



Meeting Notes Meeting #17 – August 10, 2012

Participants: Jim Fraser, Wendi Kallins, John Frick, Tricia Seyler, Steve Herzog, Susan Peitz, Frank Doyle, Sandy Donnell, Charley Hayes, Simon Coyle, Dave Hutton, Mike Fuson

1. *Minutes:*

Sandy commented that the meeting minutes of June 1, 2012 should have indicated that she was in attendance and that the spelling of Trisha's name should be corrected.

2. *Meeting Date and Time:*

The group confirmed the public meeting date as Thursday, September 20th at 6:30 PM at the Reed School Auditorium. The meeting is scheduled to end at 8:00 PM.

3. *Confirmation of Traffic Counts:*

Simon and Dave updated the group on the progress of collecting traffic counts. The counters were placed at Avenida Miraflores and between Lyford Drive and Mar West along Tiburon Boulevard on July 30th, 31st and August 1st. The next traffic counts will be taken September 9th – 15th after school has been in session for a couple of weeks. Dave noted that he is not certain if David Parisi, the traffic engineer for Safe Routes to School, will have enough time to analyze the traffic counts in time for the September 20th meeting with only a five day turnaround. He agreed to double check with David to find out for certain. If more time is needed, the traffic counts will then need to be taken September 5th, 6th, and 7th in order to have enough time to process the data for the public meeting. It was also noted that the traffic counts might not reflect accurately how traffic would normally flow because of the Lyford Drive Parking Lot construction adjacent to Reed School.

4. *Meeting Agenda:*

The group discussed the tentative agenda format for the September 20th meeting and finalized the following format and times:

i. Task Force Objective – Jim

5 Minutes

1. CART Membership
2. Brief recap on what we have been doing
3. Indicate that questions should be held until the end of the presentation

ii. Traffic Information – Mike & Tricia

10 Minutes

1. Tiburon Boulevard Capacity
2. Traffic Counts (Comparing School In and Out of Session) and Usage (School & Service Vehicles)
3. Traffic Signal Management

4. Law Enforcement Scheduling (During the School Year)

iii. Reed Union School District & St. Hilary's School Information – Steve & Charley *10 Minutes*

1. RUSD School Population and Bell Times (note increase in enrollment)
2. RUSD Planned Bus Routes and Costs for 2012-2013
3. RUSD Additional Bus Options Considered
4. St. Hilary's School Population, Standard Bell Times, Current Bus Routes, Where Student Population Comes from (Need to show the change from 2011 to 2012), and Early Release on 1st Friday of the Month. Note: Wendi will provide a tally survey that teachers can administer 3 days in a row to determine how children commute to St. Hilary's for review by the meeting)

iv. Safe Routes to School & Parent Survey – Wendi *10 Minutes*

1. Background on SRTS
2. Survey Results
3. Address High School Commute Options/Constraints

v. Alternative Modes of Transportation – Frank *5-8 Minutes*

1. Suggestions/Ideas on what could work for the Peninsula

vi. Questions/Comments *45 Minutes*

Allow public to submit comment/question cards and speak for 3 minutes each. Questions should be answered as asked unless further research is required.

5. *Items Needed for September 20th Meeting:*

- Computer
- Projector/Screen
- Microphones
- Table
- Pencils
- Comment Cards
- Water
- Handout for the public containing traffic count information, survey result information, and email contacts for further questions and information. Possible handout of power point presentation.

6. *Next Steps:*

- Jim will check with Marin Transit to determine if they are interested in attending the September 20th meeting to provide a short presentation re: local high school commute.
- Dave will ask David Parisi to attend the meeting in case there are questions regarding the traffic count data.
- Sandy and Mike will work on drafting the public notice to be sent to the Ark and all city/school e-newsletters. This should be sent out the first week of September.
- Sandy will work on drafting the handout for the public.
- Send draft slides to Tricia for review by the group at the next meeting.

The next CART meeting will be held on Friday, August 24th at 11 AM.

Prepared by Laurie Tyler, Associate Planner for Tiburon
August 10, 2012