

Town of Carrboro

301 W. Main St., Carrboro, NC 27510



Meeting Agenda - Final

Tuesday, November 14, 2023

7:00 PM

Council Chambers - Room 110

Town Council

7:00-7:10**A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS**

Proclamation - Small Business Saturday

Proclamation - Care to Share Day

7:10-7:15**B. ANNOUNCEMENT OF UPCOMING MEETINGS****7:15-7:25****C. PUBLIC COMMENT****7:25-7:40****D. CONSENT AGENDA**

1. [23-316](#) Consideration to Amend the Town Meeting Calendar to add a Town Council meeting on November 29, 2023

PURPOSE: The purpose of this agenda item is for Town Council to amend the 2023 Town Meetings Calendar to add an additional Town Council meeting on November 29, 2023.

Attachments: [A - Resolution to Add Meeting 11.29](#)

2. [23-330](#) Approval of Meeting Minutes from Town Council Meeting March 7, 2023.

3. [23-309](#) 203 South Greensboro St. Project Furniture Procurement Authorization

PURPOSE: The purpose of this agenda item is for the Town Council to authorize the furniture procurement for the 203 Project

Attachments: [A - Resolution](#)

[B - Selections](#)

[C - Race and Equity Pocket Questions](#)

4. [23-276](#) Amendment to Capital Improvement Project Ordinance for the Jones Creek Greenway Project (C-5181)

PURPOSE: The purpose of this agenda item is for the Town Council to adopt a new capital project ordinance to reflect additional local discretionary funds (Federal STBG-DA).

Attachments: [A - Draft Jones Creek Greenway CIP Ordinance Amendment 11-1-2023](#)
[B - Extracted page from NCDOT Amended 2020-2029 STIP \(highlighted\)](#)
[C - Pocket Questions - Jones Creek CIP Amendment](#)

5. [23-285](#) Request to Authorize Manager to Extend Contract with Stantec for Design Services Relating to the Bike Loop Detector Project (U-4726-DF)

PURPOSE: The purpose of this agenda item is to authorize the Town Manager to extend the contract with Stantec, the consulting firm preparing the updated plans and specifications for the bike loop detector project.

Attachments: [A - Resolution Stantec Extension for Bike Loop Detectors \(2\)](#)
[B - Pocket Questions for Stantec Contract Extension for U-4726-DF 11-1-2023 \(2\)](#)

6. [23-315](#) Consideration of Transportation Projects for Regional Flexible Funding

PURPOSE: The purpose of this agenda item is to provide the Town Council with information about federal funding allocated to the DCHC MPO for transportation projects, and to consider adopting a resolution seeking Regional Flexible Funding for FY 25.

Attachments: [A - Resolution for Transportation Projects for RFF 11-14-2023](#)
[B - Phasing Plan - Bolin Creek Greenway](#)
[C - Long-Term Bike Network](#)
[D - Call for FY25 RFF Projects](#)
[E - RFF Policy](#)
[F - Pocket Questions](#)

7:40-9:00

E. OTHER MATTERS

1. [23-314](#) Affordable Housing Review Meeting for Newbury Architecturally Integrated Subdivision at 904 Homestead Road

PURPOSE: The purpose of this agenda item is for Town Council to discuss the affordable housing component of the Newbury Architecturally Integrated Subdivision project at 904 Homestead Road

Attachments: [A - Statement From Applicant](#)
[B - LUO Sections 15-54.1 and 15-188](#)
[C - SUP-A Affordable Housing Review Meeting Pocket Questions](#)

2. [23-329](#) FY 2023-24 First Quarter Budget Status Report

PURPOSE: The purpose of this item is to provide a budget status report to Town Council for all funds.

Attachments: [A - 1st Quarter Budget Report.](#)

3. [23-313](#) Community Safety Task Force Recommendations

PURPOSE: The purpose of this agenda item is for the Community Safety Task Force (CSTF) to submit and present concrete, actionable recommendations to the Town Council that will promote racial equity in law enforcement and the criminal legal system and enhance the safety and well-being of all Carrboro residents. CSTF members will present an overview of the recommendations.

Attachments: [A - Resolution Accepting CSTF 2023 Report and Thanking Members](#)
[B - CSTF Final Report 11-9-23](#)
[C - CSTF Pocket Questions](#)

9:00-9:10

F. MATTERS BY COUNCIL MEMBERS

G. CLOSED SESSION 143-318.11(A)(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

1. [23-327](#) Approval of Closed Session Town Council Meeting Minutes from 2023: February 28, March 7, June 6, August 31, September 19, September 26, and October 24

Council Remote Participation: Pursuant to Town Code Chapter 2, Section 2-19, if a Town Council member must participate remotely, they must contact the Town Clerk's office as soon as possible, but at a minimum of 4 hours form the start of the Council meeting to ensure proper arrangements are made and to ensure a physical quorum of members will be present.



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 23-316

Agenda Date: 11/14/2023

File Type: Agendas

In Control: Town Council

Version: 2

Consideration to Amend the Town Meeting Calendar to add a Town Council meeting on November 29, 2023

PURPOSE: The purpose of this agenda item is for Town Council to amend the 2023 Town Meetings Calendar to add an additional Town Council meeting on November 29, 2023.

RECOMMENDATION: If Town Council agrees to add this additional Council meeting, the following resolution should be adopted setting this meeting (Attachment A).

**A RESOLUTION ADDING A NOVEMBER 29, 2023 TOWN COUNCIL MEETING TO
THE TOWN MEETINGS CALENDAR**

NOW, THEREFORE BE IT RESOLVED BY THE CARRBORO TOWN COUNCIL THAT:

Section 1. A November 29, 2023 Town Council meeting has been added to the calendar.

This the 14th day of November 2023.



Town of Carrboro

301 W. Main St., Carrboro,
NC 27510

Agenda Item Abstract

File Number: 23-330

Agenda Date: 11/14/2023

File Type: Agendas

In Control: Town Council

Version: 2

Approval of Meeting Minutes from Town Council Meeting March 7, 2023.



Agenda Item Abstract

File Number: 23-309

Agenda Date: 11/14/2023

File Type: Agendas

In Control: Town Council

Version: 1

203 South Greensboro St. Project Furniture Procurement Authorization

PURPOSE: The purpose of this agenda item is for the Town Council to authorize the furniture procurement for the 203 Project

DEPARTMENT: Public Works

CONTACT INFORMATION: Ben Schmadeke, bschmadeke@carrboronc.gov
<<mailto:bschmadeke@carrboronc.gov>>, 919-918-7424

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

This procurement is consistent with the Council's priority of completing the 203 Project.

INFORMATION: Perkins & Will's interior design team worked with Town and Orange County staff to select the most appropriate furnishings for the 203 Project. These furnishings include office workstations, conference room furniture, cubicles, common area seating, messy program worktables, Teen Center furniture, and stackable chairs for multipurpose spaces. Selections were made prioritizing durability and affordability while maintaining a design aesthetic consistent with the architecture. All pieces included in this procurement are either using State Contract pricing or were competitively bid. Additionally, bulk purchase discounts have been applied. Attachment B depicts the furniture selections.

The purchase order from the Town of Carrboro will include all Town furnishings and all shared furnishings, with Orange County reimbursing the Town at the cost share rate of 55.48% per the approved development agreement. Orange County will be issuing a separate purchase order for the library and Skills Development furnishings.

The timing of the purchase order is being made to allow for lead times and installation so that the building can be fully furnished at the end of construction. Any delay in placing the order may jeopardize the ability to furnish the building in-time for building opening and result in price increases.

FISCAL IMPACT: The furniture procurement is being made using the approved Furniture, Fixtures, and Equipment (FF&E) budget. Furnishing costs included in this purchase order are detailed below.

Town Furnishings	\$398,065.00
Town Portion of Shared Furnishings	\$56,968.00
County Portion of Shared Furnishings	\$70,992.00
Total	\$526,025.00

The total FF&E budget is \$2,491,075.00. Additional FF&E expenses are accounted for, and costs are forecasted to come in under budget.

RECOMMENDATION: It is recommended that the Town Council approve the attached resolution

Agenda Date: 11/14/2023
In Control: Town Council
Version: 1

File Type: Agendas

authorizing the purchase order for 203 Project furnishings.

A RESOLUTION TO AUTHORIZE THE TOWN MANAGER TO ISSUE A PURCHASE ORDER FOR THE 203 S. GREENSBORO ST PROJECT FURNISHINGS

WHEREAS, the Carrboro Town Council has adopted a Capital Project Ordinance appropriating \$2,257,095.00 for furniture, fixtures, and equipment for the 203 S. Greensboro St Project; and

WHEREAS, the Town's consultant, Perkins & Will, worked with Town and County staff to select appropriate furnishings consistent with the building programming and design, prioritizing durability and value, and;

WHEREAS, all furniture selections are either on State Contract pricing or were competitively bid consistent with Town purchasing requirements; and

WHEREAS, the Town and Orange County have a development agreement with provisions for cost reimbursement; and

NOW THEREFORE, BE IT RESOLVED that the Carrboro Town Council authorizes the Town Manager to issue a Purchase Order for the 203 Project furnishings including Town and shared furnishings in the amount not to exceed \$526,025.00 with reimbursement from the County for shared furnishings in accordance with the development agreement.

This the 14th day of November in 2023.



PF#11840 / QUOTE/ORDER #
Carrboro

DATE:
6/5/2023



- This Validation Document is a tool Storr Office Environments uses to summarize and clearly communicate the custom furniture selections and their associated layouts, features, and finishes that are specified in our detailed quoted.
- Review of this Validation Document and the associated furniture plans with your Storr Account manager helps ensure mutual understanding and accuracy of specifications.
- Any revisions to the layouts, features or finishes of the furniture detailed herein will affect the final quote provided.
- This should not serve as a construction document. Verification of field conditions and dimensions may be required prior to completion of installation documents.
- Hard-wired electrical connections not provided by Storr.
- Data/cabling and connections not provided by Storr.
- Proposed floor core locations are a recommendation only. Final locations to be coordinated by others.

The content of this document is confidential and proprietary to Storr Office Environments.

CUSTOMER & ACCOUNT EXECUTIVE APPROVAL

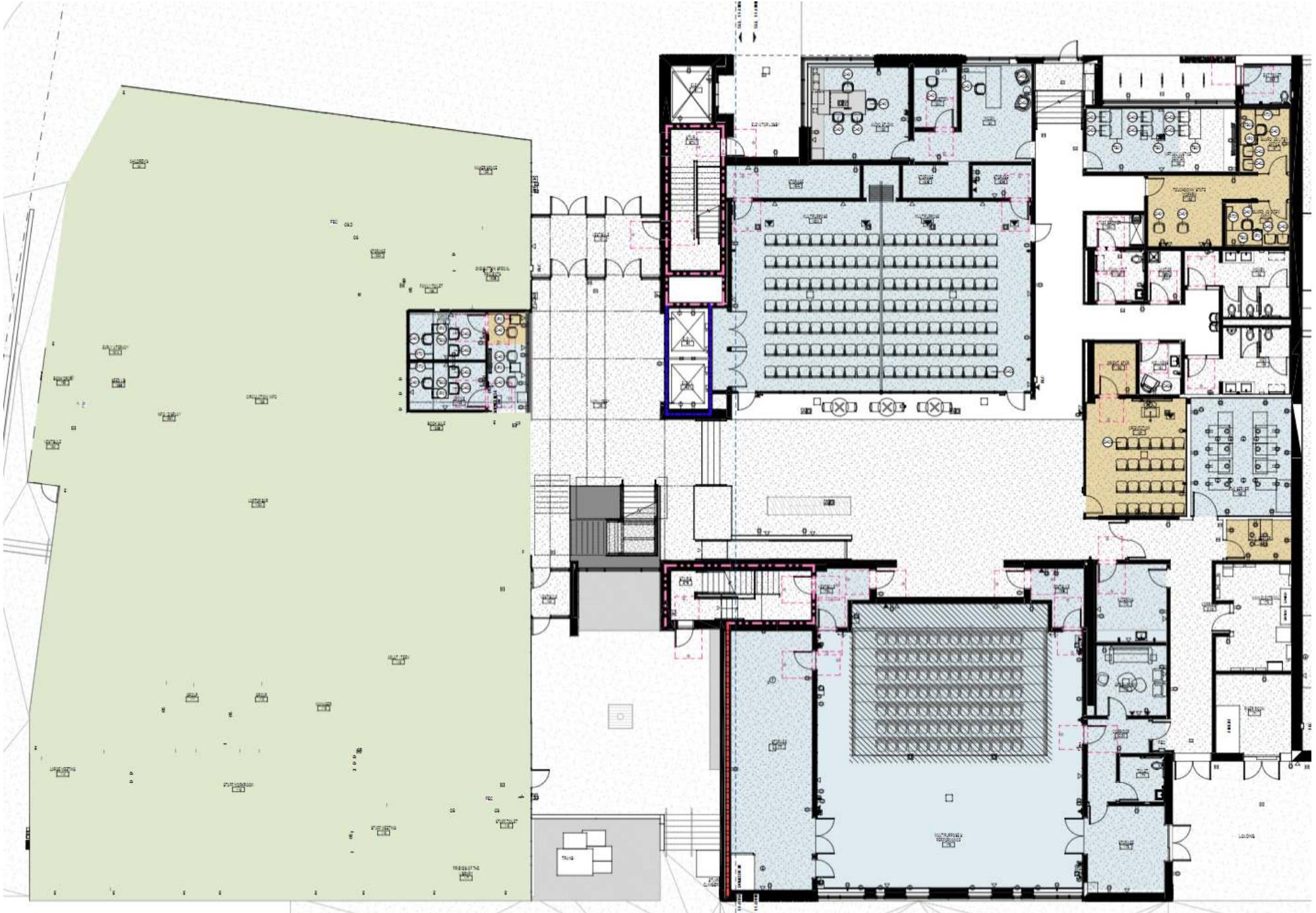
With this signature I acknowledge that I have reviewed and approve all furniture layouts and specification features and finishes detailed in this document.

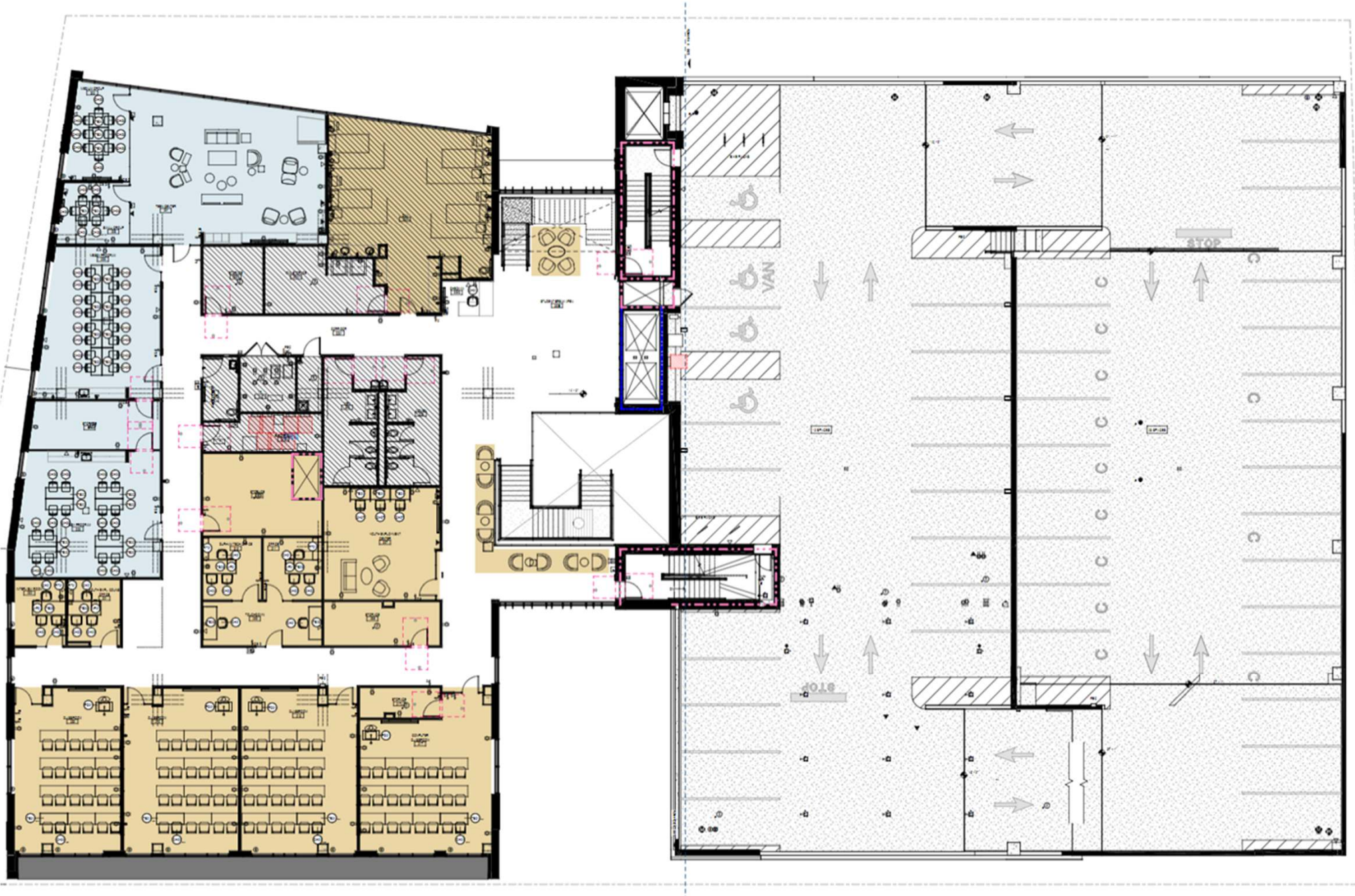
Customer Signature & Date

Storr Account Executive Signature & Date

Project Contact
Gena Domanski

gdomanski@storr.com | 919.313.3716









Product representation only. See renderings for layout.

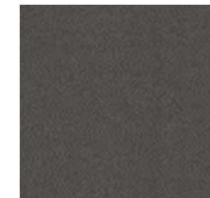
AMQ | Bodi Task Chair

Qty: 2

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



Mesh
Black



Seat Upholstery
Era Night Owl
5ES7



Frame Finish
Black

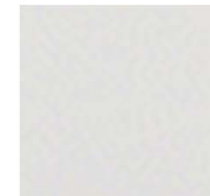


Product representation only. See renderings for layout.

STEELCASE | TS Mobile Ped

Qty: 1

- 19" Deep
- Box/file
- Casters



Paint
Milk
4242



Pull Handle
Pull/Nickel
9211



STEELCASE | Migration HAD + Currency

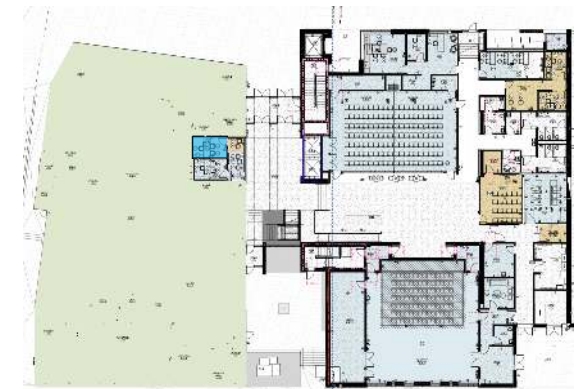
Qty: 1

- **Desk:** 29"D x 72"W height adjustable desk, cable management tray and riser, laminate 60"W modesty panel
- **Credenza:** 18.875"D x 60"W x 28.5"H, right hand, open/lateral file
- **Overhead:** 16"D x 60"W x 15"H, locking, hinged doors
- **Mobile Ped:** 19"Deep, box/file, casters
- **Tackboard:** 60"W x 20.25"H

AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



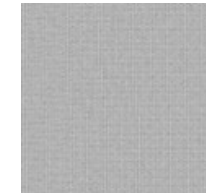
See the following pages for additional components and seating details.



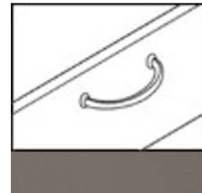
Finish
Laminate and
Pedestal Paint
Milk
2L84/4242



**HAD Base
Paint**
Merle 7360



**Tackboard
Upholstery**
Tinsel Depth
P520



Pulls
Handle Pull
Nickel
9211



Locks
Polished Chrome
9201



**Task Chair
Mesh**
Black



**Task Chair
Upholstery**
Era Night Owl



**Task Chair
Frame Finish**
Black



COALESSE | Enea Altzo

Qty: 2

- Armless
- Upholstered seat
- Wood legs



Plastic
White
PG1 003



Wood Leg
White Oak
VP05



Upholstery
ArcCom
Legacy Paprika
69450

Product representation only. See renderings for layout.



NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



Painted Back
White

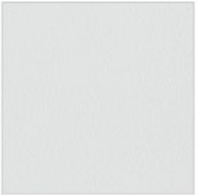
Product representation only. See renderings for layout.



AMQ | Boost Power Box

Qty: 1

- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length



Finish
White

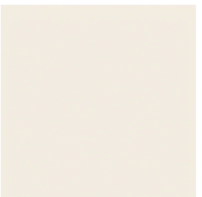
Product representation only. See renderings for layout.



STEELCASE | CF Plus Monitor Arm

Qty: 1

- Dual monitor arm
- 14" pole
- Std slider bar tilt head
- C-clamp mount



Finish
Pearl Snow
ZW01



STEELCASE | Migration HAD + Currency

Qty: 1

- **Desk:** 29"D x 72"W height adjustable desk, cable management tray and riser, laminate 60"W modesty panel
- **Credenza:** 18.875"D x 60"W x 28.5"H, left hand, open/lateral file
- **Overhead:** 16"D x 60"W x 15"H, locking, hinged doors
- **Mobile Ped:** 19"Deep, box/file, casters
- **Tackboard:** 60"W x 20.25"H

AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



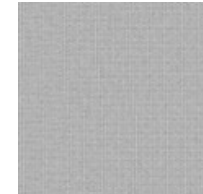
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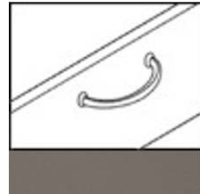
Finish
Laminate and
Pedestal Paint
Milk
2L84/4242



**HAD Base
Paint**
Merle 7360



**Tackboard
Upholstery**
Tinsel Depth
P520



Pulls
Handle Pull
Nickel
9211



Locks
Polished Chrome
9201



**Task Chair
Mesh**
Black



**Task Chair
Upholstery**
Era Night Owl



**Task Chair
Frame Finish**
Black



Product representation only. See renderings for layout.

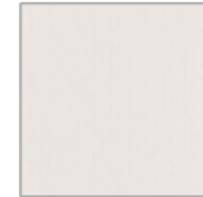
COALESSE | Enea Altzo

Qty: 2

- Armless
- Upholstered seat
- Wood legs



Plastic
White
PG1 003



Wood Leg
White Oak
VP05



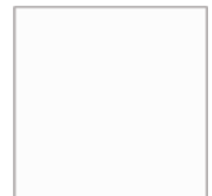
Upholstery
ArcCom
Legacy Paprika
69450



NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



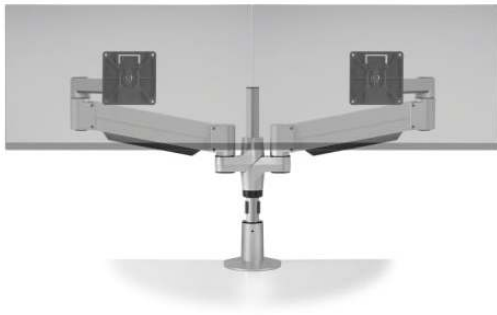
Painted Back
White


AMQ | Boost Power Box
Qty: 1

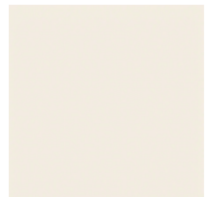
- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length

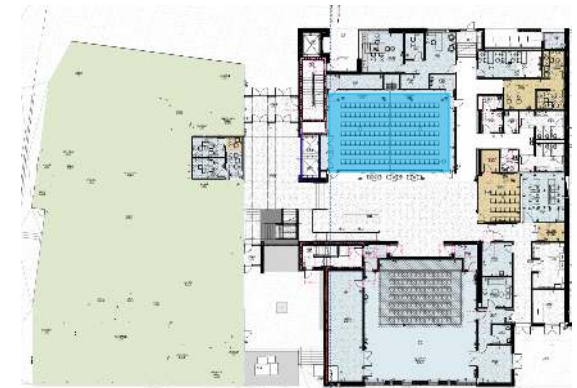

Finish
 White

Product representation only. See renderings for layout.


STEELCASE | CF Plus Monitor Arm
Qty: 1

- Dual monitor arm
- 14" pole
- Std slider bar tilt head
- C-clamp mount


Finish
 Pearl Snow
 ZW01



DAVIS | A-Chair

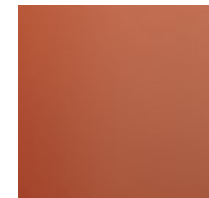
Qty: 140

- Multi-purpose stacking chair
- Integrated ganging
- No arms

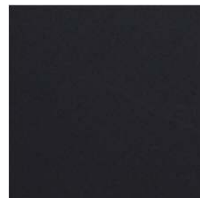
LEGRAND | AV L2 Series Lectern

Qty: 2

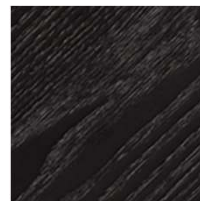
- Dimensions: 25.9"D x 30"W x 43.8"H
- Integrated AV technology access
- Locking, heavy duty 4" casters
- Cable management system includes 5 grommets total, 2 on top, 1 on each side and 1 on bottom
- Hinged door on front with handle



Poly Shell
Rust



Base Finish
Lava



AV Finish
Grained Ebony
Ash



Product representation only. See renderings for layout.

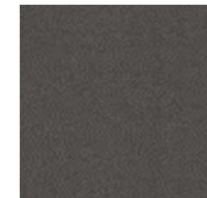
AMQ | Bodi Task Chair

Qty: 4

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



Mesh
Black



Seat Upholstery
Era Night Owl
5ES7



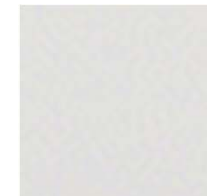
Frame Finish
Black



STEELCASE | TS Mobile Ped

Qty: 1

- 19" Deep
- Box/file
- Casters



Paint
Milk
4242



Pull
Handle
Pull/Nickel
9211



STEELCASE | Migration HAD + Currency

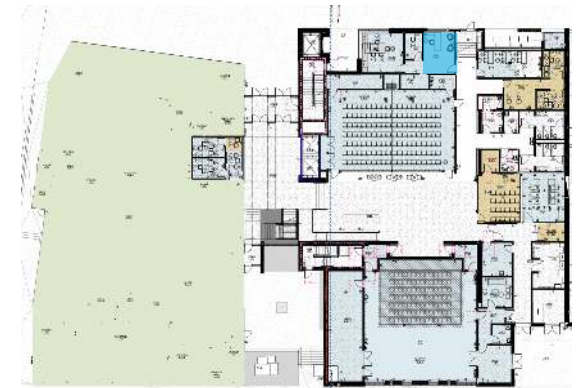
Qty: 1

- **Desk:** 29"D x 72"W height adjustable desk, cable management tray and riser, laminate 60"W modesty panel
- **Credenza:** 18.875"D x 60"W x 28.5"H, left hand, open/lateral file
- **Overhead:** 16"D x 60"W x 15"H, locking, hinged doors
- **Mobile Ped:** 19"Deep, box/file, casters
- **Tackboard:** 60"W x 20.25"H

AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



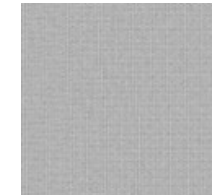
See the following pages for additional components and seating details.



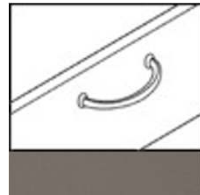
Finish
Laminate and
Pedestal Paint
Milk
2L84/4242



**HAD Base
Paint**
Merle 7360



**Tackboard
Upholstery**
Tinsel Depth
P520



Pulls
Handle Pull
Nickel
9211



Locks
Polished Chrome
9201



**Task Chair
Mesh**
Black



**Task Chair
Upholstery**
Era Night Owl



**Task Chair
Frame Finish**
Black



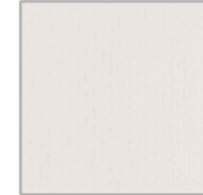
COALESSE | Enea Altzo

Qty: 2

- Armless
- Upholstered seat
- Wood legs



Plastic
White
PG1 003



Wood Leg
White Oak
VP05



Upholstery
ArcCom
Legacy Paprika
69450

Product representation only. See renderings for layout.



NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



Painted Back
White


AMQ | Boost Power Box
Qty: 1

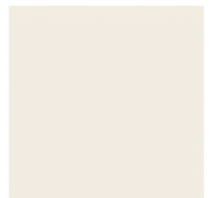
- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length


Finish
 White

Product representation only. See renderings for layout.


STEELCASE | CF Plus Monitor Arm
Qty: 1

- Dual monitor arm
- 14" pole
- Std slider bar tilt head
- C-clamp mount


Finish
 Pearl Snow
 ZW01



Product representation only. See renderings for layout.

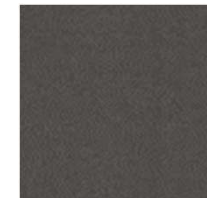
AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



Mesh
Black



Seat Upholstery
Era Night Owl
5ES7



Frame Finish
Black



STEELCASE | Groupworks Tables

Qty: 3

- Dimensions: 24"D x 60"W
- (1) Flush Power Module/table - (2) power, dual USB-A
- Standard Plug
- Casters: (2) locking, (2) non-locking/table
- No modesty panel
- Vertical and horizontal cable management
- Flip Top

DAVIS | A-Chair

Qty: 6

- Multi-purpose stacking chair
- Integrated ganging
- No arms



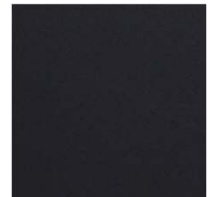
Laminate/Edge
Milk
2L84/6052



Paint
Merle
6527



Poly Shell
Rust



Base Finish
Lava



NEVINS | Sena Short Seat

Qty: 2

- Dimensions: 23.25"D x 46.5"W x 17.25"H
- Reconfigurable block seating
- Combines with back unit to create backed bench seating

NEVINS | Sena Back Unit

Qty: 2

- Dimensions: 11.5"D x 46.5"W x 30"H
- Reconfigurable block seating
- Combines with short seat to create backed bench seating



Finish
Camira Synergy
Serendipity



Product representation only. See renderings for layout.

WEST ELM | Lucas Swivel

Qty: 2

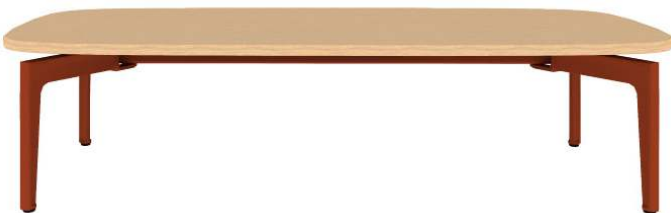
- Dimensions: 32"D x 30.5W x 31"H
- Seat height: 20.75"
- Swivel base



Upholstery
DesignTex
Tiny Boucle
Sumac
3926-302



Finish
Polished
Aluminum
8046

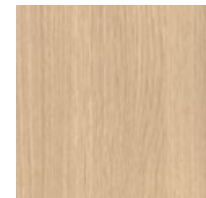


Product representation only. See renderings for layout.

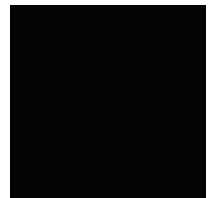
STEELCASE | Bass Line Table

Qty: 1

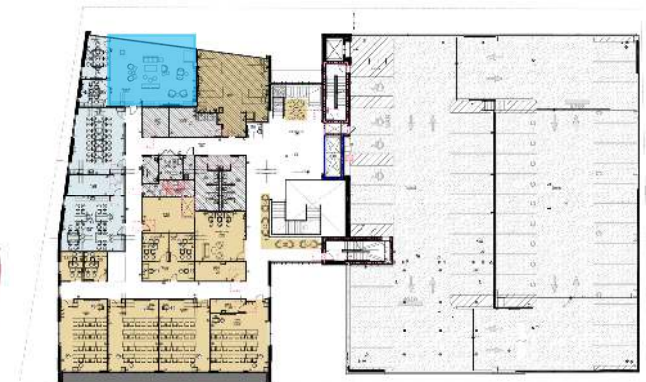
- Dimensions: 24"D x 54"W x 13"H
- Oval



Laminate
Clear Oak
2HAK



Paint
Perfect Match
Saffron
4C27



See the following pages for additional components, accessories, and seating details.

OFS | Hinchada Sofa – Chaise Cushion **Qty: 1**

- Dimensions: 46"D x 36"W x 24"H
- Seat height: 12"H

OFS | Hinchada Sofa – Left Corner **Qty: 1**

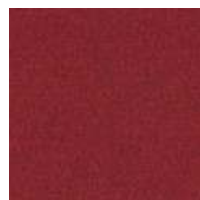
- 46"D x 46"D x 24"H
- Seat height: 12"H

OFS | Hinchada Sofa – Right Corner **Qty: 1**

- 46"D x 46"D x 24"H
- Seat height: 12"H



Main Body Upholstery
DesignTex
Jumper Confetti
3878-901



Welt
Momentum
Feltro Ruby
312-7501



OFS | Hinchada Large Cushion Qty: 4

- Dimensions: 36"D x 36"W x 24"H
- Seat height: 12"H

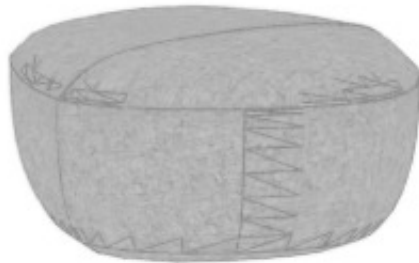
Product representation only. See renderings for layout.



Main Body Upholstery
Momentum
Feltro Ruby
312-7501



Welt Upholstery
DesignTex
Jumper Confetti
3878-901



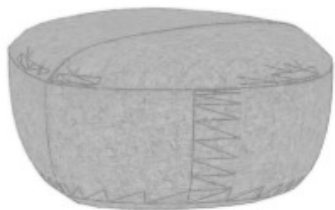
BOLIA | Split Pouf Large Qty: 1

- Dimensions: 15.75" H x 35.43" W x 35.43" D

Product representation only. See renderings for layout.



Upholstery
Step Melange
Light Grey



BOLIA | Split Pouf Medium Qty: 1

- Dimensions: 15.75" H x 29.53" W x 29.53" D

Product representation only. See renderings for layout.



Upholstery
Step Melange
Light Grey

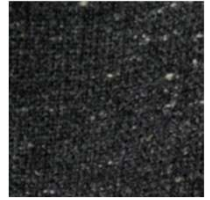


Product representation only. See renderings for layout.

MOOOI | Hana Lounge

Qty: 2

- Dimensions: 36.2"D x 36.2"W x 29.1"H



Upholstery
Solis Suit



Product representation only. See renderings for layout.

BOLIA | Island Coffee Table

Qty: 1

- Dimensions: 13.77" H x 42.12" W x 49.21" D



Finish
White Pigment
Oiled Oak
63



Product representation only. See renderings for layout.

BOLIA | Mix Small Coffee Table

Qty: 1

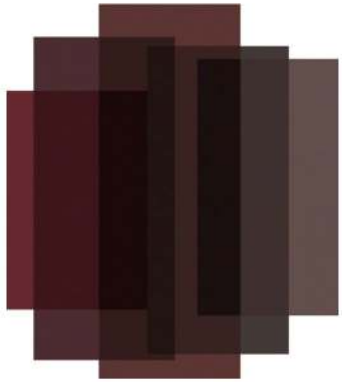
- Dimensions: 18.9" H x 18.11" W x 18.11" D



Marble Top
Grey/white



Wood Finish
White Pigment
Oiled Oak
63



MOOOI | Blended 5 Colours Rug Qty: 1

- Dimensions: 122" x 138"



Color
Marble Red

Product representation only. See renderings for layout.



DAVIS | Circa Bar Stool Qty: 2

- Dimensions: 13.77" H x 42.12" W x 49.21" D



Plastic Shell
Stone

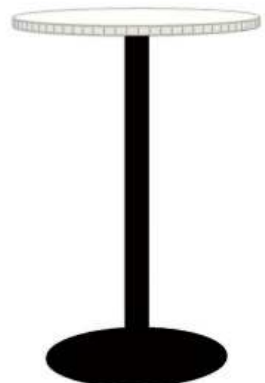


Leg Finish
Natural Beech



Foot Bar
Mustard

Product representation only. See renderings for layout.



STEELCASE | Groupworks Table Qty: 1

- Dimensions: 30"Dia x 41"H



Laminate
Milk
2L84



Base Paint
Black
0835

Product representation only. See renderings for layout.



Product representation only. See renderings for layout.

STEELCASE | Potrero Ping Pong Table

Qty: 1

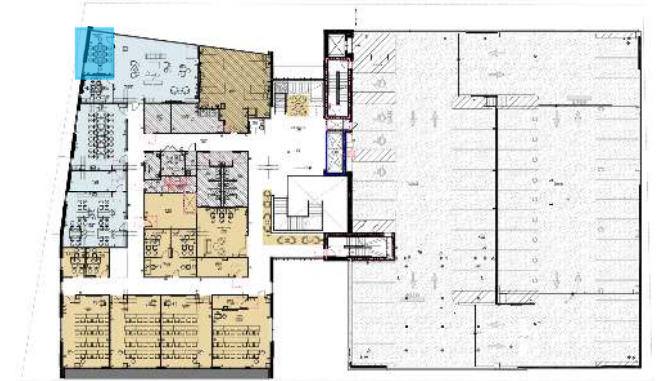
- Dimensions: 60"D x 108"W
- Painted graphics for tennis table
- 90 Degree square corners
- Quote includes Net and (4) paddles



Veneer
 Black Brown Oak
 V3EK



Paint
 Graphite Gloss
 4138


STEELCASE | Universal Top, Frameone Legs **Qty: 3**

- Dimensions: 30"D x 42"W
- No power access

SOURCE | Martini Chair **Qty: 8**

- 4-Star Swivel Base
- Carpet casters, black
- Fully upholstered
- Open back

NEVINS | Think Glassboard **Qty: 1**

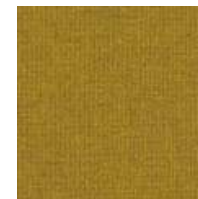
- Dimensions: 48" x 96"
- Magnetic
- ¼" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



Laminate
Milk
2884



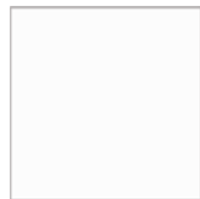
Table Base Paint
Merle
7360



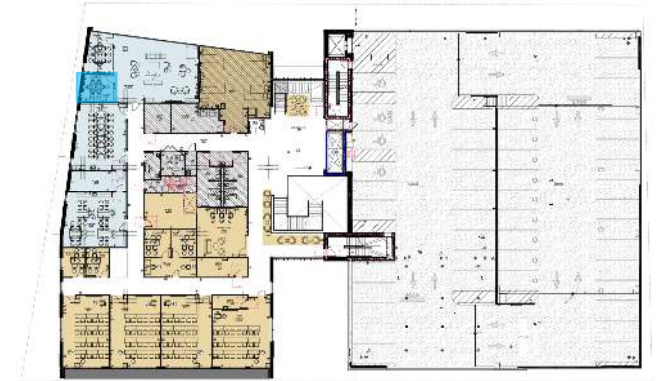
Chair Upholstery
Designtex
Mackintosh
Glow3025-201



Chair Base Paint
Dark Grey
DGY



Painted Back
White



STEELCASE | Universal Top, Frameone Legs Qty: 2

- Dimensions: 30"D x 42"W
- No power access

SOURCE | Martini Chair Qty: 6

- 4-Star Swivel Base
- Carpet casters, black
- Fully upholstered
- Open back

NEVINS | Think Glassboard Qty: 1

- Dimensions: 48" x 96"
- Magnetic
- ¼" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



Laminate
Milk
2884

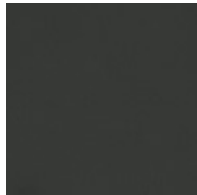
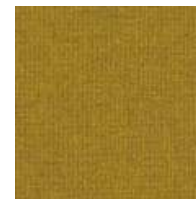


Table Base Paint
Merle
7360



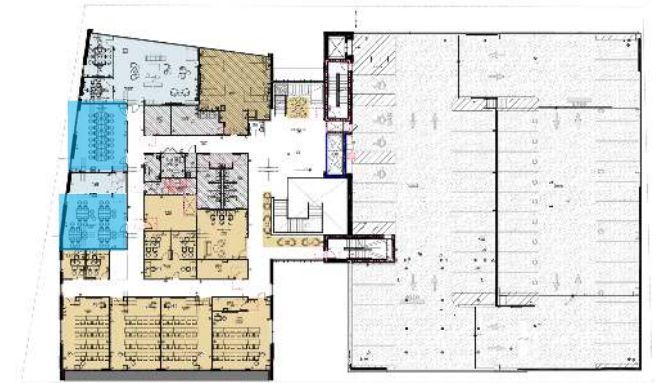
Chair Upholstery
Designtex
Mackintosh
Glow3025-201



Chair Base Paint
Dark Grey
DGY



Painted Back
White



Product representation only. See renderings for layout.

3BRANCH | Maker Flex Table TB-12L

Qty: 8/Room

- Dimensions: 36"D x 72"W
- Hand-crank
- Height adjustability: 29"-47"
- Powder coated base
- Locking caster



Worksurface
Solid Maple
Butcher Block



Paint
Silver



Product representation only. See renderings for layout.

SOURCE | Jump Chair CH-8L

Qty: 16/Room

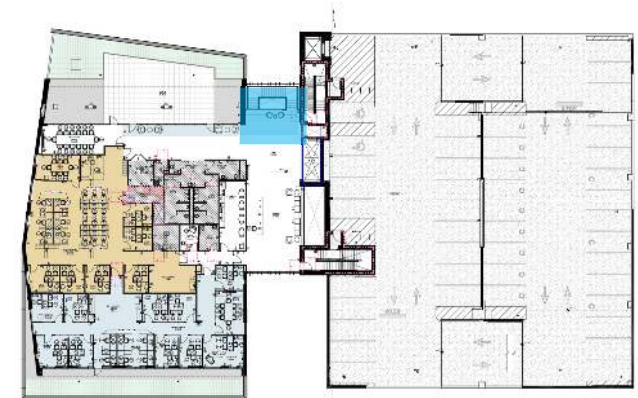
- Dimensions: 20.5"D x 22.5"W x 32.25"H, seat height: 17.75
- Sled base
- Stacks 4 high on floor



Poly Colors
Charcoal
(Front)/Black
(Back)
2807



Base Paint
Black
B0



COALESSE | Bob Lounge

Qty: 4

- Overall dimensions: 35"W x 34.25"D x 31.75"H
- Seat height: 17"
- 4-Star swivel-return base

BLU DOT | Circula Small Coffee Table

Qty: 1

- Dimensions: 36"Dia x 15"H
- Powder coated aluminum

MOOOI | Blended 5 Colours Carpet Cloudy Blue

Qty: 1

- Dimensions: 98"W x 88"D
- Polyamide



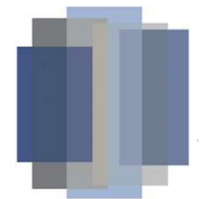
Upholstery
Bo Peep
Nautical
5G83



Base Metal
Matte Polished
Aluminum
8040



Laminate
Linen
COP



Cloudy Blue



WEST ELM | Slope Lounge

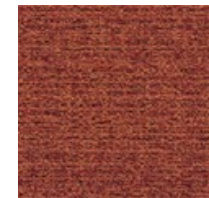
Qty: 4

- Overall dimensions: 26.5"W x 26.5"D x 28"H
- Seat width: 26.5"
- Seat depth: 21.75"
- Seat height from floor: 15.75"

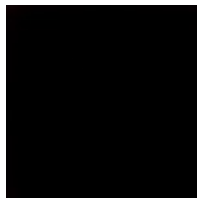
OFS | X&O Table

Qty: 2

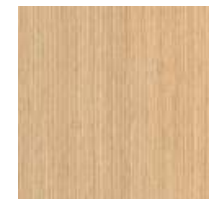
- Dimensions: 20"Dia x 20"H
- Cylinder Table
- Tapered



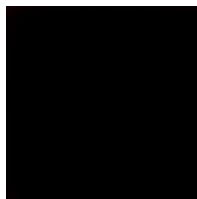
Upholstery
Designtex
Dapple Yam
393 7701



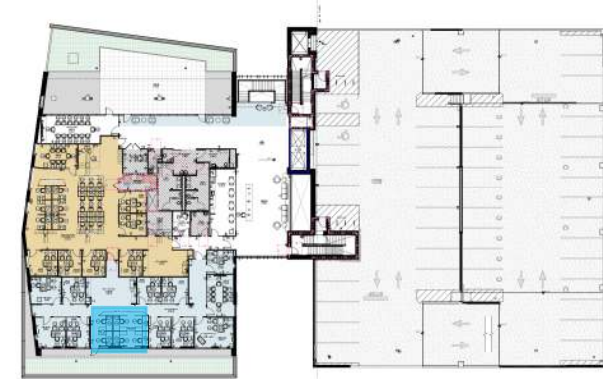
Base Paint
Low Gloss Black
4710



Laminate
Linen
COP



Plinth Finish
Black
BLP



STEELCASE | Answer Beam Panel System

Qty: 6

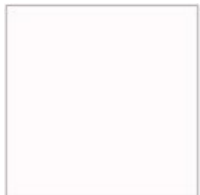
Workstation Footprint: 60"D x 84"W

PANELS

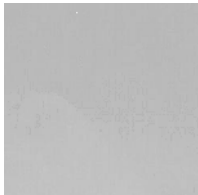
- Spine: Answer Beam w/laminate skins
- Wing panels: privacy gallery panel dividers
- Height adjustable desk
 - Dimensions: 29"D x 66.3"W
 - Tray cable management and cable riser
- Sarto desk mounted screen
- Mobile combo lateral / drawer file with cushion

ELECTRICAL

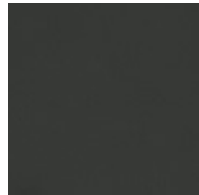
- Wiring schematic: 3+1 shared neutral, hard-wired infeed
- Standard cable capacity
- Power on spine only
- (2) duplex receptacles/wkstrn
- (1) Boost power box/wkstrn



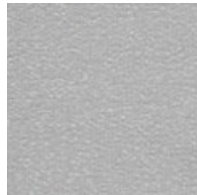
**Paint/Laminate/
Edge**
Milk
4242/2884/6052



Beam Top Cap
Clear Anodized
Aluminum
8043



**Table Base/
Bracket Paint**
Merle
7360



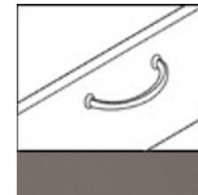
Screen Fabric
Abacus Artifact
P126



Power Plastic
Arctic White
6009



Cushion
Arc|Com
Legacy Paprika
62339



Pulls
Handle Pull
Nickel
9211



Locks
Polished
Chrome
9201



Product representation only. See renderings for layout.

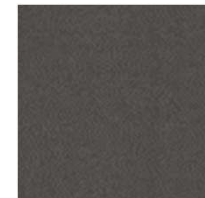
AMQ | Bodi Task Chair

Qty: 6

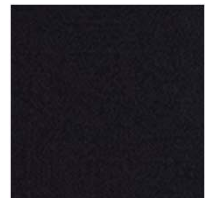
- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



Mesh
Black



Seat Upholstery
Era Night Owl
5ES7



Frame Finish
Black



STEELCASE | Migration HAD + Currency

Qty: 1

- **Desk:** 29"D x 72"W height adjustable desk, cable management tray and riser, laminate 60"W modesty panel
- **Credenza:** 18.875"D x 60"W x 28.5"H, right hand, open/lateral file
- **Overhead:** 16"D x 60"W x 15"H, locking, hinged doors
- **Mobile Ped:** 19"Deep, box/file, casters
- **Tackboard:** 60"W x 20.25"H

AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



See the following pages for additional components and seating details.



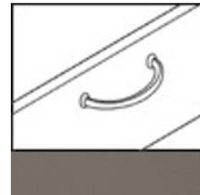
Finish
Laminate and
Pedestal Paint
Milk
2L84/4242



**HAD Base
Paint**
Merle 7360



**Tackboard
Upholstery**
Tinsel Depth
P520



Pulls
Handle Pull
Nickel
9211



Locks
Polished Chrome
9201



**Task Chair
Mesh**
Black



**Task Chair
Upholstery**
Era Night Owl



**Task Chair
Frame Finish**
Black



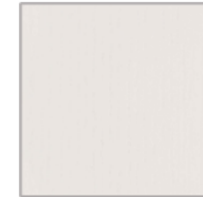
COALESSE | Enea Altzo

Qty: 2

- Armless
- Upholstered seat
- Wood legs



Plastic
White
PG1 003



Wood Leg
White Oak
VP05



Upholstery
ArcCom
Legacy Paprika
69450

Product representation only. See renderings for layout.



NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



Painted Back
White



AMQ | Boost Power Box

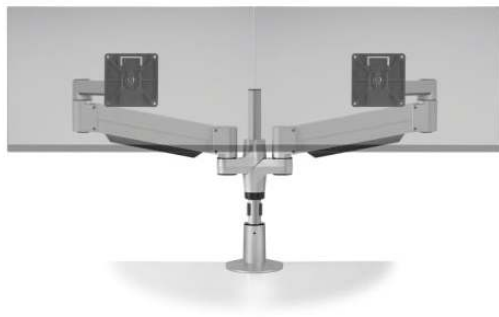
Qty: 1

- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length



Finish
White

Product representation only. See renderings for layout.



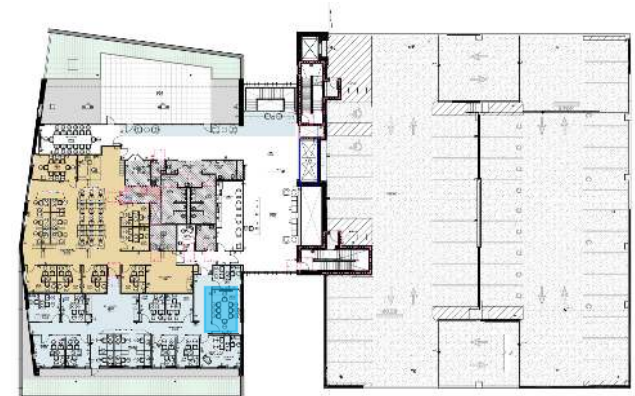
STEELCASE | CF Plus Monitor Arm

Qty: 1

- Dual monitor arm
- 14" pole
- Std slider bar tilt head
- C-clamp mount



Finish
Pearl Snow
ZW01



COALESSE | Potrero Light

Qty: 1

- Dimensions: 36"D x 96"W
- Power: (3) total – (2) plugs, (1) USB-A + USB-C

SOURCE | Defign Chair

Qty: 6

- No arms
- Swivel tilt
- 5-Star base
- Mid back
- Chrome caster with grey tread

NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit

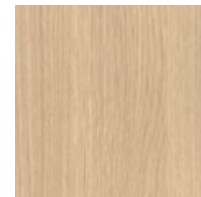


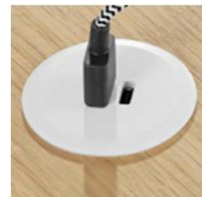
Table Laminate
Clear Oak
2HAK



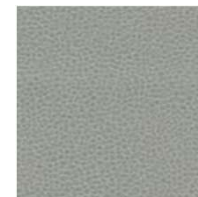
Paint
Milk
4145



Power Plug



USB-A + USB-C



Source Chair Upholstery
Ultrafabrics
Promessa Ash
363-5818



Chair Base Finish
Polished
Aluminum



Painted Back
White



See the following pages for additional components and seating details.

STEELCASE | Migration HAD + Currency

Qty: 1

- **Desk:** 29"D x 72"W height adjustable desk, cable management tray and riser, laminate 60"W modesty panel
- **Credenza:** 18.875"D x 60"W x 28.5"H, right hand, open/lateral file
- **Overhead:** 16"D x 60"W x 15"H, locking, hinged doors
- **Mobile Ped:** 19"Deep, box/file, casters
- **Tackboard:** 60"W x 20.25"H

AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



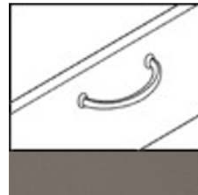
Finish
Laminate and
Pedestal Paint
Milk
2L84/4242



**HAD Base
Paint**
Merle 7360



**Tackboard
Upholstery**
Tinsel Depth
P520



Pulls
Handle Pull
Nickel
9211



Locks
Polished Chrome
9201



**Task Chair
Mesh**
Black



**Task Chair
Upholstery**
Era Night Owl



**Task Chair
Frame Finish**
Black



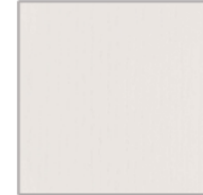
COALESSE | Enea Altzo

Qty: 2

- Armless
- Upholstered seat
- Wood legs



Plastic
White
PG1 003



Wood Leg
White Oak
VP05



Upholstery
ArcCom
Legacy Paprika
69450

Product representation only. See renderings for layout.



NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



Painted Back
White


AMQ | Boost Power Box
Qty: 1

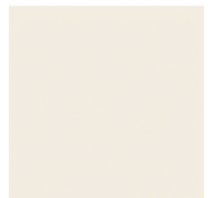
- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length


Finish
White

Product representation only. See renderings for layout.

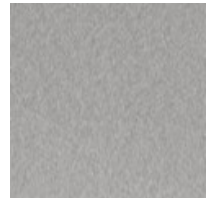

STEELCASE | CF Plus Monitor Arm
Qty: 1

- Dual monitor arm
- 14" pole
- Std slider bar tilt head
- C-clamp mount


Finish
Pearl Snow
ZW01


AMQ | Boost Power Box
Qty: 1

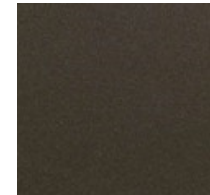
- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length


Upholstery
 Designtex
 Jumper Clay
 3878-102

Base Finish
 Matte Polished
 Aluminum
 8040

Product representation only. See renderings for layout.


OFS | Strap Table
Qty: 1

- Dimensions: 16"Dia x 18"H
- Powder coat base
- Leather strap


Laminate Top
 Frosty White

Base Paint
 Oiled Bronze

Leather Strap
 Carbon

Product representation only. See renderings for layout.



STEELCASE | Migration HAD + Currency

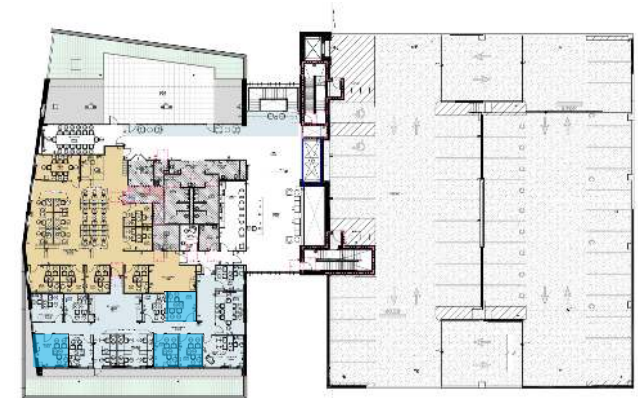
Qty: 1

- **Desk:** 29"D x 72"W height adjustable desk, cable management tray and riser, laminate 60"W modesty panel
- **Credenza:** 18.875"D x 60"W x 28.5"H, right hand, open/lateral file
- **Overhead:** 16"D x 60"W x 15"H, locking, hinged doors
- **Mobile Ped:** 19"Deep, box/file, casters
- **Tackboard:** 60"W x 20.25"H

AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



See the following pages for additional components and seating details.



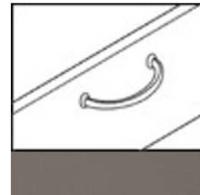
Finish
Laminate and
Pedestal Paint
Milk
2L84/4242



**HAD Base
Paint**
Merle 7360



**Tackboard
Upholstery**
Tinsel Depth
P520



Pulls
Handle Pull
Nickel
9211



Locks
Polished Chrome
9201



**Task Chair
Mesh**
Black



**Task Chair
Upholstery**
Era Night Owl



**Task Chair
Frame Finish**
Black



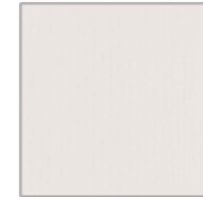
COALESSE | Enea Altzo

Qty: 2

- Armless
- Upholstered seat
- Wood legs



Plastic
White
PG1 003



Wood Leg
White Oak
VP05



Upholstery
ArcCom
Legacy Paprika
69450

Product representation only. See renderings for layout.



NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



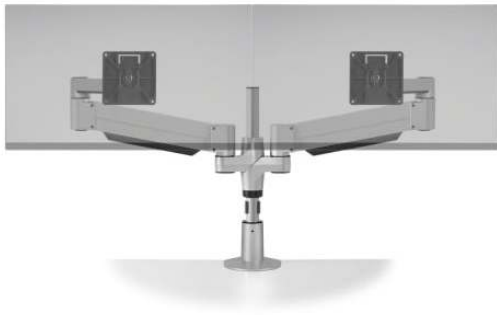
Painted Back
White

**AMQ | Boost Power Box****Qty: 1**

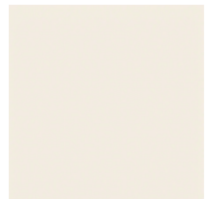
- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length

**Finish**
White

Product representation only. See renderings for layout.

**STEELCASE | CF Plus Monitor Arm****Qty: 1**

- Dual monitor arm
- 14" pole
- Std slider bar tilt head
- C-clamp mount

**Finish**
Pearl Snow
ZW01

Product representation only. See renderings for layout.



STEELCASE | Migration HAD + Currency

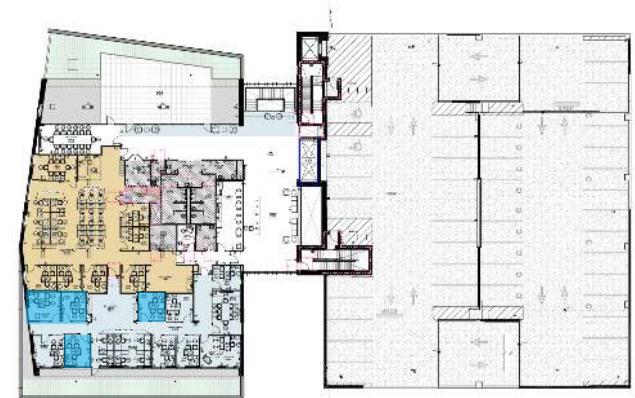
Qty: 1

- **Desk:** 29"D x 72"W height adjustable desk, cable management tray and riser, laminate 60"W modesty panel
- **Credenza:** 18.875"D x 60"W x 28.5"H, left hand, open/lateral file
- **Overhead:** 16"D x 60"W x 15"H, locking, hinged doors
- **Mobile Ped:** 19"Deep, box/file, casters
- **Tackboard:** 60"W x 20.25"H

AMQ | Bodi Task Chair

Qty: 1

- Syncro with tension adjuster and locking mechanism
- Adjustable arm rest with PU pad
- Adjustable lumbar support
- Integrated seat depth adjustment
- Fully assembled



See the following pages for additional components and seating details.



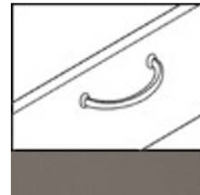
Finish
Laminate and
Pedestal Paint
Milk
2L84/4242



**HAD Base
Paint**
Merle 7360



**Tackboard
Upholstery**
Tinsel Depth
P520



Pulls
Handle Pull
Nickel
9211



Locks
Polished Chrome
9201



**Task Chair
Mesh**
Black



**Task Chair
Upholstery**
Era Night Owl



**Task Chair
Frame Finish**
Black



COALESSE | Enea Altzo

Qty: 2

- Armless
- Upholstered seat
- Wood legs



Plastic
White
PG1 003



Wood Leg
White Oak
VP05



Upholstery
ArcCom
Legacy Paprika
69450

Product representation only. See renderings for layout.



NEVINS | Think Glassboard

Qty: 1

- Dimensions: 36" x 48"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit



Painted Back
White

Product representation only. See renderings for layout.



AMQ | Boost Power Box

Qty: 1

- (2) Power outlets, 20W charging USB A+C, Qi-enabled charging pad
- Micro-suction base
- 108" cord length



Finish
White

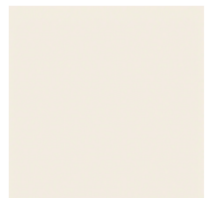
Product representation only. See renderings for layout.



STEELCASE | CF Plus Monitor Arm

Qty: 1

- Dual monitor arm
- 14" pole
- Std slider bar tilt head
- C-clamp mount



Finish
Pearl Snow
ZW01



PF#11840 / QUOTE/ORDER #

Carrboro Common
Spaces

DATE:

6/5/2023



- This Validation Document is a tool Storr Office Environments uses to summarize and clearly communicate the custom furniture selections and their associated layouts, features, and finishes that are specified in our detailed quoted.
- Review of this Validation Document and the associated furniture plans with your Storr Account manager helps ensure mutual understanding and accuracy of specifications.
- Any revisions to the layouts, features or finishes of the furniture detailed herein will affect the final quote provided.
- This should not serve as a construction document. Verification of field conditions and dimensions may be required prior to completion of installation documents.
- Hard-wired electrical connections not provided by Storr.
- Data/cabling and connections not provided by Storr.
- Proposed floor core locations are a recommendation only. Final locations to be coordinated by others.

The content of this document is confidential and proprietary to Storr Office Environments.

CUSTOMER & ACCOUNT EXECUTIVE APPROVAL

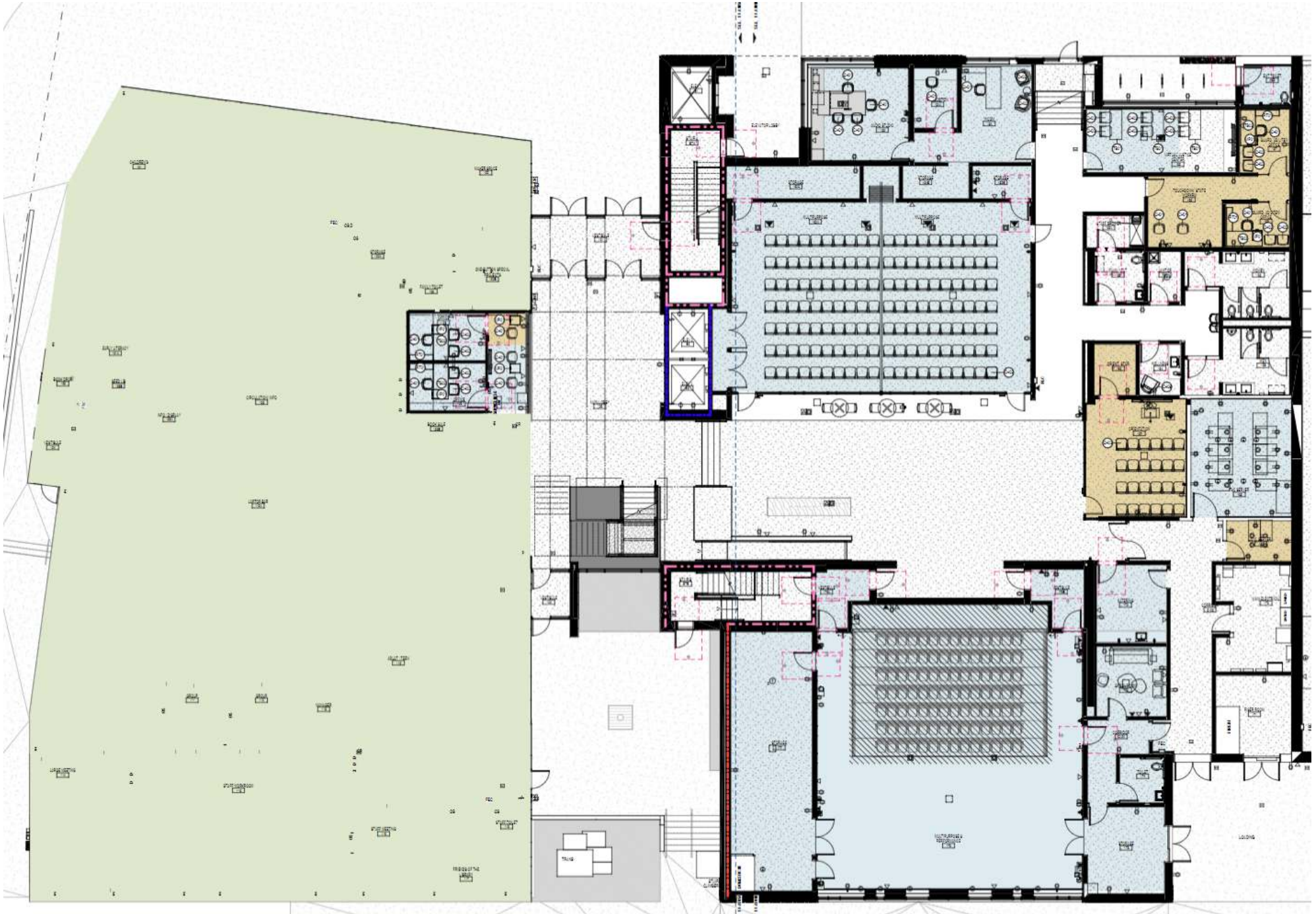
With this signature I acknowledge that I have reviewed and approve all furniture layouts and specification features and finishes detailed in this document.

Customer Signature & Date

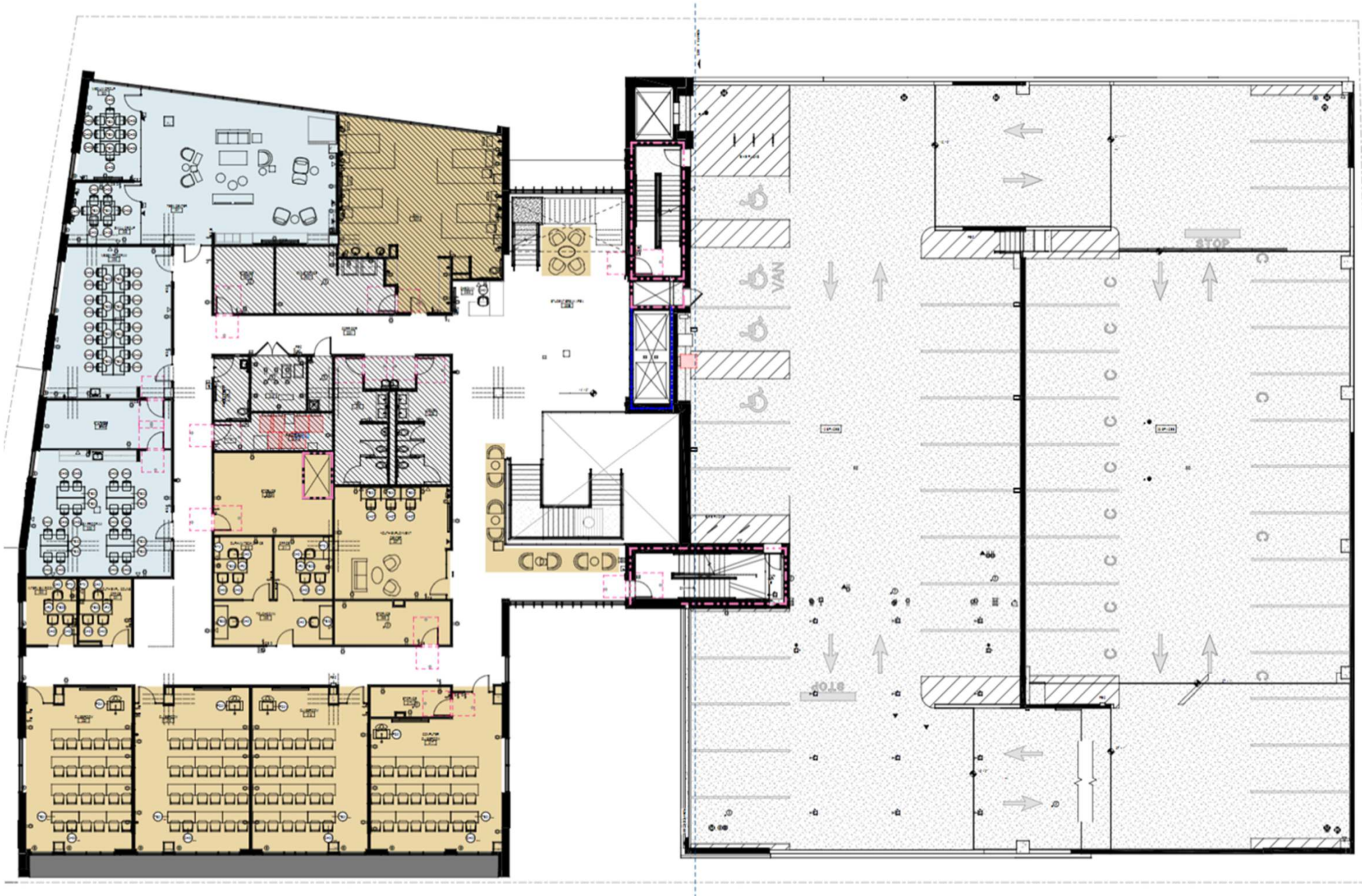
Storr Account Executive Signature & Date

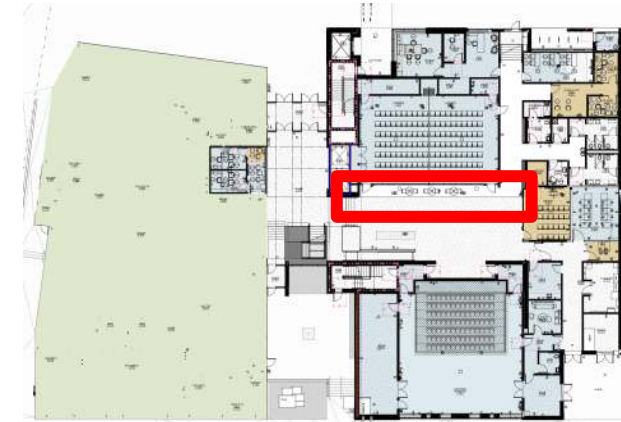
Project Contact
Gena Domanski

gdomanski@storr.com | 919.313.3716









MATIAZZI | Radice Chair

Qty: 6

- Painted finish

ENWORK | Kinsey Table

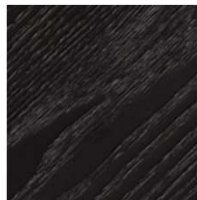
Qty: 3

- Dimensions: 36" Dia x 29"H
- Knife edge

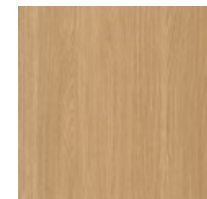
MATIAZZI | Radice Stool

Qty: 4

- Counter height
- Painted finish



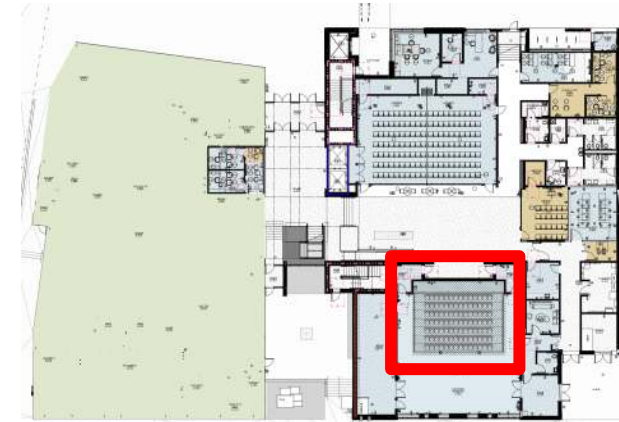
**Chair/Stool
Finish**
Black Ash



Laminate
Formica Aged
Ash
8844-WR



Base Metal
Polished
Aluminum



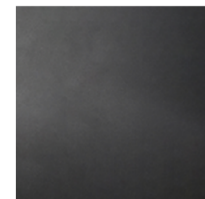
DAVIS | A-Chair

Qty: 60

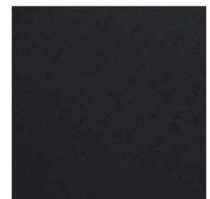
- Multi-purpose stacking chair
- Integrated ganging
- No arms

DAVIS | Hand Cart

Qty: 1



Shell
Black



Base Finish
Lava



COALESSE | Bob Lounge

Qty: 1

- Return swivel
- Std glides

COALESSE | Bob Ottoman

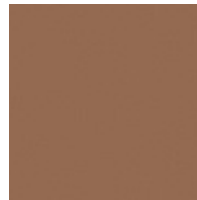
Qty: 1

- Std glides

OFS | Strap Table

Qty: 1

- Dimensions: 16"Dia x 18"H



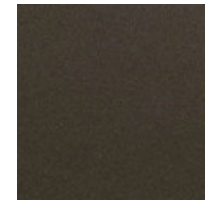
Upholstery
Brisa Caramel
BR31



Base Finish
Matte Polished
Aluminum
8040



Laminate Top
Frosty White



Base Paint
Oiled Bronze



Leather Strap
Carbon



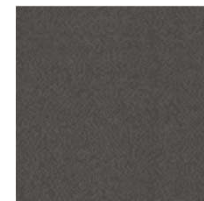
AMQ | Bodi Task Chair

Qty: 1

- Fully assembled
- Removable seat cushion cover
- Adjustable arms



Mesh
Black

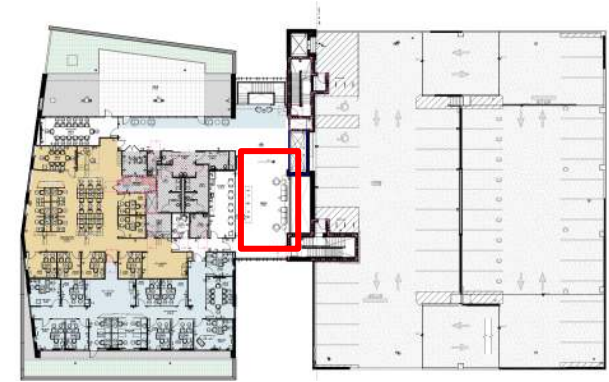


Upholstery
Era Night Owl
5ES7



**Frame/Back
Finish**
Black

Location: Room 1, Room2, Room 3



COALESSE | Await 4 Seat Lounge

Qty: 2

- Dimensions: 30"D x 88"W x 27"H, seat height: 16.5"
- Contrasting fabric
- Black, polyurethane resin legs

MOOOI | Nut Lounge

Qty: 2

- Dimensions: 26.8"D x 27.6"W x 27.2"H, seat height: 15.7"

OFS | Wyre Table

Qty: 2

- Dimensions: 16"Dia x 22"H
- Bottle frame

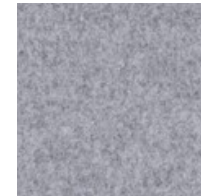
COALESSE | Await High Freestanding Table

Qty: 2

- Dimensions: 15.75"Dia x 25"H



Sofa Seat
Camira
Landscape
Balance Equal
LDB04



Sofa Back
Camira
Blazer Silverdale
28



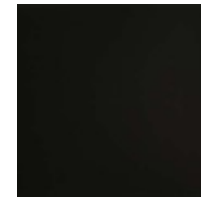
Chair Upholstery
Solis Suit



Chair Legs
Oak Whitewash



Wyre Laminate
Black
BL3



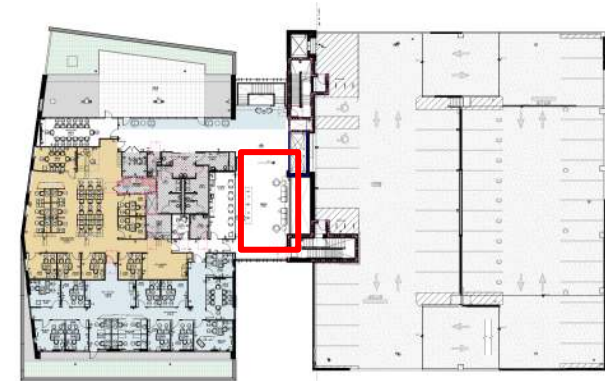
Wyre Base Paint
Onyx BKO



Await Table Laminate
Black
2746



Await Table Base
Platinum Gloss
4142



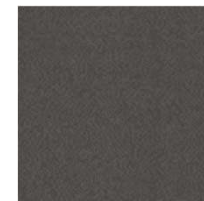
AMQ | Bodi Task Chair

Qty: 1

- Fully assembled
- Removable seat cushion cover
- Adjustable arms



Mesh
Black



Upholstery
Era Night Owl
5ES7



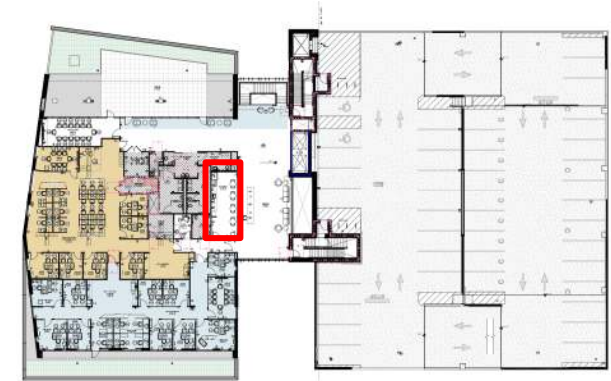
**Frame/Back
Finish**
Black



Product representation only. See renderings for layout.

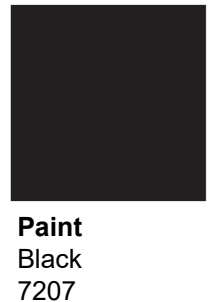
STEELCASE | Simple Table **Qty: 4**

- Dimensions: 30"Dia x 26"W
- X-base

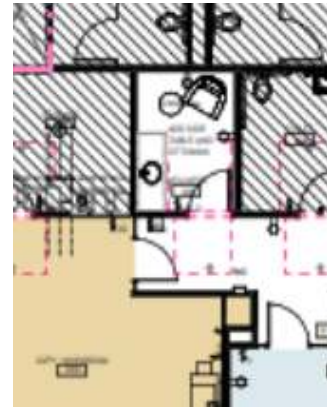


STEELCASE | Simple Chair **Qty: 8**

- Polypropylene and steel frame



Location: 3rd Floor - 309



3rd



COALESSE | Bob Lounge

Qty: 1

- Return swivel
- Std glides

COALESSE | Bob Ottoman

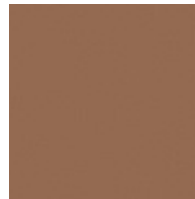
Qty: 1

- Std glides

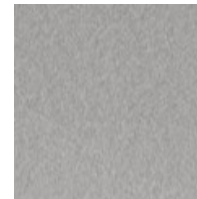
OFS | Strap Table

Qty: 1

- Dimensions: 16"Dia x 18"H



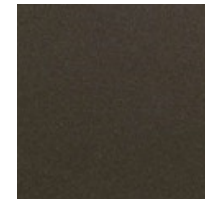
Upholstery
Brisa Caramel
BR31



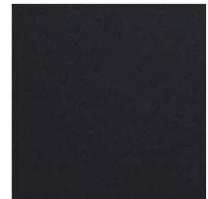
Base Finish
Matte Polished
Aluminum
8040



Laminate Top
Frosty White



Base Paint
Oiled Bronze



Leather Strap
Carbon



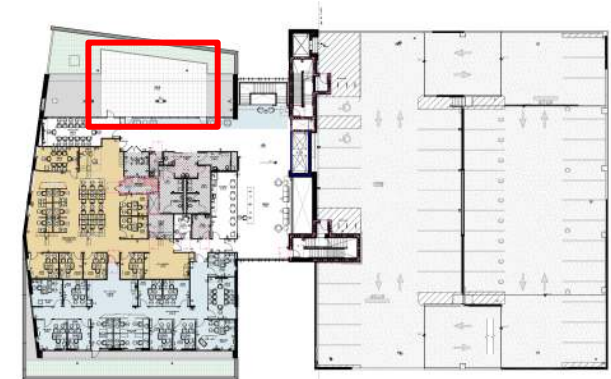
Product representation only. See renderings for layout.

EMU | Round Square Table **Qty: 4**

- Dimensions: 27.5"D x 27.5"W x 29.5"H
- Outdoor grade powder coat finish
- 100% Recyclable / 34% recycled content



Paint
Black
7234



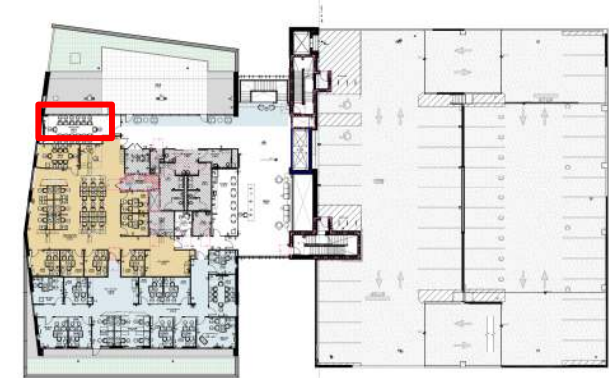
Product representation only. See renderings for layout.

EMU | Round Chair **Qty: 8**

- Dimensions: 23.75"W x 23.25"D x 32"H
- Stacks 8 high
- Outdoor grade powder coat finish
- 100% Recyclable / 34% recycled content



Paint
Black
7234



COALESSE | Potrero415 Table

Qty: 1

- Dimensions: 48"D x 192"W x 28.5"H
- Power: (4) units, each with (4) power, (4) USB
- Power infeed: plug

SOURCE | Defign Chair

Qty: 12

- No arms
- Swivel tilt
- 5-Star base
- Mid back
- Chrome caster with grey tread

SOURCE | Defign Chair

Qty: 2

- Arms
- Swivel tilt
- 5-Star base
- Mid back
- Chrome caster with grey tread

NEVINS | Think Glass Board

Qty: 2

- Dimensions: 48" x 72"
- Magnetic
- 1/4" Starfire tempered glass
- Flat polished edge profile
- Markerboard accessory kit

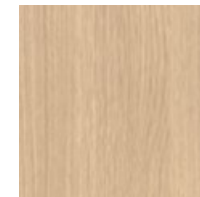


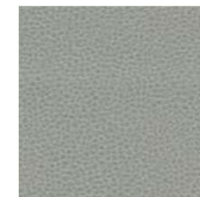
Table Laminate
Clear Oak
2HAK



Table Base/Power Unit
Milk
4145



Technology Module
Double Sided
2 Power, 2 USB - per side



Source Chair Upholstery
Ultrafabrics
Promessa Ash
363-5818



Chair Base/Arm Finish
Polished
Aluminum



Glassboard Painted Back
White

Attachment C: Race and Equity Pocket Questions

Title and purpose of this initiative: 203 Project Furniture Procurement

Department: Public Works

What are the racial and equity impacts?

The furnishings to be purchased were selected to serve visitors and staff of the 203 building and to function for the purposes of the intended building programming. The impacts will be a comfortable and hospitable space for all visitors. The positive impacts of the 203 Project are numerous including resources for education and community gathering.

Who is or will experience community burden?

Aside from expected taxpayer burden, no further community burden is anticipated.

Who is or will experience community benefit?

All visitors to the building will benefit by having a comfortable and hospitable space to enjoy the facility and its various uses. The overall community will benefit from this dynamic space that will be an asset for building community as well as an economic driver for the Town.

What are the root causes of inequity?

Programming and designing without the consideration of diverse backgrounds, community needs and future use. An example would be excluding accommodations for individuals with disabilities.

What might be the unintended consequences of this action or strategy?

It is possible that patrons may find furniture uncomfortable or otherwise burdensome, though staff have worked with professional designers who are experienced in programming furniture for public spaces such as the 203 building.

How is your department planning to mitigate any burdens, inequities, and unintended consequences?

The Town will monitor feedback from patrons and daily use patterns to identify any currently unforeseen burdens or inequities and address those with corrective measures as needed and allowable through the budget.



Agenda Item Abstract

File Number: 23-276

Agenda Date: 11/14/2023
In Control: Town Council
Version: 1

File Type: Agendas

Amendment to Capital Improvement Project Ordinance for the Jones Creek Greenway Project (C-5181)

PURPOSE: The purpose of this agenda item is for the Town Council to adopt a new capital project ordinance to reflect additional local discretionary funds (Federal STBG-DA).

DEPARTMENT: Finance, Planning

CONTACT INFORMATION: Langston Ramseur, Interim Finance Director, 919-918-7439, lrkseur@carrboronc.gov <<mailto:amcadoo@carrboronc.gov>>; Christina Moon, Planning Administrator, 919-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Patricia McGuire, Planning Director, 919-918-7327, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

The Jones Creek Greenway is included in the Comprehensive Plan and Bicycle Plan. Racial Equity Pocket Questions are included as Attachment C.

INFORMATION: On June 7, 2022, the Town Council authorized staff to request a STIP amendment to allocate \$256,000 of local discretionary funds (Federal STBG-DA) to the Jones Creek Greenway project. The Engineer's Estimate had indicated an increase in construction costs and additional funding was needed to advance the project. The Board of Transportation adopted the amended FY2020-2029 STIP in June 2023, which formally programmed the additional funds to the project (Attachment B). A new capital project ordinance is needed to add the additional revenues to the project budget. Federal STBG-DA funds require a 20-percent local match of \$51,200. It should be noted that the total project budget documented in the STIP is slightly higher than the Town budget due to rounding; the difference does not increase the local match.

FISCAL IMPACT: Federal STBG-DA funds require a 20-percent local match: \$204,800 (federal) + \$51,200 (local match) = \$256,000.

RECOMMENDATION: The Town Manager recommends that the Town Council adopt the ordinance increasing the capital project funding for the Jones Creek Greenway project (C-5181).

AMENDMENT TO JONES CREEK GREENWAY CAPITAL IMPROVEMENT PROJECT ORDINANCE

WHEREAS, the Town Council has adopted Capital Improvement Project Ordinance No. 11/2015/2016 for the Jones Creek Greenway, and amended the Project Ordinance on November 20, 2020; and,

WHEREAS, the Town Council has approved and authorized the Town Manager to execute a Supplemental Municipal Agreement with NCDOT to administer federal funding to design and build the Jones Creek Greenway; and,

WHEREAS, project design is underway and additional funds will be necessary to complete construction of the project to meet the requirements set by DOT; and,

WHEREAS, additional Federal STBG-DA Funds in the amount of \$204,800.00 have been awarded to the Town; and,

WHEREAS, additional match funding from the Town in the amount of \$51,200.00 is required for receipt of the additional Federal STBG-DA funding.

NOW, THEREFORE PURSUANT TO N.C.G.S 159-13.2, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO THAT:

1. The revenues anticipated to be available to the Town of Carrboro to complete the project are as follows:

	Current Budget	Increase	New Budget
	Authorization	(Decrease)	Authorization
FEDERAL CMAQ FUNDS	\$680,200.00		\$ 680,200.00
Town Local Match	<u>\$170,050.00</u>		\$ 170,050.00
FEDERAL STBG-DA FUNDS		\$204,800.00	\$ 204,800.00
Town Local Match		<u>\$51,200.00</u>	<u>\$ 51,200.00</u>
Total Revenue	\$850,250.00	\$256,000.00	\$1,106,250.00

2. The following amounts are appropriated for design, right of way, environmental documentation and construction costs:

	Current Budget	Increase	New Budget
		(Decrease)	Appropriation
Design and Engineering	\$ 184,000.00		\$ 184,000.00
Construction	\$ 654,250.00	\$256,000.00	\$ 910,250.00
Outreach and Education	<u>\$ 12,000.00</u>		<u>\$ 12,000.00</u>
Total Expenses	\$ 850,250.00		\$ 1,106,250.00

3. The appropriations in Section 2 shall be available until all project activity is completed.
4. The Town Manager is authorized to amend the existing contract with Wetherill Engineering, Inc. and execute any other contracts necessary for completion of the project.
5. The Town Manager may modify changes in the appropriation in Section 2 provided the total amount of funds to be expended for the project do not exceed \$1,106,250.00.
6. Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this ordinance with the Finance Director and Planning Director.

NCBOT AMENDED STIP - JUNE 2023

HIGHWAY PROGRAM

DIVISION7

</

DIV - Division Category
HF - State Dollars (Non STI)
SW - Statewide Category

EX - Exempt Category
REG - Regional Category
TRN - Transition Project

Racial Equity Pocket Questions – Jones Creek Greenway Capital Project Ordinance Amendment

What are the racial impacts?

Bicycle and pedestrian transportation projects provide residents with improved infrastructure. For those without regular access to a car, even small improvements to a sidewalk or paved bicycle facility can significantly improve everyday life. Less confident and/or less abled users may prefer off-road facilities such as greenways or multi-use paths. BIPOC populations are more likely to face barriers to accessing reliable transportation and live in communities with limited access to bike/ped facilities for recreation. While the Jones Green Greenway will provide a direct connection for residents in the Lake Hogan Farms community to access Morris Grove Elementary School and the future Twin Creeks Park, the parking lots at Morris Grove could also serve as a trailhead, after hours and on weekends, allowing residents in the Morris Grove neighborhood and Historic Rogers Road neighborhood to enjoy the greenway and residential roads in Lake Hogan Farms. Over time, other infrastructure improvements such as Rectangular Rapid Flashing Beacons (RRFB) near the entrance to Lake Hogan Farms and Stratford Road and at Claremont North & Claremont South may facilitate bike/ped connections to the downtown area in Carrboro and Chapel Hill.

Who is or will experience burden?

The greenway is designed to connect Lake Hogan Farms Road with the Orange County greenway and on up to Morris Grove Elementary School. Residents in close proximity to the end of Lake Hogan Farms Road may experience noise and dust during the construction process. Depending on the construction timeline, an alternative plan may be needed to for students to get to school while work is underway. Additional construction fencing and signage may be needed for safety. Construction vehicles, equipment and materials should be brought in to the project by way the existing farm road from Old NC 86, limiting direct access from the residential neighborhoods.

Who is or will experience benefit?

Residents living in close proximity to the new greenway (The Legends at Lake Hogan Farms, Glen Ridge and other sections of Lake Hogan Farms) will be best positioned to take advantage of the new infrastructure. Residents with children attending Morris Grove Elementary School will have improved access to school, particularly those who may have mobility issues preventing them from making the existing off-road trek from Lake Hogan Farms Road to the Orange County portion of the Jones Creek Greenway due to topography. Over time, when the future Twin Creeks Park is developed other local residents may prefer to use the new greenway connection to access the park with its anticipated active recreation facilities.

What are the root causes of inequity?

Working individuals and families may find it difficult to attend public meetings when transportation projects are discussed. Structural racism in government decisions, particularly those relating to transportation, as well as residents' personal experiences with government, can further contribute to a reticence by historically marginalized people to speak in a public setting.

What might be the unintended consequences of this action or strategy?

Greenways can benefit or harm land values and quality of life experiences for surrounding property owners and occupants. While greenways provide safe travel from vehicles, there may be other hazards associated with their use such as encounters with wildlife and interactions with other users. Overtime, local residents without access to off-road facilities may use the Morris Grove Elementary School parking lot as a trailhead to access the greenway, the residential streets in Lake Hogan Farms and the potential future connections to Homestead Road and the downtown area.



Agenda Item Abstract

File Number: 23-285

Agenda Date: 11/14/2023

File Type: Agendas

In Control: Town Council

Version: 1

Request to Authorize Manager to Extend Contract with Stantec for Design Services Relating to the Bike Loop Detector Project (U-4726-DF)

PURPOSE: The purpose of this agenda item is to authorize the Town Manager to extend the contract with Stantec, the consulting firm preparing the updated plans and specifications for the bike loop detector project.

DEPARTMENT: Planning, Finance

CONTACT INFORMATION: Christina Moon, Planning Administrator, 919-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Patricia McGuire, Planning Director, 919-918-7327, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>; Langston Ramseur, Interim Finance Director, 919-918-7439, lrामseur@carrboronc.gov <<mailto:lrामseur@carrboronc.gov>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

The Bike Loop Detector Project is identified in the updated Bicycle Plan and Comprehensive Plan. Bike loops trigger traffic signal lights to change, reducing the tendency for cyclists to bike through a red light and risk an accident. Racial Equity pocket questions have been completed and are attached (Attachment B).

INFORMATION: On February 1, 2022, the Town Council authorized the Manager to execute a contract with Stantec, a transportation engineering and plan firm, to update the construction documents for the Bike Loop Detector Project (TIP# U-4726-DF). The plans and specification manual are at 90-percent completion. However, the Engineer's Estimate for construction indicated that additional funding would be needed to finalize the project. The staff obtained Council approval to submit a Transportation Improvement Program (TIP) amendment through the DCHC Metropolitan Planning Organization (MPO). This amendment aims to allocate federal local discretionary funds (STBG-DA) to the project budget, to facilitate project progression. The additional funds were programmed into the FY2020-2029 NCDOT State Transportation Improvement Program in June, and the Town adopted an amendment to the capital project ordinance on October 24th. It is now necessary to amend the contract with Stantec to extend the project milestones. The project must be completed by June 2024.

Of note, the project involves the design and installation of bicycle loop detectors at four intersections. Three of these intersections are located in the downtown area - Weaver/Greensboro, Main/Greensboro, and Main/Roberson - with a fourth at Poplar and NC 54. Bike loop detectors, which are inductive loops embedded in the pavement, activate the traffic signal to advance to the green phase of the light cycle. This technology aims to minimize the likelihood of cyclists entering intersections against the traffic signal.

FISCAL IMPACT: The amendment is necessary to extend the contract period to align with the current project

timeline. No additional design costs are anticipated at this time.

RECOMMENDATION: Staff recommends that the Town Council consider the resolution (Attachment A) authorizing the Town Manager to execute a contract extension for Stantec.

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXTEND THE
CONTRACT WITH STANTEC FOR THE PREPARATION OF UPDATED
CONSTRUCTION DOCUMENTS FOR THE BICYCLE LOOP DETECTORS PROJECT
(U-4726-DF)**

ORDINANCE NO. _____

WHEREAS, the Town of Carrboro has engaged Stantec, a transportation engineering firm based in Raleigh, to update the construction documents for the installation of bicycle loop detectors (TIP #U-4726-DF) at four intersections, three in the downtown (Weaver/Greensboro, Main/Greensboro/ Roberson/Main) and at West Poplar/NC 54; and,

WHEREAS, the Engineer's Estimate prepared as part of the 90 percent design submittal indicated the need for additional project funding; and

WHEREAS, in June 2023, the North Carolina Board of Transportation adopted an amendment to the FY2020-2029 North Carolina Department of Transportation State Transportation Improvement Program which programmed the additional funds to the project budget; and,

WHEREAS, it is necessary to extend the contract with Stantec to align with the updated project schedule.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council that the Council authorizes the Town Manager to extend the contract with Stantec to complete the engineering services, including participation in the bid process.

This is the 14th day of November 2023.

RACE & EQUITY POCKET QUESTIONS

Title & Purpose of this Initiative: The purpose of this agenda item is to extend the contract with Stantec for preparation of bid documents for the installation of bicycle loop detection at four intersections, three at the main intersections downtown (Weaver/Greensboro, Main/Greensboro, Main/Roberson) and one at West Poplar and NC 54. (TIP# U-4726-DF).

Department: Planning and Finance

What are the Racial and Equity impacts? Bike loop detection involves the use of a light-weight conductive loop embedded in the pavement to advance the light cycle at a traffic signal, thereby allowing a person on a bicycle to advance through an intersection more quickly. It is safer for people on bicycles to travel with the light cycle than against it, “running” a red light. The locations for the bike loop detectors include heavily trafficked areas in the downtown and at a key crossing point along NC 54 in the vicinity of the Chateau Apartments, West End Flats Apartments and Carolina Springs Senior Apartments. BIPOC populations are more likely to face barriers to accessing reliable transportation. The installation of bike/ped infrastructure that improves safety, benefits all community members particularly for those who are dependent on walking and biking for daily transportation or for the first/last mile of a trip involving transit.

Who is or will experience community burden?

The installation of bike loop detectors typically occurs within hours depending on the weather. Businesses in close proximity to the signals may experience noise and inconveniences during construction. There may be temporary closures at some of the intersections for a few hours at a time, and staff will have to alert transit services. Traffic control will also be needed during construction when work to modify the traffic signal cabinets will occur.

Who is or will experience community benefit? Signals should significantly improve safety at these four locations in the downtown and at the NC 54 crossing at West Poplar Street. Over the years, the Carrboro Police Department has monitored people on bicycles entering intersections against the light cycle as part of the Town’s participation in the Watch for Me NC program. People using bicycles are considered vehicles and are legally required to follow traffic signals. The use of bicycle detection may make it less likely for people on bicycles to travel against the light cycle, thus making the intersection infrastructure more complete and the actions of all users more predictable.

What are the root causes of inequity? Working individuals and families may find it difficult to attend public meetings when transportation projects are discussed. Structural racism in government decisions, particularly those relating to transportation, as well as residents’ personal experiences with government, can further contribute to a reticence by historically marginalized people to speak in a public setting.

What might be the unintended consequences of this action or strategy? The installation of bike loop detection does not eliminate the possibility of a safety hazard at the crossing point. People on bicycles/tricycles will need to remain alert and need to wait for the signal to change before entering an intersection. It is possible at some people on bikes, may become overly confident that all drivers and pedestrians will stop and enter into the intersection before it is safe. Pedestrians will also need to pay attention, as the new bicycle detection may allow for people on bicycles to adjust the timing of the light cycle.

How is your department planning to mitigate any burdens, inequities, and unintended consequences? The Town could arrange for a ribbon cutting event with a demonstration of how to use the new signals. Written materials in English and Spanish with images of the bicycle detector loops and procedure for activating the traffic signals could be posted on apartment bulletin boards and shared via management and Nextdoor. Due to timelines associated with federal funding the bike loop detector project must be completed by June of 2024. As funding becomes available, the Town will seek other opportunities to collaborate with NCDOT and the Town of Chapel Hill to install additional bicycle loop detectors as part of other road improvement projects.



Agenda Item Abstract

File Number: 23-315

Agenda Date: 11/14/2023

File Type: Agendas

In Control: Town Council

Version: 1

Consideration of Transportation Projects for Regional Flexible Funding

PURPOSE: The purpose of this agenda item is to provide the Town Council with information about federal funding allocated to the DCHC MPO for transportation projects, and to consider adopting a resolution seeking Regional Flexible Funding for FY 25.

DEPARTMENT: Planning

CONTACT INFORMATION: Christina Moon, Planning Administrator, 919-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Patricia McGuire, Planning Director, 919-918-7327, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

The Regional Flexible Funding (RFF) call for projects is an annual opportunity to seek federal funds for transportation infrastructure projects thereby advancing the implementation of the 2021 Bicycle Plan Update (*Attachment C*) and Transportation and Mobility chapter of the Comprehensive Plan. All transportation infrastructure projects advance the Town's interests toward Climate Action. Pocket Questions are provided (*Attachment F*).

INFORMATION: The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) has released a call for transportation projects for federal funding allocated to the MPO. This is an annual competitive-based opportunity to seek funding for new projects or additional funding for existing projects from the following federal programs: Congestion Mitigation Air Quality Improvement (CMAQ), Transportation Block Grant Direct Attributable (STBGDA) and Transportation Alternatives program Direct Attributable (TAPDA).

Staff has identified three possible submittals based on projects that the Council has previously considered as priorities for evaluation. These include:

- Preliminary design for Phase 2 of the Bolin Creek Greenway.
- One to three projects in the 2021 Bicycle Plan Update that involve minimum design work and public engagement; possible projects include the Shelton Street contraflow and/or cycle track, the East Poplar pedestrian lane, Maple Avenue contraflow.
- Replacement for the Federal Corona Virus Relief (BGDA CV) funding for the South Greensboro Street sidewalk project that was reallocated to NCDOT to prevent rescission.

Considerations:

The selection for projects under the RFF program involves a faster timeline than the prioritization process for

developing the NCDOT State Transportation Improvement Program (STIP). The expectation is that projects are ready to move forward within the fiscal year of selection.

As the Town considers items for the RFF request, it is also timely to note that there are currently three projects that are ready to move forward and will require substantial public engagement: the Estes Drive bike/ped improvements (this is next STIP project to advance); the Downtown master plan; and the update to the Safe Routes to School Strategic Action Plan. There is a limit to what staff can successfully achieve during a given timeframe, even with consultant involvement. Likewise, community members have limitations in their capacity to remain engaged in multiple projects simultaneously.

Staff would anticipate that the Bolin Creek Greenway design work would involve substantial community engagement. The selection of design consultants would also have to follow NCDOT's formal Request for Letters of Interest (RFLOI) process.

Projects must be included in a locally adopted plan and/or the 2050 MTP to be considered for funding. If there is interest in submitting phase 2 of the Bolin Creek Greenway, the 2021 Bicycle Plan Update may need to be amended. The bike plan currently references the adopted greenway conceptual master plan but does not include any maps/alignments.

The RFF policy was recently amended to increase the minimum project submittal from \$100,000 to \$250,000.

Staff is working with the Town Engineer to develop preliminary cost estimates for the suggested projects: design for the Bolin Creek Greenway Phase 2 (approximately \$400,000) and construction for one to three projects from the 2021 Bicycle Plan Update (approximately \$1,112,000). Selected projects would require a 20-percent local match (\$80,000 & \$222,400 = \$302,400) and staff time to administer the project funds and to manage the design and construction of the projects. Staff is seeking Orange County Transit funds to cover the 20-percent match for the \$206,343 of BGDACV funding, (approximately \$41,269). Staff would bring back a request to enter into a municipal agreement with NCDOT should projects be selected for funding.

Applicants are encouraged to submit bicycle, pedestrian, and transit projects to support the growth of a multimodal network. This is a priority interest and value of the DCHC MPO and of the Town.

Information relating to the Regional Flexible Funding policy and scoring rubric is provided (*Attachment D & Attachment E*). Staff is in the process of analyzing the three submittals based on the scoring rubric to determine which, if any, would be strong candidates for the RFF. Staff is also developing updated cost estimates for Town projects already programmed in the STIP to determine if additional funding may be needed.

FISCAL IMPACT: There is no fiscal impact associated with the discussion of this item. Should the projects be selected for funding, matching funds would need to be identified for all of the projects except for the Corona Virus Relief funding. The anticipated local match associated with the projects described totals \$302,400.

RECOMMENDATION: Staff recommends that the Town Council consider adoption of the resolution (*Attachment A*) identifying projects for submittal for regional flexible funds for FY 25.

A RESOLUTION TO IDENTIFY PROJECTS FOR SUBMITTAL FOR REGIONAL
FLEXIBLE FUNDS FOR FY25

WHEREAS, the DCHC MPO has announced a call for projects for Regional Flexible Funds for FY25 to be submitted by December 1, 2023; and

WHEREAS, the Town has identified a number of bike and pedestrian infrastructure projects in the Safe Routes to Schools Action Plan, the Carrboro Comprehensive Bicycle Transportation Plan and 2021 Bicycle Plan Update, and the Carrboro Comprehensive Plan, Carrboro Connects; and

WHEREAS, the following projects, identified as priorities in one or more adopted plans appear to be good candidates for Regional Flexible Funds.

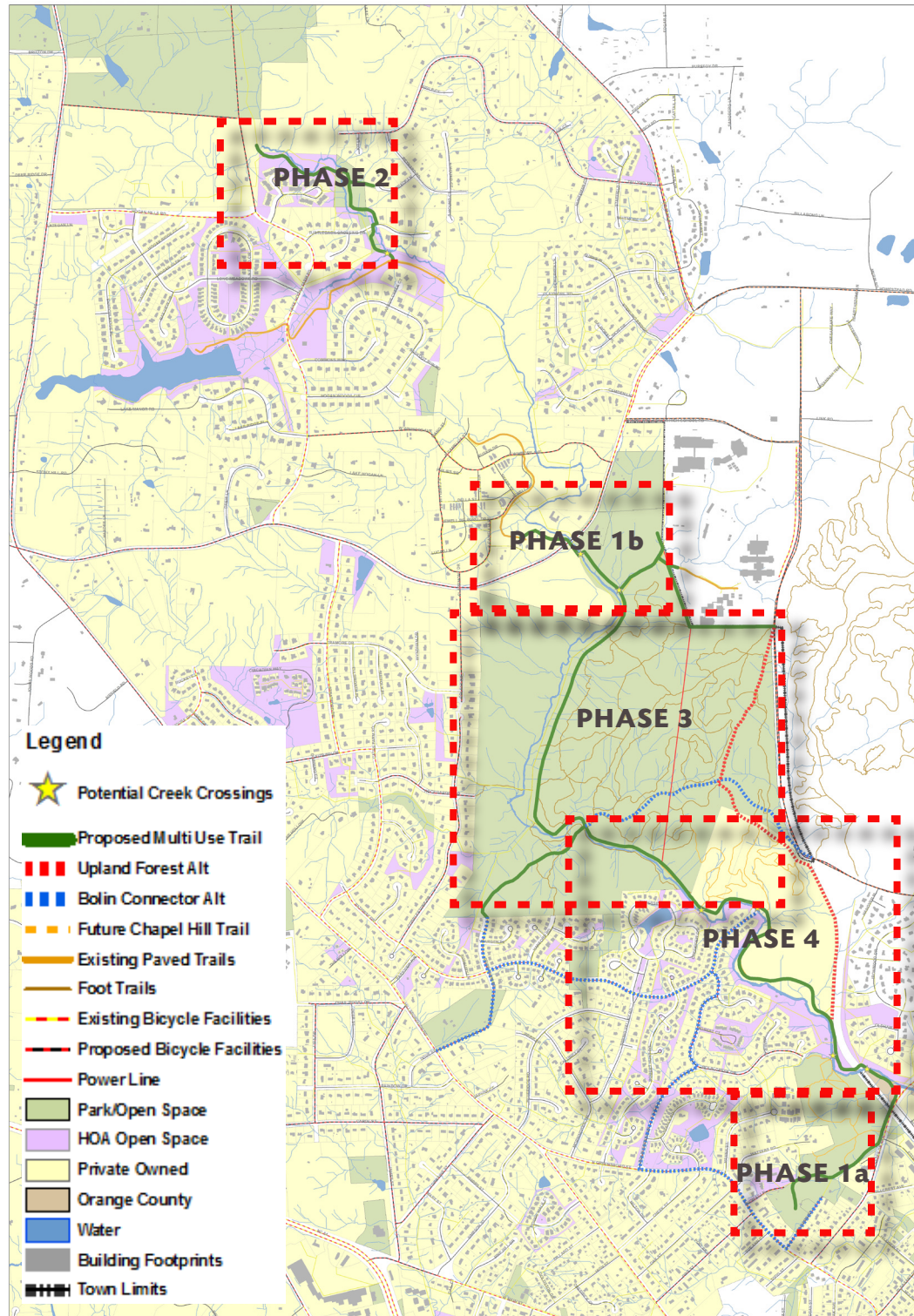
- Design Services for Bolin Creek Greenway Phase 2
- Bike Plan Implementation Projects
 - Shelton Street - contraflow lane and/or cycle track improvements (Hillsborough Road to Ashe Street), and/or
 - East Poplar Street pedestrian lane, and/or
 - Maple Avenue – contraflow lane (100 block)
- South Greensboro Street Sidewalk – replacement for Federal Corona Virus Relief Funds (BGDACV)
- Other

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Council receives the information on the call for projects and directs staff to continue to evaluate the three proposals and to submit a final list of projects(s) to the DCHC MPO by the December deadline.

This is the 14th day of November in the year 2023.

3. Phasing Plan

There are more than 4.5 miles of greenway (including spur trails) along the Bolin Creek Greenway. Regardless of available funds, it is necessary to prioritize the construction of the trail segments. Input from the public, availability of funding, existing land ownership, permitting issues, engineering constraints, destination points and existing improvements projects were considered in the development of the phasing plan and are broken down on the following pages.



Map 11: Attachment C Long-Term Network

EXISTING BIKE NETWORK

- Bike Lanes
- Bike Lane One Side Only
- Sharrows
- Wide Shoulder
- Shared Use Path

LONG-TERM BIKE NETWORK

- Separated Bike Lanes
- Bike Lanes
- Neighborhood
- Private Connection
- Shared Use Path
- Crossing Improvement

DEVELOPMENT STATUS

- In Development

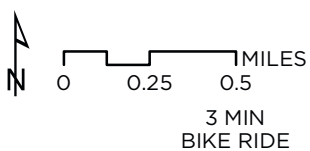
A shared use path or wide shoulders could be considered for bike facilities along Old NC 86.

As of Nov 2020, Bike Lanes are in development but the long-term vision is for separated bike lanes.

As of Nov 2020, Bike Lanes are in development but a SUP may be explored at a later timeframe.

DESTINATIONS

- Key Destinations
- Parks/Public Open Space
- Schools
- UNC
- Lakes
- Town of Carrboro
- Surrounding Communities



A shared use path or wide shoulders could also be considered for bike facilities along Smith Level.

September 13, 2023

TO: DCHC MPO Board
FROM : Filmon Fishastion, LPA Staff
SUBJECT: FY25 Call for Projects Schedule Announcement

On November 1, 2023, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) will invite member agencies to submit project applications for federal funding from the Regional Flexible Funding (RFF) program. Once all projects are submitted, MPO staff will determine which projects will receive which type of federal funding based on the project type and funding available.

The project application and selection process will be guided by the Federal Funding Policy that is currently undergoing its first Amendment.

Final applications are due on December 1, 2023, by 5 p.m.

A few things to keep in mind:

- Applicants may seek funding for new and existing projects.
- Applicants are encouraged to submit bicycle, pedestrian, and transit projects to support the growth of a multimodal transportation network in our region.
- All funding sources require a 20% local match.

Schedule

August 23– Schedule of FY25 Call for Projects presented to the TC

September 13 – Schedule of FY25 Call for Projects presented to the Board

October 10 – Call for Projects Training

November 1 – Formal Call for Projects announcement

November 14– Pre-submittal meeting for all applicants

December 1 – Project applications with all supporting materials due to LPA Staff

December/January – LPA Staff scores projects and develops funding recommendations

February 21 – Scores and funding recommendation published along with TC agenda

March 13 – MPO Board releases funding recommendation for a 21-day public comment period

March 27 – TC provides recommendation on funding recommendation

April 10 – MPO Board approves LAP projects for FY25



Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Policy to Guide the Distribution of Federal Funds

I. Statement of Values

This policy aligns with the goals that the MPO Board adopted for the [2050 Metropolitan Transportation Plan](#) (MTP).

These goals include:

- I. Protect the Human and Natural Environment and Minimize Climate Change
- II. Ensure Equity and Participation
- III. Connect People and Places
- IV. Ensure that All People Have Access to Multimodal and Affordable Transportation Choices
- V. Promote Safety, Health, and Well-Being
- VI. Improve Infrastructure Condition and Resilience
- VII. Manage Congestion and System Reliability
- VIII. Stimulate Inclusive Economic Vitality and Opportunity

As part of the application procedure, each applicant will explain how their project submittals support the goals of the 2050 MTP.

II. Regional Flexible Funding

Federal funding that flows through the MPO, including Surface Transportation Block Grant Direct Attributable (STBG-DA), Transportation Alternatives Program (TAP), Congestion Mitigation Air Quality Improvement funding (CMAQ), Carbon Reduction Program (CRP), Surface Transportation Block Grant Any Area (STBG-ANY) funding received through INFRA swaps, and any federal funding identified during the most recent transportation authorization bill (currently Infrastructure Investment and Jobs Act (IIJA)), and North Carolina Department of Transportation's (NCDOT) appropriate will be combined to form a single funding pool known as Regional Flexible Funding (RFF).

Once all projects are submitted, MPO staff will determine which projects will receive which type of federal funding based on the project type and funding available.

Applicants may also indicate preferred funding types for their projects.

III. Eligible Applicants, Projects, and Phases

Eligible Applicants

Any MPO member agency, including transit agencies, cities, towns, counties, and planning organizations such as the Central Pines Regional Council and Research Triangle Foundation, may apply for funding through the RFF Program.

Project and Phase Eligibility

During the SPOT process that North Carolina uses to prioritize projects for funding throughout the state, the North Carolina Department of Transportation (NCDOT) uses a normalization procedure to allocate funds between highway and non-highway modes. The normalization procedure allocates at least 90% of funds that come through the state to highway projects.

In keeping with the MPO's goals, funding priority will be given to projects in the adopted DCHC MTP in the following categories and not for roadway projects:

- Public transit
- Bicycle and pedestrian facilities
- Transportation System Management, Transportation Demand Management, Intelligent Transportation Systems
- Scenic and environmental enhancements
- Planning studies that support the implementation or development of the adopted and future versions of DCHC's Metropolitan Transportation Plan and air quality programs
- Non-Roadway Safety projects are eligible, but only for projects that have a documented safety concern

Local versus Regional Plans and Projects

Regional planning studies should be requested through the Unified Planning Work Program (UPWP) process. Agencies may apply for funding for local area and feasibility studies through the RFF program.

The 2050 MTP defines "regionally significant" projects as those that:

Provide access to and from the region, or to major destinations in the region. The FHWA functional classifications serve a different purpose than the local functional classification used by the MPOs, so the two classification systems are significantly different. Generally, the regionally significant designation includes interstate highways, U.S. highways, freeways, and North Carolina signed roads that are the primary road in a corridor. Rail transit facilities, which are described in a separate section, are considered regionally significant.

A list of regionally significant bicycle and pedestrian routes is included in the 2050 MTP.

Capital Projects versus Local Area Planning and Feasibility Studies

All phases of a project need to follow the federal process if federal funding is used for even one phase or part of a project. The federal process often leads to increased project costs. The RFF program therefore prioritizes design, right of way (ROW), and construction of infrastructure projects over local area planning studies and feasibility studies to most efficiently use federal funds.

Agencies may apply for local area planning and feasibility studies through the RFF program. The rubric and various provisions in this policy, such as the maximum funding request cap, are designed to allow smaller jurisdictions to receive funding for these projects, as these jurisdictions may lack other sources of funding for such projects.

Projects must meet the following five requirements to apply for RFF:

1) Federal-Aid Eligible Projects

There are eligibility requirements associated with all types of state and federal funding sources. RFF may consist of funds from Surface Transportation Block Grant Program Direct Attributable (STBG-DA); Congestion Mitigation for Air Quality (CMAQ); Transportation Alternatives Program (TAP); and other funds passed through the MPO for programming.

Bicycle and pedestrian projects that serve a transportation purpose (as opposed to a recreational purpose) are eligible. A bicycle or pedestrian project must transport members of the public from one place to another to demonstrate its transportation purpose. Transit projects that encourage the development, improvement, and use of public mass transportation systems are eligible for RFF.

2) Locally Administered

By applying for a project through the RFF program, the applicant is committing to locally managing that project. The sponsor will be responsible for all federal and state reporting requirements associated with the funding source applied to their project. DCHC MPO will also require reporting from successful applicants to keep the MPO Board up-to-date on the progress of the project until it is complete. An interlocal agreement between NCDOT and the project sponsor will outline a reimbursement schedule as local sponsors will be required to front all project costs, invoice NCDOT, and get reimbursed for the federal percentage dedicated to the project.

Transit agencies typically flex funds to the Federal Transit Administration, which requires less coordination with NCDOT.

3) Metropolitan Transportation Plan (MTP) or local plan compliant

The project must be identified in the currently adopted MTP or another locally adopted plan that has been adopted by a governing body or board.

4) Eligible Project Phase

- NEPA/Design - for this phase, the project must include 100% design and full NEPA documentation
- Land or Right-of-Way Acquisition
- Construction (including environmental mitigation and utility relocation)
- Transit Capital
- Travel Demand Management (TDM) Projects, coordinated through the Triangle Transportation Choices TDM Program administered by Central Pines Regional Council.
- Utilities

- CEI

5) Minimum Match Committed

Applicants must provide a local match as required by the federal funding source assigned to their project. Typically, the requested local match is 20 percent. Applicants must identify the source of their local matching funds as part of the application procedure. The local match should be clearly identified in the project budget.

IV. Policy Priority: Transportation Demand Management

DCHC MPO, the Capital Area Metropolitan Planning Organization (CAMPO), and the North Carolina Department of Transportation (NCDOT) provide funding for a regional Transportation Demand Management (TDM) program. TDM offers high air quality benefits and competes favorably for CMAQ funding due to program goals that closely align. TDM has also been identified as a joint policy priority by the DCHC and CAMPO boards. DCHC MPO's share of the TDM program is set by the TDM Oversight Committee. The Triangle TDM Program Oversight Committee is made up of representatives from the three ongoing program funders (NCDOT, CAMPO, and DCHC MPO) and two advisory members (one each from NC Department of Environmental Quality's Division of Air Quality and TJCOG). The Oversight Committee reviews proposals and funding requests, provides comments as appropriate, and approves the budget for the program.

CMAQ funds will be requested for DCHC MPO's share of the TDM program.

Should the regional TDM program require funds that exceed 3% of funding received from the previous year, Central Pines Regional Council will provide a written justification for the increased program costs that will be presented to the MPO Technical Committee (TC) and Board for consideration.

The MPO Board will vote on a funding recommendation for the regional TDM program during every funding cycle in which CMAQ funds are requested for the TDM program.

To ensure oversight and transparency related to funding the TDM program, Central Pines Regional Council will provide:

- Presentations to the MPO Board twice a year, consistent with what is required of other Regional Flexible Funding (RFF) recipients.
- Provide an Annual Work Plan to LPA staff that describes how funds are being used to support TDM programming in the region.

Note: The TDM program is administered by Central Pines and is not of the same funding pool as RFF. DCHC MPO does not directly provide CMAQ funds to projects or programs. DCHC MPO recommends projects and programs for CMAQ funding to NCDOT based on completed CMAQ applications and emissions calculations. NCDOT makes the final funding determination for CMAQ project submittals.

V. Number of New Project Submittals

Although there will be one call for projects each year, there will be separate procedures for submitting new and existing project funding requests.

Shortfall funding requests for projects that are anticipated to have a phase complete within the year will be prioritized as the MPO wishes to encourage local agencies to complete projects before starting new projects to avoid overextending staff and funding resources.

If you are submitting a request for funding for an existing project, you must confirm that there are no substantial changes in scope to your project that led to the increase in project cost. If there are substantial changes in the scope of your project, the project must be submitted and scored as a new project. Some examples of substantial changes to the scope of a project include, but are not limited to the following:

- Changing the project's design standards
- Changing the project's funding source from Federal to State
- Adding a new phase
- A change in project cost by 100%

Due to delays in implementation of previously programmed projects, DCHC will cap new project submittals based on each agency's number of active projects.

Jurisdictions and agencies with a number of active projects below the cap may submit their desired number of new projects.

Jurisdictions and agencies with a number of active projects above the cap may only apply for funding for existing projects.

The active project cap is based on UPWP local match cost sharing¹ for the MPO:

Local Match Cost Share	Active Project Cap
Less than \$50,000	10
\$50,000 - \$200,000	15
Above \$200,000	20

VI. Funding Request Minimums and Maximum

Minimum

Due to the high administrative burden associated with RFF projects, the total project cost is required to be at least \$250,000.

Agencies may bundle smaller projects to meet this threshold (e.g., Durham's Bicycle Facilities projects during the FY22 Call for Projects).

Exceptions to this requirement must be approved by the MPO Manager prior to project submittal.

Maximum

As a regional planning organization, DCHC MPO would like to ensure that all of its agencies have a chance to receive funding through the RFF program to support the creation of a robust, multimodal, regional transportation system. Further, given the limited availability of RFF, MPO staff would like jurisdictions to submit their strongest projects that meet pressing transportation needs. For these reasons, the following funding caps exist:

Individual projects – 40% of federal funding available

All projects submitted by an agency – 65% of federal funding available

Exceptions to this requirement must be approved by the MPO Manager prior to project submittal.

Multi-year Funding

The RFF program should be flexible and this means funding more expensive projects over several years when needed. Therefore,

- Agencies may apply for up to three years of funding. This will count against the agency's 65% overall funding request for each of the years that the project has received funding. Funding requests for RFF projects outside call will be factored into total available funding received.
- Agencies will receive funding when it is needed to avoid having to inefficiently phase projects. NCDOT banks funding for the MPO, so providing the funding up front should not be a problem.

Four-Year Funding Review and Provisions for Agencies that Have Not Received Funding

- Before each call for projects, MPO staff will review funding received by all agencies over the previous four years.
- Beginning in FY24, if an agency has not received funding in the previous four years, they will receive an extra 10 points on the rubric for projects they submit in that cycle. These points may be added to a single project or divided for multiple projects at the discretion of MPO staff.

Inability to Use Funds

In cases where an agency cannot secure a local match after two years of receiving RFF or there are egregious delays to using RFF, MPO staff will ask the MPO Board to make a recommendation about whether RFF should be withdrawn from a project and returned to the RFF pool. The two-year timeline begins once the MPO Board has approved project funding.

¹ We are using the local match cost share instead of population to accommodate regional organizations. The FY24 UPWP local match cost share is as follows:

Durham City \$303,321
 Durham County \$57,526
 Chapel Hill \$67,986
 Carrboro \$20,919
 Hillsborough \$10,459
 Orange County \$36,608
 Chatham County \$26,148
 GoTriangle \$39,363

VII. Application Procedure

MPO staff will provide a schedule for the Call for Projects at the beginning of each fiscal year. All due dates for application materials will be finalized at least one month before the first application materials are due.

Agencies should only apply for funding for projects that have a phase that begins in or within one year of the Call for Projects cycle. For example, you should only apply for funding in FY 23 if the project or project phase that you are applying for begins in FY 23 or 24.

Applicants will receive links to two types of applications: 1) new projects and 2) existing projects. Applicants will fill out the appropriate application by project type and send an email to MPO staff once all their applications are complete with the following information:

- 1) A list of all submitted projects
- 2) Shapefiles for each project submitted
- 3) A designated point of contact for the submissions
- 4) Spreadsheet with detailed budget

Pre-submittal Meeting

At least two weeks before applications are due, MPO staff will hold a presubmittal meeting for local agencies and jurisdictions. Each agency submitting an application should have a representative present at the meeting. If that is not possible, the agency should let MPO staff know and set up a one-on-one meeting to discuss their questions. Responses to all questions raised at the presubmittal meeting will be posted on the MPO's website.

Cost Estimates

- Applicants should share the method they used to prepare their cost estimate. For instance, did they use a cost estimator tool? Which one?
- Cost estimates should be no more than a year old.
- All RFF projects require a 5% annual inflation cost built in.

Contingencies

To reduce the need for shortfall funding and to account for the difficulty of developing accurate cost estimates, all RFF project submittals must include a contingency of at least 30%.

Contingencies will be based on project stage.

Applicants who have not completed the preliminary engineering phase for their project should apply a 45% contingency to all phases included in their RFF cost estimate.

Applicants who have completed preliminary engineering and are pursuing right of way funding and beyond should apply a 30% contingency.

Applicants who have completed preliminary engineering and right of way should apply a 30% minimum contingency when applying for construction funding.

Project Phase Completed			Contingency
PE	ROW	CON	45%
PE x	ROW	CON	30%
PE x	ROW x	CON	30%

The contingency should be clearly identified in the project's budget.

VIII. Project Scoring and Selection

MPO staff will score new projects using the scoring rubric provided in Appendix A.

MPO modeling staff will provide all quantitative data required to complete the rubric including crash, emissions, environmental justice, and congestion data. This ensures consistency in data collection across jurisdictions and agencies and will reduce local staff time needed to prepare applications.

Board Presentation of Selected Projects

MPO staff will prepare a list of projects that are recommended for funding based on the rubrics found in the appendices and present this list to the MPO Board for approval. Each agency will select a representative to present projects that have received a funding recommendation to the MPO Board.

MPO staff will provide a template for presenting these projects to the MPO Board. Presentations will be no more than five minutes per agency or jurisdiction. Time per agency will depend on the number of projects that receive a funding recommendation.

IX. Project Reporting

Recipients of Regional Flexible Funding will be required to provide a brief report to the MPO Board twice a year.

MPO staff will provide a reporting template to funding recipients. The MPO Board will receive the compiled progress reports as an attachment to the agenda and will have an opportunity to ask questions about projects to local staff.

To encourage compliance with this reporting requirement, past reporting will be considered on the scoring rubric for future funding cycles.

X. Public Involvement

This update of the federal funding policy process aims to increase transparency for DCHC MPO's funding processes. As such, once projects are scored, they will be released for a 21-day public comment period before the MPO Board votes to approve a funding recommendation. In order to avoid excessive delays to the process, MPO staff will release the scores for public comment without a recommendation from the TC and MPO Board. A public hearing will also be held at an MPO Board meeting to allow members of the public to share their thoughts about the proposed projects with the MPO Board.

Projects that receive more than \$1 million in funding will not be released for a second public comment period through the Transportation Improvement Program (TIP) amendment procedure. The 2020 Public Involvement Policy will be amended to reflect these changes.

XI. Transportation Improvement Program (TIP) Procedure

Applicants cannot access federal funding until their projects are reflected in the State Transportation Improvement Program (STIP) and the MPO's Transportation

Improvement Program (TIP).

MPO staff will present the MPO Board with a TIP amendment to reflect newly funded projects at the same Board meeting where funding for new projects is approved.

New projects cannot be added to the STIP without a STIP number. Once funding for a new project is approved by the MPO Board, MPO staff will work with local agencies and the NCDOT STIP Unit, or the Integrated Mobility Division in the case of transit projects, to assign STIP numbers to new projects. This process typically takes about three weeks.

Existing projects that receive less than \$2 million can be added to the STIP as an administrative modification, which does not require approval from the Board of Transportation. Adding such projects to the STIP may take about one month.

All new projects and projects that receive more than \$2 million in funding require a STIP amendment, which requires Board of Transportation approval. Adding such projects to the STIP may take approximately two months. Note: Projects that are recommended for CMAQ funds will first need to be approved by NCDOT before being added to the STIP. Delays are also possible pending the STIP adoption timeline.

XII. Evaluation and Revision of Policy

This policy should be updated every time a new MTP is adopted to ensure that the policy reflects the MPO's current policy priorities. To update this policy, MPO staff will:

- 1) Collect data on funded projects and their progress each year
- 2) Collect qualitative data through interviews and surveys with past RFF applicants and recipients to identify issues with the implementation of the program
- 3) Review updated federal funding policies from MPOs in and outside of North Carolina

Policy amendments may occur as needed to resolve issues with implementation of the RFF program. Amendments to this policy must be approved by the MPO Board.

XIII. Contact

For questions and comments about this policy, contact:

MPO Staff

Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO)
3407 Emperor Blvd, Suite 110
Durham, NC 27703
staff.mpo@dchcmpo.org

Appendix A: Scoring Rubric

Category	Description		Scoring Method	Justification	Max
Connectivity	Bicycle and Pedestrian: The project should connect to an existing bicycle or pedestrian facility in order to qualify for these points. To qualify for points, other facilities should be existing on the ground, under construction at time of application, or obligated for federal or state construction funding at the time of application. Scoring allows flexibility for new connections.	Transit: Directly connects the transit user with other modes, routes, systems, or destinations. The project directly serves riders and provides new connections between the transit system and other modes, routes, systems or destinations. To qualify for these points, the other modes, routes, systems, or destinations must be existing, under construction at the time of application, or obligated for federal or state construction funding at the time	For projects with less than three existing connections, one point for each planned connection up to three points maximum; 1 connection = 4 points, 2 connections = 7 points, 3 or more connections = 10 points	Aligns with the "Connect People and Places" goal of the 2050 MTP.	10
Access to Transit	If the project improves access to transit services by being within .25 -.5 mile of fixed-route transit stop.		Closest (.25 mi) = 10; others relative ranked based on distance; 8 = next closest (.5 mi), etc. It is possible for multiple projects to get 10 points if they provide direct access	Supports equity, mode shift, and a multimodal transportation network. Aligns with the "Ensure all people have access to multimodal and affordable transportation choices" goal of MTP.	10
Population and Employment Density	Variable score from 0-10 points based on the relative population and employment density within a 0.5 mile buffer of the corridor. For multi-jurisdictional agencies, the municipality where the project is located will be used to normalize scores.		Relative Score	Similar to a category in the Regional Bicycle and Pedestrian scoring rubric. MPO staff will perform this analysis using the regional model.	10
Project Phase	This category is intended to ensure that the MPO is leveraging federal funds for constructing projects in a timely manner.		Construction with partial funding = 30; Construction phase with no funding = 25, Right-of-Way = 20; Design = 15, Area Planning or Feasibility Study = 10	Keeps with precedent of prioritizing Construction/ROW	30

Local Priority	Each submitting agency will receive 15 points to apply to their projects.			Allows agencies to demonstrate their priorities. Giving all agencies that submit projects the same number of points supports fair geographic distribution of projects. No project can receive more than 10 local priority points.	10
Environmental Justice and Equity	Projects will receive points if located in communities of concern identified in DCHC MPO's 2020 Environmental Justice Report. Sixty percent of a project needs to be located in a community of concern or overlapping communities of concern to receive these points.	Transit Projects will receive a relative score based on demographic data from on-board surveys. Transit agencies will provide this data. The methodology that the MPO uses for its EJ report will be applied to the transit route(s) served by the project to determine how many overlapping communities of concern are served by the project.	0 or 1 Overlap CoC = 3; 2 Overlapping CoC=6; 3 Overlapping CoC = 9; 4 Overlapping CoC = 12; 5 Overlapping CoC = 15	Aligns with Zero Disparity objective of 2050 MTP	15
Safety	Projects will receive a variable score from 0-15 points based on the relative number of bike/ped crashes in previous 5 years within a 1/4 mile buffer of the project, or an alternate corridor if the project is on a new location. Crashes will be normalized using vehicle miles traveled (VMT).		Relative Score	Aligns with Zero Fatalities and Serious Injury objective of the 2050 MTP.	15
Emission/VMT Reduction	Modeling staff will calculate the emissions reduction benefit for each project using the methods we use for CMAQ calculations. Projects will receive a variable score from 0-15 based on these emissions calculations. The highest scoring projects will be prioritized for CMAQ funding.		Relative Score	Aligns with Zero Emissions objective of 2050 MTP	15
Total					115

Appendix B: New Project Application

DCHC MPO modeling staff will provide crash, emissions, equity, and access to transit data for all project submittals to ensure fairness and consistency in project scoring. Applicants must provide shapefiles for each project submittals for this analysis. [Here is the application for CMAQ funding as reference.](#)

- 1) Is your project included in the currently adopted Metropolitan Transportation Plan? Y/N
- 2) Is your project in a local plan? Y/N If yes, which plan and when was it adopted?
- 3) What is the total cost of the project broken down by federal funds and local funds?*
- 3) What phase of funding are you applying for? When will this phase begin?
- 4) How much federal funding are you requesting?*
- 5) What is the source and amount of the local match you are providing.
- 6) Describe all work that has been completed on this project to date. If no work has been completed, explain why this project is a priority for your agency.
- 7) Describe all work that needs to be completed on the project as well as the expected month and year for any milestones towards completing that work. **
- 8) In no more than one paragraph, please explain how this project supports at least two goals from the currently adopted Metropolitan Transportation Plan (MTP).
- 9) If you do not receive funding from the RFF program, what other funding sources are available to you for this project?

*Attach a budget that shows the funding you are requesting, the local match you will provide, when the funding will be used (federal fiscal year), and that you have included the contingencies required by this policy.

** The project will not be considered if the source of federal funding is not known.

***The month is required for CMAQ application submissions.

Appendix C: Application for Shortfall Funding

Requests for funding for new and existing projects will be scored separately.

- 1) How much federal funding are you requesting from the MPO?

- What is the source of the 20% local match?

- How much funding are you requesting from other sources?
- 2) Describe the work that has been completed on this project.
- 3) Describe the work that still needs to be completed and the schedule for completion of the remaining work including the month and year of updates.
- 4) Have you requested shortfall funding for this project from the MPO in the past? How many times? If yes, how much funding did you request and how much funding did you receive?
- 5) Have there been any changes in scope to this project? If so, please describe these changes to the scope of the project and how they have affected the cost of the project.

Criteria		Points		Points		Points
Percent Increase in Request Over First Budget	Up to 50%	3	51-99%	2	100% or more	1
Highest Phase Complete	Less than or equal to planning	1	ROW	2	CON	3
Previously Received Shortfall Funds	0 or 1 time	3	2 times	2	3 or more times	1

Racial Equity Pocket Questions – Consideration of Transportation Projects for Regional Flexible Funding. The purpose of this agenda items is to provide the Town Council with information about federal funding allocated to the DCHC MPO for transportation projects and to consider whether to submit projects for possible funding.

What are the racial impacts?

Bicycle and pedestrian transportation projects provide residents with improved infrastructure and are important components of complete streets and the development of a multimodal network. These are improvements that will positively affect everyday life for those without regular access to a car. BIPOC populations are more likely to face barriers to accessing reliable transportation and live in communities with limited access to bicycle and pedestrian facilities. South Greensboro Street is located along a qualified census tract (QCT) and will have direct access to some of these facilities.

Who is or will experience burden?

Transportation improvements typically involve some inconvenience to surrounding residents, businesses and visitors during construction. Residents with property along Bolin Creek and Jones Creek (Bolin Creek Greenway Phase 2) are most likely to be disturbed with noise and dust during construction. During this initial step of design, burdens may involve surveyors and other members of the design firm walking the alignment and boundaries of the study area. With regard to the bike plan facilities, similar impacts could be expected for residents along the different corridors, with the most impact anticipated for the 500 & 600 blocks of Shelton Street. Residents along that segment of Shelton may have limited access to driveways during certain periods and potentially lose some vegetation, screening their properties. Construction along Shelton Street could also affect direct access to the Carrboro Elementary School and Carrboro United Methodist Church; a construction management plan combined with early and continued engagement with the school and church would be essential.

Who is or will experience benefit?

All of the projects identified as possible candidates for Regional Flexible Funding (RFF) would provide important segments to the existing network. Phase 2 of the Bolin Creek Greenway provides a direct connection to the Jones Creek Greenway, currently under design, and extends the off-road system from Eubanks Road to Homestead Road and on to Chapel Hill High School and neighboring campuses for Smith Middle School and Seawell Elementary School. The bike plan infrastructure would improve bike-ped access to Carrboro Elementary School, connect the Shetley Bikepath and North Greensboro Street to Hillsborough Road. The improvements to the 100 block of Maple Avenue would work in concert with the one-way conversion of Maple Avenue as part of the 203 Project furthering the connections from Libba Cotten to the PTA bikepaths, from East Main to Jones Ferry Road/West Main Street and to Old Pittsboro Road.

What are the root causes of inequity?

Working individuals and families may find it difficult to attend public meetings when transportation projects are discussed. Structural racism in government decisions, particularly those relating to transportation and land use, as well as residents' personal experiences with government, can further contribute to a reticence by historically marginalized people to speak in a public setting, and/or may be reticent to speak in a public setting, particularly if there is a concern that personal property may be taken/condemned.

What might be the unintended consequences of this action or strategy?

Transportation infrastructure projects can benefit or harm land values and quality of life experiences for surrounding property owners and occupants. As noted above, some property owners along the Bolin Creek corridor may experience a loss of privacy during the surveying phase, and from increased bicycle and pedestrian traffic as part of public input and/or once the project is constructed from regular use. The bike plan projects should have less impact to residents, however, residents along the 500 & 600 blocks of Shelton Street, students/teachers and faculty at Carrboro Elementary School and staff and parishioners at Carrboro United Methodist Church will experience some inconvenience during construction. The use of local funds toward these projects may take away funding for other Town initiatives, including those with more direct benefit to specific groups/individuals such as affordable housing. The completion of these projects will provide benefit to Town residents overall and provide a much safer way to walk or roll to school and to other Carrboro destinations.



Agenda Item Abstract

File Number: 23-314

Agenda Date: 11/14/2023

File Type: Agendas

In Control: Town Council

Version: 1

Affordable Housing Review Meeting for Newbury Architecturally Integrated Subdivision at 904 Homestead Road

PURPOSE: The purpose of this agenda item is for Town Council to discuss the affordable housing component of the Newbury Architecturally Integrated Subdivision project at 904 Homestead Road

DEPARTMENT: Planning Department

CONTACT INFORMATION: Marty Roupe, Development Review Administrator, 919-918-7333 or mroupe@carrbornnc.gov <<mailto:mroupe@carrbornnc.gov>>

COUNCIL DIRECTION:

☐ Race/Equity ☐ Climate ☒ Comprehensive Plan ☒ Other

Other is marked as this item is related to Land Use Ordinance provisions relating to affordable housing. Racial Equity pocket questions are included as **Attachment C**.

INFORMATION: Subsequent to Town Council approving a conditional rezoning for the property at 904 Homestead Road, the property owner and developer, Parker Louis LLC, is moving forward with preparing Special Use Permit-A plans and application materials for the project. Materials related to the rezoning may be viewed here:

[Town of Carrboro - File #: 23-201 \(legistar.com\)](https://carrboro.legistar.com/LegislationDetail.aspx?ID=6271909&GUID=5B35E9DA-0244-4611-B235-753E95BEBFD3&Options=&Search=>) <<https://carrboro.legistar.com/LegislationDetail.aspx?ID=6271909&GUID=5B35E9DA-0244-4611-B235-753E95BEBFD3&Options=&Search=>>>

Currently, the applicant maintains their commitment to providing a payment-in-lieu for one affordable home, as detailed in **Attachment A**, which includes a statement from the applicant on this matter. As the developer is not currently providing 15 percent affordable units within the subdivision, Town Council and the developer are asked to review and discuss the affordable housing component of the project, in accordance with Land Use Ordinance Section 15-54.1. The applicant plans to provide 25 percent size-limited housing as required by the LUO (Sections 15-54.1 and 15-188 are included as **Attachment B**).

FISCAL IMPACT: No fiscal or staff impacts noted beyond staff time associated with preparing the agenda item.

RECOMMENDATION: Town staff requests that Town Council and the applicant participate in the Affordable Housing Review Meeting regarding the Newbury AIS Special Use Permit-A project at 904 Homestead Road

10/30/2024

Newbury subdivision

Parker Louis, LLC is requesting to build (10) size limited duplex units for the above referenced (Newbury) 38 lot subdivision. The model for us to build 15% of the homes as affordable, typically selling for at least 60% below market and partnering with the Community Home Trust (CHT), is not a feasible option, especially in such a small subdivision. This option (affordable) was bypassed for size limited housing in Claremont South because we could not sustain a \$25,000-\$30,000 per loss unit and could not secure bank financing for constructing the homes at a loss.

The size limited option (1100 and 1350 square foot homes) was used in Claremont South, where 23 single family homes were constructed. Most recently the size limited option was utilized in Kentfield, providing 5 homes in this category. This provided a rare price range for new construction in Carrboro. The size limited option is a good choice for income levels slightly above the Home Trust standards.

In addition, Parker Louis will be providing a payment in lieu equal to 1 unit into the town's Affordable Housing Special Revenue Funds.

Thank you for your consideration

Adam and Omar Zinn

Carrboro LUO Section 15-54.1 Affordable Housing Goal and Alternative Methods of Achieving the Goal (REWRITTEN 6/26/07)

(a) The Board of Aldermen has established as a policy goal that at least fifteen percent of the housing units within all new residential developments should consist of affordable housing units as described in Section 15-182.4. That section, as well as Section 15-188, establish incentives for developers to provide for such affordable housing. The purpose of this section is to establish alternative processes whereby developers who do not achieve the 15% objective can nevertheless contribute to the fulfillment of this goal in another way, and also to create a process to ensure that developers understand the importance of attempting to meet this goal.

(b) An applicant for approval of any residential development containing five or more dwelling units or lots that does not elect to meet the Board's 15% affordable housing policy goal by constructing affordable housing units or donating affordable housing lots (as those terms are described in Section 15-182.4) shall nevertheless be considered to have met this goal if such applicant makes a payment to the Town's Affordable Housing Special Reserve Fund in lieu of such construction or donation in an amount calculated as provided in this subsection:

- (1) The number of dwelling units or lots authorized within the development (including additional units or lots authorized when the developer chooses to utilize the bonus density provisions of Section 15-182.4) shall be multiplied by 0.15 and the product shall be carried to two decimal places.
- (2) The number of affordable housing units or affordable housing lots proposed to be provided by the developer (as described in Section 15-182.4) shall be subtracted from the product derived under subsection (b)(1).
- (3) The product derived under subsection (b)(2) shall be multiplied by the affordable housing payment in lieu fee. The result is the amount that must be paid to satisfy the provisions of this subsection (b).
- (4) The affordable housing payment in lieu fee shall be an amount established annually by the Board of Aldermen at the beginning of the fiscal year. This fee shall be established so that it roughly corresponds to the average subsidy required for an affordable housing agency to complete an affordable unit. In making this determination, the Board shall be guided by the following:
 - a. At the end of each fiscal year, each affordable housing agency that operates within the Chapel Hill-Carrboro School District will be asked to provide the town with a list of new affordable units within that district during that year and to specify for each such unit the dollar

amount of subsidy needed to make such unit affordable. The subsidies considered will be inclusive, i.e. donated lots, discounted land, public funds, private funds, donated infrastructure, donated or discounted labor and materials, or other forms of subsidy and shall represent the difference between the appraised market value and the sales price, less any additional subsidies provided at the time of sale.

- b. The per unit average of the subsidies will be calculated.
- c. The per unit average will be multiplied by the average percent increase in the cost of new homes constructed in the Chapel Hill Carrboro area for that fiscal year, and the result will be the payment in lieu fee for the coming year.

(c) An applicant for approval of any residential development containing five or more lots restricted to single-family residential use (which lots the developer intends to sell undeveloped) who does not elect to meet the Board's 15% affordable housing policy goal by donating affordable housing lots (as those terms are described in Section 15-182.4) or making a payment in lieu as provided in subsection (b) above shall nevertheless be considered to have met this goal if such applicant chooses to follow the process that reserves lots for purchase by the Town of Carrboro and made a payment for the eventual purchase of such lots as outlined in this subsection.

- (1) The developer shall request that a condition that obligates the developer to comply with the provisions of this subsection be added to the special or conditional use permit that authorizes the subdivision in question, and such condition shall be added by the permit issuing authority.
- (2) Before the final plat is approved, the developer shall designate on the plat a number of lots that are reserved for purchase by the Town of Carrboro. The number of lots so reserved shall be equal to the product of the number of lots within such subdivision multiplied by 0.15, rounded down to the nearest whole number.
- (3) The purchase price for each reserved lot shall be the estimated market price as agreed upon by the Town and the developer, which price shall be specified in the condition added to the special or conditional use permit.
- (4) The lots so designated shall be restricted by the permit to the development of affordable housing as defined in Section 15-182.4 of this chapter.
- (5) The lots so designated shall be in all other ways equal to the market rate lots and shall be provided with utility connections and other

necessary infrastructure so as to render them buildable at the time of sale.

- (6) With respect to all other lots within the subdivision, no certificate of occupancy shall be issued for any dwelling unit constructed on such lots unless and until a payment is made to the town in an amount determined as follows:
 - a. Prior to approval of the permit for such subdivision, the applicant for the permit shall estimate the total market value of all developed lots (i.e. lots with houses completed on them) within the subdivision that are not restricted to affordable housing units, and calculate from this number the percentage number that, when applied to the total market value of such developed lots, would yield the number of dollars necessary to purchase the lots within the subdivision that are restricted to affordable housing use. My note says to clarify that the designated lot purchase funds are coming from the sale of the other lots. But, at the moment, this seems fairly clear.
 - b. If the town accepts the percentage number derived above as a reasonable estimate, such percentage shall be included as part of the condition on the permit prohibiting the issuance of a certificate of occupancy until a payment is made to the town as provided in this subsection.
 - c. The amount of the payment shall be determined by applying the percentage determined in accordance with this subsection to the appraised value of the completed house and lot, as determined by a licensed appraiser.
- (7) The funds so received shall be held and reserved for the purchase of the lots designated to be developed with affordable housing.
- (8) The town shall have the right to purchase the designated lots at any time after final plat approval, and must purchase the lots not later than ninety days after sufficient funds to do so have been received by the town from the other lots.
- (9) If sufficient funds have not been received by the town to purchase one or more of the affordable housing lots after the last certificate of occupancy is issued for the other lots within the subdivision, then the town shall either purchase such affordable housing lot or lots using such funds as may be available to the town within ninety days after the date of issuance of such certificate of occupancy, or the condition limiting the use of such designated lot or lots to affordable housing

shall be deemed to have expired and such designated lot or lots may thereafter be conveyed without this restriction.

- (10) If the funds received exceed the amount necessary to purchase the lots that have been reserved then such funds shall be retained in the fund and used for other purposes authorized for that fund.

(d) The Board finds that some developers may not fully understand how the affordable housing provisions of this chapter operate or the incentives that are available under the ordinance to encourage affordable housing. Therefore, the Board concludes that, when developers of proposed developments containing five or more dwelling units propose to construct such developments without meeting the affordable housing goals established by the town for new developments, it may be beneficial to both the developers and the town for the Board and such developers to have an opportunity, prior to the formal consideration of a permit request, to discuss the town's affordable housing policy, the affordable housing opportunities and incentives provided by this chapter, and any questions or concerns such developers may have about utilizing those provisions. Subsections (e) and (f) below provide for that opportunity.

(e) The applicant for any residential development containing five or more lots or dwelling units, and therefore required to obtain either a special use permit from the Board of Adjustment or a conditional user permit from the Board of Aldermen, shall be required to participate in an Affordable Housing Review Meeting with the Board of Aldermen if the residential development does not meet the Board's affordable housing goal in any of the ways described in this section or Section 15-182.4.

(f) Should an applicant for any residential development containing five or more lots or dwelling units decide in the course of the development review process to change the application in such a way that it no longer satisfies the Board's affordable housing policy goal, further review of the project will be delayed until the applicant participates in an Affordable Housing Review Meeting with the Board of Aldermen.

Carrboro LUO Section 15-188 Restrictions Designed to Mandate the Construction of Some Smaller New Homes for Sale (AMENDED 06/22/99; 03/23/04)

- (a) The Board finds that:
 - (1) Construction of new, single-family homes within the town's planning jurisdiction in recent years has been limited almost exclusively to homes that exceed 1,350 square feet in heated floor area and/or that sell for prices in excess of \$ 175,000;
 - (2) It is in the public interest to have available within the town's planning jurisdiction a diversity of new housing stock such that at least some newly constructed single-family homes are potentially

affordable to families other than those in the highest income brackets;

- (3) The objective of providing some diversity in terms of the affordability of new housing stock within the town's planning jurisdiction as described above can be advanced by mandating that a certain percentage of the homes within new subdivisions be limited to not more than 1,350 square feet in heated floor area.
- (b) Subject to the remaining provisions of this section, every residential development containing between thirteen and twenty units for sale shall be developed in such a manner that at least fifteen percent of the dwelling units constructed within such subdivision contain not more than 1,350 square feet of heated floor area at the time such units are initially conveyed, and an additional ten percent of the dwelling units contain not more than 1,100 square feet of heated floor area at the time such units are initially conveyed. Every residential development containing twenty-one or more units for sale shall be developed in such a manner that at least fifteen percent of the dwelling units constructed within such development contain not more than 1,100 square feet of heated floor area at the time such units are initially conveyed, and an additional ten percent of the dwelling units contain not more than 1,350 square feet of heated floor area at the time such units are initially conveyed. For purposes of this subsection the term "heated floor area" means any fully enclosed (not merely screened in or partially enclosed) space that is within or attached to a dwelling unit, where either (i) the room temperature of such space is controlled or affected by a man-made heating or cooling device, or (ii) such space, although unheated, is clearly designed to be living space (as opposed to storage space or a garage) and can readily be converted into a heated living area. Such units shall be referred to in this section as "size-limited units." Notwithstanding the foregoing, the requirement for size-limited units shall not apply to residential developments located in the R-R or W-R zoning districts.
- (c) The number of dwelling units that can be constructed within an architecturally integrated subdivision or un-subdivided development is determined at the time the conditional use permit is approved. With respect to residential subdivisions other than architecturally integrated subdivisions, each lot that is large enough for only a single dwelling unit or that is limited by restrictive covenants to development only with a single dwelling unit shall be deemed to house one single-family detached dwelling unit. Lots that are large enough to accommodate more than one dwelling unit and are not so limited by restrictive covenants shall be deemed to house the largest number of duplex or multi-family units that could be approved under this chapter. The minimum number of size-limited units shall then be determined by multiplying the maximum number of dwelling units permissible within the

subdivision as determined herein by the percentage specified in subsection (b) above (resulting fractions shall be dropped).

- (d) The developer's plans submitted with the application for a conditional use permit shall indicate which lots in the case of residential subdivisions or which units in the case of un-subdivided residential developments the developer proposes to develop with size-limited units. The conditional use permit plans and any necessary final plats shall indicate clearly where a size-limited unit must be constructed, and, in the case of subdivisions subject to the provisions of subsection (e), purchasers of lots shall be bound by the limitation.
- (e) No zoning or building permit may be issued for the construction of any dwelling unit on any lot that has been designated as a lot on which a size-limited unit must be constructed unless the dwelling conforms to the limitations of this section. Notwithstanding the foregoing, this section shall not prevent the purchaser of any size-limited unit, or any successor to such purchaser, from enlarging the dwelling unit at any time following one year after the issuance of the initial certificate of occupancy for the unit.
- (f) This section shall not apply to any subdivision where each of the lots so created contains on the date the final plat is approved a dwelling unit for which a certificate of occupancy had been issued at least three years prior to the date of final plat approval. Nor shall this section apply to modifications of previously approved subdivisions.
- (g) Size-limited units may not be located apart from the remainder of the development in any manner designed to isolate such units or discourage the residents of such units from full participation in the enjoyment of all facilities and common properties available to other residents of the development.
- (h) This section shall not apply to the development of land that, on the effective date of this section, was subject to restrictive covenants that preclude the construction of dwellings as those prescribed in this section.
- (i) This section shall not apply to the development of land for which a conditional or special use permit authorizing the development of such land was approved prior to the effective date of this section.
- (j) A residential development that provides at least 85 percent of the maximum number of affordable housing units available under the provision of Section 15-182.4 (Residential Density Bonuses for Affordable Housing) shall not be subject to the requirements of this section.

Racial Equity Pocket Questions – *Newbury AIS Special Use Permit-A Affordable Housing Review Meeting*

What are the racial impacts?

This affordable housing review meeting relates to a pending Special Use Permit-A (SUP-A) application that will be considered by Town Council at a later date during a quasi-judicial public hearing. If granted the application will allow for construction of up to 46 new homes at 904 Homestead Road. Individuals or families choosing or wanting to purchase homes in Carrboro are subject to market forces related to real estate prices in the area. The absence of 15% affordable homes within the project may impact families that do not have sufficient incomes in order to purchase homes at market rate prices, impacting their ability to own a home. The decision to not include 15% affordable homes within the project may thereby result in disproportionate impacts to BIPOC families that historically have had more difficulties accessing funding for purchasing homes, which in turn limits their ability to generate wealth through mortgage based equity.

Who is or will experience burden?

Families that do not have sufficient incomes to purchase market rate real estate in Carrboro may be burdened by the lack of 15% affordable homes within the project. The provision of price controlled housing generally benefits families of moderate and lower incomes by creating a home ownership opportunity not otherwise available in the real estate market. This opportunity is lost if price controlled housing is now provided. The provision of 25% of homes being size-limited will limit the price point of such homes by way of their size, but the homes will still be subject to market forces dictating the costs of the homes. In short, if the development does not provide price-controlled affordable homes, low-income community members may continue to be burdened by the rising cost of home ownership and tenancy in Carrboro.

Who is or will experience benefit?

The community as a whole will benefit from additional tax base provided by new homes in the community, and by the provision of a diversity in housing stock by provided size-limited homes as well as some number of duplexes and accessory dwelling units. Additional job opportunities also will be created during construction of the development and the homes themselves. Existing neighbors could also see an increase in their property values as a result of the land being developed.

What are the root causes of inequity?

Structural racism in the United States has affected access to and funding/financing for property ownership, educational and health care access, infrastructure, public services, and wealth generation for BIPOC families.

What might be the unintended consequences of this action or strategy?

The applicable ordinance provision only require that the developer participate in the affordable housing review meeting. In as much as they do not result in a requirement to provide price controlled homes, the action / strategy only offers an opportunity to discuss the important related matters with a developer. To be clear, the strategy is written and has been adopted in a manner that abides by the limited ability for municipalities in North Carolina to require price-controlled housing, as a matter of law.

How is your department planning to mitigate any burdens, inequities, and unintended consequences?

The department will continually monitor NC laws regarding affordable housing and update town ordinances whenever possible in ways that create and result in more substantial provision of affordable housing. The department will also continue to use the REAL and pocket questions in relation to consideration and

implementation of policies in the town's comprehensive plan, *Carrboro Connects*, an important part of which is the provision of affordable housing in Carrboro.



Agenda Item Abstract

File Number: 23-329

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In Control: Town Council
Version: 1

File Type: Agendas

FY 2023-24 First Quarter Budget Status Report

PURPOSE: The purpose of this item is to provide a budget status report to Town Council for all funds.

DEPARTMENT: Finance

CONTACT INFORMATION: Langston W. Ramseur 919-918-7345, Interim Finance Director

INFORMATION: To engage in electronic payments, the Local Government Commission requires the Finance Officer to provide the Governing Board a budget status report by fund, at least quarterly, and is to include: budgeted accounts, actual revenues collected, payments made, amounts encumbered (including electronic obligations), and the amount of the unobligated budget.

Attachment A provides a summary budget status report as of September 30, 2023, for the General Fund, Special Revenue Funds, Capital Projects Funds, and Enterprise Funds.

The General Fund is the Town's operating fund. Please note that General Fund revenue collections are less than expenses. This is because expenses related to insurance policies, technology maintenance support agreements, and memberships are generally paid during the first quarter, and there is a three-month delay in receiving sales tax, and state collected taxes, from the State Revenue Department. As the year progresses, revenue collections increase as expenditures level out. Until such time, prior year cash reserves provide the funding for the amount of expenditures over current year revenues.

General Government expenditures, which includes Finance and Information Technology, reflects a slightly higher percentage spent than the other functions, due to reasons mentioned above.

FISCAL IMPACT: There is no fiscal impact associated with this report.

RECOMMENDATION: That the Town Council receive the FY 2023-24 first quarter budget status report.

Town of Carrboro, NC

General Fund Budget Status Report

*Unaudited Amounts

Quarter Ending: September 30, 2023

	FY24	FY24	FY24	FY24
	Revised	July-Sept	YTD	Budget
Description	Budget	Actual	Encumb	Balance
Revenues:				
Ad Valorem Taxes	\$15,800,200	\$1,919,518		(13,880,681.96)
Local Sales Taxes	\$6,116,000	\$443,745		(5,672,255.44)
Other Taxes/Licenses	\$1,726,261	\$343,240		(1,383,021.00)
Intergovernmental	\$1,510,298	\$18,304		(1,491,994.36)
Permit & Fees	\$1,312,811	\$307,664		(1,005,147.00)
Sales and Service	\$199,700	\$23,966		(175,734.00)
Other Revenues	\$261,120	\$19,297		(241,823.00)
Fund Balance Appropriated	\$2,404,059	\$0		(2,404,059.00)
Total Revenues	\$29,330,449	\$3,075,733		(26,254,715.76)
Tranfers In	-		-	
Total Revenues & Operating Trfs In	\$29,330,449	\$3,075,733		(26,254,715.76)
Expenditures:				
General Government	\$7,475,682	\$1,982,664	\$263,707	\$5,229,311
Public Safety	\$7,655,172	\$1,902,837	\$180,698	\$5,571,637
Planning	\$1,728,344	\$359,177	\$50,569	\$1,318,598
Transportation	\$2,168,197	\$179,012		\$1,989,185
Public Works	\$4,189,998	\$889,634	\$499,897	\$2,800,467
Recreation, Parks, & Cultural Res	\$2,040,544	\$410,149	\$154,930	\$1,475,465
Non-Departmental	\$2,109,261	\$15,000		\$2,094,261
Debt Service	\$1,821,530	\$316,140		\$1,505,390
Total Expenditures	\$29,188,728	\$6,054,613	\$1,149,801	\$21,984,314
Tranfers Out	\$141,721		-	\$141,721
Total Expenditures & Oper Trfs	\$29,330,449	\$6,054,613	\$1,149,801	\$22,126,035
Net Sources over (under) Uses	-	-\$2,978,880	-\$1,149,801	-\$4,128,681

Enterprise Funds	FY 24 Budget	FY 24 Actual Revenues	FY 24 Encumbrances	Revenue Budget Balance
Revenues:				
Parking	\$141,000	\$0		\$ (141,000.00)
Stormwater	\$1,062,746	\$202,237		\$ (860,509.15)
Total Revenues	\$1,203,746	\$202,237		\$ (1,001,509.15)

Enterprise Funds	FY 24 Budget	FY 24 Actual Expenditures	FY 24 Encumbrances	Expense Budget Balance
Expenditures:				
Parking	\$141,000	\$37,765		\$103,235
Stormwater	\$1,062,746	\$109,548	\$213,991	\$739,207
Total Expenditures	\$1,203,746	\$147,313	\$213,991	\$842,442

*Unaudited Amounts

Revenues Over (Under) Expenses	\$54,924
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ARPA	Project Authorization	FY 22 Revenues	FY 23 Revenues	Revenues to Date
<u>Revenues:</u>				
Grant Revenue - ARPA	\$6,753,199	\$3,376,599	\$3,376,599	\$6,753,198
Interest on Investments			\$149,428	\$149,428
Total Revenues	\$6,753,199	\$3,376,599	\$3,526,027	\$6,753,199

ARPA	Project Authorization	FY 23 Expenses	FY 24 Expenses	Expenses to Date
<u>Expenditures:</u>				
Small Business Grants		\$306,522		
Grants Manager		\$35,076	\$23,057	
Disparity Study			\$300,000	
Total Expenditures	\$6,753,199	\$341,598	\$323,057	\$6,088,544

*Unaudited Amounts

Special Revenue Funds	FY 24 Budget	FY 24 Actual Revenues	FY. 23 Encumbrances	Revenue Budget Balance
Revenues:				
Affordable Housing	\$593,923	\$50,662		\$ (543,261.00)
Grants Administration	\$811,909	\$0		\$ (811,909.00)
Powell Bill	\$545,812	\$264,259		\$ (281,553.00)
Emergency Loan	\$131,600	\$13,170		\$ (118,430.00)
Energy Efficiency Revolving Loan	\$205,227	\$0		\$ (205,227.00)
Revolving Loan Fund	\$407,690	\$5,319		\$ (402,371.00)
Total Revenues	\$1,951,644	\$314,921		\$ (1,636,723.00)

Special Revenue Funds	FY 24 Budget	FY 24 Actual Expenditures	FY 24 Encumbrances	Expense Budget Balance
Expenditures:				
Affordable Housing	\$593,923	\$39,800	\$137,409	\$416,714
Grants Administration	\$811,909	\$124,431	\$35,689	\$651,789
Powell Bill	\$545,812	\$265,127		\$280,685
Emergency Loan	\$131,600	\$0		\$131,600
Energy Efficiency Revolving Loan	\$205,227	\$0		\$205,227
Revolving Loan Fund	\$407,690	\$0		\$407,690
Total Expenditures	\$1,951,644	\$429,358	\$173,098	\$1,349,188

*Unaudited Amounts

Revenues Over (Under) Expenses	\$ (114,437.00)
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Capital Project Funds	FY 24 Budget	FY 24 Actual Revenues	FY 24 Encumbrances	Revenue Budget Balance
Revenues:				
Bond	\$4,531,257	\$47,801		\$ (4,483,456)
Capital Funds	\$36,366,511	\$1,801,937		\$ (34,564,574)
Capital Reserve	\$568,032	\$0		\$ (568,032)
Total Revenues	\$41,465,800	\$1,849,738		\$ (39,616,062)

Capital Project Funds	FY 24 Budget	FY 24 Actual Expenditures	FY 24 Encumbrances	Expense Budget Balance
Expenditures:				
Bond	\$4,531,257	\$6,405	\$244,717	\$ 4,524,852
Capital Funds	\$36,366,511	\$3,247,904	\$30,632,100	\$ 2,486,507
Capital Reserves	\$568,032	\$0	\$0	\$ 568,032
Total Expenditures	\$41,465,800	\$3,254,309	\$30,876,817	\$ 7,579,391

*Unaudited Amounts

Revenues Over (Under)	
Expenses	\$ (1,404,571)



Agenda Item Abstract

File Number: 23-313

Agenda Date: 11/14/2023

File Type: Agendas

In Control: Town Council

Version: 1

Community Safety Task Force Recommendations

PURPOSE: The purpose of this agenda item is for the Community Safety Task Force (CSTF) to submit and present concrete, actionable recommendations to the Town Council that will promote racial equity in law enforcement and the criminal legal system and enhance the safety and well-being of all Carrboro residents. CSTF members will present an overview of the recommendations.

DEPARTMENT: Town Manager's Office

CONTACT INFORMATION: Anita Jones-McNair, Chief Race and Equity Officer, 919.918.7381, amcnair@carrboronc.gov <<mailto:amcnair@carrboronc.gov>>

COUNCIL DIRECTION:

☒ Race/Equity ☐ Climate ☐ Comprehensive Plan ☒ Other

The CSTF Recommendation Report is included in the 13 Council Strategic Priorities.

INFORMATION:

The Town Council recognizes that investments in public safety and in programs and services that keep communities safe and healthy must advance racial equity, be grounded in community demands, and be informed by authentic engagement with grassroots and community organizations. The purpose of the task force was to review best practices and consider a range of issues related to the safety and well-being of Carrboro residents including:

1. Racial disparities in law enforcement and the criminal legal system.
2. Law enforcement and court diversion and deflection programs.
3. Alternatives to relying on the Town's public safety professionals for human service and wellness needs.
4. Coordination with the County and other jurisdictions to enhance programs and services that keep communities safe.

On June 18, 2020, the Town Council adopted a resolution - Next Steps In Advancing Racial Equity In Law Enforcement And Public Safety In Carrboro -

<https://www.carrboronc.gov/DocumentCenter/View/13686/20200618-Resolution-Racial-Equity-Policing-Public-Safety> .

On April 20, 2021, another resolution was adopted - Establishing The Community Safety Task Force And Charge -

<https://www.carrboronc.gov/DocumentCenter/View/13687/20210420b-Resolution-Establishing-a-Community-Safety-Task-Force>

The Community Safety Task Force Recommendation Report is Attachment B.

FISCAL IMPACT: There is no financial impact currently associated with this item. Staff and fiscal impact will be centered around the direction of the Town Council.

RECOMMENDATION: Staff recommends that the Town Council accept the report and directs staff to schedule a work session of the Council to further discuss the recommendations and provide feedback and guidance to the Interim Town Manager.

**A RESOLUTION ACCEPTING THE COMMUNITY SAFETY TASK FORCE 2023
REPORT, RECOGNIZING THE DISSOLUTION OF THE TASK FORCE, AND
THANKING THE MEMBERS WHO SERVED ON THE COMMITTEE**

WHEREAS, on April 20, 2021, the Town Council approved, “A Resolution Establishing a Community Safety Task Force”; and

WHEREAS, the Town Council’s intent was to develop new approaches to public safety beyond policing; and recognize that investments in public safety and in programs and services that keep communities healthy and safe must advance racial equity, be grounded in community demands, and be informed by authentic engagement with grassroots and community organizations; and

WHEREAS, on November 16, 2021, the Town Council appointed the members of the Task Force and asked the Task Force to submit its recommendations within 12 months; and

WHEREAS, with the Task Force beginning its work in March 2022, the Town Council extended the timeline of the Task Force until May 1, 2023; and

WHEREAS, on June 20, 2023, Town Council agreed to extend the timeline of the Task Force until November 2023, as allowed for in the 2021 authorizing resolution; and

WHEREAS, the Community Safety Task Force has concluded its work;

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby receives the Community Safety Task Force report.

BE IT FURTHER RESOLVED that the Town Council hereby directs staff to schedule a work session of the Council for January 16, 2024, to further discuss the Task Force’s recommendations and provide feedback and guidance to the Interim Town Manager.

BE IT FURTHER RESOLVED that the Town Council hereby offers its gratitude to Task Force members Barbara Fedders (Chair), Wamiq Chowdhury (Vice-Chair), George Barrett, Benjamin Blaisdell, and Madison Hayes, and staff liaison Anita Jones-McNair for their many months of work on the Task Force report and their service to the Town of Carrboro.

This the 14th day of November 2023.



Community Safety Task Force

**Report and Recommendations for Safety
Beyond Policing**

November 9, 2023

I. Introduction

In the wake of the police murder of George Floyd, municipalities across the country organized for change. Organizers named anti-Black violence as endemic to the culture and practice of law enforcement. Activists argued that true community safety and racial justice are threatened, rather than protected, by police. Carrboro was no exception. Local organizers, notably young people in the NAACP Youth Council, rallied to demand a response from the Town of Carrboro that recognized and fundamentally changed law enforcement's use of racialized violence against Black and brown people. On June 18, 2020, the Town of Carrboro created this Community Safety Task Force ("CSTF" or "Task Force"). The Town charged the Task Force with crafting specific recommendations for safety beyond policing. Specifically, our mandate was to research and identify best practices for fostering a healthy community while advancing racial equity. The Town specified that the recommendations were to be informed by engagement with grassroots and community organizations.

In alignment with the Carrboro Connects Comprehensive Plan, which centers race and equity alongside advancing climate action, this Task Force has identified changes that should be made both within and outside the Carrboro Police Department. These include, but are not limited to, reducing the number of arrests in favor of citation, reducing the number of citations in favor of deflection, eliminating unnecessary uses of force, and eliminating racial disproportionality in policing. We also favor moving funds where possible away from law enforcement and toward social services to better address the root causes of many of the issues police traditionally respond to. In particular, we identify solutions that rely on non-police personnel – social workers and people with lived experience – to respond to crises of behavioral health.

Over the course of nearly two years, we have sought out voices not typically heard in policymaking to guide our recommendations. Specifically, we collaborated with Activate! IFC in canvassing and phonebanking to solicit the perspectives of local residents from marginalized communities and people who have been harmed by police. In addition, we held two listening sessions. The first was with community members on a series of issues relating to experiences with law enforcement. The second was with people who have created programs outside of policing to enhance community safety, specifically individuals from Durham Beyond Policing and the Durham Holistic Empathetic Assistance Response Team ("HEART") program, as well as a local mutual aid organizer. The Activate! IFC collaboration, combined with the listening sessions, yielded a rich trove of qualitative data.

In addition, we conducted substantial empirical research. We analyzed Carrboro police data on traffic stops and searches and use of force to inform our recommendations. In addition, we researched successful initiatives from around the country to explore ways to promote safety. The most common was crisis units housed within the 911 structure that engaged non-police professionals to respond to behavioral health crises.

The Task Force consisted of a group of Carrboro residents with professional expertise and lived experience with the issues raised in the report. The current members of the Task Force are:

George Barrett

Executive Director of the Marian Cheek Jackson Center. The Jackson Center is dedicated to preserving the future of historically Black neighborhoods in Chapel Hill and Carrboro, NC. Located in the heart of the Northside community, Center staff work in collaboration with Northside neighbors and friends to respect and to serve histories from Emancipation, Reconstruction, Jim Crow, civil rights struggle, and desegregation. The Jackson Center works to achieve its mission through three primary strategy areas: Organizing and Housing Justice, Youth and Education, and Celebration and Connection.

Benjamin Blaisdell

Associate Professor at East Carolina University. Ben is Coordinator of the Racial Equity Studies graduate certificate and Foundations program in the College of Education at East Carolina University. His scholarship uses Critical Race Theory to examine how white supremacy and antiblackness are normalized in schools, and he engages in a collaborative form of professional development called equity coaching to foster racial literacy and antiracist action with schools. He currently serves as an equity coach for Northside Elementary and the Chapel Hill-Carrboro City Schools.

Wamiq Chowdhury

Team Lead at Dauntless Discovery. Wamiq is a member of the NC Triangle chapter of the Democratic Socialists of America and serves as the Endorsements Chair of DSA's National Electoral Committee, managing the organization's national endorsement process and its electoral grant program. He is also a member of DSA's Multiracial Organizing Committee. He previously served on Triangle DSA's Steering Committee and on the Carrboro Connects Task Force.

Barbara Fedders

Associate Professor at the University of North Carolina School of Law. Barbara directs the Youth Justice Clinic, where she supervises students representing children in conflict with the law. She is a researcher on school policing, student privacy, and LGBTQ+ youth.

Madison Hayes

Co-Executive Director at Refugee Community Partnership ("RCP"). RCP supports refugee communities in coming together to diagnose the issues most affecting them, design solutions that best address them, and make public life safer and more participatory by improving institutions' language access practice. She has been an organizer with Organizing Against Racism - Orange County and Triangle Mutual Aid.

The Task Force would also like to acknowledge former Task Force members, Town of Carrboro staff, and the partners and external consultants who supported our work:

Former Task Force Members

Ben Gear

Frances Henderson

Town of Carrboro Staff

Anita Jones-McNair, Chief Race and Equity Officer, Town of Carrboro

Kannu Taylor, Race and Equity Manager, Town of Carrboro

Town Council Liaisons

Barbara Foushee, Carrboro Town Council

Damon Seils, Mayor of Carrboro

Sammy Slade, Carrboro Town Council

Inter-Faith Council for Social Service Partners

Quinton Harper, Director, Activate! IFC

Nate Jones, Manager, Activate! IFC

Heather Nash, Advocate, Safety Vanguard

External Consultant

Kimalee Dickerson, Assistant Professor, University of North Carolina at Chapel Hill
School of Government

II. Data on Policing

Before considering any changes to public safety, it is helpful to begin with a shared understanding about the current state of policing. This section presents national, state, and local Carrboro data about policing. Specifically, we focus on who interacts most with police and the nature of common interactions to better understand patterns of racial disparity in policing.

National Police Data

Each year, more than 50 million people aged 16 or over in the United States have contact with police (Tapp & Davis, 2022). From traffic stops and searches to arrests and police use of force, national data and research consistently show that Black and Latinx/Hispanic people are disproportionately *burdened* by racially biased policing.

A recent study of nearly 100 million traffic stops across the country concluded that “decisions about whom to stop and, subsequently, whom to search are biased against [B]lack and Hispanic drivers” (Pierson et al., 2020, p. 740-41). Specifically, researchers found that Black drivers were stopped more often than White drivers relative to their share of the residential population, while Latinx drivers were stopped at lower rates than White drivers. Once stopped, Black and Latinx drivers were searched 1.5 to 2 times more often than White drivers, although they were equally or less likely to be carrying drugs, guns, or other illegal contraband (Pierson et al., 2020).

Nationwide arrest data tell a similar story. A study of racial disparities in nationwide arrests between 1999 and 2015 found that even as crime rates went down over time, the racial disparity in arrests went up. In 1999, the average police agency arrested 5.48 Black people (adult and juvenile) for every White person, and by 2015, the average was 9.25 arrests of Black people for every White person (Redbird & Albrect, 2020). The racial disparity in arrests holds even after accounting for behavior that may violate the law (Gase et al., 2016). For example, racial disparities in drug arrests are not explained by racial differences in drug use or offending. Rather, racial disparities in drug arrests are most often due to “racial bias in law enforcement” (Mitchell & Caudy, 2015).

In addition to traffic stops and arrests, national data from the Bureau of Justice Statistics show that in 2015, 2018, and 2020, Black and Latinx persons were more likely to experience the threat of force or use of nonfatal force during their contact with police than White individuals (Tapp & Davis, 2022; Harrell & Davis, 2020; Davis et al., 2018). In fact, Black and Latinx people are more than 50 percent more likely than Whites to experience nonlethal use of force (e.g., handcuffing without arrest, drawing or pointing a weapon, or using pepper spray or a baton) in interactions with police (Fryer, 2019; Goff et al., 2016; Weisburst, 2019). The evidence is more mixed on racial disparities in incidents of police lethal use of force, with some studies finding Black people more likely to be victims of lethal police force and others finding no racial disparity (Fryer, 2019; Kramer & Remster, 2018).

Neighborhood racial demographics and the amount of police presence are important considerations in understanding interactions with police. Communities of color are often simultaneously over-policed, meaning they receive disproportionate attention and targeting for real, perceived, or potential criminal activity, and under-policed or ignored by law enforcement (Boehme et al., 2022). While having a larger police force is associated with a reduction in certain crimes – for example, on average each additional police officer abates approximately 0.1 homicides – Black and Latinx communities do not benefit equally from greater police presence as White communities (Chalfin et al., 2022). In cities with large Black populations, the number of potentially averted homicides (1 per 10-17 officers hired) is modest and might even be zero, while the presence of more police officers leads to more arrests of Black people for common low-level offenses like liquor violations and drug possession (Chalfin et al., 2022). Police use of force is also more prevalent in Black neighborhoods (Lautenschlager & Omori, 2019).

North Carolina Police Data

The patterns of racial disparities in police interactions in North Carolina are similar to the rest of the nation. A study of over 20 million traffic stops between 2002-2016 in North Carolina found Black drivers were almost twice as likely to be pulled over as White drivers and were four times more likely to be searched following a stop, although they were less likely to be found with contraband (Baumgartner, 2018). While Hispanic drivers were no more likely than White drivers to be pulled over, they were much more likely to be searched (Baumgartner, 2018). In terms of arrests, an analysis of FBI arrest data shows that in 2018, Black people in North Carolina were arrested on average 2.5 times more often than Whites, with some areas of the state showing even greater difference in arrest rates (Kummerer & Green, 2020). For example, FBI data showed Orange County arrested Black people four times as often as White people (Kummerer & Green, 2020). Like the national data on the differential impact of additional police presence, more police officers in North Carolina communities have been linked to more arrests for Black, Latinx, and Native American people, but not Asian or White people (Johnson & Baumgartner, 2022).

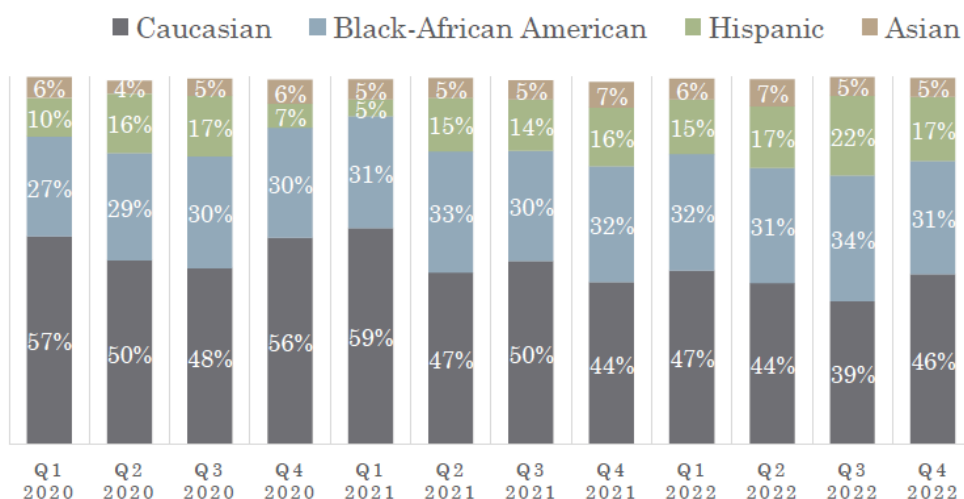
Town of Carrboro Police Data¹

Consistent with state and national data, Carrboro policing data shows that Black and Latinx/Hispanic people are overrepresented in traffic stops and more likely to be searched following a stop. Moreover, when Latinx people are stopped, they are generally the least likely to receive a warning and more likely to be arrested or receive a citation. Black and Latinx people in Carrboro are also more likely to be arrested, particularly for low level, non-violent offenses, and Black people, specifically Black men, are most likely to experience use of force by police.

¹ The sources of the police data for the Town of Carrboro are 1) reports from the Carrboro Police Department including an annual report for 2020 which include traffic stop/search, arrest, and use of force data, and quarterly reports for 2021 and 2022 which include traffic stop/search and use of force data and 2) the Police Scorecard, a nationwide public evaluation of policing in the United States that calculates policing outcomes for over 16,000 municipal and county law enforcement agencies based on federal and state databases and data obtained from local police agencies.

Traffic stop data were provided by the Carrboro Police Department for 2020-2022. During this time, data show a total of approximately 5,290 traffic stops, 2,191 stops in 2020, 1,701 stops in 2021, and 1,398 stops in 2022.² Each year, about 26-30% of the drivers stopped by the Carrboro Police Department were residents of Carrboro, another 22-23% were residents of Chapel Hill, and the remaining 50% were from other jurisdictions such as Durham, Alamance, Chatham, Wake, and others. Black and Latinx drivers were overrepresented in traffic stops relative to their share of the population in both the Town of Carrboro and the state of North Carolina. United States Census Bureau population estimates for 2022 show that Black people are about 15% of the population in Carrboro and 22% in North Carolina respectively, yet they made up an average of 30.8% of all traffic stops from 2020-2022 as shown on the graph below.³ Similarly, the Latinx population estimate for Carrboro is 8.5%, while Latinx people constituted 14.25% of all stops from 2020-2022. In comparison, White people are an estimated 64% of Carrboro's population, but represent 48.9% of stops from 2020-2022.

STOP TREND BY QUARTER AND DEMOGRAPHIC



This graph shows quarterly traffic stop data by race/ethnicity for the Town of Carrboro during 2020-2022.
Source: Carrboro Police Department Traffic Stop Data Report for Q4 2022 and Q1 2023

² Traffic stop data are approximate because different data sources have slightly different numbers. For example, the Carrboro Police Department Traffic Stop Data report for Q4 2022 and Q1 2023 lists 477 stops during Q3 2021, while the quarterly report for Q3 2021 states 481 stops for the same time period.

³ The most recent U.S. census data from July 2022 for the Town of Carrboro includes the following population estimates by race and ethnicity: White (not Hispanic or Latino) 63.9%; Black or African American 15.3%; Hispanic or Latino 8.5%; Asian 8.5%; two or more races 7.2%; American Indian and Alaska Native 0.6%; Native Hawaiian and Other Pacific Islander 0.0%.
The most recent U.S. census data from July 2022 for the state of North Carolina includes the following population estimates by race and ethnicity: White (not Hispanic or Latino) 61.5%; Black or African American 22.2%; Hispanic or Latino 10.5%; Asian .6%; two or more races 2.6%; American Indian and Alaska Native 1.6%; Native Hawaiian and Other Pacific Islander 0.1%.

After a traffic stop in Carrboro, a greater percentage of Black and Latinx people were searched compared to White people. However, Carrboro police found contraband with equal frequency or more often when searching Whites in 2020 and 2021. The most commonly found contraband for all racial/ethnic groups was alcohol and drugs. In terms of enforcement actions following a traffic stop, between 2020-2022, a higher percentage of Latinx people were arrested or received a citation compared to White and Black people. Among the three racial groups, Latinx folks were consistently the least likely to receive a warning. For example, in 2021, 37% of Latinx people who experienced an enforcement action following a traffic stop received a warning, while 47% of Black people and 51% of White people received a warning. The remaining 63% of Latinx people were arrested (8%) or received a citation (55%).

Carrboro's arrest data are primarily based on data from 2013-2021 in the Police Scorecard. In terms of arrests, the Police Scorecard data show 3,267 arrests by Carrboro police from 2013-2021. The range of arrests by year includes a high of 639 arrests in 2013 and a low of 209 arrests in 2020.⁴ The Police Scorecard indicates disproportionality in the racial breakdown of those arrested: 53% of arrestees were Black, 13% were Latinx, and 28% White. Notably, 69% of all arrests in Carrboro from 2013-2021 were for low-level, non-violent offenses such as drug offenses, public drunkenness, vagrancy, loitering, gambling, disorderly conduct, prostitution, vandalism, and other typically misdemeanor offenses often associated with issues of substance abuse, homelessness, and sex work. In Carrboro, Black people were 4.1x more likely and Latinx people were 3.5x more likely to be arrested for low level, non-violent offenses compared to White people.

Both the CPD and Police Scorecard reports include use of force data. One positive finding is that the Police Scorecard indicates that Carrboro Police Department did not report any fatal use of force by its officers between 2013-2021. CPD data show a total of 48 use of force incidents from 2020-2022, 12 in 2020, 20 in 2021, and 16 in 2022. During this time, Black people were involved in more than half of the incidents in which force was used by officers. Black men were particularly vulnerable to use of force. For example, in 2022, 12 of the 16 use of force incidents (75%) involved Black people, all of whom were men.

Town of Carrboro Police Department Budget

In the 2023-2024 adopted budget for Carrboro, 14.7% of the general fund is allocated to the police department. This is a reduction from the 16.3% of the general fund allocated to the police department in 2022-2023 and the 15.8% allocated in 2021-2022. The large majority of the police budget for 2023-2024—93.3%—is for police personnel. Police personnel account for 21.6% of Carrboro's total personnel budget for 2023-2024. This is a slight reduction from 23.3% of the total personnel budget in the 2022-2023 and 2021-2022. Although there was an 11.5% increase in the police personnel budget in 2022-2023 and a 12.3% increase in the police total budget compared to the previous year, we are encouraged by the recent reductions in the police

⁴ The arrest data from the Carrboro Police Department differs slightly and shows 291 arrests for 2020. The Task Force did not receive arrest data from the CPD 2021 or 2022.

budgets for 2023-2024. In our recommendations (Recommendation 2: Reallocate Money), we identify ways for Carrboro to reallocate money from the police department to other departments and initiatives to increase community safety.

III. Community Engagement

The Task Force has held a shared commitment to pursue its mission by listening to Carrboro residents most disproportionately impacted by violence and policing. The resolution establishing the Task Force states that “investments in public safety and in programs and services that keep communities healthy and safe must advance racial equity, be grounded in community demands, and be informed by authentic engagement with grassroots and community organizations.” It calls upon the Task Force to “learn from residents and experts” about safety needs and alternative resources “[t]hrough a series of shared learning sessions”, making community engagement a core part of the Task Force’s work.

The Task Force sought community feedback in multiple ways. One key partnership was with the Activate! project at the Carrboro-based Inter-Faith Council for Social Service (IFC) on their Safety Vanguard initiative. At the time the Task Force was formulating its community engagement plans, Safety Vanguard was beginning to survey community members for input on safety and policing through a series of phonebanks, canvasses, and in-person discussions, making it a perfect partnership for the Task Force. Task Force members engaged in all of these activities with Activate!, helping the project survey 113 people, many of whom are low income, have experienced houselessness, and hold marginalized identities, making them a vital group to include in our community engagement efforts.⁵ The Task Force also conducted two community listening sessions, one with local community leaders with experience with policing overreach in their communities, and one with individuals with expertise in policing alternatives, to gain further perspective and knowledge to inform our recommendations. In advance of these sessions, the Task Force spent considerable time determining what the focus of the discussions would be and identifying individuals whose perspectives would be especially valuable. The invited guests were community leaders who the Task Force members knew through our community organizing experiences, as well as contacts shared with us by our Council Liaisons, whose assistance was greatly appreciated. In addition to our invited guests, other members of the public attended these sessions and shared their experiences as well. As part of their Black August events, Safety Vanguard also held group discussions on community safety that members of the Task Force helped to plan and facilitate. All of these community engagement efforts were vital in providing the Task Force with a grassroots grounding in the community’s needs and requests, and we are deeply appreciative of everyone who shared their views with us.

Task Force members spent significant time processing the information we gained from our community engagement efforts to determine the predominant themes of residents’ feelings about safety. Many of the survey questions were open ended, so Task Force members together with Activate! staff analyzed the responses by coding and categorizing them into themes. For the listening sessions and community discussions, Task Force members took careful notes and

⁵ Of the 113 survey respondents, 23 said they were residents of Carrboro proper. Another 35 said they lived in Chapel Hill. Three respondents reported working in Chapel Hill or Carrboro. Many of the remaining respondents either lived near Carrboro or did not have stable housing. Not all survey respondents answered all questions, including the demographics questions.

then combined and compared them to identify key themes from the discussions. Several themes emerged from both the open-ended survey questions and the community discussions.

Safety Vanguard Survey Findings

The survey asked respondents about their thoughts and feelings on safety broadly and about the police specifically. Several important themes emerged from the findings, including that most respondents associated safety with freedom from harm, community connections, and meeting basic needs like affordable housing and health care. In terms of the police, respondents shared several safety concerns, and a significant number viewed police as a potential threat, rather than source of safety.

When asked what safety meant to them, the most common responses were those that equated safety with feeling free to live or act as people choose, without fear of physical or emotional harm (28 responses).⁶ The second most common theme connected community, friends, or familiarity with one's neighborhood with safety (23 responses). Some respondents also identified material resources including access to support resources (8 responses) and housing (6 responses). Only five respondents mentioned police as part of their conception of safety, with one of those saying that safety required not feeling threatened by police. On the other hand, when asked, "What makes you feel unsafe?", police were mentioned by 10 respondents, second only to responses concerning violence, physical harm, and escalation (11 responses). Other common themes included drugs (8); general uncertainty or instability (8); folks living unhoused (7); guns (7); and racism (7). Five responses mentioned domestic violence or abuse, and five respondents said that men make them feel unsafe.⁷

The survey also asked how respondents would keep their community safe if they had a million dollars. The most common theme by far was affordable housing, mentioned by 25 respondents. Relatedly, another 12 responses mentioned emergency shelters or homelessness, and 12 others mentioned food, highlighting the extent to which survey respondents saw meeting basic material needs as central to safety. After affordable housing, the second most common theme was mental health, behavioral health, or harm reduction (19 responses). Finally, 12 responses mentioned investing in law enforcement, including more officers, more community outreach by police, more training, more diversity on police forces, or more prisons.

In addition to understanding general perceptions of safety, the Task Force sought to understand how and if community members considered policing to be a factor in their safety. About one third of respondents reported they do not feel comfortable calling the police when they feel physically

⁶ See Tables 1-4 in the Appendix for a summary of survey responses and themes.

⁷ While much of the discussion in this report focuses on the most common responses, we would be remiss to ignore responses common to smaller subsets of respondents, including women who fear being alone outside at night, and gender nonconforming individuals who are particularly at risk of physical and emotional harm for simply existing in public. We should be particularly sensitive to intersections in these oppressions; while race and class based oppression came up repeatedly in our community interactions, these combined with gender based oppression leave some of our neighbors precariously unsafe.

unsafe. The comments elaborating on this question were particularly insightful for the Task Force as they again highlighted a tension between community members wanting police to provide services yet not trusting the police because of negative past experiences and/or fear that police will escalate the situation and create, rather than prevent, violence. For example, one local Black resident explained that although he felt comfortable calling the police, he feared being stopped by the police. Other respondents explained they did not feel safe calling the police because they “called police a lot in former job and had negative experiences” and because the police “add unnecessary escalation, bringing police into predominantly Black neighborhoods and spaces creates anxiety and unease”.

Finally, respondents were asked to name their top three safety concerns they would share with a local policy maker or law enforcement officer.⁸ The most common responses involved concerns about police (38 responses). Specifically, respondents noted concerns with police training (21), concerns with police responses to crises (10), and concerns with insufficient community engagement by police (10). Only four of these responses called for more police. Among non-police related concerns, affordable housing was again the top concern (21 responses), followed by public transportation and pedestrian safety (17), racial and class inequality (16), and safety for unhoused people (12).

To summarize, some of the common themes that the survey respondents shared about police were:

- police often escalate situations rather than defusing them,
- police are not effective in resolving the problems they are called to respond to, and
- police do not serve or may pose a danger to those from marginalized communities.

Findings from Listening Sessions

The Task Force held our first listening session in summer 2023 with five leaders from primarily Black and Latinx communities who also represent queer people of color who face intersectional forms of oppression (e.g. racism, heterosexism, and ableism). The session opened with the question, “How does the relationship between racism and policing show up in your community?”. Participants shared personal stories of over policing, police failing to resolve and often escalating the situations they were called to, and communities that avoid calling the police due to negative experiences. One participant remarked, “Carrboro police are quick to react, slow to resolve.” Another detailed how police exacerbated situations where mental health, race, and gender nonconformity intersected, noting that their only positive experience with police was an instance in which the Chapel Hill Crisis Unit responded to a call and a social worker was the primary responder.

We followed up by asking about long-term effects on our guests’ communities. Breakdowns in community connectedness and neighborhood familiarity were a major topic in this phase of the conversation. In particular, participants voiced a concern that local law enforcement officers lack

⁸ Safety Vanguard also included questions about voting in the survey; those are not discussed here.

a connection to the communities they police. There was a strong feeling that policing overreach could be eased if officers engaged in more intentional personal engagement with community members. Participants emphasized that police should participate in authentic community engagement that:

- Is on the community's terms and centers community ownership,
- Takes place in locations and at times convenient for working people, and
- Involves officers wearing street clothes rather than police uniforms.

We then asked the group about alternatives to policing. A main theme we heard was a seemingly opposing call for both safety alternatives beyond policing and police reform. This theme is best illustrated by a comment from a younger Black man who said, "I don't believe in [police] reform. I think the system is too far gone to fix", but then shared ideas for police reform such as more community engagement by police. Other members of the group shared similar wishes for Carrboro police to become more "of the community" while also lifting up the value of other community safety systems their communities use such as neighbor-to-neighbor de-escalation training, community agreements on how they want to respond to crisis without police involvement, and internal community communications on digital group messaging applications to share resources and seek help from each other rather than calling the police.

We ended the session by asking about accountability, including how the Town and the police department could be held accountable to the recommendations the Task Force would submit to the Council. Along with recommendations for more accessible Town resources for their communities (resources being shared in hard copy rather than online), several participants expressed skepticism of task forces such as ours and whether they were capable of achieving lasting change. One participant posed a crucial question: "Does the police department want to change? If they don't want to change, trying to hold them accountable is pointless."

The Task Force identified several key themes from this discussion:

- Participants strongly felt that the police are not for them and do not serve their communities. Rather, they felt the purpose of police is to surveil them and criminalize their existence.
- Participants strongly desire police to have better knowledge of and stronger commitments to their communities.
- Participants felt skeptical that police departments are open to or capable of change.
- Participants felt that community safety task forces can only be effective if they result in ongoing dialogue between police and communities on the communities' terms.
- Participants without direct experience with policing alternatives had difficulty thinking outside of policing and desire police reform while also being skeptical of it.
- Participants with direct experience with policing alternatives pursued those alternatives out of feeling that they were necessary, and found them somewhat useful, if imperfect, resources for solving problems without police intervention.

Our second listening session focused on different approaches to policing alternatives. We spoke with experts from Durham about the Durham HEART program and from Chapel Hill about local

efforts to train neighborhoods in nonviolent crisis response and de-escalation as an alternative to calling police. We learned several important details about the development and efficacy of the HEART program, which connects residents experiencing non-violent mental health crises or quality of life concerns with appropriate care rather than by always dispatching police. We learned that one of the keys to the success of the HEART program is that it is run by the Durham Community Safety Department, rather than being nested within the police department. Also, while the program was initially utilized only for non-urgent welfare checks, it has since been expanded to a much wider range of calls, for which it has been effective. It utilizes not only mental health clinicians but also peer support specialists, who in many cases are more effectively able to de-escalate situations than police often are, as well as EMTs, who can provide care without carrying firearms. The conversation also underlined how much time and effort it takes to develop and implement such a program, highlighting for us the extent to which our Task Force has only been a first step.

Our Chapel Hill expert had experience with both police reform in Chapel Hill, as well as running grassroots alternatives to policing. Their comments echoed what we heard from community leaders in the first listening session. In particular, they stressed the importance of investing directly in neighborhoods to build community, get neighbors talking to each other, and learn how to de-escalate situations without needing to call the police.

The Black August discussions at IFC⁹ further reinforced themes from our listening sessions and surveys. Many of the Black August participants had experience dealing with mental health issues and felt especially at risk in police interactions. For example, one participant shared that “I’ve never heard someone say being in police presence makes them feel safe.” In these folks’ experiences, there are not enough resources in the area for people suffering from mental health crises. Some participants expressed that not having a safe place to go during such an episode put them at risk of harm by police who are aggressive and inclined to use force, leading to criminalization rather than support. Several participants linked lack of support for mental health to drug use, drawing a straight line from their treatable health issues to the criminal justice system that many never escape.

Another common theme that arose in the Black August discussions was the tension between skepticism that police exist to serve communities and a strong desire for a radical culture shift within policing. A major component of the culture shift desired by participants was focusing on building relationships between law enforcement and the communities they police. Much like the first listening session, several participants felt that police officers should be from the communities they serve and know them more intimately. It was clear that almost all of these participants, particularly our most marginalized neighbors, struggled to feel authentic care and compassion in their interactions with law enforcement. They did report having much better interactions with Chapel Hill’s Crisis Unit and with Orange County’s Street Outreach, Harm Reduction and Deflection (SOHRAD) program discussed below, with participants saying that their interactions with service providers from those institutions made them feel much more

⁹ For the Black August discussions, we started with one-on-one discussions using the Safety Vanguard survey. Then, we broke into two large groups for further discussion.

supported. Proactive outreach and follow up care (which the HEART program also provides) were instrumental in engendering these feelings.

Summary of Key Community Engagement Findings

To summarize, the findings from our community engagement efforts were as follows:

- Many participants experience a lack connection between police and the community and among community members
 - Local residents do not feel that police are sufficiently connected to the communities they police
 - Some communities are sufficiently tightly woven that they have developed their own alternatives to reduce calls to police, but for most this is not the case
- Participants desire accessible community services
 - Residents deeply desire places that provide services (mental health, affordable housing, substance use, domestic violence, etc.) that are easily accessible and do not carry a threat of criminalization
- Lack of affordable housing is a barrier to safety
 - Houselessness, housing insecurity, and housing affordability are seen as important obstacles to safety, by both those with and without experience with houselessness and housing insecurity
- Showing genuine care is associated with feelings of safety
 - Non-police first responders that are proactive, follow up to help residents connect with local services, and arrive on the scene with mindsets of care and compassion lead to much greater feelings of safety
- Participants desire police reform
 - Local residents desire a range of police reforms, including some that may not be feasible (like having Carrboro police officers live in Carrboro) and some that may be contradicted by research (like implicit bias training or police diversification efforts having clear positive impacts), but what residents desire most is a radical shift in the culture of policing
- Participants prefer alternatives to policing
 - Where alternatives to policing exist locally and within pockets of marginalized communities in town, they are seen as more effective and vastly preferred by residents
- Accountability and community engagement are vital
 - The Town government, the police department, and even this Task Force itself can only be held accountable by allowing affected communities to make demands and drive the process of creating safety beyond policing

Limitations of Our Community Engagement and Looking Ahead

We should note some limitations of the community engagement aspect of the Task Force's work. In terms of informing the way forward, there is an inherent risk in overly relying on existing

feelings about safety and policing in formulating recommendations on alternatives to policing. Such existing perceptions are affected by the dominant status quo of the current policing model in American culture, and indeed by many peoples' material realities, in which people often feel that the police are the primary or only recourse for solving their problems. Without a wealth of existing alternatives to traditional policing that people are familiar with, progress on community safety necessarily requires looking beyond the status quo. It is clear that part of what the community is calling for is radical police reform, with both the process and the content of those reforms driven by the community.

Another limitation of our community engagement work is that this work necessarily must be a long term process. With more time and opportunities for follow up, the Task Force would have relished the opportunity to go back to the folks we heard from to ask more and deeper follow up questions. For example, one question we were left with after our community discussions was: when community members say they want police to serve them better, do they specifically mean that they want *police* to provide these services, or do they just want *someone* to provide these services, but don't know who else could do so besides police? To some extent, Carrboro's task is to provide transformative alternatives so the Town can continue to engage with the community and assess their feelings about new alternatives they weren't previously familiar with.

It is vital going forward that Carrboro's community safety efforts continue to engage with the communities that imparted so much of their wisdom to the Task Force and support existing efforts that are already engaging with these communities. Many of these individuals are justifiably skeptical of processes like the one we have undertaken. Continued engagement with them and others, centering their visions for community safety, and creating mechanisms by which they can hold the Town accountable in implementing the Task Force's recommendations is vital to building toward community safety that is rooted in the realities of those most impacted by violence.

IV. Research on Existing Models of Alternative Crisis Response

Throughout our months of community listening sessions, phone banking, and canvassing - during which we listened to as many stakeholders as possible, especially those who are directly impacted by Carrboro's emergency response systems - a prominent theme was police alternatives to crisis response, particularly the need for first responders that are skilled, compassionate, and unarmed. The Task Force researched existing models for alternative crisis response, especially models developed or implemented locally. We sought input from active, municipal programs offering various alternative crisis response services in Durham County and Orange County. As discussed above in the community engagement section, representatives from Durham's HEART Program and Durham Community Safety Department shared their efforts, the outcomes of program implementation, and lessons learned. We also heard from residents who are disproportionately policed about their experiences with Orange County's SOHRAD program and Town of Chapel Hill's Crisis Unit. The SOHRAD program connects people experiencing houselessness in Orange County with housing and services through peer support and clinical staff. Chapel Hill's Crisis Unit is a 24-hour co-response team that provides onsite emergency response with human services professionals and police officers working together in crisis situations.

Some insights we gained from policing-alternatives in other jurisdictions include:¹⁰

- Atlanta's Policing Alternatives and Diversion (PAD) program showed that nearly 1 in 5 calls to the Atlanta/Fulton County 911 emergency call center could be managed through police-alternatives.
- In Albuquerque, NM, 73% of inbound calls to the Albuquerque Police Department during 2023 have been diverted to the Albuquerque Community Safety program.
- San Francisco's Street Crisis Response Team (SCRT) found that the majority of crises to which they are dispatched (totaling 30,284 so far since inception in 2021); can be resolved on the scene by skilled crisis responders.

Closest to home is Durham's HEART program, which was piloted in 2022, and has rapidly expanded due to the overwhelming success and high service level demand during its pilot year. The HEART program has responded to over 9,000 calls since its inception in June 2022. Data collected by the HEART program show that over the last year alone, HEART has responded to 7,879 calls, only .01% of which needed police department backup for team safety. Evidence shows that sending the right response based on people's needs reduces law enforcement encounters and unnecessary emergency room use, lowering the burden on emergency services and reducing criminalization.

¹⁰ Website links for more information about the alternative crisis response programs discussed in this section are available on the Resources and Links page at the end of this report.

V. Recommendations

Based on the above research and community input, we have identified the recommendations that follow. While we urge the Town to take action on each recommendation, we have listed our recommendations in order of their priority to the Task Force. These recommendations also reflect the reality that the vast majority of police work does not involve actually preventing, responding to, or solving violent crime (Asher, J. & Horwitz, B., 2020; Kaba & Ritchie, 2020; Kanu, 2022).

There are dozens of recommendations that we would put forth to Carrboro Town Council; however, our list is deliberately small to keep Council's focus on strategies that would have the most widely felt impact for Carrboro residents. We implore the Town Council to continue developing community safety approaches that are alternatives to policing and the criminal legal system and involve diverting money from policing to community-led initiatives and organizations helping to meet needs and solve community problems without police involvement. In particular, we stress the importance of affordable housing. Without affordable housing for all Carrboro community members, the impact of these recommendations will be more limited than we hope.

1. Develop a Non-police Crisis Response System: “I want public safety folks that are not police.”

Carrboro deserves access to skilled, compassionate, unarmed care when residents are experiencing nonviolent mental and behavioral health crises or quality of life concerns. The Task Force recommends developing a non-police crisis response system as a crucial strategy for increasing community safety, and particularly prioritizing the safety of marginalized communities in Carrboro. Modeled after Durham's HEART program, the Task Force recommends a pilot that includes:

1. **Crisis Call Diversion (CCD)**, which embeds licensed mental health clinicians into the 911 Call Center to triage, assess, and respond to behavioral and mental health related calls for service. Crisis Call Counselors serve 8 major functions:
 - a. **Assess** 911 callers' needs, complete safety plans, and help identify the appropriate response.
 - b. **Divert** non-emergency crisis calls that do not require an in-person response.
 - c. **Connect** people to resources to support future mental health-related needs.
 - d. **Dispatch** Community Response Teams as appropriate.
 - e. **Consult** with 911 dispatchers, providing information that can support better outcomes.
 - f. **De-escalate** situations prior to the arrival of first responders.
 - g. **Support** first responders in the field as unanticipated mental health related issues arise.
 - h. **Follow up** with callers after a crisis to check in and help connect them to any services that might be needed.
2. **Community Response Teams (CRT)**, which provide rapid, trauma-informed care for 911 calls involving non-violent behavioral and mental health needs and quality of life

concerns by dispatching 3-person teams of unarmed and skilled first responders including licensed mental health clinicians, peer support specialists,¹¹ and EMTs.

Community Response Teams serve 5 major functions:

- a. **Identify** appropriate 911 calls that will receive an unarmed response.
 - b. **Dispatch** teams of three unarmed, skilled responders through 911.
 - c. **Arrive** on the scene in less than 30 minutes from time of dispatch.
 - d. **Deliver** person-centered, trauma-informed care.
 - e. **Transport** neighbors to the appropriate community-based care, when necessary.
3. **Care Navigation (CN)**, where two-person teams of a peer support specialist and licensed clinician provide in-person or phone-based care following an initial encounter with crisis responders, with the intention of following up until the resident is connected to the care they need and want.
- a. **2-person teams:** Navigator teams are made up of one peer support specialist and one licensed clinician.
 - b. **Follow-up:** Navigators follow up with neighbors who meet with the Community Response Team and/or Crisis Call Counselors, if requested. They may also follow up with families, providing in-person and/or phone-based care following the initial encounter.
 - c. **Continuation of care:** CRT teams inform Care Navigators about residents' needs. Navigators strive for a warm handoff to ensure linkage to care and to minimize people having to retell their story.
 - d. **Respond in pairs:** When following up in person, Care Navigators will respond in pairs.
 - e. **Multiple check-ins:** Based on each neighbor's needs, Care Navigators may check in multiple times to support.

During our listening session with representatives from the City of Durham's Community Safety Department and Durham Community Safety & Wellness Task Force, we gleaned three key factors that have driven the HEART program's success:

- The wide scope of calls that are eligible for HEART response. While most HEART calls are related to mental and behavioral health, HEART also responds to things like trespassing, prostitution, public order offenses, problems created by inadequate reduction and recovery resources, etc.
- The importance and prevalence of lived experience among peer support specialists and first responders.
- HEART programs are housed under the City of Durham's Community Safety Department, a specialty department that was designed to advance community-designed responses to safety, and is independent from but works alongside the City's emergency services.

¹¹ Peer Support Specialists are mental health workers with lived experience who have been trained to support those who struggle with mental health, psychological trauma, and/or substance use.

We implore the Town to ensure these three key characteristics are prominent in any non-police crisis response system the Town implements. Along with the specialized skills and training required for the role, clinicians, peer support specialists, and first responders should be individuals with lived experience with mental health, domestic violence, housing instability, interpersonal violence, or incarceration, and who are trained in LGBTQIA+ care, harm reduction, trauma, and language justice. Any non-police crisis response system must also involve proactive and comprehensive language services to serve Carrboro's residents who speak languages other than English, and it should use a human-centered design approach to integrating language service accessibility into the program. We recommend seeking input from local language access agencies, organizations, and advocates to understand the barriers and pathways for successful language accessibility.

Like Durham's HEART Program that lives under the City of Durham's Community Safety Department, this pilot should be housed in a newly created department that is independent of but works in coordination with the Town's emergency services. We believe a pilot is the appropriate scale at which to initially implement these strategies - the most important reason being that starting small will allow Carrboro to learn how to do this well here. While other jurisdictions are seeing success with similar approaches to crisis response, there will be a lot to learn and figure out, like appropriate staffing models, cross-departmental coordination, and budget needs. By starting small and paying close attention to the data, we can learn what approaches work best before scaling them town wide and 24/7. In this way, we intend to refine and make changes to these models to best meet the needs of Carrboro residents. The pilot should involve external contracts with City of Durham's Community Safety Department for pilot design input; Orange County's SOHRAD program and the Town of Chapel Hill's Crisis Unit for cross-coordination; IFC Activate!'s Safety Vanguard for community feedback; and a local research institution (like RTI) for evaluation.

Care Navigation is one of the most utilized and high-demand strategies of the HEART program and is sorely needed in Carrboro, especially in the wake of the COVID-19 pandemic as a driving force behind increases in mental health crises, domestic violence, and substance abuse. It is, however, inextricably bound to the need for more available, accessible, and decriminalized human services in these areas. The Task Force connects this with our second recommendation for more and abundant funding for existing and future human services, so that services are available to more Carrboro residents more of the time.

2. Reallocate Town Funding

From the beginning of this process, a major priority for the Task Force was making material changes to the Town's annual budget. As stated in the data section of this report, the Police Department makes up almost 15% of the general fund of the Town's annual budget for the current fiscal year and received \$4,303,021. Currently, 24 of the 42 (57%) FTE personnel in the Police Department are patrolling officers. The Task Force recommends that the Town Council reallocate funding from this portion of the general fund to support other services and plant the

seed for new departments and avenues to support the health and well being of marginalized communities in Carrboro.

In the adopted FY 2023-2024 budget, the Carrboro Town Council laid out five strategic priorities. These priorities guide the work plans of Town staff and dictate the flow of money. The Carrboro Town Council takes various factors into consideration when making decisions about Town priorities and the final approval of the allocation of funds. In line with the annual budgeting process, the Town Council must take the recommendations of the Task Force into account when determining the annual operating budget. Therefore, what follows are recommendations by the Task Force that we hope are reflected in next year's annual operating budget. We have identified two primary mechanisms for our recommendations to be realized:

1. Consult with the City of Durham to strategize about how to create the revenue needed to fund a pilot program modeled after the HEART program through a newly formed Community Safety Office that would be in operation by FY 2025. This department and pilot program, including operations and program personnel, would sit under the Office of the Town Manager.
2. Decrease the number of patrolling police officers. We recommend decreasing the number of patrolling officers as a source of funding redistribution. Redistributing these funds would provide a funding source to:
 - Support the pilot crisis response program through the new Community Safety Office and
 - Fund other parts of the Carrboro annual budget, primarily in the general fund, as detailed immediately below.

Through a redistribution of funds by decreasing the number of patrolling officers and pursuing other sustainable revenue streams, we recommend new monies go to the following areas in the Town's annual budget going forward:

3. Long-term sustainability of a social worker position in the police department. This position should NOT be dependent on grant funds.
4. Increase funding of the Outside Agency Human Services program with the purpose of making more funds available to nonprofit organizations working to advance and resource marginalized communities whose members are most likely to experience negative interactions with the police. In particular, the Task Force recommends prioritizing funding for organizations working to advance:
 - Creation of and access to more affordable housing
 - Mental and behavioral health services
 - Community engagement and organizing with BIPOC communities
 - BIPOC leadership development
 - Food security
 - Education and youth development

- Emergency response for unhoused individuals
 - Racial and economic justice
5. Create a new pilot funding source for existing Carrboro-based community-led organizations that are already engaged in creating a safer community outside of policing through their work and research. Examples of organizations currently doing this work in our community include:
 - SOHRAD
 - Activate! IFC/Safety Vanguard
 - El Centro Hispano
 - Refugee Community Partnership
 - Organizers in marginalized communities of Carrboro doing grassroots work to keep their community safe outside of the police system through innovative communication systems and neighbor to neighbor dispute resolution skills.
 6. Reallocate funding to develop resources to assist people who are low-moderate income with fixing minor vehicle maintenance issues and with registration/insurance renewal payments.

3. Create a Standing Advisory Board

We recommend that the Town of Carrboro create and appoint a standing advisory board empowered to monitor the implementation of the Task Force's recommendations while also continuing to conduct research, engage with the Carrboro community, and further develop Carrboro's efforts to create a healthy, just community that includes safety beyond policing.

In terms of implementing the Task Force's recommendations, the advisory board should pay particular attention to relevant police data and outcomes, such as whether and how the police department is decreasing the use of arrest and citation in favor of deflection, reducing the number of searches following a traffic stop, and reducing racial disparities in all police actions and outcomes. For example, the advisory board should track whether Carrboro police officers are utilizing the pre-arrest diversion program within the Orange County Criminal Justice Resource Department more often. Additionally, the advisory board should focus on whether and how the Town is shifting personnel and funding out of policing and into services that provide safety outside of policing, such as affordable housing and behavioral health services.

Given the importance of community engagement to the Town and to the Task Force, it is vital that the advisory board continue to engage with the Carrboro community. Specifically, we urge the advisory board to engage community members and organizations who contributed to the development of this report and those who are uniquely negatively impacted by policing. The advisory board should continue to engage the communities most negatively impacted by policing with the goal of allowing them to direct its work and hold the Town accountable in implementing the Task Force's recommendations.

The standing advisory board would be composed of a diverse cross-section of Carrboro residents, including community members with lived experience as a member of a marginalized group burdened by racially biased policing or experience with issues related to policing and safety, such as housing insecurity, mental health challenges, and having been incarcerated. Carrboro Town Council would appoint the members of the board. A review committee composed of leaders of local social and economic justice organizations would help recruit applicants and evaluate the applicant pool.

4. Reforms to Police Policies and Accountability

The Task Force recommends a series of reforms focused on Carrboro Police Department (CPD) policies and practices. Our goal with these recommendations is to minimize the number of interactions with police that result in individuals entering the criminal legal system and contribute to racial injustice and to promote more positive community-police relationships, particularly for marginalized community members.

1. Discourage Enforcement and Encourage Deflection of Minor, Non-Traffic-Related Violations

We recognize that poverty underlies much of what constitutes crime. For instance, behaviors such as drug use, vagrancy, or panhandling often stem from housing insecurity, food insecurity, inadequate health care, and other failures of the social structure. As the majority of arrests in Carrboro are for low-level, non-violent infractions, and Black and Latinx people are disproportionately arrested for these infractions, the Task Force recommends that the Town Council do the following:

- a. Instruct CPD to use non-arrest options as much as possible without jeopardizing officer safety when encountering potentially law-breaking behavior. Especially encouraged is deflection, wherein no police report is made and no electronic entry occurs.

To support the above recommendation on non-traffic-related practices, we recommend the Town Council do the following:

- b. Require the CPD to have a clear policy to deflect drug and other minor, non-traffic-related violations from the criminal legal system.
- c. Require the CPD to provide written justification for why violations of or charges for minor, non-traffic-related offenses are not deflected.
- d. Require the CPD to include deflection and diversion data in its collection and reporting of policing data. Reporting should be produced at least quarterly and include actual numbers and demographic data on who is and is not being deflected or diverted (disaggregated by race/ethnicity, gender, and age).
- e. Require the CPD to eliminate the use of performance measures that tie the success of the department to indicators that directly or indirectly encourage arrest.

2. End Regulatory Traffic-Related Violations

As data show that Black people are disproportionately subject to traffic stops, and Black and especially Latinx people are disproportionately given citations following a traffic stop, we recommend the Town Council do the following:

- a. Prohibit the CPD from stopping, citing, and arresting drivers for equipment and regulatory violations.

The Task Force commends the Town Council for recently prohibiting the CPD from stopping drivers for the following:

- License plate light
- Defective or improper equipment
- A brake light not working
- Exhaust system noise – unless it violates Town Code Section 5-12.1
- Window tint
- Expired registration
- Inspection – without or expired

In addition to these violations, the Task Force recommends that the Town Council also do the following:

- b. Prohibit the CPD from stopping drivers for the following violations:
 - Operating a vehicle without liability insurance
 - Operating a vehicle without a valid operator's license
 - Failure to properly restrain a child

In addition to these violations, the task force recommends that the Town Council do the following:

- c. Reduce CPD involvement in the following violations:
 - Speeding
 - Reckless or aggressive driving
 - Driving while impaired
 - Failure to stop at stop sign or stop light
 - Passing a stopped school bus
 - Following too close
 - Driving on the wrong side of the road
 - Illegal passing

To help reduce CPD involvement in the violations listed above, the Task Force recommends the Town Council do the following:

- d. Use/establish other means to make roads safe, for example education, outreach, engineering, equitable (non-police) enforcement solutions to the above violations, (see <https://www.transportation.gov/NRSS/SafeSystem> for more information on the Department of Transportation's Safe Systems Approach).

Furthermore, in the cases where the CPD does respond to the above violations, we recommend the Town Council do the following:

- e. Require the CPD to use non-arrest options when encountering people they believe to be engaging in these violations.
- f. Require the CPD to make no police report and no electronic entry.
- g. Prohibit the CPD from conducting searches, except when the officer has probable cause to believe the stopped person poses a danger to the officer's physical safety.

However, we also note that some research has shown that when police officers conduct fewer consent searches, probable cause searches increase for Black male drivers (Baumgartner, 2021). Therefore, we recommend the Town Council to do the following:

- h. Increase transparency for probable cause searches by requiring the CPD to collect and report data at least quarterly on detailed information about what factors were used to determine probable cause in addition to demographic information (disaggregated by race/ethnicity, gender, age) for every probable cause search.
- i. Demand the CPD eliminate racial disparity in probable cause searches.

To support the above recommendations on traffic-related practices, we recommend the Town Council do the following:

- j. Require the CPD to have a clear and coherent policy to prohibit stopping drivers for non-safety traffic violations, such as headlamp violations, other equipment issues, and license and registration violations.
- k. Require the CPD to provide justification for why drivers are stopped for non-safety traffic charges and violations.
- l. Require the CPD to include data on stops for non-safety traffic violations in its at least quarterly data collection and reporting, including numbers, demographic data on who is and is not being deflected.

3. Interactions with the Community

Overall our recommendations are aimed at reducing policing and police contact with the community. However, when the CPD do have contact with the community at listening sessions or similar events, we recommend the Town Council:

- a. Require the CPD to not come armed or in uniform.

In addition, these police-community events should be conducted, organized, and led by community groups and not the CPD. Therefore, we recommend the Town Council do the following:

- b. Seek out and support community groups that may want to hold conversations with police such as the IFC Activate-Safety Vanguard, SOHRAD, El Centro Hispano, and Refugee Community Partnership. In conjunction with the proposed standing advisory board, the Council should create opportunities for these organizations to lead conversations with police on their own terms and conditions.

4. Social Worker in the CPD

While our recommendations focus on reducing funding to and limiting the need for the police, we also recommend Town Council do the following:

- a. Embed at least one full-time social worker in the police department. The function of this social worker should be to offer non-criminalized solutions/responses to trauma, insecurity, and lack of safety.

5. Response to Marginalized Communities

Some community members in Black and Brown neighborhoods indicated that in the times of crisis when they do call the police, the CPD too often do not consider their calls urgent and/or treat those community members as potential perpetrators of crime rather than as victims. Therefore, when community members do call the police, we recommend the Town Council do the following:

- a. Demand the CPD treat those residents with the same dignity and respect that they do for community members in more affluent and White neighborhoods.

5. Data Collection, Reporting, and Use

Although the Town Council asked in summer 2020 to be provided with quarterly “race and policing reports”, the CPD does not regularly provide reports or publicly post detailed arrest data beyond traffic-related incidents. Moreover, the traffic data that are provided are not always sufficiently detailed (e.g., do not explain why drivers/passengers are stopped and why those stops lead to arrests or citations rather than warnings). Similarly, 911 call data contain categories that are unclear and/or subjective (e.g., MISC OFFICER INIT). Accordingly, we recommend the Town Council do the following:

1. Require the CPD to provide a policing report to the Town Council quarterly and provide a summary of annual police data. The reports must also be publically available to the community. In addition to containing demographic information about the subject of each policing interaction (disaggregated by race/ethnicity, gender, and age), the policing report should include the following information:
 - Data about all non-traffic violations, including the initial reason for police engagement (e.g., who called the police and why) and the outcome.
 - Data for all traffic stops, including the reasons for traffic stop, the reason for and type of search if a search was conducted, and the enforcement action including why a particular action was selected.
 - For both traffic and non-traffic violations, justification for why arrests and citations were given over warnings.
 - For both traffic and non-traffic violation, provide justification for why charges and violations were not deflected to non-criminal justice resources.
2. Require the CPD to include deflection and diversion data in its data collection and reporting, including numbers and demographic information about who is and is not being deflected or diverted.

Furthermore, as most of police activity does not involve crime control, we recommend the Town Council:

3. Create a process to hold the CPD accountable for how officers spend their time, with a special attention to identifying and distinguishing between actual crime prevention/solving activities and activities that can be addressed in ways that don't involve the criminal justice system.

In addition to police data, it is important to consistently collect and publicly report on data about alternatives to policing, namely the Non-police Crisis Response System (see Recommendation 1), and to use those data to guide future decision making. Therefore, we recommend the Town Council:

4. Work with the new standing advisory board (Recommendation 3) and Community Safety Office once it is formed (Recommendation 1) to identify relevant data to measure the effectiveness and impact of the Non-police Crisis Response System, such as how many 911 calls are diverted to Crisis Call Counselors, how many calls the Community Response Teams (CRT) respond to, and community members' experiences with the crisis response program.
5. Require the Community Safety Office to provide a quarterly report on the Non-police Crisis Response System to the Town Council. The report must also be made publically available to the community. In addition to the data sets decided on by the advisory board and Community Safety Office, the report should contain demographic information about community members served (disaggregated by race/ethnicity, gender, and age).

Appendix

Tables 1-4 Summarizing Themes from Safety Vanguard Survey

Table 1

“What does ‘safety’ mean to you?”	Number of Responses
<i>Feeling free to live or act as people choose, without fear of physical or emotional harm</i>	28
<i>Community, friends, or familiarity with one’s neighborhood</i>	23
<i>Access to support resources</i>	8
<i>Housing</i>	6
<i>Police</i>	5

Table 2

“What makes you feel unsafe?”	Number of Responses
<i>Violence, physical harm, escalation of conflict</i>	11
<i>Police</i>	10
<i>Drugs</i>	8
<i>Uncertainty or instability (generally)</i>	8
<i>Unhoused people or lack of housing for all</i>	7
<i>Guns</i>	7
<i>Racism</i>	7
<i>Domestic violence or abuse</i>	5
<i>Men</i>	5

Table 3

“If you had a million dollars, how would you spend it to keep your community safe?”	Number of Responses
<i>Affordable housing</i>	25
<i>Mental health, behavioral health, or harm reduction</i>	19
<i>Emergency shelters or homelessness prevention</i>	12
<i>Food</i>	12
<i>Investments in law enforcement</i>	12

Table 4

If you had the chance to speak with a local policy maker or law enforcement officer, what are your top 3 concerns about safety?”	Number of Responses
<i>Police training</i>	21
<i>Affordable housing</i>	21
<i>Public transportation or pedestrian safety</i>	17
<i>Racial or class inequality</i>	16
<i>Safety for unhoused people</i>	12
<i>Police crisis responses</i>	10
<i>Insufficient community engagement by police</i>	10

Resources and Links

[U.S. Census Bureau Data for the Town of Carrboro](#)

[U.S. Census Bureau Data for North Carolina](#)

[The Police Scorecard for the Carrboro Police Department](#)

[City of Durham Holistic Empathetic Assistance Response Teams \(HEART\) program](#)

- [HEART Data Dashboard](#)
- [HEART Expansion Proposal](#)

[Chapel Hill, NC Crisis Unit](#)

[Orange County, NC Street Outreach, Harm Reduction and Deflection \(SOHRAD\) program](#)

[Atlanta, GA Policing Alternatives and Diversion \(PAD\) program](#)

[Albuquerque, NM Community Safety Department](#)

- [Albuquerque Community Safety Reports](#)

[San Francisco, CA Street Crisis Response Team \(SCRT\)](#)

- [SCRT August 2023 Dashboard Report](#)

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Attachment C.

RACE & EQUITY POCKET QUESTIONS

Title & Purpose of this Initiative:

The purpose of this agenda item is for the Community Safety Task Force (CSTF) to submit and present concrete, actionable recommendations to the Town Council that will promote racial equity in law enforcement and the criminal legal system and enhance the safety and well-being of all Carrboro residents.

Department: Race and Equity

What are the Racial and Equity impacts?

The recommendations provided by the CSTF should have a positive equitable impact. These recommendations, if accepted and implemented, should provide a safer community for All citizens. Those who experience homelessness and/or mental and physical conditions will be positively affected due to the level of involvement between the community, the Police Department and other response alternatives. Also, those who may have experienced negative experience(s) with the police department should experience a new level of support.

Who is or will experience community burden? Citizens that feel strongly about the current methodologies and view of the Carrboro Police Department may feel a burden to implement alternatives to policing as a response to public outcry. This could also impact the department because of the need to focus on restructuring, new hires and evaluation of values, mission, and operation.

Who is or will experience community benefit? All community members should experience benefit in the acceptance and implementation of alternatives to policing. The positive investment in community building and expansion of emergency response can be established. This will directly impact those who have felt, and experienced adversity related to police interaction.

What are the root causes of inequity? Policing has always been a concern in the United States. According to historians and other scholars, the problem is embedded in the story of the nation and its culture. Rooted in slavery, racial disparities in policing and police violence, they say, are sustained by systemic exclusion and discrimination, and fueled by implicit and explicit bias. Given the death and retaliation for the killing of multiple minority citizens in this country, there has been added surveillance and reviewing of policing. The call for a task force to review and suggest alternatives to policies is a direct response to community concern in Carrboro.

What might be the unintended consequences of this action or strategy? Unintended consequences could be that residents may feel their voice was left out of recommendations and/or implementation of this work. Some community members may not feel like the recommendations reflect what is needed to change the culture of policing.

How is your department planning to mitigate any burdens, inequities, and unintended consequences? The CSTF attempted to mitigate some burdens by holding community listening sessions and opportunities to research and learn about best practices and how other communities have been successful in making meaningful change in community safety. In the recommendation report, there will be items specific to addressing and minimizing potential burdens and inequities. More listening sessions and opportunities for community exchange and healing is needed. Other suggestions may surface from a thorough review of the recommendation report.



Town of Carrboro

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