

**TRANSPORTATION ADVISORY BOARD  
MINUTES**

**Thursday, October 6, 2022**

**BOARD MEMBERS PRESENT**

Dave Pcolar, Chair  
Elyse Keefe  
Lenore Jones-Peretto

**BOARD MEMBERS ABSENT**

David Swan (excused)

**STAFF PRESENT**

Trish McGuire  
Kent Johnson

**GUESTS PRESENT**

Ryan Byars  
Michael Beauregard

**I. Call to order**

The meeting was called to order at 7:30 pm.

**II. Approval of Minutes (September 15, 2022)**

- An amendment was made to include a website link to the third item under Update on Transportation Projects.
- A motion was made by Jones-Peretto to approve the September 15, 2022 minutes as amended, and seconded by Keefe. Motion passed unanimously (Keefe, Jones-Peretto, Pcolar).

**III. Discussion Items**

- TAB Safe Routes to School Implementation Committee tasks and work schedule

Johnson led a discussion about the SRTS Implementation Committee’s responsibilities and charge. Their core responsibilities and scope as defined by Council were reviewed. Though the SRTS Plan only includes Carrboro Elementary and McDougale Elementary schools, there is a desire by staff and TAB to include Morris Grove Elementary moving forward, and there was some discussion about the need to officially update the SRTS Plan to include the school. There followed a conversation about a variety of topics addressed in the SRTS Plan including improvements at school sites, educational activities, etc., and to what degree various topics align with work for the Implementation Committee and to what degree work should be handled by others—such as the individual schools for programming and/or infrastructure improvements. There was also some discussion on whether the Implementation Committee can meet outside of regular TAB meetings, when the number of members present reaches a quorum and requires staff attendance, public notice, and the preparation of a meeting summary.

TAB members were asked to begin reviewing the SRTS Action Plan with a particular focus on the Action Steps in Chapter 7 and the data in Appendix A.

Some initial tasks were identified for the TAB to begin to work on, in its SRTS Implementation Committee capacity. These include:

- Review the existing data in Appendix A from the 2010 SRTS Action Plan and begin to collect new data using the standardized student tallies and parent surveys. (Baseline data for Morris Grove Elementary School will also be needed.)
  - o Tallies and Student Counts – collected by teachers in classrooms
  - o Parent Surveys – distributed by the schools
  - o Field Assessments – using walking audits involving students (such as: [https://www.saferoutespartnership.org/sites/default/files/walk\\_audit\\_toolkit\\_2018.pdf](https://www.saferoutespartnership.org/sites/default/files/walk_audit_toolkit_2018.pdf) )
  - o Identify changes, progress made, upcoming projects, and new challenges since the SRTS Plan was adopted.
  
- Discussion on Walk-to-School Day activities for October 12<sup>th</sup>

There was a brief discussion about the upcoming Walk-to-School activities including Mayor Seils leading a walk from Wilson Park to Carrboro Elementary in the morning, and about volunteering for counting students walking and biking to school in the morning at each of the three school sites.

- Update on Transportation Projects

There was a brief update on a range of current and upcoming projects.

#### **IV. Adjourn**

Jones-Peretto moved to adjourn the meeting; Keefe seconded the motion. The meeting was adjourned at 9:28 pm.