

CITY OF LOS ALAMITOS
Council Chamber
3191 Katella Ave., Los Alamitos CA 90720

TRAFFIC COMMISSION AGENDA
REGULAR MEETING

Wednesday, October 8, 2025 – 6:00 PM

NOTICE TO THE PUBLIC - This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Each matter on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "for information" or "for discussion" may also be the subject of an "action" taken by the City Council at the same meeting.

Agenda-related documents provided to a majority of the City Council after distribution of the Traffic Commission agenda packet (GC §54957.5) will be made available for public inspection at the meeting. Such documents will also be available at the City Clerk's office, 3191 Katella Avenue Los Alamitos, CA 90720.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (562) 431-3538, ext. 220. Notification at least 42 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35 ADA Title II]. Language translation services are available for this meeting by calling the City Clerk's Office at least 42 hours in advance.

If you are unable to attend this meeting in person, you may submit comments on any agenda item or on any item not on the agenda by email to cityclerk@cityoflosalamitos.org with the subject line "TRAFFIC COMMISSION PUBLIC COMMENT". Comments received by 3:00 p.m. the day of the meeting will be compiled, provided to the Traffic Commission, and made available to the public before the start of the meeting. Staff will not read email comments at the meeting.

If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the City Clerk's Office at (562) 431-3538, extension 220, 48-hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL

Chair Mejia
Vice Chair R. Hill
Commissioner D. Hill
Commissioner Marchese
Commissioner Murphy
Commissioner Patz
Commissioner Rojas

3. PLEDGE OF ALLEGIANCE

4. PRESENTATION

A. Commission Handbook

The updated Boards, Commissions, and Committees Policy Handbook (Handbook) will provide an easy-to-understand format for the City's appointed bodies that will complement the Los Alamitos Municipal Code.

Recommendation:

Receive & File.

5. ORAL COMMUNICATIONS

At this time, any individual in the audience may address the Traffic Commission and speak on any item within the subject matter jurisdiction of the Commission. Please state if you wish to speak on an item on the Agenda. **Remarks are to be limited to not more than three minutes.**

6. CONSENT CALENDAR

All Consent Calendar items may be acted upon by one motion unless a Traffic Commissioner requests separate action on a specific item.

A. Approval of the August 13, 2025 Traffic Commission Minutes

Recommendation:

Receive & File.

B. Approval of the September 10, 2025 Traffic Commission Minutes

Recommendation:

Receive & File.

7. DISCUSSION

A. Traffic Concern - Dropped Through Lane (Los Alamitos Boulevard from Katella Avenue to Florista Street)

This discussion item provides the Traffic Commission with an expressed concern about the current conditions of striping lanes along northbound Los Alamitos Boulevard in regards to a dropped through lane from Katella Avenue to Florista Street.

Recommendation:

1. Review and discuss the safety concern presented in the letter from a concerned citizen; and

2. Recommend direction to City Staff to make a Los Alamitos Boulevard striping change or maintain the current orientation and condition of the striping.

B. Pavement Markings Modification on Cerritos Avenue West of Humbolt Avenue Intersection

The City received a complaint from the business owner at 3782 W. Cerritos Avenue regarding the unsafe westbound left turn movement onto their driveway. This item provides the Traffic Commission with information on options available to modify the pavement markings on Cerritos Avenue to allow for the installation of a left turn pocket onto the driveway.

Recommendation:

Discuss and provide direction to staff as to which options the City should pursue.

Options:

1. Keep the existing pavement markings as is.
2. Install a left turn pocket for westbound left turns into the business driveway by shortening the existing eastbound left turn pocket from 155 feet of storage capacity to a 100-foot-long pocket at the intersection of Cerritos Avenue and Humbolt Street, using a 90-foot taper.
3. Install a new delineated left turn pocket for the westbound left turns into the business driveway by shortening the existing eastbound left turn pocket from 155 feet of storage capacity to a 100-foot-long pocket at the intersection of Cerritos Avenue and Humbolt Street, using a 60-foot taper.

8. STAFF REPORTS

A. Request for Loading/Unloading zone – Rise Up Athletics

The City received a request from the owner of Rise Up Athletics, located at 10712 Reagan Street, to install a loading and unloading zone in the front of the businesses on Reagan Street.

Recommendation:

1. Discuss the request to add the unloading and loading zone on the east side of Reagan Street; and,
2. Recommend for approval Staff's recommendation to install 40 feet of a loading/unloading zone on Mondays from 3:30 p.m. to 8:00 p.m. Monday through Friday only in front of Rise Up Athletics at 10712 Reagan Street.

B. Bloomfield Avenue ATP Project

The City's approved Active Transportation Plan (ATP), dated February 2021, includes projects that the City will implement to provide safe and comfortable access for bicycles and pedestrians.

The ATP report identified the installation of Class II bike lanes for the segment of Bloomfield Avenue from Katella Avenue to Cerritos Avenue. Between Katella Avenue and Cerritos Avenue, Bloomfield Avenue is an 80-foot-wide street, right-of-way to right-of-way. There are two through lanes in each direction. There are also two schools in the project limits: a middle school and an elementary school.

Recommendation:

Receive and File.

C. Traffic Commission Status Log

9. ITEMS FROM THE DEVELOPMENT SERVICES DEPARTMENT

10. TRAFFIC COMMISSION INITIATED BUSINESS

At this time, Commissioners may report on items not included on the agenda, but no such matter may be discussed, nor may any action be taken in which there is interest to the community, except as to provide Staff direction to report back or to place the item on a future agenda.

11. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting.



Gabriela Martinez
Department Secretary

CITY OF LOS ALAMITOS



BOARDS, COMMISSIONS, AND COMMITTEES POLICY HANDBOOK

CITY OF LOS ALAMITOS
3191 Katella Avenue
Los Alamitos, CA 90720
Phone (562) 431-3538
FAX (562) 493-1255

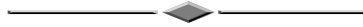
www.cityoflosalamitos.org

Adopted by City Council Resolution No. 2025-27

CITY OF LOS ALAMITOS

VISION STATEMENT

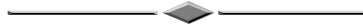
To ensure Los Alamitos small town ambiance, high quality of life, and economic vitality are maintained and strengthened



CITY FACTS

Los Alamitos was incorporated March 1, 1960.

Los Alamitos' size is 4.3 square miles



This manual has been prepared to assist Commissioners and members of Committees and Boards in the performance of their duties. Included are standards adopted by City Council that delineate the administrative procedures and the rules and regulations that relate to the Boards, Commissions, and Committees.

This manual is intended to give Commissioners an orientation of their Commission. It includes an overview of the Commission's role and responsibilities and the structure and procedures of Los Alamitos' Municipal Government.

Los Alamitos Commissioners are vital to the City's organization and its efforts to meet the needs and interests of the Community. This manual will assist Commissioners as a member of the team. The City Council and Staff are most appreciative of Commissioner's time and efforts.

GENERAL INFORMATION

History of Los Alamitos

On March 1, 1960, the township of Los Alamitos became a chartered city. The 4.05 square mile city of Little Cottonwoods was affectionately described as ***A Jewel of a City***. The City's seal, designed by longtime resident William A. Daniels, captures the ancestry of the region. The official flower, the Daisy, reflects the importance of our City's youth since it was nominated by a young boy because it was his mother's favorite flower. Still embracing its small-town ambience, the City offers excellent recreational and park facilities, a stellar police department, and a commitment to maintain the City. With a population estimated at just over 11,600, its outstanding schools, friendly neighborhoods, and strategic location as the crossroads of two major freeways, Los Alamitos keeps its roots in history and its future vested in those who cherish this special community.

Charter City

The City of Los Alamitos is a charter city operating under a Council-Manager form of government. The City Charter is ordained and established as the organic law of the City under the Constitution of the State of California.

In the Council-Manager form of City government, the City Council appoints a City Manager to serve as a full-time executive to carry out the established policies. The City Council appoints all legal counsel to provide City Attorney services. All department directors are appointed by, and report to, the City Manager.

City Council

A five-member City Council is elected by district to perform the legislative and policy-making functions of local government. Terms are staggered to allow for overlap; alternatively, and successively, three members' terms are filled at one general municipal election and two members' terms at the next such election. Council Members' terms of office are for four years and members are limited to serving a total of 12 consecutive years or three terms. Annually, the Council Members select a Mayor and Mayor Pro Tempore. The Los Alamitos City Council conducts regularly scheduled meetings once monthly, on the third Monday, beginning at 6:00 p.m., in the City Council Chamber, located at 3191 Katella Avenue.

All Council meetings are public meetings. Agendas and general information relative to the meetings are available from the City Clerk's Office. They can also be viewed on the City's website at www.cityoflosalamitos.org.

LOS ALAMITOS ORGANIZATIONAL STRUCTURE

The City of Los Alamitos consists of four departments: Administrative Services, Development Services, Police, and Recreation and Community Services.

City Manager/Administrative Services Department

The City Manager oversees this department, which is dedicated to developing policy and legislative actions that provide a safe and healthy environment to promote the highest quality of life for residents and visitors. The department is also dedicated to providing leadership for the effective and efficient delivery of municipal services. This department is responsible for the general management of all City operations in the areas of Administration, City Attorney, Finance, Human Resources, Claims, Legislative Matters, and the City Clerk's Office.

Development Services Department

This department is dedicated to enhancing the appearance of the City through its neighborhood and business environment and to improving the economic well-being of its community and residents. It consists of Planning, Building and Safety Inspection, Neighborhood Preservation Services, Public Works, Economic Development, and Engineering. This department is also responsible for fleet services, Internal Technology (IT), and risk management.

Police Department

This department is responsible for protecting the lives and property of Los Alamitos residents and for enforcing established laws and City Ordinances. It is dedicated to providing the highest degree of professional police services in partnership with the community to make Los Alamitos a better place to live, visit, and conduct business. The department also provides special programs such as the Community Emergency Response Team and Emergency Preparedness.

Recreation and Community Services Department

This department is responsible for recreation and community services programs and community-wide special events designed to benefit residents of all ages and interests. Through its aquatics, day camp, park programs, sports, special classes, and senior programs, the department creates community and improves the quality of life.

Other City Services

The Orange County Fire Authority provides fire services. Waste disposal, electrical services, sewer services, gas services, water services, and cable communication services are provided to residents as established through franchise agreements. The City of Long Beach contracts for animal control services, and the County of Orange provides library services to the community. The City also contracts for City Attorney services.

BOARDS, COMMISSIONS, AND COMMITTEES

The City's Charter allows the City Council to create by ordinance Boards or Commissions and may grant to them powers and duties consistent with the provisions of the City's Charter. California Government Code 54950, often referred to as the Ralph M. Brown Act, establishes guidelines for open and public meetings of legislative bodies. It defines "legislative body" broadly to include just about every type of decision-making body of a local agency.

Board, Commission, and Committee members are advisory bodies. They are appointed by and serve at the pleasure of the City Council in an advisory capacity to provide citizen input and recommendations. They advise and make recommendations to the City Council, but the City Council has the final responsibility for all policy decisions. The Planning Commission also serves as a decision-making body, per State law.

An appointment to a Board, Commission, or Committee is an honor and a responsibility and increases citizen participation in government affairs. As advisors, each member is expected to attend meetings regularly, understand the duties and role, and work to contribute to the betterment of the community. City staff provides technical and administrative assistance to the City Council and appointed advisory groups.

Composition

The Boards, Commissions and Committees are composed of the following number of members. Members are appointed by the City Council as terms expire and/or as vacancies occur.

- Parks, Recreation & Cultural Arts Commission (5 members)
- Personnel Appeals Commission (5 members)
- Planning Commission (5 members)
- Traffic Commission (5 members)

Regular Scheduled Meetings

The Commissions conduct regular scheduled meetings once a month, beginning at 6:00 p.m., in the Council Chamber, located at 3191 Katella Avenue.

The following are the regularly scheduled meetings per Commission:

- Parks, Recreation, & Cultural Arts Commission – first Wednesday of even months
- Traffic Commission – second Wednesday of the month
- Planning Commission – fourth Wednesday of the month
- Personnel Appeals Commission – as needed

RECRUITMENT AND APPOINTMENT PROCESS

Only registered voters, residing in the City of Los Alamitos are eligible for appointments. All Board, Commission, and Committee members are appointed by, and serve at the pleasure of, the City Council. The City Clerk's Office oversees the appointment process and maintains a roster of all appointees.

Applications

Those wishing to apply for appointment to a Board, Commission or Committee may do so by filling out an application form available from the office of the City Clerk. Every effort is made by the Council to give representation on a Board, Commission or Committee from a diverse cross-section of the City's citizens. A resident may apply concurrently for appointment to more than one Board, Commission or Committee, but may be appointed to only one of these advisory bodies at a time.

The process of filling vacancies is as follows:

1. An Availability Notice, detailing the Commission/Board's purpose, meeting location/time and current vacancy is prepared. The Notice specifies a thirty (30) day filing period in which applications are accepted. The Notice is posted at City Hall and the City's website, and information is distributed on the City's social media outlets.
2. Only new applications will be considered for current vacancies. Residents who are not current appointees and are interested in serving on a Commission/Board are invited to complete and submit a new application during the thirty (30) day filing period. Each Commission application will be specific to that Commission.
3. Once the application deadline is met, a date will be scheduled for City Council to interview all applicants for the vacancy under consideration. Thereafter, the appointment will be made by the City Council.

Terms

All members shall be appointed for a term of three years, with the exception of members of the Personnel Appeals Commission, who serve four years.

Oath of Office

Newly appointed member of a Board, Commission or Committee is required to take the Oath of Office as administered by the City Clerk or designee. Upon completion of the Oath, the member is authorized to attend meetings and vote.

Statements of Economic Interests – Form 700

All members of established City Boards, Commissions and Committees are required under State Law to file a Statement of Economic Interest 700 Form, with the City Clerk, upon assuming office. Annual statements must be filed each year thereafter as long as you hold office. A Leaving Office form must be completed upon leaving office.

Compensation

Charter: The members of Boards and Commissions shall serve without compensation for their services but may receive reimbursement for necessary traveling and other expenses incurred on official duty when the City Council authorizes such expenditures.

LAMC Chapter 2.30.080: All members of the Parks, Recreation and Cultural Arts Commission, Planning Commission, Personnel Appeals, and Traffic Commission of the City shall be provided a ten thousand dollar (\$10,000.00) group life insurance policy while appointed to the Commission or Board, with the premium of the policy to be paid by the City during such time. Upon expiration of their term or removal from office, such members shall not be entitled to any further compensation, including such policy.

ATTENDANCE AND REMOVAL

Council appointments made to a Board, Commission or Committee are held in high regard and an appointed advisory member is expected to attend and participate in all of the meetings held by the advisory group.

Absence from two consecutive meetings or from one-third (1/3) of the total of the regularly scheduled meetings during any calendar year shall be deemed to constitute the resignation of such member and the position shall automatically become vacant. The Chair or Vice-Chair of the Commission shall thereupon promptly notify the City Clerk. The City Clerk will notify the City Council and the former Commissioner of the fact of the vacancy.

Members of the Commission shall serve at the will and pleasure of the City Council. Therefore, they may, at any time, be removed from office, with or without cause, by a majority vote of the City Council whenever, in its discretion, the best interests of the City shall be served thereby.

RELATIONS OF THE BOARDS, COMMISSIONS, AND COMMITTEES

Relationships with the City Council

When a member of an advisory body addresses the City Council at a public meeting, it shall be made clear whether the member is speaking on behalf of the advisory body or as an individual citizen.

Business transacted with the City Council should be in writing from the Board, Commission, or Committee, and represent decisions made by a majority of the advisory group. The written communication, addressed to the City Council, should be channeled through the Chair of the advisory group and submitted to the City Manager's office.

A Board, Commission or Committee should not represent proposals to the City Council through community organizations. The method of advancing proposals carries the political influence of the organization as well as the proposal, which puts the Council in a difficult position to consider the proposal on its merits alone.

Undue Influence on Commissions/Boards

Council Members shall not attempt to coerce or influence Commissioners/Board Members in making appointments, awarding contracts, selecting consultants, processing development applications, or granting City licenses or permits. The City Council shall not attempt to change or interfere with the operating policies and practices of any City department.

Relationships with City Staff

The City's administrative staff works for and is responsible to the City Manager. The City Manager or designee may assign Staff to act in a technical advisory capacity and provide supportive assistance to a Board, Committee or Commission.

The Commission shall have the authority to utilize the services of the City Staff and such professional and other personnel as may be employed by the City from time to time as long as services rendered are within the City's adopted budget. Members shall not ask Staff to commit Staff resources for work that has not been budgeted or has not been approved by the City Council.

The Commission shall make all requests for discussion items publicly at a Commission meeting and require the support of the majority of the members present to have the item researched by Staff and added to the agenda. Staff will prioritize requests and bring items forward to the Commission in a timely manner.

Complaints Regarding Performance of Staff

Any concerns by a Commissioner/Board Member over the behavior or work of a City employee should be directed to the City Manager privately to ensure the concern is resolved and investigated completely and equitably. Commissioner/Board Members shall not reprimand employees directly, nor shall they communicate their concerns to anyone other than the City Manager. Commissioner/Board Members shall refrain from berating,

chastising, or speaking negatively about Staff to or in front of members of the public.

Relationships with Other Board, Commission or Committee Members

In order to build a consensus around common goals and objectives, each Board, Commission and Committee must create a degree of cooperation among members. An important way to develop this cooperation is for each member to ensure that meetings proceed in an orderly manner. The Chairperson is primarily responsible for seeing that consideration of agenda items moves along expeditiously with reasonable time allocated to each item. It is important that all members familiarize themselves with the basic rules of parliamentary procedure and by adequately preparing for presentations made to the Board, Commission or Committee, and thoroughly reviewing all materials provided to them before the meeting.

All Boards, Commission and Committees should be aware that members come from different backgrounds and represent different perspectives. Members contribute in their own way and are an important part of the decision-making process.

Bearing this in mind, the following concepts may serve as guidelines to develop cooperation:

- Always respect other individuals' viewpoints even though they may be the opposite of your own.
- Allow other individuals to articulate their views and then attempt to make an objective evaluation of those views.
- Evaluate fellow Board, Commission or Committee members' viewpoints based on what is best for the total community.
- Board, Commission and Committee members must be open and honest at all times.
- Each member has a responsibility to recognize new members and to see that they are made welcome and become oriented and trained.

Relationships with the Public

Members are encouraged to seek out and become aware of public opinion relating to their field of influence. They should welcome citizen input at meetings and ensure that the rules and procedures for these public hearings are clearly understood.

Members should conduct themselves at public meetings in a manner that is fair and best represents the City of Los Alamitos. Members should be considerate of all interests, attitudes, and differences of opinion. They should also take care to observe the appearance, as well as the principle, of impartiality.

The City promotes freedom of expression and open communication. It is expected that all Council Members and Appointed Officials will follow the outlined code of Conduct when representing the City and will avoid offending, participating in serious disputes, and disrupting workplaces.

Interactions with each other, City staff and the community, Commissioners will:

- Be respectful, especially when there is disagreement.
- Be honest and truthful.
- Treat each other and everyone with courtesy and refrain from behavior that is contrary to this Policy or derogatory comments.
- Refrain from inciting such behavior or derogatory comments.
- Make our community feel welcome and strive to make people feel heard by listening carefully, asking clarifying questions, and seeking to understand.
- Model good leadership by being professional, demonstrating effective leadership for our community, and adhering to this Policy.
- Recognize and pay deference to the roles and responsibilities of various members of the organization.
- Confront challenging topics directly and resolve conflicts directly.
- Keep an open mind; be willing to change views with new information, data, etc.
- Be accountable and responsible for their actions and words, even when it is uncomfortable to do so. This includes apologizing when a Council Member's behavior falls short of the Policy's aspirational standards.
- Be open to constructive feedback.
- Present problems in a way that promotes discussion and resolution.
- Credit others' contributions to moving our community's interests forward.
- Treat City staff professionally and refrain from publicly criticizing employees.
- Assume good intentions and do not pre-judge others.
- Acknowledge mistakes and move on from them.
- Debate the facts of the situation and avoid personalities and personal attacks.
- Endeavor to resolve interpersonal issues between Council Members outside of a City Council meeting and not permit interpersonal issues to impact the governance team.
- Explain disagreement in a way that focuses on the merits of an issue and recognizes that reasonable people of differing interests/good intentions can disagree on what is best for our community.
- Act in a manner that reflects the belief that Council Members, City staff, and others who serve the City are on the same team in service to our community, even though we have different roles.
- Fact-check information with colleagues, the City Manager, the City Attorney, and City Staff prior to making statements.
- Exercise self-control and avoid threats and personal attacks against anyone including Council Members, City Staff, Vendors, or the public.
- Focus on the issue at hand and avoid personalizing debates.
- Avoid engaging in disorderly or boisterous conduct that disturbs, disrupts, or otherwise impedes the orderly conduct of the meeting.
- Obey any lawful order of the Mayor or Presiding Officer to enforce this Policy.
- Focus discussion on current agenda items.

ROLE OF CITY COUNCIL, ADVISORY MEMBERS, AND STAFF

Board, Commission and Committee members are appointed to serve in an advisory capacity to provide citizen input and recommendation of policy relative to its specific area of assignment. The Planning Commission is advisory and a decision-making body, per State law. Board, Commission and Committee members serve at the City Council's pleasure.

City Staff provides technical and administrative assistance to the City Council, Boards, Commissions and Committees, and serve at the direction of the City Manager, who in turn answers to the City Council.

City Council's role is to:

- Adhere to the Municipal Code
- Establish policy and direct the City Manager to carry out policy
- Solicit input from Boards, Commissions and Committees on issues in their various functional areas unless there are legal or time constraints

All Boards and Commissions shall review and make recommendations to the City Council on all matters pertaining to specific areas of designation. The general duties applicable to all Los Alamitos Boards, Commissions and Committees shall be:

- Review and recommend policy to the City Council. The appointed members do not establish City policy or administer City programs. Appointed members are encouraged to provide alternate solutions or recommendations for action or policy.
- To act in an advisory capacity to City Council and to cooperate with all governmental agencies and civic groups
- Listen to and reflect community interests, needs, and values to the City Council
- Represent the overall public good and not that of an exclusive group or interest
- Be informed of the scope of responsibility and operating procedures of the advisory groups
- Serve as a sounding board for the community and City administrators The Commission's specific roles and duties can be found at the end of this policy.

Staff's role is to:

- Research and investigate issues, prepare alternatives and recommendations for Boards, Commissions, Committees, and City Council review
- Implement City Council policy decisions
- Provide Staff liaison and clerical support to the Board, Commission, or Committee under the guidance of the Department Director and City Manager

Designated Staff shall serve as liaisons and/or Secretaries to each Commission. Representatives from other departments may attend when appropriate as well.

The following departments shall serve as Staff liaisons and/or Secretaries to each Board, Commission, and Committee:

Board, Commission, and Committee	Department
Parks, Recreation & Cultural Arts Commission	Recreation & Community Services
Personnel Appeals Board	City Manager/Administrative Services
Planning Commission	Development Services
Traffic Commission	Development Services

Boards, Commissions, and Committee Recommendations

Board, Commission, and Committee recommendations are forwarded to the City Council by Staff. The timeframe for City Council or Commission consideration may vary depending upon issue and urgency. The Planning Commission has certain legal timeframes in which to hear certain subject matter. City Council may reject recommendations, not for the lack of confidence in the suggestion, but due to other issues and considerations the Council must weigh in order to reach the decision that meets the legal responsibility and general welfare of the community.

ROLE OF OFFICERS

Election of Officers

The officers of City Boards, Commissions, and Committees shall consist of a Chairman and a Vice Chairman. The Chairman and Vice Chairman are elected annually at the first regular meeting of each calendar year. These positions hold office for a term of one year. Election shall be by a majority vote cast of the members present at the meeting the election is held. Officers shall assume office immediately upon election.

The Secretary shall be the Staff liaison who oversees the Commission appointed by the City Manager or their designee.

Duties

It shall be the duty of the **Chairman** to:

- Preside at all meetings of the Commission
- Call, and preside at, special meetings
- Sign all necessary and appropriate resolutions and other documents in the name of the Commission
- Name and appoint all necessary and appropriate committees of the Commission
- Represent the Commission or designate a representative of the Commission at all meetings and functions required by law or otherwise

It shall be the duty of the **Vice Chairman** to:

- Perform all duties of the Chairman in the absence or temporary illness of the Chairman

It shall be the duty of the **Secretary** to:

- Prepare, post, and distribute an agenda for all meetings of the Commission
- Make and maintain minutes of the proceedings of the Commission
- Sign, as Secretary, in the name of the Commission, all necessary and appropriate resolutions, notices and other documents authorized and directed by the Commission
- Receive and process all applications and all matters relating to the Commission

MEETINGS AND PREPARATION

Agendas

The Staff liaison is responsible for preparation and distribution of an agenda and supporting documents prior to each meeting. All reports to be submitted at a scheduled meeting must be delivered to the Secretary prior to the deadline established by administrative policy. The Secretary will prepare the agenda under the direction of the Department Director. Staff will add necessary items to the agenda as needed for Commission consideration.

The Commission shall make all requests for discussion items to be placed on an agenda publicly at a Commission meeting and require the support of the majority of the members present to have the item researched by Staff and added to the agenda. Staff will prioritize requests and bring items forward to the Commission in a timely manner. Documentation and information on the item shall be provided to Staff by the requesting Commission member prior to the agenda deadline.

The agenda shall be made available to the members at least 72 hours preceding the regular meeting to which it pertains and 24 hours preceding a special meeting.

The Chairperson or the majority of the members of the advisory group may call special meetings.

Adjourned Meetings

If, for any reason, the business to be considered at a regular meeting cannot be completed, less than a quorum of the members may designate a time and date for an adjourned meeting. Any matter to be considered at a regular meeting may be processed at an adjourned meeting. But, in order to so adjourn, it is necessary that this be announced to the public present at the time of adjournment and so recorded in the minutes.

The original 72-hour posting requirement is valid for taking action at an adjourned meeting. A notice of adjournment must be posted within 24 hours of adjournment.

Quorum

A quorum consists of a majority of the members of the Commission. A quorum is required to conduct the business of any meeting, whether it is regular, adjourned, or special. A majority vote of the members present and voting, where a quorum is present at any regular/special meeting, is required to carry a motion, proposal or resolution. Although a Commissioner is expected to be present at all meetings, should he/she know in advance that this will be impossible; he/she should so notify the Commission Secretary or Chairperson, or a Staff member.

In the event that a majority of Commissioners will not be present to conduct a meeting, the Staff liaison shall be notified in order to publicly post the meeting cancellation.

REGULATIONS TO HOLD A MEETING

All Boards, Commissions, and Committees shall meet regularly, as needed (provided there are business items to agendaize for consideration), in a location within the City of Los Alamitos, and shall meet the notice and meeting provisions of the Brown Act.

All meetings shall be open to the public except as otherwise authorized by the laws of the State of California. Regular minutes of such meetings shall be maintained by these advisory groups and available for public inspection at all times.

A meeting includes any gathering of a majority of the members of the advisory group to hear, discuss, or deliberate upon any item that is within its subject matter jurisdiction. A meeting also includes any use of direct communication, personal intermediaries, or technological devices, which are employed by a majority of the members of the Commission to develop a collective concurrence on any action to be taken on at any time by members of the legislative body.

Parliamentary Procedures

The procedure of the body shall be governed by majority vote of the body except as provided by the Los Alamitos Municipal Code, the City Charter, other rules adopted by the City Council, or applicable provisions of State Law. Rosenberg's Rules of Order may be used as a guide but shall not be conclusive authority on any question of order or procedure.

THE BROWN ACT

The Brown Act is a State Law requiring open meetings. It requires, among other things, that Commission meetings be open to the public (e.g., adequate meeting notification).

The law requires that the meeting agenda be posted 72 hours in advance, and that no changes can be made after that time. The notice must contain the time and place for such a meeting and the agenda subject to be considered. The law states that no action may be introduced or taken on items not on the agenda.

The law requires that meetings, at which a quorum of the members is in attendance, must be open to the public. For this reason, less than 50% of the members may be assigned to sub-Committees; otherwise it would create a quorum. A guide to the Ralph M. Brown Act is available online and listed in the Quick Links to Useful Resources at the end of this Handbook.

Open and Public Meetings

All advisory group meetings are required to be non-discriminatory to the public, handicap accessible, and shall not require an admission fee or sign-in. In addition, the public shall have the right to record/broadcast meetings, inspect tapes of meetings, and meetings may be video teleconferenced.

Public Hearings

A Board, Commission, and/or Committee may determine a public hearing be held by a two-thirds majority of those members present. An exception exists for the Planning Commission, which is governed by laws regarding public hearing requirements for land use issues. A public hearing is warranted if the Board, Commission, and/or Committee determines that its deliberations concerning a matter within its designation would be substantially aided by the presentation of testimony from the citizens of the City, or a certain area of the City. Notice of such a hearing may be provided by publication in a newspaper of general circulation published in the City of Los Alamitos, by posting the same in at least three (3) public places, and mailing of a public hearing notice. Such hearings shall be conducted in accordance with the rules established for the conduct of hearings before the City Council unless the Council, by resolution, shall provide otherwise. The Planning Commission has varying notice dates due to the subject matter.

Face to Face Meetings

City Council and City-appointed advisory group meetings are considered to be face-to-face meetings. These meetings are unlawful if a quorum of the appointed members discuss City business face-to-face, in private or without proper public notification specified in the Brown Act.

Serial Meetings

A serial meeting is a meeting where a quorum of the members uses any direct communication, personal intermediaries, or technological devices to develop collective concurrence on action to be taken. Serial meetings are unlawful because there is no way to properly notice and agendaize them, or to provide for any means of communication (electronic or otherwise) used for the purpose of developing collective concurrence on action to be taken.

Meeting Exceptions

1. Out-of-town meetings are not allowed except if there is not a meeting facility in the City; for compliance with law or Court Order; real or personal property inspection; meetings of multi-agency significance; meetings with state or federal officials; meetings in, and regarding, City facilities and pending litigation closed sessions, at legal counsel's office if more economical.
2. In addition, members are not restricted by the Brown Act from attending conferences, attending community meetings organized by others, attending public meetings of another body or agency and attending social or commercial occasions.
3. Emergency meetings may be called if prompt action is necessary due to disruption or threatened disruption of public facilities. This includes work stoppage or other activity or crippling disaster which severely impairs health, safety or both. In case of an emergency meeting, the 24-hour notice is not required, but the meeting is still required to be open to the public.

PROCEDURES DURING THE MEETING

Public Testimony at Meetings

Public testimony must be allowed at meetings as long as the testimony applies only to meetings and items for which action is proposed to be taken, except during oral communications. The opportunity to give public testimony must appear on meeting notices (agenda). The Commission can regulate the length of testimony.

Rules of Debate

A. Getting the Floor. Every member desiring to speak shall first address the Chair, gain recognition and shall confine him or herself to the question under debate, avoiding personalities and indecorous language.

B. Questions to Staff. Every member desiring to question the City Staff shall, after recognition by the presiding officer, address his or her questions to the presiding Staff Liaison or the City Attorney (if applicable), who shall be entitled either to answer the inquiry or designate a member of the Staff for that purpose.

C. Interruptions. A member, once recognized, shall not be interrupted when speaking unless called to order by the presiding officer unless a point of order of business or personal privilege is raised by another member. If a member, while speaking, is called to order, he or she shall cease speaking until the question of order is determined and, if determined to be in order, he or she may proceed. Members of the City Staff after recognition by the presiding officer shall hold the floor until completion of their remarks or until recognition is withdrawn by the presiding officer.

D. Points of Order. The presiding officer shall determine all points of order subject to the right of any member to appeal to the Commission, Board, or Committee. If an appeal is taken, the question shall be: "Shall the decision of the Presiding Officer be sustained?" A majority vote shall conclusively determine such question of order.

E. Point of Personal Privilege. The right of a member to address the body on a question of personal privilege shall be limited to cases in which his or her integrity, character or motives are questioned or where the welfare of the body is concerned. A member raising a point of personal privilege may interrupt another member who has the floor only if the presiding officer recognizes the privilege.

F. Limitation of Debate. No member shall be allowed to speak more than once upon any particular subject until every other member desiring to do so shall have spoken.

Remarks of Members and Synopsis of Debate

A member may request through the presiding officer the privilege of having an abstract of his or her statement on any subject under consideration by the body entered in the minutes. If the body consents, such statement shall be entered in the minutes.

Protest Against Action

Any member has the right to have the reasons for his or her dissent from, or his or her protest against any action of the body entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: "I would like the minutes to show that I am opposed to this action for the following reasons. . ."

Addressing the Boards, Commission, and Committees

A. Manner of Addressing the Boards, Commissions, and Committees. Each person desiring to address the body shall step up to the microphone in the front of the Council Chamber, state his or her name for the record, state the subject he or she wishes to discuss, state whom he or she is representing if he or she represents an organization or other persons, and, unless further time is granted by majority vote of the Body, shall limit his or her remarks to three minutes at the time an agenda item is called and five minutes during oral communications. All remarks shall be addressed to the body as a whole and not to a specific member. No question shall be asked of a member or a member of the City Staff without the permission of the presiding officer.

B. Spokesperson for Group of Persons. In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the body on the same subject matter, it shall be proper for the presiding officer to request that a spokesperson be chosen by the group to address the body and, in case additional matters are to be presented by any other member of the group, to limit the number of such persons addressing the body.

C. After Motion. After motion has been made or a public hearing has been closed, no member of the public shall address the body from the audience on the matter under consideration without first securing permission to do so by a majority vote of the body.

Rules of Decorum

A. Members. While the body is in session, the members must preserve order and decorum, and a member shall neither by conversation or otherwise delay or interrupt the proceedings or the peace of the body or disturb any member while speaking or refuse to obey the orders of the presiding officer. Members of the body shall not leave their seats during a meeting without first obtaining the permission of the presiding officer.

B. Employees. Members of the City Staff and employees shall observe the same rules of order and decorum as are applicable to the body, with the exception that

members of the City Staff may leave their seats during a meeting without first obtaining the permission of the presiding officer.

C. **Persons Addressing the Body and Members of the Audience.** Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language, clapping, whistling, yelling, stamping of feet, or other acts which actually disturb, disrupt, impede, or otherwise render the orderly conduct of the public meeting infeasible. A member of the audience engaging in any such disorderly conduct shall, at the discretion of the presiding officer or a majority of the body, be subject to ejection from that meeting.

D. **Violation of the California Penal Code.** Any person or persons who willfully disrupts, disturbs, or otherwise impedes the orderly conduct of a public meeting may be prosecuted pursuant to Penal Code Section 403 (Disturbance of Public Assembly or Meeting). Every person who violates Penal Code Section 403 is guilty of a misdemeanor.

E. **Persons Authorized at Dais.** During a meeting no person, except members of the body and the City staff, shall be permitted on, at or within five feet of the council dais without the prior consent of the presiding officer.

Motions

A motion by any member of the body, including the presiding officer, may not be considered by the body without receiving a second.

Any vote of the body including a roll call vote, may be registered by the members by answering “yes” or “aye” for an affirmative vote or “no” or “nay” for a negative vote upon his or her name being called by the Secretary.

Any member who is disqualified from voting on a particular matter by reason of a conflict of interest shall publicly state or have the presiding officer state the nature of such disqualification in open meeting. Where no clearly disqualifying conflict of interest appears, the matter of disqualification may, at the request of the member affected, be decided by the other members. A member who is disqualified by reason of a conflict of interest in any manner shall not remain seated during the debate and vote on such matter, but shall request and be given the permission of the presiding officer to step down from the dais and leave the Council Chamber. A member stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter.

Every member should vote unless disqualified by reason of conflict of interest or bias/prejudice. A member who abstains from voting without a disqualifying conflict of interest or bias/prejudice thereby consents that a majority of the quorum may decide the question voted upon.

Tie votes shall be lost motions and may be reconsidered.

A member may change his or her vote prior to adjournment of meeting but not thereafter. A member who publicly announces that he or she is abstaining from voting on a particular matter shall not subsequently be allowed to withdraw the abstention.

A motion to reconsider any action taken by the body may be made only on the day such action was taken. It may be made either immediately during the same session, or at a recessed or adjourned session thereof. Such motion may be made only by one of the members who voted with the prevailing side. Nothing herein shall be construed to prevent any member from making or remaking the same or any other motion at a subsequent meeting of the body.

Limited Printing Policy

In support of environmental sustainability, cost reduction, and operational efficiency, the City of Los Alamitos emphasizes a Limited Printing Policy. This policy restricts printing to essential documents only and encourages the use of digital alternatives wherever possible.

Objectives

1. Environmental Responsibility: Reduce paper consumption and waste to support environmental sustainability initiatives.
2. Cost Reduction: Decrease expenses related to paper, ink, printers, and maintenance through limiting the publication, printing, and storage of hard copy documents when permitted by law and when consistent with applicable records retention requirements.
3. Efficiency and Productivity: Streamline operations through the use of digital tools, reducing time spent on printing, filing, and retrieving paper documents. Identify and use alternatives to printing with collaborative software and other cloud computing tools to distribute, store and edit documents.
4. Data Security: Enhance the security of sensitive information by minimizing the risk of document loss or unauthorized access associated with physical paper.

Policy Jurisdiction

This policy applies to Board, Commission, and Committee Members and applies to the use of City of Los Alamitos internal printers. It covers all types of documents, including but not limited to:

- Internal and external correspondence (e.g., emails, memos)
- Reports and presentations
- Meeting agendas and minutes
- Forms and applications
- Marketing and promotional materials

Digital Tools and Resources

To support the reduction of printing, the City of Los Alamitos provides access to the following digital tools and resources:

1. Electronic Signatures: Platforms like DocuSign, Adobe Sign, or other signature programs should be used for securely signing documents without printing.

Printing Restrictions Printing is limited to the following essential circumstances:

1. Legal or Regulatory Compliance: Documents required by law or regulation to be in physical form.
2. Public Records Requests: Documents specifically requested through the formal public records request may be provided to the requestor in hard copy with applicable charges associated to the printing of the materials.
3. Critical Operational Needs: Documents necessary for critical operational functions that cannot be effectively handled electronically. A hard copy may be provided with applicable charges associated to the printing of the materials.

Printing Best Practices When printing is deemed necessary, the following best practices must be followed:

1. Double-Sided Printing: Utilize double-sided printing to reduce paper usage.
2. Print Preview: Use the print preview function to avoid printing errors and unnecessary pages.
3. Draft Mode: Print in draft mode for non-final documents to save ink.
4. Page Limits: Limit the number of pages printed to the minimum required, which is less than two pages. If the number of pages exceeds two, then a digital copy will be provided.

Communications with Staff

Board, Commission, and Committee members are encouraged to contact their liaison directly to ask questions for clarification or to request information. A Board, Commission, or Committee Member shall not direct Staff to initiate any action, change a course of action, or prepare any report that is significant in nature, nor shall a Member initiate any project or study without the approval of a majority of a quorum of Board, Commission, or Committee at a properly agendized meeting.

Request for Information for additional information on subject matters of interest

All requests should be made to the City liaison. The liaison will coordinate requests with the appropriate departments. The department head will take into consideration the amount of time and resources required to compile the requested information and advise the Member within 12 working days of an anticipated delivery date. Delivery dates are estimations based on current workloads, the number of information requests being received, available staff, etc.

Some information requested may take longer to retrieve. Anticipated delivery dates are subject to change at the department head's discretion. If the department head estimates compiling the requested information will require more than two hours of Staff time or otherwise necessitate a significant amount of Staff time to complete, then the department head will place the request on the next Board, Commission, Committee Agenda for approval and authorization by a majority vote of a quorum of the Board, Commission or Committee.

Information requests made by a Member and the resulting production of information, and records will be shared with the entire Board, Commission, or Committee to ensure equity in the distribution of information.

Responses will be provided in the most efficiently accessible way, including links to websites and electronic documents.

Undue Influence on Staff

Board, Commission, and Committee Members shall not attempt to coerce or influence Staff in making appointments, awarding contracts, selecting consultants, processing development applications, granting City licenses or permits, or assigning tasks and/or moving up tasks' timeline. The Board, Commission, and Committee shall not attempt to change or interfere with the operating policies and practices of any City department.

Complaints Regarding the Performance of Staff

Any concerns by a member of a Board, Commission, or Committee over the behavior or work of a City employee should be directed to the City Manager privately to ensure the concern is resolved and investigated completely and equitably. Members shall not reprimand employees directly, nor shall they communicate their concerns to anyone other than the City Manager. Board, Commission, or Committee members shall refrain from berating, chastising, or speaking negatively about Staff to or in front of members of the public.

PARKS, RECREATION AND CULTURAL ARTS COMMISSION

The Commission shall have such power, authority and duties as may be assigned by resolution of the City Council, as such may be adopted or amended by the City Council from time to time.

The City Council may, from time to time, empower the Commission:

1. To act in an advisory capacity to the City Council in all matters pertaining to public recreation, parks and community services, and to cooperate with other governmental agencies and civil groups in the advancement of sound recreation and parks planning and programming;
2. To act in an advisory capacity to the City Council in all matters pertaining to fine arts and cultural affairs, including proposing programs that will develop fine arts and cultural affairs activities in the City, such as improving the local library services, sponsoring art exhibits, musical and dramatic productions and working closely with all community organizations, agencies, schools and interested individuals in developing programs and activities for the cultural enrichment of City residents;
3. To formulate policies on recreational services and cultural enrichment for approval by the City Council;
4. To advise the City Council on problems of development of recreation and fine arts areas, facilities, programs and services;
5. To assist the City Council, when necessary, in the coordination of community-wide services sponsored by other governmental agencies and voluntary organizations;
6. To make periodic appraisals of the total recreation and parks operations in the City, to make periodic appraisals of the total fine arts and cultural affairs activities in the City, and to interpret the needs of the public in this regard to the City Council.

PERSONNEL APPEALS COMMISSION

The powers and duties of the Commission shall consist of:

1. To determine the order of business for the conduct of its meetings and hearings, and to hold such meetings as may be required by the rules or on call of the Chairperson or a majority of the members of the Commission. A majority of the members of the Commission shall constitute a quorum for the transaction of business;
2. As provided by the personnel rules, to receive and hear appeals submitted by any person in the competitive service relative to any dismissal, demotion, reduction in pay or suspension without pay for forty (40) hours or more and to certify the findings and recommendations as provided in this article;
3. In any hearing conducted by the Commission, it shall have the power to examine witnesses under oath and compel their attendance or production of evidence by subpoenas issued in the name of the City and attested by the City Clerk. It shall be the duty of the Police Chief to cause all such subpoenas to be served and refusal of a person to attend or to testify in answer to such subpoena shall subject the person to prosecution in the same manner set forth below for failure to appear before the City Council in response to a subpoena issued by the City Council. Each member of the Personnel Appeals Commission shall have the power to administer oaths to witnesses;
4. Within ten days after concluding the hearing, the Personnel Appeals Commission shall affirm, revoke or modify the action taken and certify its findings and decision to the City Council, City Manager and to the affected employee. The decision of the Personnel Appeals Commission shall be final and binding upon the City and its officials;
5. Prepare rules of procedure for the conduct of appeal hearings including, but not limited to, requiring attendance of witnesses, swearing of witnesses, order and burden of proof, examination of witnesses by the parties and Commission, deliberation by the Commission and preparation of findings and conclusions.

PLANNING COMMISSION

The Planning Commission shall have the powers and duties provided by the statutes of the state of California and local ordinances.

TRAFFIC COMMISSION

The Commission shall have such power, authority and duties as may be assigned by resolution of the City Council, as such may be adopted or amended by the City Council from time to time.

The City Council may, from time to time, empower the Commission:

1. Review requests for traffic safety regulatory signs and markings and make determinations pertaining thereto;
2. Initiate special studies on any unsafe or malfunctioning traffic condition and determine solutions to such conditions;
3. Review complaints, requests or suggestions concerning traffic safety conditions;
4. Perform such other functions as the City Council may request from time to time;
5. Review speed limits, one-way street designations, speed humps/bumps, traffic signals and any other device for traffic control and make recommendations to the City Council pertaining thereto.
6. Except as specified above, the Traffic Commission is an advisory body to the City Council.

MINUTES OF TRAFFIC COMMISSION MEETING OF THE CITY OF LOS ALAMITOS

REGULAR MEETING – August 13, 2025

1. CALL TO ORDER

The Traffic Commission met in Regular Session at 7:00 p.m. on Wednesday, August 13, 2025 Chair Mejia presiding.

2. ROLL CALL

Present: Commissioners: Chair Mejia,
Vice Chair R. Hill
D. Hill, Marchese (absent), Murphy, Patz, and
Rojas

Present: Staff: Ron Noda, Development Services Director
Irving Montenegro Jr., Development Services
Manager
Chris Kelley, City Engineer
Gabriela Martinez, Department Secretary

3. PLEDGE OF ALLEGIANCE

Commissioner Patz led the Pledge of Allegiance.

4. ORAL COMMUNICATION

Chair Mejia opened oral communications.

Chair Mejia closed oral communications.

5. CONSENT CALENDAR

A. Approval of Minutes

Motion/Second: R. Hill/Rojas

Carried 6/0 (Marchese absent): The Traffic Commission approved the Regular Meeting Minutes of June 11, 2025.

6. STAFF REPORTS

A. Traffic Commission Status Log

Commissioner Patz inquired about item E4, One-way Street with angled parking in Midtown on Green Avenue and Howard Avenue, on the Traffic Commission Status Log.

Assistant City Manager/ Development Services Director Noda provided response on the difficulty of doing angled parking due to space limitations.

Traffic Commissioners agreed to move item E4.

Commissioner Rojas inquired about item E3, Traffic signal timing traveling West on Bradbury Road at Los Alamitos Boulevard, on the Traffic Commission Status Log.

Assistant City Manager/Development Services Director Noda shared that item E3 is still currently pending.

Vice Chair R. Hill inquired about the timing of traffic signal lights and the duration of approval within the Traffic Commission Log.

Assistant City Manager/ Development Services Director Noda shared clarity and further insight into the process.

City Engineer Kelly shared the findings of when a traffic technician was sent out to evaluate the timing of the traffic signal.

Traffic Commissioners further discussed the timing of the traffic signal at West Bound Bradbury to South Bound Seal Beach Boulevard.

Vice Chair R. Hill requested an update on item E2, Guardrail on Southeast corner of Katella Avenue and Los Alamitos Boulevard, on the Traffic Commission Log.

Commissioner D. Hill shared clarity as to why the item was originally initiated.

Traffic Commissioners discussed the item further.

Commissioner Patz commented that it is no longer illegal to jaywalk in the State of California.

Commissioner D. Hill requested an update on item C3, safety concern of accessibility on the Southeast and Northeast corner of Los Alamitos Boulevard/Bradbury Road and Los Alamitos Boulevard/Rossmoor Way, on the Traffic Commission Log.

Assistant City Manager/Development Services Director Noda shared an update is scheduled to be discussed later in the agenda then asked for clarity on moving Traffic Commission Log item E2.

Vice Chair R. Hill shared to move item E2 to section D.

Chair Mejia discussed item A4, Katella Avenue/Cherry Street crosswalk on Eastside of Katella Avenue, on the Traffic Commission Log.

Traffic Engineer Farhad shared the dilemma with changing the crosswalk to the west side of the street.

Chair Mejia shared to move item A4 to “denied” then inquired if item C4 will come forth to the Traffic Commission.

Assistant City Manager/Development Services Director Noda stated yes and shared the tentative timeline of when it will begin.

Chair Mejia closed the update on the Traffic Commission Log.

B. Progress of Notable City Street Projects

Development Services Manager Montenegro Jr. and City Engineer Kelly shared the Staff Report.

Commissioner Patz shared feedback and thanks from his neighbors for removing the Los Alamitos Boulevard/Cerritos bike lanes.

Assistant City Manager/Development Services Director Noda shared that the City strives to serve its residents and thanked the City Council for truly considering resident feedback.

City Engineer Kelly continued with the Staff report.

Commissioner Rojas asked for clarity on the Scramble design.

Assistant City Manager/Development Services Director Noda shared that City Council requested a Scramble to be installed but an infrastructure dilemma arose which dramatically raises the expense of the proposed design.

City Engineer Kelly continued with the Staff report.

Commissioner Patz inquired about what a HAWK (High-Intensity Activated Crosswalk) system is.

City Engineer Kelly provided a description.

Chair Mejia asked about the location of the HAWK system.

Assistant City Manager/Development Services Director Noda shared details of an awarded grant and a workshop will be held at a future Traffic Commission Meeting.

Commissioner Murphy commented on the increased presence of e-bikes.

Vice Chair R. Hill shared his concerns with the impact to programming the bike lanes may have.

Assistant City Manager/Development Services Director Noda discussed further the bike lanes, parking, and the adjustments to the queue line that may happen.

Chair Mejia recommended adding a crossing guard to the cross walk.

Vice Chair R. Hill asked for clarification on what the damage to the curb and gutters was.

City Engineer Kelly provided clarity.

City Engineer Kelly continued with the Staff report.

Assistant City Manager/Development Services Director Noda discussed the meaning of what Community Development Block Grant (CDBG) is.

City Engineer Kelly continued with the Staff report.

Vice Chair R.Hill inquired on the timeline of I-605 Katella freeway access closure.

City Engineer Kelly shared a rough timeline.

Assistant City Manager/Development Services Director Noda discussed the following:

- I-605 progress and is
- Planned to be completed by mid-September.
- Different asphalt improvement projects to come.
- Seeking a Department of Defense Grant for corridor asphalt replacement.

Chair Mejia commented on the improvement of the Katella Avenue striping.

7. DISCUSSION

A. Recommended FY 25-26 CIP Projects Add-On

Assistant City Manager/Development Services Director Noda shared agenda report.

Commissioner Patz inquired about the location of the two city owned bridges.

City Engineer Kelly shared Los Alamitos Boulevard & Cerritos Avenue bordering the City of Long Beach.

Assistant City Manager/Development Services Director Noda continued to share the agenda report.

Commissioner Patz inquired about the number of kilowatts for the emergency generators.

Assistant City Manager/Development Services Director Noda responded and continued to share the agenda report.

Vice Chair R. Hill inquired on the field maintenance for the Sunburst Field renovations.

Assistant City Manager/Development Services Director Noda provided insight on what will go into maintaining the fields and continued with the agenda report.

Vice Chair R. Hill inquired about the total amount it would take to do all the presented CIP projects.

Assistant City Manager/Development Services Director Noda shared insight on the process with The Budget Standing Committee and City Council.

Chair Mejia inquired about the Traffic Commissions involvement with the further design process of the listed CIP projects.

Assistant City Manager/Development Services Director Noda shared the process after choosing the two CIP projects to continue first with.

Traffic Commissioners discussed the list of possible CIP projects.

Commissioner Rojas inquired about the following:

- Which project is the most cost efficient out of the four options.
- From an ADA standpoint, which project takes precedence.

Assistant City Manager/Development Services Director Noda discussed the importance of each and ADA compliance.

Vice Chair R. Hill asked for clarification on the ADA sidewalk repair project.

Assistant City Manager/Development Services Director Noda shared who has jurisdiction over either side of the sidewalk.

Vice Chair R. Hill inquired into the completion of the remaining two CIP projects in FY 27-28.

Assistant City Manager/Development Services Director Noda provided clarity of the process.

Chair Mejia inquired about the bid process.

Assistant City Manager/Development Services Director Noda provided clarity.

Traffic Commissioners discussed the different CIP Projects.

Commissioner Rojas made a motion to proceed with CIP Project option #2 ADA and Safety Enhancement of Sidewalk and CIP Project option #3 Bradbury & Rossmoor Way Signal Light Relocation.

Motion/Second: Rojas/Murphy

Carried 6/0 (Marchese absent): Proceed with CIP Project option #2 ADA and Safety Enhancement of Sidewalk and CIP Project option #3 Bradbury & Rossmoor Way Signal Light Relocation.

Commissioner Patz made an alternate motion to proceed with CIP Project option #1 Replace Safety Lights at Intersection to LED as a backup to option #2 & #3.

Motion/Second: Patz/Murphy

Carried 6/0 (Marchese absent): Proceed with alternate CIP Project option #1 Replace Safety Lights at Intersection to LED as a backup to option #2 & #3.

8. FROM THE DEVELOPMENT SERVICES DEPARTMENT

Development Services Manager Montenegro Jr. briefly discussed the following:

- Nites on Pine event taking place on August 14, 2025, from 6:30p.m. – 8p.m. and the band will be a Taylor Swift cover band.
- Celebrate Los Al and Pine StrEATs event taking place on September 13, 2025, with various start times for events.
- Dual event for Labourdette Ribbon Cutting at 3:45 p.m. and Soroptimist Park Groundbreaking at 4:30 p.m. on Monday September 15, 2025.
- Good Evening Los Al has been postponed to a tentative future date in November.

Traffic Commissioners asked and received clarification from Development Services Manager Montenegro Jr. on food being present for Nites on Pine event.

Chair Mejia inquired about the attendance number for Nites on Pine event.

Development Services Manager Montenegro Jr. answered roughly 200 people.

9. TRAFFIC COMMISSION INITIATED BUSINESS

Traffic Commission asked and received clarification from Assistant City Manager/Development Services Director Noda on the following:

- Los Alamitos Boulevard and Katella Avenue intersection traffic camera catching U-Turns.
- Recycled water pipeline location within the City.
- Possible shared pipeline connection to surrounding cities.
- Asking for accident data or traffic studies on Orangewood and Los Alamitos Boulevard coming out of St. Hedwig on behalf of a resident.
- Safety light out at Lexington Drive and Katella Avenue on the Southeast corner.

10. ADJOURNMENT

The Traffic Commission adjourned at 8:51 p.m.

Attest:

Javier Mejia, Chair

Gabriela Martinez, Department Secretary

MINUTES OF TRAFFIC COMMISSION MEETING OF THE CITY OF LOS ALAMITOS

REGULAR MEETING – September 10, 2025

1. CALL TO ORDER

The Traffic Commission met in Regular Session at 7:01 p.m. on Wednesday, September 10, 2025 Chair Mejia presiding.

2. ROLL CALL

Present: Commissioners: Chair Mejia,
Vice Chair R. Hill
D. Hill, Marchese, Murphy, Patz, and Rojas

Present: Staff: Ron Noda, Assistant City
Manager/ Development Services Director
Irving Montenegro Jr., Development Services
Manager
Chris Kelley, City Engineer
Gabriela Martinez, Department Secretary

3. PLEDGE OF ALLEGIANCE

Commissioner Marchese led the Pledge of Allegiance.

4. ORAL COMMUNICATION

Chair Mejia opened oral communications.

Chair Mejia closed oral communications.

5. CONSENT CALENDAR

A. Approval of Minutes

Approval of the Minutes for the Regular Meeting of August 13, 2025.

Traffic Commissioners discussed and shared input on the structure of the minutes provided for the August 13, 2025, meeting. Neither approved nor denied and will be brought back to the October 8, 2025, meeting.

6. STAFF REPORTS

A. Traffic Commission Status Log

Commissioner Murphy asked and received clarification on item A31 from City Engineer Kelley that the lane would have to transition further back on Los Alamitos Boulevard and that will result in traffic, but the City can look into it further.

Commissioner D. Hill asked and received clarification on item C3 from Assistant City Manager/Director of Development Services Noda that once the item goes tentatively to City Council in October a new scope of work and plans will be presented to the Traffic Commission.

There were no changes to the Traffic Commission Status Log.

B. Los Alamitos Unified School District Request for School Bus Zone (Oak Street)

Assistant City Manager/Director of Development Services Noda shared the Staff Report.

Elvia Schnur, Assistant Superintendent/Business Services of the Los Alamitos Unified School District, approached the podium and shared her justification for the Los Alamitos Unified School District Request for School Bus Zone (Oak Street).

Traffic Commission asked and received clarification on the following:

- Number of buses traveling through morning and afternoon pickup/drop-off.
- The impeding line of sight to surrounding cross walks, traffic, and pedestrians while buses are stopped.
- Removal of parking spaces in the area or if they remain in place.
- The route of the buses arriving in the morning
- The potential of residents parking over night or throughout the day intermittently while the buses are not present.
- The reproductions of unpermitted parking by residents.

Commissioner Marchese asked and received clarification from Assistant City Manager/Director of Development Services Noda and Assistant Superintendent/Business Services of the Los Alamitos Unified School District Schnur on the following:

- The difference in layout/set up from Oak Middle School to McAuliffe Middle School.
- Distinction of necessity versus desire.
- Increasing the outreach to surrounding residents to limit potential rework from unintended consequences.

- Clarification that both McAuliffe Middle School and Los Alamitos Elementary share one lot for bus and parent drop off/ pick up.

Vice Chair R. Hill asked and received clarification on the Los Alamitos Elementary school drop off /pick up layout from Assistant City Manager/Director of Development Services Noda and Assistant Superintendent/Business Services of the Los Alamitos Unified School District Schnur that there are separate locations for pickup/drop off for busses, for parents, and for parking.

Commissioner Patz asked and received clarification from Assistant Superintendent/Business Services of the Los Alamitos Unified School District Schnur that the School District has in fact discussed and set a plan to inform parents at Oak Middle School of the change.

Chair Mejia shared and received clarification from Assistant City Manager/Director of Development Services Noda and Assistant Superintendent/Business Services of the Los Alamitos Unified School District Schnur on the following:

- While buses are waiting for pick-up, are they idling or is the engine off?
- Concern about causing a disturbance to the surrounding residents.
- A bigger consequence than a fine should be implemented for cars parking in the bus pick-up location other than a payable citation.
- Inquired about any long-term plans to reconfigure the location for buses such as flattening out the surrounding curbs.
- Request to receive progress feedback from parents/residents both positive and negative as this change is implemented.

Motion/Second: Patz/Murphy

Carried 6/1 (Marchese opposed): The Traffic Commission approved the Los Alamitos Unified School District Request for School Bus Zone (Oak Street).

7. FROM THE DEVELOPMENT SERVICES DEPARTMENT

Development Services Manager Montenegro Jr. briefly discussed the following:

- Nites on Pine Event taking place on Thursday, September 11, 2025, from 6:30pm – 8:00pm with a performance from a Country Cover band.
- Pine StrEATS event starts at 5:30pm located on Pine Street within the Celebrate Los Al event on September 13, 2025.
- Labourdette Ribbon Cutting & Soroptimist Park Groundbreaking Ceremonies taking place on Monday, September 15, 2025, with a start time of 3:45pm and 4:30pm.
- The City's online permit parking system, Get A Permit, with enforcement starting October 1, 2025.

The Traffic Commission received clarification on the following items pertaining to the new parking permit system:

- Permits can be printed at the resident's home or in City Hall if assistance is needed.
- The advanced warning period of needing a parking permit.
- The design/look of the new parking permits.
- Parking Control's ability to identify a current parking permit from an expired parking permit.
- Providing a sample of the parking permits to the Traffic Commission to view.

Assistant City Manager/Director of Development Services Noda briefly discussed the following to the Traffic Commission:

- The September City Council meeting will take place on the Monday, September 15th and the October City Council meeting will take place on Monday, October 13th.
- DUI checkpoint taking place within the City on September 20, 2025.
- Encouraged the Commissioners to come out to the Celebrate Los Al event and Pine StrEATs.
- Stay connected with the city through all outreach channels.

Commissioner Marchese asked and received clarification from Development Services Manager Montenegro Jr. that he will follow up with finding out if Elvis, the Police K-9 dog, will be present at the Celebrate Los Al event.

8. TRAFFIC COMMISSION INITIATED BUSINESS

Commissioner Murphy asked and received clarification from Assistant City Manager/Development Services Director Noda that the submitted Oral Comment letter regarding right turn lane (north Los Alamitos Boulevard/Florista Street) can be voted on to be brought back as a discussion item to the Traffic Commission Meeting scheduled for October 8, 2025.

Commissioner Marchese made a motion to agendize and discuss the September Traffic Commission Oral Comment Letter regarding the right turn lane (North Los Alamitos Boulevard/Florista Street) to the Traffic Commission Meeting scheduled for October 8, 2025.

Motion/Second: Marchese/Patz

Carried 7/0: The Traffic Commission approved the motion to agendize and discuss the September Traffic Commission Oral Comment Letter regarding the right turn lane (North Los Alamitos Boulevard/Florista Street) to the Traffic Commission Meeting scheduled for October 8, 2025.

Vice Chair R. Hill shared and received feedback from Assistant City Manager/Development Services Director Noda that timing of the traffic signal at the intersection of Lexington Drive and Katella Avenue will be forwarded to City Engineer Iranitalab to observe.

Traffic Commission asked and received clarification from Assistant City Manager/Development Services Director Noda on the following:

- Traffic Signal timing being out of sync.
- Pedestrian bridge being relocated to provide more ramp space.
- Practicality of adding mirrors to assist with the line of sight on Lexington Drive due to diagonal parking and obstructed visibility.
- Timing of striping to replace the signs on Lexington Drive.
- Feedback and residents and enforcement on the Daylighting Law.
- Possible red curb painting to help with Daylighting Law.
- Locations of safety lights that need to be replaced.
- The timing of the lights in the center median from Katella Avenue to Cerritos Avenue.

9. ADJOURNMENT

The Traffic Commission adjourned the meeting at 8:18p.m. to October 8, 2025.

Attest:

Javier Mejia, Chair

Gabriela Martinez, Department Secretary

Dear Director Noda and Traffic Commission Members,

Thank you for taking the time to review this matter. I am sorry I cannot be there in person, but I will certainly be available for any questions you might have.

I have worked in Los Alamitos for over 30 years now. My Cherry Street office is right across from the hospital. I am a physician and surgeon who operates at two surgery centers in the city near my office.

For those 30 years, whether coming to the office or to one of the surgery centers or to the hospital, I travel up Los Alamitos Blvd from the 405 Freeway to Florista Street. I turn right on Florista and go to Cherry where all the buildings I work in are located. It has been easy. Even with the tough traffic during school days, I can get there on time and without much accident potential.

However, the city has now modified the right turn lane on Los Alamitos Blvd to Florista, using striping to force anyone who wants to turn right at Florista or into the shopping center just before Florista, to merge with the thru traffic for about 10 feet, and then back again into the far right lane. During the morning rush hours this is dangerous. I watched for some time as drivers try to merge with traffic that isn't moving. And really, for no reason. They want to turn right, the lane is open, but they cannot use it. Most drivers eventually just drive thru the chevron stripes and turn without merging. This essentially forces good drivers to break the law. I think you can see from the photograph I included that this really is not a good idea.

The City feels that this change is designed to prevent, or try to prevent, drivers from merging from this far right lane, which already has signs and markings indicating it is a right turn lane only, by speeding across the intersection at Florista instead of merging before the intersection. Of course, those people are breaking the law. But instead of addressing those individuals, the city has decided to make good people lawbreakers, or force them into potentially dangerous situations by making them try to merge into rush hour traffic for 10 feet. From my perspective, this makes no sense.

I have tried to think thru other options, including perhaps allowing a pass thru for those turning right during rush hours. But I still think this is something you will feel is not in the best interest of traffic safety nor traffic efficiency. The number of people turning right at that corner is significant.

The City has said to me that they have made this intersection safer by changing it in this way. I have asked for statistics to back up that claim, but have never received a response.

I am hoping you agree with me, and can send this on to the City Council to rectify this situation.

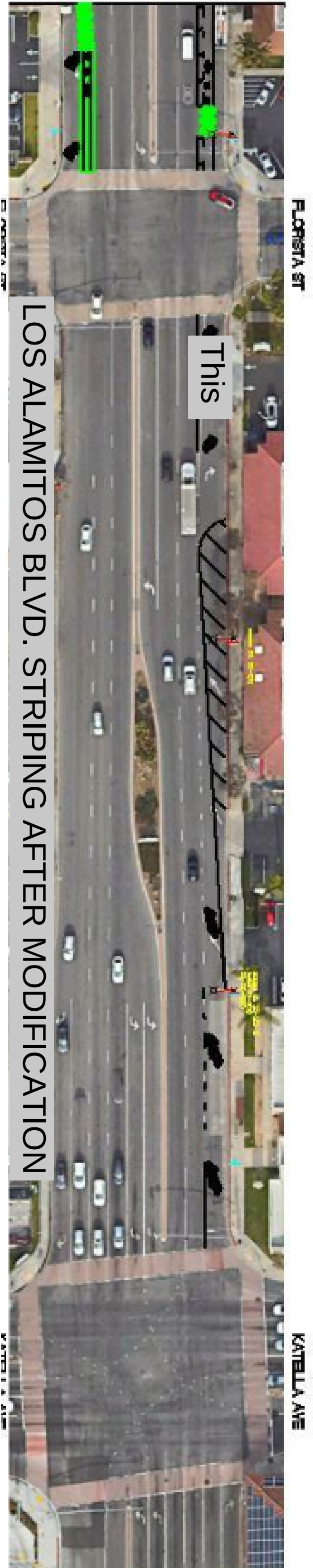
Thank You.

Larry Geisse, M.D.
10861 Cherry St. Suite 204. Los Alamitos. 714-321-0324.

This lane was dedicated to traffic from westbound Katella Ave. making right turn to merge to through traffic and not for the northbound through traffic on Los Alamitos blvd.



In the previous condition vehicles from Katella Ave attempted to to merge onto Los Alamitos through traffic by traveling as far as they could. During Peak hours drivers cut in front of northbound Los Alamitos traffic close to the intersection of Florista creating and unsafe condition.



In the current condition vehicles from Katella Ave merge onto Los Alamitos through traffic within the distance designed, away from Florista Intersection. The current striping improved the safety at the intersection.

City of Los Alamitos

TRAFFIC COMMISSION AGENDA REPORT

MEETING DATE: October 8, 2025

ITEM NUMBER: 7B

To: Chair Mejia & Members of the Traffic Commission

Presented By: Chris Kelley, City Engineer

Subject: Pavement Markings Modification on Cerritos Avenue West of Humbolt Avenue Intersection

SUMMARY

The City received a complaint from the business owner at 3782 W. Cerritos Avenue regarding the unsafe westbound left turn movement onto their driveway. This item provides the Traffic Commission with information on options available to modify the pavement markings on Cerritos Avenue to allow for the installation of a left turn pocket onto the driveway.

RECOMMENDATION

Discuss and provide direction to staff as to which options the City should pursue.

Options:

1. Keep the existing pavement markings as is.
2. Install a left turn pocket for westbound left turns into the business driveway by shortening the existing eastbound left turn pocket from 155 feet of storage capacity to a 100-foot-long pocket at the intersection of Cerritos Avenue and Humbolt Street, using a 90-foot taper.
3. Install a new delineated left turn pocket for the westbound left turns into the business driveway by shortening the existing eastbound left turn pocket from 155 feet of storage capacity to a 100-foot-long pocket at the intersection of Cerritos Avenue and Humbolt Street, using a 60-foot taper.

BACKGROUND

Cerritos Avenue is a four-lane (two lanes in each direction) arterial street that is separated by a painted median island (two-way left turn lane). It carries roughly 23,000 vehicles per day.

The complaint is regarding the conflict between vehicles traveling eastbound on Cerritos Avenue which are trying to enter the left turn pocket for left turns onto Humbolt Street, and the opposing direction traffic in the westbound direction on Cerritos Avenue that are entering the median pocket and wish to make a left turn into the business driveway property at 3782 W. Cerritos Avenue. The issue discussed by the business owner is the sudden conflict that arises when each direction of traffic, both East and West try to enter their designated left turn pockets simultaneously at the same time, that a conflict exists due to the proximity of the two existing left turn pockets, each for travelers in opposing directions. The business owner has requested the City to reduce and push back the existing left turn pocket for the eastbound travelers wishing to turn left onto Humbolt Street, and thereby increase the left turn pocket availability for the westbound travelers wishing to use this existing median refuge area to make left turns into

the business area driveway at 3782 W. Cerritos Avenue. This will eliviate and reduce the conflict between opposing traffic trying to merge into the respective left turn areas at the same time, being adjacent to one another.

Striping and pavement marking is an essential element of the roadway to guide drivers and maintain safety. In 2022, the City prepared plans to install bike lanes along Cerritos Avenue from Los Alamitos Boulevard to Bloomfield Street as part of implementing the City's approved Active Transportation Plan (ATP) from 2021. Exhibit 1 presents the striping on Cerritos Avenue west of Humbolt Street prior to the installation of the 2022 striping and pavement markings project. Exhibit 2 presents the changes made to the striping on Cerritos Avenue west of Humbolt Street from the 2022 striping project. After the installation of the 2022 striping project, the business owner at 3782 W. Cerritos Avenue contacted the City to discuss the impact it had on entering their business park driveway due to the 45 degree traffic striping hatch mark shown in Exhibit 2 within the painted median refuge area. The City responded and removed the hatch to allow westbound left turns into the said driveway. Since removing, the business owner has stated that left turn movements are in conflict for both directions at this location of their driveway at 3782 W. Cerritos Avenue due to their proximity and spacing.

From this recent request to evaluate the spacing of the existing left turn pockets, the City conducted a traffic count study to evaluate left turn movements.

DISCUSSION

The City Traffic Engineer conducted a study to determine the feasibility of installing a left-turn pocket for westbound traffic making left-turns into the driveway west of Humbolt Street. Turning counts were conducted during peaks (7-10 am and 3-6 pm) at the intersection of Cerritos Avenue and Humbolt Street and at Cerritos Avenue and the said driveway. The summary results are shown in Exhibit 3.

Review of reported accidents for the period between 2019 and 2024 does not indicate any reported collisions on Cerritos Avenue or the driveway at 3287 Cerritos Avenue.

The existing left turn pocket length at the intersection of Cerritos Avenue and Humbolt Street is 155 feet long and can store up to 7 vehicles per cycle. Based on the traffic volume count in the peak hour, there is demand for 4 vehicles of storage (100-foot) long. It is feasible to shorten the existing storage and install a 50-foot left turn pocket for the westbound left turning vehicles into the driveway without impacting the traffic on Cerritos Avenue.

The proposed options are shown in the Cerritos Avenue Striping Plan Attachment.

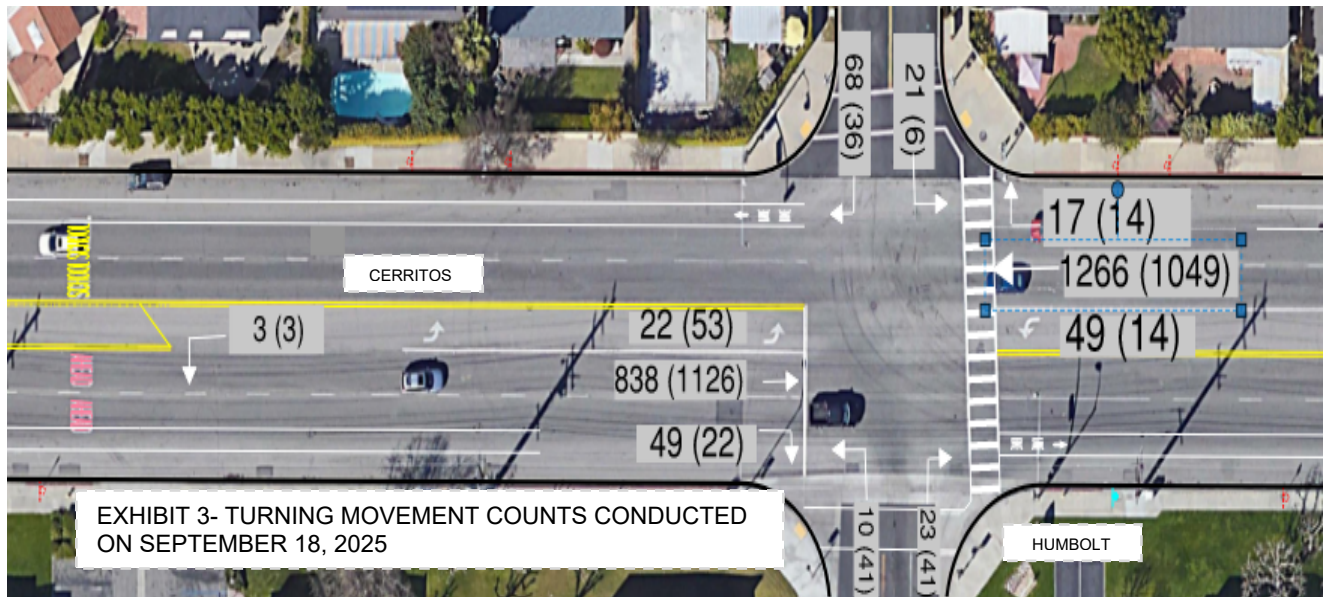
FISCAL IMPACT

\$5,000

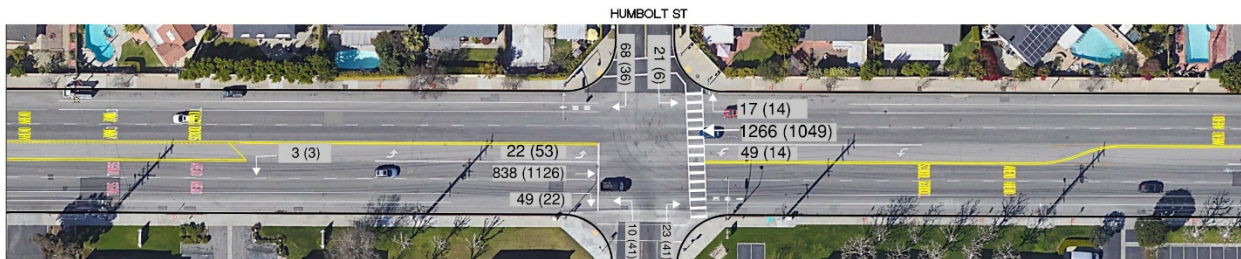
Attachment: 1. Cerritos Avenue Striping Exhibits 1-3
 2. Cerritos Avenue Striping Plan Exhibit



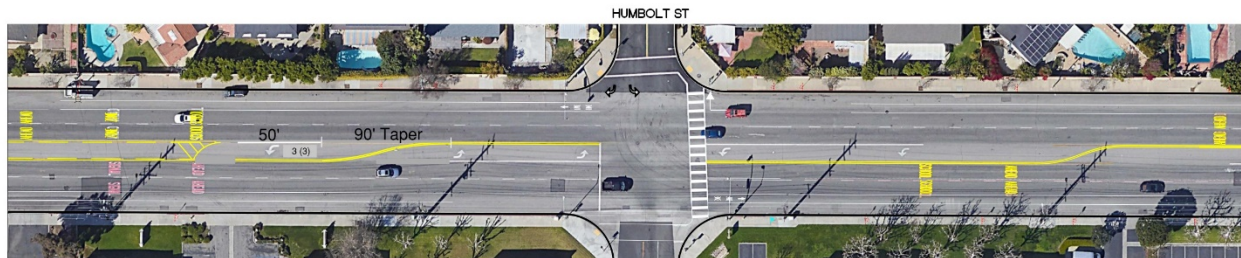
Cerritos Avenue Striping Exhibits 1-3



Cerritos Avenue Striping Exhibits 1-3



CERRITOS HUMBOLT ST AVENUE
EXISTING CONDITION



CERRITOS HUMBOLT ST AVENUE

MODIFIED CONDITION WITH 90' TAPER (PREFERRED OPTION)



CERRITOS HUMBOLT ST AVENUE

MODIFIED CONDITION WITH 60' TAPER

Cerritos Avenue Striping Plan Exhibit



 Know what's below. Call before you dig. USE 811 to Report a "dig-before-you-dig" violation. Call 811 or 800-480-4804.	REVISIONS			REFERENCES	 PROFESSIONAL ENGINEER No. 33142 Exp. 06-30-22 CIVIL STATE OF CALIFORNIA	 WILLDAN Engineering INCORPORATED 10000 Wilshire Blvd., Suite 1000 Beverly Hills, CA 90210 DRAWN BY: BC, MO CHECKED BY: FI DESIGNED BY: BC, MO APPROVED:  City Engineer DATE: _____	CITY OF LOS ALAMITOS STRIPING PLAN CERRITOS AVE FROM LOS ALAMITOS H.S. TO HUMBOLT ST	SHEET 6 OF 7
	NUMBER	DATE	INITIALS	APPLY'D				

City of Los Alamitos

TRAFFIC COMMISSION AGENDA REPORT

MEETING DATE: October 8, 2025

ITEM NUMBER: 8A

To: Chair Mejia & Members of the Traffic Commission

Presented By: Farhard Iranitalab, Traffic Engineer

Subject: Request for Loading/Unloading zone – Rise Up Athletics

SUMMARY

The City received a request from the owner of Rise Up Athletics, located at 10712 Reagan Street, to install a loading and unloading zone in the front of the businesses on Reagan Street.

RECOMMENDATION

1. Discuss the request to add the unloading and loading zone on the east side of Reagan Street; and,
2. Recommend for approval Staff's recommendation to install 40 feet of a loading/unloading zone on Mondays from 3:30 p.m. to 8:00 p.m. Monday through Friday only in front of Rise Up Athletics at 10712 Reagan Street.

BACKGROUND

Rise Up Athletics is located within a business park at 10712 Reagan Street. The business has been in Los Alamitos since 1977 (also previously known as Kidnastics) and is a gym that offers quality gymnastics programs for boys and girls of all ages. Due to the large number of vehicles dropping off or picking up children for the gymnastics programs, the owner of Rise Up Athletics is requesting the installation of a loading/unloading zone on the east side of Reagan Street, during their peak hours on Monday through Friday from 3:30 p.m. to 8:00 p.m. and Saturday from 8:00 a.m. to 5:00 p.m. The business is closed on Sundays.

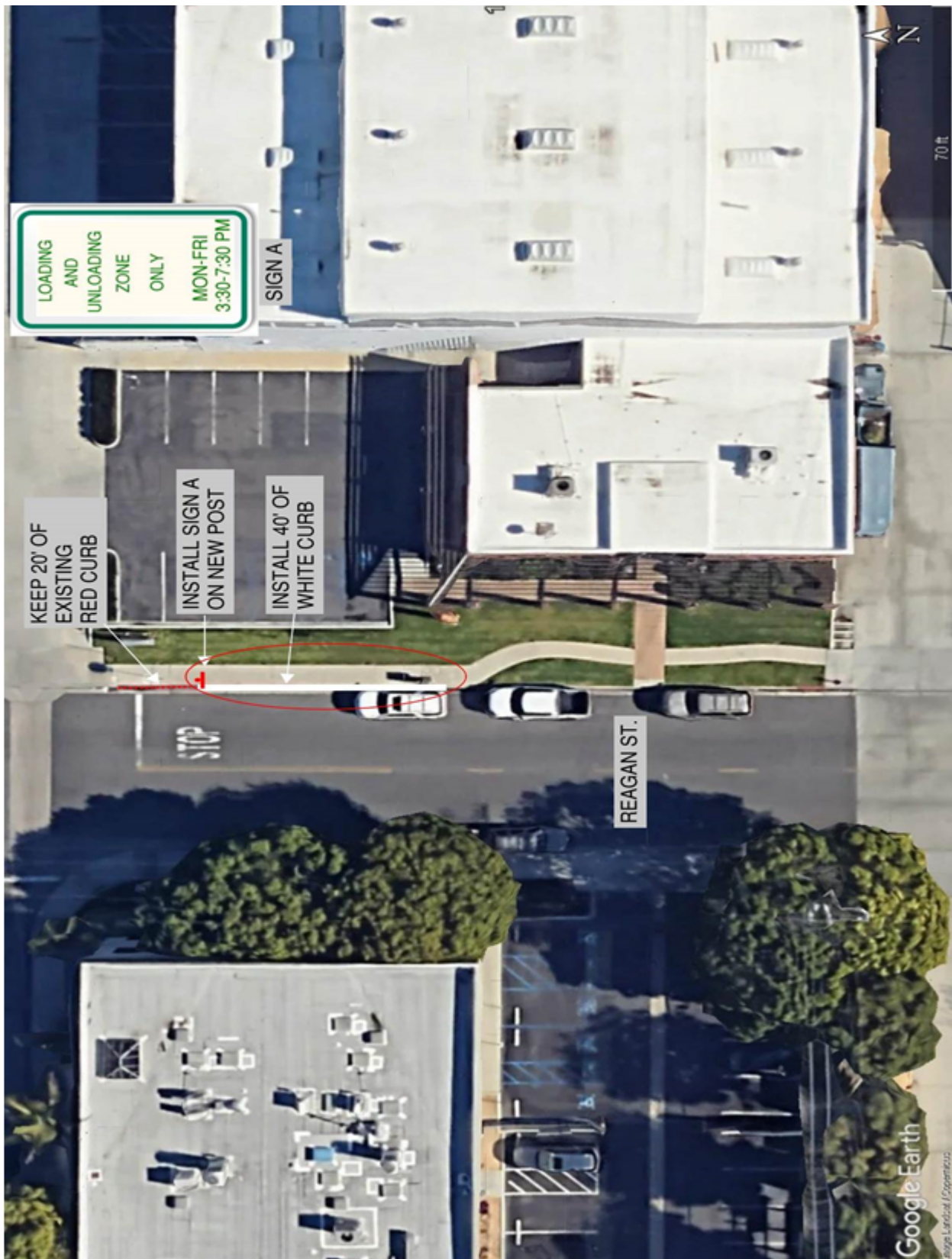
DISCUSSION

Reagan Street is a 40-foot wide local roadway with parking allowed on both sides. Based on a field review of the business park, tenant parking is provided onsite, but not enough to accommodate the traffic activity during Rise Up Athletics programs. Presently, the east curb along Reagan Street, south of Serpentine Drive is painted Red for 60 feet. The installation of a 40-foot loading/unloading zone will allow parents to drop off/pick up children without looking for parking spaces. This traffic order would not impact available parking and leave 20 feet of red curb for corner visibility.

Rise Up Athletics is requesting the installation of a loading/unloading zone on the east side of Reagan Street during its peak hours, which are Monday through Friday from 3:30 p.m. to 8:00 p.m. and Saturday from 8:00 a.m. to 5:00 p.m. While the City recognizes the

operational needs of Rise Up Athletics, the requested Saturday time cannot be granted. Vehicles may use the loading/unloading zone outside the posted hours. Maintaining street parking on Saturdays is essential to support the adjacent businesses within the business park, many of which rely on public street parking for their customers during weekend hours. Providing a dedicated loading/unloading zone on Saturdays would reduce available parking for these businesses, potentially impacting their operations and customer access.

However, the City will continue to accommodate Rise Up Athletics during weekday peak hours, Monday through Friday, when impacts to adjacent businesses are less critical.



FISCAL IMPACT

The cost of installation of a loading/unloading zone signage is estimated to be \$1,000.00.

Attachment: None

City of Los Alamitos

TRAFFIC COMMISSION AGENDA REPORT

MEETING DATE: October 8, 2025

ITEM NUMBER: 8B

To: Chair Mejia & Members of the Traffic Commission

Presented By: Chris Kelley, City Engineer

Subject: Bloomfield Avenue ATP Project

SUMMARY

The City's approved Active Transportation Plan (ATP), dated February 2021, includes projects that the City will implement to provide safe and comfortable access for bicycles and pedestrians.

The ATP report identified the installation of Class II bike lanes for the segment of Bloomfield Avenue from Katella Avenue to Cerritos Avenue. Between Katella Avenue and Cerritos Avenue, Bloomfield Avenue is an 80-foot-wide street, right-of-way to right-of-way. There are two through lanes in each direction. There are also two schools in the project limits: a middle school and an elementary school.

RECOMMENDATION

Receive and File.

BACKGROUND

The City's approved Active Transportation Plan included a year-long effort with an extensive community engagement plan. The strategies included virtual community workshops, a Community Advisory Committee (CAC), postcards, flyers, social media outreach, a 24-hour project phone line, text messages, online surveys, walk audits, and City Council and Commissioners interviews. The CAC was a key component of the engagement process and met several times to share information, collaborate, and guide the ATP process. Participating community stakeholders that were in the CAC included the Los Alamitos Unified School District (LAUSD), the Orange County Transportation Authority (OCTA), Caltrans District 12, Southern California Association of Governments (SCAG), a member of the Planning Commission, a member of the Parks, Recreation, and Cultural Arts Commission, and a member of the Traffic Commission.

The adoption of the ATP helped the City secure a \$575,000 grant from former Congressional Representative Michelle Steel. With this funding, the Bloomfield Avenue Project will enhance sidewalks, add bike lanes, and upgrade crosswalks — including the installation of a mid-block HAWK signal crosswalk to improve pedestrian safety.

DISCUSSION

An Active Transportation Plan (ATP) creates a safer, more accessible way for people to walk,

bike, and move around Los Alamitos without relying on cars. The adoption of the ATP Plan assisted the City in receiving a \$575,000 grant from former Congressional Representative Michelle Steel for the Bloomfield Avenue ATP Project.

The Bloomfield Avenue ATP Project is currently in the final stages of design and will construct pedestrian and bicycle infrastructure improvements adjacent to Los Alamitos Elementary School and McAuliffe Middle School. The proposed improvements will include the following:

- Installation of a Pedestrian Hybrid Beacon (HAWK) traffic signal for a new mid-block
- High visibility crosswalk on Bloomfield Street
- Installation of Class II bike lanes
- Restriping of the vehicular travel lanes
- Slurry seal of Bloomfield Street with spot repairs
- Replacement of damaged curb and gutter and concrete sidewalk where feasible

Currently, the project is with Caltrans for review for environmental and right-of-way clearances. Once Caltrans approves these items, we can submit the final plans, specifications and engineer's estimates for their final review. The project completion date is estimated in June 2027. Coordination has been made with the Los Alamitos Unified School District for the HAWK system. The Los Alamitos Unified School District is in favor of the project and has requested the HAWK system for the project in order to provide a midblock crossing for students and other pedestrians accessing both the schools and the athletic fields.

See Attachment for HAWK System details.

FISCAL IMPACT

Funding from the Cycle 3 Community Project Funding/Congressionally Directed Spending grant is \$500,000. Currently, the engineer's estimate for the project is \$675,000. Additional funds are required for this project.

Attachment: 1. Bloomfield ATP_90% PLANS_HAWK SYSTEM

LOS ALAMITOS TRAFFIC COMMISSION STATUS LOG

ITEM	RECOMMENDATION	INITIATED	REQUESTED BY	REMARKS
A31	Vehicles in northbound left turn lanes on Los Alamitos at Katella back up into thru lane	January 2016	D. Emerson	Reviewing -Likely require capital improvements
COMMUNITY INITIATED ITEMS				
RECOMMENDATION APPROVED				
C1	Analysis of other intersections near all schools within City limits which might warrant the installation of a crosswalk	January 2019	Traffic Commission	Approved - pending implementation
C2	Street sweeping signage around the LAMC (initiated by excess trash and debris on the street)	January 2019	Resident	Approved - pending implementation
C3	Safety concern of accessibility on the southeast and northeast corner of Los Alamitos Boulevard/Bradbury Road and Los Alamitos Boulevard/Rossmoor Way	April 2021	D. Hill	Approved - pending implementation
C4	Review time limit parking signs in the city	June 2024	J. Mejia	Approved - in review
ITEMS FROM TRAFFIC COMMISSION				
E1	Striping plan on Katella Avenue	November 2023	J. Mejia	Item pending
E3	Traffic signal timing traveling west on Bradbury Road at Los Alamitos Boulevard	March 2024	R. Hill	Item pending
E5	Review 2-hour parking sign in front of 10841 Bloomfield Street to reserve for staff	June 2024	R. Hill	Item pending
ITEMS FROM CITY COUNCIL				
RECOMMENDATION DENIED				
D1	Installation of northbound speed limit sign on Bloomfield Street	November 2019	Resident: Art DeBolt	Denied
D2	Change the alley (between Farquhar Avenue & Howard Avenue) to be one-way only	November 2019	Resident: Art DeBolt	Denied
D3	Remove "Keep Clear" on Farquhar Avenue at Cherry Street	March 2016	D. Emerson	Denied
D4	Remove school signs for Laurel HS, which is closed	November 2015	Commissioner D. Patz	Denied per schools request
D5	Modify pedestrian signal/sign for northbound right turns - east leg Bloomfield Street & Katella Avenue	January 2025	J. Wilhelm	Denied
D6	Request to add permit parking on Maple Street in Midtown	January 2020	Resident: Mark Giruad	Denied
D7	15 minute parking sign at 4012 Katella Ave, Suite 101	March 2020	Business Owner: Hai Nguyen	Denied - Spoke to owner
D8	Bring the traffic study for Shea Properties Arrowhead to Commission	March 2016	Commissioner J. Mejia	Denied

LOS ALAMITOS TRAFFIC COMMISSION STATUS LOG

ITEM	RECOMMENDATION	INITIATED	REQUESTED BY	REMARKS
D9	One-way Street with angled parking in Midtown on Green Avenue and Howard Avenue	June 2024	D. Patz	Denied
D10	Guardrail on southeast corner of Katella Avenue and Los Alamitos Boulevard	January 2024	D. Hill	Denied
C11	Katella/Cherry crosswalk on eastside of Katella Avenue	Jun-15	J. Mejia	Denied