

**DRAFT ACTION MINUTES
TRANSPORTATION ADVISORY BOARD
March 16, 2009**

The meeting of the Transportation Advisory Board was called to order by Board Chair Sommers at 5:30 p.m. in the Council Study Session Room in the Civic Center.

1. ROLL CALL

Board members present were: Veronica Sommers, Gary Hodges, Buzz Feldman, Casey Jones, and Baldwin Ranson.

City staff present were: Bob Ball, Phil Greenwald and Nick Wolfrum. Council Liaison, Gabe Santos, was also present.

2. APPROVE MINUTES OF PRECEDING MEETING (:35) – Buzz Feldman made a motion to approve the minutes of the February 23, 2009 TAB meeting. Casey Jones seconded the motion. Passed unanimously.

3. COMMUNICATIONS FROM STAFF (1:07)

There was none.

4. PUBLIC INVITED TO BE HEARD

No public was present.

5. NEW BUSINESS

There was none.

6. OLD BUSINESS

School Safety Program (1:12) – Staff is in the process of developing Guidelines for Pedestrian Crossing Treatments, much of which would apply to School Crossings and to the City's School Safety Program. This item will also be reviewed by the City of Longmont Human Resources, Risk Management, and the City Attorney, and will ultimately be presented to City Council for review, consideration and adoption this year.

The draft School Safety Program document is staff's attempt to comprehensively document guidelines and policies related to school safety in the City of Longmont. Much of this is not new, while other portions will represent a change, and perhaps most importantly these guidelines and policies will now be documented and available to City and school representatives, parents, neighborhoods, and citizens.

Some guidelines and policies in this document are still being evaluated, particularly related to the use of crossing guards, and include:

- Thresholds for assignment and removal of City adult crossing guards
- Use calculated gaps or measured gaps
- Potential use of volunteer adult crossing guards
- Agreements with private schools to contribute half of the cost of City adult crossing guards

Staff anticipates distributing a Draft Pedestrian Crossing Treatments document in the next few months for similar presentation and discussion. The need for School Crossings will be determined with same

process as other crosswalks, except that elementary & middle school students (as well as elderly & disabled) may be factored; a factor of 1.5x or 2x is commonly used elsewhere.

Bob Ball made a presentation and requested feedback from the TAB members.

Gary Hodges recommended clear signing for the end of the school zone and referred to 17th & Airport. Bob Ball noted that the City wants to make sure that there is proper signage at each crosswalk and made note of this.

Crossing Guards – In researching crossing guard criteria, the City of Longmont found that Madison, Wisconsin has a great point system in place. The City of Longmont has modeled this program with a couple of adjustments. In Madison, if they didn't have 25 kids crossing in the ½ hour time-period for both the morning and afternoon, a guard would not be assigned unless there was a crash history. Longmont has lowered that number to 10. The minimum number of points required to warrant a crossing guard is 40. If the crossing drops below 30 points or less than seven kids crossing, the crossing guard may be removed. Staff doesn't want to remove and assign repeatedly so a border-line crosswalk will be watched for at least a year. So the data is kept current, existing guards will be asked to help by counting students crossing. With this and other data, the crossing will be evaluated every three years.

Unless there is high speed traffic, middle school students are able to cross themselves. On 17th Avenue, the City is looking at installing a center island to help cross students that participate in after-school activities. This may be an option for 9th Avenue as well.

This discussion is focused on policy decisions not individual crossings. A possibility is to install an island in the middle of the street so pedestrians can cross one lane at a time with a refuge island. This would be a better use of resources since there would be a one-time capital expense and it wouldn't be necessary to pay a crossing guard to be present. The island would be there all of the time including after school events, etc. This is the type of thing that will be evaluated in the next phase of this process. Councilmember Santos is concerned about the islands. It's difficult to get adults to use them properly. Per Nick, flashing lights, etc. will be looked at in conjunction with island installation. If this isn't the best answer, maybe there are other permanent installations that would make sense in these situations. Per Buzz, it becomes an education issue.

Volunteer Program – For schools that almost meet the criteria, it may be an option to utilize teachers as crossing guards. The City will not be paying for this service but will provide the training and materials. There will have to be a volunteer guard present consistently and it would be the school's responsibility to fill any vacancies. Gary suggested that 20 teachers be trained and each teacher would have crossing guard duty one day a month. What does the TAB members think about parent volunteers? There are parents who would be responsible volunteers.

The next step is to evaluate non-school related crossings which will be brought back to the TAB. The feedback will be incorporated into an overall pedestrian policy. At that time, staff will ask for an official recommendation on the policy to be forwarded onto City Council.

There is one private school that the City provides a guard for; the cost is roughly \$4,000/year. Should the private school pay half of the cost? Gary believes that all schools should be offered the same benefits and that staff should ask the school to pay half of the cost. If the school is not able to, it's only a \$2,000 expense and the City should pick it up to ensure that a guard is provided. An option is to have the school provide the guard at no expense.

7. COMMENTS FROM BOARD MEMBERS (1:01)

National Bike Summit Sponsored by the League of American Bicyclists (Washington DC) – Buzz attended three workshops and gave the TAB members an update.

Crossing Guard Trainer Training – Buzz will be attending this training in Colorado Springs.

8. COMMENTS FROM CITY COUNCIL LIAISON (1:02)

There was none.

9. ITEMS FOR NEXT MONTH'S AGENDA

Staff will determine at a later date.

The meeting was adjourned at 6:30 p.m.