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# CITY OF POMONA COUNCIL REPORT

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April 20, 2026

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: Meg McWade, Public Works Director

**SUBJECT: DISCUSSION REGARDING REPLACEMENT OF TWO CROSSING  
GUARD LOCATIONS IN CURRENT CONTRACT**

## **RECOMMENDATION:**

It is recommended that the City Council provide direction related to the following:

- 1) Utilize the adopted 2022 School Crossing Guard Study, to prioritize filling future School Crossing Guard locations:
  - a. Prioritize Simons Middle School (San Antonio and Franklin) and Vejar Elementary School (White and Grand) as the current two crossing guard location vacancies within the Police Department's contract; and
  - b. Authorize the City Manager to update any policies or procedures to reflect utilization of the 2022 School Crossing Guard Study to determine future crossing guard location recommendations.

## **EXECUTIVE SUMMARY:**

This action will provide direction to fill two vacancies for school crossing guard locations within the Police Department's existing contract, utilizing the 2022 School Crossing Guard study, melded analysis with prioritization of vehicle counts as a determining factor.

## **SB1439/GOVERNMENT CODE §84308 APPLICABILITY:**

When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$500 or more that would require disclosure and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$500 or more made 1) by any person or entity who is identified in the agenda report as the applicant or proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise

related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

**FISCAL IMPACT:**

Funding for this contract – including the two school location vacancies - is currently budgeted in FD101, General Fund | CC2017, Crossing Guards | Controllable Contract Services. There are no additional costs with selection of two crossing guard locations to fill the existing vacancies. Should City Council opt not to fill vacancies, there would be savings to the General Fund.

**PREVIOUS RELATED ACTION:**

On June 6, 2022, City Council awarded a contract to All City Management Services (ACMS) for crossing guard services for three years with two one-year extensions options in an amount not to exceed \$1,464,132.

On August 15, 2022, the City Council approved the Pomona Local Roadway Safety Plan which included the School Crossing Guard Study.

**DISCUSSION:**

School Crossing Guards

The Federal Highway Administration has defined the standards for local agencies to follow guidelines to install and maintain traffic control devices on all streets and highways, including the use of school crossing guards. These standards and guidelines are provided in the California Manual on Uniform Traffic Control Devices (MUTCD). As a note, there is no requirement in Federal or State law for a City to fund Crossing Guards. However, the City of Pomona utilizes its General Fund to pay for crossing guards at 23 locations. Locations for placement of Crossing Guards are recommended by the City Traffic Engineer based on MUTCD guidance. The 2022 School Crossing Guard Study was developed to provide data to guide Public Works in making the recommendations.

Pomona's School Crossing Guard Contract

On June 6, 2022, City Council awarded a contract to All City Management Services (ACMS) for crossing guard services for three years with two one-year extensions options in an amount not to exceed \$1,464,132 for the first three year term. The locations and scope in the existing contract includes:

CROSSING GUARD LOCATIONS CITY OF POMONA				
NUMBER	CURRENT PRIORITY RATING	LOCATION	SHIFT HOURS	AVERAGE DAILY COVERAGE HOURS
1	1	La Verne/ Sharon	(M-Tu-Thu) 0730-0825, 1420-1530; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1530	1.99
2	1	Russell/ Leslie	(M-Tu-Thu) 0730-0825, 1420-1530; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1530	1.99
3	1	San Bernardino/ Washington	(M-Tu-Thu) 0730-0825, 1420-1530; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1530	1.99
4	1	La Verna/ La Luna	(M-Tu-Thu) 0730-0825, 1420-1530; (W) 0730-0825, 1320-1415; (F) 0815-0910, 1420-1520	1.9
5	1	San Antonio @ Barfield Elementary	(M-Tu-Thu) 0730-0825, 1420-1515; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1515	1.86
6	1	Palomares/ Cynthia	(M-Tu-Thu) 0730-0825, 1420-1530; (W) 0730-0825, 1320-1430; (F) 0815-0910, 1420-1530	2.29
7	1	Phillips/ Main	(M-Tu-Thu) 0730-0825, 1420-1515; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1515	1.79
8	1	Orange Grove/ Deborah	(M-F) 0715-0805, 1420-1520	1.8
9	2	Dudley/ Arroyo	(M-Tu-Thu) 0730-0825, 1420-1520; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1520	1.85
10	2	Washington/ Lincoln	(M-Tu-Thu) 0730-0825, 1420-1515; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1515	1.79
11	2	Arroyo/ Glen	(M-Tu-Thu) 0730-0825, 1420-1515; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1515	1.79
12	2	View Point/ Village Loop	(M-Tu-Thu) 0745-0825, 1420-1515; (W) 0745-0825, 1320-1500; (F) 0830-0910, 1420-1515	1.67
13	2	Grand/ Huntington	(M-Tu-Thu) 0730-0825, 1420-1520; (W) 0730-0825, 1320-1515; (F) 0815-0910, 1420-1520	2.1
14	2	Ninth/ Goldenrod	(M-Tu-Thu) 0730-0825, 1420-1545; (W) 0730-0825, 1320-1515; (F) 0815-0910, 1420-1545	2.37
15	2	Huntington/ Texas	(M-Tu-Thu) 0730-0825, 1420-1535; (W) 0730-0825, 1320-1530; (F) 0815-0910, 1420-1535	2.35
16	2	Ninth/ San Antonio	(M-Tu-Thu) 0715-0825, 1420-1545; (W) 0715-0825, 1320-1515; (F) 0815-0910, 1420-1545	2.57
17	2	Village Loop/ Old Pomona	(M-Tu-Thu) 0745-0825, 1420-1530; (W) 0715-0825, 1320-1400; (F) 0800-0910, 1420-1530	1.67
18	2	Olive/ Palomares	(M-Tu-Thu) 0730-0825, 1420-1515; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1515	2.29
19	3	Alvarado/ Gordon	(M-Tu-Thu) 0730-0825, 1420-1515; (W) 0730-0825, 1320-1400; (F) 0815-0910, 1420-1515	1.84
20	3	San Antonio/ Kingsley	(M-Tu-Thu) 0715-0825, 1415-1545; (W) 0715-0825, 1320-1400; (F) 0815-0910, 1415-1545	2.5
21	3	Towne/ Alcott	(M-Tu-Thu) 0730-0830, 1420-1515; (W) 0730-0825, 1320-1515; (F) 0815-0910, 1415-1515	2.04
22	3	Philadelphia @ Philadelphia	(M-Tu-Thu) 0715-0825, 1420-1530; (W) 0715-0825, 1320-1430; (F) 0815-0910, 1420-1530	2.34
23	3	Vamana/ Harrison	(M-Tu-Thu) 0730-0830, 1420-1515; (W) 0730-0830, 1320-1400; (F) 0830-0920, 1420-1515	1.84

	AVG. PER DAY	2.03
	TOTAL DAILY HOURS	46.62
SUMMER SCHOOL	NUMBER OF REGULAR SCHOOL DAYS	180
14 LOCATIONS (AVG.)	TOTAL REGULAR SCHOOL HOURS (EST.)	8391.6
3 WEEK PERIOD		
2.03 HOURS PER DAY (AVG.)	TOTAL SUMMER SCHOOL HOURS	428
<b>TOTAL COMBINED HOURS - REGULAR AND SUMMER SCHOOL</b>		<b>8819.6</b>

Since the award of the contract, the Pomona Unified School District (PUSD) has closed several school locations. Two locations – Palomares Academy (8) and San Antonio Elementary (20) – had been included in the City’s crossing guard contract. Because of these closures, the City’s crossing guard contract has two vacancies, which could be filled without increasing the contract costs.

School Crossing Guard Location Recommendations

As mentioned, the Federal Highway Administration provides guidelines regarding school crossing guards which are found in California’s MUTCD. Chapter 7D, Section 7D.02 of the MUTCD states the following criteria for adult crossing guards:

*Adult Crossing Guards normally are assigned where official supervision of school pedestrians is desirable while they cross a public highway, and at least 40 school pedestrians for each of any two hours (not necessarily consecutive) daily use the crossing while going to or from school.*

On August 15, 2022, the City Council adopted the School Crossing Guard Study which had performed a data-driven review of 54 school crossing locations using these MUTCD Guidelines. The consultant collected pedestrian and vehicle volumes in January 2022 based on the PUSD peak

pick-up and drop-off periods. Based on MUTCD guidance, the following 25 schools – not listed in priority order - satisfied the guidelines for potential placement of an Adult Crossing Guard:

- 1) Saed Street & Arroyo Avenue
- 2) Glen Avenue & Arroyo Avenue
- 3) Dudley Street & Elwood Street
- 4) Storrs Place & Grier Street
- 5) Village Loop & Viewpoint
- 6) Sumner Avenue & Harrison Avenue
- 7) Park Avenue & Lexington Avenue
- 8) Cadillac Drive & San Rafael Street
- 9) San Antonio Avenue & Barfield ES (midblock)
- 10) San Bernardino Avenue & Montvue ES (midblock)
- 11) Washington Avenue & Lincoln Avenue
- 12) San Antonio Avenue & Kingsley Avenue
- 13) Caswell Avenue & Lincoln Avenue
- 14) White Avenue & Grand Avenue
- 15) Huntington Street & Grand Avenue
- 16) Main Street & Phillips Boulevard
- 17) Bolivar Street & Franklin Avenue
- 18) San Antonio Avenue & 9th Street
- 19) Towne Avenue & Alcott Avenue
- 20) Mango Way & Franklin Avenue
- 21) San Antonio Avenue & Franklin Avenue
- 22) Philadelphia Street & Philadelphia ES (midblock)
- 23) Sharon & La Verne
- 24) Palomares & Cynthia
- 25) Leslie and Russell

Pomona’s School Crossing Guard Study was a robust review utilizing collected field data to provide prioritizations. Staff is recommending utilizing the School Crossing Guard Study’s “Melded Analysis” which evaluated the combination of intersection control type (i.e. uncontrolled, stop sign controlled , or signalized), peak hour intersection volumes, and highest school age pedestrians per crossing. The weighted analysis provided a final score ranking. Staff then utilized the intersection vehicle volumes as a further prioritization tool for each collated score.. Vehicle volumes create potential conflicts with children crossing and the addition of a crossing guard at these locations will provide enhance safety at these intersections. City staff has recommended the following prioritized top ten crossing guard locations below taken from the “Melded Analysis.”

1. San Antonio & Franklin – Simons Middle School
2. White & Grand – Vejar Elementary School
3. Park & Lexington – Lexington Elementary School
4. Dudley & Elwood – Cortez Elementary School
5. Village Loop & Viewpoint – Decker Elementary School
6. Mango & Franklin – Simons Middle School
7. Montview ES & San Bernardino – Montview Elementary School

8. Bolivar & Franklin – Fremont Academy of Engineering and Design
9. Saed & Arroyo – Marshall Middle School
10. Sumner & Harrison – Harrison Elementary School

The following table (also included as Attachment 3 for ease of review) indicates the 25 schools that met the adult crossing guard criteria. White rows indicate locations which are currently included in the City’s crossing guard contract. The numbers in Column 2 indicate staff’s recommended priority for filling the current vacancies as well as any future crossing guard vacancies. Based on this, the two recommended locations are San Antonio & Franklin and White & Grand.

MELDED ANALYSIS - VEHICLE VOLUMES PRIORITIZATION											
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
CROSSING GUARD*	No Crossing Guard Ranking	ID	SCHOOL NAME	INTERSECTION	Intersection Control Type	Peak Hour Intersection Vehicle Volumes	Highest School Age Pedestrians per Crossing	Control Type (1-3)	Peak Hour Volumes (1-5)	School Age Pedestrians (1-5)	Final Score
Yes		40	Alcott Elementary School	Towne & Alcott	Signalized	1407	135	1	5	5	11
No	1	42	Simons Middle School	San Antonio & Franklin	Stop-controlled	770	135	2	4	5	11
No	2	32	Vejar Elementary School	White & Grand	Signalized	1677	87	1	5	4	10
Yes		3	Arroyo Elementary School	Glen & Arroyo	Stop-controlled	532	131	2	3	5	10
Yes		25	San Antonio Elementary School	San Antonio & Kingsley	Signalized	1447	69	1	5	3	9
No	3	16	Lexington Elementary School	Park & Lexington	Signalized	1253	61	1	5	3	9
No	4	5	Cortez Elementary School	Dudley & Elwood	Signalized	1120	56	1	5	3	9
Yes		43	Philadelphia Elementary	Philadelphia ES & Philadelphia	Signalized	831	83	1	4	4	9
Yes		48	Yorba Elementary School	Sharon & La Verne	Uncontrolled	640	65	3	3	3	9
Yes		35	Madison Elementary School	Main & Phillips	Uncontrolled	561	56	3	3	3	9
Yes		24	Kingsley Elementary School	Washington & Lincoln	Stop-controlled	534	82	2	3	4	9
No	5	10	Decker Elementary School	Village Loop & Viewpoint	Stop-controlled	492	159	2	2	5	9
No	6	41	Simons Middle School	Mango & Franklin	Uncontrolled	435	98	3	2	4	9
No	7	23	Montvue Elementary School	Montvue ES & San Bernardino	Signalized	791	70	1	4	3	8
Yes		38	Washington Elementary School	San Antonio & 9th	Stop-controlled	717	68	2	3	3	8
Yes		20	Barfield Elementary School	San Antonio & Barfield ES	Uncontrolled	711	50	3	3	2	8
No	8	37	Fremont Academy of Engineering and Design	Bolivar & Franklin	Stop-controlled	334	94	2	2	4	8
No	9	1	Marshall Middle School	Saed & Arroyo	Uncontrolled	414	49	3	2	2	7
No	10	11	Harrison Elementary School	Sumner & Harrison	Stop-controlled	282	51	2	2	3	7
Yes		44	Philadelphia Elementary School	Palomares & Cynthia	Uncontrolled	201	54	3	1	3	7
Yes		52	Allison Elementary School	Leslie & Russell	Uncontrolled	179	57	3	1	3	7
No	11	7	Westmont Elementary School	Storrs & Grier	Uncontrolled	161	69	3	1	3	7
No	12	27	Emerson Middle School	Caswell & Lincoln	Stop-controlled	442	46	2	2	2	6
Yes		33	Vejar Elementary School	Huntington & Grand	Stop-controlled	309	48	2	2	2	6
No	13	19	San Jose Elementary School	Cadillac & San Rafael	Stop-controlled	248	74	2	1	3	6

\* As included in the original agreement

Based on the adopted 2022 School Crossing Guard Study, staff believes the melded analysis with vehicle counts used for prioritization provides for the most accurate and comprehensive method to evaluate school crossing guard locations. However, since all 25 schools meet the criteria for adult crossing guards, selection of any of the school locations above provides compliance with MUTCD guidelines.

**ALTERNATIVE RECOMMENDATION:**

Select alternative locations from the melded analysis presented by staff.

**COUNCIL PRIORITIES & GOALS:**

*This item supports the 2021-2022 City Council Priority 1: Fiscal and Operational Responsibility  
– Goal B: Improve efficiency and effectiveness of City Services to businesses and residents.*

**ATTACHMENT(S):**

Attachment No. 1 – All City Management, Inc Contract  
Attachment No. 2 – School Crossing Guard Study  
Attachment No. 3 – Melded Analysis – Vehicle Volume Prioritization

Prepared by:  
Shandy Dittman  
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