

980569

September 4, 1998

**John Johnson, Technical Services Supervisor**  
**Kent Hilgers, Senior Engineering Assistant**


Subject: School bus drop-off lane at Westmore School

Pursuant to resident inquiries and a Board of Trustees discussion on September 3, 1998, please investigate the feasibility of installing a school bus drop-off lane on School Avenue adjacent to Westmore School. Begin your investigation by meeting with the school principal, PTA, or school safety committee to determine if there is a need for the lane. You may want to discuss this matter with the Transportation and Safety Committee at the October 5, 1998 meeting.

Construction this season is not possible due to the massive disruption of school activities.

Please provide a written report by October 1, 1998.

Thanks!

  
Stan Rickard  
Director of Public Works

c: William T. Lichter