

May 23, 2013 Meeting Minutes

Attendees

Gillian Burgess; John Chadwick; Penny Everline; Eric Goodman; Kristin Haldeman; Lauren Hassel; Rob Hindman; Jane Kim; Bob Laws; Dennis Leach; Jana Lynott; Erik Maskelony; Jack Owens; Tim Rosato; Ellen Smith; Eli Spiliotopoulos; Nancy Van Doren; Ronna Weber; Lionel White

Agenda Approval

The draft agenda was approved.

Meeting Minute Approval

The previous meeting minutes were discussed and all agreed to review prior to the next meeting.

Speakers for Public Comment

There were no speakers for public comment.

APS Transportation Staff Update

John Chadwick provided the following staff update:

- The maps are finished and John and Lionel White look forward to reviewing them with the Committee. A handout to accompany the maps was circulated. Any edits to the handout should be forwarded to Kristin by Monday at 5pm.
- The maps reflect the letters that have gone out to parents.
- The maps do not show the courtesy zone, but show what services are being provided this year and next year.
- Much time has been spent reconciling the maps with the edulog routing system.
- Letters were sent to parents and notices were placed in APS School Talk to let parents know. The next letter to be sent will have bus stop and route information.
- Several courtesy bus letters have been corrected.
- APS staff would like to do a comprehensive analysis of impediments, the current impediment information is however based on many years of experience.
- The elementary school policy is those living within one mile door-to-door are walkers. The middle and high school policy is those living within one and one-half mile door-to-door are walkers.
- A scale is included at the bottom of each map to show distance.
- There was a discussion on capturing population growth. John cautioned against using numbers from one year as they can change dramatically from year to year. Gillian noted that neighborhoods are still growing. Arlington is progressive on following census and live birth rates. It was noted that the mode-split TDM study will take a baseline for all schools and staff. APS is working with the County on school and process. Dennis noted the importance of having a district wide assessment for how people travel. Jana questioned if the committee would have a chance to review the questions to be asked in the TDM study. John confirmed that the Committee would be able to review the questions. Toole, the consultant for the TDM study, will also present at an upcoming Committee meeting.
- The maps were reviewed and the following suggestions were offered:
 - Better define the arterial and main streets perhaps with different colors.
 - Add multiple use trails.
 - Include traffic lights rather than stop signs.
 - Include a menu of all options for the online maps.
 - Include web address on the printed maps.
 - Include features to come in the future.
 - Include topography features.
 - Include speed or road type.

- A meeting will be organized between County and APS staff to avoid duplication and encourage collaboration.
- Maps will be sent to each principal next week. Principals are being asked to share the maps with their PTAs. APS will ask for input from each school by Friday.

Interim Report

- The Committee's Interim Report is due to the School Board no later than June 30. The report is scheduled to be presented at the June 18 School Board meeting. Kristin or Gillian will confirm when the information is needed prior to the meeting for inclusion in the Board packets.
- The Committee will meet again on June 5 to work on the report.
- The Committee will also meet on June 13 and will ask Toole to present at that meeting.
- The Report Worksheet with all topics combined was circulated.
- The following groups are working on the topics noted below:
 - School Buses: Ronna, Kristin, Erik and Jack
 - Active Transportation: Penny, Jana, Eric and Tim
 - Transit: Penny, Kristin, Lauren, Tim and Eli
 - Private Vehicles: Jana and Gillian
 - APS Policy/Data Collection: Gillian
 - County Policy: Jane and Gillian
 - Public Outreach: Lauren
- Drafts of each topic are due to the group by May31/June 1. Committee comments should be condensed by the group prior to the June 5 meeting.
- Structure topic including: what we have done, what we recommend and any next steps we should take.
- Kristin will draft an executive summary that includes any and all recommendations.
- Report sections should be concise.

Ashlawn Elementary School Update

- Jana updated the Committee on the recent School Board decision on the Ashlawn Expansion.
- She noted that there was a controversial discussion around the student drop off area.
- The School Board voted to approve the permit include the parent drop off loop on Manchester Street.
- During the planning process APS and Toole had differed on separating the pedestrian and vehicular traffic.
- The Board agreed that there are extenuating circumstances in this instance, but the Board does not want to assume accommodation of student drop off and pick up in a loop.
- Jana added that Mary Hines said that APS needs educate students on how to engage in traffic.
- Gillian noted disappointment that the Committee was not updated on this project by APS.
- Robert noted that many schools are grappling with the bus loop issue and that this is an issue for further discussion by the Committee.
- Nancy expressed interest in working on a communications plans for schools on how to communicate their plans in a safe and effective manner.
- Gillian suggested a tool kit for principals to help them target and troubleshoot issues.
- Dennis noted that there were two recent important decisions made by the School Board. First, there is a significant modification on parking at schools not allowing street and church parking. Second, every facility is required to have a TDM addressing all people who travel to their site.

Meeting Adjourned

The meeting was adjourned at 9:05pm.