

BOARD OF ALDERMEN

ITEM NO.D(6)

AGENDA ITEM ABSTRACT

MEETING DATE: January 22, 2013

TITLE: Safe Routes to School Program Report and Request for Implementation Committee Guidance

DEPARTMENT: Planning	PUBLIC HEARING: YES ___NO__X__
ATTACHMENTS: A. Resolutions B. Carrboro Safe Routes to School: 2012 Report C. Excerpt from Safe Routes to School Action Plan – Ch. 7 – Implementation	FOR INFORMATION CONTACT: Jeff Brubaker – 918-7329

PURPOSE

The Board is asked to receive the 2012 Safe Routes to School report detailing progress and providing an outlook for the future. This agenda item also contains a draft resolution providing guidance on the formation of a Safe Routes to School Implementation Committee.

INFORMATION

A comprehensive report on Carrboro's Safe Routes to School efforts is included in *Attachment B*.

On May 22, 2012, along with adopting the Action Plan, the Board of Aldermen resolved:

Staff shall bring back a resolution appointing the current steering committee as the Safe Routes to School Implementation Committee, at some time in the future.

Based on the composition of the Safe Routes to School Action Plan Team, the steering committee referred to in the Board's resolution, an Implementation Committee is recommended to be composed of the following representatives:

Voting members

- Board of Aldermen – 1-2 members
- Carrboro Elementary – 2 members
- McDougle Elementary – 2 members
- CHCCS administration – 1 member
- Transportation Advisory Board – 1-2 members

- Citizens/parents – 2-4 members
- Health organization representative – 1 member

Other voting members (not active on the Action Plan Team) that could be considered:

- Planning Board – 1 member
- Recreation and Parks Commission – 1 member
- CHCCS Board of Education – 1 member
- NCDOT – 1 member
- Town of Chapel Hill – 1 member

Non-voting members

- Carrboro Public Works – 1 member
- Carrboro Police Department – 1 member
- Carrboro Fire Department – 1 member
- Carrboro Recreation and Parks Department – 1 member
- Carrboro Planning Department – 1 member

Another idea would be to have representation on the committee from students themselves. Youth representation on planning committees has been successfully applied in various instances around the country. More information can be found at the American Planning Association's ResourcesZine webpage: <http://www.planning.org/resourceszine/>.

It is recommended that, at least at the onset, the Committee meet quarterly.

It is also recommended that the Board establish a mission for the Committee, after receiving feedback from CHCCS. The Action Plan's description of the responsibilities of such a committee may be a reference for forming the mission:

One of the most important steps in implementation is the continuation of a committee that would meet on a monthly or quarterly basis. The core group of the Action Plan's Steering Committee could provide the starting point. This group would help maintain the momentum established during this Action Plan. The group would "shepherd" the plan, be knowledgeable about the Plan, advocate for its implementation, assist the Town and schools in programming and grant writing, continue to make SRTS a priority for the schools, evaluate progress, re-examine priorities, and utilize the Action Plan document. The continuity of activity in the future is essential even if members come and go from this Committee.

FISCAL AND STAFF IMPACT

No fiscal or staff impacts accrue from receiving the report.

It is estimated that the Committee will require an annual 40 hours of staff facilitation if it meets on a quarterly basis (10 hours per meeting).

It is also recommended that the Committee have a small annual budget of \$250.

RECOMMENDATION

Staff recommend that the Board of Aldermen adopt the resolution receiving the update.