



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: NOVEMBER 18, 2025

FROM: PUBLIC WORKS DEPARTMENT WARD: 5

**SUBJECT: ESTABLISHMENT OF TIMED NO PARKING BUS LOADING ZONE ON A
SEGMENT OF MYERS STREET SOUTH OF MAGNOLIA AVENUE -
RESOLUTION**

ISSUE:

Consider the establishment of a timed No Parking Bus Loading Zone on the east side of Myers Street from 285 feet south of Magnolia Avenue to 30 feet southerly thereof.

RECOMMENDATION:

That the City Council adopt a Resolution to establish a “No Parking Between the Hours of 7:00 a.m. to 8:00 a.m. and 12:30 p.m. to 3:00 p.m. Monday through Friday except Holidays, Bus Loading Zone” on the east side of Myers Street from 285 feet south of Magnolia Avenue to 30 feet southerly thereof.

BOARD RECOMMENDATION:

On August 6, 2025, the Transportation Board (Board) reviewed this matter; all seven members were present. The Board voted unanimously to recommend approval of the proposed establishment of a timed No Parking Bus Loading Zone on the east side of Myers Street from 285 feet south of Magnolia Avenue to 30 feet southerly thereof.

BACKGROUND:

The City coordinates with residents to establish various time restricted No Parking Bus Loading Zones to facilitate the regular pick-up and drop-off of special needs or disabled students. Time restricted parking for the purpose of bus loading and unloading can help ensure safe and efficient curbside parking is available for buses that transport these students.

While a potential inconvenience, surrounding neighbors are often supportive of increased transportation access for our students with special needs and willing to make accommodations. Nonetheless, the establishment of such zones requires a request from the resident, parent, or guardian of the special needs or disabled individual(s) which is subsequently scheduled for consideration by the Transportation Board which makes recommendations to the City Council regarding the matter to ensure that all potential concerns are examined in establishing the loading zone.

DISCUSSION:

The Public Works Department received a request from the residents of 3761 Myers Street to establish a timed No Parking Bus Loading Zone just south of the shared driveway which serves 3761, 3763, 3767, and 3769 Myers Street. The zone is intended to provide unobstructed access to curbside loading for a 24-foot-long school bus which provides special transportation service for the disabled student at the property Monday through Friday (except for holidays) to and from school during both regular and summer school sessions. Existing conditions allow for vehicular parking within this area of Myers Street, which is frequently utilized by area residents and/or patrons of the nearby businesses which routinely impedes curbside bus access to the property. Per the Location Manager from First Student Riverside, their bus drivers regularly encounter parked vehicles in this area meaning the driver must pull in front of the shared driveway area for the four adjacent properties doing their best to pull as far forward as possible to allow entry/exit from the driveway behind the bus.

Restricting parking during scheduled school bus pick-up and drop-off times would provide immediate bus access to the property and facilitate the safe and efficient loading and unloading of the disabled student while allowing for vehicular parking during non-restricted days and time and alleviating any impacts to the adjacent shared driveway.

FISCAL IMPACT:

The fiscal impact of this action is for sign installation which is estimated to be approximately \$290. Sufficient funding is budgeted and available in the General Fund, Public Works Street Maintenance, Signing Supplies account 4110100-424143.

Prepared by:	Philip Nitollama, City Traffic Engineer
Approved by:	Gilbert Hernandez, Director of Public Works Department
Certified as to	
Availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	Rebecca McKee-Reimbold, Interim, City Attorney

Attachments:

1. Resolution
2. Site Map
3. October 2022 Google Image
4. Presentation
5. Transportation Board Meeting Minutes – August 6, 2025