

**TRANSPORTATION ADVISORY BOARD / SAFE ROUTES TO SCHOOL  
IMPLEMENTATION COMMITTEE MINUTES**

**Thursday, September 21, 2023**

**BOARD MEMBERS PRESENT**

Lenore Jones-Peretto, Chair  
Elyse Keefe  
David Swan

**BOARD MEMBERS ABSENT**

David Salvesen

**STAFF PRESENT**

Tina Moon

**GUESTS PRESENT**

Amy Rickard  
Andrea Tanner  
Bradley Doll  
Jordon Dalton

**COUNCIL LIAISON PRESENT**

**I. Call to order**

Jones-Peretto called the meeting to order at 5:02, and asked the guests present to introduce themselves. Jones-Peretto suggested moving the discussion of the “quick build” project to the fifth matter under the Discussion Items.

**II. Approval of Minutes (June 1, 2023)**

Motion was made by Keefe to approve the September 7, 2023, minutes, and seconded by Jones-Peretto. The motion passed unanimously (Keefe, Jones-Peretto, Swan; Salvesen was not in attendance).

**III. Action & Discussion Items:**

- **SRTS Grant**

Moon provided a brief update on the status of the Safe Routes to School Non-Infrastructure Grant. The Town applied for a grant of approximately \$250,000 and was awarded just under \$90,000; no match is required. The Town is working through the agreement process with NCDOT. Staff anticipates advertising an RFP for consulting services in the fall to assist with updating the Safe Routes to School Strategic Action plan, to add Morris Grove Elementary School and McDougle Middle School to the plan, to update the demographic information for all of the schools and to begin to conduct walk/bike audits to help inform walking school buses/bike trains.

- Members discussed how best to advance the interests in the SRTS program noting the following:
- Safe access to school is needed for children to walk/bike. For Morris Grove Elementary School, completing the Jones Creek Greenway is very important.
- Lighting is needed, particularly for the winter months.
- Neighborhood ambassadors are needed, to organize and lead walking school buses and bike trains.
- The interactive mapping exercise at the last walk/bike to school event was successful, but now it’s time to take the next step, to do something with the information. Is there a way to use the pins to set up a sign up system like the NC Ride Share program, maybe set up a phone app?
- Tanner noted that she is the PTA Council President and can assist with disseminating information/promoting activities.
- What happened to the bicycles that are distributed to the CHCCS, is there a way to incorporate bike skills training when the bikes are at a particular school.
- Bicycle parking is also needed at the schools, sturdy racks in logical locations.

There was unanimous interest in developing a survey to gauge interest in local walking school buses and/or bike trains. Staff to draft a simple survey focusing on basic questions of interest and willingness to lead and/or organize, with general locational information. The survey could be shared with principals and/or the district to be distributed in the weekly newsletter. Staff will also plan to have paper sign-up sheets at the upcoming walk/bike/roll to school event on October 11<sup>th</sup>.

- **Possible Topics/Guests for November Meeting**

TAB members suggested inviting Stephen Heiny, with the Highway Safety Research Center in Chapel Hill; Stephen’s work focused on Safe Routes to School. Seth LaJeunesse was also suggested, in part because of his work with the travel tallies/ student/parent surveys that report how students get to school.

- **November SRTS Meeting Date/Time**

Staff noted that some of the SRTS Implementation Committee candidates indicated challenges getting to a 5:00 meeting. The 5:00 start time and remote meeting format were developed with the interest of being more accommodating to the student participants on the SRTS committee. After discussion, the members agreed by consensus to delay the SRTS committee meeting start time to 6:00 PM. The regular TAB meetings would still begin at 7:30 PM.

- **Possible Quick Build Project**

Moon explained the concept of “quick build” projects as explained in the Vision Zero Leadership Institute program that Town staff participated in during the summer. A quick build project is a low-cost, often temporary, project design to improve bike/ped visibility and/or safety. Examples include small project involving paint, traffic delineators and street signs, or changes to traffic signal timing, cones, etc. Moon introduced Max Randall with the Public Works Department to describe the proposed quick build project at the intersection of Roberson Street and the western end of the Libba Cotten bikeway.

After discussion, Transportation Advisory Board members expressed support for the project and recommended moving forward with implementation with the following comments and recommendations:

- Add signage to warn drivers of cyclists entering the road from the bikepath.
- Add signage to warn drivers exiting the parking lot at the ArtsCenter.
- Place the speed cushions with sufficient spacing to slow vehicles but not impede cyclists.
- It appears that the existing sharrow in the northeast curve of Roberson Street will be covered by the installation. Consider relocating that sharrow farther to the west, to be clear that the cyclists can take the lane.
- Consider testing a sample of the pavement paint prior to installation to address concerns with slipperiness.
- Consider incorporating a segment of street center line into the design to help define the width of the travel lane around the bend.
- Share an image of the conceptual design with to the ArtsCenter.

Keefe made a motion to approve the comments. Swan seconded the motion. The vote was unanimous: Keefe, Swan and Jones-Peretto voting in the affirmative.

- **Concept Plan Discussion for Housing at 315 Jones Ferry Road**

Transportation Advisory Board members reviewed their draft comments from the previous meeting and agreed to forward the following comments to the applicant:

- Overall, there is a lot to like about the project. The design includes a number of elements of

- interest, such as the indoor bike storage, conduit for EV charging for vehicles and E-bikes.
- Is the bike storage area accessible? Locked?
- The bike area should be easy to access. An exterior bike shelter, or rooflet, is also needed, particularly for visitors.
- Is there a crossing at the entrance drive? Sufficient lighting?
- Agree with the applicant that expanded bus services is needed for the project to be transit oriented development—more frequent boardings, and later hours. The applicant should continue to seek a commitment from Chapel Hill Transit.
- Additional parking and or overflow parking may be needed. Continue to seek opportunities for overnight parking nearby, such as Wilkerson or Mellott for lease. Would parking at the Jones Ferry Road Park & Ride lot be an option? How will the applicant determine which tenants get to use the on-site parking? Will they pay extra?
- Consider partnering with Zip cars and add one/two Zip car spaces.
- The design is still pretty close to the creek. How would the project be impacted if the flood zone increases as part of a future update to FEMA mapping?
- Consider adding balconies to some/all of the units—to make the units feel more spacious. The exterior design feels a little plain.

Keefe made a motion to approve the comments. Swan seconded the motion. The vote was unanimous: Keefe, Swan and Jones-Peretto voting in the affirmative.

- **Concept Plan Discussion for OWASA neighborhood utility at 1410 Hillsborough Road**

TAB members discussed their comments from the previous meeting relating to the utility project and agreed to forward the following comments to the applicant:

- Consider the risk for flash floods during construction.
- Consider adding a flashing sign to indicate when vehicles are leaving the site, at least during construction.
- Construction management will be important to prevent conflicts with use of the sidewalk and bike lane.
- Construction should stay away from the infra-red pedestrian counter.
- No idling on the road during construction.

Keefe made a motion to approve the comments. Jones-Perreto seconded the motion. The vote was unanimous: Keefe, Swan and Jones-Peretto voting in the affirmative.

#### **IV. Adjourn**

Having completed all of the items on the agenda, the Transportation Advisory Board meeting was adjourned at 6:30 pm.