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MEMORANDUM

DATE: April 27, 2018

TO: Heather Klein/City of Oakland

FROM: Erin Vaca/DKS Associates
Jose Palma/DKS Associates

SUBJECT: Head Royce School – Traffic Monitoring (Spring 2018)

INTRODUCTION

Head Royce School has operated at its current site, located at 4315 Lincoln Avenue in Oakland, CA, since the mid-1960's. Per the requirements specified in the operable Conditions of Approval (Case File: REV 13-003), Head Royce School is required to provide an independent monitor whose responsibility is to conduct unscheduled campus visits to monitor school-related transportation activity during the morning drop-off, afternoon pick-up and one special event. There are to be at least four separate monitoring periods reported by a qualified traffic consultant: Summer Program 2017, Fall 2017, Spring 2018 and one special event.

DKS Associates was retained by Head Royce School as a qualified traffic consultant to provide traffic monitoring services by conducting campus visits and documenting observed conditions as they relate to the Conditions of Approval Document, dated June 7, 2016, item #23(g).

MONITORING METHODOLOGY

DKS focused its campus visits to document vehicle queuing, observation of drop-off or pick-up behavior, deployment of traffic assistants and monitors, survey of occupancy of all Head Royce parking lots, monitoring of Whittle Avenue and Alida Street for school-related parking, review of the Head Royce Auto Trip Reduction Program and other potential safety issues.

DKS staff conducted the Spring 2018 semester observation on March 27 (morning) and March 29 (afternoon), 2018. These visits occurred during the morning drop-off operation from 7:55 to 8:30 AM and the afternoon pick-up operation from 3:15 to 3:45 PM.



The system currently deployed by the school is adequate and no further improvements are recommended at this time.

5. Parking Lot Occupancy

There are a total of 157 available parking spaces on-campus at Head Royce. Approximately 80 percent (or 126 spaces) of these parking spaces were occupied at the end of the morning monitoring observation.

6. School Related Parking on Whittle Avenue and Alida Street

Both Whittle Avenue and Alida Street were monitored for school related activity. Student drop-offs or pick-ups were not observed along either street during the morning observation period. However, during the afternoon observation period towards 3:45 PM, one student pick-up was observed along Alida Street. During both observation periods, school staff were not observed to be parking along either street and no U-turns were observed along Alida Street.

7. Auto Trip Reduction Program

The current Transportation Demand Management (TDM) document was distributed to all school staff and families. Trip reduction programs and other transportation recommended practices are provided within the TDM document. DKS has reviewed this document and finds it to be satisfactory.

One program in place is the private school bus service. During each observation period, there were about five dedicated school buses dropping off and picking up students along Lincoln Avenue. Another program is AC Transit's three dedicated school routes. According to one traffic monitor, ridership has gone up by about 50 students since implementation of the TDM during the morning drop-off period.

FINDINGS AND RECOMMENDATIONS

The current striping along Lincoln Avenue is worn and faded. Head Royce School staff has contacted the City of Oakland staff to refresh the pavement edge line striping. Refreshing the striping would enhance safety by reinforcing visual separation between cars in queue or parked along the curb and passing cars using Lincoln Avenue:

DKS recommends that the school continue implementation of the TDM plan, including recording of user violations and sending violation notices to families to ensure that violations are not repeated. No further recommendations are suggested.

Head Royce School – Lincoln Avenue Curb Maximum Queue Record

Date of Observation: 3/27/2018 Time(s) of Observation: AM Observer Initials: JP

Mark the *maximum* location of the "back-of-queue" position for:

- A) 7:55-8:15am, B) 8:15-8:30am, C) 3:00-3:15pm, D) 3:15-3:30pm, E) 3:30-3:45pm.



Appendix B

Violation Log