



SAFE ROUTES TO SCHOOLS: MARIN COUNTY



**Mill Valley Safe Routes to Schools Task Force  
Zoom Meeting Notes  
Thursday Sept 17, 2020**

**Attendance:**

Wendi Kallins- Safe Routes to Schools, Gwen Froh- Safe Routes to Schools Program Director Education/Encouragement, Kevin Cuffe- Tam High Parent Volunteer, Sarah Estes-Smith- Aide to Kate Sears, John Neville- Marin County DPW- Traffic/Transportation, Clay Kunz-BPAC & Tam High Parent, Christina Mueller- Parent Edan Maguire and MVMS, Peggy Clark- Safe Routes to Schools, Carey Lando - Senior Transportation Planner County DPW, Stephen Oldknow- Parent Tam Valley School, Sarah Adams- Team Leader Edna Maguire, Lisa Lund- Mill Valley Middle School Parent

School Campus Opening update

County wide schools in Mill Valley had not announced a definitive campus reopening date.

Transportation Planning

Safe Routes toolkits:

[Covid Back to School Toolkit](#)

[Covid-19 Toolkit Supplement](#)

Please view the Toolkit Supplement when reading the notes below. To learn more about:

- How to Set-up a Transportation Committee
- Park and Walk Locations
- Pop- Up Infrastructure
- Sample Letters (park/walk permission, letter to neighbors, school community notice,
- Appendix (Oregon Metro)

Oregon Metro (appendix) has helpful information called “school streets” that includes: concepts, locations, materials needed, education and encouragement, health and safety precautions. Information on one-way streets, sidewalk extensions/bike lanes, examples for communicating the changes in the community and secure bike and scooter parking.

### How to Set-up a Transportation Committee

How to identify who needs to be on the committee: team leaders and task force members, Dept of Public Works staff (City of Mill Valley and the County of Marin for Mill Valley Schools), BPAC members, other volunteer parents, neighbors, school administrators, students, school operations, PTA, school districts Director of Maintenance/Operations or a transportation coordinator, elected officials. Not all individuals can attend meetings; however they must be kept informed (public works and school administration). The DPW may not be able to attend meetings, but they need to be updated regularly on locations under consideration and give prior approval.

Middle and high school students may also be a resource. Many students walk and bike to the middle school. They may be interested in this as a class project. School Site Councils may be involved in assisting the school with setting up Covid protocols.

### Transportation Committees Primary Tasks

Identify pop-up locations and park and walk locations. The park and walk locations may be easier to plan for: no major roadway changes are needed. Obtaining permission for parking is the main task before announcing them to the school. Pop-ups require committee members to identify locations that require more space for physical distancing.

### Identifying Park and Walk Locations

Identify safe locations where students can be dropped off remotely and walk or cycle to campus; generally a  $\frac{1}{4}$  to  $\frac{1}{2}$  a mile. Identifying the route/pathway is safe for students (quiet residential streets without a lot of major intersections). The multi-use path is a wonderful resource with different parking locations along the path to MVMS, Edna Maguire and Tam Valley Schools. The Safe Routes to [Schools Suggested Routes Maps](#) are available (some have dated information) to help identify current and additional locations.

All property owners must submit written permission to authorize parking in advance. Verbal permission is not enough. Please reference the sample letter provided for permission (or not) in advance.

Resources are available on “how to develop a Park and Walk Program” at your school. Safe Routes has piloted this program with great success and has resources; signs and suggested messaging for encouragement. Success can be very high when messaging and encouragement from a school principal is made to the school community. Please contact [Gwen@marinbike.org](mailto:Gwen@marinbike.org) for more information.

### Identifying Pop Up Locations

The County of Marin has been awarded some funds to support pop-up resources for the school in the county jurisdiction. One discussion was to take a few of the parking spaces for a temporary bike lane.

Characteristics of a good location: will provide more sidewalk or roadway space for students to travel practicing physical distancing. Options to consider are taking a lane or parking and blocking it off; making a road one way temporarily or close it to non-local vehicle traffic. Once the locations under consideration are identified the next step is to contact the town and/or county Department of Public Works. They will decide if the location is feasible and what resources are needed. A “encroachment permit” may need to be issued; the DPW will decide. They will also determine if the pop-up resources will stay in place or need to be moved during am/pm school hours and how that will need to be managed and by whom.

### Discussion

Clay proposed it may be best to plan for a district wide committee vs one for each school. It can be a challenge to get volunteers from each school.

A request was made to the BPAC; asking them to take on forming the committee. Clay offered to add the request to the next meeting agenda scheduled for October 14. Wendi will provide a list of current and prior team leaders who may be available to assist the BPAC. Many of them will have first hand experience with specific schools transportation needs. Steve offered to rally some parents from Tam Valley School to assist.

### Safe Routes Education and Encouragement Programs

Educational resources remain available to all schools and community members. Please visit the following links to learn more:

[Remote Learning Pedestrian and Bicycle Education](#). Classes are available for remote learning and on-line live. Safe Routes staff is available to meet with students to present all grade level classes. Education presentations include drone footage of our bicycle skill stations to make class fun for the students. Special thanks to Sarah Adams and all her children who assisted on two occasions during the Safe Routes to Schools video recordings.

### Pedal Playground

A Pedal Playground is an arrangement of connected streets with roadway features that are free of motorized vehicles. It is a fun space for students to develop their confidence

as they navigate streets, intersections and crosswalks. Safe Routes to Schools instructors are available to chalk out a Pedal Playground. Please contact [peggy@marinbike.org](mailto:peggy@marinbike.org) to schedule your FREE Pedal Playground now.

### [Family Bike Education](#)

Savvy Family Cycling is a brief presentation for adults and students to watch together; teaching all how to ride safely while abiding by traffic rules. With more young cyclists on the roads for the first time during Covid-19 best practice lessons are very important.

### [Family Biking Live](#) on October 15, 2020

This is a free 1 hour live webinar to help parents identify when their kids are ready to ride on the road and will offer safety tips, helmet fitting, and learning how to navigate the road while riding with your kids.

### International Walk and Roll to Wherever - October 2020

The links below provide information for parents and students on how to participate, have fun, win an ice cream gift card and an Ortlieb bicycle bag. This information has been emailed to schools as well.

[K-5 Schools iWalk](#)

[Middle School iWalk](#)

### MV Multi-Use Path Update

A permit application was submitted on July 31, 2020. At some point the multi-use path will be closed for at least two weeks. Public notices will be provided and posted.

### Tam High Student Parking (At this time carpooling is not encouraged during Covid)

Kevin reminded the task force they had been working with the school to update the student parking policy to encourage carpooling. Efforts are currently on hold; however he would like to learn about “best practices” from other high schools. He requested additional resources to use as a model. Palo Alto school district may be a resource and the National Safe Routes to School Partnership.

Kevin will look into working with the principal to create a small task force to develop ideas for when school campus reopens including how to manage the changes that will come as a result of Covid.

### Bus Service Cutbacks

Marin Transit service (as of this meeting) is limiting the number of riders to 9 passengers on the larger busses and 4 on the smaller buses. Bay Area Transit services

are collaborating on protocols and messaging throughout the area. More details will be coming and may include increasing the number of passengers and reducing the required space from 6 to 3 feet on a bus.

[RE: Public Transit Service Update for Schools \(Supplemental School Service\)](#)

This update was provided by Marin Transit on August 10, 2020. In summary there will not be any bus service to many schools at least until December 31, 2020.

Next Zoom Meeting

Friday January 29, 2020 at 9:00am

If there are questions regarding any Safe Routes to Schools resources please do not hesitate to contact Wendi Kallins at [wkallins@igc.org](mailto:wkallins@igc.org)