

The following ordinance was introduced by Alderman \_\_\_\_\_ and duly seconded by Alderman \_\_\_\_\_.

**AN ORDINANCE AMENDING CHAPTER 3 OF THE CARRBORO TOWN CODE TO ESTABLISH A SAFE ROUTES TO SCHOOL IMPLEMENTATION COMMITTEE**

THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Article V of Chapter 3 of the Carrboro Town Code is amended by adding new sections as follows:

Section 3-24.10 Safe Routes to School Implementation Committee Established

(a) There shall be a Safe Routes to School Implementation Committee composed of thirteen voting members. One of these members shall be a member of the Board of Aldermen appointed by the Board as a liaison member. Twelve of these members shall be appointed by the Board of Aldermen and shall be composed as follows:

- (1) One member of the Chapel Hill-Carrboro City Schools Board of Education
- (2) One member of the Chapel Hill-Carrboro City Schools administration
- (3) One member of the administration, faculty, or staff of Carrboro Elementary School
- (4) One member of the administration, faculty, or staff of McDougle Elementary School
- (5) One member of the administration, faculty, or staff of Morris Grove Elementary School
- (6) One member of the Transportation Advisory Board
- (7) One representative of the North Carolina Department of Transportation
- (8) One parent of a student attending an elementary school in Carrboro
- (9) One resident of the Town with a demonstrated background in public health, physical activity promotion, or active transportation
- (10) One youth member enrolled in high school
- (11) One youth member enrolled in middle school
- (12) One youth member enrolled in elementary school

The members denoted by (1) through (7) in this list above shall be recommended by their respective organizations. The member denoted by (8) shall be eligible to serve on the Committee in any calendar year in which his or her child is or was enrolled as

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a student. The Board of Aldermen may appoint the youth members denoted by (10) through (12) after receiving recommendations from their respective schools. The Board of Aldermen may appoint alternate members for each of these members to serve when the members are not present.

(b) Excluding the Board liaison member and youth members, voting members of the Committee shall serve three-year staggered terms, but members may continue to serve until their successors are appointed and qualified. The terms of three seats shall expire on February 1, 2016, and every third anniversary thereafter. The terms of three seats shall expire on February 1, 2017, and every third anniversary thereafter. The terms of three seats shall expire on February 1, 2018, and every third anniversary thereafter.

(c) The Board liaison member shall serve at the pleasure of the Board. The Board may appoint an alternate Board liaison member to serve when the liaison member is unavailable.

(d) Youth members shall serve one-year terms but may continue to serve until their successors are appointed and qualified and as long as they remain enrolled the same school or at the same level (elementary, middle, high) of another school in Carrboro.

(e) Committee members may be appointed for a maximum of two successive terms (or any part thereof). A member who has served for two successive terms (or any part thereof) shall be eligible for re-appointment only after an absence from the Committee of at least one year.

(f) Members may be removed as follows:

- (1) The chairman shall file or cause to be filed with the town clerk an attendance report after each meeting identifying those members who were present or absent.
- (2) Unless the chairperson waives the requirement, members shall be removed if they are absent from three consecutive meetings. The town clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairman will have ten days after receipt of such notice to waive the removal. If the chairman fails to notify the town clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the town clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.

- (3) Members may also be removed by the appointing authority, after a hearing, for any good cause related to performance of duty.

Section 3-24.11 Meetings and Officers of the Safe Routes to School Implementation Committee

- (a) Beginning with calendar year 2015, the Committee shall hold regular meetings at least three times per calendar year at such times and places as it shall designate.
- (b) A quorum shall consist of a majority of the non-vacant seats on the Committee, except that in no case shall a quorum consist of fewer than eight members.
- (c) Abstention from voting is strongly discouraged except in circumstances when a member has a direct financial interest in the outcome of the matter at issue. Abstention shall not be required in any case, but members are expected to disclose potential conflicts of interest that are not apparent from the nature of the matter at issue.
- (d) The Committee shall designate one of its members to serve as chairperson and one to serve as vice-chairperson. These officers shall be selected annually at the commission's first meeting of the year and shall serve for terms of one year unless their terms of appointment to the Committee sooner expire. A member may be selected to serve as chairperson for not more than two consecutive full one-year terms. The chairperson and vice-chairperson may take part in all deliberations and vote on all issues.

Section 3-24.12 Powers and Duties of the Safe Routes to School Implementation Committee

- (a) The Committee shall recommend transportation projects, policies, programs, or activities that serve to increase the safety and convenience of walking and bicycling to school. The Committee shall provide guidance and support for implementing the recommendations of the adopted Safe Routes to School Action Plan and evaluating implementation progress. The Committee may provide assistance with seeking project or program funding, including applying for grants, Safe Routes to School event planning, and data collection.
- (b) In creating this section, the Board of Aldermen finds that while safe walking and bicycling options are important for all levels of K-12 education, Safe Routes to School efforts typically focus on elementary and middle schools. Therefore, the Committee shall focus its efforts on existing or planned elementary and middle schools within Town limits.

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(c) The Committee may adopt rules and regulations governing its procedures and operations not inconsistent with the provisions of this chapter.

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this 18<sup>th</sup> day of March, in the year 2014.

Ayes:

Noes:

Absent or Excused: