

**TRAFFIC AND TRANSPORTATION
ADVISORY COMMISSION
CITY OF THOUSAND OAKS, CALIFORNIA**

2100 Thousand Oaks Boulevard, Thousand Oaks, California 91362-2903
(805) 449-2400

<http://www.toaks.org>

AGENDA

November 15, 2017



6:00 P.M.

**Chair – Michael Rieder, Vice Chair – Angie Simpson
Commissioners Susan Engler, Tom Gregory, and Rick Lemmo**

The City of Thousand Oaks is committed to maintain a desirable living environment while ensuring that change reinforces both environmental quality and economic viability; to respect the role of citizens, Traffic Commissioners and staff in identifying, discussing, and forwarding recommendations regarding traffic and transportation concerns to City Council; to provide excellent community services in a fair, efficient and responsive manner; and to promote public confidence and trust.

Staff

Clifford G. Finley, City Engineer; Jim Mashiko, Senior Engineer; Kathy Lowry, Engineering Associate; Dominga Zambrano, Recording Secretary; Sergeant Carl Patterson – Thousand Oaks Police Department

Any person who wishes to speak regarding an item on the agenda or on a subject within the City's jurisdiction during the Public Comments portion of the agenda must file a Public Speaker Card with the Recording Secretary before that portion of the Agenda is called. Any person who wishes to speak on a specific Agenda item must file a Public Speaker Card before the specific item is called. Persons addressing the Traffic Commission are requested to state their name and community of residence for the record. Any supporting materials should be submitted to the Recording Secretary before addressing the Commission. These materials are also considered a public record pursuant to the California Public Records Act and Brown Act unless exempt from disclosure under the applicable law.

Under state law, issues presented or introduced under Public Comments can have no action and will be referred to the City Engineer for administrative action or scheduled on a subsequent agenda.

Pursuant to Section 1-4.02 of the Thousand Oaks Municipal Code, any person wishing to appeal a decision of the Traffic and Transportation Advisory Commission shall file a written appeal and pay an appeal fee with the City Clerk's Office within 14 calendar days of their decision. The matter will be referred to the City Council at the earliest reasonable and available date. The appeal fee will be refunded only if the City Council overturns the Traffic and Transportation Advisory Commission's decision.

Traffic and Transportation Advisory Commission Agenda Packets are available for review in the Public Works Department, 2100 E. Thousand Oaks Boulevard, Thousand Oaks, and on the City's website, www.toaks.org, under "City Clerk/Boards and Commissions/Traffic & Transportation Advisory Commission/Agenda". Any public documents provided to a majority of the Traffic and Transportation Advisory Commission regarding any item on this agenda will be made available for public inspection in the Public Works Department during normal business hours. Live and Archived videos, Agendas and Summary Notes are available on the City's website at www.toaks.org. The Traffic and Transportation Advisory Commission Meetings are re-broadcast on Thursdays at 6:00 p.m. (TOTV Channel 10).

Americans with Disabilities Act (ADA): In compliance with ADA, if you need special assistance to participate in this meeting or other services in conjunction with this meeting, please contact the Public Works Department at (805) 449-2398. Assisted listening devices are available for use at this meeting. Upon request, the agenda and documents in this agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Traffic and Transportation Advisory Commission

AGENDA Wednesday, November 15, 2017 Board Room

1. Call to Order: 6:00 p.m.
2. Pledge of Allegiance
3. Roll Call: Commissioners Engler, Gregory, Lemmo, Simpson, and Chair Rieder
City Engineer Finley, Senior Engineer Mashiko, Engineering Associate Lowry,
Sergeant Patterson, and Recording Secretary Zambrano
4. Election of New Chair – Term Expires November 2018
5. Election of New Vice-Chair – Term Expires November 2018
6. Public Comments:
7. Summary Notes of September 20, 2017: (Attached)
8. Engineer's Reports:
 - a. 2018 City Overlay Program (CI 5256) – Senior Engineer Mashiko
(Action Item)
 - b. BAT Meeting Minutes (October 18, 2017) – Senior Engineer Mashiko
(Information Item)
9. Status Report of Prior Traffic Commission Recommendations:
 - a. Avenida de los Arboles at Big Sky Drive Traffic Improvements: Construction of new median island at Avenida de los Arboles at Big Sky Drive began October 30, 2017. Project to be completed in mid-December 2017.
 - b. Lakeview Canyon Road Edgeline Striping Proposal (East of Valley Spring Drive) – Bids received for new striping. Estimated to be completed January 2018.

10. Commission Referrals from September 20, 2017:

A Commissioner expressed a concern regarding the traffic signal operation at Moorpark Road and Janss Road for the southbound left-turn movement. Staff performed a field check and found the location was operating correctly.

Findings:

This signal operates with “Lead/Lag” left-turn operation. This means the northbound left-turns “Lead” at the beginning of a cycle and then southbound lefts “Lags” at the end of the cycle. This is an effective practice for effective traffic signal synchronization.

Other traffic signals featuring “Lead/Lag” left-turn operation include Moorpark Road/Hillcrest Drive, Moorpark Road/Gainsborough Road, Moorpark Road/Thousand Oaks Boulevard, and Westlake Boulevard/Thousand Oaks Boulevard.

Approximately 250 feet north of the intersection is the Park Oaks shopping center signal. By allowing the Moorpark/Janss signal to “Lag”, the sequencing pattern ensures that the westbound left-turn traffic exiting the Moorpark/Park Oaks signal has a place to go and does not block the intersection.

The collision history over the past four years indicates there has not been a collision regarding the southbound left-turn movement. This signal, like all other signals in the City has a one second “All Red” clearance period before the next movement receives a green indication to allow vehicles to clear the intersection. Any issues related to red light running are not correctable with traffic engineering measures and require police enforcement.

11. Work Program and Commission Schedule: (Attached)

12. Traffic Commission Comments/Discussion:

Vote on cancelling December 20, 2017 meeting – (Action Item)

13. Adjournment: The next meeting to be held at 6:00 p.m. on December 20, 2017 or January 17, 2018 in the Board Room of the Civic Arts Plaza on the 3rd Floor.



Summary Notes

September 20, 2017

Item #7

Traffic and Transportation Advisory Commission

**SUMMARY NOTES
Wednesday, September 20, 2017
Board Room**

1. Call to Order:

Chair Michael Rieder called the meeting to order at 6:00 p.m. in the Board Room, 2100 Thousand Oaks Boulevard, Thousand Oaks, California.

2. Pledge of Allegiance: Chair Rieder led the pledge of allegiance.

3. Roll Call:

Present: Commissioners Sue Engler, Tom Gregory and Chair Michael Rieder.

Absent: Commissioner Rick Lemmo, Vice-Chair Angie Simpson.

Also Present: City Engineer Cliff Finley, Division Manager Mohammad Fatemi, Senior Engineer Jim Mashiko, Associate Analyst Mike Houser, Thousand Oaks Police Department Sergeant Carl Patterson, Administrative Secretary Ester Marcelino and Recording Secretary Dominga Zambrano.

4. Public Comments:

Speakers: Karen Martin, Thousand Oaks
Written Statements: None

5. Summary Notes of July 19, 2017 – Attached for Information

6. Engineer's Reports:

a. Transit Master Plan– Associate Analyst Houser (Information Item)

Speakers: None
Written Statements: None

TTAC Meeting Summary Notes
September 20, 2017
Page 2

- b. Lakeview Canyon Road Edgeline Striping Proposal (East of Valley Spring Drive) – Senior Engineer Mashiko (Action Item)

Motion by Commissioner Gregory to proceed with staff's recommendation to proceed with installation of 4-inch wide edgeline striping on both sides of Lakeview Canyon Road, from Valley Spring Drive to Falling Star Avenue.

Speakers: None

Written Statements: Deutsch letter to staff

- c. Greenmeadow Avenue Speed Cushions ("After" Installation Data) – Senior Engineer Mashiko (Information Item)

Speakers: None

Written Statements: None

- d. BAT Meeting Minutes (July 19, 2017) – Senior Engineer Mashiko (Information Item)

Speakers: None

Written Statements: None

- 7. Status Report of Prior Traffic Commission Recommendations:

Avenida de los Arboles at Big Sky Drive Traffic Improvements: Construction Bids closed on September 13, 2017. Staff to recommend City Council approve plans & specs and award construction contract at September 26, 2017 City Council Meeting. Cal-Am Water to relocate underground waterline located beneath proposed median.

- 8. Commission Referrals from July 19, 2017:

- a. Staff followed up with Karen Martin in a meeting regarding concerns over noise on Lynn Road at Janss Road.
- b. Staff worked with CVUSD to remind drivers to "slow down" before the commencement of the 2017/18 School Year.

- 9. Work Program and Commission Schedule – (Attached)

- 10. Traffic Commission Comments/Discussion

- 11. Adjournment:

Traffic Commission adjourned at 7:18 p.m. to Regular Meeting on Wednesday, October 18, 2017.

Engineer's Report

2018 City Overlay Program (CI 5256)

- Action Item

Item #8A

TO: Traffic and Transportation Advisory Commission

FROM: Jim Mashiko, Senior Engineer

DATE: November 15, 2017

SUBJECT: 2018 City Overlay Program (CI 5256) – Restriping Recommendations (ACTION ITEM)

RECOMMENDATION:

Review engineering report, receive public input, and recommend to City Council that road striping be modified as appropriate on 10 streets in conjunction with the 2018 Citywide street resurfacing project (CI 5256).

BACKGROUND:

The City is responsible for maintaining approximately 380 miles of roadway. In 2018, the City has budgeted nearly \$14 million to resurface 50 miles of streets and construct 295 curb ramps (Attachment #1).

After resurfacing, we have the option of restriping the existing street to its previous condition, or revise the striping to refine traffic flow and enhance safety for all road users (vehicles, bicycles, and pedestrians). Implementing striping modifications during road resurfacing projects allows the City to avoid additional costs to remove striping and mobilizing field crews to implement new striping configurations.

PROPOSED TRAFFIC IMPROVEMENTS:

The following summarizes proposed road striping modifications and the reasons for the proposed change for 10 road segments. The resurfacing limits are indicated in the parentheses; however, restriping proposals may not affect the entire resurfacing limits. The proposed restriping improvements for consideration range from adding new centerline striping, enhancing a marked crosswalk, adding bike lanes, adding green bike lane markings, and the elimination of a travel lane. Detailed descriptions for each road segment will be presented at the Traffic Commission meeting with illustrations showing the conceptual nature of the proposed changes. Brief descriptions of the restriping proposals are as follows:

- **Avenida de las Flores** (Lynn Road to Route 23 Freeway) – Enhance crosswalk at Avenida de las Plantas and widen bike lane width from 5 to 6 (Attachment #2).

Reason(s) for the Change

Enhanced crosswalk treatments expected to improve frequency of motorists yielding to pedestrians crossing at marked crosswalk; Wider bike lane reduces bike/door opening conflicts; Narrowing travel lane is a common method to help calm traffic where speeding concerns have been received.

- **Avenida de los Arboles** (Parkview Drive to Westlake Boulevard) – Restripe east- and westbound traffic from three lanes in each direction to two lanes in each direction (convert third travel lane to buffer zone between through lane and bike lane) (Attachment #3). Note: A community meeting to discuss this proposal was held on Wednesday, November 8, 2017. The public input received at this meeting will be shared with the Commission as it was not available at the time this report was completed.

Reason(s) for the Change

Creates a 10-12 wide “buffer zone” between automobiles and bicyclists; Improves left-turn egress for motorists at cross streets; Provides a traffic calming measure to encourage slower speeds.

- **Erbes Road** (El Monte Drive to Avenida de los Arboles) – Restripe Avenida de las Flores/Erbes Road to provide Continental style crosswalk markings at all four legs to intersection and install 6 wide bike lane stripe, bike lane signs, and pavement legends (Attachment #4).

Reason(s) for the Change

Enhances existing school crosswalk monitored by crossing guard during school hours; Substandard bike lane line is upgraded to legal bike lane standard.

- **Grande Vista Drive** (Lowe’s property site to Post Office) – Add new centerline stripe on entire segment (Attachment #5).

Reason(s) for the Change

Continues existing centerline that terminates at Lowe’s property.

- **Hillcrest Drive** (Erbes Road to Quinta Vista Drive) – Restripe to add center two-way turn lane between Erbes Road to Conejo School Road by eliminating parking in front of five residential properties and add bike lanes (Attachment #6).

Reason(s) for the Change

Two-way turn lane reduces rear-end conflicts; Improves egress onto Hillcrest Drive from driveways and cross streets; Pedestrians crossing street can take refuge in center lane; Collision rate anticipated to decrease.

- **Olsen Road** (Calle Zocalo to East City Limit) – Restripe eastbound and westbound lanes to add new Class 2 bike lanes and green bike lane markings under the Route 23 Freeway (Attachment #7).

Reason(s) for the Change

Provides better guidance for bicyclists at high speed Route 23 Freeway on-ramps and off-ramps where weaving conflicts occur; Green bike lane markings serve as reminders to motorists to share the road and yield to bicyclists.

- **Rancho Conejo Boulevard** (Route 101 Freeway to northerly terminus) – Switch the positions of the northbound bike lane and right-turn only lane at Amgen Center Drive and add green bike lane markings (Attachment #8).

Reason(s) for the Change

Eliminates northbound conflict between right turns and bicyclists at the intersection of Amgen Center Drive.

- **Thousand Oaks Boulevard** (Sunset Drive to East City Limit) – Lengthen eastbound left-turn pocket approaching Lakeview Canyon Road. Striping modifications would begin at Promenade Way and end at Lakeview Canyon Road. No change to westbound striping (Attachment #9).

Reason(s) for the Change

Increases eastbound left-turn vehicle storage approaching Lakeview Canyon Road, which is needed during peak school arrival periods.

- **Townsgate Road** (Hampshire Road to Lakeview Canyon Road) – Widen 6 wide bike lane to 7 and add 7 wide buffer zone between travel lane and bike lane between Village Glen and Lakeview Canyon Road. Modifications to be made by narrowing existing 19 wide travel lane (Attachment #10).

Reason(s) for the Change

Reduces travel lane width from 18 to 12 and creates buffer zone between automobile traffic and bicyclists, which is anticipated to reduce vehicle speeds and improve cyclist safety.

- **Ventu Park Road** (Route 101 Freeway to Hillcrest Drive) – Restripe northbound and southbound lanes to add new Class 2 bike lanes and green bike lane markings between Newbury Road and Hillcrest Drive. Striping on segment between Newbury Road and 101 Freeway to be removed and restriped to add new bike lanes (Attachment #11).

Reason(s) for the Change

Provides better guidance for bicyclists at high speed Route 101 Freeway on-ramps and off-ramps where weaving conflicts occur; Green bike lane markings remind motorists to share the road and yield to bicyclists.

BIKE LANES PROPOSED FOR TWO CALTRANS FACILITIES:

Freeway interchanges are generally the busiest traffic facilities in the City, and present a challenge for bicyclists to traverse due to the weaving maneuvers to

avoid conflicts with high speed vehicles entering and exiting the freeway mainline (State Route 101 and State Route 23).

Two road segments to be resurfaced are under the jurisdiction of the California Department of Transportation (Caltrans). On October 26, 2017, City staff met with Caltrans engineers to get input on proposals to add Class 2 bicycle lanes and green bike lane markings to the Ventu Park Road/Route 101 and Olsen Road/Route 23 interchanges. The addition of bicycle lane markings and green bike lanes are intended to better alert higher speed traffic of the potential conflicts with cyclists and to provide guidance for cyclists to minimize conflicts with these vehicles.

Comments on preliminary striping plans were received at the meeting. Revised drawings will be submitted to Caltrans, along with an Encroachment Permit Application that requires Caltrans approval, for staff to implement the striping changes during the 2018 resurfacing project.

PUBLIC OUTREACH:

Staff were present at three meetings with separate community groups to discuss the opportunity to change traffic striping patterns during the 2018 street resurfacing project. The meeting dates, community groups, and road segments are as follows:

1. May 3, 2017 – Staff attended Ashbury HOA to discuss restriping Hillcrest Drive to provide center two-way turn lane. Parking in front of five residential properties would have to be removed to create a new center turn lane. Subsequent to the meeting, staff has mailed letters to five affected property owners that would lose curbside parking and letters to other adjacent property owners. As of November 8, 2017, at least 10 residents have expressed support for the restriping proposal while one resident expressed opposition.
2. October 18, 2017 – Restriping proposals were shared with the Bicycle Advisory Team (BAT). Eight members attended the meeting and unanimously were in support of the proposed restriping measures. In particular, BAT members requested minor modifications to the proposed bike lanes along interchanges at Ventu Park Road at the 101 Freeway and Olsen Road at the 23 Freeway.
3. November 8, 2017 – Staff hosted a community meeting held at Lang Ranch Elementary School to discuss the restriping proposal of Avenida de los Arboles between Parkview Drive to Westlake Boulevard, which would restripe east- and westbound traffic from three lanes in each direction to two lanes in each direction (convert third travel lane to buffer zone between through lane and bike lane). Approximately 2,600 meeting notices were mailed to local residents and two changeable message signs were deployed to invite the public to attend and provide input at the meeting. The meeting occurred after this Traffic Commission report was completed, therefore, the results will be shared at the November 15, 2017 Commission meeting.

Additional public outreach efforts to get public input on all road restriping proposals included the following:

1. Direct communication with HOAs
2. Social media postings: City's Facebook page and Nextdoor.com
3. City Website: <http://www.toaks.org/departments/public-works/construction/preserving-your-streets-2018-street-resurfacing-program>

DISCUSSION:

Changing road striping during the City's annual resurfacing project has been a practice for over 20 years and an efficient way to implement bicycle lanes, center turn lanes, and enhance marked crosswalks. The City also shows its commitment to providing for a "complete street" network of roads that provides for all road users (bicyclists, pedestrians, and vehicles), promotes the use of all forms of transportation, and improves air quality.

Support for the restriping proposal on Avenida de los Arboles is strong from the bicycling community and pedestrians, as they feel they are vulnerable to motorists. To date, motorists who do not support the restriping proposals are concerned that decreasing lanes will impact travel time and congestion levels. Staff does not expect any of the striping proposals to negatively impact travel time.

The recommendation of the Traffic Commission on this matter will be presented to the City Council in December 2017 for consideration, when staff requests authorization to advertise the project for construction bids. The construction phase of the resurfacing project is anticipated to begin in the Spring of 2018 and be completed in the Fall of 2018.

Attachments:

- Attachment #1 – Location Map
- Attachment #2 – Avenida de las Flores
- Attachment #3 – Avenida de los Arboles
- Attachment #4 – Erbes Road
- Attachment #5 – Grande Vista Drive
- Attachment #6 – Hillcrest Drive
- Attachment #7 – Olsen Road
- Attachment #8 – Rancho Conejo Boulevard
- Attachment #9 – Thousand Oaks Boulevard
- Attachment #10 – Townsgate Road
- Attachment #11 – Ventu Park Road

Engineer's Report

BAT Meeting Minutes October 18, 2107

- Information Item

Item #8B

**BICYCLE ADVISORY TEAM
MEETING NOTES
October 18, 2017
Wednesday, 4:00 p.m., Board Room**

The Bicycle Advisory Team meeting was called to order at 4:03 p.m. The following were in attendance:

City Staff: *Kathy Lowry, Jim Mashiko, Anna Huber (COSCA), Ashley Humes (CMO), Ester Marcelino*

BAT Members: *Michael Bass, Mike Cicchi, Les Leach, J. C. Simmons, Wendy Zimmerman, Linda Coburn, Kent Koral, Alan Oblath*

1. Introduction
2. Items to be added to the Agenda
3. CI 5256 City Overlay Program – Kathy

Kathy presented the main details of the project, with construction set to start in April 2018 and completed by November 2018. She shared that this is a big project which provides the community with a great opportunity to make changes to striping plans, to put in bike lanes and present bicycle safety enhancements.

The BAT members expressed their safety concerns about the planned street stripings and shared their inputs, ensuring that with the planned stripings, all road users are safe and clear which lanes to go.

The BAT primarily focused on the proposed striping changes to Ventu Park and Olsen Road. Additionally, they were in full support of the buffered bike lane on Avenida de los Arboles.

Jim Mashiko will communicate all concerns and safety issues shared by the BAT members to the Traffic and Transportation Advisory Commission at its meeting on November 15, 2017.

Ashley Humes shared that this project, like all other City projects, is to improve street conditions as well as safety enhancements for all road users. All City projects are geared towards providing all-around benefits for the community. To ensure success, the City tries to conduct public outreach meetings to educate the public and also to have balanced conversations among community groups.

4. Bikes in Open Space – Linda

Linda shared that the Los Angeles District of the State Parks issued a ban on electric bicycles (e-bike) in state parks in the Los Angeles District. Anna provided information on CRPD and COSCA's policy for e-bikes in open spaces.

5. Cyclist of the Month – Wendy

Wendy suggested establishing a "Cyclist Award" to community members either monthly or quarterly to recognize dedicated cyclists for the hard work they put in to promote positive causes of cycling. She suggested that criteria for selection of winners be set. This is also a good opportunity to inform the public about the existence of the Bicycle Advisory Team and what it does.

6. Update - Kathy

- a) California Bike Summit
- b) Active Transportation Plan

7. Wayfinding Study and Next Steps – Kathy

There is no current update about the Wayfinding Study but Kathy will share with BAT members once she hears anything new.



8. Confirm next BAT Meeting - Suggested Date: Wednesday, December 13, 2017

Next BAT meeting scheduled on December 13, 2017.

9. Adjournment

The meeting adjourned at 5:48 p.m. to Wednesday, December 13, 2017.

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Status Report Prior Traffic Commission Recommendations

- Avenida de los Arboles at Big Sky Drive Traffic Improvements:

Construction of new median island at Avenida de los Arboles at Big Sky Drive began October 30, 2017. Project to be completed in mid-December 2017.

Item #9A

Status Report Prior Traffic Commission Recommendations

- Lakeview Canyon Road Edgeline Striping Proposal (East of Valley Spring Drive):

Bids received for new striping. Estimated to be completed January 2018.

Item #9B

Commission Referrals

From September 20, 2017:

Concern regarding the traffic signal operation at Moorpark Road and Janss Road for the southbound left-turn movement

Item #10

Work Program and Commission Schedule

Item #11

Traffic and Transportation Advisory Commission

FUTURE AGENDA ITEMS November 15, 2017

- Traffic Impact Mitigation Fee Study – Status Report (Winter 2018)
- Conejo Creek Park North Bicycle Path and Equestrian Trail Improvements (CI 5409) – Status Report (Winter 2018)
- Fire Hydrant Parking Zone – reduce from 30’ to 20’ (Winter 2018)
- Lynn Road Traffic Concerns – south of 101 Freeway (Pending resident input)
- Residential Street Traffic Calming Options (Winter 2018)
- Westlake Boulevard Sidewalk Installation Project (CI 5337) – Status Report (Winter 2018)
- Traffic Commissioner Orientation/Refresher (ongoing)
 - iLegislate Training - paperless agenda and annotation application for electronic tablets (Winter 2018)