD SERVICES

In consideration for City's participation in the SRO Program at WCHS and EHS, District agrees to pay for fifty percent (50%) of the City's costs for providing crossing guard services at all District schools. City will invoice District for such costs on a quarterly basis. District will pay each invoice within thirty (30) days of receipt of the invoice.

6.0. PROGRAM EVALUATION

District and City will annually and collaboratively evaluate the performance, success, and effectiveness of the SRO Program. This evaluation may be utilized to determine further continuation of the SRO Program.

If the City enters into a memorandum of understanding or similar agreement during the term of this Agreement with another school district located within the City that contains provisions for payment to the City for a greater or lesser net amount for the same or similar SRO services, the City and the District agree to meet and confer in good faith to determine whether or not to amend this Agreement to adjust payment hereunder. Either the City or the District may initiate this meet and confer process and shall do so by delivering written notification of such request to the other party's representative.

7.0. CONTINUATION

District and City may continue and renew the SRO Program by mutual written agreement, which may be memorialized by an amendment to this Agreement or a new agreement between the parties.

8.0. TERMINATION

District or City may terminate this Agreement at any time, with or without cause, by providing forty-five (45) days' written notice to the other party. In the event of termination, District shall compensate City for services performed through the effective date of the termination. City shall continue to provide services after notice of termination

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and during the forty-five (45) day notice period unless District, in the notice of termination, requests that City not perform services.

9.0. INDEMNIFICATION

9.1. **District Obligations.** District agrees to defend, indemnify and hold harmless City, its elected and appointed officials, officers, agents, employees, and volunteers from and against any and all losses, claims, actions, damages, expenses or liabilities, including reasonable attorneys' fees, arising out of or in any way connected with the District's negligence or willful misconduct in the performance of this Agreement. District assumes workers' compensation liability for injury or death of its officers, agents, employees, and volunteers, and assumes no workers' compensation responsibility for the elected and appointed officials, officers, agents, employees, and volunteers of the City.

9.2. **City's Obligations.** City agrees to defend, indemnify and hold harmless District, its officials, officers, agents, employees, and volunteers from and against any and all losses, claims, actions, damages, expenses or liabilities, including reasonable attorneys' fees, arising out of or in any way connected with City's negligence or willful misconduct in the performance of this Agreement. City assumes workers' compensation liability for injury or death of its elected and appointed officials, officers, agents, employees, and volunteers, and assumes no workers' compensation responsibility for the officials, officers, agents, employees, and volunteers of the District.

10.0. ASSIGNMENT

This Agreement may not be assigned or transferred by either party without the express written consent of the other party.

11.0. WAIVER

No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the party against whom enforcement of a waiver is sought. The waiver of any right or remedy in respect to any occurrence or event shall not be deemed a waiver of any right or remedy in respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

12.0. SEVERABILITY

If any provision of this Agreement is determined by a court of competent jurisdiction to be unenforceable in any circumstance, such determination shall not affect the validity or enforceability of the remaining terms and provisions hereof or of the offending provision in any other circumstance. Notwithstanding the foregoing, if the value of this Agreement, based upon the substantial benefit of the bargain for any party, is materially impaired,

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which determination made by the presiding court or arbitrator of competent jurisdiction shall be binding, then both parties agree to substitute such provision(s) through good faith negotiations.

13.0. CONSTRUCTION

The parties have participated jointly in the negotiation and drafting of this Agreement and have had an adequate opportunity to review each and every provision of the Agreement and submit the same to counsel or other consultants for review and comment. In the event an ambiguity or question of intent or interpretation arises with respect to this Agreement, this Agreement shall be construed as if drafted jointly by the parties and in accordance with its fair meaning. There shall be no presumption or burden of proof favoring or disfavoring any party by virtue of the authorship of any of the provisions of this Agreement.

14.0. INDEPENDENT CONTRACTOR

The parties understand and agree that in performing the Services under this Agreement, City and any person employed by or contracted with City to furnish labor and/or materials under this Agreement shall act as and be an independent contractor and not an agent or employee of the District.

15.0. NO THIRD PARTY BENEFICIARES

This Agreement is entered into for the sole benefit of City and District and no other parties are intended to be direct or incidental beneficiaries of this Agreement and no third party shall have any right in, under or to this Agreement.

16.0. NOTICES; REPRESENTATIVES

City and District have designated the following representatives to receive notices and act on their agency's behalf in the administration of this Agreement. Notices shall be deemed given when personally delivered to the District or City representative or three (3) days after the date the notice is deposited in the United States mail, first-class postage prepaid, and addressed as set forth below.

CITY: Chief of Police
West Covina Police Department
1444 W. Garvey Ave. S.
West Covina, CA 91790

DISTRICT: Assistant Superintendent,
Business Services
West Covina Unified School
District 1717 W. Merced Ave.
West Covina, CA 91790

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17.0. ATTORNEYS' FEES

In the event that litigation is brought by any party in connection with this Agreement, the prevailing party shall be entitled to recover from the opposing party all costs and expenses, including reasonable attorneys' fees, incurred by the prevailing party in the exercise of any of its rights or remedies hereunder or the enforcement of any of the terms, conditions, or provisions hereof.

18.0. GOVERNING LAW; VENUE

This Agreement shall be governed by and construed under the laws of the State of California without giving effect to that body of laws pertaining to conflict of laws. In the event of any legal action to enforce or interpret this Agreement, the parties hereto agree that the sole and exclusive venue shall be a court of competent jurisdiction located in Los Angeles County, California.

19.0. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to any matter referenced herein and supersedes any and all other prior writings and oral negotiations. This Agreement may be modified only in writing, and signed by the parties in interest at the time of such modification.

20.0. COUNTERPARTS AND ELECTRONIC SIGNATURES

This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and may be executed by electronic signatures. All counterparts shall be construed together and shall constitute one agreement. Delivery of an executed counterpart of this Agreement by a .pdf data file or other scanned executed counterpart by email shall be equally as effective as delivery of a manually executed counterpart of this Agreement. Each duplicate and counterpart shall be equally admissible in evidence, and each shall fully bind each party who has executed it. The parties waive all right to challenge the admissibility or authenticity of this Agreement in a court of law based solely on the absence of an original signature.

21.0. CORPORATE AUTHORITY

The persons executing this Agreement on behalf of the parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said parties and that by doing so the parties hereto are formally bound to the provisions of this Agreement.

[SIGNATURE PAGE FOLLOWS.]

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IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by and through their respective authorized officers, as of the dates set forth below.

CITY OF WEST COVINA

_____	_____
Paulina Morales City Manager	Richard Bell Chief of Police
_____	_____
Date	Date
ATTEST:	APPROVED AS TO FORM:
_____	_____
Lisa Sherrick Assistant City Clerk	Thomas P. Duarte City Attorney

WEST COVINA UNIFIED SCHOOL DISTRICT

DocuSigned by:
Drew Passalacqua
AE59629987B5415...
Drew Passalacqua
Assistant Superintendent

8/14/2024
_____
Date

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **CONSIDERATION OF A RESOLUTION AUTHORIZING THE SUBMITTAL OF APPLICATIONS AND RELATED AUTHORIZATIONS FOR ALL CALIFORNIA DEPARTMENT OF RESOURCES, RECYCLING, AND RECOVERY (CALRECYCLE) PAYMENT PROGRAMS**

RECOMMENDATION:

It is recommended that the City Council adopt the following resolution:

RESOLUTION 2024-59 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AUTHORIZING SUBMITTAL OF INDIVIDUAL PAYMENT PROGRAM APPLICATIONS AND RELATED AUTHORIZATIONS FOR ALL DEPARTMENT OF RESOURCES, RECYCLING AND RECOVERY (CALRECYCLE) PAYMENT PROGRAMS

BACKGROUND:

CalRecycle has established various payment programs, such as the Beverage Container Recycling, Used Oil, and Litter Abatement Payment Programs to financially assist cities with the implementation of recycling programs. The goal of these programs is to help reach the state's goal of 80% recycling. Funds from these programs can be used to develop and maintain used oil and used oil filter collection/recycling programs, provide education and outreach to residents about recycling, as well as fund litter clean-up events. CalRecycle establishes procedures governing the administration of the payment, and one of the requirements is an approved resolution from the governing body of the applicant regarding certain authorizations related to the administration of the payment programs.

DISCUSSION:

Through the Beverage Container payment program, eligible cities receive a minimum of $5,000 or an amount calculated by CalRecycle on a per capita basis, whichever is greater. In past years, the City has received approximately $27,000 from this payment program. The City has used these payment programs to cover costs associated with various programs, including beverage container collection in parks and City facilities, water refill stations, as well as education. Additionally, the City has received approximately $14,000 from the Oil Payment Program. The City has used the funds to conduct filter exchange events, as well as education.

The adoption of the attached resolution is needed for the City to annually apply for CalRecycle' s payment programs. The resolution authorizes the City to submit applications for all payment programs offered by CalRecycle and authorizes the City Manager, or designes, as the City's Signature Authority to

execute all grant related documents. The authorization will be effective until rescined by the City Council.

LEGAL REVIEW:

The City Attorney's Office has reviewed the resolution and approved it as to form.

Prepared by: Kelly McDonald, Assistant to the City Manager/Public Services Director

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Fiscal Impact

FISCAL IMPACT:

There is no impact to the General Fund. All CalRecycle program funding will be utilized for implementation of eligible projects as specified in the program guidelines. The City receives approximately $14,000 per year for the Used Oil Payment Program and $27,000 per year for the CRV program.

Attachments

Attachment No. 1 - Resolution No. 2024-59

CITY COUNCIL GOALS & OBJECTIVES: Maintain Good Intergovernmental Relations

ATTACHMENT NO. 1

RESOLUTION NO. 2024-59

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, AUTHORIZING SUBMITTAL OF INDIVIDUAL PAYMENT PROGRAM APPLICATIONS AND RELATED AUTHORIZATIONS FOR ALL DEPARTMENT OF RESOURCES, RECYCLING AND RECOVERY (CALRECYCLE) PAYMENT PROGRAMS

The City Council of the City of West Covina hereby finds and declares as follows:

WHEREAS, the California Public Resources Code authorizes the Department of Resources Recycling and Recovery (CalRecycle) to administer various Payment Programs; and

WHEREAS, in furtherance of this authority, CalRecycle is required to establish procedures governing the administration of the Payment Programs; and

WHEREAS, CalRecycle's procedures for administering Payment Programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the Payment Programs.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council authorizes the City of West Covina to submit an application to CalRecycle for all Payment Programs offered.

SECTION 2. The City Council hereby authorizes the City Manager, or his/her designee, as Signature Authority to execute all documents necessary to secure and reconcile payment.

SECTION 3. This authorization is effective until rescinded by this governing body.

SECTION 4. The City Council rescinds the authorization provided by Resolution No. 2019-07.

SECTION 5. The City Clerk shall certify to the adoption of this resolution and shall enter the same in the book of original resolutions and it shall become effective immediately.

APPROVED AND ADOPTED this 20th day of August, 2024.

Brian Calderón Tabatabai
Mayor

APPROVED AS TO FORM

Thomas P. Duarte
City Attorney

ATTEST

Lisa Sherrick
Assistant City Clerk

I, LISA SHERRICK, ASSISTANT CITY CLERK of the City of West Covina, California, do hereby certify that the foregoing Resolution No. 2024-59 was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof held on the 20th day of August, 2024, by the following vote of the City Council:

AYES:
NOES:
ABSENT:
ABSTAIN:

Lisa Sherrick
Assistant City Clerk

AGENDA STAFF REPORT

City of West Covina | Office of the City Manager

DATE: August 20, 2024

TO: Mayor and City Council

FROM: Paulina Morales, City Manager

SUBJECT: **ENGINEERING REVIEW OF THE INTERSECTION OF CITRUS STREET AND CAMERON AVENUE**

RECOMMENDATION:

It is recommended that the City Council approve the installation of a Traffic Signal at the location of Citrus Street and Cameron Avenue.

BACKGROUND:

In early 2019, the City received resident requests to review the traffic operations at the stop-controlled intersection of Citrus Street and Cameron Avenue. As a result, staff along with the City's former traffic consultant, Willdan Associates, held two public meetings to present the findings of the analysis at a Traffic Committee Meeting on June 11, 2019, and at a Community Workshop on August 13, 2019. A traffic signal warrant report was completed by Willdan. It was determined that the intersection met the three volume warrants for signalization per California Manual on Uniform Traffic Control Devices (CAMUTCD) guidelines. At the community meetings many of the attending residents opposed the installation of a traffic signal and instead requested various other traffic calming and traffic safety improvements. At the request of City Council, a second comprehensive review was conducted for the intersection in response to community feedback.

As part of the second review in 2020, the current contracted City Engineer, Transtech, conducted and collected additional vehicular and pedestrian data which included a peak hour turning movement count, collection of Average Daily Traffic (ADT), and a review of the collision history for the intersection of Citrus Street and Cameron Avenue. The information collected indicated that the intersection met volume warrants per CAMUTCD 4C for a signal. In March 2020, a virtual community meeting was conducted that presented the new data as well as solicited community feedback for improvement measures. In August 2020, the information was presented to the City Council. The City Council put consideration of a traffic signal on hold and instead approved various traffic enhancements at the intersection of Citrus Street and Cameron Avenue, and the Cameron Avenue corridor between Barranca Street and Hollenbeck Avenue. These traffic enhancement improvements included: radar speed feedback signs, flashing stop signs, high visibility crosswalk, speed limit signage, and pavement legends. The installation of the traffic enhancement improvements was completed in 2022.

In 2023, the City received more residents requests for follow-up at the intersection of Citrus Street and Cameron Avenue for intersection and segment improvements. In response to the requests and on behalf of the City, engineering staff collected new traffic data in January 2023. This data included an analysis of existing roadway conditions, the collection of average daily traffic (ADT) counts on a Thursday, Friday,

and Saturday, a 24-hour speed survey on a Thursday, Friday and Saturday, a peak hour turning movement count at the intersection, a pedestrian count at Citrus Street and Cameron Avenue, and a review of approximately 3 years of available collision data. Once all the data was collected, a Community Meeting was held on Wednesday, March 29, 2023, at 6pm at the Cortez Senior Center. Community members were able to discuss their concerns and provide input on potential improvements to the intersection at Cameron Avenue and Citrus Street and the street segment of Cameron Avenue between Azusa Avenue and Barranca Avenue. The purpose of the meeting was to provide background information regarding this area of West Covina, as well as address any resident concerns and public comments about the intersection and street segment. During the community meeting, Transtech presented the history of the intersection, previous traffic enhancement improvements, and the results from the January 2023 traffic data collection effort.

Once the report had been completed and community input taken into consideration, the Citrus Street and Cameron Avenue report was then taken to a City Traffic Committee Meeting. The meeting was held on Tuesday, December 12, 2023, at 3pm in the West Covina City Hall Community Room. The goal of this traffic committee meeting was to go over the comments received from the March 2023 Community meeting, present the signal warrant information, and hear resident feedback. A PowerPoint presentation was given to attendees that outlined all the signal warrant data. This included the count data, collision data, and a signal warrant analysis. The data presented had determined the intersection of Citrus Street and Cameron Avenue had met 4 of the 9 warrants for the installation of a traffic signal. The warrants that were met include Warrant 1 (8 Hour Volume), Warrant 2 (4 Hour Volume), Warrant 3 (Peak Hour Volume), and Warrant 7 (Crash Experience). The result of this meeting was to forward the findings of the signal warrant analysis and resident feedback to the City Council with decision options in order for a final decision to be made on the installation of a traffic signal located at Citrus Street and Cameron Avenue. This item was brought before the City Council on April 16, 2024. During this meeting, the City Council directed staff to bring the report back with a formal Engineering recommendation based on a technical review of signal warrants to determine if a signal should be installed. The City Council had additional questions about the aforementioned recommended traffic-calming option. Staff will be conducting further review in the form of a standalone engineering study of this item before bringing it back for community and Council input and review.

Recently, this item was brought back to the Traffic Committee on Thursday, August 8, 2024. Meeting notices were emailed to 25 addresses and 153 mailers went out to residents living within 500 feet of the intersection. To kick off the meeting, there was a presentation which summarized findings from an engineering review at the intersection of Citrus Street and Cameron Avenue. During the meeting, the Traffic Committee heard the comments of residents present on concerns with current operations at the intersection, as well as comments on the installation of a traffic signal. The Traffic Committee Meeting summary with the public comments received is included in this report as Attachment No. 2.

DISCUSSION:

A comprehensive report detailing the data collected and reviewed as part of an engineering review of the intersection of Citrus Street and Cameron Avenue was presented to the Traffic Committee on Thursday, August 8, 2024, at 6pm at West Covina City Hall Community Room.

The main discussion is the installation of a traffic signal at the location of Citrus Street and Cameron Avenue. Traffic signal warrants are based on traffic counts and collision data gathered for East Cameron Avenue and South Citrus Street. These warrants are based on counts collected on Thursday, January 19, 2023, Friday, January 20, 2023, and Saturday, January 21, 2023 and on Wednesday, May 29, 2024. Traffic counts were conducted on multiple days in order to determine if warrants would be met during a typical weekday when commute and school traffic was present and with Saturday traffic conditions.

When determining if an intersection should be considered for signalization, an engineering study is completed that includes peak hour intersection counts, average daily traffic on each leg of the intersection, existing geometrics, a level of service analysis of existing and proposed conditions, pedestrian characteristics, a collision analysis of the location (last 3.5 years) and if the intersection meets

or exceeds thresholds as defined by the CAMUTCD Section 4C. An engineering review is completed to determine whether installation of a traffic control signal is justified or warranted. The investigation of the need for a traffic control signal also includes an analysis of factors related to existing operation and safety at the study location and the potential of a signal to improve safety. When conducting a signal warrant analysis, only one (1) of the nine (9) traffic signal warrants must be met to be warranted for a traffic signal.

Since the initial resident requests to evaluate the traffic conditions of the Citrus/Cameron intersection, the intersection has and continues to meet warrants for installation of a traffic signal. The warrants for the intersection that have met the warrants have increased due to the number of collisions that have occurred. Please see the conditions of the intersection below:

Warrants	2019	2023	2024
Warrant 1, Eight-Hour Vehicular Volume	MET	MET	MET
Warrant 2, Four-Hour Vehicular Volume	MET	MET	MET
Warrant 3, Peak Hour	MET	MET	MET
Warrant 4, Pedestrian Volume	NO	NO	NO
Warrant 5, School Crossing	N/A	N/A	N/A
Warrant 6, Coordinated Signal System	N/A	N/A	N/A
Warrant 7, Crash Experience	NO	MET	MET
Warrant 8, Roadway Network	N/A	N/A	N/A
Warrant 9, Intersection Near a Grade Crossing	N/A	N/A	N/A

When properly timed, a traffic signal increases the traffic handling capacity of an intersection, and when installed under conditions that justify its use, a signal is a valuable device for improving the safety and efficiency of both pedestrian and vehicular traffic. In particular, signals may reduce certain types of accidents, most notably right-angle (broadside) collisions. Although the intersection of Citrus Street and Cameron Avenue did meet four warrants, the satisfaction of signal warrants does not require the installation of a traffic signal.

Based on the engineering study, it is concluded that in order to enhance and improve the intersection of Citrus Street and Cameron Avenue, it is recommended to install a traffic signal at the location of Citrus Street and Cameron Avenue.

LEGAL REVIEW:

The City Attorney's Office has reviewed the staff report.

OPTIONS:

The City Council has the following options:

1. Approve Staff's recommendation; or
2. Provide alternative direction.

ENVIRONMENTAL REVIEW:

Staff has reviewed the proposed project and has determined that it is categorically exempt from CEQA pursuant to CEQA Guidelines Section(s) 15302: Replacement or reconstruction; (c) Replacement or reconstruction of existing utility and/or facilities involving negligible or no expansion of capacity.

Prepared by: Jana Robbins, PTP,RSP, Project Manager (Traffic Division)

Fiscal Impact

FISCAL IMPACT:

The estimated cost for the installation of the Traffic Signal $1,200,000 (Design - $150,000; Construction - $900,000; Construction Management/Inspection - $150,000). The table below outlines the available funding sources for the design from Measure M (Fund 235). Should the direction be to proceed with the signal, a budget transfer will be made from Project C25011.235, Traffic Improvements at Intersections to C2310.235, Cameron/Citrus Traffic Signal.

Description	**Amount**
Estimated cost for Traffic Signal	$1,200,000
Potential Funding Sources	
CIP Project No. C23010.235, Cameron/Citrus Traffic Signal	500,000
CIP Project No. C25011.235, Traffic Improvements at Intersections	1,000,000
Total Potential Funding	**$1,500,000**

Attachments

Attachment No. 1- Traffic Study: Engineering Review of Citrus St and Cameron Ave

Attachment No. 2 - Traffic Committee Meeting Summary

Attachment No. 3 - Presentation

CITY COUNCIL GOALS & OBJECTIVES: Protect Public Safety
A Creative and Active Community
A Well-Planned Community
Enhance City Image and Effectiveness

TO: West Covina Traffic Committee
FROM: Traffic Engineering, Transtech Engineers, Inc.
DATE: August 8, 2024
SUBJECT: ENGINEERING REVIEW OF THE INTERSECTION OF CITRUS STREET AND CAMERON AVENUE

The purpose of this report is to present the technical information that was collected and evaluated by Traffic Engineering to determine if the intersection of Citrus Street and Cameron Avenue meets Traffic Signal Warrants as found in the California Manual on Uniform Traffic Control Devices Section 4C and would benefit from the installation on a Traffic Signal.

As per the discussion at the April 16th, 2024 City Council Meeting, Council had asked Staff to bring back the Signal item with a formal Engineering recommendation based on a technical review of signal warrants as to whether or not a signal should be installed at Citrus Street and Cameron Avenue. It was also our understanding that City Council had additional questions about the aforementioned recommended traffic calming strategy from the April City Council Meeting; therefore, Staff will be conducting further review in the form of a standalone engineering study of this item before bringing back for community and Council input and review.

The signalization of this intersection is quite controversial with residents in support and those against the installation of a signal at this intersection. This report details factors related to the existing operation and safety at the intersection and the potential to improve these conditions. Volume thresholds as found in the California Manual on Uniform Traffic Control Devices (CAMUTCD) Section 4C in what is called Signal Warrants were reviewed. Meeting or exceeding Signal Warrants in itself does not require the installation of a signal. The CAMUTCD provides guidelines on when and where a signal should be considered. The installation of all traffic control devices on public streets are based on sound engineering judgement, conformity to standard engineering practices and guidelines as found in the CAMUTCD, Highway Design Manual, California Vehicle Code or other standards approved for use by the legislative body. The Warrant outcome, Traffic Commission recommendations, as well as resident comments, will be presented to the West Covina City Council who will take into consideration all of the technical information, the engineering assessment and engineering recommendations to ultimately make the final decision on improvements at this intersection.

HISTORY OF TRAFFIC SAFETY IMPROVEMENTS AT CITRUS STREET AND CAMERON AVENUE

In early 2019, the City received requests to review the traffic operations at the stop-controlled intersection of Citrus Street and Cameron Avenue. As a result, City Staff along with the (former traffic consultant) held two public meetings to present the findings of the analysis at a Traffic Committee Meeting on June 11, 2019, and at a Community Workshop on August 13, 2019. At both meetings, City Staff discussed various options, which included the installation of a traffic signal to improve the intersection. A traffic signal warrant report was completed by Willdan Associates, a traffic consultant for

the City. It was found that the intersection met the three volume warrants for signalization per CAMUTCD guidelines. At the community meetings many of the attending residents opposed the installation of a traffic signal and instead requested various other traffic calming and traffic safety improvements. At the request of City Council, a second comprehensive review was conducted for the intersection in response to community feedback. As part of the second review in 2020, the current contracted City Engineer (Transtech), conducted and collected additional vehicular and pedestrian data which included a peak hour turning movement count, collection of Average Daily Traffic (ADT), and a review of the collision history for the intersection of Citrus Street and Cameron Avenue. The information collected indicated that the intersection met several of the volume warrants per CAMUTCD for a signal. During this time, California was experiencing the shutdown of schools and operations due to the pandemic. In March of 2020, a virtual community meeting was conducted that presented the new data as well as solicited community feedback for improvement measures. In August of 2020, the information was presented to City Council. City Council put consideration of a traffic signal on hold and approved the installation of Flashing Stop Signs as interim traffic enhancements at the intersection of Citrus Street and Cameron Avenue.

EXISTING CONDITIONS

Figure 1: Existing Conditions at Cameron Avenue and Citrus Street

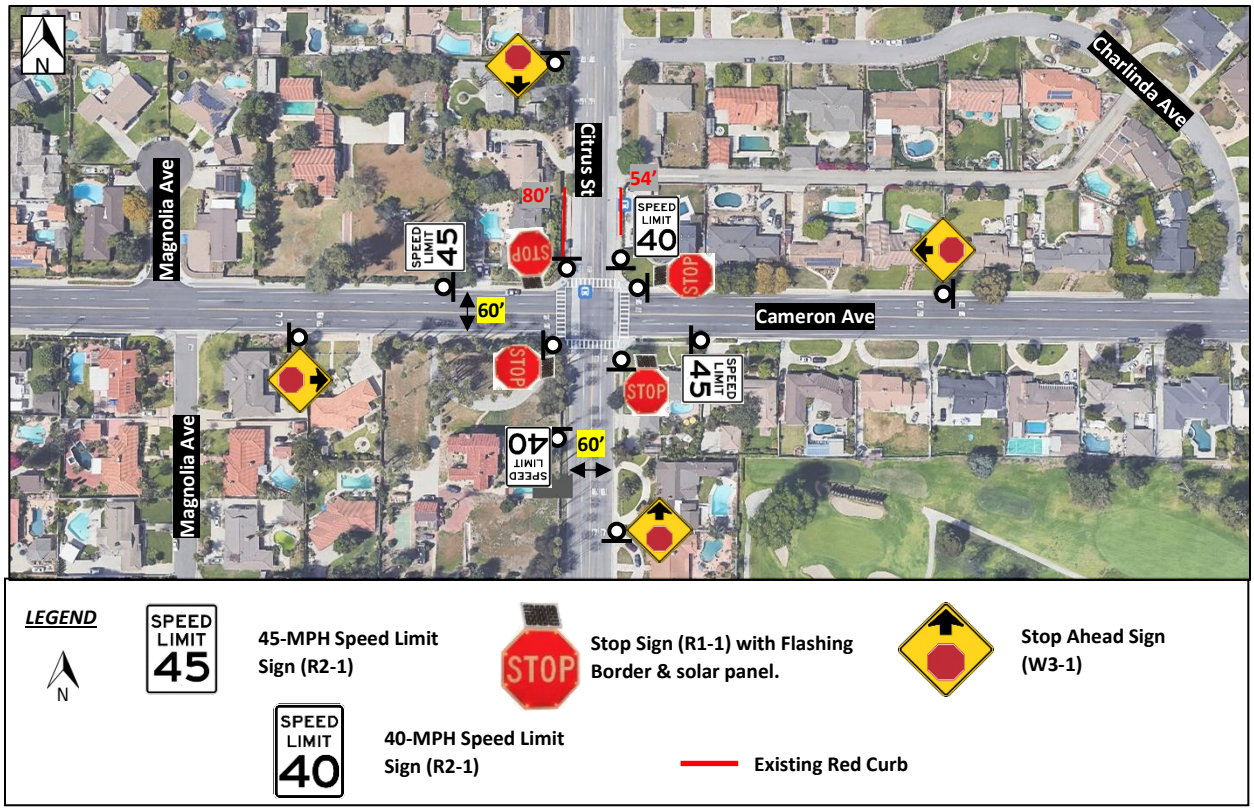
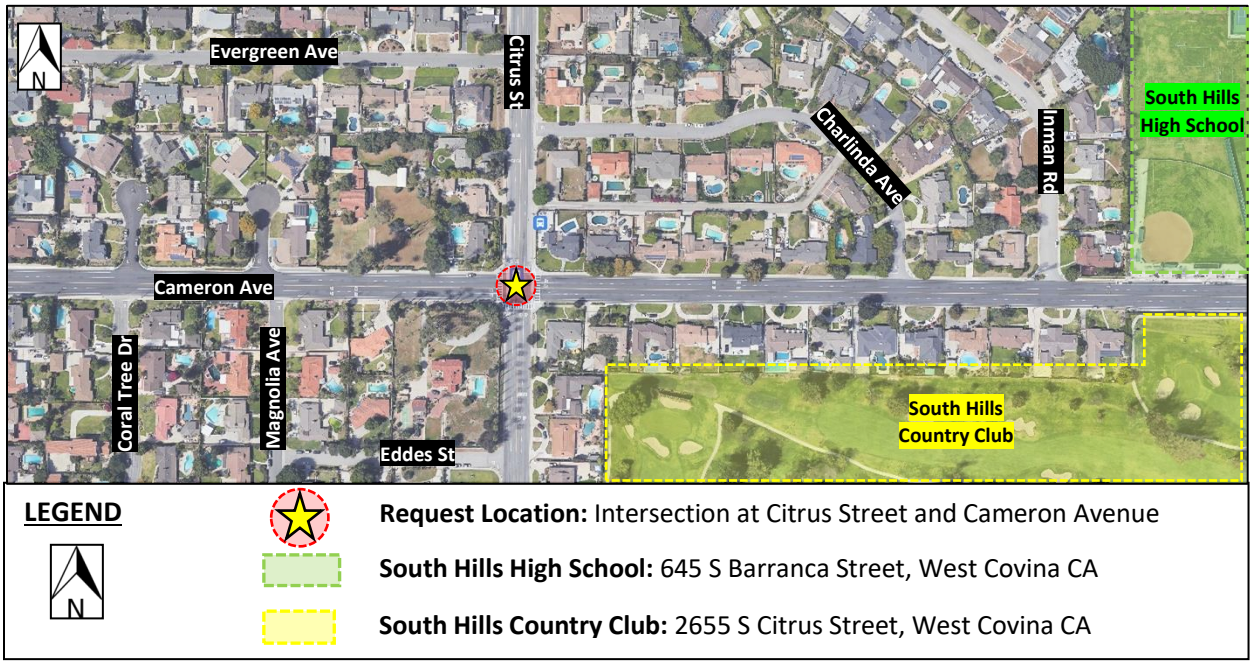


Figure 2. Vicinity Map, Cameron Avenue at Citrus Street



Cameron Avenue: Within the City of West Covina, Cameron Avenue is an east/west street that is considered a Minor Arterial Road based upon the California Road Systems Map by Caltrans[1]. Cameron Avenue has a posted speed limit of 45-MPH on both sides of the intersection with Citrus Street. Cameron Avenue is approximately 60-feet wide with two lanes in each direction with a solid yellow centerline with raised pavement markers (RPM's). Cameron Avenue also has 8-ft white side striping for visual roadway narrowing from Barranca Street to Hollenbeck Avenue. Parking along Cameron Avenue is allowed on both sides of the street, except where red curb is painted. There are existing crosswalks at all four legs of the intersection of Cameron Avenue and Citrus Street with white ladder striping marked on each leg. This section of Cameron Avenue runs through a single-family residential area and runs parallel to South Hills High School, located northeast of the intersection with Citrus Street.

Citrus Street: In the City of West Covina, Citrus Street is a north/south street that is considered a Minor Arterial Road based upon the California Road Systems Map by Caltrans[1]. Citrus Street has a posted speed limit of 40-MPH on both sides of the intersection with Cameron Avenue. Citrus Street is approximately 60-feet wide and has two lanes in each direction with a solid yellow centerline with raised pavement markers (RPM's). Parking is permitting on both sides of Citrus Street, except for areas marked with red curb. This section of Citrus Street runs through a single-family residential area and runs parallel to South Hills Country Club, located southeast of the intersection with Cameron Avenue.

South Hills High School: Within the City of West Covina, South Hills High School is located on the north side of Cameron Avenue to the east of Citrus Street. South Hills High School serves about 1,651 students in grades 9-12. School grounds are about 1,350' from the intersection. The regular bell schedules for students at South Hills High School are as follows: Normal Schedule, Monday through Friday – Start time:

[1] https://caltrans.maps.arcgis.com/apps/webappviewer/index.html?id=026e830c914c495797c969a3e5668538

8:30am, End time: 2:37pm - 3:33pm. Late Start Schedule, Monday through Friday – Start time: 9:50am, End time: 2:09pm - 2:47pm.

PICTURE SUMMARY



Eastbound along Cameron Avenue approaching Citrus Street.



Eastbound along Cameron Avenue at intersection with Citrus Street.



Westbound along Cameron Avenue approaching Citrus Street.



Westbound along Cameron Avenue at intersection with Citrus Street.



Northbound along Citrus Street approaching Cameron Avenue.



Northbound along Citrus Street at intersection with Cameron Avenue.



Southbound along Citrus Street approaching Cameron Avenue.



Southbound along Citrus Street at intersection with Cameron Avenue

DATA COLLECTION

AVERAGE DAILY TRAFFIC (ADT)

As a part of the traffic study for Cameron Avenue and Citrus Street, Average Daily Traffic (ADT) counts were taken on three consecutive days, Thursday, January 19th, Friday, January 20th, and Saturday, January 21st, 2023. In addition, another peak hour intersection count was taken on Wednesday May 29, 2024. A summary of ADT data is shown in **Table 1: Comparison of Average Daily Traffic (ADT).** The counts were taken when school was in session. Output sheets are found in the appendix.

The total number of vehicles traveling along Cameron Avenue and Citrus Street was compared between the four separate count periods. As seen in the data collected, the May 2024 counts show an increase in traffic volume from counts taken in January 2023. As expected the counts on a Saturday are lower than the weekday counts which reflect school area as well as commuter traffic along Cameron Avenue and Citrus Street.

Table 1: COMPARISON OF AVERAGE DAILY TRAFFIC (ADT) VOLUMES

Location	***Vehicles per Day (vpd)*** *Thursday 1/19/23*	***Vehicles per Day (vpd)*** *Friday 1/20/2023*	***Vehicles per Day (vpd)*** *Saturday 1/21/2023*	***Vehicles per Day (vpd)*** *Wednesday 05/29/2024*
E Cameron Ave West of Citrus Street	11,176	11,437	8,711	11,832
E Cameron Ave E/O S Citrus Street	10,913	11,161	7,652	11,873
S Citrus Street N/O E Cameron Ave	9,883	10,690	9,133	10,918
S Citrus Street S/O E Cameron Ave	6,431	6,784	5,922	7,425

PEAK HOUR TURNING MOVEMENT COUNT

To determine the type of turning movements encountered at the intersection of East Cameron Avenue and South Citrus Street, traffic counts were taken at this intersection during the hours of 7-9 AM, 2:45 - 3:45 PM and 4-6 PM on Wednesday May 22, 2024, and on Thursday January 26, 2023, during the hours of 7-9 AM, 1:30-3:30 PM, and 5-7 PM on January 26th, 2023. **Figures 3, 4 and 5** illustrates the highest peak 1 hour during each count period on May 22, 2024. **Figures 6, 7, and 8** depict the highest peak 1 hour of vehicles that travelled through the intersection during peak hours on January 26, 2023. Counts are in the Appendix.

2024 TURNING MOVEMENT COUNT

Figure 3 below shows the highest 1 hour (8:00-9:00 AM) in the Morning (AM) Peak hours of 7:00-9:00AM at the intersection of East Cameron Avenue and South Citrus Street.

Figure 4 below shows the highest 1 hour (2:45-3:45 PM) in the Afternoon (AFT) Peak hours of 2:45-3:45PM at the intersection of East Cameron Avenue and South Citrus Street.

Figure 5 below shows the highest 1 hour (4:45-5:45 PM) in the Evening (PM) Peak hours of 4:00-6:00PM at the intersection of East Cameron Avenue and South Citrus Street.

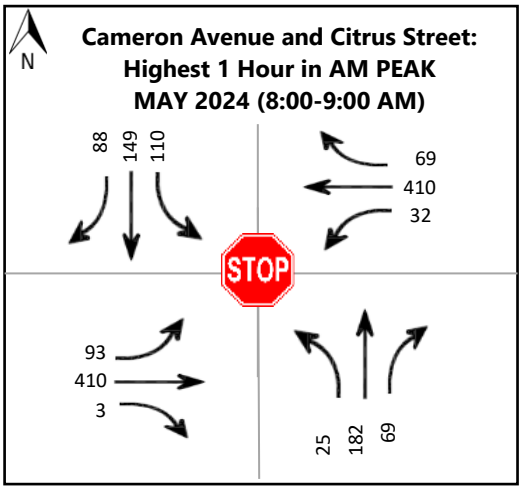


Figure 3: AM Peak Hour Count

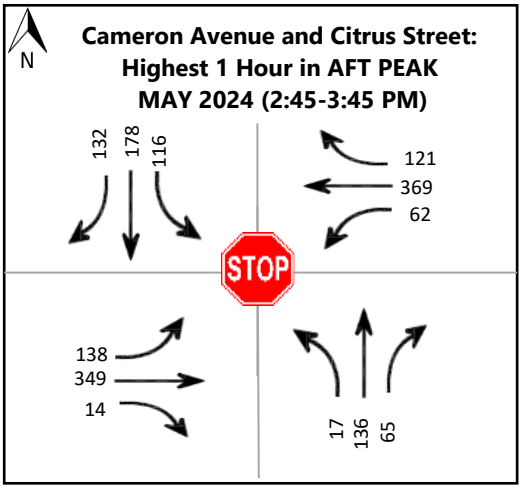


Figure 4: AFT Peak Hour Count

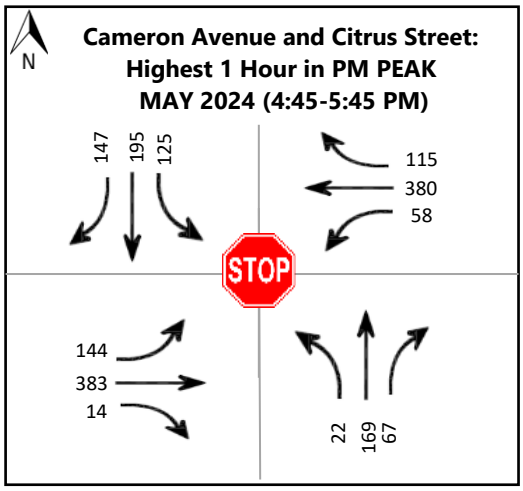


Figure 5: PM Peak Hour Count

2023 TURNING MOVEMENT COUNTS

Figure 6 below shows the highest 1 hour (7:45-8:45 AM) in the Morning (AM) Peak hours of 7:00-9:00AM at the intersection of East Cameron Avenue and South Citrus Street.

Figure 7 below shows the highest 1 hour (2:30-3:30 PM) in the Afternoon (AFT) Peak hours of 1:30-3:30PM at the intersection of East Cameron Avenue and South Citrus Street.

Figure 8 below shows the highest 1 hour (5:00-6:00 PM) in the Evening (PM) Peak hours of 5:00-7:00PM at the intersection of East Cameron Avenue and South Citrus Street.

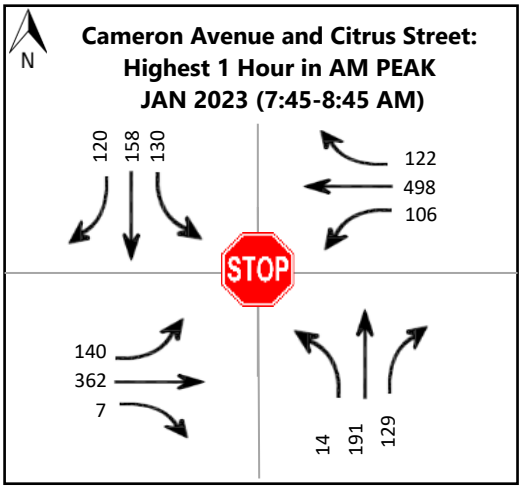


Figure 6 AM Peak Hour Count

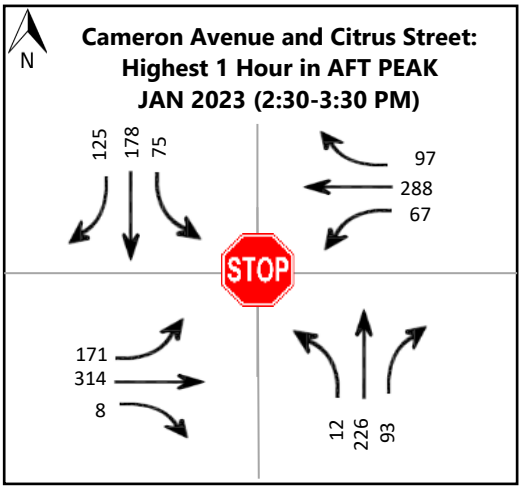


Figure 7: AFT Peak Hour Count

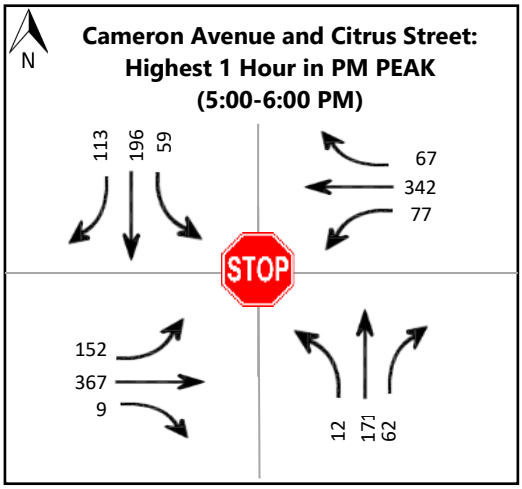


Figure 8: PM Peak Hour Count

PEDESTRIAN COUNTS

Pedestrian counts were conducted at the intersection of Cameron Avenue and Citrus Street, during the same count periods as the vehicle counts. This was to determine the number of people using the crosswalk at all four legs of the intersection. During the May 2024 count the highest number of pedestrians counted was during the afternoon peak period when school let out with 18 pedestrians crossing in the east leg and with 8 pedestrians crossing in the south leg of the intersection. In January 2023 there were less pedestrians crossing in any of the legs of the intersection.

COLLISION HISTORY

A Collision History was conducted for the subject segment. Collision data was obtained from the computerized collision records system maintained by the State of California called the Statewide Integrated Traffic Records Systems (SWITRS)[2] as well as West Covina Police Department records. A search was conducted of all available and recorded collisions that occurred at the intersection of East Cameron Avenue and South Citrus Street over a 3-year and a half year period between January 2021 to the most recent available collision data, December 2023 using SWITRS and a review of collisions occurring in 2024 from Police Reports. The following provides a breakdown of all recorded collisions during this time period. This does not include those collisions that may have occurred where no police report was filed. As shown in Table 2 there were 8 Broadside, 3 rearend and 1 sideswipe. There were no reported pedestrian or bicycle collisions recorded. Based on the information provided, a summary breakdown of the number of collisions at the intersection is shown below in **Table 2**:

2024: 1 Collision
2023: 5 collisions

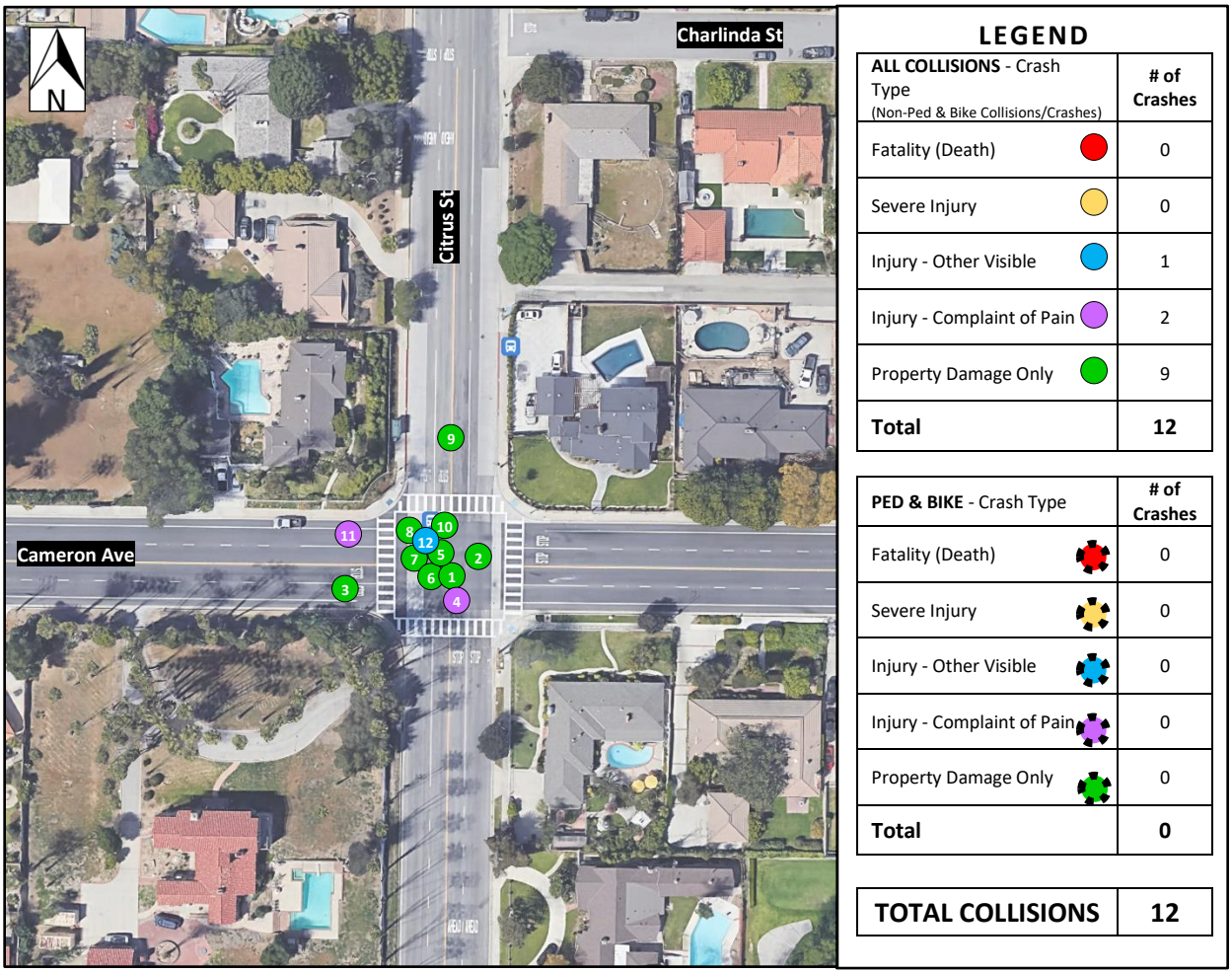
[2] SWITRS: https://iswitrs.chp.ca.gov/Reports/jsp/index.jsp

2022: 3 collisions
2021: 3 collisions
TOTAL : 12 Collisions

Table 2: Collision History for East Cameron Avenue and South Citrus Street

#	Date	Primary Road	Secondary Road	Dist.	Time	Day of the Week	Lighting (Day, Night, Etc.)	Collision Type	Severity 1 - Fatal 2 - Severe Injury 3 - Other Visible Injury 4 - Complaint of Pain 5 - Prop Dam Only (PDO)	Motor Vehicle, Pedestrian, Bicycle Involved	Collison Factor and Detail Descriptions	Primary Collision Factor	#Inj
1	3/27/2024	CAMERON AVE	CITRUS ST	0	12:37	WED	DAYLIGHT	SIDESWIPE	5	OTHER MV	EB THRU DRVR SIDESWIPE EB LFT TURN DRVR	R-O-W AUTO	0
2	12/7/2023	CITRUS ST	CAMERON AVE	0	15:40	THU	DAYLIGHT	BROADSIDE	5	OTHER MV	WB THRU DRVR HIT NB THRU DRVR BROADSIDE	DRVR ALC/DRG	0
3	11/17/2023	CAMERON AVE	CITRUS ST	15'W	18:15	FRI	DARK-ST	REAR END	5	OTHER MV	EB THRU VEH HIT EB STOPPED VEH	DRVR ALC/DRG	0
4	5/20/2023	CAMERON AVE	CITRUS ST	0	16:32	SAT	DAYLIGHT	BROADSIDE	4	OTHER MV	EB THRU MV HIT NB THRU MV	STOP SGN|SIG	2
5	4/18/2023	CAMERON AVE	CITRUS ST	0	5:52	TUE	DAYLIGHT	BROADSIDE	5	OTHER MV	SB THRU MV HIT WB THRU MV	STOP SGN|SIG	0
6	2/8/2023	CAMERON AVE	CITRUS ST	0	14:00	WED	DAYLIGHT	BROADSIDE	5	OTHER MV	WB LFT TURN MV HIT EB THRU MV	R-O-W AUTO	0
7	7/5/2022	CAMERON AVE	CITRUS ST	0	12:47	TUE	DAYLIGHT	BROADSIDE	5	OTHER MV	SB THRU MV HIT WB THRU MV	STOP SGN|SIG	0
8	5/9/2022	CITRUS ST	CAMERON AVE	0	15:56	MON	DAYLIGHT	BROADSIDE	5	OTHER MV	SB THRU MV HIT WB THRU MV	R-O-W AUTO	0
9	1/20/2022	CITRUS ST	CAMERON AVE	38' N	12:35	THU	DAYLIGHT	REAR END	5	OTHER MV	SB THRU MV HIT NB STOPPED MV	UNSAFE SPEED	0
10	12/8/2021	CAMERON AVE	CITRUS ST	0	14:16	WED	DAYLIGHT	BROADSIDE	5	OTHER MV	WB THRU MV HIT SB THRU MV	STOP SGN|SIG	0
11	6/9/2021	CAMERON AVE	CITRUS ST	21' W	17:22	WED	DAYLIGHT	REAR END	4	OTHER MV	EB THRU SLOWING MV HIT EB STOPPED MV	UNSAFE SPEED	1
12	1/24/2021	CITRUS ST	CAMERON AVE	0	21:17	SUN	DARK-ST	BROADSIDE	3	OTHER MV	SB THRU MV HIT WB THRU MV	R-O-W AUTO	2

Figure 9: Collision Diagram at Cameron Avenue and Citrus Street



LEGEND

ALL COLLISIONS - Crash Type (Non-Ped & Bike Collisions/Crashes)	**# of Crashes**
Fatality (Death)	0
Severe Injury	0
Injury - Other Visible	1
Injury - Complaint of Pain	2
Property Damage Only	9
Total	**12**

PED & BIKE - Crash Type	**# of Crashes**
Fatality (Death)	0
Severe Injury	0
Injury - Other Visible	0
Injury - Complaint of Pain	0
Property Damage Only	0
Total	**0**

TOTAL COLLISIONS	**12**

LEVEL OF SERVICE ANALYSIS

Intersection operating conditions were evaluated using the (HCM) 7th Edition methodology, which is considered the state-of-the-practice methodology for evaluating intersection operations. For unsignalized intersections the HCM methodology determines the average control delay (expressed in seconds per vehicle) at the intersection. Average control delay for any particular movement is a function of the capacity of the approach and the degree of saturation. The average control delay includes delay due to deceleration to a stop at the back of the queue from free-flow speed, move-up time within the queue, stopped delay at the front of the queue, and delay due to acceleration back to free-flow speed. Since delay is what is studied in comparing intersection operations at an all-way stop versus a signalized intersection, delay was used for both types of intersection control

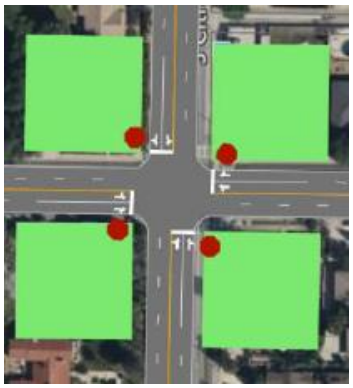
After the quantitative delay estimates are complete, the methodology assigns a qualitative letter grade that represents the operations of the intersection. These grades range from LOS A (minimal delay) to LOS F (excessive congestion). LOS E represents at-capacity operations. Descriptions of the LOS letter grades for signalized and unsignalized intersections are provided in **Table 3**. The City of West Covina considers intersections operating at LOS F as deficient. **Tables 4, 5 and 6** provide the delay that vehicles will experience if the intersection is left as an All-Way Stop controlled intersection or changed to signalized operation.

Table 3 Level of Service Description

Level of Service	Description	Signalized Delay (Seconds)	Unsignalized Delay (Seconds)
A	Operations with very low delay occurring with favorable progression and/or short cycle length.	< 10.0	< 10.0
B	Operations with low delay occurring with good progression and/or short cycle lengths.	> 10.0 to 20.0	> 10.0 to 15.0
C	Operations with average delays resulting from fair progression and/or longer cycle lengths. Individual cycle failures begin to appear.	> 20.0 to 35.0	> 15.0 to 25.0
D	Operations with longer delays due to a combination of unfavorable progression, long cycle lengths, or high V/C ratios. Many vehicles stop and individual cycle failures are noticeable	> 35.0 to 55.0	> 25.0 to 35.0
E	Operations with high delay values indicating poor progression, long cycle lengths, and high V/C ratios. Individual cycle failures are frequent occurrences.	> 55.0 to 80.0	> 35.0 to 50.0
F	Operation with delays unacceptable to most drivers occurring due to over saturation, poor progression, or very long cycle lengths.	> 80.0	> 50.0

Source: Highway Capacity Manual 7th Edition

Existing Conditions with ALL -Way Stop Control

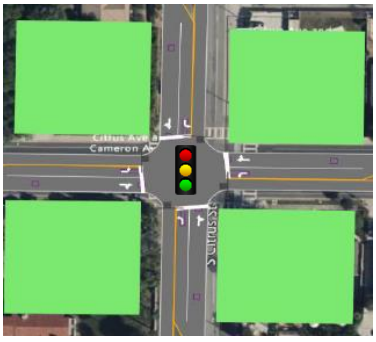


As indicated in **Table 4**, if the intersection remains as an All-Way Stop Controlled intersection the intersection will continue to operate at LOS C and D overall during all peak periods with delay to the EB and WB movements still within acceptable range but will start to fall to LOS E with 45.3 seconds of delay per vehicle for the EB approach during PM peak hours.

Table 4 – All-Way Stop Control

Intersection	Control	Peak Hour	Overall Int LOS/Avg Delay (Sec. per veh)	NB Approach LOS/Avg Delay (Sec. per veh)	SB Approach LOS/Avg Delay (Sec. per veh)	EB Approach LOS/Avg Delay (Sec. per veh)	WB Approach LOS/Avg Delay (Sec. per veh)
Citrus Street at Cameron Avenue	All-Way Stop Control	AM	C/ 24.0	C/ 17.3	C/ 19.5	D/ 25.6	D/ 29.1
		AFT	D/ 27.4	C/ 16.5	C/ 22.5	D/ 33.8	D/ 29.9
		PM	D/ 33.2	C/ 18.4	D/ 25.8	E/ 45.3	D/ 34.2

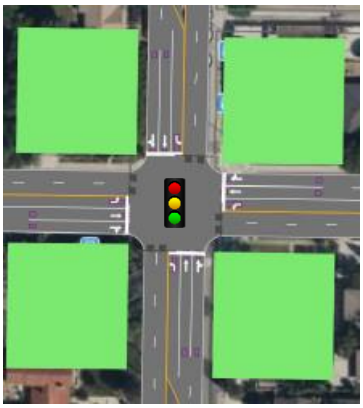
Proposed Conditions with a Signal with One left Turn Lane and One Shared Thru and Right Turn Lane



As seen in **Table 5**, if the intersection is signalized and provides left turn pockets for all directions with protected left turn phasing and one shared thru and right turn lane, the intersection overall will operate at LOS B for all peak periods with all approach movements operating at LOS B and C.

Table 5 – Signal with Left Turn Lanes and Shared Thru and Right Turn Lane							
Intersection	Control	Peak Hour	Overall Int LOS/Avg Delay (Sec. per veh)	NB Approach LOS/Avg Delay (Sec. per veh)	SB Approach LOS/Avg Delay (Sec. per veh)	EB Approach LOS/Avg Delay (Sec. per veh)	WB Approach LOS/Avg Delay (Sec. per veh)
Citrus Street at Cameron Avenue	Signal	AM	B/ 12.3	B/ 13.3	B/ 15.2	B/ 11.3	B/ 10.6
		AFT	B/ 14.5	B/ 17.3	C/ 20.6	B/ 11.7	B/ 11.3
		PM	B/ 14.9	B/ 17.9	C/ 21.3	B/ 12.0	B/ 11.4

Proposed Conditions with Signal with One Left Turn lane, One Thru lane and One Shared Thru and Right Turn Lane



As seen in **Table 6**, if the intersection is converted into a Signal with left turn pockets in all directions with protected left turn phasing with one thru lane and one thru and right turn lane the intersection will operate overall at LOS B during all peak periods with all approach movements at LOS B. To have an exclusive thru lane this would require the removal of some on-street parking near the intersection.

Table 6 – Signal with Left Turn Lane and One Thru and One Shared Thru and Right Turn Lane							
Intersection	Control	Peak Hour	Overall Int LOS/Avg Delay (Sec. per veh)	NB Approach LOS/Avg Delay (Sec. per veh)	SB Approach LOS/Avg Delay (Sec. per veh)	EB Approach LOS/Avg Delay (Sec. per veh)	WB Approach LOS/Avg Delay (Sec. per veh)
Citrus Street at Cameron Avenue	Signal	AM	B/ 12.0	B/ 11.7	B/ 12.5	B/ 11.9	B/ 11.8
		AFT	B/ 12.0	B/ 12.9	B/ 14.2	B/ 11.2	B/ 10.5
		PM	B/ 12.2	B/ 13.1	B/ 14.5	B/ 11.4	B/ 10.6

As seen in Table 4, if the intersection remained as unsignalized the intersection would continue to operate at LOS D with the EB approach on Cameron Avenue experiencing queues and delay during peak hours, dropping the LOS to E. Tables 5 and 6 illustrate if the intersection is converted to a signal the delay and queues would be less with operations at LOS B and C.

To determine if the intersection meets or exceeds thresholds for consideration of signalization, Warrants were examined. The following section outlines the warrant analysis that was undertaken.

TRAFFIC SIGNAL WARRANT ANALYSIS

When determining if an intersection should be considered for signalization, an engineering study that includes existing traffic conditions, pedestrian characteristics, and physical characteristics of the location is completed to determine whether installation of a traffic control signal is justified or warranted. The investigation of the need for a traffic control signal includes an analysis of factors related to existing operation and safety at the study location and the potential of a signal to improve safety. All installation of official traffic control is guided by the CAMUTCD Section 4C which outlines thresholds that should be met before the installation of a signal is to be considered, along with guidelines from the CVC and engineering judgement which bases its decision on a thorough field review of existing roadway characteristics and data collected.

Warrants are based on Traffic Counts collected on May 29, 2024 and Thursday, January 19, 2023, Friday, January 20, 2023, and Saturday, January 21, 2023 as well as collision data from 2021 to 2024. The Warrant Analysis was completed for multiple days and times in order to determine if the counts taken in January of 2023 represented normal traffic conditions for this intersection or if traffic conditions had changed from January 2023 to May 2024. Counts included Saturday to see if thresholds would still be exceeded on a Saturday when commute and school traffic is not present. Traffic Signal Warrant worksheets are included in the Appendix.

When comparing the collision data for the intersection it was found that the number of broadside collisions has been reduced compared to reported collisions from (2019 and 2020) with the introduction of Flashing Stop Signs; however, from residents comments a large percentage of vehicles are coasting thru and not obeying the right of way at the intersection. This is also seen in residents perceiving the intersection to be not as safe for pedestrians crossing at the intersection. The West Covina police department has been completing some spot enforcement at the intersection. One example was in April of 2024 from 8-10AM they issued 7 Failure to Yield Citations at the intersection.

It is important to install official traffic control devices only when they are warranted or justified. Per CAMUTCD Section 4B.03 Advantages and Disadvantages of Traffic Control Signals, it is stated that when properly used, traffic control signals are valuable devices for the control of vehicular and pedestrian traffic. They assign the right-of-way to the various traffic movements and thereby profoundly influence traffic flow. The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal[3]. A traffic control signal should not be installed unless an engineering study indicates that installing a traffic control signal will improve the overall safety and/or operation of the intersection. A traffic control signal should not be installed if it will seriously disrupt progressive traffic. When traffic control signals are installed at will without justification or with engineering judgment, they can result in one or more of the following:

- Excessive delay,
- Excessive disobedience of the signal indications,
- Increased use of less adequate routes as road users attempt to avoid the traffic control signals, and

[3] CAMUTCD Section 4C.01: Studies and Factors for Justifying Traffic Control Signals.

• Significant increases in the frequency of collisions (especially rear-end collisions).

TRAFFIC SIGNAL WARRANT DISCUSSION

The California Manual on Uniform Traffic Control Devices (CAMUTCD) lists 9 warrants for evaluating traffic signals:

- Warrant 1, Eight-hour vehicular volume
- Warrant 2, Four-hour vehicular volume
- Warrant 3, Peak hour vehicular volume
- Warrant 4, Pedestrian volume
- Warrant 5, School crossing
- Warrant 6, Coordinated signal system
- Warrant 7, Crash experience
- Warrant 8, Roadway network
- Warrant 9, Intersection near a grade crossing

The first three warrants are generally the most used and easiest to collect the necessary data (traffic counts). Other warrants can usually be ruled out if not applicable to a specific intersection under review.

Warrant 1 is the **Eight-Hour Vehicular Volume Warrant** and consists of two different conditions that can be met for the warrant to be satisfied. The Minimum Vehicle Volume warrant, Condition A, is intended for application at locations where a large volume of intersecting traffic is the principal reason for consideration of signal installation. The Interruption of Continuous Traffic, Condition B, is intended for application at locations where Condition A is not satisfied and where traffic volume on a major street is so heavy that the traffic on a minor intersection street suffers excessive delay or conflict in entering or crossing the major street. The California MUTCD also states that an intersection can be analyzed at a 70% reduction factor if the major street has a critical speed or 85th % over 40 MPH. The major street, Cameron Avenue, has a posted speed of 45 mph, with critical speed (85th percentile speeds) at 49. Therefore, the 70% reduction factor could be used in determining if minimum volume thresholds were met. (CAMUTCD Section 4C.01).

Warrant 2 is the **Four-Hour Vehicular Volume Warrant** and is intended to be applied where the volume of intersection traffic is the principal reason to consider installing a traffic control signal. The warrant is satisfied when the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 4 hours (any four 1-hour periods) of an average day falls above the curve shown on Exhibits 4C-1 and 4C-2 for any of the existing combination of approach lanes. In this case as well since the 85th% speed on Cameron Avenue was higher than 40 mph the 70% threshold could be used.

Warrant 3 is the **Peak Hour Warrant** and consists of two parts. The need for a traffic control signal shall be considered if either Part A or Part B is satisfied. The Peak Hour warrant is intended for use at locations where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street. Part A of this warrant is satisfied when the delay experienced by the traffic on the minor street exceeds four vehicle-hours, the volume on the minor street exceeds 150 vehicles per hour and the total volume entering the intersection exceeds 650

vehicles per hour. Part B of this warrant is satisfied when the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 1 hour (any four consecutive 15-minute periods) of an average day falls above the curve shown on Exhibits 4C-3 and 4C-4 for the existing combination of approach lanes. From Exhibits 4C-3 the lower threshold volume for a minor street approach with two lanes is 100 vehicles per hour. Cameron Avenue has a posted speed of 45 mph, with critical speed (85th percentile speeds) exceeding 40 mph so, the 70% reduction factor could be used in determining if minimum volume thresholds were met.

Warrant 4 is the **Pedestrian Volume Warrant**. The Pedestrian Volume warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street. There are two parts that can satisfy the warrant, part A and part B. Since the intersection is all-way stop controlled with marked crosswalks this warrant is not applicable.

Warrant 5 is the **School Crossing Warrant.** The School Crossing warrant is intended for application where school children, grades K-8, cross the major street is the principal reason for installing a traffic signal. The intersection of Cameron Avenue and Citrus Street is approximately 1,300-feet west of South Hills High School, which serves students between grades 9-12. The intersection of Cameron Avenue and Citrus Street is a stop-controlled intersection, and this warrant is specific for intersections that are not stop-controlled near a school. This warrant is not applicable.

Warrant 6 is the **Coordinated Signal System Warrant** and is intended to maintain proper platooning of vehicles. This warrant is satisfied if the distance to adjacent signalized intersections is greater than 1,000 feet and these adjacent signals do not provide adequate platooning and a proposed traffic control signal will provide a progressive signal operation. This warrant is not applicable since it is all-way stop controlled.

Warrant 7 is the **Crash Experience Warrant** and is intended for application where the severity and frequency of crashes are the principal reasons to consider installing a traffic control signal. To satisfy this warrant, 5 or more reported collisions susceptible to correction by a traffic signal should occur within a 12- month period. The collision data collected was SWITRS data from January 2021 to December 2023 (most recent available data) and Police Reports for 2024 collisions. The data showed that there were 0 collisions in 2020, 3 collisions in 2021, 3 in 2022, 5 reported collisions in 2023 and 1 collision in 2024. As of January 2023 the collision warrant was not met, however there were 5 reported collisions in 2023 so this warrant is met.

Warrant 8 is the **Roadway Network Warrant** and is intended to encourage concentration and organization of traffic flow on a roadway network. This warrant is applicable if the peak hour volumes of all approaches are greater than 1000 vehicles per hour to satisfy the first part of the warrant. Since this intersection is all-way stop controlled, this warrant is not applicable.

Warrant 9 is the **Intersection Near a Grade Crossing warrant** and is intended for use when signal Warrants 1 through 8 are not met, but the proximity of a grade crossing is the principal reason to installing a traffic control signal. There is no grade crossing in proximity to the Cameron Avenue and Citrus Street intersection, so this warrant is not applicable.

Only one of the nine traffic signal warrants must be met to be warranted for a traffic signal. A summary of signal warrants is shown in **Table 7** below. The full warrant sheets are included in the appendix.

Table 7: Summary of Intersection Warrants				
	Thursday, 1/19/2023	**Friday, 1/20/2023**	**Saturday, 1/21/2023**	**Wednesday 05/29/24**
Warrant CAMUTCD Section 4C	***Warrant Was Met Based on Volume***	***Warrant Was Met Based on Volume***	***Warrant Was Met Based on Volume***	***Warrant Was Met Based on Volume***
Traffic Signal Warrant 1, Eight-Hour Vehicular Volume	YES	YES	YES	YES
Traffic Signal Warrant 2, Four-Hour Vehicular Volume	YES	YES	YES	YES
Traffic Signal Warrant 3, Peak Hour	YES	YES	YES	YES
Traffic Signal Warrant 4, Pedestrian Volume	NO	NO	NO	NO
Traffic Signal Warrant 5, School Crossing	N/A	N/A	N/A	N/A
Traffic Signal Warrant 6, Coordinated Signal System	N/A	N/A	N/A	N/A
Traffic Signal Warrant 7, Crash Experience This Warrant was met after the January 2023 counts and initial 2023 study was prepared.	NO	NO	NO	YES
Traffic Signal Warrant 8, Roadway Network	N/A	N/A	N/A	N/A
Traffic Signal Warrant 9, Intersection Near a Grade Crossing	N/A	N/A	N/A	N/A

As shown in the table above, signal **Warrants 1, 2 and 3 and 7** were met under May 22,2024 count data. **Warrants 1, 2 and 3** (volume warrants) were met for all three days of the January 2023 counts. **Warrants 4, 5, 6, 8 and 9** were not met or were not applicable at the intersection. The signal warrant data sheets are included in the appendix of this report.

RECOMMENDATION

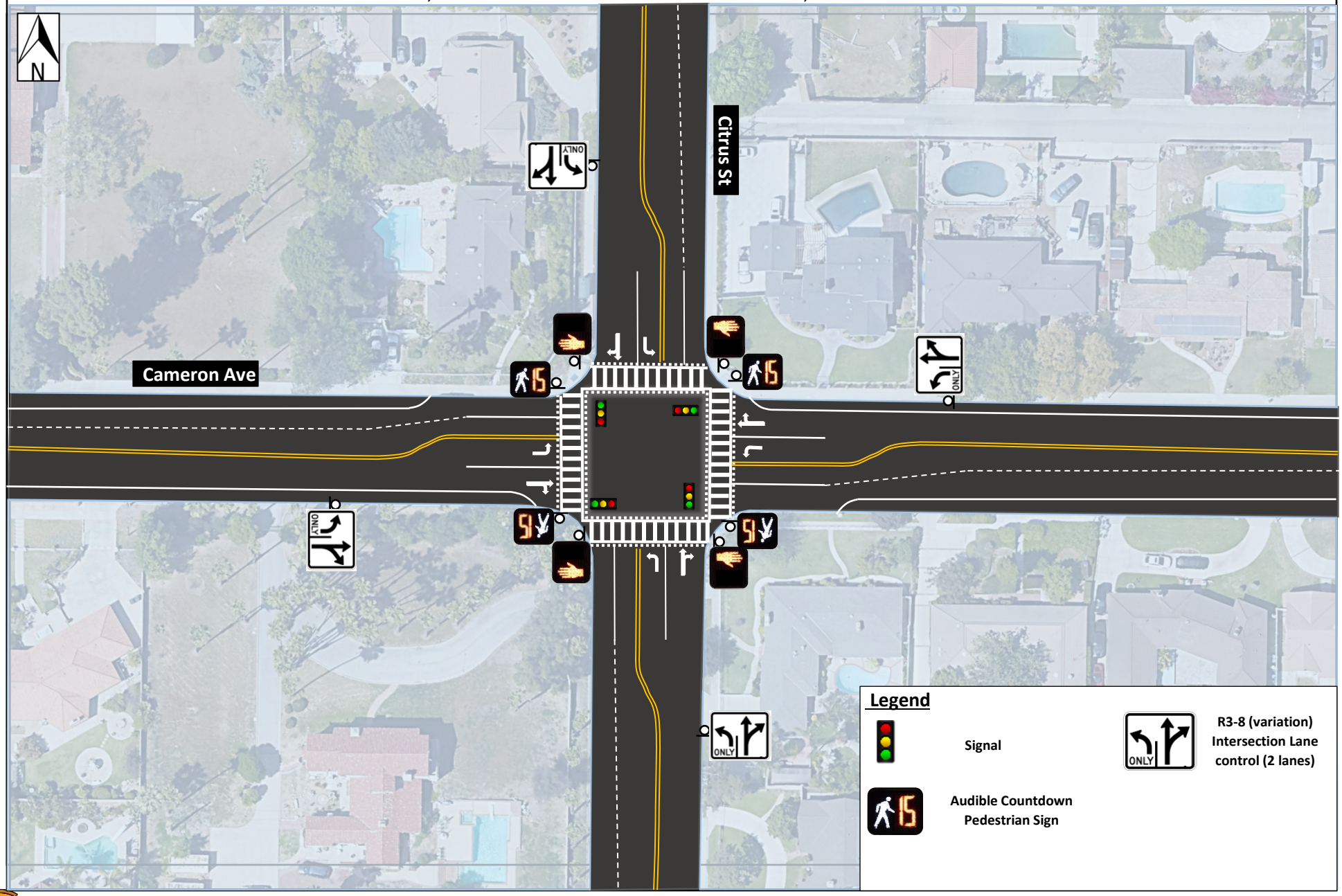
The report determined that Warrant 1 Eight Hour Vehicular Volume was met, Warrant 2 Four-Hour Vehicular Volume, Warrant 3 Peak Hour Vehicular Volume and Warrant 7 Crash Experience were met using the May 2024 counts. Using the January 2023 count and collision data Warrants 1, 2 and 3 were met.

Signals provide for the orderly movement of conflicting flows by alternately assigning right-of-way to various traffic movements. They may interrupt extremely heavy flows to permit the crossing of minor movements that could not otherwise move safely through an intersection.

When properly timed, a traffic signal increases the traffic handling capacity of an intersection, and when installed under conditions that justify its use, a signal is a valuable device for improving the safety and efficiency of both pedestrian and vehicular traffic. In particular, signals may reduce certain types of accidents, most notably right-angle (broadside) collisions (Highway Safety Manual, Table 14-7 Potential Crash Effect of Converting from Stop to Signal Control). But as mentioned earlier the satisfaction of signal warrants does not require the installation of a traffic signal.

Based on the peak hour intersection movement counts, the average daily traffic on Cameron Avenue and Citrus Street, and the satisfaction of Warrants 1, 2, 3 and 7, it is Engineering's recommendation that this intersection would benefit from the installation of a traffic signal.

PROPOSED CONCEPTUAL EXHIBIT: WEST COVINA, CA – CITRUS STREET AT CAMERON AVENUE; SIGNALIZED INTERSECTION



APPENDIX:

ATTACHMENT 1. Average Daily Traffic (ADT) Data

- 1.1: E Cameron Ave W/O S Citrus Street (5/29/2023)
- 1.2: E Cameron Ave E/O S Citrus Street (5/29/2023)
- 1.3: S Citrus Street N/O E Cameron Ave (5/29/2023)
- 1.4: S Citrus Street S/O E Cameron Ave (5/29/2023)
- 1.5: E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way (1/19/2023)
- 1.6: E Cameron Ave E/O S Citrus Street (1/19/2023)
- 1.7: S Citrus Street N/O E Cameron Ave (1/19/2023)
- 1.8: S Citrus Street S/O E Cameron Ave (1/19/2023)
- 1.9: E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way (1/20/2023)
- 1.10: E Cameron Ave E/O S Citrus Street (1/20/2023)
- 1.11: S Citrus Street N/O E Cameron Ave (1/20/2023)
- 1.12: S Citrus Street S/O E Cameron Ave (1/20/2023)
- 1.13: E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way (1/21/2023)
- 1.14: E Cameron Ave E/O S Citrus Street (1/21/2023)
- 1.15: S Citrus Street N/O E Cameron Ave (1/21/2023)
- 1.16: S Citrus Street S/O E Cameron Ave (1/21/2023)

ATTACHMENT 2. Peak Hour Intersection Count

- 2.1: Peak Hour Intersection Count for Cameron Avenue and Citrus Street (5/22/2024)
- 2.2: Peak Hour Intersection Count for Cameron Avenue and Citrus Street (1/26/23)

ATTACHMENT 3. Level of Service Analysis Sheets

- 3.1: Level of Service Summary for Existing Lane Configurations AM peak
- 3.2: Level of Service Summary for Existing Lane Configurations AFT peak
- 3.3: Level of Service Summary for Existing Lane Configurations PM peak
- 3.4: Level of Service Summary for Signal with Left Turn Pockets and Shared Thru Rt lane AM Peak
- 3.5: Level of Service Summary for Signal with Left Turn Pockets and Shared Thru Rt lane AFT Peak
- 3.6: Level of Service Summary for Signal with Left Turn Pockets and Shared Thru Rt lane PM Peak
- 3.7: Level of Service Summary for Signal with Left Turn Pockets, Thru Lane and Shared Thru Rt Lane AM Peak
- 3.8: Level of Service Summary for Signal with Left Turn Pockets, Thru Lane and Shared Thru Rt Lane AFT Peak
- 3.9: Level of Service Summary for Signal with Left Turn Pockets, Thru Lane and Shared Thru Rt Lane PM Peak

ATTACHMENT 4. **Traffic Signal Warrant Worksheets for Citrus Street and Cameron Avenue**

- 4.1: Traffic Signal Warrant Worksheets for Cameron Avenue and Citrus Street (May 29, 2024)
- 4.2: Traffic Signal Warrant Worksheets for Cameron Avenue and Citrus Street (1/19/2023)
- 4.3: Traffic Signal Warrant Worksheets for Cameron Avenue and Citrus Street (1/20/2023)
- 4.4: Traffic Signal Warrant Worksheets for Cameron Avenue and Citrus Street (1/21/2023)

Attachment 1.1: Average Daily Traffic Counts: E Cameron Ave W/O S Citrus Street (5/29/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave W/O S Citrus St

Day: Wednesday
Date: 5/29/2024

City: West Covina
Project #: CA24_020187_002

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	6,037	5,795	11,832

AM Period	NB	SB	EB		WB		TOTAL		PM Period	NB	SB	EB		WB		TOTAL	
00:00			9		10		19		12:00			80		106		186	
00:15			4		6		10		12:15			90		90		180	
00:30			9		8		17		12:30			84		95		179	
00:45			3	25	3	27	6	52	12:45			88	342	63	354	151	696
01:00			6		6		12		13:00			90		96		186	
01:15			2		5		7		13:15			84		97		181	
01:30			4		3		7		13:30			80		77		157	
01:45			3	15	3	17	6	32	13:45			74	328	86	356	160	684
02:00			1		5		6		14:00			102		96		198	
02:15			6		3		9		14:15			97		79		176	
02:30			1		2		3		14:30			123		104		227	
02:45			3	11	2	12	5	23	14:45			99	421	133	412	232	833
03:00			3		4		7		15:00			109		100		209	
03:15			1		1		2		15:15			106		85		191	
03:30			8		2		10		15:30			130		113		243	
03:45			7	19	5	12	12	31	15:45			131	476	132	430	263	906
04:00			4		5		9		16:00			121		99		220	
04:15			7		4		11		16:15			122		101		223	
04:30			16		8		24		16:30			133		80		213	
04:45			20	47	8	25	28	72	16:45			121	497	100	380	221	877
05:00			10		11		21		17:00			131		95		226	
05:15			20		13		33		17:15			119		114		233	
05:30			39		16		55		17:30			137		116		253	
05:45			39	108	20	60	59	168	17:45			132	519	86	411	218	930
06:00			30		28		58		18:00			126		91		217	
06:15			38		38		76		18:15			101		95		196	
06:30			54		73		127		18:30			110		89		199	
06:45			66	188	90	229	156	417	18:45			122	459	85	360	207	819
07:00			51		106		157		19:00			106		107		213	
07:15			83		136		219		19:15			70		98		168	
07:30			116		106		222		19:30			59		66		125	
07:45			104	354	118	466	222	820	19:45			68	303	89	360	157	663
08:00			114		111		225		20:00			80		74		154	
08:15			152		133		285		20:15			65		62		127	
08:30			99		116		215		20:30			56		61		117	
08:45			81	446	84	444	165	890	20:45			33	234	48	245	81	479
09:00			71		70		141		21:00			52		41		93	
09:15			86		61		147		21:15			34		38		72	
09:30			101		60		161		21:30			28		47		75	
09:45			96	354	80	271	176	625	21:45			27	141	37	163	64	304
10:00			73		81		154		22:00			17		45		62	
10:15			79		76		155		22:15			18		26		44	
10:30			80		56		136		22:30			21		26		47	
10:45			70	302	64	277	134	579	22:45			8	64	18	115	26	179
11:00			83		69		152		23:00			6		22		28	
11:15			85		87		172		23:15			13		9		22	
11:30			94		82		176		23:30			4		17		21	
11:45			90	352	66	304	156	656	23:45			9	32	17	65	26	97
TOTALS				2221		2144		4365	TOTALS				3816		3651		7467
SPLIT %				50.9%		49.1%		36.9%	SPLIT %				51.1%		48.9%		63.1%

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	6,037	5,795	11,832

AM Peak Hour			07:30	07:45	07:30	PM Peak Hour			17:00	15:30	15:30
AM Pk Volume			486	478	954	PM Pk Volume			519	445	949
Pk Hr Factor			0.799	0.898	0.837	Pk Hr Factor			0.947	0.843	0.902
7 - 9 Volume	0	0	800	910	1710	4 - 6 Volume	0	0	1016	791	1807
7 - 9 Peak Hour			07:30	07:45	07:30	4 - 6 Peak Hour			17:00	16:45	16:45
7 - 9 Pk Volume	0	0	486	478	954	4 - 6 Pk Volume	0	0	519	425	933
Pk Hr Factor	0.000	0.000	0.799	0.898	0.837	Pk Hr Factor	0.000	0.000	0.947	0.916	0.922

Attachment 1.2: Average Daily Traffic Counts: E Cameron Ave E/O S Citrus Street (5/29/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave E/O S Citrus St

Day: Wednesday
Date: 5/29/2024

City: West Covina
Project #: CA24_020187_001

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,863	6,010	11,873

AM Period	NB	SB	EB		WB		TOTAL		PM Period	NB	SB	EB		WB		TOTAL	
00:00			10		12		22		12:00			82		115		197	
00:15			3		4		7		12:15			80		104		184	
00:30			5		5		10		12:30			78		81		159	
00:45			4	22	2	23	6	45	12:45			85	325	70	370	155	695
01:00			5		3		8		13:00			78		106		184	
01:15			3		4		7		13:15			76		91		167	
01:30			4		2		6		13:30			69		74		143	
01:45			5	17	1	10	6	27	13:45			84	307	82	353	166	660
02:00			1		3		4		14:00			96		90		186	
02:15			5		3		8		14:15			84		77		161	
02:30			3		1		4		14:30			128		122		250	
02:45			4	13	1	8	5	21	14:45			95	403	167	456	262	859
03:00			3		5		8		15:00			95		116		211	
03:15			1		1		2		15:15			119		101		220	
03:30			7		3		10		15:30			146		173		319	
03:45			8	19	3	12	11	31	15:45			121	481	147	537	268	1018
04:00			3		3		6		16:00			124		104		228	
04:15			7		3		10		16:15			114		96		210	
04:30			15		7		22		16:30			133		89		222	
04:45			22	47	5	18	27	65	16:45			123	494	94	383	217	877
05:00			10		10		20		17:00			131		75		206	
05:15			25		11		36		17:15			113		116		229	
05:30			31		14		45		17:30			133		96		229	
05:45			32	98	24	59	56	157	17:45			130	507	89	376	219	883
06:00			33		25		58		18:00			126		92		218	
06:15			45		45		90		18:15			107		104		211	
06:30			61		69		130		18:30			90		100		190	
06:45			59	198	80	219	139	417	18:45			99	422	87	383	186	805
07:00			61		90		151		19:00			71		92		163	
07:15			97		132		229		19:15			60		75		135	
07:30			132		100		232		19:30			50		74		124	
07:45			120	410	108	430	228	840	19:45			66	247	75	316	141	563
08:00			121		157		278		20:00			62		71		133	
08:15			177		202		379		20:15			56		59		115	
08:30			110		162		272		20:30			44		46		90	
08:45			89	497	81	602	170	1099	20:45			39	201	46	222	85	423
09:00			77		70		147		21:00			48		28		76	
09:15			81		62		143		21:15			28		34		62	
09:30			103		74		177		21:30			29		41		70	
09:45			95	356	102	308	197	664	21:45			19	124	31	134	50	258
10:00			64		90		154		22:00			18		31		49	
10:15			73		75		148		22:15			20		27		47	
10:30			63		67		130		22:30			16		27		43	
10:45			62	262	67	299	129	561	22:45			12	66	17	102	29	168
11:00			74		72		146		23:00			9		24		33	
11:15			94		95		189		23:15			9		13		22	
11:30			73		93		166		23:30			5		11		16	
11:45			75	316	70	330	145	646	23:45			8	31	12	60	20	91
TOTALS				2255		2318		4573	TOTALS				3608		3692		7300
SPLIT %				49.3%		50.7%		38.5%	SPLIT %				49.4%		50.6%		61.5%

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,863	6,010	11,873

AM Peak Hour			07:30	07:45	07:45	PM Peak Hour	15:15	14:45	15:15
AM Pk Volume			550	629	1157	PM Pk Volume	510	557	1035
Pk Hr Factor			0.777	0.778	0.763	Pk Hr Factor	0.873	0.805	0.811
7 - 9 Volume	0	0	907	1032	1939	4 - 6 Volume	0	0	1001	759	1760
7 - 9 Peak Hour			07:30	07:45	07:45	4 - 6 Peak Hour			17:00	16:00	17:00
7 - 9 Pk Volume	0	0	550	629	1157	4 - 6 Pk Volume	0	0	507	383	883
Pk Hr Factor	0.000	0.000	0.777	0.778	0.763	Pk Hr Factor	0.000	0.000	0.953	0.921	0.964

Attachment 1.3: Average Daily Traffic Counts: S Citrus Street N/O E Cameron Ave (5/29/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St N/O E Cameron Ave

Day: Wednesday
Date: 5/29/2024

City: West Covina
Project #: CA24_020187_003

DAILY TOTALS	NB	SB	EB	WB	Total
	5,582	5,336	0	0	10,918

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	8		12				20		12:00	99		86				185	
00:15	3		5				8		12:15	96		82				178	
00:30	7		8				15		12:30	88		94				182	
00:45	8	26	6	31			14	57	12:45	76	359	90	352			166	711
01:00	4		7				11		13:00	79		74				153	
01:15	3		6				9		13:15	72		96				168	
01:30	4		4				8		13:30	87		86				173	
01:45	4	15	7	24			11	39	13:45	93	331	96	352			189	683
02:00	1		2				3		14:00	102		89				191	
02:15	1		5				6		14:15	92		72				164	
02:30	2		3				5		14:30	103		86				189	
02:45	0	4	4	14			4	18	14:45	131	428	95	342			226	770
03:00	1		0				1		15:00	122		108				230	
03:15	4		1				5		15:15	86		90				176	
03:30	2		0				2		15:30	135		103				238	
03:45	3	10	3	4			6	14	15:45	128	471	105	406			233	877
04:00	7		4				11		16:00	99		99				198	
04:15	5		2				7		16:15	97		99				196	
04:30	6		3				9		16:30	105		113				218	
04:45	7	25	10	19			17	44	16:45	80	381	82	393			162	774
05:00	12		5				17		17:00	89		107				196	
05:15	10		15				25		17:15	105		97				202	
05:30	28		11				39		17:30	101		120				221	
05:45	37	87	22	53			59	140	17:45	100	395	107	431			207	826
06:00	16		18				34		18:00	105		108				213	
06:15	28		20				48		18:15	83		103				186	
06:30	25		27				52		18:30	99		80				179	
06:45	42	111	39	104			81	215	18:45	84	371	122	413			206	784
07:00	40		51				91		19:00	131		104				235	
07:15	66		60				126		19:15	117		79				196	
07:30	75		86				161		19:30	70		70				140	
07:45	89	270	91	288			180	558	19:45	61	379	106	359			167	738
08:00	146		95				241		20:00	72		70				142	
08:15	147		80				227		20:15	58		69				127	
08:30	94		73				167		20:30	48		67				115	
08:45	78	465	71	319			149	784	20:45	33	211	63	269			96	480
09:00	71		66				137		21:00	34		56				90	
09:15	76		59				135		21:15	27		47				74	
09:30	79		59				138		21:30	23		47				70	
09:45	81	307	54	238			135	545	21:45	24	108	38	188			62	296
10:00	91		55				146		22:00	14		32				46	
10:15	86		76				162		22:15	14		32				46	
10:30	100		55				155		22:30	22		21				43	
10:45	87	364	56	242			143	606	22:45	6	56	23	108			29	164
11:00	92		70				162		23:00	8		29				37	
11:15	85		77				162		23:15	13		17				30	
11:30	102		72				174		23:30	7		16				23	
11:45	94	373	93	312			187	685	23:45	7	35	13	75			20	110
TOTALS		2057		1648				3705	TOTALS		3525		3688				7213
SPLIT %		55.5%		44.5%				33.9%	SPLIT %		48.9%		51.1%				66.1%

DAILY TOTALS	NB	SB	EB	WB	Total
	5,582	5,336	0	0	10,918

AM Peak Hour	07:45	11:45					07:45		PM Peak Hour	14:45	17:30					15:00	
AM Pk Volume	476	355					815		PM Pk Volume	474	438					877	
Pk Hr Factor	0.810	0.944					0.845		Pk Hr Factor	0.878	0.913					0.921	
7 - 9 Volume	735	607	0	0			1342		4 - 6 Volume	776	824	0	0			1600	
7 - 9 Peak Hour	07:45	07:30					07:45		4 - 6 Peak Hour	17:00	17:00					17:00	
7 - 9 Pk Volume	476	352	0	0			815		4 - 6 Pk Volume	395	431	0	0			826	
Pk Hr Factor	0.810	0.926	0.000	0.000			0.845		Pk Hr Factor	0.940	0.898	0.000	0.000			0.934	

Attachment 1.4: Average Daily Traffic Counts: S Citrus Street S/O E Cameron Ave (5/29/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St S/O E Cameron Ave

Day: Wednesday
Date: 5/29/2024

City: West Covina
Project #: CA24_020187_004

DAILY TOTALS	NB	SB	EB	WB	Total
	3,641	3,784	0	0	7,425

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	4		9				13		12:00	67		61				128	
00:15	2		3				5		12:15	54		64				118	
00:30	3		5				8		12:30	52		50				102	
00:45	7	16	3	20			10	36	12:45	42	215	66	241			108	456
01:00	1		2				3		13:00	43		60				103	
01:15	3		4				7		13:15	51		77				128	
01:30	3		2				5		13:30	63		70				133	
01:45	5	12	4	12			9	24	13:45	66	223	55	262			121	485
02:00	2		1				3		14:00	63		50				113	
02:15	0		5				5		14:15	53		44				97	
02:30	3		1				4		14:30	64		60				124	
02:45	1	6	3	10			4	16	14:45	67	247	69	223			136	470
03:00	0		0				0		15:00	59		75				134	
03:15	3		0				3		15:15	49		56				105	
03:30	1		1				2		15:30	79		91				170	
03:45	4	8	1	2			5	10	15:45	76	263	78	300			154	563
04:00	5		1				6		16:00	60		62				122	
04:15	4		0				4		16:15	64		69				133	
04:30	3		0				3		16:30	76		93				169	
04:45	5	17	3	4			8	21	16:45	64	264	58	282			122	546
05:00	12		4				16		17:00	68		66				134	
05:15	7		5				12		17:15	72		72				144	
05:30	17		6				23		17:30	69		72				141	
05:45	21	57	17	32			38	89	17:45	58	267	70	280			128	547
06:00	14		10				24		18:00	75		79				154	
06:15	20		12				32		18:15	55		78				133	
06:30	17		8				25		18:30	64		76				140	
06:45	27	78	21	51			48	129	18:45	58	252	121	354			179	606
07:00	43		28				71		19:00	101		94				195	
07:15	62		38				100		19:15	104		53				157	
07:30	59		48				107		19:30	48		65				113	
07:45	80	244	56	170			136	414	19:45	35	288	68	280			103	568
08:00	78		66				144		20:00	36		49				85	
08:15	79		56				135		20:15	36		53				89	
08:30	52		66				118		20:30	31		47				78	
08:45	56	265	38	226			94	491	20:45	29	132	51	200			80	332
09:00	53		42				95		21:00	24		37				61	
09:15	48		37				85		21:15	13		35				48	
09:30	57		49				106		21:30	15		32				47	
09:45	50	208	46	174			96	382	21:45	14	66	30	134			44	200
10:00	53		35				88		22:00	14		17				31	
10:15	54		49				103		22:15	11		28				39	
10:30	64		47				111		22:30	10		15				25	
10:45	53	224	33	164			86	388	22:45	5	40	17	77			22	117
11:00	65		55				120		23:00	6		26				32	
11:15	61		52				113		23:15	3		15				18	
11:30	48		50				98		23:30	5		7				12	
11:45	56	230	74	231			130	461	23:45	5	19	7	55			12	74
TOTALS		1365		1096				2461	TOTALS		2276		2688				4964
SPLIT %		55.5%		44.5%				33.1%	SPLIT %		45.9%		54.1%				66.9%

DAILY TOTALS	NB	SB	EB	WB	Total
	3,641	3,784	0	0	7,425

AM Peak Hour	07:30	11:30					07:45		PM Peak Hour	18:30	18:15					18:30		
AM Pk Volume	296	249					533		PM Pk Volume	327	369					671		
Pk Hr Factor	0.925	0.841					0.925		Pk Hr Factor	0.786	0.762					0.860		
7 - 9 Volume	509	396	0	0			905		4 - 6 Volume	531	562	0	0			1093		
7 - 9 Peak Hour	07:30	07:45					07:45		4 - 6 Peak Hour	16:30	16:30					16:30		
7 - 9 Pk Volume	296	244	0	0			533		4 - 6 Pk Volume	280	289	0	0			569		
Pk Hr Factor	0.925	0.924	0.000	0.000			0.925		Pk Hr Factor	0.921	0.777	0.000	0.000			0.842		

Attachment 1.5: Average Daily Traffic Counts: E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way (1/19/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way

Day: Thursday
Date: 1/19/2023

City: West Covina
Project #: CA22_020021_001

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,527	5,649	11,176

AM Period	NB	SB	EB	WB	TOTAL	PM Period	NB	SB	EB	WB	TOTAL
00:00	0	0	3	8	11	12:00	0	0	70	80	150
00:15	0	0	2	4	6	12:15	0	0	77	78	155
00:30	0	0	2	2	4	12:30	0	0	82	77	159
00:45	0	0	2 9	4 18	6 27	12:45	0	0	100 329	68 303	168 632
01:00	0	0	2	6	8	13:00	0	0	88	81	169
01:15	0	0	6	5	11	13:15	0	0	70	74	144
01:30	0	0	6	2	8	13:30	0	0	92	80	172
01:45	0	0	2 16	3 16	5 32	13:45	0	0	95 345	116 351	211 696
02:00	0	0	0	3	3	14:00	0	0	78	87	165
02:15	0	0	2	4	6	14:15	0	0	118	83	201
02:30	0	0	4	2	6	14:30	0	0	115	91	206
02:45	0	0	9 15	2 11	11 26	14:45	0	0	120 431	111 372	231 803
03:00	0	0	2	2	4	15:00	0	0	84	100	184
03:15	0	0	3	2	5	15:15	0	0	131	97	228
03:30	0	0	2	5	7	15:30	0	0	115	123	238
03:45	0	0	7 14	1 10	8 24	15:45	0	0	133 463	122 442	255 905
04:00	0	0	4	6	10	16:00	0	0	105	92	197
04:15	0	0	11	6	17	16:15	0	0	141	129	270
04:30	0	0	14	3	17	16:30	0	0	120	94	214
04:45	0	0	13 42	8 23	21 65	16:45	0	0	136 502	124 439	260 941
05:00	0	0	19	2	21	17:00	0	0	133	108	241
05:15	0	0	19	10	29	17:15	0	0	113	100	213
05:30	0	0	27	13	40	17:30	0	0	118	84	202
05:45	0	0	34 99	19 44	53 143	17:45	0	0	120 484	101 393	221 877
06:00	0	0	24	28	52	18:00	0	0	108	83	191
06:15	0	0	34	36	70	18:15	0	0	90	92	182
06:30	0	0	50	63	113	18:30	0	0	92	67	159
06:45	0	0	66 174	78 205	144 379	18:45	0	0	83 373	75 317	158 690
07:00	0	0	55	99	154	19:00	0	0	69	67	136
07:15	0	0	87	138	225	19:15	0	0	55	67	122
07:30	0	0	103	129	232	19:30	0	0	49	43	92
07:45	0	0	108 353	148 514	256 867	19:45	0	0	50 223	51 228	101 451
08:00	0	0	132	149	281	20:00	0	0	40	58	98
08:15	0	0	137	175	312	20:15	0	0	49	62	111
08:30	0	0	97	154	251	20:30	0	0	35	57	92
08:45	0	0	87 453	89 567	176 1020	20:45	0	0	36 160	46 223	82 383
09:00	0	0	59	76	135	21:00	0	0	24	46	70
09:15	0	0	77	56	133	21:15	0	0	21	53	74
09:30	0	0	76	68	144	21:30	0	0	24	32	56
09:45	0	0	64 276	69 269	133 545	21:45	0	0	25 94	34 165	59 259
10:00	0	0	72	76	148	22:00	0	0	24	47	71
10:15	0	0	84	91	175	22:15	0	0	18	29	47
10:30	0	0	71	72	143	22:30	0	0	14	29	43
10:45	0	0	72 299	66 305	138 604	22:45	0	0	17 73	23 128	40 201
11:00	0	0	52	52	104	23:00	0	0	10	23	33
11:15	0	0	58	57	115	23:15	0	0	15	17	32
11:30	0	0	74	67	141	23:30	0	0	11	10	21
11:45	0	0	67 251	69 245	136 496	23:45	0	0	13 49	11 61	24 110
TOTALS			2001	2227	4228	TOTALS			3526	3422	6948
SPLIT %			47.3%	52.7%	37.8%	SPLIT %			50.7%	49.3%	62.2%

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,527	5,649	11,176

AM Peak Hour			07:30	07:45	07:45	PM Peak Hour			16:15	15:30	16:15
AM Pk Volume			480	626	1100	PM Pk Volume			530	466	985
Pk Hr Factor			0.876	0.894	0.881	Pk Hr Factor			0.940	0.903	0.912
7 - 9 Volume	0	0	806	1081	1887	4 - 6 Volume	0	0	986	832	1818
7 - 9 Peak Hour			07:30	07:45	07:45	4 - 6 Peak Hour			16:15	16:15	16:15
7 - 9 Pk Volume	0	0	480	626	1100	4 - 6 Pk Volume	0	0	530	455	985
Pk Hr Factor	0.000	0.000	0.876	0.894	0.881	Pk Hr Factor	0.000	0.000	0.940	0.882	0.912

Attachment 1.6: Average Daily Traffic Counts: E Cameron Ave E/O S Citrus Street (1/19/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave E/O S Citrus St

Day: Thursday
Date: 1/19/2023

City: West Covina
Project #: CA22_020025_001

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,431	5,482	10,913

AM Period	NB	SB	EB		WB		TOTAL		PM Period	NB	SB	EB		WB		TOTAL	
00:00	0	0	8		7		15		12:00	0	0	66		73		139	
00:15	0	0	3		7		10		12:15	0	0	82		95		177	
00:30	0	0	3		8		11		12:30	0	0	97		70		167	
00:45	0	0	2	16	8	30	10	46	12:45	0	0	69	314	64	302	133	616
01:00	0	0	4		2		6		13:00	0	0	80		77		157	
01:15	0	0	0		2		2		13:15	0	0	54		61		115	
01:30	0	0	2		1		3		13:30	0	0	82		91		173	
01:45	0	0	3	9	1	6	4	15	13:45	0	0	82	298	155	384	237	682
02:00	0	0	1		0		1		14:00	0	0	75		81		156	
02:15	0	0	0		3		3		14:15	0	0	100		80		180	
02:30	0	0	2		2		4		14:30	0	0	139		110		249	
02:45	0	0	8	11	2	7	10	18	14:45	0	0	108	422	128	399	236	821
03:00	0	0	2		4		6		15:00	0	0	103		94		197	
03:15	0	0	5		3		8		15:15	0	0	127		97		224	
03:30	0	0	3		2		5		15:30	0	0	138		171		309	
03:45	0	0	7	17	2	11	9	28	15:45	0	0	137	505	146	508	283	####
04:00	0	0	4		5		9		16:00	0	0	108		93		201	
04:15	0	0	9		8		17		16:15	0	0	149		138		287	
04:30	0	0	17		4		21		16:30	0	0	124		112		236	
04:45	0	0	15	45	6	23	21	68	16:45	0	0	135	516	110	453	245	969
05:00	0	0	15		2		17		17:00	0	0	132		112		244	
05:15	0	0	21		12		33		17:15	0	0	116		105		221	
05:30	0	0	23		14		37		17:30	0	0	100		85		185	
05:45	0	0	29	88	14	42	43	130	17:45	0	0	104	452	93	395	197	847
06:00	0	0	25		30		55		18:00	0	0	98		82		180	
06:15	0	0	44		39		83		18:15	0	0	77		78		155	
06:30	0	0	58		55		113		18:30	0	0	74		50		124	
06:45	0	0	65	192	71	195	136	387	18:45	0	0	65	314	69	279	134	593
07:00	0	0	72		95		167		19:00	0	0	47		75		122	
07:15	0	0	90		133		223		19:15	0	0	47		58		105	
07:30	0	0	122		109		231		19:30	0	0	45		32		77	
07:45	0	0	135	419	155	492	290	911	19:45	0	0	44	183	41	206	85	389
08:00	0	0	158		187		345		20:00	0	0	32		54		86	
08:15	0	0	186		141		327		20:15	0	0	42		44		86	
08:30	0	0	117		105		222		20:30	0	0	35		49		84	
08:45	0	0	76	537	86	519	162	1056	20:45	0	0	28	137	37	184	65	321
09:00	0	0	55		74		129		21:00	0	0	29		40		69	
09:15	0	0	77		66		143		21:15	0	0	27		54		81	
09:30	0	0	65		62		127		21:30	0	0	16		28		44	
09:45	0	0	64	261	57	259	121	520	21:45	0	0	18	90	32	154	50	244
10:00	0	0	71		55		126		22:00	0	0	22		45		67	
10:15	0	0	70		72		142		22:15	0	0	14		29		43	
10:30	0	0	59		64		123		22:30	0	0	15		24		39	
10:45	0	0	60	260	53	244	113	504	22:45	0	0	14	65	16	114	30	179
11:00	0	0	50		48		98		23:00	0	0	6		20		26	
11:15	0	0	54		51		105		23:15	0	0	9		16		25	
11:30	0	0	66		61		127		23:30	0	0	14		8		22	
11:45	0	0	71	241	63	223	134	464	23:45	0	0	10	39	9	53	19	92
TOTALS			2096		2051		4147		TOTALS			3335		3431		6766	
SPLIT %			50.5%		49.5%		38.0%		SPLIT %			49.3%		50.7%		62.0%	

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,431	5,482	10,913

AM Peak Hour			07:30		07:30		07:30		PM Peak Hour			16:15		15:30		15:30		
AM Pk Volume			601		592		1193		PM Pk Volume			540		548		1080		
Pk Hr Factor			0.808		0.791		0.864		Pk Hr Factor			0.906		0.801		0.874		
7 - 9 Volume	0	0	956		1011		1967		4 - 6 Volume	0	0	968		848		1816		
7 - 9 Peak Hour			07:30		07:30		07:30		4 - 6 Peak Hour			16:15		16:15		16:15		
7 - 9 Pk Volume	0	0	601		592		1193		4 - 6 Pk Volume	0	0	540		472		1012		
Pk Hr Factor	0.000	0.000	0.808		0.791		0.864		Pk Hr Factor	0.000	0.000	0.906		0.855		0.882		

Attachment 1.7: Average Daily Traffic Counts: S Citrus Street N/O E Cameron Ave (1/19/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St N/O E Cameron Ave

Day: Thursday
Date: 1/19/2023

City: West Covina
Project #: CA22_020025_002

DAILY TOTALS	NB	SB	EB	WB	Total
	4,926	4,957	0	0	9,883

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	2		7		0	0	9		12:00	72		76		0	0	148	
00:15	1		4		0	0	5		12:15	92		77		0	0	169	
00:30	2		4		0	0	6		12:30	76		98		0	0	174	
00:45	1	6	2	17	0	0	3	23	12:45	89	329	71	322	0	0	160	651
01:00	2		5		0	0	7		13:00	99		74		0	0	173	
01:15	2		4		0	0	6		13:15	70		63		0	0	133	
01:30	1		2		0	0	3		13:30	85		77		0	0	162	
01:45	0	5	7	18	0	0	7	23	13:45	119	373	80	294	0	0	199	667
02:00	2		7		0	0	9		14:00	73		81		0	0	154	
02:15	3		0		0	0	3		14:15	85		78		0	0	163	
02:30	2		3		0	0	5		14:30	104		100		0	0	204	
02:45	2	9	2	12	0	0	4	21	14:45	117	379	113	372	0	0	230	751
03:00	0		3		0	0	3		15:00	89		107		0	0	196	
03:15	3		3		0	0	6		15:15	81		93		0	0	174	
03:30	1		7		0	0	8		15:30	129		106		0	0	235	
03:45	4	8	4	17	0	0	8	25	15:45	115	414	88	394	0	0	203	808
04:00	5		2		0	0	7		16:00	112		85		0	0	197	
04:15	8		5		0	0	13		16:15	100		97		0	0	197	
04:30	7		5		0	0	12		16:30	87		95		0	0	182	
04:45	8	28	5	17	0	0	13	45	16:45	113	412	101	378	0	0	214	790
05:00	13		7		0	0	20		17:00	88		108		0	0	196	
05:15	18		5		0	0	23		17:15	89		86		0	0	175	
05:30	22		7		0	0	29		17:30	96		85		0	0	181	
05:45	33	86	19	38	0	0	52	124	17:45	82	355	91	370	0	0	173	725
06:00	24		14		0	0	38		18:00	93		89		0	0	182	
06:15	21		17		0	0	38		18:15	68		89		0	0	157	
06:30	27		29		0	0	56		18:30	66		94		0	0	160	
06:45	42	114	37	97	0	0	79	211	18:45	69	296	70	342	0	0	139	638
07:00	39		40		0	0	79		19:00	65		87		0	0	152	
07:15	66		73		0	0	139		19:15	54		61		0	0	115	
07:30	79		79		0	0	158		19:30	48		69		0	0	117	
07:45	108	292	83	275	0	0	191	567	19:45	49	216	50	267	0	0	99	483
08:00	112		113		0	0	225		20:00	51		61		0	0	112	
08:15	110		117		0	0	227		20:15	37		79		0	0	116	
08:30	93		80		0	0	173		20:30	33		52		0	0	85	
08:45	77	392	52	362	0	0	129	754	20:45	26	147	53	245	0	0	79	392
09:00	75		65		0	0	140		21:00	27		47		0	0	74	
09:15	73		40		0	0	113		21:15	31		55		0	0	86	
09:30	70		64		0	0	134		21:30	21		36		0	0	57	
09:45	76	294	66	235	0	0	142	529	21:45	30	109	31	169	0	0	61	278
10:00	63		81		0	0	144		22:00	15		36		0	0	51	
10:15	77		55		0	0	132		22:15	22		20		0	0	42	
10:30	58		47		0	0	105		22:30	16		33		0	0	49	
10:45	65	263	58	241	0	0	123	504	22:45	10	63	22	111	0	0	32	174
11:00	64		59		0	0	123		23:00	10		30		0	0	40	
11:15	70		68		0	0	138		23:15	14		21		0	0	35	
11:30	87		73		0	0	160		23:30	12		16		0	0	28	
11:45	75	296	85	285	0	0	160	581	23:45	4	40	12	79	0	0	16	119
TOTALS	1793		1614				3407		TOTALS	3133		3343				6476	
SPLIT %	52.6%		47.4%				34.5%		SPLIT %	48.4%		51.6%				65.5%	

DAILY TOTALS	NB	SB	EB	WB	Total
	4,926	4,957	0	0	9,883

AM Peak Hour	07:45	07:45			07:45	PM Peak Hour	15:30	14:45			14:45
AM Pk Volume	423	393			816	PM Pk Volume	456	419			835
Pk Hr Factor	0.944	0.840			0.899	Pk Hr Factor	0.884	0.927			0.888
7 - 9 Volume	684	637	0	0	1321	4 - 6 Volume	767	748	0	0	1515
7 - 9 Peak Hour	07:45	07:45			07:45	4 - 6 Peak Hour	16:00	16:15			16:00
7 - 9 Pk Volume	423	393	0	0	816	4 - 6 Pk Volume	412	401	0	0	790
Pk Hr Factor	0.944	0.840	0.000	0.000	0.899	Pk Hr Factor	0.912	0.928	0.000	0.000	0.923

Attachment 1.8: Average Daily Traffic Counts: S Citrus Street S/O E Cameron Ave (1/19/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St S/O E Cameron Ave

Day: Thursday
Date: 1/19/2023

City: West Covina
Project #: CA22_020025_003

DAILY TOTALS	NB	SB	EB	WB	Total
	3,160	3,271	0	0	6,431

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	1		5		0	0	6		12:00	48		47		0	0	95	
00:15	2		7		0	0	9		12:15	59		52		0	0	111	
00:30	1		7		0	0	8		12:30	53		56		0	0	109	
00:45	2	6	4	23	0	0	6	29	12:45	49	209	51	206	0	0	100	415
01:00	2		5		0	0	7		13:00	73		56		0	0	129	
01:15	2		1		0	0	3		13:15	51		42		0	0	93	
01:30	0		2		0	0	2		13:30	53		53		0	0	106	
01:45	1	5	4	12	0	0	5	17	13:45	56	233	54	205	0	0	110	438
02:00	2		4		0	0	6		14:00	44		45		0	0	89	
02:15	1		1		0	0	2		14:15	46		53		0	0	99	
02:30	1		3		0	0	4		14:30	73		58		0	0	131	
02:45	0	4	1	9	0	0	1	13	14:45	67	230	89	245	0	0	156	475
03:00	0		2		0	0	2		15:00	67		72		0	0	139	
03:15	2		2		0	0	4		15:15	57		61		0	0	118	
03:30	1		3		0	0	4		15:30	76		67		0	0	143	
03:45	3	6	2	9	0	0	5	15	15:45	69	269	66	266	0	0	135	535
04:00	3		2		0	0	5		16:00	81		52		0	0	133	
04:15	4		4		0	0	8		16:15	55		67		0	0	122	
04:30	3		1		0	0	4		16:30	57		63		0	0	120	
04:45	3	13	1	8	0	0	4	21	16:45	71	264	62	244	0	0	133	508
05:00	7		5		0	0	12		17:00	56		68		0	0	124	
05:15	13		5		0	0	18		17:15	46		63		0	0	109	
05:30	15		3		0	0	18		17:30	39		59		0	0	98	
05:45	22	57	8	21	0	0	30	78	17:45	49	190	72	262	0	0	121	452
06:00	14		7		0	0	21		18:00	55		70		0	0	125	
06:15	17		5		0	0	22		18:15	36		68		0	0	104	
06:30	25		12		0	0	37		18:30	33		65		0	0	98	
06:45	28	84	20	44	0	0	48	128	18:45	45	169	46	249	0	0	91	418
07:00	37		25		0	0	62		19:00	30		75		0	0	105	
07:15	52		41		0	0	93		19:15	30		39		0	0	69	
07:30	68		38		0	0	106		19:30	29		45		0	0	74	
07:45	83	240	57	161	0	0	140	401	19:45	33	122	25	184	0	0	58	306
08:00	79		59		0	0	138		20:00	29		41		0	0	70	
08:15	86		71		0	0	157		20:15	23		50		0	0	73	
08:30	60		56		0	0	116		20:30	22		35		0	0	57	
08:45	46	271	38	224	0	0	84	495	20:45	16	90	35	161	0	0	51	251
09:00	52		41		0	0	93		21:00	21		36		0	0	57	
09:15	46		30		0	0	76		21:15	12		28		0	0	40	
09:30	51		46		0	0	97		21:30	11		31		0	0	42	
09:45	57	206	39	156	0	0	96	362	21:45	18	62	24	119	0	0	42	181
10:00	50		39		0	0	89		22:00	7		27		0	0	34	
10:15	47		27		0	0	74		22:15	14		16		0	0	30	
10:30	29		28		0	0	57		22:30	10		25		0	0	35	
10:45	43	169	32	126	0	0	75	295	22:45	8	39	13	81	0	0	21	120
11:00	42		43		0	0	85		23:00	5		23		0	0	28	
11:15	46		42		0	0	88		23:15	8		19		0	0	27	
11:30	62		52		0	0	114		23:30	5		7		0	0	12	
11:45	51	201	60	197	0	0	111	398	23:45	3	21	10	59	0	0	13	80
TOTALS		1262		990				2252	TOTALS		1898		2281				4179
SPLIT %		56.0%		44.0%				35.0%	SPLIT %		45.4%		54.6%				65.0%

DAILY TOTALS	NB	SB	EB	WB	Total
	3,160	3,271	0	0	6,431

AM Peak Hour	07:30	07:45			07:45	PM Peak Hour	15:15	14:45			14:45
AM Pk Volume	316	243			551	PM Pk Volume	283	289			556
Pk Hr Factor	0.919	0.856			0.877	Pk Hr Factor	0.873	0.812			0.891
7 - 9 Volume	511	385	0	0	896	4 - 6 Volume	454	506	0	0	960
7 - 9 Peak Hour	07:30	07:45			07:45	4 - 6 Peak Hour	16:00	17:00			16:00
7 - 9 Pk Volume	316	243	0	0	551	4 - 6 Pk Volume	264	262	0	0	508
Pk Hr Factor	0.919	0.856	0.000	0.000	0.877	Pk Hr Factor	0.815	0.910	0.000	0.000	0.955

Attachment 1.9: Average Daily Traffic Counts: E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way (1/20/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way

Day: Friday
Date: 1/20/2023

City: West Covina
Project #: CA22_020021_001

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,851	5,586	11,437

AM Period	NB	SB	EB		WB		TOTAL		PM Period	NB	SB	EB		WB		TOTAL	
00:00	0	0	4		13		17		12:00	0	0	64		75		139	
00:15	0	0	4		7		11		12:15	0	0	93		76		169	
00:30	0	0	2		3		5		12:30	0	0	82		91		173	
00:45	0	0	2	12	4	27	6	39	12:45	0	0	97	336	75	317	172	653
01:00	0	0	3		6		9		13:00	0	0	77		92		169	
01:15	0	0	6		7		13		13:15	0	0	93		74		167	
01:30	0	0	6		3		9		13:30	0	0	79		79		158	
01:45	0	0	3	18	4	20	7	38	13:45	0	0	113	362	88	333	201	695
02:00	0	0	2		1		3		14:00	0	0	116		106		222	
02:15	0	0	3		6		9		14:15	0	0	103		81		184	
02:30	0	0	2		3		5		14:30	0	0	128		108		236	
02:45	0	0	5	12	2	12	7	24	14:45	0	0	117	464	127	422	244	886
03:00	0	0	3		1		4		15:00	0	0	127		110		237	
03:15	0	0	4		0		4		15:15	0	0	123		118		241	
03:30	0	0	2		2		4		15:30	0	0	138		138		276	
03:45	0	0	1	10	1	4	2	14	15:45	0	0	120	508	110	476	230	984
04:00	0	0	5		6		11		16:00	0	0	141		105		246	
04:15	0	0	4		8		12		16:15	0	0	155		104		259	
04:30	0	0	9		8		17		16:30	0	0	143		112		255	
04:45	0	0	16	34	8	30	24	64	16:45	0	0	132	571	101	422	233	993
05:00	0	0	18		8		26		17:00	0	0	135		105		240	
05:15	0	0	23		12		35		17:15	0	0	139		120		259	
05:30	0	0	27		13		40		17:30	0	0	123		92		215	
05:45	0	0	32	100	14	47	46	147	17:45	0	0	131	528	113	430	244	958
06:00	0	0	16		21		37		18:00	0	0	127		81		208	
06:15	0	0	27		26		53		18:15	0	0	109		97		206	
06:30	0	0	40		30		70		18:30	0	0	106		106		212	
06:45	0	0	38	121	56	133	94	254	18:45	0	0	101	443	84	368	185	811
07:00	0	0	54		68		122		19:00	0	0	84		83		167	
07:15	0	0	81		91		172		19:15	0	0	74		52		126	
07:30	0	0	82		96		178		19:30	0	0	69		60		129	
07:45	0	0	111	328	97	352	208	680	19:45	0	0	56	283	76	271	132	554
08:00	0	0	117		125		242		20:00	0	0	55		73		128	
08:15	0	0	111		147		258		20:15	0	0	51		62		113	
08:30	0	0	92		135		227		20:30	0	0	59		64		123	
08:45	0	0	70	390	74	481	144	871	20:45	0	0	46	211	52	251	98	462
09:00	0	0	67		69		136		21:00	0	0	30		52		82	
09:15	0	0	70		72		142		21:15	0	0	27		48		75	
09:30	0	0	79		50		129		21:30	0	0	34		48		82	
09:45	0	0	71	287	59	250	130	537	21:45	0	0	26	117	60	208	86	325
10:00	0	0	60		55		115		22:00	0	0	28		44		72	
10:15	0	0	54		71		125		22:15	0	0	23		31		54	
10:30	0	0	70		63		133		22:30	0	0	28		45		73	
10:45	0	0	77	261	62	251	139	512	22:45	0	0	19	98	29	149	48	247
11:00	0	0	61		51		112		23:00	0	0	17		23		40	
11:15	0	0	71		66		137		23:15	0	0	17		17		34	
11:30	0	0	71		71		142		23:30	0	0	21		13		34	
11:45	0	0	87	290	72	260	159	550	23:45	0	0	12	67	19	72	31	139
TOTALS				1863		1867		3730	TOTALS				3988		3719		7707
SPLIT %				49.9%		50.1%		32.6%	SPLIT %				51.7%		48.3%		67.4%

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,851	5,586	11,437

AM Peak Hour			07:45	07:45	07:45	16:00	14:45	15:30
AM Pk Volume			431	504	935	571	493	1011
Pk Hr Factor			0.921	0.857	0.906	0.921	0.893	0.916
7 - 9 Volume	0	0	718	833	1551	1099	852	1951
7 - 9 Peak Hour			07:45	07:45	07:45	16:00	16:30	16:00
7 - 9 Pk Volume	0	0	431	504	935	571	438	993
Pk Hr Factor	0.000	0.000	0.921	0.857	0.906	0.921	0.913	0.958
4 - 6 Volume	0	0	1099	852	1951			
4 - 6 Peak Hour			16:00	16:30	16:00			
4 - 6 Pk Volume	0	0	571	438	993			
Pk Hr Factor	0.000	0.000	0.921	0.913	0.958			

Attachment 1.10: Average Daily Traffic Counts: E Cameron Ave E/O S Citrus Street (1/20/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave E/O S Citrus St

Day: Friday
Date: 1/20/2023

City: West Covina
Project #: CA22_020025_001

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,707	5,454	11,161

AM Period	NB	SB	EB		WB		TOTAL		PM Period	NB	SB	EB		WB		TOTAL	
00:00	0	0	5		8		13		12:00	0	0	59		63		122	
00:15	0	0	3		6		9		12:15	0	0	83		65		148	
00:30	0	0	5		2		7		12:30	0	0	66		105		171	
00:45	0	0	2	15	4	20	6	35	12:45	0	0	101	309	75	308	176	617
01:00	0	0	7		6		13		13:00	0	0	68		83		151	
01:15	0	0	4		4		8		13:15	0	0	88		56		144	
01:30	0	0	5		3		8		13:30	0	0	87		75		162	
01:45	0	0	3	19	2	15	5	34	13:45	0	0	100	343	86	300	186	643
02:00	0	0	1		0		1		14:00	0	0	119		118		237	
02:15	0	0	3		3		6		14:15	0	0	106		76		182	
02:30	0	0	2		0		2		14:30	0	0	117		99		216	
02:45	0	0	5	11	4	7	9	18	14:45	0	0	119	461	166	459	285	920
03:00	0	0	2		1		3		15:00	0	0	110		115		225	
03:15	0	0	4		0		4		15:15	0	0	133		99		232	
03:30	0	0	3		3		6		15:30	0	0	136		179		315	
03:45	0	0	6	15	1	5	7	20	15:45	0	0	111	490	127	520	238	####
04:00	0	0	7		2		9		16:00	0	0	133		104		237	
04:15	0	0	6		6		12		16:15	0	0	160		103		263	
04:30	0	0	9		8		17		16:30	0	0	154		122		276	
04:45	0	0	17	39	8	24	25	63	16:45	0	0	140	587	108	437	248	####
05:00	0	0	17		5		22		17:00	0	0	135		99		234	
05:15	0	0	22		6		28		17:15	0	0	143		99		242	
05:30	0	0	25		12		37		17:30	0	0	131		86		217	
05:45	0	0	30	94	17	40	47	134	17:45	0	0	126	535	101	385	227	920
06:00	0	0	19		28		47		18:00	0	0	109		75		184	
06:15	0	0	33		28		61		18:15	0	0	101		87		188	
06:30	0	0	57		35		92		18:30	0	0	99		92		191	
06:45	0	0	55	164	52	143	107	307	18:45	0	0	101	410	78	332	179	742
07:00	0	0	48		65		113		19:00	0	0	78		78		156	
07:15	0	0	86		90		176		19:15	0	0	72		55		127	
07:30	0	0	103		99		202		19:30	0	0	63		55		118	
07:45	0	0	128	365	123	377	251	742	19:45	0	0	53	266	57	245	110	511
08:00	0	0	134		141		275		20:00	0	0	38		43		81	
08:15	0	0	177		215		392		20:15	0	0	57		60		117	
08:30	0	0	102		155		257		20:30	0	0	48		46		94	
08:45	0	0	62	475	74	585	136	####	20:45	0	0	30	173	52	201	82	374
09:00	0	0	59		58		117		21:00	0	0	34		52		86	
09:15	0	0	54		72		126		21:15	0	0	29		44		73	
09:30	0	0	68		52		120		21:30	0	0	35		42		77	
09:45	0	0	63	244	47	229	110	473	21:45	0	0	24	122	40	178	64	300
10:00	0	0	63		45		108		22:00	0	0	24		43		67	
10:15	0	0	42		55		97		22:15	0	0	15		28		43	
10:30	0	0	57		50		107		22:30	0	0	20		33		53	
10:45	0	0	57	219	62	212	119	431	22:45	0	0	14	73	25	129	39	202
11:00	0	0	58		54		112		23:00	0	0	12		12		24	
11:15	0	0	59		56		115		23:15	0	0	14		19		33	
11:30	0	0	52		63		115		23:30	0	0	14		29		43	
11:45	0	0	54	223	57	230	111	453	23:45	0	0	15	55	13	73	28	128
TOTALS				1883		1887		3770	TOTALS				3824		3567		7391
SPLIT %				49.9%		50.1%		33.8%	SPLIT %				51.7%		48.3%		66.2%

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	5,707	5,454	11,161

AM Peak Hour				07:30		07:45		07:45	PM Peak Hour				16:15		14:45		14:45
AM Pk Volume				542		634		1175	PM Pk Volume				589		559		1057
Pk Hr Factor				0.766		0.737		0.749	Pk Hr Factor				0.920		0.781		0.839
7 - 9 Volume	0	0	840		962		1802		4 - 6 Volume	0	0	1122		822		1944	
7 - 9 Peak Hour				07:30		07:45		07:45	4 - 6 Peak Hour				16:15		16:00		16:00
7 - 9 Pk Volume	0	0	542		634		1175		4 - 6 Pk Volume	0	0	589		437		1024	
Pk Hr Factor	0.000	0.000		0.766		0.737		0.749	Pk Hr Factor	0.000	0.000		0.920		0.895		0.928

Attachment 1.11: Average Daily Traffic Counts: S Citrus Street N/O E Cameron Ave (1/20/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St N/O E Cameron Ave

Day: Friday
Date: 1/20/2023

City: West Covina
Project #: CA22_020025_002

DAILY TOTALS	NB	SB	EB	WB	Total
	5,533	5,157	0	0	10,690

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	2		11		0	0	13		12:00	86		70		0	0	156	
00:15	3		6		0	0	9		12:15	77		74		0	0	151	
00:30	3		5		0	0	8		12:30	127		72		0	0	199	
00:45	2	10	2	24	0	0	4	34	12:45	87	377	86	302	0	0	173	679
01:00	1		6		0	0	7		13:00	88		94		0	0	182	
01:15	1		6		0	0	7		13:15	88		83		0	0	171	
01:30	1		3		0	0	4		13:30	63		79		0	0	142	
01:45	2	5	3	18	0	0	5	23	13:45	98	337	95	351	0	0	193	688
02:00	2		4		0	0	6		14:00	88		86		0	0	174	
02:15	1		7		0	0	8		14:15	94		96		0	0	190	
02:30	1		6		0	0	7		14:30	94		110		0	0	204	
02:45	0	4	0	17	0	0		21	14:45	140	416	101	393	0	0	241	809
03:00	2		0		0	0	2		15:00	123		90		0	0	213	
03:15	7		2		0	0	9		15:15	99		98		0	0	197	
03:30	3		2		0	0	5		15:30	122		99		0	0	221	
03:45	4	16	5	9	0	0	9	25	15:45	127	471	104	391	0	0	231	862
04:00	0		7		0	0	7		16:00	113		101		0	0	214	
04:15	11		5		0	0	16		16:15	105		101		0	0	206	
04:30	5		5		0	0	10		16:30	107		111		0	0	218	
04:45	9	25	7	24	0	0	16	49	16:45	110	435	88	401	0	0	198	836
05:00	10		9		0	0	19		17:00	98		110		0	0	208	
05:15	13		10		0	0	23		17:15	107		117		0	0	224	
05:30	18		11		0	0	29		17:30	102		102		0	0	204	
05:45	30	71	16	46	0	0	46	117	17:45	96	403	118	447	0	0	214	850
06:00	12		16		0	0	28		18:00	107		93		0	0	200	
06:15	23		27		0	0	50		18:15	100		81		0	0	181	
06:30	32		32		0	0	64		18:30	87		89		0	0	176	
06:45	34	101	39	114	0	0	73	215	18:45	72	366	96	359	0	0	168	725
07:00	48		33		0	0	81		19:00	70		79		0	0	149	
07:15	65		53		0	0	118		19:15	54		61		0	0	115	
07:30	77		77		0	0	154		19:30	71		61		0	0	132	
07:45	110	300	76	239	0	0	186	539	19:45	54	249	75	276	0	0	129	525
08:00	137		101		0	0	238		20:00	59		77		0	0	136	
08:15	136		120		0	0	256		20:15	48		61		0	0	109	
08:30	127		65		0	0	192		20:30	53		73		0	0	126	
08:45	82	482	54	340	0	0	136	822	20:45	45	205	51	262	0	0	96	467
09:00	80		65		0	0	145		21:00	42		55		0	0	97	
09:15	75		52		0	0	127		21:15	31		46		0	0	77	
09:30	74		43		0	0	117		21:30	32		67		0	0	99	
09:45	56	285	45	205	0	0	101	490	21:45	34	139	47	215	0	0	81	354
10:00	70		47		0	0	117		22:00	29		7		0	0	36	
10:15	78		64		0	0	142		22:15	20		38		0	0	58	
10:30	76		53		0	0	129		22:30	37		45		0	0	82	
10:45	83	307	67	231	0	0	150	538	22:45	21	107	38	128	0	0	59	235
11:00	73		69		0	0	142		23:00	16		25		0	0	41	
11:15	86		56		0	0	142		23:15	18		25		0	0	43	
11:30	97		69		0	0	166		23:30	21		17		0	0	38	
11:45	101	357	80	274	0	0	181	631	23:45	10	65	24	91	0	0	34	156
TOTALS	1963		1541					3504	TOTALS	3570		3616					7186
SPLIT %	56.0%		44.0%					32.8%	SPLIT %	49.7%		50.3%					67.2%

DAILY TOTALS	NB	SB	EB	WB	Total
	5,533	5,157	0	0	10,690

AM Peak Hour	07:45	07:30			07:45	PM Peak Hour	14:45	17:00			14:45
AM Pk Volume	510	374			872	PM Pk Volume	484	447			872
Pk Hr Factor	0.931	0.779			0.852	Pk Hr Factor	0.864	0.947			0.905
7 - 9 Volume	782	579	0	0	1361	4 - 6 Volume	838	848	0	0	1686
7 - 9 Peak Hour	07:45	07:30			07:45	4 - 6 Peak Hour	16:00	17:00			17:00
7 - 9 Pk Volume	510	374	0	0	872	4 - 6 Pk Volume	435	447	0	0	850
Pk Hr Factor	0.931	0.779	0.000	0.000	0.852	Pk Hr Factor	0.962	0.947	0.000	0.000	0.949

Attachment 1.12: Average Daily Traffic Counts: S Citrus Street S/O E Cameron Ave (1/20/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St S/O E Cameron Ave

Day: Friday
Date: 1/20/2023

City: West Covina
Project #: CA22_020025_003

DAILY TOTALS	NB	SB	EB	WB	Total
	3,399	3,385	0	0	6,784

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	0		5		0	0	5		12:00	53		44		0	0	97	
00:15	1		4		0	0	5		12:15	58		49		0	0	107	
00:30	2		3		0	0	5		12:30	58		43		0	0	101	
00:45	2	5	1	13	0	0	3	18	12:45	54	223	54	190	0	0	108	413
01:00	1		2		0	0	3		13:00	50		57		0	0	107	
01:15	0		5		0	0	5		13:15	58		53		0	0	111	
01:30	0		2		0	0	2		13:30	49		61		0	0	110	
01:45	2	3	2	11	0	0	4	14	13:45	50	207	57	228	0	0	107	435
02:00	1		3		0	0	4		14:00	50		59		0	0	109	
02:15	0		3		0	0	3		14:15	62		59		0	0	121	
02:30	1		4		0	0	5		14:30	64		75		0	0	139	
02:45	0	2	0	10	0	0		12	14:45	64	240	86	279	0	0	150	519
03:00	2		2		0	0	4		15:00	70		65		0	0	135	
03:15	5		1		0	0	6		15:15	78		62		0	0	140	
03:30	3		3		0	0	6		15:30	51		69		0	0	120	
03:45	3	13	1	7	0	0	4	20	15:45	70	269	84	280	0	0	154	549
04:00	0		1		0	0	1		16:00	68		67		0	0	135	
04:15	8		3		0	0	11		16:15	68		65		0	0	133	
04:30	3		4		0	0	7		16:30	68		74		0	0	142	
04:45	6	17	3	11	0	0	9	28	16:45	64	268	57	263	0	0	121	531
05:00	6		2		0	0	8		17:00	64		73		0	0	137	
05:15	7		7		0	0	14		17:15	76		72		0	0	148	
05:30	11		8		0	0	19		17:30	75		64		0	0	139	
05:45	19	43	12	29	0	0	31	72	17:45	61	276	76	285	0	0	137	561
06:00	8		14		0	0	22		18:00	76		69		0	0	145	
06:15	13		15		0	0	28		18:15	61		50		0	0	111	
06:30	31		18		0	0	49		18:30	51		61		0	0	112	
06:45	28	80	15	62	0	0	43	142	18:45	39	227	62	242	0	0	101	469
07:00	35		23		0	0	58		19:00	40		57		0	0	97	
07:15	54		32		0	0	86		19:15	26		42		0	0	68	
07:30	64		42		0	0	106		19:30	43		38		0	0	81	
07:45	70	223	48	145	0	0	118	368	19:45	37	146	43	180	0	0	80	326
08:00	79		55		0	0	134		20:00	36		43		0	0	79	
08:15	83		61		0	0	144		20:15	31		34		0	0	65	
08:30	61		54		0	0	115		20:30	24		34		0	0	58	
08:45	58	281	37	207	0	0	95	488	20:45	17	108	34	145	0	0	51	253
09:00	57		41		0	0	98		21:00	27		35		0	0	62	
09:15	40		39		0	0	79		21:15	21		31		0	0	52	
09:30	47		30		0	0	77		21:30	20		48		0	0	68	
09:45	40	184	33	143	0	0	73	327	21:45	21	89	25	139	0	0	46	228
10:00	52		30		0	0	82		22:00	17		35		0	0	52	
10:15	44		40		0	0	84		22:15	20		16		0	0	36	
10:30	45		38		0	0	83		22:30	5		20		0	0	25	
10:45	45	186	51	159	0	0	96	345	22:45	11	53	28	99	0	0	39	152
11:00	47		64		0	0	111		23:00	8		17		0	0	25	
11:15	60		40		0	0	100		23:15	15		19		0	0	34	
11:30	54		45		0	0	99		23:30	9		15		0	0	24	
11:45	56	217	49	198	0	0	105	415	23:45	7	39	9	60	0	0	16	99
TOTALS	1254		995					2249	TOTALS	2145		2390					4535
SPLIT %	55.8%		44.2%					33.2%	SPLIT %	47.3%		52.7%					66.8%

DAILY TOTALS	NB	SB	EB	WB	Total
	3,399	3,385	0	0	6,784

AM Peak Hour	07:30	07:45						07:45	PM Peak Hour	17:15	15:45							17:15
AM Pk Volume	296	218						511	PM Pk Volume	288	290							569
Pk Hr Factor	0.892	0.893						0.887	Pk Hr Factor	0.947	0.863							0.961
7 - 9 Volume	504	352	0	0				856	4 - 6 Volume	544	548	0	0					1092
7 - 9 Peak Hour	07:30	07:45						07:45	4 - 6 Peak Hour	16:45	17:00							17:00
7 - 9 Pk Volume	296	218	0	0				511	4 - 6 Pk Volume	279	285	0	0					561
Pk Hr Factor	0.892	0.893	0.000	0.000				0.887	Pk Hr Factor	0.918	0.938	0.000	0.000					0.948

Attachment 1.13: Average Daily Traffic Counts: E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way (1/21/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave Bet. S Coral Tree Dr & S Montezuma Way

Day: Saturday
Date: 1/21/2023

City: West Covina
Project #: CA22_020021_001

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	4,454	4,257	8,711

AM Period	NB	SB	EB		WB		TOTAL		PM Period	NB	SB	EB		WB		TOTAL	
00:00	0	0	9		16		25		12:00	0	0	84		89		173	
00:15	0	0	5		18		23		12:15	0	0	68		76		144	
00:30	0	0	8		11		19		12:30	0	0	83		91		174	
00:45	0	0	6	28	14	59	20	87	12:45	0	0	65	300	70	326	135	626
01:00	0	0	11		7		18		13:00	0	0	79		77		156	
01:15	0	0	3		11		14		13:15	0	0	88		68		156	
01:30	0	0	2		14		16		13:30	0	0	99		77		176	
01:45	0	0	4	20	6	38	10	58	13:45	0	0	83	349	98	320	181	669
02:00	0	0	4		7		11		14:00	0	0	89		98		187	
02:15	0	0	4		5		9		14:15	0	0	97		86		183	
02:30	0	0	2		4		6		14:30	0	0	100		67		167	
02:45	0	0	7	17	3	19	10	36	14:45	0	0	75	361	87	338	162	699
03:00	0	0	4		3		7		15:00	0	0	91		86		177	
03:15	0	0	1		0		1		15:15	0	0	100		61		161	
03:30	0	0	3		2		5		15:30	0	0	103		68		171	
03:45	0	0	5	13	3	8	8	21	15:45	0	0	96	390	79	294	175	684
04:00	0	0	0		2		2		16:00	0	0	89		80		169	
04:15	0	0	4		3		7		16:15	0	0	81		91		172	
04:30	0	0	8		4		12		16:30	0	0	106		75		181	
04:45	0	0	5	17	1	10	6	27	16:45	0	0	73	349	83	329	156	678
05:00	0	0	3		3		6		17:00	0	0	103		92		195	
05:15	0	0	5		4		9		17:15	0	0	88		76		164	
05:30	0	0	12		4		16		17:30	0	0	95		79		174	
05:45	0	0	13	33	8	19	21	52	17:45	0	0	87	373	77	324	164	697
06:00	0	0	8		8		16		18:00	0	0	80		71		151	
06:15	0	0	14		7		21		18:15	0	0	75		56		131	
06:30	0	0	12		9		21		18:30	0	0	63		62		125	
06:45	0	0	18	52	10	34	28	86	18:45	0	0	61	279	37	226	98	505
07:00	0	0	17		19		36		19:00	0	0	68		51		119	
07:15	0	0	23		17		40		19:15	0	0	50		54		104	
07:30	0	0	24		23		47		19:30	0	0	43		53		96	
07:45	0	0	49	113	42	101	91	214	19:45	0	0	48	209	43	201	91	410
08:00	0	0	41		23		64		20:00	0	0	30		55		85	
08:15	0	0	52		41		93		20:15	0	0	46		43		89	
08:30	0	0	38		23		61		20:30	0	0	33		47		80	
08:45	0	0	72	203	47	134	119	337	20:45	0	0	42	151	41	186	83	337
09:00	0	0	58		39		97		21:00	0	0	40		37		77	
09:15	0	0	69		43		112		21:15	0	0	30		44		74	
09:30	0	0	69		56		125		21:30	0	0	25		42		67	
09:45	0	0	93	289	55	193	148	482	21:45	0	0	25	120	49	172	74	292
10:00	0	0	70		56		126		22:00	0	0	27		50		77	
10:15	0	0	81		54		135		22:15	0	0	37		42		79	
10:30	0	0	77		71		148		22:30	0	0	30		33		63	
10:45	0	0	81	309	103	284	184	593	22:45	0	0	18	112	20	145	38	257
11:00	0	0	69		98		167		23:00	0	0	21		23		44	
11:15	0	0	86		98		184		23:15	0	0	12		24		36	
11:30	0	0	75		116		191		23:30	0	0	21		29		50	
11:45	0	0	71	301	92	404	163	705	23:45	0	0	12	66	17	93	29	159
TOTALS			1395		1303		2698		TOTALS			3059		2954		6013	
SPLIT %			51.7%		48.3%		31.0%		SPLIT %			50.9%		49.1%		69.0%	

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	4,454	4,257	8,711

AM Peak Hour			09:45	10:45	10:45	PM Peak Hour			15:00	13:30	13:30
AM Pk Volume			321	415	726	PM Pk Volume			390	359	727
Pk Hr Factor			0.863	0.894	0.950	Pk Hr Factor			0.947	0.916	0.972
7 - 9 Volume	0	0	316	235	551	4 - 6 Volume	0	0	722	653	1375
7 - 9 Peak Hour			08:00	08:00	08:00	4 - 6 Peak Hour			17:00	16:15	16:15
7 - 9 Pk Volume	0	0	203	134	337	4 - 6 Pk Volume	0	0	373	341	704
Pk Hr Factor	0.000	0.000	0.705	0.713	0.708	Pk Hr Factor	0.000	0.000	0.905	0.927	0.903

Attachment 1.14: Average Daily Traffic Counts: E Cameron Ave E/O S Citrus Street (1/21/2023)

Prepared by National Data & Surveying Services

VOLUME

E Cameron Ave E/O S Citrus St

Day: Saturday
Date: 1/21/2023

City: West Covina
Project #: CA22_020025_001

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	3,824	3,828	7,652

AM Period	NB	SB	EB		WB		TOTAL		PM Period	NB	SB	EB		WB		TOTAL	
00:00	0	0	9		14		23		12:00	0	0	71		90		161	
00:15	0	0	2		16		18		12:15	0	0	61		77		138	
00:30	0	0	7		8		15		12:30	0	0	81		75		156	
00:45	0	0	5	23	8	46	13	69	12:45	0	0	48	261	74	316	122	577
01:00	0	0	8		7		15		13:00	0	0	62		70		132	
01:15	0	0	4		7		11		13:15	0	0	69		72		141	
01:30	0	0	2		6		8		13:30	0	0	83		78		161	
01:45	0	0	6	20	6	26	12	46	13:45	0	0	74	288	102	322	176	610
02:00	0	0	3		4		7		14:00	0	0	74		82		156	
02:15	0	0	6		2		8		14:15	0	0	75		71		146	
02:30	0	0	3		6		9		14:30	0	0	94		61		155	
02:45	0	0	5	17	4	16	9	33	14:45	0	0	83	326	74	288	157	614
03:00	0	0	4		6		10		15:00	0	0	78		68		146	
03:15	0	0	1		1		2		15:15	0	0	80		53		133	
03:30	0	0	2		4		6		15:30	0	0	92		73		165	
03:45	0	0	6	13	2	13	8	26	15:45	0	0	74	324	72	266	146	590
04:00	0	0	1		1		2		16:00	0	0	74		66		140	
04:15	0	0	4		3		7		16:15	0	0	73		69		142	
04:30	0	0	9		3		12		16:30	0	0	76		60		136	
04:45	0	0	2	16	6	13	8	29	16:45	0	0	69	292	74	269	143	561
05:00	0	0	4		3		7		17:00	0	0	82		78		160	
05:15	0	0	4		3		7		17:15	0	0	81		67		148	
05:30	0	0	10		7		17		17:30	0	0	91		71		162	
05:45	0	0	8	26	8	21	16	47	17:45	0	0	66	320	72	288	138	608
06:00	0	0	5		8		13		18:00	0	0	64		66		130	
06:15	0	0	11		10		21		18:15	0	0	68		49		117	
06:30	0	0	19		13		32		18:30	0	0	61		53		114	
06:45	0	0	15	50	18	49	33	99	18:45	0	0	44	237	44	212	88	449
07:00	0	0	14		18		32		19:00	0	0	60		38		98	
07:15	0	0	22		19		41		19:15	0	0	39		43		82	
07:30	0	0	28		30		58		19:30	0	0	43		37		80	
07:45	0	0	44	108	46	113	90	221	19:45	0	0	37	179	39	157	76	336
08:00	0	0	32		26		58		20:00	0	0	22		41		63	
08:15	0	0	42		36		78		20:15	0	0	30		22		52	
08:30	0	0	45		23		68		20:30	0	0	22		34		56	
08:45	0	0	65	184	47	132	112	316	20:45	0	0	34	108	29	126	63	234
09:00	0	0	46		41		87		21:00	0	0	34		32		66	
09:15	0	0	60		51		111		21:15	0	0	22		37		59	
09:30	0	0	60		47		107		21:30	0	0	21		33		54	
09:45	0	0	82	248	68	207	150	455	21:45	0	0	23	100	48	150	71	250
10:00	0	0	54		51		105		22:00	0	0	22		41		63	
10:15	0	0	77		57		134		22:15	0	0	29		30		59	
10:30	0	0	66		61		127		22:30	0	0	23		19		42	
10:45	0	0	58	255	90	259	148	514	22:45	0	0	14	88	22	112	36	200
11:00	0	0	59		77		136		23:00	0	0	20		14		34	
11:15	0	0	78		88		166		23:15	0	0	13		26		39	
11:30	0	0	66		103		169		23:30	0	0	20		24		44	
11:45	0	0	70	273	82	350	152	623	23:45	0	0	15	68	13	77	28	145
TOTALS			1233		1245		2478		TOTALS			2591		2583		5174	
SPLIT %			49.8%		50.2%		32.4%		SPLIT %			50.1%		49.9%		67.6%	

DAILY TOTALS	NB	SB	EB	WB	Total
	0	0	3,824	3,828	7,652

AM Peak Hour			11:15		11:15		11:15		PM Peak Hour			14:30		13:15		13:30	
AM Pk Volume			285		363		648		PM Pk Volume			335		334		639	
Pk Hr Factor			0.913		0.881		0.959		Pk Hr Factor			0.891		0.819		0.908	
7 - 9 Volume	0	0	292		245		537		4 - 6 Volume	0	0	612		557		1169	
7 - 9 Peak Hour			08:00		07:30		08:00		4 - 6 Peak Hour			16:45		16:45		16:45	
7 - 9 Pk Volume	0	0	184		138		316		4 - 6 Pk Volume	0	0	323		290		613	
Pk Hr Factor	0.000	0.000	0.708		0.750		0.705		Pk Hr Factor	0.000	0.000	0.887		0.929		0.946	

Attachment 1.15: Average Daily Traffic Counts: S Citrus Street N/O E Cameron Ave (1/21/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St N/O E Cameron Ave

Day: Saturday
Date: 1/21/2023

City: West Covina
Project #: CA22_020025_002

DAILY TOTALS	NB	SB	EB	WB	Total
	4,518	4,615	0	0	9,133

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	6		15		0	0	21		12:00	104		86		0	0	190	
00:15	7		19		0	0	26		12:15	79		83		0	0	162	
00:30	9		14		0	0	23		12:30	74		99		0	0	173	
00:45	8	30	13	61	0	0	21	91	12:45	98	355	69	337	0	0	167	692
01:00	4		15		0	0	19		13:00	78		79		0	0	157	
01:15	4		13		0	0	17		13:15	93		78		0	0	171	
01:30	2		11		0	0	13		13:30	79		85		0	0	164	
01:45	3	13	9	48	0	0	12	61	13:45	92	342	85	327	0	0	177	669
02:00	3		10		0	0	13		14:00	80		107		0	0	187	
02:15	2		12		0	0	14		14:15	107		95		0	0	202	
02:30	2		4		0	0	6		14:30	71		85		0	0	156	
02:45	5	12	5	31	0	0	10	43	14:45	63	321	86	373	0	0	149	694
03:00	3		3		0	0	6		15:00	88		103		0	0	191	
03:15	1		4		0	0	5		15:15	79		85		0	0	164	
03:30	5		4		0	0	9		15:30	101		75		0	0	176	
03:45	4	13	2	13	0	0	6	26	15:45	99	367	86	349	0	0	185	716
04:00	1		3		0	0	4		16:00	84		97		0	0	181	
04:15	1		4		0	0	5		16:15	90		86		0	0	176	
04:30	5		6		0	0	11		16:30	89		88		0	0	177	
04:45	8	15	1	14	0	0	9	29	16:45	85	348	85	356	0	0	170	704
05:00	5		5		0	0	10		17:00	93		94		0	0	187	
05:15	4		8		0	0	12		17:15	89		98		0	0	187	
05:30	11		5		0	0	16		17:30	82		90		0	0	172	
05:45	13	33	7	25	0	0	20	58	17:45	75	339	88	370	0	0	163	709
06:00	12		5		0	0	17		18:00	74		74		0	0	148	
06:15	13		12		0	0	25		18:15	66		73		0	0	139	
06:30	17		11		0	0	28		18:30	57		89		0	0	146	
06:45	24	66	16	44	0	0	40	110	18:45	80	277	62	298	0	0	142	575
07:00	24		28		0	0	52		19:00	46		62		0	0	108	
07:15	30		25		0	0	55		19:15	47		59		0	0	106	
07:30	38		32		0	0	70		19:30	41		62		0	0	103	
07:45	52	144	38	123	0	0	90	267	19:45	42	176	61	244	0	0	103	420
08:00	36		34		0	0	70		20:00	44		64		0	0	108	
08:15	48		35		0	0	83		20:15	44		62		0	0	106	
08:30	46		33		0	0	79		20:30	39		45		0	0	84	
08:45	56	186	41	143	0	0	97	329	20:45	47	174	53	224	0	0	100	398
09:00	67		40		0	0	107		21:00	35		57		0	0	92	
09:15	79		45		0	0	124		21:15	39		35		0	0	74	
09:30	72		52		0	0	124		21:30	33		60		0	0	93	
09:45	108	326	64	201	0	0	172	527	21:45	36	143	46	198	0	0	82	341
10:00	90		53		0	0	143		22:00	26		57		0	0	83	
10:15	89		54		0	0	143		22:15	35		49		0	0	84	
10:30	71		66		0	0	137		22:30	23		37		0	0	60	
10:45	92	342	77	250	0	0	169	592	22:45	25	109	28	171	0	0	53	280
11:00	79		73		0	0	152		23:00	26		31		0	0	57	
11:15	72		71		0	0	143		23:15	20		21		0	0	41	
11:30	77		91		0	0	168		23:30	13		31		0	0	44	
11:45	84	312	81	316	0	0	165	628	23:45	16	75	16	99	0	0	32	174
TOTALS		1492		1269				2761	TOTALS		3026		3346				6372
SPLIT %		54.0%		46.0%				30.2%	SPLIT %		47.5%		52.5%				69.8%

DAILY TOTALS	NB	SB	EB	WB	Total
	4,518	4,615	0	0	9,133

AM Peak Hour	09:30	11:45						11:45	PM Peak Hour	15:30	14:00							13:30
AM Pk Volume	359	349						690	PM Pk Volume	374	373							730
Pk Hr Factor	0.831	0.881						0.908	Pk Hr Factor	0.926	0.871							0.903
7 - 9 Volume	330	266	0	0				596	4 - 6 Volume	687	726	0	0					1413
7 - 9 Peak Hour	08:00	08:00						08:00	4 - 6 Peak Hour	16:15	17:00							16:30
7 - 9 Pk Volume	186	143	0	0				329	4 - 6 Pk Volume	357	370	0	0					721
Pk Hr Factor	0.830	0.872	0.000	0.000				0.848	Pk Hr Factor	0.960	0.944	0.000	0.000					0.964

Attachment 1.16: Average Daily Traffic Counts: S Citrus Street S/O E Cameron Ave (1/21/2023)

Prepared by National Data & Surveying Services

VOLUME

S Citrus St S/O E Cameron Ave

Day: Saturday
Date: 1/21/2023

City: West Covina
Project #: CA22_020025_003

DAILY TOTALS	NB	SB	EB	WB	Total
	2,863	3,059	0	0	5,922

AM Period	NB		SB		EB	WB	TOTAL		PM Period	NB		SB		EB	WB	TOTAL	
00:00	3		15		0	0	18		12:00	63		58		0	0	121	
00:15	2		13		0	0	15		12:15	50		61		0	0	111	
00:30	9		9		0	0	18		12:30	50		59		0	0	109	
00:45	3	17	5	42	0	0	8	59	12:45	55	218	47	225	0	0	102	443
01:00	1		14		0	0	15		13:00	46		51		0	0	97	
01:15	4		9		0	0	13		13:15	49		60		0	0	109	
01:30	3		3		0	0	6		13:30	51		56		0	0	107	
01:45	1	9	7	33	0	0	8	42	13:45	59	205	61	228	0	0	120	433
02:00	3		6		0	0	9		14:00	46		61		0	0	107	
02:15	2		8		0	0	10		14:15	66		60		0	0	126	
02:30	2		3		0	0	5		14:30	50		62		0	0	112	
02:45	1	8	6	23	0	0	7	31	14:45	55	217	60	243	0	0	115	460
03:00	4		6		0	0	10		15:00	55		59		0	0	114	
03:15	0		4		0	0	4		15:15	41		60		0	0	101	
03:30	3		3		0	0	6		15:30	68		56		0	0	124	
03:45	1	8	0	13	0	0	1	21	15:45	60	224	63	238	0	0	123	462
04:00	1		0		0	0	1		16:00	54		60		0	0	114	
04:15	1		4		0	0	5		16:15	60		55		0	0	115	
04:30	3		3		0	0	6		16:30	59		55		0	0	114	
04:45	2	7	1	8	0	0	3	15	16:45	63	236	58	228	0	0	121	464
05:00	2		4		0	0	6		17:00	49		60		0	0	109	
05:15	2		5		0	0	7		17:15	73		67		0	0	140	
05:30	4		4		0	0	8		17:30	58		60		0	0	118	
05:45	7	15	9	22	0	0	16	37	17:45	44	224	60	247	0	0	104	471
06:00	7		3		0	0	10		18:00	50		56		0	0	106	
06:15	11		14		0	0	25		18:15	32		43		0	0	75	
06:30	19		11		0	0	30		18:30	37		55		0	0	92	
06:45	11	48	16	44	0	0	27	92	18:45	32	151	46	200	0	0	78	351
07:00	16		25		0	0	41		19:00	26		39		0	0	65	
07:15	22		14		0	0	36		19:15	28		33		0	0	61	
07:30	27		24		0	0	51		19:30	28		36		0	0	64	
07:45	23	88	27	90	0	0	50	178	19:45	22	104	44	152	0	0	66	256
08:00	24		27		0	0	51		20:00	26		44		0	0	70	
08:15	28		21		0	0	49		20:15	20		33		0	0	53	
08:30	40		23		0	0	63		20:30	26		29		0	0	55	
08:45	41	133	29	100	0	0	70	233	20:45	32	104	31	137	0	0	63	241
09:00	43		28		0	0	71		21:00	22		47		0	0	69	
09:15	51		34		0	0	85		21:15	21		20		0	0	41	
09:30	46		25		0	0	71		21:30	23		38		0	0	61	
09:45	61	201	37	124	0	0	98	325	21:45	24	90	35	140	0	0	59	230
10:00	58		38		0	0	96		22:00	14		31		0	0	45	
10:15	61		37		0	0	98		22:15	23		34		0	0	57	
10:30	50		40		0	0	90		22:30	14		24		0	0	38	
10:45	57	226	45	160	0	0	102	386	22:45	12	63	22	111	0	0	34	174
11:00	58		42		0	0	100		23:00	20		17		0	0	37	
11:15	47		40		0	0	87		23:15	12		14		0	0	26	
11:30	47		53		0	0	100		23:30	9		21		0	0	30	
11:45	61	213	54	189	0	0	115	402	23:45	13	54	10	62	0	0	23	116
TOTALS		973		848				1821	TOTALS		1890		2211				4101
SPLIT %		53.4%		46.6%				30.7%	SPLIT %		46.1%		53.9%				69.3%

DAILY TOTALS	NB	SB	EB	WB	Total
	2,863	3,059	0	0	5,922

AM Peak Hour	09:45	11:45						11:45	PM Peak Hour	16:30	17:00							16:45
AM Pk Volume	230	232						456	PM Pk Volume	244	247							488
Pk Hr Factor	0.943	0.951						0.942	Pk Hr Factor	0.836	0.922							0.871
7 - 9 Volume	221	190	0	0				411	4 - 6 Volume	460	475	0	0					935
7 - 9 Peak Hour	08:00	08:00						08:00	4 - 6 Peak Hour	16:30	17:00							16:45
7 - 9 Pk Volume	133	100	0	0				233	4 - 6 Pk Volume	244	247	0	0					488
Pk Hr Factor	0.811	0.862	0.000	0.000				0.832	Pk Hr Factor	0.836	0.922	0.000	0.000					0.871

Attachment 2.1: Peak Hour Intersection Count for Cameron Avenue and Citrus Street (5/22/2024)

Turning Movement Count

TURNING MOVEMENT COUNT

Prepared by: G.E. Traffic Surveys

PROJECT NAME: West Covina
PROJECT NO: JN240340
DATE: 5-22-2024

sped - School age pedestrian
A- Adult pedestrian

TIME	N-S STREET: Citrus Avenue							E-W STREET: Cameron Avenue							PED COUNT			
	NORTH BOUND			SOUTH BOUND			N-S	EAST BOUND			WEST BOUND			E-W	sped/A	sped/A	sped/A	sped/A
	LEFT	THRU	RIGHT	LEFT	THRU	RIGHT	TOTAL	LEFT	THRU	RIGHT	LEFT	THRU	RIGHT	TOTAL	NL	SL	EL	WL
07:00-07:15	6	27	12	16	17	18	96	9	32		5	78	8	132				
07:15-07:30	5	34	17	19	36	31	142	12	81	3	6	108	20	230				1
07:30-07:45	4	42	14	25	35	22	142	25	94		6	97	14	236	1		2	
07:45-08:00	3	44	16	27	37	26	153	21	99	4	4	103	18	249				
08:00-08:15	8	49	12	24	33	21	147	22	87	1	5	99	13	227			2	
08:15-08:30	4	38	19	29	41	27	158	29	101		7	111	15	263	1	1		
08:30-08:45	7	44	21	26	38	18	154	24	114	2	11	107	19	277				
08:45-09:00	6	51	17	31	37	22	164	18	108		9	93	22	250			1	
							0							0				
							0							0				
							0							0				
							0							0				
14:45-15:00	4	44	18	32	45	36	179	38	93	1	23	116	48	319	1		6	
15:00-15:15	4	41	15	25	52	42	179	35	77	4	17	87	24	244		4	7	1
15:15-15:30	4	22	17	31	39	26	139	32	91	3	10	85	23	244		3	5	
15:30-15:45	5	29	15	28	42	28	147	33	88	6	12	81	26	246	1	1		
16:00-16:15	4	31	13	29	36	27	140	36	91	2	11	97	29	266	2	3	4	
16:15-16:30	9	33	11	33	35	24	145	31	99	1	9	104	34	278			2	
16:30-16:45	6	42	14	28	39	31	160	27	84	6	7	112	42	278		1	3	
16:45-17:00	4	47	16	34	44	35	180	35	93	3	19	107	34	291				
17:00-17:15	5	45	17	37	47	38	189	29	107	5	11	94	27	273			1	
17:15-17:30	7	37	15	29	53	41	182	39	96	4	13	86	25	263	1	3		1
17:30-17:45	6	40	19	25	51	33	174	41	87	2	15	93	29	267				4
17:45-18:00	6	46	22	23	35	25	157	27	92	1	17	107	30	274				

PEAK-HOUR VOLUME ANALYSIS

CALCULATED PEAK HOUR VOLUMES-AM

		88	149	110	
		SR	ST	SL	
93	EL			WR	69
410	ET		08:00-09:00	WT	410
3	ER			WL	32
		NL	NT	NR	
		25	182	69	

ADJUSTED PEAK HOUR VOLUMES-AM

		SR	ST	SL	
	EL			WR	
	ET			WT	
	ER			WL	
		NL	NT	NR	

CALCULATED PEAK HOUR VOLUMES-NOON

		132	178	116	
		SR	ST	SL	
138	EL			WR	121
349	ET		14:45-15:45	WT	369
14	ER			WL	62
		NL	NT	NR	
		17	136	65	

ADJUSTED PEAK HOUR VOLUMES-NOON

		SR	ST	SL	
	EL			WR	
	ET			WT	
	ER			WL	
		NL	NT	NR	

CALCULATED PEAK HOUR VOLUMES-PM

		147	195	125	
		SR	ST	SL	
144	EL			WR	115
383	ET		16:45-17:45	WT	380
14	ER			WL	58
		NL	NT	NR	
		22	169	67	

ADJUSTED PEAK HOUR VOLUMES-PM

		SR	ST	SL	
	EL			WR	
	ET			WT	
	ER			WL	
		NL	NT	NR	

Attachment 2.2: Peak Hour Intersection Count for Cameron Avenue and Citrus Street (1/26/23)

Turning Movement Count

TURNING MOVEMENT COUNT

Prepared by: G.E. Traffic Surveys

PROJECT NAME: West Covina
PROJECT NO: JN240340
DATE: Jan 26, 2023

sped - School age pedestrian
A- Adult pedestrian

TIME	N-S STREET: Citrus Street							E-W STREET: Cameron Avenue							PED COUNT			
	NORTH BOUND			SOUTH BOUND			N-S	EAST BOUND			WEST BOUND			E-W	sped/A	sped/A	sped/A	sped/A
	LEFT	THRU	RIGHT	LEFT	THRU	RIGHT	TOTAL	LEFT	THRU	RIGHT	LEFT	THRU	RIGHT	TOTAL	NL	SL	EL	WL
07:00-07:15	5	12	10	9	12	17	65	12	45	1	5	64	9	136	2			
07:15-07:30	3	32	20	17	25	30	127	15	65	3	10	96	15	204	1		2	0
07:30-07:45	5	33	17	21	29	23	128	15	90		3	128	9	245			0	1
07:45-08:00	5	49	27	18	43	25	167	33	86	1	17	120	10	267	3	1	2	
08:00-08:15	1	62	36	23	37	25	184	40	101	2	17	123	36	319			2	
08:15-08:30	3	39	43	50	40	42	217	29	87	3	42	121	38	320	1	2		1
08:30-08:45	5	41	23	39	38	28	174	38	88	1	30	134	38	329	1		3	1
08:45-09:00	1	40	14	19	24	22	120	26	57	1	21	69	22	196	2		0	1
13:30-13:45	5	34	11	12	59	26	147	21	47	4	11	50	14	147	2			
13:45-14:00	2	40	18	7	41	38	146	49	69	2	13	71	44	248	1		2	
14:00-14:15	3	45	10	14	36	31	139	30	46	3	11	56	21	167				
14:15-14:30	2	50	7	24	39	21	143	54	67	2	15	59	17	214	1			
14:30-14:45	4	63	21	18	34	29	169	39	90	2	17	47	18	213	0			
14:45-15:00	3	51	25	17	51	28	175	48	69	1	29	120	43	310	1	0		
15:00-15:15	1	61	28	23	54	32	199	35	81	3	12	63	20	214	0	0	1	
15:15-15:30	4	51	19	17	39	36	166	49	74	2	9	58	16	208	3	0	2	
17:00-17:15	3	38	20	15	45	22	143	28	108	2	17	77	17	249	2		1	
17:15-17:30	2	45	16	20	43	28	154	29	89	1	20	71	19	229				2
17:30-17:45	5	40	11	16	60	35	167	38	78	2	19	87	16	240	1	1	1	
17:45-18:00	2	48	15	8	48	28	149	57	92	4	21	107	15	296				
18:00-18:15	1	36	19	9	68	23	156	51	79	2	12	61	17	222		2		2
18:15-18:30	1	41	14	13	54	26	149	36	66	2	14	68	13	199	1			
18:30-18:45	2	33	11	9	62	25	142	45	46	3	11	56	13	174				
18:45-19:00	1	39	12	12	55	24	143	39	59	3	9	42	15	167				

PEAK-HOUR VOLUME ANALYSIS

CALCULATED PEAK HOUR VOLUMES-AM

		120	158	130		
		SR	ST	SL		
140	EL				WR	122
362	ET		07:45-08:45		WT	498
7	ER				WL	106
		NL	NT	NR		
		14	191	129		

ADJUSTED PEAK HOUR VOLUMES-AM

		SR	ST	SL		
	EL				WR	
	ET				WT	
	ER				WL	
		NL	NT	NR		

CALCULATED PEAK HOUR VOLUMES-NOON

		125	178	75		
		SR	ST	SL		
171	EL				WR	97
314	ET		14:30-15:30		WT	288
8	ER				WL	67
		NL	NT	NR		
		12	226	93		

ADJUSTED PEAK HOUR VOLUMES-NOON

		SR	ST	SL		
	EL				WR	
	ET				WT	
	ER				WL	
		NL	NT	NR		

CALCULATED PEAK HOUR VOLUMES-PM

		113	196	59		
		SR	ST	SL		
152	EL				WR	67
367	ET		17:00-18:00		WT	342
9	ER				WL	77
		NL	NT	NR		
		12	171	62		

ADJUSTED PEAK HOUR VOLUMES-PM

		SR	ST	SL		
	EL				WR	
	ET				WT	
	ER				WL	
		NL	NT	NR		

Attachment 3.1: Level of Service Summary for Existing Lane Configurations AM peak

HCM 7th AWSC
3: 06/04/2024

Intersection	
Intersection Delay, s/veh	24
Intersection LOS	C

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	93	410	3	32	410	69	25	182	69	110	149	88
Future Vol, veh/h	93	410	3	32	410	69	25	182	69	110	149	88
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	101	446	3	35	446	75	27	198	75	120	162	96
Number of Lanes	0	2	0	0	2	0	0	2	0	0	2	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	2	2	2	2
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	2	2	2	2
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	2	2	2	2
HCM Control Delay, s/veh	29.1	25.6	17.3	19.5
HCM LOS	D	D	C	C

Lane	NBLn1	NBLn2	EBLn1	EBLn2	WBLn1	WBLn2	SBLn1	SBLn2
Vol Left, %	22%	0%	31%	0%	14%	0%	60%	0%
Vol Thru, %	78%	57%	69%	99%	86%	75%	40%	46%
Vol Right, %	0%	43%	0%	1%	0%	25%	0%	54%
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Stop	Stop
Traffic Vol by Lane	116	160	298	208	237	274	185	163
LT Vol	25	0	93	0	32	0	110	0
Through Vol	91	91	205	205	205	205	75	75
RT Vol	0	69	0	3	0	69	0	88
Lane Flow Rate	126	174	324	226	258	298	201	177
Geometry Grp	5	5	5	5	5	5	5	5
Degree of Util (X)	0.324	0.426	0.774	0.53	0.611	0.685	0.514	0.418
Departure Headway (Hd)	9.239	8.812	8.607	8.435	8.535	8.282	9.233	8.528
Convergence, Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cap	390	409	421	430	425	438	391	424
Service Time	6.984	6.556	6.335	6.163	6.264	6.011	6.964	6.259
HCM Lane V/C Ratio	0.323	0.425	0.77	0.526	0.607	0.68	0.514	0.417
HCM Control Delay, s/veh	16.4	18	35.3	20.3	23.8	27.2	21.4	17.3
HCM Lane LOS	C	C	E	C	C	D	C	C
HCM 95th-tile Q	1.4	2.1	6.6	3	3.9	5	2.8	2

Attachment 3.2: Level of Service Summary for Existing Lane Configurations AFT peak

HCM 7th AWSC
3: 06/04/2024

Intersection	
Intersection Delay, s/veh	27.4
Intersection LOS	D

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	138	349	14	62	369	121	22	136	65	116	178	132
Future Vol, veh/h	138	349	14	62	369	121	22	136	65	116	178	132
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	150	379	15	67	401	132	24	148	71	126	193	143
Number of Lanes	0	2	0	0	2	0	0	2	0	0	2	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	2	2	2	2
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	2	2	2	2
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	2	2	2	2
HCM Control Delay, s/veh	33.8	29.9	16.5	22.5
HCM LOS	D	D	C	C

Lane	NBLn1	NBLn2	EBLn1	EBLn2	WBLn1	WBLn2	SBLn1	SBLn2
Vol Left, %	24%	0%	44%	0%	25%	0%	57%	0%
Vol Thru, %	76%	51%	56%	93%	75%	60%	43%	40%
Vol Right, %	0%	49%	0%	7%	0%	40%	0%	60%
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Stop	Stop
Traffic Vol by Lane	90	133	313	189	247	306	205	221
LT Vol	22	0	138	0	62	0	116	0
Through Vol	68	68	175	175	185	185	89	89
RT Vol	0	65	0	14	0	121	0	132
Lane Flow Rate	98	145	340	205	268	332	223	240
Geometry Grp	5	5	5	5	5	5	5	5
Degree of Util (X)	0.261	0.366	0.832	0.486	0.646	0.762	0.57	0.566
Departure Headway (Hd)	9.606	9.12	8.82	8.537	8.678	8.26	9.215	8.485
Convergence, Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cap	375	395	411	422	418	438	394	428
Service Time	7.355	6.869	6.564	6.281	6.421	6.003	6.915	6.185
HCM Lane V/C Ratio	0.261	0.367	0.827	0.486	0.641	0.758	0.566	0.561
HCM Control Delay, s/veh	15.7	17.1	42.7	19.1	26	33	23.4	21.7
HCM Lane LOS	C	C	E	C	D	D	C	C
HCM 95th-tile Q	1	1.6	7.8	2.6	4.4	6.4	3.4	3.4

Attachment 3.3: Level of Service Summary for Existing Lane Configurations PM peak

HCM 7th AWSC
3: 06/04/2024

Intersection	
Intersection Delay, s/veh	33.2
Intersection LOS	D

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	144	383	14	58	380	115	22	169	67	125	195	125
Future Vol, veh/h	144	383	14	58	380	115	22	169	67	125	195	125
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	157	416	15	63	413	125	24	184	73	136	212	136
Number of Lanes	0	2	0	0	2	0	0	2	0	0	2	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	2	2	2	2
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	2	2	2	2
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	2	2	2	2
HCM Control Delay, s/veh	45.3	34.2	18.4	25.8
HCM LOS	E	D	C	D

Lane	NBLn1	NBLn2	EBLn1	EBLn2	WBLn1	WBLn2	SBLn1	SBLn2
Vol Left, %	21%	0%	43%	0%	23%	0%	56%	0%
Vol Thru, %	79%	56%	57%	93%	77%	62%	44%	44%
Vol Right, %	0%	44%	0%	7%	0%	38%	0%	56%
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Stop	Stop
Traffic Vol by Lane	107	152	336	206	248	305	223	223
LT Vol	22	0	144	0	58	0	125	0
Through Vol	85	85	192	192	190	190	98	98
RT Vol	0	67	0	14	0	115	0	125
Lane Flow Rate	116	165	365	223	270	332	242	242
Geometry Grp	5	5	5	5	5	5	5	5
Degree of Util (X)	0.318	0.433	0.927	0.551	0.68	0.8	0.64	0.593
Departure Headway (Hd)	9.901	9.468	9.153	8.88	9.084	8.687	9.531	8.827
Convergence, Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cap	363	380	397	407	399	418	380	409
Service Time	7.652	7.218	6.899	6.626	6.829	6.432	7.276	6.572
HCM Lane V/C Ratio	0.32	0.434	0.919	0.548	0.677	0.794	0.637	0.592
HCM Control Delay, s/veh	17.2	19.3	59.6	22	29.1	38.3	27.8	23.7
HCM Lane LOS	C	C	F	C	D	E	D	C
HCM 95th-tile Q	1.3	2.1	10	3.2	4.9	7.1	4.3	3.7

Attachment 3.4: Level of Service Summary for Signal with Left Turn Pockets and Shared Thru Rt lane AM Peak

HCM 7th Signalized Intersection Summary
3: 06/04/2024

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	93	410	3	32	410	69	25	182	69	110	149	88
Future Volume (veh/h)	93	410	3	32	410	69	25	182	69	110	149	88
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1945	1870	1870	1945	1870	1870	1945	1870	1870	1945
Adj Flow Rate, veh/h	101	446	3	35	446	75	27	198	75	120	162	96
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	280	1206	8	123	1354	221	138	881	317	365	482	302
Arrive On Green	0.48	0.48	0.48	0.48	0.48	0.48	0.38	0.38	0.38	0.38	0.38	0.38
Sat Flow, veh/h	405	2496	17	116	2802	458	178	2298	828	696	1257	787
Grp Volume(v), veh/h	255	0	295	291	0	265	159	0	141	188	0	190
Grp Sat Flow(s),veh/h/ln	1220	0	1699	1756	0	1619	1752	0	1552	1181	0	1560
Q Serve(g_s), s	3.6	0.0	6.5	0.0	0.0	6.1	0.0	0.0	3.7	5.0	0.0	5.1
Cycle Q Clear(g_c), s	9.7	0.0	6.5	5.7	0.0	6.1	3.4	0.0	3.7	8.7	0.0	5.1
Prop In Lane	0.40		0.01	0.12		0.28	0.17		0.53	0.64		0.50
Lane Grp Cap(c), veh/h	673	0	821	916	0	783	742	0	595	551	0	598
V/C Ratio(X)	0.38	0.00	0.36	0.32	0.00	0.34	0.21	0.00	0.24	0.34	0.00	0.32
Avail Cap(c_a), veh/h	673	0	821	916	0	783	742	0	595	551	0	598
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	10.2	0.0	9.7	9.5	0.0	9.6	12.5	0.0	12.5	14.4	0.0	13.0
Incr Delay (d2), s/veh	1.6	0.0	1.2	0.9	0.0	1.2	0.7	0.0	0.9	1.7	0.0	1.4
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	2.3	0.0	2.3	2.2	0.0	2.1	1.4	0.0	1.3	2.0	0.0	1.8
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	11.8	0.0	10.9	10.4	0.0	10.8	13.1	0.0	13.5	16.1	0.0	14.4
LnGrp LOS	B		B	B		B	B		B	B		B
Approach Vol, veh/h		550			556			300			378	
Approach Delay, s/veh		11.3			10.6			13.3			15.2	
Approach LOS		B			B			B			B	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	27.0	33.0	27.0	33.0
Change Period (Y+Rc), s	4.0	4.0	4.0	4.0
Max Green Setting (Gmax), s	23.0	29.0	23.0	29.0
Max Q Clear Time (g_c+I1), s	5.7	11.7	10.7	8.1
Green Ext Time (p_c), s	1.6	3.4	1.9	3.5

Intersection Summary	
HCM 7th Control Delay, s/veh	12.3
HCM 7th LOS	B

Scenario 2 Signalized LT_1Lane_AM 11:54 am 05/30/2024 Baseline

Synchro 12 Report
Page 1

Attachment 3.5: Level of Service Summary for Signal with Left Turn Pockets and Shared Thru Rt lane AFT Peak

HCM 7th Signalized Intersection Summary
3: 06/04/2024

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	138	349	14	62	369	121	22	136	65	116	178	132
Future Volume (veh/h)	138	349	14	62	369	121	22	136	65	116	178	132
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00
Ped-Bike Adj(A_pbT)	1.00		0.99	1.00		0.99	0.99		0.97	0.99		0.97
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1945	1870	1870	1945	1870	1870	1945	1870	1870	1945	1870
Adj Flow Rate, veh/h	150	379	15	67	401	132	24	148	71	126	193	143
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	421	991	39	529	746	246	305	410	197	397	342	253
Arrive On Green	0.53	0.53	0.53	0.53	0.53	0.53	0.33	0.33	0.33	0.33	0.33	0.33
Sat Flow, veh/h	870	1858	74	988	1398	460	1034	1230	590	1145	1025	759
Grp Volume(v), veh/h	150	0	394	67	0	533	24	0	219	126	0	336
Grp Sat Flow(s),veh/h/ln	870	0	1931	988	0	1859	1034	0	1820	1145	0	1784
Q Serve(g_s), s	8.2	0.0	7.2	2.6	0.0	11.3	1.2	0.0	5.5	5.6	0.0	9.3
Cycle Q Clear(g_c), s	19.4	0.0	7.2	9.7	0.0	11.3	10.5	0.0	5.5	11.1	0.0	9.3
Prop In Lane	1.00		0.04	1.00		0.25	1.00		0.32	1.00		0.43
Lane Grp Cap(c), veh/h	421	0	1030	529	0	991	305	0	607	397	0	595
V/C Ratio(X)	0.36	0.00	0.38	0.13	0.00	0.54	0.08	0.00	0.36	0.32	0.00	0.57
Avail Cap(c_a), veh/h	421	0	1030	529	0	991	305	0	607	397	0	595
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	15.5	0.0	8.2	11.1	0.0	9.2	20.7	0.0	15.2	19.4	0.0	16.4
Incr Delay (d2), s/veh	2.3	0.0	1.1	0.5	0.0	2.1	0.5	0.0	1.7	2.1	0.0	3.9
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.7	0.0	2.7	0.6	0.0	4.2	0.3	0.0	2.3	1.6	0.0	4.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	17.9	0.0	9.3	11.6	0.0	11.3	21.2	0.0	16.8	21.5	0.0	20.3
LnGrp LOS	B		A	B		B	C		B	C		C
Approach Vol, veh/h		544			600			243			462	
Approach Delay, s/veh		11.7			11.3			17.3			20.6	
Approach LOS		B			B			B			C	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	24.0	36.0	24.0	36.0
Change Period (Y+Rc), s	4.0	4.0	4.0	4.0
Max Green Setting (Gmax), s	20.0	32.0	20.0	32.0
Max Q Clear Time (g_c+I1), s	12.5	21.4	13.1	13.3
Green Ext Time (p_c), s	0.8	2.5	1.5	3.8

Intersection Summary	
HCM 7th Control Delay, s/veh	14.5
HCM 7th LOS	B

Attachment 3.6: Level of Service Summary for Signal with Left Turn Pockets and Shared Thru Rt lane PM Peak

HCM 7th Signalized Intersection Summary
3: 06/04/2024

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	144	383	14	58	380	115	22	169	67	125	195	125
Future Volume (veh/h)	144	383	14	58	380	115	22	169	67	125	195	125
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		0.99	1.00		0.99
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1945	1870	1870	1945	1870	1870	1945	1870	1870	1945	1870
Adj Flow Rate, veh/h	157	416	15	63	413	125	24	184	73	136	212	136
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	418	995	36	502	764	231	300	441	175	372	368	236
Arrive On Green	0.53	0.53	0.53	0.53	0.53	0.53	0.33	0.33	0.33	0.33	0.33	0.33
Sat Flow, veh/h	867	1866	67	956	1432	433	1030	1322	524	1118	1104	708
Grp Volume(v), veh/h	157	0	431	63	0	538	24	0	257	136	0	348
Grp Sat Flow(s),veh/h/ln	867	0	1933	956	0	1866	1030	0	1846	1118	0	1811
Q Serve(g_s), s	8.7	0.0	8.0	2.5	0.0	11.3	1.2	0.0	6.5	6.4	0.0	9.5
Cycle Q Clear(g_c), s	20.0	0.0	8.0	10.6	0.0	11.3	10.7	0.0	6.5	12.9	0.0	9.5
Prop In Lane	1.00		0.03	1.00		0.23	1.00		0.28	1.00		0.39
Lane Grp Cap(c), veh/h	418	0	1031	502	0	995	300	0	615	372	0	604
V/C Ratio(X)	0.38	0.00	0.42	0.13	0.00	0.54	0.08	0.00	0.42	0.37	0.00	0.58
Avail Cap(c_a), veh/h	418	0	1031	502	0	995	300	0	615	372	0	604
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00
Uniform Delay (d), s/veh	15.8	0.0	8.4	11.6	0.0	9.2	20.9	0.0	15.5	20.5	0.0	16.5
Incr Delay (d2), s/veh	2.6	0.0	1.2	0.5	0.0	2.1	0.5	0.0	2.1	2.8	0.0	4.0
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.8	0.0	3.1	0.6	0.0	4.3	0.3	0.0	2.8	1.8	0.0	4.2
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	18.3	0.0	9.7	12.1	0.0	11.3	21.4	0.0	17.6	23.2	0.0	20.5
LnGrp LOS	B		A	B		B	C		B	C		C
Approach Vol, veh/h		588			601			281			484	
Approach Delay, s/veh		12.0			11.4			17.9			21.3	
Approach LOS		B			B			B			C	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	24.0	36.0	24.0	36.0
Change Period (Y+Rc), s	4.0	4.0	4.0	4.0
Max Green Setting (Gmax), s	20.0	32.0	20.0	32.0
Max Q Clear Time (g_c+I1), s	12.7	22.0	14.9	13.3
Green Ext Time (p_c), s	0.9	2.6	1.3	3.8

Intersection Summary	
HCM 7th Control Delay, s/veh	14.9
HCM 7th LOS	B

Attachment 3.7: Level of Service Summary for Signal with Left Turn Pockets, Thru Lane and Shared Thru Rt Lane AM Peak

HCM 7th Signalized Intersection Summary
3:

06/04/2024

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	93	410	3	32	410	69	25	182	69	110	149	88
Future Volume (veh/h)	93	410	3	32	410	69	25	182	69	110	149	88
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1945	1870	1870	1945	1870	1870	1945	1870	1870	1945
Adj Flow Rate, veh/h	101	446	3	35	446	75	27	198	75	120	162	96
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	433	1628	11	471	1371	229	532	1061	389	524	914	513
Arrive On Green	0.45	0.45	0.45	0.45	0.45	0.45	0.42	0.42	0.42	0.42	0.42	0.42
Sat Flow, veh/h	881	3618	24	941	3046	509	1121	2546	933	1106	2193	1232
Grp Volume(v), veh/h	101	219	230	35	259	262	27	136	137	120	130	128
Grp Sat Flow(s),veh/h/ln	881	1777	1866	941	1777	1778	1121	1777	1702	1106	1777	1648
Q Serve(g_s), s	5.0	4.6	4.6	1.5	5.6	5.7	0.9	2.9	3.1	4.6	2.8	3.0
Cycle Q Clear(g_c), s	10.7	4.6	4.6	6.1	5.6	5.7	3.9	2.9	3.1	7.7	2.8	3.0
Prop In Lane	1.00		0.01	1.00		0.29	1.00		0.55	1.00		0.75
Lane Grp Cap(c), veh/h	433	800	840	471	800	800	532	740	709	524	740	687
V/C Ratio(X)	0.23	0.27	0.27	0.07	0.32	0.33	0.05	0.18	0.19	0.23	0.18	0.19
Avail Cap(c_a), veh/h	433	800	840	471	800	800	532	740	709	524	740	687
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	14.1	10.4	10.4	12.3	10.6	10.6	12.3	11.1	11.1	13.5	11.0	11.1
Incr Delay (d2), s/veh	1.3	0.8	0.8	0.3	1.1	1.1	0.2	0.5	0.6	1.0	0.5	0.6
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.0	1.8	1.8	0.3	2.1	2.2	0.2	1.1	1.1	1.2	1.1	1.1
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	15.4	11.2	11.2	12.6	11.7	11.7	12.5	11.6	11.7	14.6	11.5	11.7
LnGrp LOS	B	B	B	B	B	B	B	B	B	B	B	B
Approach Vol, veh/h		550			556			300			378	
Approach Delay, s/veh		11.9			11.8			11.7			12.5	
Approach LOS		B			B			B			B	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	29.0	31.0	29.0	31.0
Change Period (Y+Rc), s	4.0	4.0	4.0	4.0
Max Green Setting (Gmax), s	25.0	27.0	25.0	27.0
Max Q Clear Time (g_c+I1), s	5.9	12.7	9.7	8.1
Green Ext Time (p_c), s	1.6	2.8	1.8	3.2

Intersection Summary	
HCM 7th Control Delay, s/veh	12.0
HCM 7th LOS	B

Scenario 3 Signalized_with LT_Parking Removal AM 10:42 am 05/30/2024 Baseline

Synchro 12 Report
Page 1

Attachment 3.8: Level of Service Summary for Signal with Left Turn Pockets, Thru Lane and Shared Thru Rt Lane AFT Peak

HCM 7th Signalized Intersection Summary
3: 06/04/2024

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	138	349	14	62	369	121	22	136	65	116	178	132
Future Volume (veh/h)	138	349	14	62	369	121	22	136	65	116	178	132
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	0.99		0.99	0.99		0.99
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1945	1870	1870	1945	1870	1870	1945	1870	1870	1945
Adj Flow Rate, veh/h	150	379	15	67	401	132	24	148	71	126	193	143
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	459	1684	66	535	1272	414	444	905	412	511	761	532
Arrive On Green	0.48	0.48	0.48	0.48	0.48	0.48	0.38	0.38	0.38	0.38	0.38	0.38
Sat Flow, veh/h	870	3484	138	988	2632	856	1037	2361	1075	1152	1985	1389
Grp Volume(v), veh/h	150	193	201	67	269	264	24	109	110	126	172	164
Grp Sat Flow(s),veh/h/ln	870	1777	1845	988	1777	1712	1037	1777	1659	1152	1777	1597
Q Serve(g_s), s	7.6	3.8	3.8	2.5	5.5	5.6	1.0	2.4	2.6	4.9	4.0	4.2
Cycle Q Clear(g_c), s	13.3	3.8	3.8	6.3	5.5	5.6	5.2	2.4	2.6	7.5	4.0	4.2
Prop In Lane	1.00		0.07	1.00		0.50	1.00		0.65	1.00		0.87
Lane Grp Cap(c), veh/h	459	859	892	535	859	827	444	681	636	511	681	612
V/C Ratio(X)	0.33	0.22	0.23	0.13	0.31	0.32	0.05	0.16	0.17	0.25	0.25	0.27
Avail Cap(c_a), veh/h	459	859	892	535	859	827	444	681	636	511	681	612
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	13.5	9.0	9.0	10.8	9.4	9.5	14.5	12.2	12.2	14.7	12.6	12.7
Incr Delay (d2), s/veh	1.9	0.6	0.6	0.5	1.0	1.0	0.2	0.5	0.6	1.1	0.9	1.1
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.6	1.4	1.4	0.6	2.0	2.0	0.2	1.0	1.0	1.3	1.6	1.5
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	15.4	9.6	9.6	11.3	10.4	10.5	14.7	12.7	12.8	15.8	13.5	13.8
LnGrp LOS	B	A	A	B	B	B	B	B	B	B	B	B
Approach Vol, veh/h		544			600			243			462	
Approach Delay, s/veh		11.2			10.5			12.9			14.2	
Approach LOS		B			B			B			B	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	27.0	33.0	27.0	33.0
Change Period (Y+Rc), s	4.0	4.0	4.0	4.0
Max Green Setting (Gmax), s	23.0	29.0	23.0	29.0
Max Q Clear Time (g_c+I1), s	7.2	15.3	9.5	8.3
Green Ext Time (p_c), s	1.2	2.7	2.1	3.6

Intersection Summary	
HCM 7th Control Delay, s/veh	12.0
HCM 7th LOS	B

Attachment 3.9: Level of Service Summary for Signal with Left Turn Pockets, Thru Lane and Shared Thru Rt Lane PM Peak

HCM 7th Signalized Intersection Summary
3: 06/04/2024

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	144	383	14	58	380	115	22	169	67	125	195	125
Future Volume (veh/h)	144	383	14	58	380	115	22	169	67	125	195	125
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04	1.00	1.00	1.04
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1945	1870	1870	1945	1870	1870	1945	1870	1870	1945
Adj Flow Rate, veh/h	157	416	15	63	413	125	24	184	73	136	212	136
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	2	2	2	2	2	2	2	2	2	2
Cap, veh/h	457	1691	61	515	1302	390	441	962	368	492	810	497
Arrive On Green	0.48	0.48	0.48	0.48	0.48	0.48	0.38	0.38	0.38	0.38	0.38	0.38
Sat Flow, veh/h	867	3498	126	956	2693	807	1031	2510	960	1120	2113	1295
Grp Volume(v), veh/h	157	211	220	63	271	267	24	128	129	136	177	171
Grp Sat Flow(s),veh/h/ln	867	1777	1847	956	1777	1723	1031	1777	1693	1120	1777	1631
Q Serve(g_s), s	8.1	4.2	4.2	2.5	5.6	5.7	1.0	2.9	3.0	5.5	4.1	4.3
Cycle Q Clear(g_c), s	13.8	4.2	4.2	6.7	5.6	5.7	5.3	2.9	3.0	8.6	4.1	4.3
Prop In Lane	1.00		0.07	1.00		0.47	1.00		0.57	1.00		0.79
Lane Grp Cap(c), veh/h	457	859	893	515	859	833	441	681	649	492	681	625
V/C Ratio(X)	0.34	0.25	0.25	0.12	0.32	0.32	0.05	0.19	0.20	0.28	0.26	0.27
Avail Cap(c_a), veh/h	457	859	893	515	859	833	441	681	649	492	681	625
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Uniform Delay (d), s/veh	13.7	9.1	9.1	11.0	9.4	9.5	14.6	12.3	12.3	15.2	12.7	12.7
Incr Delay (d2), s/veh	2.0	0.7	0.7	0.5	1.0	1.0	0.2	0.6	0.7	1.4	0.9	1.1
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	1.7	1.5	1.6	0.5	2.1	2.0	0.2	1.1	1.2	1.5	1.6	1.6
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	15.7	9.8	9.7	11.5	10.4	10.5	14.8	12.9	13.0	16.6	13.6	13.8
LnGrp LOS	B	A	A	B	B	B	B	B	B	B	B	B
Approach Vol, veh/h		588			601			281			484	
Approach Delay, s/veh		11.4			10.6			13.1			14.5	
Approach LOS		B			B			B			B	

Timer - Assigned Phs	2	4	6	8
Phs Duration (G+Y+Rc), s	27.0	33.0	27.0	33.0
Change Period (Y+Rc), s	4.0	4.0	4.0	4.0
Max Green Setting (Gmax), s	23.0	29.0	23.0	29.0
Max Q Clear Time (g_c+I1), s	7.3	15.8	10.6	8.7
Green Ext Time (p_c), s	1.4	2.9	2.1	3.6

Intersection Summary	
HCM 7th Control Delay, s/veh	12.2
HCM 7th LOS	B

Scenario 3 Signalized with LT's No Parking - PM 10:42 am 05/30/2024 Baseline

Synchro 12 Report
Page 1

Attachment 4.1: Traffic Signal Warrant Worksheet for Cameron Avenue and Citrus Street (May 29, 2024)

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 1 of 5)

COUNT DATE 05/29/24

2,600' to Barranca Ave ____ ____
DIST CO RTE PM

CALC _____ DATE _____
CHK _____ DATE _____

Major St: Cameron Avenue — Critical Approach Speed 45 WB mph
Minor St: Citrus Street — Critical Approach Speed 39 mph

Speed limit or critical speed on major street traffic > 40 mph. Cameron Ave ☒
or
In built up area of isolated community of < 10,000 population ☐

RURAL (R) 85th %/POSTED 45 MPH
☐ URBAN (U)

WARRANT 1 - Eight Hour Vehicular Volume — SATISFIED YES ☒ NO ☐
(Condition A or Condition B or combination of A and B must be satisfied)

Condition A - Minimum Vehicle Volume — 100% SATISFIED YES ☒ NO ☐ / 80% SATISFIED YES ☒ NO ☐

	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS)				7-8am	8-9am	12-1pm	2-3pm	3-4 pm	4-5 pm	5-6 pm	6-7 pm
	U	R	U	R								Hour
APPROACH LANES	1		2 or More									
Both Approaches Major Street	500 (400)	350 (280)	600 (480)	420 (336)	784	1048	712	877	1013	880	895	842
Highest Approach Minor Street	150 (120)	105 (84)	200 (160)	140 (112)	288	319	352	247	406	393	431	413

Condition B - Interruption of Continuous Traffic — 100% SATISFIED YES ☒ NO ☐ / 80% SATISFIED YES ☒ NO ☐

	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS)				7-8am	8-9am	12-1pm	2-3 pm	3-4 pm	4-5 pm	5-6 pm	6-7 pm
	U	R	U	R								Hour
APPROACH LANES	1		2 or More									
Both Approaches Major Street	750 (600)	525 (420)	900 (720)	630 (504)	784	1048	712	877	1013	880	895	842
Highest Approach Minor Street	75 (60)	53 (42)	100 (80)	70 (56)	288	319	352	247	406	393	431	413

Combination of Conditions A & B — SATISFIED YES ☒ NO ☐

REQUIREMENT	CONDITION	✓	FULFILLED
TWO CONDITIONS SATISFIED 80%	A. MINIMUM VEHICULAR VOLUME		Yes ☒ No ☐
	AND, B. INTERRUPTION OF CONTINUOUS TRAFFIC		
AND, AN ADEQUATE TRIAL OF OTHER ALTERNATIVES THAT COULD CAUSE LESS DELAY AND INCONVENIENCE TO TRAFFIC HAS FAILED TO SOLVE THE TRAFFIC PROBLEMS			Yes ☒ No ☐

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 2 of 5)

WARRANT 2 - Four Hour Vehicular Volume **SATISFIED* YES ☒ NO ☐**

Record hourly vehicular volumes for any four hours of an average day.

APPROACH LANES	One	2 or More	8-9am	3-4 pm	4-5 pm	5-6 pm
			Hour			
Both Approaches - Major Street		✓	1048	1013	880	895
Higher Approach - Minor Street		✓	319	406	393	431

*All plotted points fall above the applicable curve in Figure 4C-1. (URBAN AREAS)	Yes ☒ No ☐
OR, All plotted points fall above the applicable curve in Figure 4C-2. (RURAL AREAS)	Yes ☒ No ☐

WARRANT 3 - Peak Hour **SATISFIED YES ☒ NO ☐**
(Part A or Part B must be satisfied)

PART A **SATISFIED YES ☐ NO ☒**

(All parts 1, 2, and 3 below must be satisfied for the same one hour, for any four consecutive 15-minute periods)

1. The total delay experienced by traffic on one minor street approach (one direction only) controlled by a STOP sign equals or exceeds four vehicle-hours for a one-lane approach, or five vehicle-hours for a two-lane approach; AND	Yes ☐ No ☒
2. The volume on the same minor street approach (one direction only) equals or exceeds 100 vph for one moving lane of traffic or 150 vph for two moving lanes; AND	Yes ☒ No ☐
3. The total entering volume serviced during the hour equals or exceeds 800 vph for intersections with four or more approaches or 650 vph for intersections with three approaches.	Yes ☒ No ☐

PART B **SATISFIED YES ☒ NO ☐**

APPROACH LANES	One	2 or More	3-4pm
			Hour
Both Approaches - Major Street		✓	1013
Higher Approach - Minor Street		✓	406

The plotted point falls above the applicable curve in Figure 4C-3. (URBAN AREAS)	Yes ☒ No ☐
OR, The plotted point falls above the applicable curve in Figure 4C-4. (RURAL AREAS)	Yes ☒ No ☐

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Based on Traffic Counts and proposed vehicle trips, on **Cameron Avenue and Citrus Street** Traffic Signal Warrants were analyzed. The figures below represent the Traffic Signal Warrants used for the subject intersection located in the City of West Covina. These figures are per the California MUTCD March 2023 Version 7 Edition Chapter 4C, Traffic Control Signal Needs Studies, Part 4, Highway Traffic Signals.

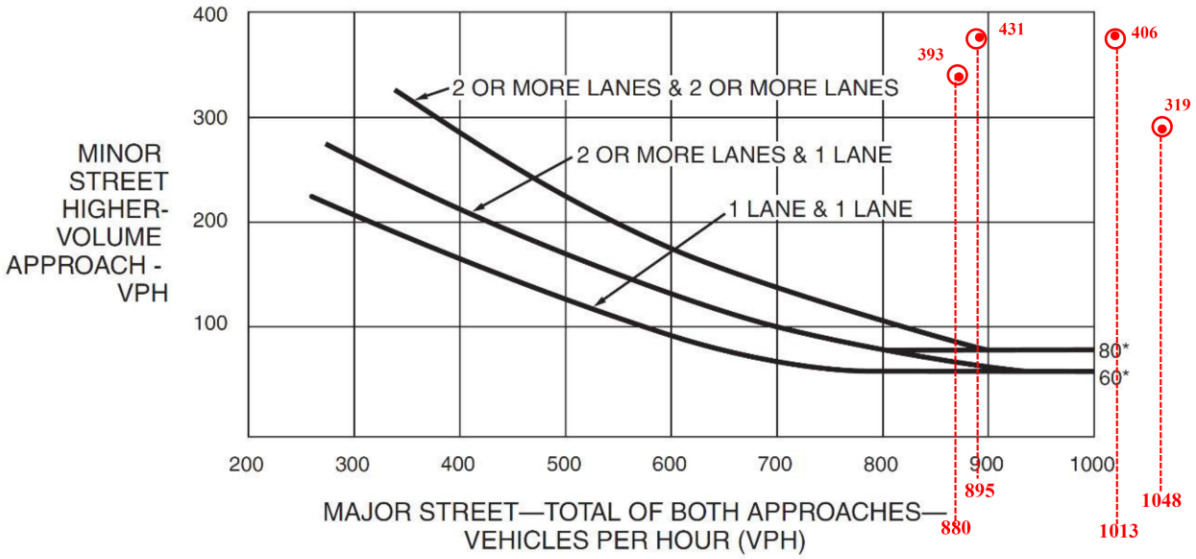
Figure 4C-1. Warrant 2, Four-Hour Vehicular Volume



*Note: 115 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 80 vph applies as the lower threshold volume for a minor-street approach with one lane.

Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 80 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 60 vph applies as the lower threshold volume for a minor-street approach with one lane.

CAMUTCD Section 4C.03 Warrant 2, Four-Hour Vehicular Volume

The Four-Hour Vehicle Volume signal warrant conditions are intended to be applied where the volume of the intersecting traffic is the principal reason to consider installing as traffic control signal. There is a need for a traffic control signal if an engineering study finds that for each of any 4 hours of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve.

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street meets Warrant 2, Four-Hour Vehicular Volume.

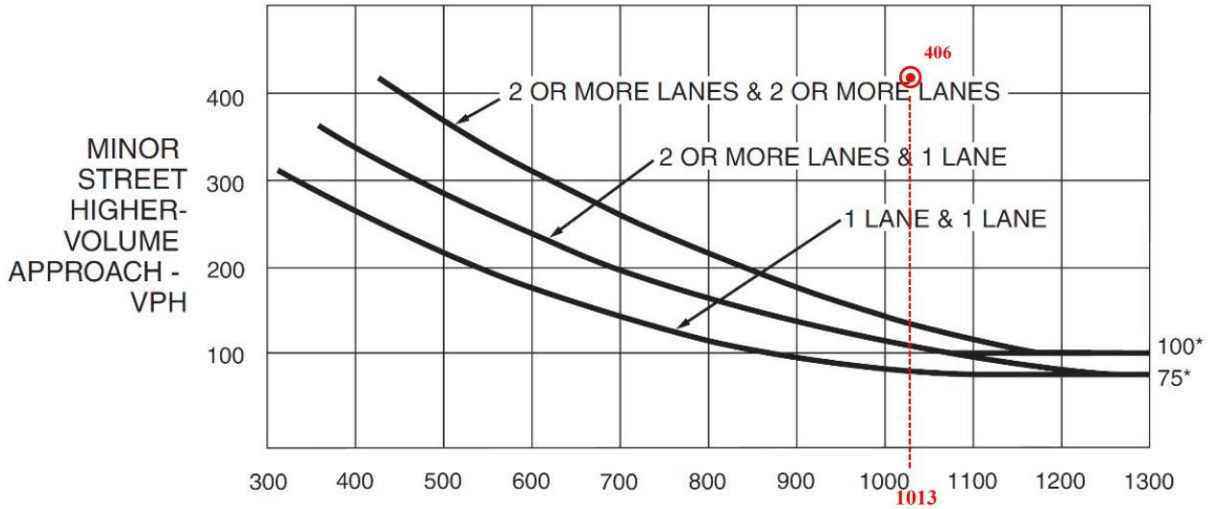
Figure 4C-3. Warrant 3, Peak Hour



*Note: 150 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 100 vph applies as the lower threshold volume for a minor-street approach with one lane.

Figure 4C-4. Warrant 3, Peak Hour (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 100 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 75 vph applies as the lower threshold volume for a minor-street approach with one lane.

CAMUTCD Section 4C.04 Warrant 3, Peak Hour

The Peak Hour Signal warrant is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street. There is a need for a traffic control signal if an engineering study finds that for the peak hour of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve. Cameron Avenue is classified as having 2 or more lanes, and Citrus Street is also classified as having 2 or more lanes. For the warrant to be met, the plotted point must fall above the line in the graph specified as "2 or More Lanes & 2 or More Lanes."

As shown in the graphs above, the intersection of Cameron Avenue and Citrus Street Meets Warrant 3, Peak Hour.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 3 of 5)

WARRANT 4 - Pedestrian Volume
(Parts 1 and 2 Must Be Satisfied)

SATISFIED YES ☐ NO ☒

Part 1 (Parts A or B must be satisfied)

A.

Hours - - ->	8-9pm	3-4pm	4-5pm	5-6pm
Vehicles per hour for any 4 hours	1048	1013	880	895
Pedestrians per hour for any 4 hours	5	22	15	10

Figure 4C-5 or Figure 4C-6
SATISFIED YES ☐ NO ☒

B.

1 hour or 4 – 15min Hours - - ->	3-4pm			
Vehicles per hour for any 1 hour	1013			
Pedestrians per hour for any 1 hour	22			

Figure 4C-7 or Figure 4C-8
SATISFIED YES ☐ NO ☒

Part 2 **SATISFIED YES ☒ NO ☐**

AND, The distance to the nearest traffic signal along the major street is greater than 300 ft	Yes ☒	No ☐
OR, The proposed traffic signal will not restrict progressive traffic flow along the major street.	Yes ☐	No ☐

WARRANT 5 - School Crossing
(Parts A and B Must Be Satisfied)

SATISFIED YES ☐ NO ☐

Part A
Gap/Minutes and # of Children

SATISFIED YES ☐ NO ☐

Gaps vs Minutes	Hour
Minutes Children Using Crossing	
Number of [illegible] quate Gaps	
School Age Pedestrians Cros[illegible]treet / hr	

Gaps < Minutes YES ☐ NO ☐
AND Children [illegible]/hr YES ☐ NO ☐

N/A

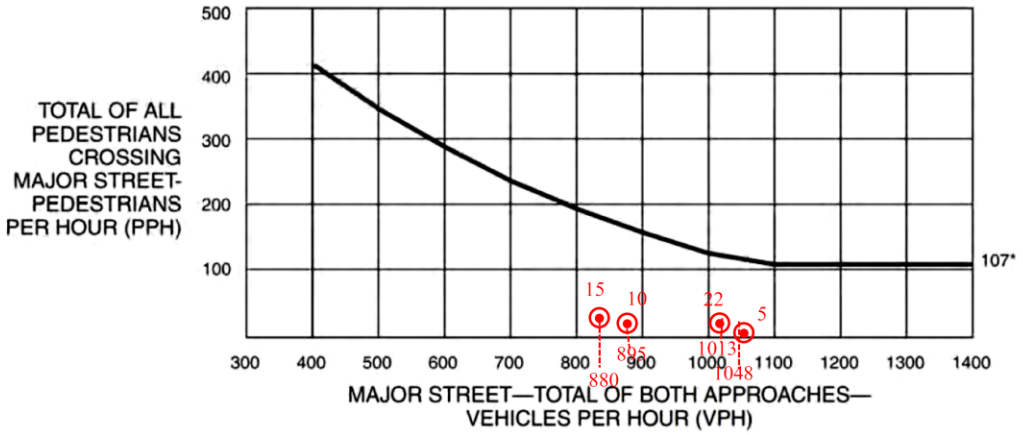
AND, Consideration has bee[illegible] given [illegible]es[illegible] restrictive re[illegible]edial measures.	Yes ☐	No ☐

Part B **SATISFIED YES ☐ NO ☐**

The distance to the nearest traffic signal along the major street is greater than 300 ft	Yes ☐	No ☐
OR, The proposed signal will not restrict the progressive movement of traffic.	Yes ☐	No ☐

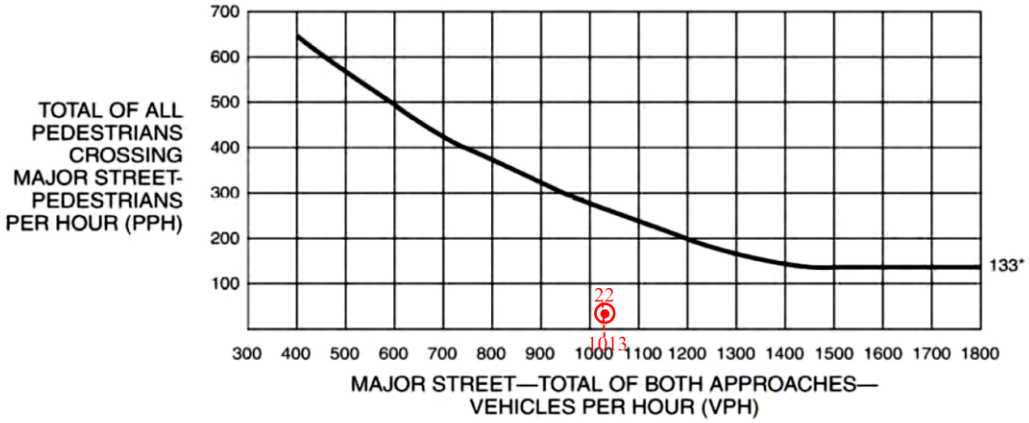
The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-5. Warrant 4, Pedestrian Four-Hour Volume



*Note: 107 pph applies as the lower threshold volume.

Figure 4C-7. Warrant 4, Pedestrian Peak Hour



*Note: 133 pph applies as the lower threshold volume.

CAMUTCD Section 4C.05 Warrant 4, Pedestrian Volume states that The Pedestrian Volume signal warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street. The need for a traffic control signal at an intersection or midblock crossing shall be considered if an engineering study finds that one of the following criteria is met:

A. For each of any 4 hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) all fall above the curve in Figure 4C-5; or

B. For 1 hour (any four consecutive 15-minute periods) of an average day, the plotted point representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) falls above the curve in Figure 4C-7.

This warrant in not met.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 4 of 5)

WARRANT 6 - Coordinated Signal System **SATISFIED YES ☐ NO ☐**
(All Parts Must Be Satisfied)

MINIMUM REQUIREMENTS	DISTANCE TO NEAREST SIGNAL	
≥ 1000 ft	N 3,400' ft, S N/A ft, E 2,[illegible] ft, W 2,600' ft	Yes ☒ No ☐
On a one-way street or a street that has traffic predominantly in one direction, the adjacent traffic control signals are so far apart that they do not provide the necessary degree of vehicular platooning.		Yes ☐ No ☒
OR, On a two-way street, adjacent traffic control signals do not provide the necessary degree of platooning and the proposed and adjacent traffic control signals will collectively provide a progressive operation.		

N/A

WARRANT 7 - Crash Experience Warrant **SATISFIED YES ☒ NO ☐**
(All Parts Must Be Satisfied)

Adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce the crash frequency.			Yes ☒ No ☐
REQUIREMENTS	Number of crashes reported within a 12 month period susceptible to correction by a traffic signal, and involving injury or damage exceeding the requirements for a reportable crash.		Yes ☒ No ☐
5 OR MORE	Three in 2021, Three in 2022, Five in 2023 and one in 2024		
REQUIREMENTS	CONDITIONS	✓	
ONE CONDITION SATISFIED 80%	Warrant 1, Condition A - Minimum Vehicular Volume — Yes		Yes ☒ No ☐
	OR, Warrant 1, Condition B - Interruption of Continuous Traffic — Yes		
	OR, Warrant 4, Pedestrian Volume Condition Ped Vol ≥ 152 for any hour OR, Ped Vol ≥ 80 for any 4 hours — No		

WARRANT 8 - Roadway Network **SATISFIED YES ☐ NO ☒**
(All Parts Must Be Satisfied)

MINIMUM VOLUME REQUIREMENTS	ENTERING VOLUMES - ALL APPROACHES	✓	FULFILLED
1000 Veh/Hr	During Typical Weekday Peak Hour 1632 Veh/Hr and has 5-year projected traffic volumes that meet one or more of Warrants 1, 2, and 3 during an average weekday.	✓	Yes ☒ No ☐
	OR During Each of Any 5 Hrs. of a Sat. or Sun _____ Veh/Hr		

CHARACTERISTICS OF MAJOR ROUTES	MAJOR ROUTE A	MAJOR ROUTE B	
Hwy. System Serving as Principal Network for Through Traffic			Cameron Ave & Citrus St BOTH considered Minor Arterial Roads
Rural or Suburban Highway Outside Of, Entering, or Traversing a City			
Appears as Major Route on an Official Plan			
Any Major Route Characteristics Met, Both Streets			Yes ☐ No ☒

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 5 of 5)

WARRANT 9 - Intersection Near a Grade Crossing **SATISFIED YES ☐ NO ☐**
(Both Parts A and B Must Be Satisfied)

PART A A grade crossing exists on an approach controlled by a STOP or YIELD sign and the center of the track nearest to the intersection is within 140 feet of the stop line or yield line on the approach. Track Center Line to Limit Line _____ ft	Yes ☐ No ☐
PART B **There is one minor street approach lane at the track crossing** - During the highest traffic volume hour during which rail traffic uses the crossing, the plotted point falls above the applicable curve in Figure 4C-9. Major Street - Total of both approaches: _____ VPH Minor Street - Crosses the track (one direction only, approaching the intersection): _____ VPH X AF (Use Tables 4C-2, 3, & 4 below to calculate AF) = _____ VPH	Yes ☐ No ☐
OR, There are two or more minor street approach lanes at the track crossing - During the highest traffic volume hour during which rail traffic uses the crossing, the plotted point falls above the applicable curve in Figure 4C-10. Major Street - Total of both approaches: _____ VPH Minor Street - Crosses the track (one direction only, approaching the intersection): _____ VPH X AF (Use Tables 4C-2, 3, & 4 below to calcualte AF) = _____ VPH	

The minor street approach volume may be multiplied by the three following adjustment factors (AF) as described in Section 4C.10.

1- Number of Rail Traffic per Day _____ Adjustment factor from table 4C-2____

2- Percentage of High-Occupancy Bus on Minor Street Approach_____ Adjustment factor from table 4C-3____

3- Percentage of Tractor-Trailer Trucks on Minor Street Approach_____ Adjustment factor from table 4C-4____

NOTE: If no data is availale or known, then use AF = 1 (no adjustment)

Attachment 4.2: Traffic Signal Warrant Worksheet for Cameron Avenue and Citrus Street (1/19/2023)

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 1 of 5)

2,600' to Barranca Ave
DIST CO RTE PM

COUNT DATE Thursday, 01/19/23
CALC _____ DATE _____
CHK _____ DATE _____

Major St: Cameron Avenue — Critical Approach Speed 49 mph
Minor St: Citrus Street — Critical Approach Speed 39 mph

Speed limit or critical speed on major street traffic > 40 mph..... [X]
In built up area of isolated community of < 10,000 population..... [ ]
or
RURAL (R) 85th %
[ ] URBAN (U)

WARRANT 1 - Eight Hour Vehicular Volume SATISFIED YES [X] NO [ ]
(Condition A or Condition B or combination of A and B must be satisfied)

Condition A - Minimum Vehicle Volume 100% SATISFIED YES [X] NO [ ]
80% SATISFIED YES [X] NO [ ]

APPROACH LANES	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS) U (1)	R (1)	U (2 or More)	R (2 or More)	7-8 am	8-9am	1-2pm	2-3pm	3-4 pm	4-5 pm	5-6 pm	6-7 pm
Both Approaches Major Street	500 (400)	350 (280)	600 (480)	420 (336)	845	972	729	830	971	955	879	652
Highest Approach Minor Street	150 (120)	105 (84)	200 (160)	140 (112)	275	362	294	372	394	378	370	342

Hour

Condition B - Interruption of Continuous Traffic 100% SATISFIED YES [X] NO [ ]
80% SATISFIED YES [X] NO [ ]

APPROACH LANES	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS) U (1)	R (1)	U (2 or More)	R (2 or More)	7-8 am	8-9 am	1-2 pm	2-3 pm	3-4 pm	4-5 pm	5-6 pm	6-7 pm
Both Approaches Major Street	750 (600)	525 (420)	900 (720)	630 (504)	845	972	729	830	971	955	879	652
Highest Approach Minor Street	75 (60)	53 (42)	100 (80)	70 (56)	275	362	294	372	394	378	370	342

Hour

Combination of Conditions A & B SATISFIED YES [X] NO [ ]

REQUIREMENT	CONDITION	✓	FULFILLED
TWO CONDITIONS SATISFIED 80%	A. MINIMUM VEHICULAR VOLUME		Yes [X] No [ ]
	AND, B. INTERRUPTION OF CONTINUOUS TRAFFIC		
AND, AN ADEQUATE TRIAL OF OTHER ALTERNATIVES THAT COULD CAUSE LESS DELAY AND INCONVENIENCE TO TRAFFIC HAS FAILED TO SOLVE THE TRAFFIC PROBLEMS			Yes [X] No [ ]

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 2 of 5)

COUNT DATE Thursday, 01/19/23

WARRANT 2 - Four Hour Vehicular Volume **SATISFIED* YES ☒ NO ☐**

Record hourly vehicular volumes for any four hours of an average day.

APPROACH LANES	One	2 or More	8-9 am	3-4 pm	4-5 pm	5-6 pm
			Hour			
Both Approaches - Major Street		✓	972	971	955	879
Higher Approach - Minor Street		✓	362	394	378	370

*All plotted points fall above the applicable curve in Figure 4C-1. (URBAN AREAS)	Yes ☒ No ☐
OR, All plotted points fall above the applicable curve in Figure 4C-2. (RURAL AREAS)	Yes ☒ No ☐

WARRANT 3 - Peak Hour **SATISFIED YES ☒ NO ☐**
(Part A or Part B must be satisfied)

PART A **SATISFIED YES ☐ NO ☒**

(All parts 1, 2, and 3 below must be satisfied for the same one hour, for any four consecutive 15-minute periods)

1. The total delay experienced by traffic on one minor street approach (one direction only) controlled by a STOP sign equals or exceeds four vehicle-hours for a one-lane approach, or five vehicle-hours for a two-lane approach; AND	Yes ☐ No ☒
2. The volume on the same minor street approach (one direction only) equals or exceeds 100 vph for one moving lane of traffic or 150 vph for two moving lanes; AND	Yes ☒ No ☐
3. The total entering volume serviced during the hour equals or exceeds 800 vph for intersections with four or more approaches or 650 vph for intersections with three approaches.	Yes ☒ No ☐

PART B **SATISFIED YES ☒ NO ☐**

APPROACH LANES	One	2 or More	3-4 pm
			Hour
Both Approaches - Major Street		✓	971
Higher Approach - Minor Street		✓	394

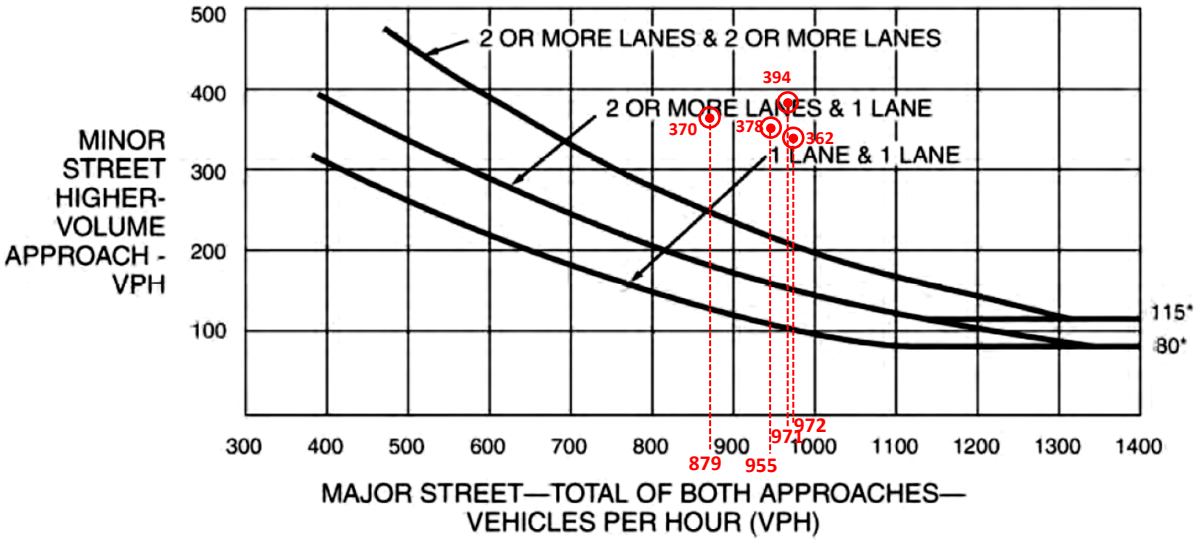
The plotted point falls above the applicable curve in Figure 4C-3. (URBAN AREAS)	Yes ☒ No ☐
OR, The plotted point falls above the applicable curve in Figure 4C-4. (RURAL AREAS)	Yes ☒ No ☐

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Based on Traffic Counts and proposed vehicle trips, on Cameron Avenue and Citrus Street Traffic Signal Warrants were analyzed. The figures below represent the Traffic Signal Warrants used for the subject intersection located in the City of West Covina. These figures are per the California MUTCD 2014 Edition Chapter 4C, Traffic Control Signal Needs Studies, Part 4, Highway Traffic Signals.

COUNT DATE Thursday, 01/19/23

Figure 4C-1. Warrant 2, Four-Hour Vehicular Volume

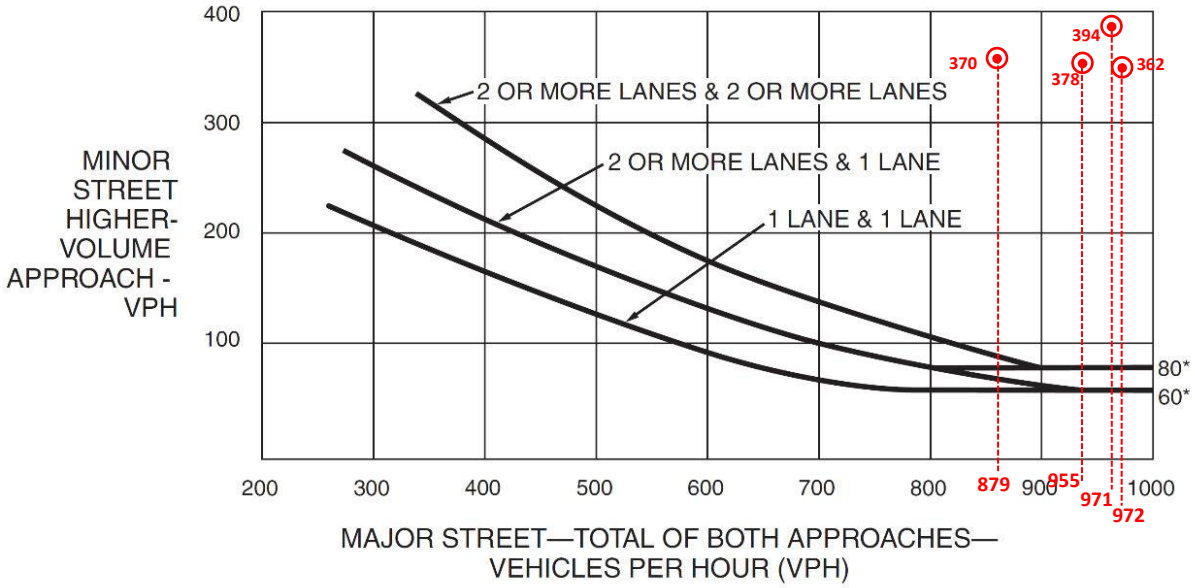


*Note: 115 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 80 vph applies as the lower threshold volume for a minor-street approach with one lane.

COUNT DATE Thursday, 01/19/23

Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 80 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 60 vph applies as the lower threshold volume for a minor-street approach with one lane.

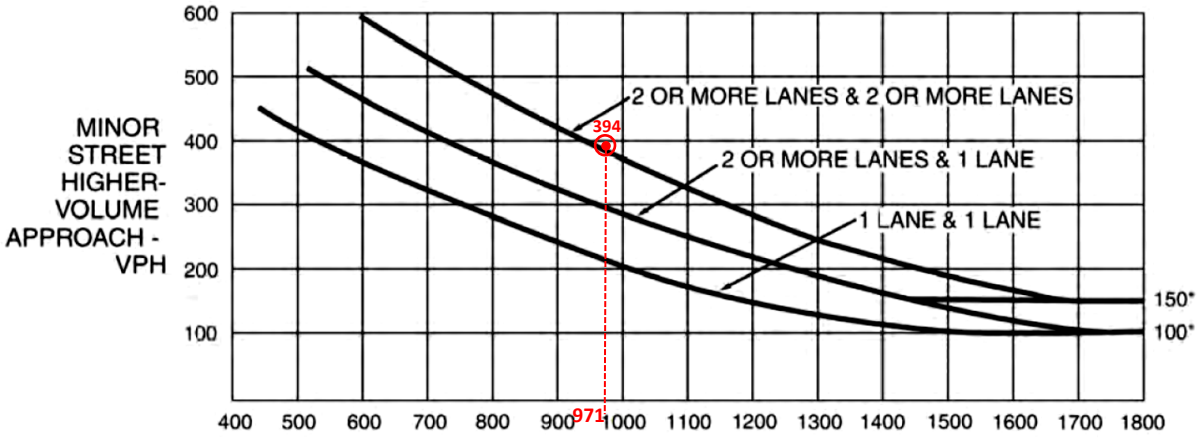
CAMUTCD Section 4C.03 Warrant 2, Four-Hour Vehicular Volume

The Four-Hour Vehicle Volume signal warrant conditions are intended to be applied where the volume of the intersecting traffic is the principal reason to consider installing as traffic control signal. There is a need for a traffic control signal if an engineering study finds that for each of any 4 hours of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve.

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street MEETS Warrant 2, Four-Hour Vehicular Volume.

COUNT DATE Thursday, 01/19/23

Figure 4C-3. Warrant 3, Peak Hour

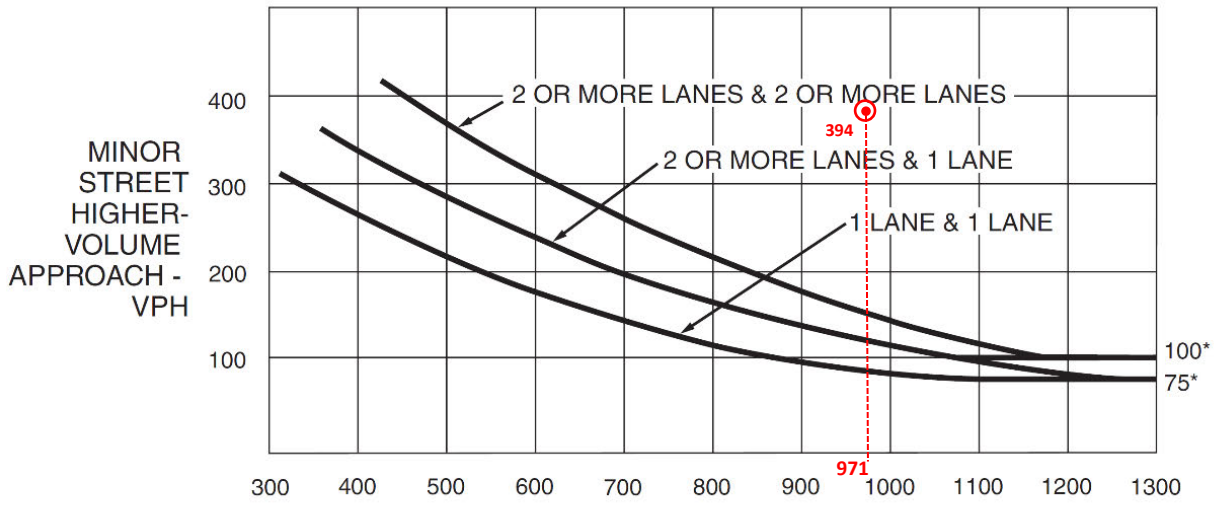


*Note: 150 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 100 vph applies as the lower threshold volume for a minor-street approach with one lane.

COUNT DATE Thursday, 01/19/23

Figure 4C-4. Warrant 3, Peak Hour (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 100 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 75 vph applies as the lower threshold volume for a minor-street approach with one lane.

CAMUTCD Section 4C.04 Warrant 3, Peak Hour

The Peak Hour Signal warrant is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street. There is a need for a traffic control signal if an engineering study finds that for the peak hour of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve. Cameron Avenue is classified as a 2 or more lanes road, and Citrus Street is classified as a 2 or more lanes road. For the warrant to be met, the plotted point must fall above the line in the graph specified as "2 or More Lanes & 2 or More Lanes."

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street MEETS Warrant 3, Peak Hour under Rural conditions (Major Street with higher than 40mph speeds).

COUNT DATE Thursday, 01/19/23

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 3 of 5)

WARRANT 4 - Pedestrian Volume
(Parts 1 and 2 Must Be Satisfied)

SATISFIED YES ☐ NO ☒

Part 1 (Parts A or B must be satisfied)

	Hours - - ->	8-9 am	2-3 pm	3-4 pm	5-6 pm
A.	Vehicles per hour for any 4 hours	972	830	971	879
	Pedestrians per hour for any 4 hours	12	2	6	8

Figure 4C-5 or Figure 4C-6
SATISFIED YES ☐ NO ☒

	Hours - - ->	8-9 am	2-3 pm	3-4 pm	5-6 pm
B.	Vehicles per hour for any 1 hour	972	830	971	879
	Pedestrians per hour for any 1 hour	12	2	6	8

Figure 4C-7 or Figure 4C-8
SATISFIED YES ☐ NO ☒

Part 2 SATISFIED YES ☒ NO ☐

AND, The distance to the nearest traffic signal along the major street is greater than 300 ft	Yes ☒	No ☐
OR, The proposed traffic signal will not restrict progressive traffic flow along the major street.	Yes ☒	No ☐

WARRANT 5 - School Crossing
(Parts A and B Must Be Satisfied)

SATISFIED YES ☐ NO ☐

Part A
Gap/Minutes and # of Children

SATISFIED YES ☐ NO ☐

		Hour
Gaps vs Minutes	Minutes Children Using Crossing	
	Number of Adequate Gaps	
School Age Pedestrians Crossi	eet / hr	

aps < Minute YES ☐ NO ☐
AND Children /hr YES ☐ NO ☐

AND, Consideration has been ven les restrictive rem ial measures.	Yes ☐	No ☐

N/A

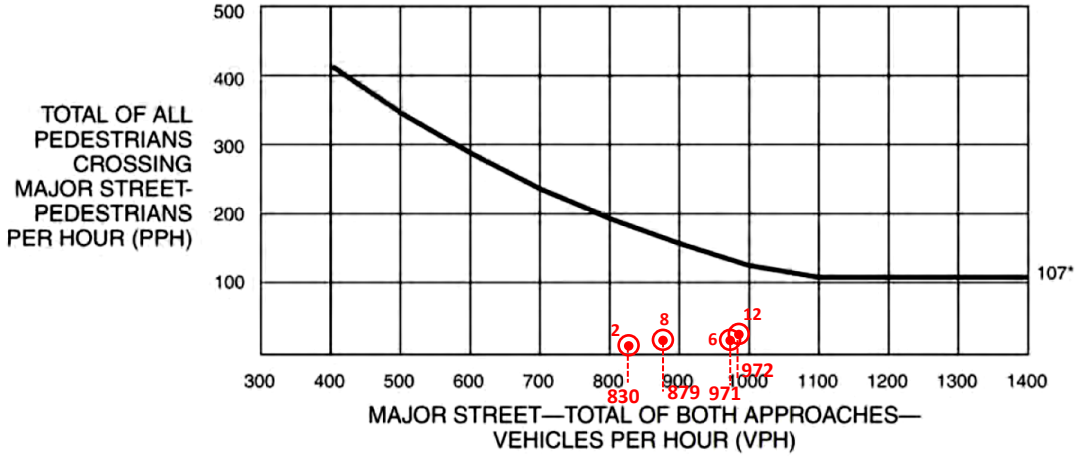
Part B SATISFIED YES ☐ NO ☐

The distance to the nearest traffic signal along the major street is greater than 300 ft	Yes ☐	No ☐
OR, The proposed signal will not restrict the progressive movement of traffic.	Yes ☐	No ☐

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

COUNT DATE Thursday, 01/19/23

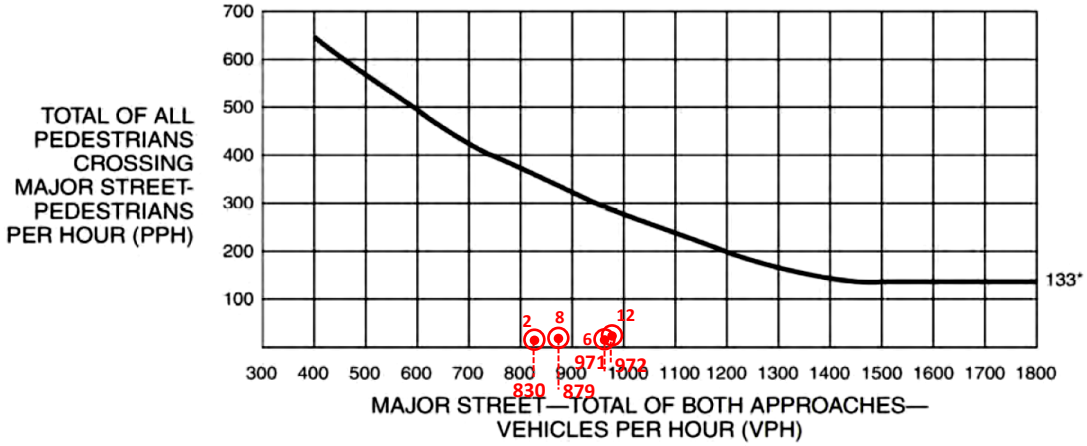
Figure 4C-5. Warrant 4, Pedestrian Four-Hour Volume



*Note: 107 pph applies as the lower threshold volume.

COUNT DATE Thursday, 01/19/23

Figure 4C-7. Warrant 4, Pedestrian Peak Hour



*Note: 133 pph applies as the lower threshold volume.

CAMUTCD Section 4C.05 Warrant 4, Pedestrian Volume states that The Pedestrian Volume signal warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street. The need for a traffic control signal at an intersection or midblock crossing shall be considered if an engineering study finds that one of the following criteria is met:

A. For each of any 4 hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) all fall above the curve in Figure 4C-5; or

B. For 1 hour (any four consecutive 15-minute periods) of an average day, the plotted point representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings) falls above the curve in Figure 4C-7.

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street does NOT MEET Warrant 4, Pedestrian Volume.

COUNT DATE Thursday, 01/19/23

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 4 of 5)

WARRANT 6 - Coordinated Signal System **SATISFIED YES ☐ NO ☐**
(All Parts Must Be Satisfied)

MINIMUM REQUIREMENTS	DISTANCE TO NEAREST SIGNAL	
≥ 1000 ft	N 3[illegible]00′ ft, S N/A ft, E 2,620′ W 2,600′ ft	Yes ☒ No ☐
On a one-way street or a st[illegible]et that ha[illegible] traffic predom[illegible]antly in one d[illegible]ecti[illegible], the adjacent traffic control signals are so[illegible]r a[illegible]rt t[illegible]t they do not [illegible]ovide the nec[illegible]ssary [illegible]egree of vehicular platooning.		Yes ☐ No ☒
OR, On a two-way street, a[illegible]acent t[illegible]c control si[illegible]als do not pro[illegible]de the ne[illegible]ssary degree of platooning and th[illegible] propose[illegible] and adjace[illegible] traffic control[illegible]gnals will [illegible]llectively provide a progressive operation.		

N/A

WARRANT 7 - Crash Experience Warrant **SATISFIED YES ☐ NO ☒**
(All Parts Must Be Satisfied)

Adequate trial of alternatives with satisfactory observance and enforcement has failed to reduce the crash frequency.			Yes ☐ No ☒
REQUIREMENTS	Number of crashes reported within a 12 month period susceptible to correction by a traffic signal, and involving injury or damage exceeding the requirements for a reportable crash.		Yes ☐ No ☒
5 OR MORE	Three in 2021, Three in 2022, at time of 2023 report Three in		
REQUIREMENTS	CONDITIONS	✓	
ONE CONDITION SATISFIED 80%	Warrant 1, Condition A - Minimum Vehicular Volume — Yes		Yes ☒ No ☐
	OR, Warrant 1, Condition B - Interruption of Continuous Traffic — Yes		
	OR, Warrant 4, Pedestrian Volume Condition Ped Vol ≥ 152 for any hour OR, Ped Vol ≥ 80 for any 4 hours — No		

WARRANT 8 - Roadway Network **SATISFIED YES ☐ NO ☒**
(All Parts Must Be Satisfied)

MINIMUM VOLUME REQUIREMENTS	ENTERING VOLUMES - ALL APPROACHES	✓	FULFILLED
1000 Veh/Hr	During Typical Weekday Peak Hour 1634 Veh/Hr and has 5-year projected traffic volumes that meet one or more of Warrants 1, 2, and 3 during an average weekday.	✓	Yes ☒ No ☐
	OR During Each of Any 5 Hrs. of a Sat. or Sun _____ Veh/Hr		

CHARACTERISTICS OF MAJOR ROUTES	MAJOR ROUTE A	MAJOR ROUTE B	
Hwy. System Serving as Principal Network for Through Traffic			Cameron Ave & Citrus St BOTH considered Minor Arterial Roads
Rural or Suburban Highway Outside Of, Entering, or Traversing a City			
Appears as Major Route on an Official Plan			
Any Major Route Characteristics Met, Both Streets			Yes ☐ No ☒

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

COUNT DATE Thursday, 01/19/23

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 5 of 5)

WARRANT 9 - Intersection Near a Grade Crossing **SATISFIED YES ☐ NO ☐**
(Both Parts A and B Must Be Satisfied)

PART A A grade crossing exists on an approach controlled by a STOP or YIELD sign and the center of the track nearest to the intersection is within 140 feet of the stop line or yield line on the approach. Track Center Line to Limit Line	Yes ☐ No ☐
PART B **There is one minor street approach lane at the track cross**uring the highest traffic volume hour during which rail traffic uses the crossing, the p d point falls above the applicable curve in Figure 4C-9. Major Street - Total of both approaches: ___ VPH Minor Street - Crosses the track (one direction y, approaching the intersection): _____ VPH X AF (Use Tables 4C-2, 3, & 4 bel o calculate AF) = _____ VPH **OR, There are two or more minor street approach l s at the track crossing -** During the highest traffic volume hour during which rail tra ses the crossing, the plotted point falls above the applicable curve in Figure 4C Major Street - Total of both approaches : _____ VPH Minor Street - Crosses the track (o irection only, approaching the intersection): _____ VPH X AF (Use Tables 4C-2, below to calcualte AF) = _____ VPH	Yes ☐ No ☐

The minor street approach volume may be multiplied b o three following adjustment factors (AF) as described in Section 4C.10.

1- Number of Rail Traffic per Da _____ Adjustment factor from table 4C-2____

2- Percentage of High-Occupancy Buses o Street Approach_____ Adjustment factor from table 4C-3____

3- Percentage of Tractor-Trailer Trucks on Minor Street Approach_____ Adjustment factor from table 4C-4____

NOTE: If no data is availale or known, then use AF = 1 (no adjustment)

N/A

Attachment 4.3: Traffic Signal Warrant Worksheet for Cameron Avenue and Citrus Street (1/20/2023)

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 1 of 5)

COUNT DATE Friday, 01/20/23

2,600' to Barranca Ave | | |
DIST CO RTE PM

CALC _____ DATE _____

CHK _____ DATE _____

Major St: Cameron Avenue — Critical Approach Speed 45 -49 mph

Minor St: Citrus Street — Critical Approach Speed 39 mph

Speed limit or critical speed on major street traffic > 40 mph..... ☒

or

In built up area of isolated community of < 10,000 population..... ☐

} RURAL (R) 85th %

☐ URBAN (U)

WARRANT 1 - Eight Hour Vehicular Volume — SATISFIED YES ☒ NO ☐

(Condition A or Condition B or combination of A and B must be satisfied)

Condition A - Minimum Vehicle Volume — 100% SATISFIED YES ☒ NO ☐ ; 80% SATISFIED YES ☒ NO ☐

APPROACH LANES	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS) U	R	U	R	8-9 am	12-1pm	1-2pm	2-3pm	3-4 pm	4-5 pm	5-6 pm	6-7 pm	Hour
	1		2 or More										
Both Approaches Major Street	500 (400)	350 (280)	600 (480)	420 (336)	975	644	662	923	1028	1008	913	775	
Highest Approach Minor Street	150 (120)	105 (84)	200 (160)	140 (112)	340	302	351	393	391	401	447	359	

Condition B - Interruption of Continuous Traffic — 100% SATISFIED YES ☒ NO ☐ ; 80% SATISFIED YES ☒ NO ☐

APPROACH LANES	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS) U	R	U	R	8-9 am	12-1 pm	1-2 pm	2-3 pm	3-4 pm	4-5 pm	5-6 pm	6-7 pm	Hour
	1		2 or More										
Both Approaches Major Street	750 (600)	525 (420)	900 (720)	630 (504)	975	644	662	923	1028	1008	913	775	
Highest Approach Minor Street	75 (60)	53 (42)	100 (80)	70 (56)	340	302	351	393	391	401	447	359	

Combination of Conditions A & B — SATISFIED YES ☒ NO ☐

REQUIREMENT	CONDITION	✓	FULFILLED
TWO CONDITIONS SATISFIED 80%	A. MINIMUM VEHICULAR VOLUME		Yes ☒ No ☐
	AND, B. INTERRUPTION OF CONTINUOUS TRAFFIC		
AND, AN ADEQUATE TRIAL OF OTHER ALTERNATIVES THAT COULD CAUSE LESS DELAY AND INCONVENIENCE TO TRAFFIC HAS FAILED TO SOLVE THE TRAFFIC PROBLEMS			Yes ☒ No ☐

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

COUNT DATE Friday, 01/20/23

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 2 of 5)

WARRANT 2 - Four Hour Vehicular Volume **SATISFIED* YES ☒ NO ☐**

Record hourly vehicular volumes for any four hours of an average day.

APPROACH LANES	One	2 or More	2-3 pm	3-4 pm	4-5 pm	5-6 pm
Both Approaches - Major Street		✓	923	1028	1008	913
Higher Approach - Minor Street		✓	393	391	401	447

Hour

*All plotted points fall above the applicable curve in Figure 4C-1. (URBAN AREAS)	Yes ☒	No ☐
OR, All plotted points fall above the applicable curve in Figure 4C-2. (RURAL AREAS)	Yes ☒	No ☐

WARRANT 3 - Peak Hour **SATISFIED YES ☒ NO ☐**
(Part A or Part B must be satisfied)

PART A **SATISFIED YES ☐ NO ☒**

(All parts 1, 2, and 3 below must be satisfied for the same one hour, for any four consecutive 15-minute periods)

1. The total delay experienced by traffic on one minor street approach (one direction only) controlled by a STOP sign equals or exceeds four vehicle-hours for a one-lane approach, or five vehicle-hours for a two-lane approach; AND	Yes ☐	No ☒
2. The volume on the same minor street approach (one direction only) equals or exceeds 100 vph for one moving lane of traffic or 150 vph for two moving lanes; AND	Yes ☒	No ☐
3. The total entering volume serviced during the hour equals or exceeds 800 vph for intersections with four or more approaches or 650 vph for intersections with three approaches.	Yes ☒	No ☐

PART B **SATISFIED YES ☒ NO ☐**

APPROACH LANES	One	2 or More	3-4 pm
Both Approaches - Major Street		✓	1028
Higher Approach - Minor Street		✓	391

Hour

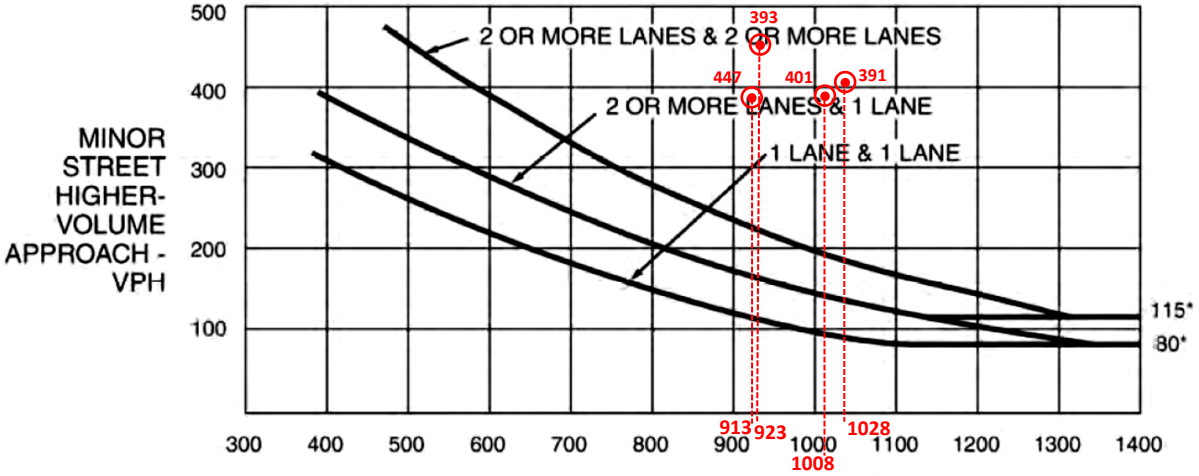
The plotted point falls above the applicable curve in Figure 4C-3. (URBAN AREAS)	Yes ☒	No ☐
OR, The plotted point falls above the applicable curve in Figure 4C-4. (RURAL AREAS)	Yes ☒	No ☐

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Based on Traffic Counts and proposed vehicle trips, on **Cameron Avenue and Citrus Street** Traffic Signal Warrants were analyzed. The figures below represent the Traffic Signal Warrants used for the subject intersection located in the City of West Covina. These figures are per the California MUTCD 2014 Edition Chapter 4C, Traffic Control Signal Needs Studies, Part 4, Highway Traffic Signals.

COUNT DATE Friday, 01/20/23

Figure 4C-1. Warrant 2, Four-Hour Vehicular Volume

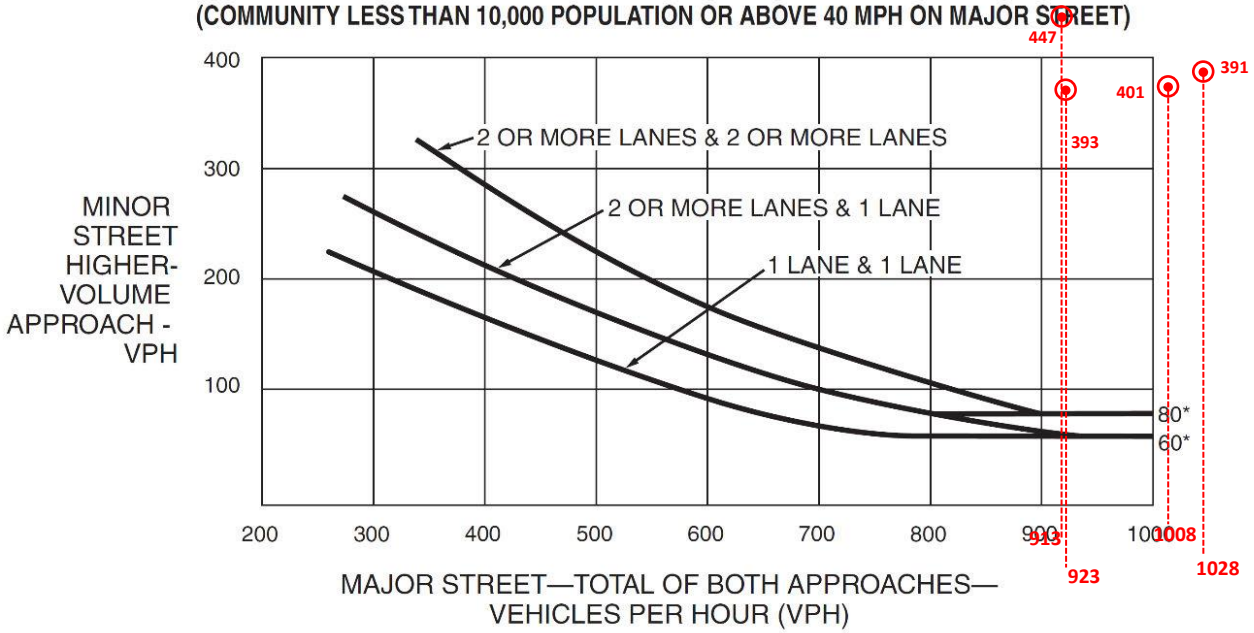


*Note: 115 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 80 vph applies as the lower threshold volume for a minor-street approach with one lane.

COUNT DATE Friday, 01/20/23

Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 80 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 60 vph applies as the lower threshold volume for a minor-street approach with one lane.

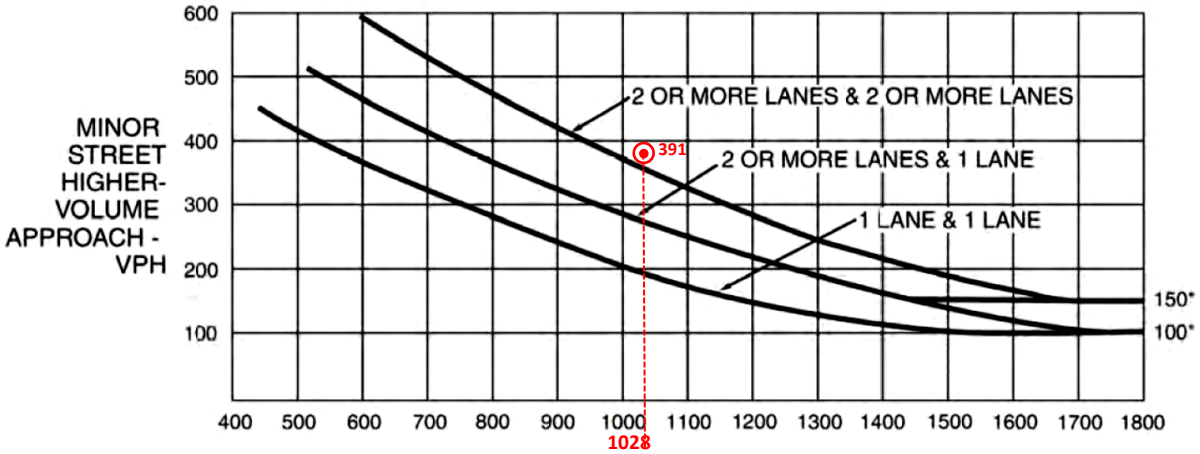
CAMUTCD Section 4C.03 Warrant 2, Four-Hour Vehicular Volume

The Four-Hour Vehicle Volume signal warrant conditions are intended to be applied where the volume of the intersecting traffic is the principal reason to consider installing as traffic control signal. There is a need for a traffic control signal if an engineering study finds that for each of any 4 hours of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve.

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street MEETS Warrant 2, Four-Hour Vehicular Volume.

COUNT DATE Friday, 01/20/23

Figure 4C-3. Warrant 3, Peak Hour

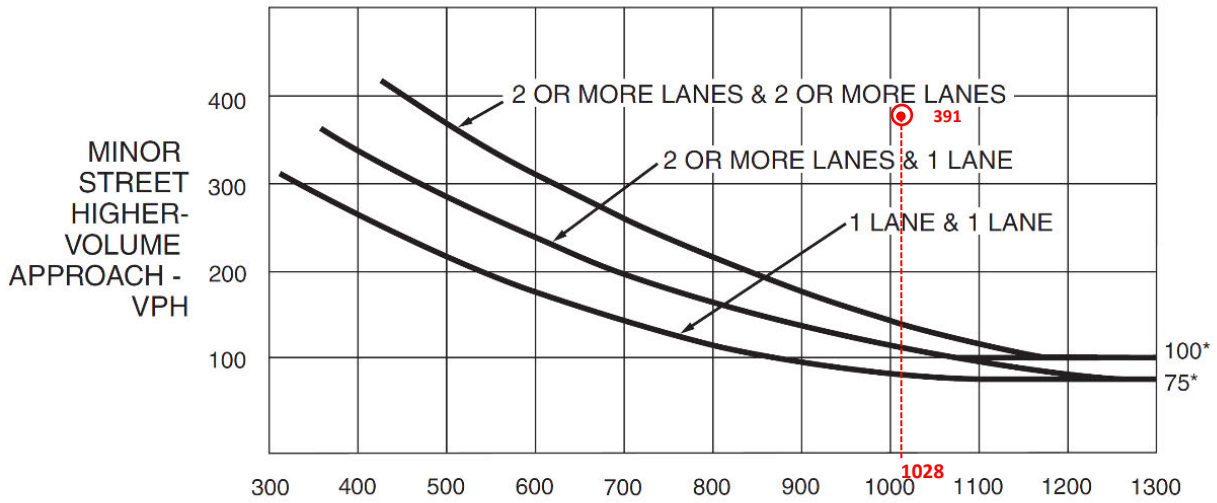


*Note: 150 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 100 vph applies as the lower threshold volume for a minor-street approach with one lane.

COUNT DATE Friday, 01/20/23

Figure 4C-4. Warrant 3, Peak Hour (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 100 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 75 vph applies as the lower threshold volume for a minor-street approach with one lane.

CAMUTCD Section 4C.04 Warrant 3, Peak Hour

The Peak Hour Signal warrant is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street. There is a need for a traffic control signal if an engineering study finds that for the peak hour of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve. Cameron Avenue is classified as a 2 or more lanes road, and Citrus Street is classified as a 2 or more lanes road. For the warrant to be met, the plotted point must fall above the line in the graph specified as "2 or More Lanes & 2 or More Lanes."

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street MEETS Warrant 3, Peak Hour.

WARRANTS 4, 5, 6, 7, 8 AND 9 WERE NOT CONSIDERED SEPARATELY FOR FRIDAY AND SATURDAY SINCE THEY HAVE THE SAME OUTCOME AS THURSDAY.

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 1 of 5)

COUNT DATE Saturday, 01/21/23

2,600' to Barranca Ave _____ _____ _____
DIST CO RTE PM

CALC _____ DATE _____
CHK _____ DATE _____

Major St: Cameron Avenue
Minor St: Citrus Street

Critical Approach Speed 46/ 49 mph
Critical Approach Speed 32/40 mph

Speed limit or critical speed on major street traffic > 40 mph..... [X]
or
In built up area of isolated community of < 10,000 population..... [ ]

RURAL (R) 85th %

[ ] URBAN (U)

WARRANT 1 - Eight Hour Vehicular Volume SATISFIED YES [X] NO [ ]
(Condition A or Condition B or combination of A and B must be satisfied)

Condition A - Minimum Vehicle Volume 100% SATISFIED YES [X] NO [ ]
80% SATISFIED YES [X] NO [ ]

APPROACH LANES	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS) 1 U	1 R	2 or More U	2 or More R	10-11am	11am -12 pm	12-1pm	1-2pm	2-3pm	3-4 pm	4-5 pm	5-6 pm	Hour
Both Approaches Major Street	500 (400)	350 (280)	600 (480)	420 (336)	568	651	616	671	649	656	618	661	
Highest Approach Minor Street	150 (120)	105 (84)	200 (160)	140 (112)	250	316	337	327	373	349	356	370	

Condition B - Interruption of Continuous Traffic 100% SATISFIED YES [ ] NO [X]
80% SATISFIED YES [X] NO [ ]

APPROACH LANES	MINIMUM REQUIREMENTS (80% SHOWN IN BRACKETS) 1 U	1 R	2 or More U	2 or More R	10-11am	11am-12pm	12-1 pm	1-2 pm	2-3 pm	3-4 pm	4-5 pm	5-6 pm	Hour
Both Approaches Major Street	750 (600)	525 (420)	900 (720)	630 (504)	568	651	616	671	649	656	618	661	
Highest Approach Minor Street	75 (60)	53 (42)	100 (80)	70 (56)	250	316	337	327	373	349	356	370	

Combination of Conditions A & B SATISFIED YES [X] NO [ ]

REQUIREMENT	CONDITION	✓	FULFILLED
TWO CONDITIONS SATISFIED 80%	A. MINIMUM VEHICULAR VOLUME		Yes [X] No [ ]
	AND, B. INTERRUPTION OF CONTINUOUS TRAFFIC		
AND, AN ADEQUATE TRIAL OF OTHER ALTERNATIVES THAT COULD CAUSE LESS DELAY AND INCONVENIENCE TO TRAFFIC HAS FAILED TO SOLVE THE TRAFFIC PROBLEMS			Yes [X] No [ ]

The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

COUNT DATE Saturday, 01/21/23

Figure 4C-101 (CA). Traffic Signal Warrants Worksheet (Sheet 2 of 5)

WARRANT 2 - Four Hour Vehicular Volume **SATISFIED* YES ☒ NO ☐**

Record hourly vehicular volumes for any four hours of an average day.

APPROACH LANES	One	2 or More	11-12pm	1-2 pm	3-4 pm	5-6 pm
Both Approaches - Major Street		✓	651	671	656	661
Higher Approach - Minor Street		✓	316	327	349	370

*All plotted points fall above the applicable curve in Figure 4C-1. (URBAN AREAS)	Yes ☐ No ☒
OR, All plotted points fall above the applicable curve in Figure 4C-2. (RURAL AREAS)	Yes ☒ No ☐

WARRANT 3 - Peak Hour **SATISFIED YES ☒ NO ☐**
(Part A or Part B must be satisfied)

PART A **SATISFIED YES ☐ NO ☒**

(All parts 1, 2, and 3 below must be satisfied for the same one hour, for any four consecutive 15-minute periods)

1. The total delay experienced by traffic on one minor street approach (one direction only) controlled by a STOP sign equals or exceeds four vehicle-hours for a one-lane approach, or five vehicle-hours for a two-lane approach; AND	Yes ☐ No ☒
2. The volume on the same minor street approach (one direction only) equals or exceeds 100 vph for one moving lane of traffic or 150 vph for two moving lanes; AND	Yes ☒ No ☐
3. The total entering volume serviced during the hour equals or exceeds 800 vph for intersections with four or more approaches or 650 vph for intersections with three approaches.	Yes ☒ No ☐

PART B **SATISFIED YES ☒ NO ☐**

APPROACH LANES	One	2 or More	5-6 pm
Both Approaches - Major Street		✓	661
Higher Approach - Minor Street		✓	370

The plotted point falls above the applicable curve in Figure 4C-3. (URBAN AREAS)	Yes ☐ No ☒
OR, The plotted point falls above the applicable curve in Figure 4C-4. (RURAL AREAS)	Yes ☒ No ☐

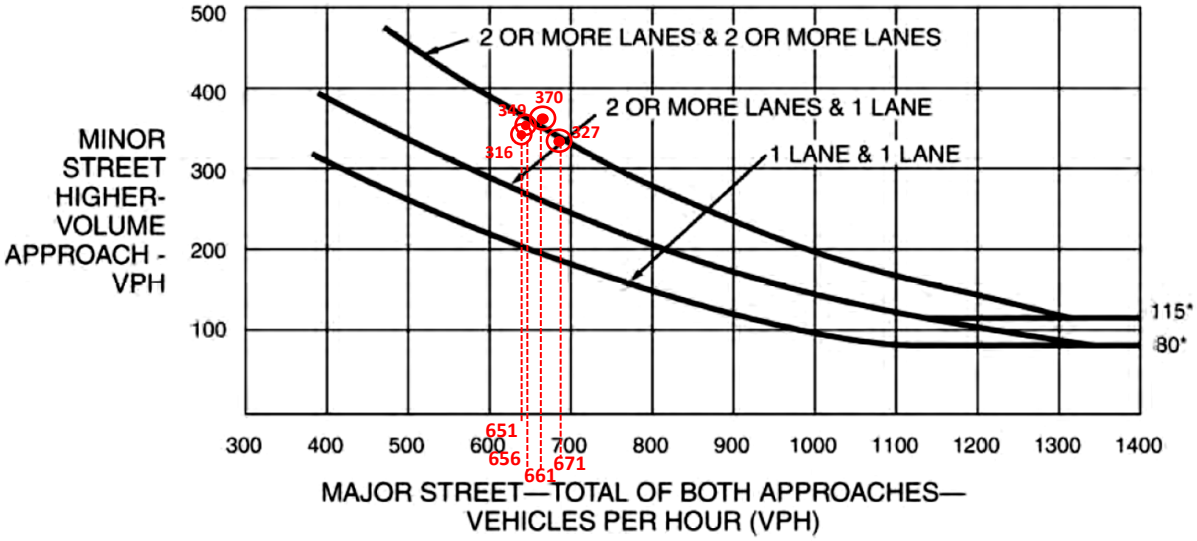
The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

Attachment 4.4: Traffic Signal Warrants Worksheets – Cameron Avenue and Citrus Street (1/21/2023)

Based on Traffic Counts and proposed vehicle trips, on **Cameron Avenue and Citrus Street** Traffic Signal Warrants were analyzed. The figures below represent the Traffic Signal Warrants used for the subject intersection located in the City of West Covina. These figures are per the California MUTCD 2014 Edition Chapter 4C, Traffic Control Signal Needs Studies, Part 4, Highway Traffic Signals.

COUNT DATE Saturday, 01/21/23

Figure 4C-1. Warrant 2, Four-Hour Vehicular Volume

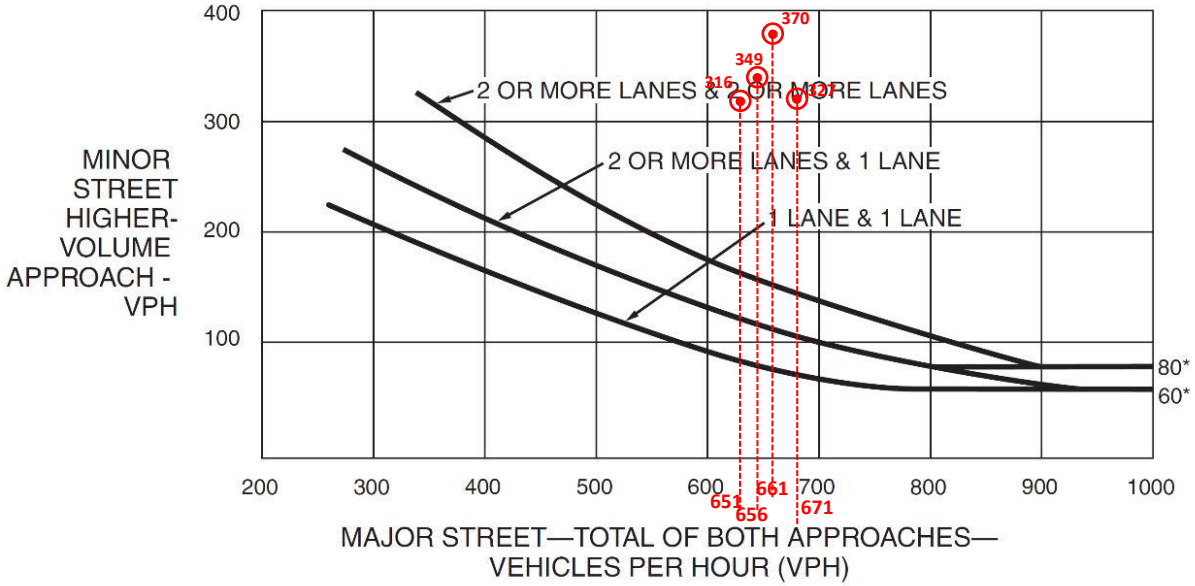


*Note: 115 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 80 vph applies as the lower threshold volume for a minor-street approach with one lane.

COUNT DATE Saturday, 01/21/23

Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 80 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 60 vph applies as the lower threshold volume for a minor-street approach with one lane.

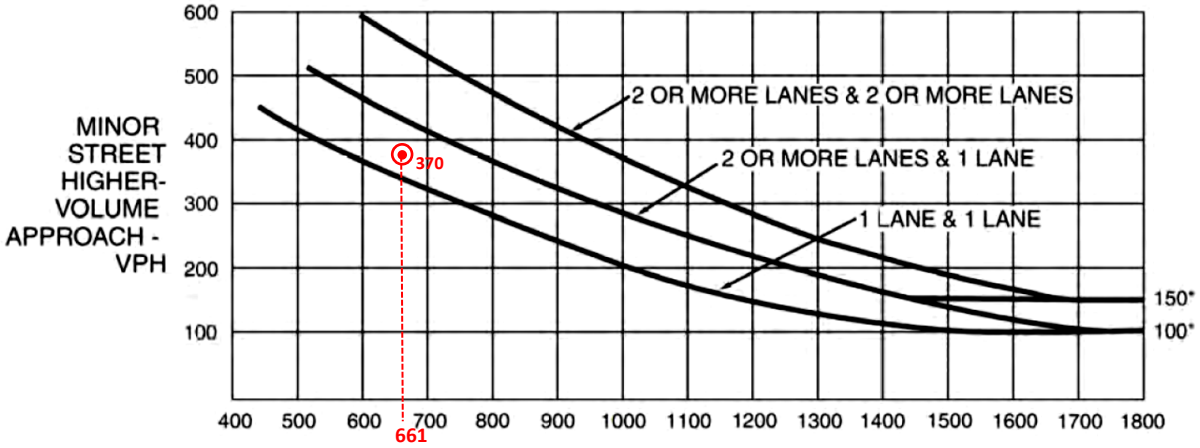
CAMUTCD Section 4C.03 Warrant 2, Four-Hour Vehicular Volume

The Four-Hour Vehicle Volume signal warrant conditions are intended to be applied where the volume of the intersecting traffic is the principal reason to consider installing as traffic control signal. There is a need for a traffic control signal if an engineering study finds that for each of any 4 hours of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve.

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street Meets Warrant 2, Four-Hour Vehicular Volume under (70% factor) Rural Conditions.

COUNT DATE Saturday, 01/21/23

Figure 4C-3. Warrant 3, Peak Hour

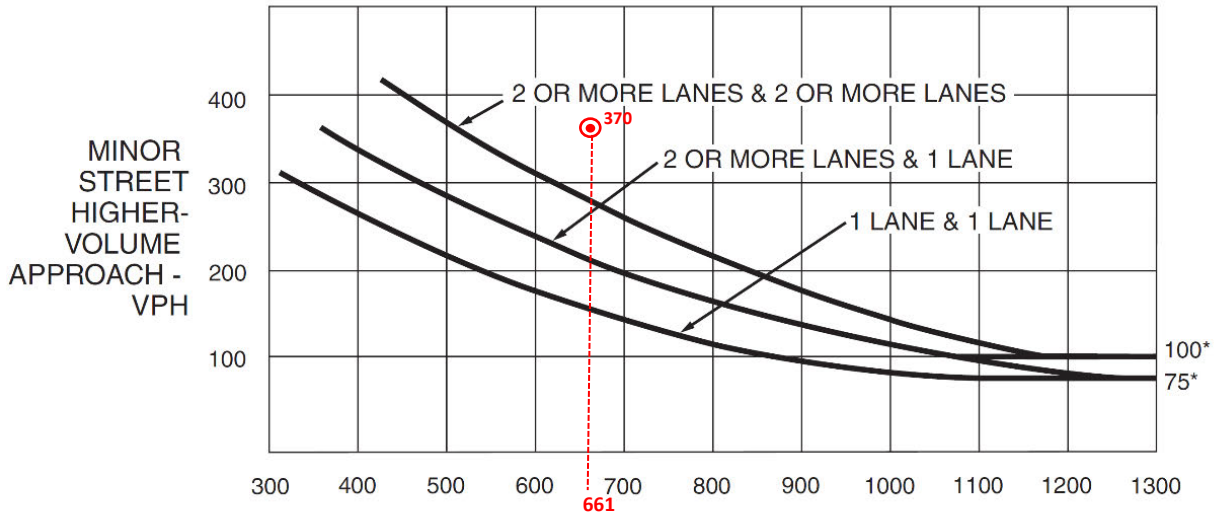


*Note: 150 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 100 vph applies as the lower threshold volume for a minor-street approach with one lane.

COUNT DATE Saturday, 01/21/23

Figure 4C-4. Warrant 3, Peak Hour (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



*Note: 100 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 75 vph applies as the lower threshold volume for a minor-street approach with one lane.

CAMUTCD Section 4C.04 Warrant 3, Peak Hour

The Peak Hour Signal warrant is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street. There is a need for a traffic control signal if an engineering study finds that for the peak hour of an average day, the plotted points representing the minor and major vehicle per hour counts fall above the applicable curve. Cameron Avenue is classified as a 2 or more lanes road, and Citrus Street is classified as a 2 or more lanes road. For the warrant to be met, the plotted point must fall above the line in the graph specified as "2 or More Lanes & 2 or More Lanes."

As shown in the graph above, the intersection of Cameron Avenue and Citrus Street Meets Warrant 3, Peak Hour under (70%) or Rural Conditions.

CITY OF WEST COVINA
Traffic Committee Meeting
Summary from August 8, 2024

To: Paulina Morales, City Manager
From: Jana Robbins, Project Manager Traffic Division
Meeting Name: Traffic Committee Meeting
Date: Thursday, August 8, 2024
Time: 6:00 p.m.
Location: West Covina City Hall, Community Room

The purpose of the meeting was to provide a technical engineering evaluation of the intersection of Citrus Street and Cameron Avenue in order to present the data collected, the Warrant analysis and the review of Traffic Engineering recommendations. After the presentation, the community was given the opportunity to express their concerns and questions on the potential for installation of a Traffic Signal. All comments have been documented and added to this summary which will be attached to the Staff Report going before City Council. Mayor Tabatabai, Councilman Cantos and City Manager Paulina Morales were all in attendance at the meeting along with 26 community members. All attendees were asked to fill in a sign in sheet and were provided with an agenda and copy of the power point presentation.

Several comments and questions came up concerning Traffic Calming solutions along Cameron Avenue. As per the discussion at the April 16th, 2024, City Council Meeting, Council had asked Staff to bring back the Signal item with a formal Engineering recommendation based on a technical review of signal warrants as to whether or not a signal should be installed at Citrus Street and Cameron Avenue. It was also our understanding City Council had additional questions about the aforementioned recommended traffic calming strategy from the April City Council Meeting; therefore, in order to provide a thorough review, Staff would need to conduct further analysis in the form of a standalone engineering study documenting the type of traffic calming measures that may be most appropriate for the Cameron Avenue corridor. This item would need additional analysis before bringing back for community and Council input and review. The August 8, 2024, meeting was only about the potential for a traffic signal at Citrus Street and Cameron Avenue.

Summary of Findings from the Engineering Assessment:

At the request of the City, a reassessment was conducted for the intersection of Citrus Street and Cameron Avenue to see if the location warrants the installation of a Traffic Signal. The results of the study, found that Warrant 1 (8-hour Vehicular volume), Warrant 2 (4-hour Vehicular Volume), Warrant 3 (Peak Hour Vehicular Volume), and Warrant 7 (Crash Experience) were met, but Warrant 4 (Pedestrian Volume) was not met. Warrants 5, 6, 8 and 9 were determined to not be applicable. Warrants 1, 2, and 3 are the same warrants that were met in 2019 when signalization was first considered by Council at the Citrus Street and Cameron Avenue intersection. Warrant 7 was met during the updated study with (5) collisions in 2023. Staff recommends that based on the signal warrants that were met that a signal be installed at this location. To minimize impact that the signal be designed with protected left turn phasing in all directions with left turn pockets with a shared thru and right turn lane for all directions.

Committee Members in Attendance:
Robert Ortega - Engineering Representative
Maria Frazer - City Engineer Representative
Ahmad Ansari - Traffic Engineering Representative
JoAnne Burns - Community Development Representative
Adam Cychner - West Covina Police Department Representative

Non-Voting Members in Attendance:
Moderator: Brian Cervantes
Presenter: Jana Robbins
West Covina Police Department - Brian Kearns

Traffic Committee Vote of Committee Members:
Robert Ortega – In Favor of Signal
Maria Frazer – In Favor of Signal
Ahmad Ansari – In Favor of Signal
JoAnne Burns – In Favor of Signal
Adam Cychner – Against Signal

Summary of Votes from Voting Members:
For Signal: 4
Against Signal: 1

At the Traffic Committee Meeting, each resident wishing to speak was given a Speaker Card to fill out. Each speaker was given a set amount of time, (3 minutes), to speak after the presentation had concluded. In addition, all residents in attendance were given the option to fill out a Comment Card, where residents were able to write their comments to City Council on the item of Citrus Street and Cameron Avenue. Each of these Comment Cards are attached to this document. Any resident that was not able to be present at the Traffic Committee Meeting or emailed was given the opportunity to send an email to the City Traffic Department at traffic@transtech.org with comments. Of the speakers 17 were against the signal and 2 were for the signal. These emails are also attached to the end of this document.

Residents who filled out Speaker Cards:
- Thomas Chen - Against
- Lance Volk - Against
- Peter Davis - Against
- Jon Shutt - Against
- Audrey Miller - For
- Arlene Shutt - Against
- Dan Miller - For
- Christine Volk - Against
- Brenda Gomez - Against
- Eddie Gomez - Against
- Brian Calderón Tabatabai - Against
- Jon Tovar - Against
- Mario Sobalvarro - Against
- JD - Against
- Robert Torres - Against
- Stephen Caropino - Against
- Peter Davis (2nd time)
- Robert Torres (2nd time)
- JD (2nd Time)
- Mario Sobalvarro (2nd Time)
- Brian Calderón Tabatabai (2nd Time)

Written Comments Received During Meeting:
- Thomas Chen - Unclear
- Patricia Powert – Against

Email Responses:
- Douglas Fore – Against
- Jay Meader – Against
- Bill Gale – For

- Helen Sogioka – For; if more enforcement is included, against if not
- Don Scurti – Against
- Jason & Patricia Powert – Against
- Audrey & Dan Miller – For
- John Chacon – For
- Jon & Joan Tovar – Against
- Jimmy Lima – Against
- John Shewmaker – Against
- Harry & Barbara Borak – For

Summary of Resident Comments (like comments were lumped together)

- Speeding Vehicles on Cameron Avenue; a signal will only make vehicles drive faster.
- Will not be able to back out of driveway if signal is installed.
- Vehicles do not fully stop at stop signs.
- Residents will not be able to park on the street anymore.
- If signal; is installed, there will be even more collisions due to unsafe speeds.
- Why is signal still being considered. Traffic calming such as speed humps should be installed.
- Resident does not want a lane reduction.
- Residents currently feel unsafe crossing at the intersection.
- Residents would like to see a longer study of speed and ADT. Perhaps quarterly when schools don't influence the counts. Saturday, Friday and One Weekday is not enough.
- Residents state that drivers use Cameron Avenue as a cut-through when the freeway is backed up.
- Installation of a traffic signal will depreciate the area's home values by 20%.
- Vehicles if a signal will only try and beat the yellow light which will be horrible collisions.
- Prefers digital signs that gives tickets. Signal is not needed.
- High speeds send cars into houses.
- Speed limit should be dropped to 25 mph, there is new law that allows a reduction within 1300' of schools.
- How will the gutter at the intersection be addressed in a signal is installed.
- Residents would like to know the cost of signal installation.
- Residents would like to increase enforcement presence instead of installing a signal.
- Residents would like to see traffic calming instead of a signal.
- Due to street elevation, vehicles will not be able to see the color of the traffic light.
- A signal will make the intersection safer for pedestrians and local students at South Hills High.
- Vehicles will speed up to catch the yellow light, or run the red light trying to make the light.
- Heavy Traffic and students speeding make the current intersection unsafe.
- Explain about the collision warrant.

Comments from Traffic Committee:

- PD: Has personally sat there and watched traffic, the video shows a good representation. Officer Kearns has been there during different days of the week. PD has given tickets for people rolling thru the stop. There is not as much concern for speeding on Citrus. Speed on Cameron has gone down, they have given less tickets. The slope is a concern, has seen vehicles lose control. With the suggested plan, the lanes going WB, believes that there is potential problems with the right thru lane as people will try to switch to the thru lane in the last minute.
- Concern with light always remaining green is there an option to set the timing so that all directions stop?
- Residents were informed in the agenda and flyer that the meeting would only address the traffic signal option and results.
- There is an error on the collision table but it still looks like it meets the crash warrant 7 with 5 collisions.
- A traffic signal is an official traffic control device that has warrants or thresholds that need to be met before recommending. Traffic Calming can be anything from medians, chokers, lane reductions. The type of traffic calming takes into consideration roadside use, adjacent traffic control, volume before a recommendation can be made.
- A signal sits at 16' above the street on mast arms so will be able to see better than a stop sign.
- Drainage issues or the transverse gutter in the east leg will be taken care of in the design phase. Most likely smoothed like the one in the west leg.

Response from Engineering:

- Traffic Calming on Cameron Avenue will be looked at and explored at a later date. Several questions and comments that came from the April Council meeting will result in gathering collisions along the segment, exploring adjacent land use to determine the length of the segments that should be included, ADT counts, speed counts, intersection counts and review of all major intersections in the segment. After all of the data has been collected then it will be brought to the Community and Council for review and comment.
- The setting of speed limits is guided by the CAMUTCD Section 2B.13 and the CVC Section 22358.7. The new law will allow those corridors that are designated by Council as Safety Corridors to lower speed limits up to 12 mph below posted speed limits. There are definitions as well as guidelines as found in the CVC that need to be followed for a safety corridor to apply. This will be explored when Traffic Calming along the Cameron Avenue corridor is analyzed.
- There are timing modifications that can be implemented such as rest in red signal timing. This would allow the signal to have all directions stop during peak hours before changing to the regular cycle.
- A signal would also allow pedestrians to cross with a pedestrian signal head with a Walk or No Walk indicator. Protected left turn phasing would minimize the potential for vehicle to pedestrian conflicts.
- The intersection of Cameron Ave and Barranca Street had 1 collision in 2023 and 1 collision in 2024 none fatal or severe injuries. The signal was installed at the end of 2022.
- The intersection of Cameron Ave and Hollenbeck Street had 1 collision in 2023 , 4 collisions in 2022 and 3 collisions in 2021. No fatal injuries.

Attachments:

Attachment 1: Resident Notification Flyer for Traffic Committee
Attachment 2: August 8, 2024, Traffic Committee Agenda
Attachment 3: Resident Comment Cards
Attachment 4: Resident Emails

Attachment 1: Resident Notification Flyer for Traffic Committee

CITY OF WEST COVINA

TRAFFIC COMMISSION MEETING NOTICE

COMMUNITY DEVELOPMENT DEPARTMENT
ENGINEERING/TRAFFIC DIVISION

CITRUS STREET AT CAMERON AVENUE

Thursday, August 8, 2024 | 6:00pm
West Covina City Hall | Community Room
1444 W. Garvey Avenue South West Covina, California 91790

Meeting Notice:

The City of West Covina Engineering and Traffic Division will be holding an on-site Traffic Commission meeting at the West Covina City Hall (Located at 1444 W. Garvey Avenue South West Covina, California 91790) on Thursday, August 8th at 6pm. This meeting will be held to discuss the findings for the signal warrant analysis report on the intersection of Citrus Street and Cameron Avenue. If you have comments or questions before this time, please email the West Covina Traffic Division at traffic@transtech.org. Please include your name, address, and contact information so that we may respond.

VICINITY MAP FIGURE



City of West Covina | Community Development Department | Engineering Division
www.westcovina.org | traffic@transtech.org | (626) 939.8425

CITY OF WEST COVINA

TRAFFIC COMMITTEE
AUGUST 8, 2024, 6:00 PM
REGULAR MEETING

COMMUNITY ROOM
CITY HALL, 3RD FLOOR
1444 W. GARVEY AVENUE SOUTH
WEST COVINA, CALIFORNIA 91790

Community Development Director or Representative
Police Department Traffic Committee Representative
City Engineer or Representative
City Traffic Engineer or Representative

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California because of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20, suspending certain requirements of the Brown Act relating to the conduct of public meetings. Pursuant to the Executive Orders, Council Members may attend City Council meetings telephonically and the City Council is not required to make available a physical location from which members of the public may observe the meeting and offer public comment.

On June 18, 2020, the California Department of Public Health issued guidance mandating that people in California wear cloth face coverings in specified circumstances, including when they are inside, or in line to enter, any indoor public space.

REMOTE PUBLIC PARTICIPATION: In lieu of attending the meeting in person, members of the public can submit public comments via email or address the Traffic Committee by telephone using the methods described below.

EMAILED PUBLIC COMMENT: Members of the public can submit public comments via e-mail at traffic@transtech.org. The subject line should specify "Traffic Committee Oral Communications". Please include your full name and address in your e-mail. All emails received by 1:00 P.M. on the day of the Traffic Committee will be provided to the Traffic Committee prior to the meeting. No comments will be read out loud during the meeting. All comments received will be made part of the official public record of the meeting.

AMERICANS WITH DISABILITIES ACT

The City complies with the Americans with Disabilities Act (ADA). If you will need special assistance at the Traffic Committee meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8:00 AM to 5:00 PM Monday through Thursday. Do call at least one day prior to the meeting date to inform us of your particular needs and to determine if accommodation is possible.

AGENDA MATERIAL

Agenda material is available for review at the City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue South, West Covina and at www.westcovina.org. Any writings or documents regarding any item on this agenda, not exempt from public disclosure, provided to a majority of the Traffic Committee that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall located at 1444 W. Garvey Avenue South, West Covina, during normal business hours.

NOTICE

The Traffic Committee will regularly convene on the second Tuesday of the month.

CITY OF WEST COVINA
Traffic Committee Meeting
AGENDA

Meeting Name: Traffic Committee Meeting
Date: Thursday, August 8, 2024
Time: 6:00 p.m.
Location: West Covina City Hall, Community Room

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1. **Call to Order**

2. **Traffic Committee Items Taken to the Previous Traffic Committee Meeting:** All items recommended were unanimously approved by the Traffic Committee, these recommendations will be presented to City Council for final approval and installation.
   a) **Traffic Review of 1227 South Orange Avenue**
   b) **Traffic Review of Merced Avenue between Glenn Alan Avenue and Hollenbeck Avenue**
   c) **City of Covina - Traffic Review of Workman Avenue and Second Avenue**

3. **New Traffic Committee Items**

   a) **Engineering Review of the Intersection of Citrus Street and Cameron Avenue**
      i. Item Presentation
      ii. Comments from Audience on Item
      iii. Comments from Committee Members on Item

For the August 8, 2024, Traffic Committee Meeting there is one item on the agenda. Due to this item being of great concern to the community, we are expecting more residents to attend in person. To accommodate everyone, we have moved the meeting location to the Community Room, which is located outside Council Chambers. The same protocol as the regular Traffic Committee Meetings will be observed.

Item 1: Engineering Review of the Intersection of Citrus Street and Cameron Avenue:

To kick off the meeting, there will be a presentation which summarizes the findings from the engineering review at the intersection of Citrus Street and Cameron Avenue. During the meeting, the Traffic Committee will hear the comments of residents present on concerns with current operations at the intersection, and then the potential for installation of a Traffic Signal. These comments will be documented and added to the report prior to it going before City Council.

Summary of Findings from the Engineering Assessment: At the request of the City, a reassessment was conducted for the intersection of Citrus Street and Cameron Avenue to see if the location warrants the installation of a Traffic Signal. As a result of the updated study, warrants for signalization were examined at the intersection of Citrus Street and Cameron Avenue. It was found that Warrant 1 (8-hour Vehicular volume), Warrant 2 (4-hour Vehicular Volume), Warrant 3 (Peak Hour Vehicular Volume), and Warrant 7 (Crash Experience) were met, but Warrant 4 (Pedestrian Volume) was not met. Warrants 5, 6, 8 and 9 were determined to not be applicable. Warrants 1, 2,

and 3 are the same warrants that were met in 2019 when signalization was first considered by Council at the Citrus Street and Cameron Avenue intersection. Warrant 7 was met during the updated study.

The Satisfaction of meeting or exceeding a Traffic Signal Warrant does not require the installation of a Traffic Control Signal. The installation of all traffic control devices on public streets are based on sound engineering judgement, conformity to standard engineering practices, and guidelines as found in the CAMUTCD (California Manual on Uniform Traffic Control Devices), Highway Design Manual, CVC (California Vehicle Code) or other standards approved for use by the legislative body.

At the Traffic Committee Meeting, each resident wishing to speak will need to fill out a Speaker Card and will be given a set amount of time, (3 minutes), to speak after the presentation has concluded. In addition, all residents in attendance will be given a Comment Card, where residents can write their comments to City Council on the item of Citrus Street and Cameron Avenue. Each of these Comment Cards will be attached to the final Staff Report that goes to City Council. Any resident not able to be present at the Traffic Committee Meeting may send an email to the City Traffic Department at traffic@transtech.org with comments. When emailing, the subject line should specify "Traffic Committee Oral Communications". Please include your full name and address in your e-mail.

4. Audience Comments on Items Not on Agenda

5. Committee Member Comments on Items Not on Agenda

6. Adjourn

Special Accommodations: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (626) 939-8433. Notification 48 hours prior to the meeting will enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II) **Distribution:** Community Development Director; Police Department Traffic Committee Representatives; City Clerk; City Engineer; City Traffic Engineer

Attachment 3: Resident Comment Cards

WEST COVINA TRAFFIC COMMITTEE MEETING RESIDENT COMMENTS

NAME: Patricia Powell EMAIL: [redacted]

CONTACT NUMBER: [redacted] DATE: 8/8/24

ADDRESS: [redacted]

Unit No. St. No. Street Town/City/Suburb State Zip Code

Please enter any comments below that you would like to be attached to the final report for City Council review.

We are against the installation of the proposed traffic signal. This will negatively affect our quality of life and cause a hazardous situation. We will lose street parking & just moving traffic will be pushed towards the homes of the residents.

We were informed we would receive traffic calming measures - What happened to that plan? Why are the residents not being offered other options than the traffic light installation?

A traffic light signal will increase accidents, worse and cause fatalities.

A traffic light will increase speed, we will not be able to get out of our driveway

A traffic light will negatively affect our property value for me & all residents on Citrus. NO one wants to live by a traffic light.

WEST COVINA TRAFFIC COMMITTEE MEETING RESIDENT COMMENTS

NAME: Thomas Chow EMAIL: [redacted]

CONTACT NUMBER: _____ DATE: _____

ADDRESS: [redacted]

Unit No. St. No. Street Town/City/Suburb State Zip Code

Please enter any comments below that you would like to be attached to the final report for City Council review.

(1) I reject put reduce speed sign on between Barranca Ave and Citrus St 35 mph or 40 mph.

(2) putting the 3 way stop sign on Charlinda St, not Barranca Ave it might slow down high speed traffic

(3) putting speed Bump on Charlinda St middle speed

(4) Lot of people running red lights and right. It does Smaller any different to put a traffic light at Citrus and Barranca St

Attachment 4: Resident Emails

From: Douglas Fore
To: Transtech Traffic Department
Cc: Jerri Potras
Subject: Citrus and Cameron Light
Date: Thursday, August 8, 2024 6:54:55 AM

Some people who received this message don't often get email from [redacted] Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello-

Im 1000% Against this- First off we don't need to waste the money at this location

Second the light a little further down the street on Cameron and Barranca that was just put in within the last year has created that intersection to be more dangerous- I can't tell you how many people speed up and run that light now. Before it was a stop sign and had no issues and now speeds increase because they are trying to beat the light. I go through these 2 intersection probably 50 times in a week- There is no issues at Cameron and Citrus.

Please don't move forward with this- there are more needs in the traffic community than this intersection.

Thank You-

Douglas Fore
[redacted]

From: Jay Meader
To: Transtech Traffic Department
Subject: Citrus/Cameron Traffic Signal
Date: Wednesday, August 7, 2024 1:57:00 PM

> Some people who received this message don't often get email fro[redacted] Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This issue was voted down some years ago by the City Council at that time. Why is it resurfacing now? The area residents did not want a signal light there then and they do not want it now

The present stop sign provides a much needed interruption in the traffic flow on Cameron Ave., people know that they are required to come to a full stop and they expect to do so.
A signal light at that intersection will create the expectation in driver's minds that they cam "make the light" or as we see daily "stretch the light" in the extreme.

A signal light at that intersection will create the same issues we see at the new signal light right down the street at Barranca which has turned into a high speed zone that is both on a curve and a slight incline in front of a High School.

There are a great many intersections in West Covina that are in much greater need of traffic control than this one, so why this one? Who's idea is this? Who is pushing this?

Jay Meader

From: Bill Gale
To: Transtech Traffic Department
Subject: City of West Covina: Signal analysis report on intersection of Citrus and Cameron
Date: Wednesday, June 26, 2024 6:57:18 PM

Some people who received this message don't often get email from [redacted] Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Sir/Madam:

My wife and I have resided in the near vicinity of the intersection of Citrus and Cameron Ave. for 34 years. We have seen traffic on Cameron Ave. increase dramatically over the years, especially during the school year. I have been telling friends and neighbors for quite some time that a traffic signal is needed at that intersection. There will be a serious accident at the intersection. It is only a matter of time.

I would very much like to know what the recommendation is from the signal analysis report. We are in favor of a traffic light at that location. Many school children on their way to South Hills High have to cross the street at that location. It is a dangerous intersection. More than once I have been almost struck by cars while crossing the street there on morning walks. Also, traffic on Cameron is not only heavy but fast. Speeding is an issue and hopefully a traffic signal would slow some drivers down.

Best regards,
Bill Gale
[redacted]
West Covina, CA 91791
[redacted]

From: Helen Sogioka
To: Transtech Traffic Department
Subject: proposed traffic signal at Citrus and Cameron
Date: Monday, August 5, 2024 11:36:14 PM

> Some people who received this message don't often get email from [redacted] Learn why this is important

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I use that intersection almost every time I drive my car. While the installation of a signal is long overdue, most of the issues that I have seen there involve drivers who knowingly and willfully race through the intersection to beat drivers who have the right of way. Along with a signal, the city needs to park a patrol car there. Just remember, the elimination of stop signs will encourage even faster driving from the bad drivers who are racing.

If you are not going to beef up enforcement, it would be safer to stick to the 4 way stop. At least most (although not enough) of the cars will slow down in the approach and look out for cross traffic. A green light will result in higher mortality without regular enforcement. And I think every house on that corner has already suffered property damage from high impact collisions. At a residential 4 way stop. Bring back the cameras.

From: Don Scurti
To: Transtech Traffic Department
Subject: Signal lights at Cameron and Citrus Ave
Date: Wednesday, August 7, 2024 2:26:58 PM

Some people who received this message don't often get email from [redacted] Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I share the same sentiments about this project as fellow resident Jay Meader. That being said, I will use his words.

This issue was voted down some years ago by the City Council at that time. Why is it resurfacing now?
The area residents did not want a signal light there then and they do not want it now

The present stop sign provides a much needed interruption in the traffic flow on Cameron Ave., people know that they are required to come to a full stop and they expect to do so. A signal light at that intersection will create the expectation in driver's minds that they cam "make the light" or as we see daily "stretch the light" in the extreme.

A signal light at that intersection will create the same issues we see at the new signal light right down the street at Barranca which has turned into a high speed zone that is both on a curve and a slight incline in front of a High School.

There are a great many intersections in West Covina that are in much greater need of traffic control than this one, so why this one Why hasn't a left turn only light been installed on deadly Westpoint Dr?

Don Scurti

From:	Jason & Patricia Powert
To:	Transtech Traffic Department
Subject:	Traffic Committee Meeting - 08-08-24 - Public Comment: Opposition to proposed installation of traffic signal at the intersection of Cameron Ave & Citrus St
Date:	Thursday, August 8, 2024 12:32:15 PM

Some people who received this message don't often get email from [redacted]. Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,
As residents living right next to the intersection of Citrus Street and Cameron Ave., we **oppose** the proposed installation of a traffic signal at the intersection of Cameron Ave and Citrus Street .

We and several of our neighbors/residents have expressed our OPPOSITION to this project on multiple occasions:

- City Council Meeting of 12/3/19
- Community Workshop on 3/16/20 at the West Covina Senior Center
- Virtual Community Workshops- survey submissions submitted by 5/15/20, 6/1/20 and 6/12/20
- Community Meeting - 3/29/23 at the West Covina Senior Center
- Traffic Commitee Meeting - 12/12/23
- City Council Meeting - 04/16/24

The area residents do not want the installation of a traffic signal at this intersection, do not want red curbs and do not want to lose our street parking. We have requested TRANSTECH to instead provide traffic calming proposals, which we have not received at all. As expressed in the above meetings, the installation of a traffic signal will directly impact the quality of life of area residents. It will create a dangerous environment for both drivers and pedestrians. Drivers will be speeding and driving at faster speeds on Cameron Ave, just like they do by South Hills High School with the installation of the traffic light on Barranca & Cameron.

Sincerely,
Patricia & Jason Powert
[redacted]

From: Audrey and Dan Miller
To: Transtech Traffic Department
Subject: Traffic Committee Oral Communications for Thursday, 8/8/24 Meeting
Date: Tuesday, August 6, 2024 6:03:35 PM

> Some people who received this message don't often get email from [redacted] Learn why this is important

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Good afternoon,

We plan to attend the Traffic Committee Meeting on Thursday, 8/8/24, however want to restate our position for the record in writing regarding the Intersection Review for Citrus Street at Cameron Avenue.

As we've stated in previous emails to Transtech and the West Covina City Council, we always have been and are still in favor of a Traffic Signal Installation at this intersection. As stated in the Traffic Committee Meeting Agenda under Item 1, Warrants 1, 2 and 3 and 7 were met in the findings of the Engineering Assessment. Warrant 4 (Pedestrian Volume) was not met and Warrants 5, 6, 8 and 9 were N/A.

We feel that Warrant 4 (Pedestrian Volume) was not met because everyone knows how dangerous this intersection is and they avoid crossing there at all costs. We have personally witnessed some of the neighbors who are against a signal saying that they won't cross in that intersection and have seen them take other routes to get across the streets involved to get where they want to go. And that is why the pedestrian traffic counts are low there...because it's not safe as an 8-lane, four-way stop.

Our immediate neighbors whose emails you should have on file, are also still in favor of a traffic signal there. There are seven children who live on our street alone, not to mention the cousins, nieces, nephews, grandchildren, grandparents, and other family members who come to visit, so safety at this intersection is a big concern for all of us.

The consideration of this traffic signal has been going on for over five years now. I believe all the data shows that a signal here is justified and in the best interest of the community's safety, and should strongly be considered for approval and installation without any further delay.

Thank you.

Dan and Audrey Miller
[redacted]
West Covina, CA 91791

From: John Chacon
To: Transtech Traffic Department
Cc: Rosana Chacon; Pastor Manny Coronilla
Subject: "Traffic Committee Oral Communications"
Date: Friday, August 2, 2024 5:16:41 PM
Attachments: Kerry-Welsh-horizontal-1.jpeg
image.jpg
image.jpg
image.jpg
image.jpg

> Some people who received this message don't often get email from [redacted] Learn why this is important

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am a resident of West Covina.

I have been living in West Covina for over five years now.
As a resident of West Covina. I would like to bring up a huge safety concerns. Several of the residents of our neighborhood have experienced vehicles traveling at a high rate of speed going up and down S. Montezuma Way.

Several vehicles a day are traveling at excessively high rates of speed going up and down the street on Montezuma Way.

In several instances vehicles have come very close to hitting parked vehicles and pedestrians walking along side the street.

My SUV vehicle which was parked on Montezuma Way was hit by a driver going up the Montezuma Way. My SUV was parked when it was struck. It was hit so hard it was traveled 15 yards from where it was initially parked.

It is very scary trying to walk your dogs or simply taking a walk up or down the neighborhood with vehicles zooming at excessively high rates of speed.

We are requesting speed humps be considered and better lighting on Montezuma Way to help address the safety concern.

The posted signs are doing nothing to slow down the vehicles. We are highly concerned for the safety if the community. We don't want the next accident to include someone's life.

My name is John Chacon I live on
[redacted]
West Covina, CA 91791

Please see the pictures of the vehicle that totaled my parked vehicle.

Please help us address this highly important public safety concern.

The other concern is the four way stop signs on S. Citrus Ave and Cameron. Vehicles crash there all the time and is a huge safety concern for walking pedestrians especially high school youth walking from South Hills High School.

We can't tell you how many times we have witnessed vehicles disregard the four way stop sign and how many times we have had near miss car accidents.

The same goes for the four way stop sign on S. Hollenbeck and Vine. There has already been an unfortunate death of 18 year old Kerry Welsh in June of 2021.

Kerry-Welsh-horizontal-1.jpeg



Pomona man arrested in West Covina crash that killed teen athlete
sgvtribune.com

Respectfully,
John Chacon
[redacted]
West Covina, CA 91791
[redacted]

From: [redacted]
To: Transtech Traffic Department
Subject: Traffic Signal at Cameron and Citrus
Date: Thursday, August 8, 2024 5:10:26 PM

Some people who received this message don't often get email fr[redacted]earn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

August 8, 2024

To: The City of West Covina
Engineering and Traffic Division

From: Jon & Joan Tovar
[redacted]
West Covina CA 91791

We are writing to express our concern regarding the above mentioned traffic signal. We have resided at our current address since 1984 and use this intersection at least once per day, but sometimes many times per day. So, if you do the math, once a day times 40 years is 14,600 times that we have used this intersection. And in all of that time, we have never once thought that it would serve us better if it was a traffic signal instead of a stop sign. Traffic increases during school drop off times, but it is very temporary. We do not feel the need to replace the current stop signs with traffic lights. Who benefits with signals? The cars that want to get somewhere in a hurry, and are hoping to make the green light. We currently have an epidemic of drivers that run yellow/red lights as it is, making intersections with signals more dangerous. It is not a benefit to the home owners along the streets of this intersection. It will increase the speed of traffic in front of their homes. At least with a stop sign, the drivers will have to stop, and that is safer for the neighborhood.
Please do not install traffic signals at Citrus and Cameron.

Sincerely,

Jon Tovar[redacted]
Joan Tovar [redacted]

From: Jimmy Lima
To: Transtech Traffic Department
Subject: Traffic Signal at Citrus Ave/Cameron Ave
Date: Wednesday, August 7, 2024 3:01:51 PM

Some people who received this message don't often get email from [redacted] Learn why this is important

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello, my name is Jimmy Lima and I am a resident of West Covina. My e-mail to you today is to discuss my concerns about the signal light being proposed on the intersection of Cameron Ave and Citrus Ave. This is coming from a resident who frequents that intersection every day, on multiple occasions, in a car and by walking. I am hoping that the resident's concerns are taken seriously as we are the ones that frequent that intersection every day. I don't know who in West Covina is proposing this signal light, because many residents who live nearby and who I have spoken to are opposed to this light. Here are my concerns:

1. If a signal light is installed, you will now have cars speeding at a high rate of speed. They will speed because the City of West Covina has no traffic enforcement to deter speeding cars. You will now create a speed track from Grand Ave and Cameron Ave all the way pass Hollenbeck on Cameron Ave. Remember, that stretch of Cameron Ave from Grand all the way pass Hollenbeck is used by commuters who are going to work or other destinations within the City.
2. The current STOP sign there deters cars from using Cameron Ave as a speed track. We, the residents, don't want cars going fast because of the impact it will have if someone is going fast and runs a red light and crashes into another car. The injuries there will be massive, and the current STOP sign there deters vehicles from going fast because they have to stop on that intersection.
3. My wife and I, including many other residents, walk that intersection every day, and we are already concerned with how fast cars are moving. The other concern I have is the following, students from both South Hills High School and West Covina High School currently use Cameron Ave to train for long-distance running. Trust me, I walk Cameron Ave and cars are going way to fast.
4. There are other signal lights that are needed within the City that are more important to install than the intersection of Cameron Ave and Citrus Ave.

Please do not install a traffic signal on that intersection, the residents don't want it. Thank you and take care.

Jimmy Lima
[redacted]
I Live near Citrus Ave and Las Rosas Drive.

From: JOHN SHEWMAKER
To: Transtech Traffic Department
Subject: Traffic Signal Citrus/Cameron
Date: Wednesday, August 7, 2024 2:54:02 PM

> Some people who received this message don't often get email from [redacted]. Learn why this is important

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CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am sending this voice my opposition to this project which was voted down once before.

There is no reason to continue to prioritize this project over other much more needed projects.

I am surprised the experts, internally, are not recommending other locations that need the light.

We all know, a study can be conducted to give one anything they want. There has been no increase in accidents at the location, thus must wonder why this is even under consideration. We have other intersections with people being KILLED which should have priority.

John Shewmaker

From: [redacted]
To: Transtech Traffic Department
Date: Wednesday, August 7, 2024 9:19:53 AM

[Some people who received this message don't often get email from [redacted]. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear ;
City of West Covina Enginering/Traffic Division
Re: 8/8/24 meeting
Our name:
Harry&Barbara Borak
[redacted]
West Covinà
We have seen several accidents, and also seen cars drive thru without stopping or slide thru, in some cases students from So Hills High School.
Because of the schools there is a lot of traffic.
We are wondering why this has not come up before.
We encourage to install asignal . We feel fortunate that a fatal accident has not ocured.
Thank you for your consideration in this matter at Citrus and Cameron.
Harry and Barbara Borak
[redacted]

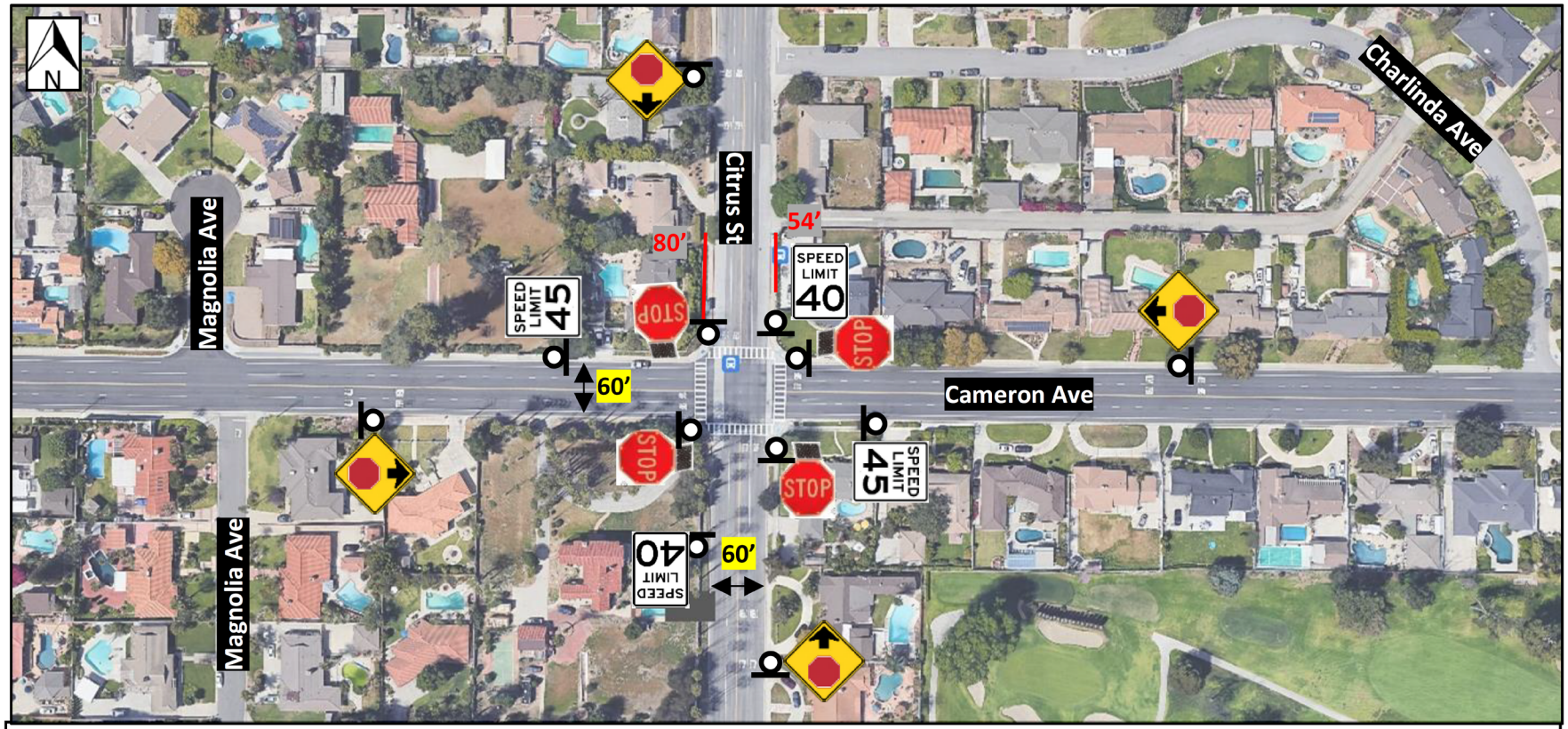
ATTACHMENT NO. 3

Citrus Street at Cameron Avenue

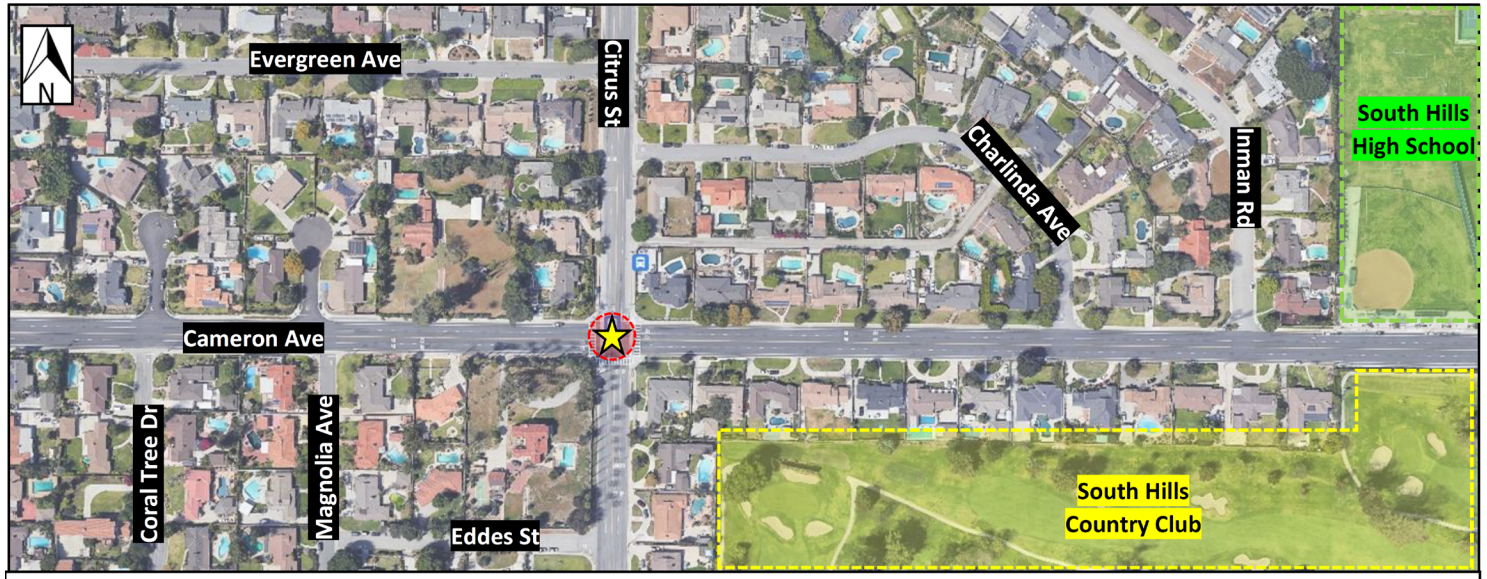
City of West Covina – City Council Meeting
Tuesday, August 20, 2024



EXISTING CONDITIONS DIAGRAM FOR CITRUS STREET AND CAMERON AVENUE



EXISTING CONDITIONS AT CITRUS STREET AND CAMERON AVENUE



LEGEND

N

Request Location: Intersection at Citrus Street and Cameron Avenue

South Hills High School: 645 S Barranca Street, West Covina CA

South Hills Country Club: 2655 S Citrus Street, West Covina CA

Existing Conditions

Cameron Avenue

- Cameron Avenue is an east/west street that is considered a Minor Arterial Road based upon the California Road Systems Map by Caltrans.
- Cameron Avenue has a posted speed limit of 45-MPH on both sides of the intersection with Citrus Street and is approximately 60-feet wide with two lanes in each direction with a solid yellow centerline with raised pavement markers (RPM's).

Citrus Street

- Citrus Street is a north/south street that is considered a Minor Arterial Road based upon the California Road Systems Map by Caltrans.
- Citrus Street has a posted speed limit of 40-MPH on both sides of the intersection with Cameron Avenue and is approximately 60-feet wide and has two lanes in each direction with a solid yellow centerline with raised pavement markers (RPM's).

South Hills High School

- South Hills High School is located on the north side of Cameron Avenue to the east of Citrus Street and serves about 1,651 students in grades 9-12.
- The regular bell schedules for students at South Hills High School are as follows: Normal Schedule, Monday through Friday – Start time: 8:30am, End time: 2:37pm. Late Start Schedule, Monday through Friday – Start time: 9:50am, End time: 2:47pm.

DRONE FOOTAGE AT CITRUS STREET AND CAMERON AVENUE



AVERAGE DAILY TRAFFIC (ADT) DATA

Table 1: COMPARISON OF AVERAGE DAILY TRAFFIC (ADT) VOLUMES				
Location	***Vehicles per Day (vpd)*** *Thursday 1/19/23*	***Vehicles per Day (vpd)*** *Friday 1/20/2023*	***Vehicles per Day (vpd)*** *Saturday 1/21/2023*	***Vehicles per Day (vpd)*** *Wednesday 05/29/2024*
E Cameron Ave West of Citrus Street	11,176	11,437	8,711	11,832
E Cameron Ave E/O S Citrus Street	10,913	11,161	7,652	11,873
S Citrus Street N/O E Cameron Ave	9,883	10,690	9,133	10,918
S Citrus Street S/O E Cameron Ave	6,431	6,784	5,922	7,425

2024 PEAK HOUR TURNING MOVEMENT COUNT DATA

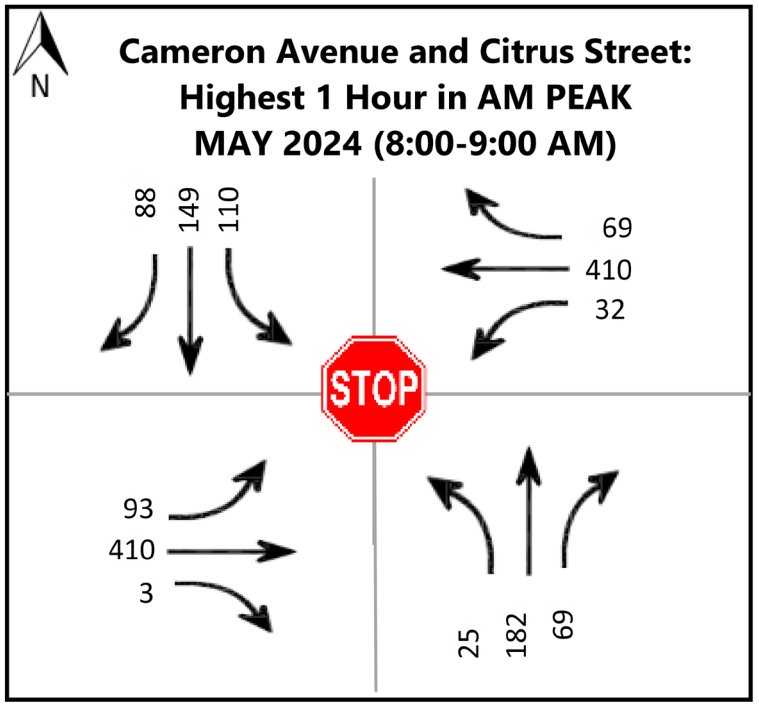


Figure 3: AM Peak Hour Count

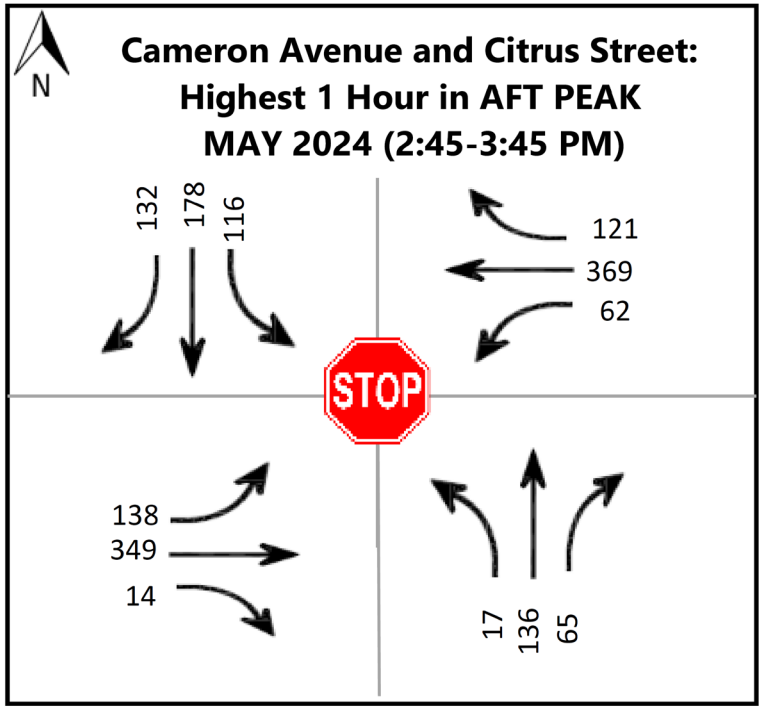


Figure 4: AFT Peak Hour Count

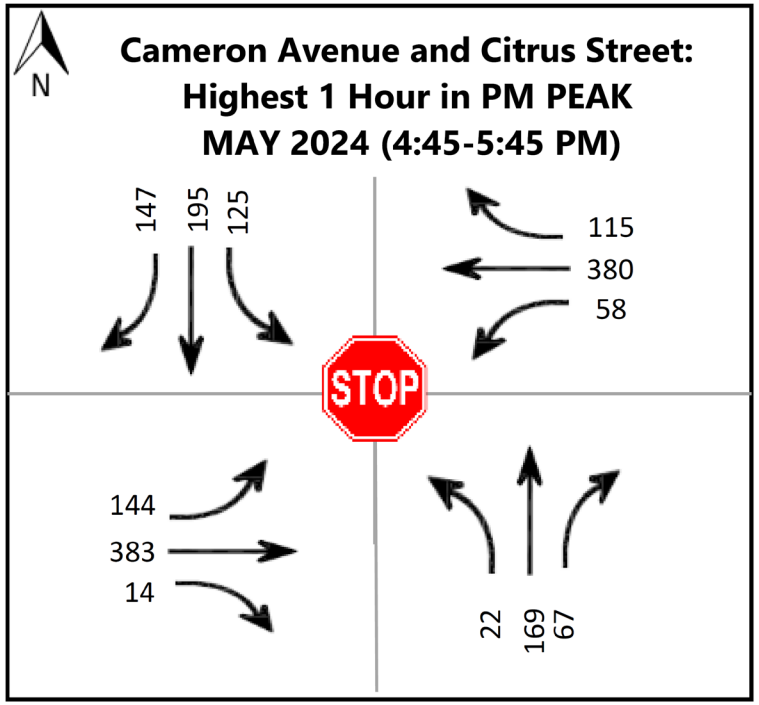


Figure 5: PM Peak Hour Count

2023 PEAK HOUR TURNING MOVEMENT COUNT DATA

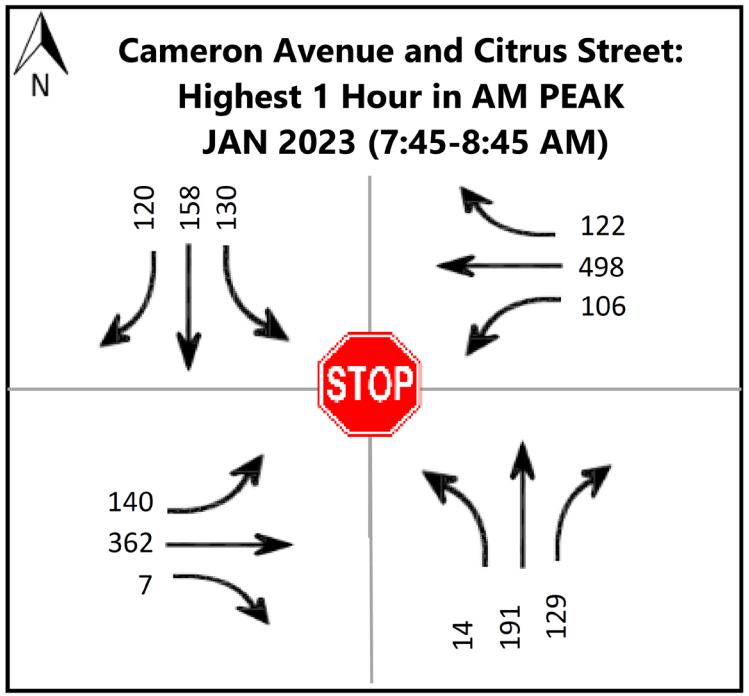


Figure 6 AM Peak Hour Count

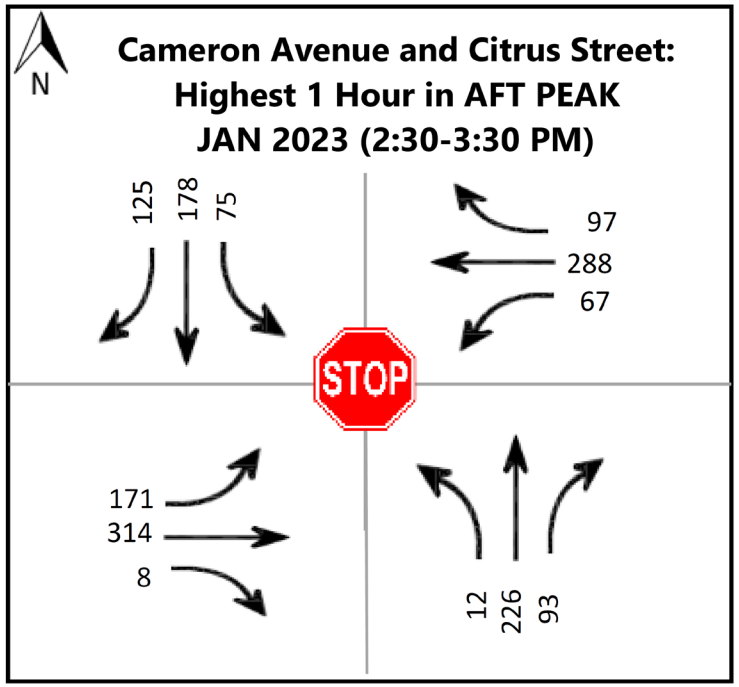


Figure 7: AFT Peak Hour Count

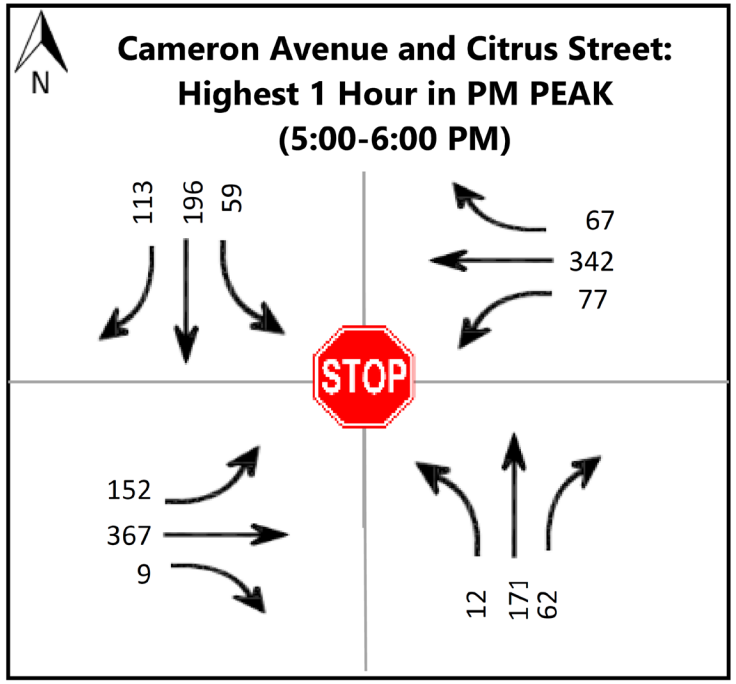


Figure 8: PM Peak Hour Count

COLLISION DATA

#	Date	Primary Road	Secondary Road	Dist.	Time	Day of the Week	Lighting (Day, Night, Etc.)	Collision Type	Severity 1 - Fatal 2 - Severe Injury 3 - Other Visible Injury 4 - Complaint of Pain 5 - Prop Dam Only (PDO)	Motor Vehicle, Pedestrian, Bicycle Involved	Collison Factor and Detail Descriptions	Primary Collision Factor	#Inj
1	3/27/2024	CAMERON AVE	CITRUS ST	0	12:37	WED	DAYLIGHT	SIDESWIPE	5	OTHER MV	EB THRU DRVR SIDESWIPE EB LFT TURN DRVR	R-O-W AUTO	0
2	12/7/2023	CITRUS ST	CAMERON AVE	0	15:40	THU	DAYLIGHT	BROADSIDE	5	OTHER MV	WB THRU DRVR HIT NB THRU DRVR BROADSIDE	DRVR ALC/DRG	0
3	11/17/2023	CAMERON AVE	CITRUS ST	15'W	18:15	FRI	DARK-ST	REAR END	5	OTHER MV	EB THRU VEH HIT EB STOPPED VEH	DRVR ALC/DRG	0
4	5/20/2023	CAMERON AVE	CITRUS ST	0	16:32	SAT	DAYLIGHT	BROADSIDE	4	OTHER MV	EB THRU MV HIT NB THRU MV	STOP SGN|SIG	2
5	4/18/2023	CAMERON AVE	CITRUS ST	0	5:52	TUE	DAYLIGHT	BROADSIDE	5	OTHER MV	SB THRU MV HIT WB THRU MV	STOP SGN|SIG	0
6	2/8/2023	CAMERON AVE	CITRUS ST	0	14:00	WED	DAYLIGHT	BROADSIDE	5	OTHER MV	WB LFT TURN MV HIT EB THRU MV	R-O-W AUTO	0
7	7/5/2022	CAMERON AVE	CITRUS ST	0	12:47	TUE	DAYLIGHT	BROADSIDE	5	OTHER MV	SB THRU MV HIT WB THRU MV	STOP SGN|SIG	0
8	5/9/2022	CITRUS ST	CAMERON AVE	0	15:56	MON	DAYLIGHT	BROADSIDE	5	OTHER MV	SB THRU MV HIT WB THRU MV	R-O-W AUTO	0
9	1/20/2022	CITRUS ST	CAMERON AVE	38' N	12:35	THU	DAYLIGHT	REAR END	5	OTHER MV	SB THRU MV HIT NB STOPPED MV	UNSAFE SPEED	0
10	12/8/2021	CAMERON AVE	CITRUS ST	0	14:16	WED	DAYLIGHT	BROADSIDE	5	OTHER MV	WB THRU MV HIT SB THRU MV	STOP SGN|SIG	0
11	6/9/2021	CAMERON AVE	CITRUS ST	21' W	17:22	WED	DAYLIGHT	REAR END	4	OTHER MV	EB THRU SLOWING MV HIT EB STOPPED MV	UNSAFE SPEED	1
12	1/24/2021	CITRUS ST	CAMERON AVE	0	21:17	SUN	DARK-ST	BROADSIDE	3	OTHER MV	SB THRU MV HIT WB THRU MV	R-O-W AUTO	2

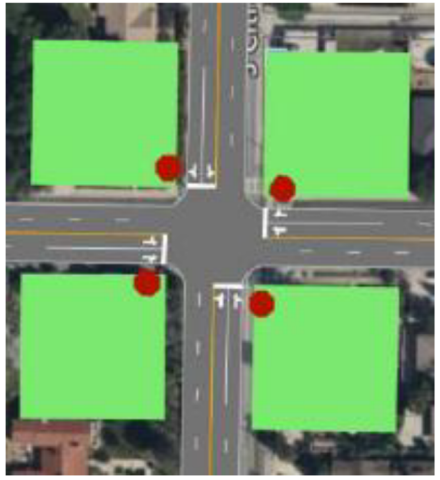
** Documented collisions as found in available SWITRS and submitted PD reports.*

LEVEL OF SERVICE DESCRIPTION

Table 3 Level of Service Description			
Level of Service	Description	Signalized Delay (Seconds)	Unsignalized Delay (Seconds)
A	Operations with very low delay occurring with favorable progression and/or short cycle length.	< 10.0	< 10.0
B	Operations with low delay occurring with good progression and/or short cycle lengths.	> 10.0 to 20.0	> 10.0 to 15.0
C	Operations with average delays resulting from fair progression and/or longer cycle lengths. Individual cycle failures begin to appear.	> 20.0 to 35.0	> 15.0 to 25.0
D	Operations with longer delays due to a combination of unfavorable progression, long cycle lengths, or high V/C ratios. Many vehicles stop and individual cycle failures are noticeable	> 35.0 to 55.0	> 25.0 to 35.0
E	Operations with high delay values indicating poor progression, long cycle lengths, and high V/C ratios. Individual cycle failures are frequent occurrences.	> 55.0 to 80.0	> 35.0 to 50.0
F	Operation with delays unacceptable to most drivers occurring due to over saturation, poor progression, or very long cycle lengths.	> 80.0	> 50.0

LEVEL OF SERVICE – ALL WAY STOP CONTROL

Existing Conditions with ALL -Way Stop Control



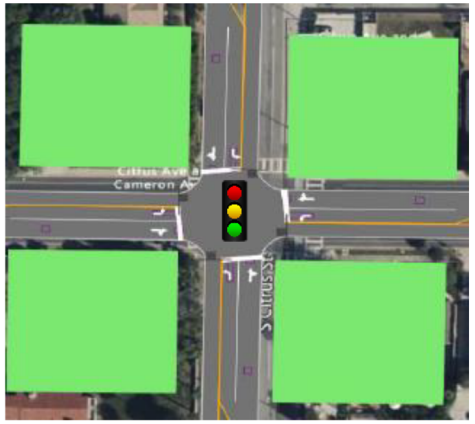
As indicated in **Table 4**, if the intersection remains as an All-Way Stop Controlled intersection the intersection will continue to operate at LOS C and D overall during all peak periods with delay to the EB and WB movements still within acceptable range but will start to fall to LOS E with 45.3 seconds of delay per vehicle for the EB approach during PM peak hours.

Table 4 – All-Way Stop Control

Intersection	Control	Peak Hour	Overall Int LOS/Avg Delay (Sec. per veh)	NB Approach LOS/Avg Delay (Sec. per veh)	SB Approach LOS/Avg Delay (Sec. per veh)	EB Approach LOS/Avg Delay (Sec. per veh)	WB Approach LOS/Avg Delay (Sec. per veh)
Citrus Street at Cameron Avenue	All-Way Stop Control	AM	C/ 24.0	C/ 17.3	C/ 19.5	D/ 25.6	D/ 29.1
		AFT	D/ 27.4	C/ 16.5	C/ 22.5	D/ 33.8	D/ 29.9
		PM	D/ 33.2	C/ 18.4	D/ 25.8	E/ 45.3	D/ 34.2

LEVEL OF SERVICE – PROPOSED CONDITIONS WITH A SIGNAL WITH ONE LEFT TURN LANE AND ONE SHARED THRU AND RIGHT TURN LANE

Proposed Conditions with a Signal with One left Turn Lane and One Shared Thru and Right Turn Lane



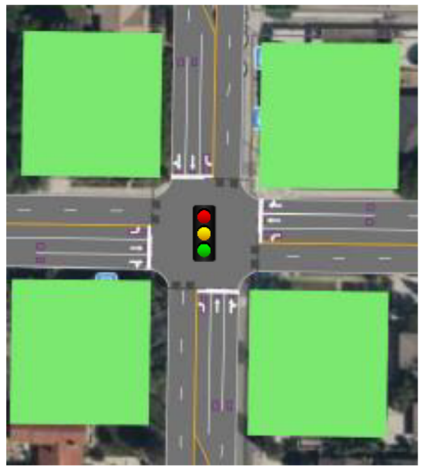
As seen in **Table 5**, if the intersection is signalized and provides left turn pockets for all directions with protected left turn phasing and one shared thru and right turn lane, the intersection overall will operate at LOS B for all peak periods with all approach movements operating at LOS B and C.

Table 5 – Signal with Left Turn Lanes and Shared Thru and Right Turn Lane

Intersection	Control	Peak Hour	Overall Int LOS/Avg Delay (Sec. per veh)	NB Approach LOS/Avg Delay (Sec. per veh)	SB Approach LOS/Avg Delay (Sec. per veh)	EB Approach LOS/Avg Delay (Sec. per veh)	WB Approach LOS/Avg Delay (Sec. per veh)
Citrus Street at Cameron Avenue	Signal	AM	B/ 12.3	B/ 13.3	B/ 15.2	B/ 11.3	B/ 10.6
		AFT	B/ 14.5	B/ 17.3	C/ 20.6	B/ 11.7	B/ 11.3
		PM	B/ 14.9	B/ 17.9	C/ 21.3	B/ 12.0	B/ 11.4

LEVEL OF SERVICE – PROPOSED CONDITIONS WITH A SIGNAL WITH ONE LEFT TURN LANE, ONE THRU LANE AND ONE SHARED THRU AND RIGHT TURN LANE

Proposed Conditions with Signal with One Left Turn lane, One Thru lane and One Shared Thru and Right Turn Lane



As seen in **Table 6**, if the intersection is converted into a Signal with left turn pockets in all directions with protected left turn phasing with one thru lane and one thru and right turn lane the intersection will operate overall at LOS B during all peak periods with all approach movements at LOS B. To have an exclusive thru lane this would require the removal of some on-street parking near the intersection.

Table 6 – Signal with Left Turn Lane and One Thru and One Shared Thru and Right Turn Lane

Intersection	Control	Peak Hour	Overall Int LOS/Avg Delay (Sec. per veh)	NB Approach LOS/Avg Delay (Sec. per veh)	SB Approach LOS/Avg Delay (Sec. per veh)	EB Approach LOS/Avg Delay (Sec. per veh)	WB Approach LOS/Avg Delay (Sec. per veh)
Citrus Street at Cameron Avenue	Signal	AM	B/ 12.0	B/ 11.7	B/ 12.5	B/ 11.9	B/ 11.8
		AFT	B/ 12.0	B/ 12.9	B/ 14.2	B/ 11.2	B/ 10.5
		PM	B/ 12.2	B/ 13.1	B/ 14.5	B/ 11.4	B/ 10.6

TRAFFIC SIGNAL WARRANS

- TRAFFIC SIGNAL WARRANTS: Are based on Traffic Counts and collision data gathered for East Cameron Avenue and South Citrus Street.
- When determining if an intersection should be considered for signalization, an engineering study that includes existing traffic conditions, pedestrian characteristics, and physical characteristics of the location is completed to determine whether installation of a traffic control signal is justified or warranted.
- When properly used, traffic control signals are valuable devices for the control of vehicular and pedestrian traffic. They assign the right-of-way to the various traffic movements and thereby profoundly influence traffic flow.
- The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal. A traffic control signal should not be installed unless an engineering study indicates that installing a traffic control signal will improve the overall safety and/or operation of the intersection.
- The California Manual on Uniform Traffic Control Devices (CAMUTCD) lists 9 warrants for evaluating traffic signals:
    - Warrant 1, Eight-hour vehicular volume
    - Warrant 2, Four-hour vehicular volume
    - Warrant 3, Peak hour vehicular volume
    - Warrant 4, Pedestrian volume
    - Warrant 5, School crossing
    - Warrant 6, Coordinated signal system
    - Warrant 7, Crash experience
    - Warrant 8, Roadway network
    - Warrant 9, Intersection near a grade crossing

Warrant 1

- Eight-Hour Vehicular Volume warrant and consists of two different conditions that can be met for the warrant to be satisfied.
    - Condition A - The Minimum Vehicle Volume warrant
    - Condition B - The Interruption of Continuous Traffic

Warrant 2

- Four-Hour Vehicular Volume warrant and is intended to be applied where the volume of intersection traffic is the principal reason to consider installing a traffic control signal.

Warrant 3

- The Peak Hour warrant is intended for use at locations where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street.

Warrant 4

- The Pedestrian Volume warrant is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delay in crossing the major street.

Warrant 5

- The School Crossing warrant is intended for application where school children, grades K-8, cross the major street is the principal reason for installing a traffic signal.

TRAFFIC SIGNAL WARRANT ANALYSIS

Warrant 6

- Coordinated Signal System warrant and is intended to maintain proper platooning of vehicles.

Warrant 7

- Crash Experience warrant and is intended for application where the severity and frequency of crashes are the principal reasons to consider installing a traffic control signal.

Warrant 8

- Roadway Network warrant and is intended to encourage concentration and organization of traffic flow on a roadway network.

Warrant 9

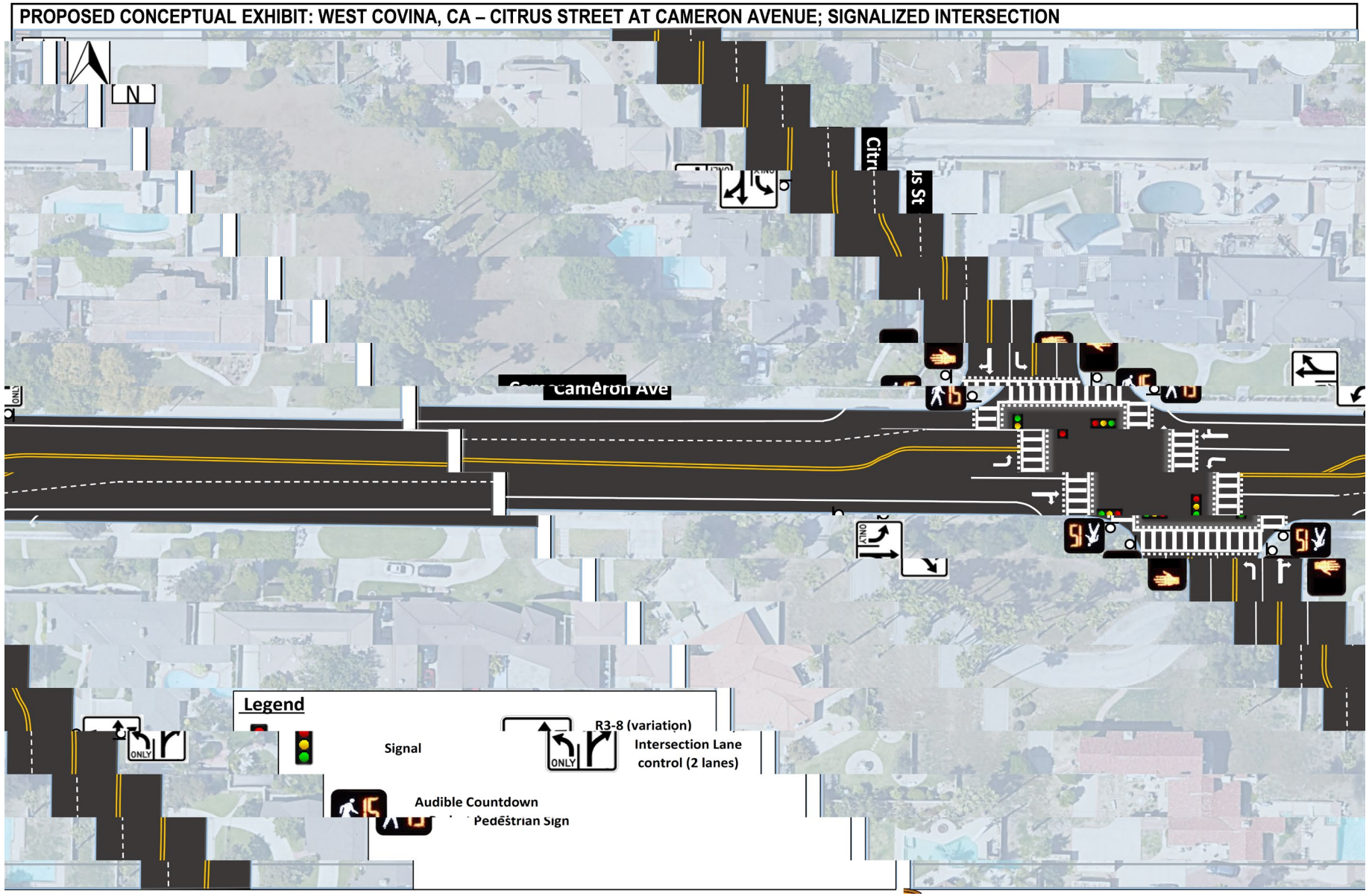
- Intersection Near a Grade Crossing warrant and is intended for use when signal Warrants 1 through 8 are not met, but the proximity of a grade crossing is the principal reason to installing a traffic control signal.

- These Signal Warrants as defined in the CAMUTCD Section 4C, are based on counts conducted on three different consecutive days at the intersection.
- Only 1 of the 9 traffic signal warrants must be met to be warranted for a traffic signal.

Table 7: Summary of Intersection Warrants

	Thursday, 1/19/2023	Friday, 1/20/2023	Saturday, 1/21/2023	Wednesday 05/29/24
Warrant CAMUTCD Section 4C	***Warrant Was Met Based on Volume***	***Warrant Was Met Based on Volume***	***Warrant Was Met Based on Volume***	***Warrant Was Met Based on Volume***
Traffic Signal Warrant 1, Eight-Hour Vehicular Volume	YES	YES	YES	YES
Traffic Signal Warrant 2, Four-Hour Vehicular Volume	YES	YES	YES	YES
Traffic Signal Warrant 3, Peak Hour	YES	YES	YES	YES
Traffic Signal Warrant 4, Pedestrian Volume	NO	NO	NO	NO
Traffic Signal Warrant 5, School Crossing	N/A	N/A	N/A	N/A
Traffic Signal Warrant 6, Coordinated Signal System	N/A	N/A	N/A	N/A
Traffic Signal Warrant 7, Crash Experience This Warrant was met after the January 2023 counts and initial 2023 study was prepared.	NO	NO	NO	YES
Traffic Signal Warrant 8, Roadway Network	N/A	N/A	N/A	N/A
Traffic Signal Warrant 9, Intersection Near a Grade Crossing	N/A	N/A	N/A	N/A

RECOMMENDATION



THANK YOU