



Town of Carrboro

Town Hall
301 W. Main St.
Carrboro, NC 27510

Meeting Agenda Board of Aldermen



Tuesday, June 11, 2019

7:00 PM

Board Chambers - Room 110

7:00-7:10

A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

1. [19-217](#) Proclamation - Pollinator Week

7:10-7:15

B. ANNOUNCEMENT OF UPCOMING MEETINGS

7:15-7:25

C. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

7:25-7:30

D. CONSENT AGENDA

1. [19-216](#) Approval of Minutes from May 28 and June 4, 2019

E. OTHER MATTERS

7:30-7:40

1. [19-214](#) Update on Census 2020

PURPOSE: The purpose of this item is to provide the Board of Aldermen with an update on Census 2020.

Attachments: [Attachment A - Census 2020-at-a-glance](#)

[Attachment B - Operational Plan Key Decisions Table](#)

[Attachment C - Summary 2000 and 2010](#)

[Attachment D - Complete Count Committee Structure](#)

[Attachment E - Letter from Commissioner Price](#)

[Attachment F - How the census will invite everyone](#)

7:40-8:20

2. [19-181](#) Bicycle Plan Update - Progress Report, Plan Outline, and Network Recommendations

PURPOSE: The purpose of this agenda item is to provide the Board of Aldermen the outline of the Bicycle Plan Update and the Network Recommendations; the latter of which have been presented to the Plan's Steering Committee and the Transportation Advisory Board.

Attachments: [Attachment A - Draft Bike Plan Network](#)

[Attachment B - Draft Bike Plan Outline](#)

[Attachment C - TAB Recommendation - Bike Plan Network](#)

[Attachment D - Bike Plan Progress Report](#)

8:20-10:00

3. [19-213](#) Discussion of Downtown Parking Strategies

PURPOSE: The purpose of this item is to continue the discussion from May 7, 2019 related to parking management in the Downtown.

Attachments: [Attachement 1 - Recommendation Implementation by Year](#)

[Attachment 2 - Occupancy by Lot Map](#)

F. MATTERS BY BOARD MEMBERS



Town of Carrboro

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Agenda Item Abstract

File Number:19-217

Agenda Date: 6/11/2019

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Proclamation - Pollinator Week



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Approval of Minutes from May 28 and June 4, 2019



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TITLE:

Update on Census 2020

PURPOSE: The purpose of this item is to provide the Board of Aldermen with an update on Census 2020.

DEPARTMENT: Planning

CONTACT INFORMATION: Trish McGuire, pmcguire@townofcarrboro.org
<<mailto:pmcguire@townofcarrboro.org>>, 919-918-7327

INFORMATION: The nation's decennial census is approaching; once every 10 years since 1790 and scheduled for April 1, 2020! *Attachments A and B* provides an overview and more detailed list of census activities, data collection and the release of data products.

The enumeration of the United States population is mandated by Article 1, Section 2 of the Constitution. The original and principal purpose of the population count is to determine the number of seats each state receives in the U.S. House of Representatives. Population data also inform state's and local government's representation, apportionment of federal funds, and policy and program implementation of all sorts. An accurate count is needed to provide appropriate representation and to ensure the fair distribution of federal funds to our town and county for local initiatives.

The U.S. population has topped 325 million; growth is positive with the current rate resulting in a net increase of one person every 14 seconds (see the population counter at https://www.census.gov/popclock/?intcmp=w_200x402). The world population clock is available at this link as well). Carrboro's population in 2010 was determined to be 19,582, a 10.46 percent increase over the 2000 population. Summary and detailed information about the Town's population in the 2000 and 2010 censuses is available at <<http://censusviewer.com/city/NC/Carrboro>>. *Attachment C* provides a summary comparison of demographic information for 2000 and 2010. The current municipal estimate (July, 2017) for the Town from the North Carolina State Office of Budget and Management is 20,928, a 6.9 percent increase from April 2010 (see https://files.nc.gov/ncosbm/demog/muniestbymuni_2017.html for the listing of population in all North Carolina municipalities).

Town staff have been attending trainings and participating in the update of addressing and boundary information in preparation for Census 2020. There have been some changes to the mapping of tracts and blocks to make them coincide better with geographic and other boundaries. The town has signed up to add new addresses through the deadline prior to the census to make the count of residences in town as complete as

possible.

Questions for use in Census 2020 and the American Community Survey were submitted to Congress in March 2018 and can be viewed at

<https://apps.npr.org/documents/document.html?id=4426784-Planned-Questions-2020-Acs#document/pl1/a414610> <<https://apps.npr.org/documents/document.html?id=4426784-Planned-Questions-2020-Acs>> and downloaded at <https://assets.documentcloud.org/documents/4426784/Planned-Questions-2020-Acs.pdf>.

A citizenship status question was included in the 2018 submittal. See page 7 for the question. Per the Washington, D.C.-based Population Reference Bureau (<<https://www.prb.org/>>), the question appeared on the decennial Census long form, completed by approximately one in six households in 1980, 1990, and 2000, but was not part of pilot testing for the 2020 Census count.

The proposed text is the same as the citizenship question that now appears on the annual American Community Survey (ACS). As described in greater detail at

<https://www.census.gov/history/www/programs/demographic/american_community_survey.html>, in preparation for the 2010 Census, the Census Bureau established a new data collection process, with all households completing only the short form with questions on age, Hispanic origin, race, relationship, sex and tenure. Additional questions - from the long form previously collected from about one in six households - providing more detailed socioeconomic information about the population were shifted to the ACS process. The survey is sent to a small percentage of the population on a rotating basis throughout the decade. No household is to receive the survey more often than once every five years. Three-year estimates are made available for areas like Carrboro with a population of 20,000 or more. The current ACS data profile for the Town is available at <https://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml>.

In the summer of 2018, states, cities, and other organizations filed lawsuits challenging the question's addition to the census form.<<https://www.prb.org/why-are-they-asking-that-what-everyone-needs-to-know-about-2020-census-questions/>>Subsequently, three federal courts issued orders to block the question from the 2020 Census. The U.S. Supreme Court heard oral arguments on this issue on April 23, 2019.<<https://www.prb.org/why-are-they-asking-that-what-everyone-needs-to-know-about-2020-census-questions/>> Information about the case, No. 18-966, is available at

<<https://www.supremecourt.gov/search.aspx?filename=/docket/docketfiles/html/public/18-966.html>>. A ruling is expected by July 2019, at which time printing must get underway in order for Census 2020 to stay on schedule.

On May 22, 2019, the Board of County Commissioners established a Census Count Committee made up of volunteers and staff and officials from local governments to carry out education and outreach activities and seek to maximize local participation in the Census 2020. The committee makeup is included as *Attachment D* and meetings are to begin this summer. Mayor Lavelle, or her designee, and Rachel Heggen, Communications Manager, are listed as possible Town representatives. Commissioner Renee Price was designated as chair of the committee and sent a letter requesting the Town's participation (*Attachment E*).

A Census 2020 infographic on how the process will count everyone is included as *Attachment F*.

FISCAL & STAFF IMPACT: No fiscal or staff impacts have been identified with the Board's

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consideration of this update.

RECOMMENDATION: It is recommended that the Board of Aldermen discuss this matter and select Town representatives to the Orange County Complete Count Committee.

The 2020 Census at a Glance

Counting everyone once, only once, and in the right place.

The U.S. Census Bureau is the federal government's largest statistical agency. We are dedicated to providing current facts and figures about America's people, places, and economy. Federal law protects the confidentiality of all individual responses the Census Bureau collects.

The U.S. Constitution requires that each decade we take a count—or a census—of America's population.



The census provides vital information for you and your community.

- It determines how many representatives each state gets in Congress and is used to redraw district boundaries. Redistricting counts are sent to the states by March 31, 2021.
- Communities rely on census statistics to plan for a variety of resident needs including new roads, schools, and emergency services.
- Businesses use census data to determine where to open places to shop.

Each year, the federal government distributes more than \$675 billion to states and communities based on Census Bureau data.

In 2020, we will implement new technology to make it easier than ever to respond to the census. For the first time, you will be able to respond online, by phone, as well as by mail. We will use data that the public has already provided to reduce followup visits. And, we are building an accurate address list and automating our field operations—all while keeping your information confidential and safe.



KEY MILESTONES

- | | |
|-------------|---|
| 2018 | <ul style="list-style-type: none"> 2018 End-to-End Census Test 2020 Census questions sent to Congress by March 31, 2018 Six regional 2020 Census offices and 40 area census offices open |
| 2019 | <ul style="list-style-type: none"> Partnership activities launch Complete Count Committees establish Census takers update address list in person Remaining 248 area census offices open |
| 2020 | <ul style="list-style-type: none"> Advertising begins in January 2020 Public response (online, phone, or mail) begins Census Day— April 1, 2020 Census takers visit households that haven't responded Apportionment counts sent to the President by December 31, 2020 |
| 2021 | <ul style="list-style-type: none"> Redistricting counts sent to the states by March 31, 2021 |

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Overview of Census Bureau Programs

CENSUSES

- The **decennial census** is the once-a-decade population and housing count of all 50 states, the District of Columbia, Puerto Rico, and the Island Areas. The results of the census determine the number of seats for each state in the U.S. House of Representatives and are used to draw congressional and state legislative districts. Federal agencies use the results to distribute more than \$675 billion in federal funds each year.
- The **economic census** measures the nation's economy every five years, providing vital statistics for virtually every industry and geographic area in the country.
- The **Census of Governments** provides comprehensive data about the 90,000 state and local governments in the nation every five years.

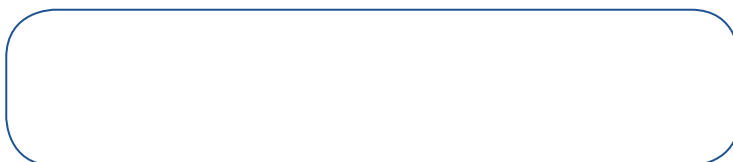
SURVEYS

- The **American Community Survey** (ACS) is an ongoing national survey—sampling approximately 3.5 million addresses annually—that provides vital information about our nation's housing and people. The ACS is the only source of comparable, quality information about the people in all our communities. These data show what the U.S. population looks like and how it is changing. ACS data are used to assess the past and present and to plan for the future.
- **Demographic surveys** measure income, poverty, education, health insurance coverage, housing quality, crime victimization, computer usage, and many other subjects.
- **Economic surveys** are conducted monthly, quarterly, and yearly. They cover selected sectors of the nation's economy and supplement the economic census with more-frequent information about the dynamic economy. These surveys yield more than 400 annual economic reports, including principal economic indicators.
- **Sponsored surveys** are demographic and economic surveys that we conduct for other government agencies. They include the Current Population Survey, the National Health Interview Survey, and the National Survey of College Graduates.

For more information, go to [census.gov](https://www.census.gov).

Follow us [@uscensusbureau](https://twitter.com/uscensusbureau)

Contact us at:



Your information is protected by law

The law requires the Census Bureau to keep your information confidential and use your responses only to produce statistics. We cannot publicly release your responses in any way that could identify you. We will never share your information with immigration enforcement agencies such as ICE, law enforcement agencies such as the FBI or police, or allow it to be used to determine your eligibility for government benefits.

Our Mission

To serve as the nation's leading provider of quality data about its people and economy.

Our Vision

To be the trusted source for timely and relevant statistical information, and the leader in data-driven information.

Census History

Thomas Jefferson directed the first decennial census in 1790. As required by the U.S. Constitution, a census has been taken every 10 years thereafter. In 1840, the Census Act authorized the establishment of a centralized Census Office. In 1902, the Census Office became a permanent organization within the Department of the Interior. A year later, it was renamed the Bureau of the Census and moved to the new Department of Commerce and Labor.

Task	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
	Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4	Q1 Q2 Q3 Q4
Begin 2020 Census Planning	◆ 11/1/11												
Launch 2020 Census Website					◆ 1/1/15								
Begin In-Office Address Canvassing					◆ 9/24/15								
2020 Census Operational Plan													
Complete 2020 Census Operational Plan, v1					◆ 10/1/15								
Complete 2020 Census Operational Plan, v2						◆ 9/30/16							
Complete 2020 Census Operational Plan, v3							◆ 9/30/17						
Complete 2020 Census Operational Plan, v4								◆ 12/31/18					
Finalize Locations of Area Census Offices							◆ 1/17/17						
Deliver Final Definition of Field Staffing Structure							◆ 3/31/17						
Deliver 2020 Census Topics to Congress							◆ 4/1/17						
Deliver Final Residence Criteria								◆ 12/5/17					
Begin Delivery of LUCA Review Materials								◆ 2/15/18					
Deliver 2020 Census Questions to Congress								◆ 3/30/18					
Go Live of Online Job Application and Website								◆ 9/4/18					
Receive OMB Clearance for 2020 Census								◆ 11/30/18					
Begin Delivery of LUCA Feedback Materials									◆ 8/30/19				
Complete In-Field Address Canvassing and QC									◆ 10/1/19				
Launch Advertising Campaign									◆ 11/1/19				
First In-Home Mailing										◆ 3/12/20			
Complete In-Office Address Canvassing (incl. Ungeocoded Resolution)										◆ 3/31/20			
2020 Census Day										◆ 4/1/20			
Deliver Apportionment Counts to the President											◆ 12/31/20		
Complete Delivery of Redistricting Counts to States											◆ 3/31/21		
Begin Accepting Challenges from Governmental Units											◆ 6/1/21		
Release Final 2020 Census Data Products												◆ 4/30/23	
Complete 2020 Census												◆ 9/30/23	◆

Figure 23: Key Decision Points and Milestones

Carrboro, North Carolina - Overview	2010 Census		2000 Census		2000-2010 Change	
	<u>Counts</u>	<u>Percentages</u>	<u>Counts</u>	<u>Percentages</u>	<u>Change</u>	<u>Percentages</u>
Total Population	19,582	100.00%	17,727	100.00%	1,855	10.46%
Population by Race						
American Indian and Alaska native alone	82	0.42%	61	0.34%	21	34.43%
Asian alone	1,596	8.15%	892	5.03%	704	78.92%
Black or African American alone	1,969	10.06%	2,313	13.05%	-344	-14.87%
Native Hawaiian and Other Pacific native alone	8	0.04%	1	0.01%	7	700.00%
Some other race alone	1,471	7.51%	983	5.55%	488	49.64%
Two or more races	565	2.89%	421	2.37%	144	34.20%
White alone	13,891	70.94%	13,056	73.65%	835	6.40%
Population by Hispanic or Latino Origin (of any race)						
Persons Not of Hispanic or Latino Origin	16,876	86.18%	15,649	88.28%	1,227	7.84%
Persons of Hispanic or Latino Origin	2,706	13.82%	2,078	11.72%	628	30.22%
Population by Gender						
Female	10,107	51.61%	9,096	51.31%	1,011	11.11%
Male	9,475	48.39%	8,631	48.69%	844	9.78%
Population by Age						
Persons 0 to 4 years	1,134	5.79%	959	5.41%	175	18.25%
Persons 5 to 17 years	3,069	15.67%	2,575	14.53%	494	19.18%
Persons 18 to 64 years	14,350	73.28%	13,298	75.02%	1,052	7.91%
Persons 65 years and over	1,029	5.25%	895	5.05%	134	14.97%



Orange County Complete Count Committee Proposed Membership

Chair

- Renee Price, Orange County Vice Chair

Members

- Todd McGee, Orange County Community Relations Director
- Tom Altieri, Orange County Planning Department
- Libbie Hough, Communications Manager, Orange County Library
- Janice Tyler, Director, Orange County Department on Aging
- Nancy Coston, Director, Orange County Department of Social Services
- Quintana Stewart, Director, Orange County Health Department
- Corey Root, Director, Orange County Partnership to End Homelessness
- The Honorable Pam Hemminger, Mayor, Town of Chapel Hill (or designee)
- Catherine Lazorko, Communications Manager, Town of Chapel Hill
- The Honorable Lydia Lavelle, Mayor, Town of Carrboro (or designee)
- Rachel Heggens, Communications Manager, Town of Carrboro
- The Honorable Tom Stevens, Mayor, Town of Hillsborough (or designee)
- Catherine Wright, Town of Hillsborough
- The Honorable Glendel Stephenson, Mayor, City of Mebane (or designee)
- Joal Broun, Chair, Chapel Hill-Carrboro City Schools Board of Education(or designee)
- Will Atherton, Chair, Orange County Board of Education (or designee)
- Anna Richards, Chapel Hill-Carrboro NAACP representative
- Patricia Clayton, Northern Orange County NAACP representative
- TBD, UNC representative
- Dr. Bill Ingram, Durham Tech representative
- TBD, Refugee Community Partnership representative
- Pilar Rocha-Goldberg, El Centro Hispano Representative
- Aaron Nelson, Chapel Hill Chamber representative
- Kim Tesoro, Hillsborough Chamber representative



May 23, 2019

The Honorable Lydia Lavelle
Mayor, Town of Carrboro
301 W Main Street
Carrboro, NC 27510

Dear Mayor Lavelle:

The United States Census is conducted every 10 years as directed by the U.S. Constitution. The U.S. Census Bureau encourages communities to create Complete Count Committees (CCC) comprised of community volunteers and local government elected officials and staff dedicated to increasing awareness and motivating residents to respond to the 2020 Census.

As Chair of Orange County's Complete Count Committee, I would like to extend an invitation to you or to your designee to represent the Carrboro Board of Aldermen on the committee. The CCC will host its organizational meeting July 1, 2019, at a location TBD, and thereafter will meet monthly or as deemed necessary by the committee members.

The committee will develop a 2020 Census awareness campaign to encourage residents to respond. A major focus of the CCC will be hard-to-reach communities to ensure Orange County *receives its* full share of more than \$675 billion in federal funding that is allocated each year based on census results.

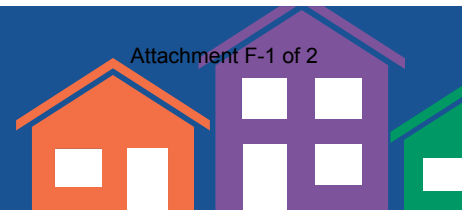
Because of your role in our community, your voice and input are critical to this endeavor and we hope that you or your designee will join us.

Respectfully,

A handwritten signature in black ink that reads "Renée A. Price".

Renée A. Price, Commissioner/Vice Chair
Board of County Commissioners
Orange County, NC
Chair, Orange County Complete Count Committee

How the 2020 Census will invite everyone to respond



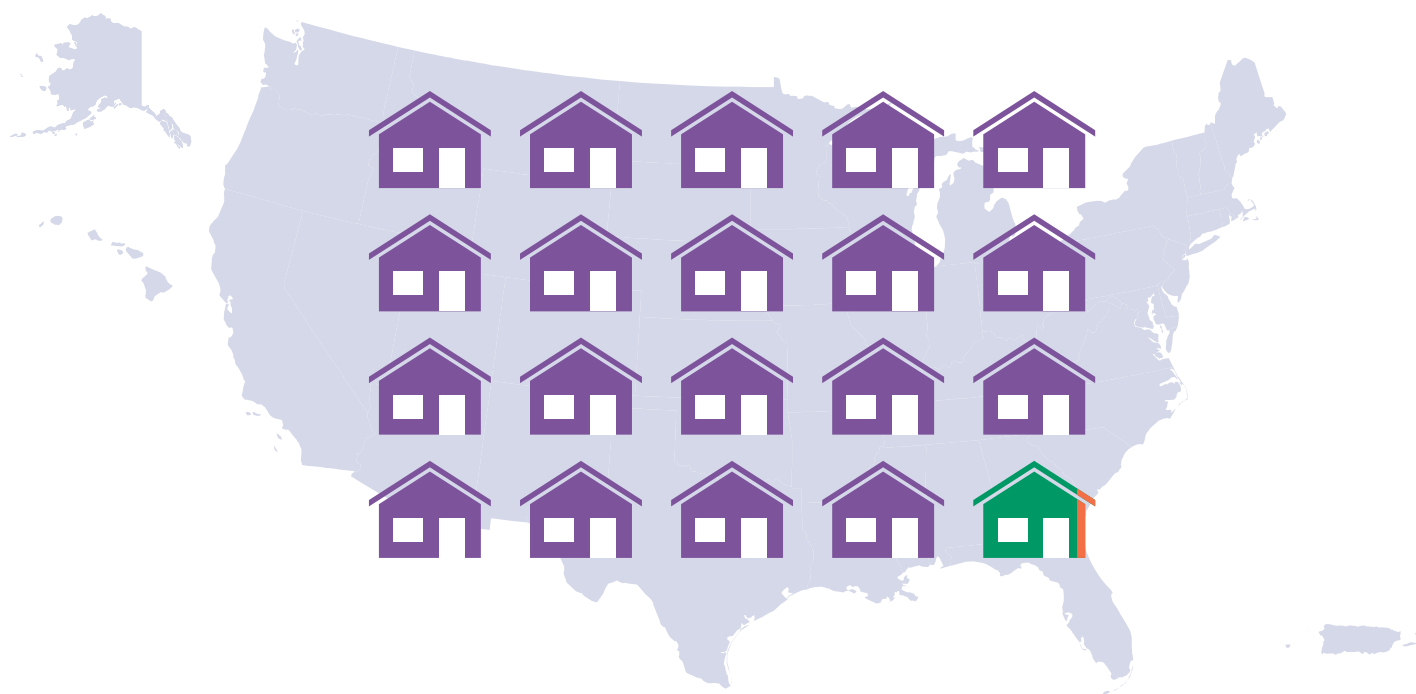
Attachment F-1 of 2

Every household will have the option of responding online, by mail, or by phone.

Nearly every household will receive an invitation to participate in the 2020 Census from either a postal worker or a census worker.



95% of households will receive their census invitation in the mail.



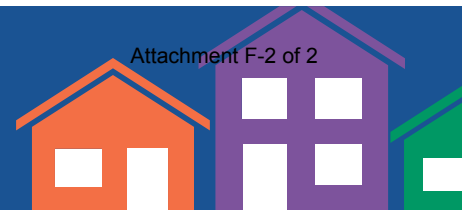
Almost 5% of households will receive their census invitation when a census taker drops it off. In these areas, the majority of households may not receive mail at their home's physical location (like households that use PO boxes or areas recently affected by natural disasters).



Less than 1% of households will be counted in person by a census taker, instead of being invited to respond on their own. We do this in very remote areas like parts of northern Maine, remote Alaska, and in select American Indian areas that ask to be counted in person.

Note: We have special procedures to count people who don't live in households, such as students living in university housing or people experiencing homelessness.

How the 2020 Census will invite everyone to respond



What to Expect in the Mail

When it's time to respond, most households will receive an invitation in the mail.

Every household will have the option of responding online, by mail, or by phone.

Depending on how likely your area is to respond online, you'll receive either an invitation encouraging you to respond online or an invitation along with a paper questionnaire.

Letter Invitation

- Most areas of the country are likely to respond online, so most households will receive a letter asking you to go online to complete the census questionnaire.
- We plan on working with the U.S. Postal Service to stagger the delivery of these invitations over several days. This way we can spread out the number of users responding online, and we'll be able to serve you better if you need help over the phone.

Letter Invitation and Paper Questionnaire

- Areas that are less likely to respond online will receive a paper questionnaire along with their invitation. The invitation will also include information about how to respond online or by phone.

WHAT WE WILL SEND IN THE MAIL	
On or between	You'll receive:
March 12-20	An invitation to respond online to the 2020 Census. (Some households will also receive paper questionnaires.)
March 16-24	A reminder letter.
	If you haven't responded yet:
March 26-April 3	A reminder postcard.
April 8-16	A reminder letter and paper questionnaire.
April 20-27	A final reminder postcard before we follow up in person.

We understand you might miss our initial letter in the mail.

- Every household that hasn't already responded will receive reminders and will eventually receive a paper questionnaire.
- It doesn't matter which initial invitation you get or how you get it—we will follow up in person with all households that don't respond.



Town of Carrboro

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Agenda Item Abstract

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TITLE:

Bicycle Plan Update - Progress Report, Plan Outline, and Network Recommendations

PURPOSE: The purpose of this agenda item is to provide the Board of Aldermen the outline of the Bicycle Plan Update and the Network Recommendations; the latter of which have been presented to the Plan's Steering Committee and the Transportation Advisory Board.

DEPARTMENT: Planning

CONTACT INFORMATION: Zach Hallock, 919-918-7329, zhallock@townofcarrboro.org

INFORMATION:

The Town of Carrboro adopted its current Comprehensive Bicycle Transportation Plan in 2009, this plan can be found at: <http://townofcarrboro.org/737/Bike-Plan>

This plan update will build off the previous plan to provide revised projects, priorities, programs, policies, and design guidelines to help make Carrboro a better, safer place to ride a bicycle.

The Draft Network Recommendations can be found as Attachment A.

The Draft Plan Outline can be found as Attachment B.

Comments from the Transportation Advisory Board can be found as Attachment C.

A staff report detailing the progress of planning efforts, outreach activities conducted so far, and next steps can be found as attachment D.

FISCAL & STAFF IMPACT: There is no impact associated with receiving this report.

RECOMMENDATION: Staff recommends the Board receive the update and provide comments as desired.

PROPOSED BIKE FACILITIES

CARRBORO BIKE PLAN UPDATE

PROPOSED BIKE NETWORK

- Key Destinations
- Crossing Improvement
- Crossing Improvement-Programmed
- Shared Use Path
- Sidepath
- Sidepath/SUP: By Others (Chapel Hill or Developer) or Joint Project
- Neighborhood Connection
- Bike Boulevard
- Separated Bike Lanes
- Bike Lanes
- Private Connection

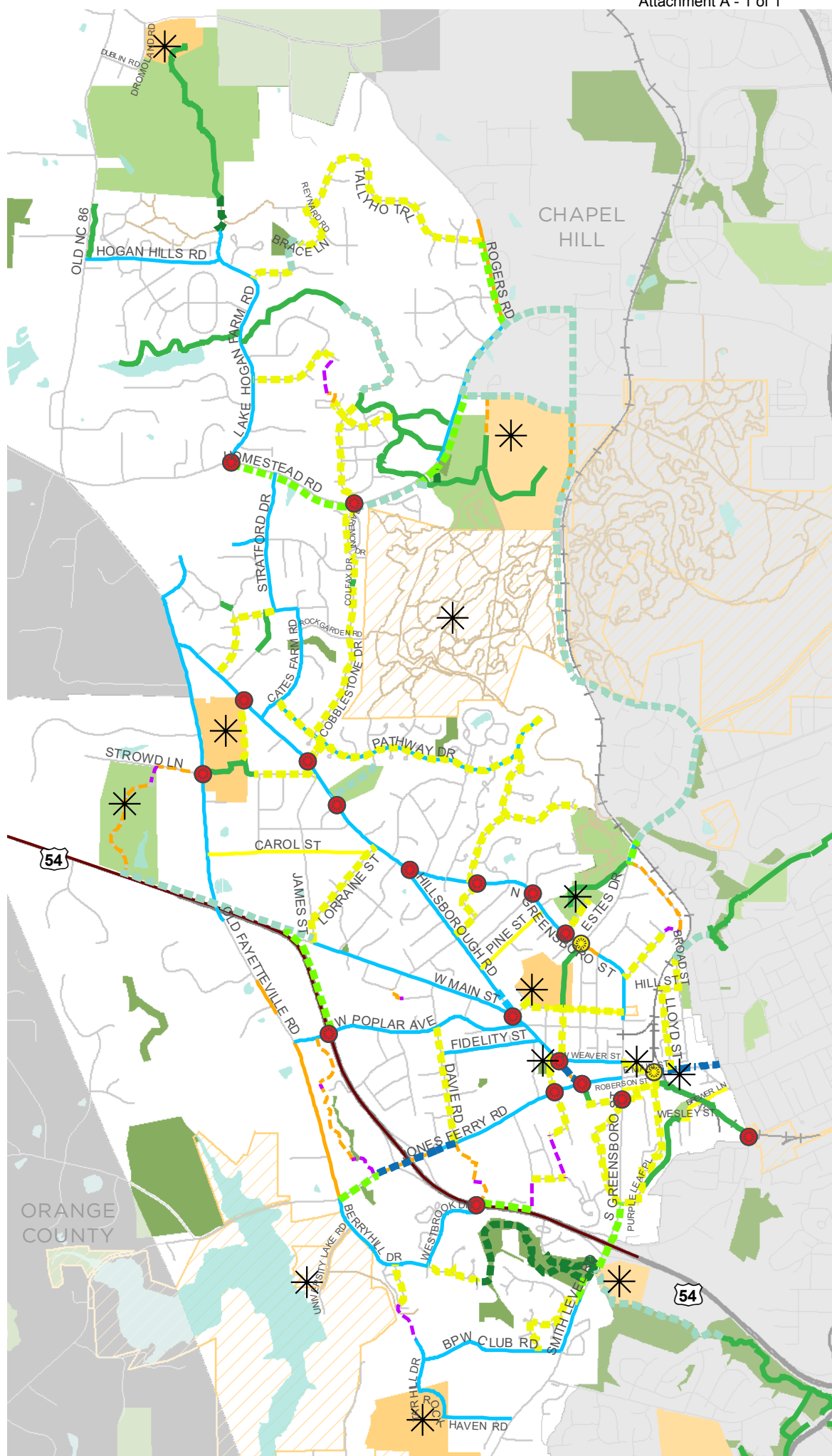
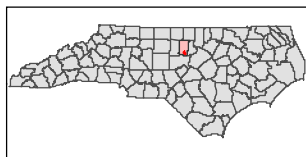
EXISTING BIKE NETWORK

- Shared Use Path (paved)
- Bike Lanes
- Bike Lane One Side
- Sharrow
- Wide Shoulder
- Unimproved Trail

BASE LAYERS

- Railroad
- Streets
- Lakes
- Public Open Space
- Parks
- Schools
- UNC

0 0.25 0.5
MILES
3 MIN BIKE RIDE



Carrboro Comprehensive Bike Plan Update – 2019

Executive Summary

1. Introduction
 - a. Plan Vision and Goals
 - b. Planning Process
 - c. Benefits of a Bicycle-Friendly Carrboro
2. Biking in Carrboro Today
 - a. Making Strides
 - b. Bikeway Network Growth
 - c. Equity Analysis
 - d. Safety Summary
 - e. Level of Traffic Stress
 - f. Connectivity
 - g. Opportunities and Constraints
3. What We Heard
 - a. Our Approach
 - b. Summary of Public Engagement
4. Low-Stress Network
 - a. Bicycle Facility Types
 - b. Key Recommendations
5. Comprehensive Bike Network
 - a. Long Term Vision
 - b. Priority Project Checklist
 - c. Prioritization Process
 - d. Priority Project Cut-Sheets
6. Policies + Programs
 - a. Priority Policy Recommendations
 - b. Potential Program Partners + Stakeholders
 - c. Program Toolkit and Recommendations
 - i. Engineering
 - ii. Education
 - iii. Encouragement
 - iv. Enforcement
 - v. Evaluation
7. Getting to Gold
 - a. Design Innovation
 - b. Key Action Steps
8. Appendix
 - a. Funding Resources
 - b. Cost Estimates
 - c. Meeting Summaries



TOWN OF CARRBORO

Transportation Advisory Board

301 West Main Street, Carrboro, North Carolina 27510

R E C O M M E N D A T I O N

JUNE 6, 2019

Bike Plan Update Draft Network

The Transportation Advisory Board of the Town of Carrboro submits the following comments as they relate to the draft project network provided for the Town's Bicycle Plan Update:

- The draft network map is very busy and can be difficult to interpret
- What are the intersection/crossing improvements indicated?
- How does this build off the previously adopted bike plan's priorities?
- There have comments in the past about needing a pedestrian plan, but the two modes are not in opposition to each other. Many of the proposed improvements may benefit both people who bike and people who walk, it would be good to highlight the overlap.



TOWN OF CARRBORO
NORTH CAROLINA

TRANSMITTAL

PLANNING DEPARTMENT

DELIVERED VIA: ☐ *HAND* ☐ *MAIL* ☐ *FAX* ☒ *EMAIL*

To: David Andrews, Town Manager
Mayor and Board of Aldermen

From: Zachary Hallock, Transportation Planner

Date: June 11, 2019

Subject: Bike Plan Update Progress Report

Summary

This document is intended to provide the Board of Aldermen with a report on the progress of the Comprehensive Bicycle Transportation Plan update. The Board approved a list of steering committee members during its February 12th meeting. More details can be found at: <https://carrboro.legistar.com/LegislationDetail.aspx?ID=3863584&GUID=903DA354-0BDE-4A68-ABC8-AD2EC5C5A6FB&Options=&Search=>.

This memo is organized in the following sections: Project Overview, Steering Committee Meetings, Public Outreach Summary, and Next Steps.

Project Overview

The Town of Carrboro's Comprehensive Bicycle Transportation Plan (which can be found at: <http://townofcarrboro.org/737/Bike-Plan>) was adopted in 2009; developments in active transportation design, such as bicycle infrastructure, have undergone significant changes during the past ten years and the plan, moreover, included a recommendation for an update after a window of five to ten years. The Town applied for and received a grant through the NCDOT Planning Grant Initiative during the FY 2018 cycle to fund this plan update. The project began with a kickoff meeting in January with the selected consulting firm, Alta Planning and Design, and the first steering committee meeting was held at the end of February. Alta conducted an existing conditions assessment called Level of Traffic Stress (LTS) Analysis. This analysis combines information about traffic volume, posted speed limit, roadway geometry, intersection geometry, and existing bicycle facilities. The LTS metric describes how stressful it is to ride a bicycle along a given route based on our existing conditions, with a ranking of 1 (least stressful, a place you would expect children to ride their bikes) to 4 (most stressful, only the most

experienced cyclists would ride here). Key ways to reduce the LTS and expand the low stress network include reducing traffic speed, providing physical separation between bike lanes & traffic, or creating new off road bicycle routes. The existing LTS was then used to generate a map of the “Connectivity Islands,” or areas where people are able to bike between on routes with LTS less than 3. This information, along with input from the Steering Committee, project survey, and community meetings is being used to generate a network of project recommendations. Alta is in the process of reviewing and refining this network, gathering additional community input, and preparing a set of recommended programs, policies, and top projects to present to the steering committee at their June 27th meeting.

Steering Committee Meetings

The steering committee for the Bicycle Plan Update is made of up a number of representatives from various stakeholder groups: Carrboro residents, bicycle advocates, Town staff, and transportation planning partners (UNC, Town of Chapel Hill, Town of Hillsborough, Orange County, DCHC MPO, NCDOT & TJCOG). Three meetings have been held to date:

- February 28th – Project kickoff and initial information gathering from the steering committee
- March 28th – Existing conditions presentation, adjustment of the LTS map to better reflect the perceptions of local viewpoints, and a review of the proposed project survey and public outreach strategies
- May 30th – Draft network presentation, discussion of potential network modifications and project prioritization.

The last formal steering committee meeting is scheduled for June 27th and will provide an opportunity for the steering committee to review the programs, policies, and top projects; the last major piece of content prior to developing the draft plan. A public hearing for the presentation of the draft plan is anticipated in the fall and an informal steering committee session is planned to occur immediately prior to that hearing, in order to provide a final opportunity for committee members to review and comment on the draft plan document.

Public Outreach Summary

Commencement of major public outreach activities coincided with the opening of the project survey and Open Streets on April 7th. Outreach activities conducted thus far are summarized below:

1. Open Streets, April 7th – Transportation Planner and the TAB were present providing information about the plan update, gathered input from citizens on the types of bike facilities they would prefer & self-identified confidence level with biking, collected survey responses, and distributed project business cards (with direction to access the survey & webpage).

2. Targeted Intercept Surveys, week of April 29th – Alta staff conducted intercept surveys at the Carrboro Community Health Center, Jones Ferry Road Food Lion, Carrboro Plaza Food Lion, and El Centro.
3. Carrboro Day, May 5th – Transportation Planner and Planning Director collected physical survey responses, distributed project business cards, and organized an impromptu game of “Bicycle Hand Signal Simon Says” to win bike related prizes.
4. Bike Breakfast, May 14th – Transportation Planner collected survey responses and distributed project business cards, alongside other Bike Breakfast attractions.
5. Bike on Bus, May 18th – Transportation Planner collected physical survey responses and distributed project business cards, and provided demonstration on using the CHT Bus’s front bike rack.
6. Rogers Road Drop-In Session, June 1st – Transportation Planner collected survey responses, distributed project business cards, and displayed the draft project network at the Rogers Road Community Center.
7. Bike Advocates Drop-In Session, June 4th – Alta Planning staffed a session at the Clean Machine targeted towards our community bike advocates and presented the draft project network.

There are several remaining opportunities for Public Outreach which Town staff and Alta are working together to coordinate. These include:

1. Spanish Speaking Community Meeting @ El Centro, June 22nd from 8:30 to 10:00 AM
2. Burmese/Karen Speaking Community Meeting @ Wilson Park, June 22nd from 1:00 to 2:30 PM
3. Youth and Recreation Community Meeting (Time and Location TBD)
4. Long-term Carrboro Residents Community Meeting (Time and Location TBD)

Next Steps

1. Four Public Outreach Events –as described above
2. Stakeholder Interviews – These final two formal stakeholder interviews will be conducted with our regional planning partners (UNC, Town of Chapel Hill, Town of Hillsborough, Orange County, DCHC MPO, and TJCOG) and NCDOT Division 7 & Bike/Ped staff. These will provide opportunities to coordinate priorities and projects for better regional bike route connectivity and to have conversations with NCDOT about how to best implement innovative bike infrastructure improvements in Carrboro, many of which do not exist on NCDOT maintained roads anywhere in the state.

3. Steering Committee #4, June 27th – This will be the last formal steering committee meeting and will review the final portion of plan content before beginning the development of the draft plan update.
4. Draft Plan Update Development with NCDOT and Town Staff Review – After the final steering committee meeting, Alta will finalize the input received from the steering committee and all public outreach as the draft plan is developed. The draft will be provided to both Town Staff and NCDOT for review and comment.
5. Steering Committee and Public Hearing for Draft Plan Update – As a result of the desired timeline related to the BFC application, the 4th steering committee meeting did not provide an opportunity to review the draft plan. Because of this, staff are considering an option to provide an opportunity for the steering committee to review and comment on the draft plan prior to the public hearing.
6. Finalize Plan Update – Alta will work to incorporate comments received from NCDOT, Town staff, and the steering committee to finalize the plan update.
7. Final Plan Update Adoption – A presentation of the final plan is expected in the fall.



Town of Carrboro

Town Hall
301 W. Main St.
Carrboro, NC 27510

Agenda Item Abstract

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TITLE:

Discussion of Downtown Parking Strategies

PURPOSE: The purpose of this item is to continue the discussion from May 7, 2019 related to parking management in the Downtown.

DEPARTMENT: Planning and Economic and Community Development

CONTACT INFORMATION: Annette Stone, ECD Director astone@townofcarrboro.org
<<mailto:astone@townofcarrboro.org>> and Patricia McGuire, Planning Director pmcguire@townofcarrboro.org
<<mailto:pmcguire@townofcarrboro.org>>

INFORMATION: This is continuation of agenda item that the Board heard on May 7, 2019. Staff was asked to analyze several different scenarios for structured parking and the possible cost/revenues that could be realized from a paid public parking system. Staff will present that analysis during the June 11th meeting.

In April 2017, the Board of Aldermen officially adopted the parking study and the associated recommendations that came out of the planning process as the town's Parking Plan. By resolution, the Board directed staff to begin to develop a strategy and timeline for the implementation of the plan, including prioritization of the recommended management strategies and the rationale for the prioritization. Section 6 of the plan includes implementation strategies laid out in near-term and long term initiatives. Page 61 Table 15 (Attachment 1) details the recommended parking management strategies by category and implementation year.

The parking plan recommendations include twenty specific management strategies for implementation spread over five categories: Education, Encouragement, Enforcement, Evaluation, and Engineering. Of these specific strategies, five have been advanced in the time since the Parking Plan was adopted: Wayfinding and Regulatory Signage, Alternative Transportation (through the TDM program), Lighting & Sidewalk Improvements (Sidewalk Assessment and S. Greensboro Sidewalk Project), Shared Parking Arrangements (facilitated by the ECD Director), and Structured Parking Options (as part of the 203 S Greensboro project). Staff is preparing an implementation timeline of these action items for review at the meeting Tuesday evening.

A priority is creation of a wayfinding plan and standardization of the town's regulatory signage. The study found during various peak times of use there was still available parking. Directing users to existing spaces is an effective strategy for managing the existing parking available. The Town engaged AXIA Creative in January of 2018 to assist with development of a wayfinding system that could be implemented town-wide. That project is nearing the end of the design phase and the town is awaiting approval by NCDOT. Preliminary estimates

indicate the cost of these signs to be \$450,000. A wayfinding system has been identified as a need in the CIP. The CTDA has begun to earmark funds to assist the town in funding a system.

Another high priority of the Parking Plan has been to reach out to coordinate shared parking arrangements among property owners. The ECD Director reached out to businesses who expressed an interest in sharing, i.e. Furniture Lab, did not want their lot opened to the public because they have tenants that use the building afterhours and wanted to ensure ample parking for their tenants' customers. But they were interested in leasing to other businesses, in a controlled way, so they knew who was parking in their lot during evening hours.

When staff reached out to businesses that might be in need of parking during evening hours for their employees, which were restaurants that had expressed parking concerns, there was no interest in a paid lease. Essentially, while there is free parking for employees in the downtown, there is no motivation to pay for parking otherwise. Others simply do not want to obligate parking through formal parking agreements. There is sharing that is occurring between businesses informally, for example, Chapel Hill Tire and Aka Hani. Another example is Pizzeria Mercato and Country Kitchen, initial interaction between these two businesses drove Country Kitchen to rope off their parking during the nighttime. They refused to enter into any type of formal agreement for parking, but over time have relaxed the "roping off" and there is sharing occurring without formal agreements in place. Most businesses that are not sharing simply do not want others to park on their property due to perceived liabilities and simple the desire to have the parking available when needed, even if it is not fully utilized.

The biggest barrier appears to be free parking with unenforced time limits provides no motivation for sharing or a change in parking habits in the downtown. Other factors include convenience and access to public parking from some downtown businesses is a barrier. And finally, due to the perceived inequities of baring the cost of providing parking, there is a reluctance to sharing.

Most of staff efforts in 2018 have been directed at accomplishing a short-term solution to parking during construction of the 203 project. Some businesses are willing to open their lots to the public after-hours, i.e. Fitch, but would require a financial investment from the Town to upgrade the lot suitable for public parking. At this point staff's efforts have been directed toward finding the longer term solution to parking for the 203 Project.

The development of the Parking Plan also included an evaluation of the Town's parking requirements as defined in the Land Use Ordinance. This evaluation indicated that the Town's requirements are similar to those seen in municipalities across North Carolina. Staff has received questions related to other aspects of the study and plan, as well as questions about employee parking and will provide information in response in the presentation.

FISCAL & STAFF IMPACT: CTDA funds are expected to help off-set some of the cost of the wayfinding system.

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RECOMMENDATION: Staff recommends that the Board hear the report

Table 15. Recommended Implementation by Year

Category	Management Strategy	Year									
		1	2	3	4	5	6	7	8	9	10
Education	Wayfinding and regulatory signage										
	Long-term employee parking										
	Walk-times map										
	Alternative transportation mode shift										
Encouragement	Lighting and sidewalk improvements										
	Improved perception of security										
	Bicycle friendly businesses										
	Healthy lifestyles initiative										
Enforcement	Downtown Ambassador Initiative										
	Time Limited Parking										
	Citation and Appeals procedures										
Evaluation	Annual data collection program										
	Online survey										
	Formation of Downtown Parking Board										
	Shared Parking Arrangements										
Engineering	Lot Design and Restriping										
	Structured Parking Options										
	Cost of construction, O&M										
	Land tradeoffs										

Near-term Initiative
Long-term Initiative

CARRBORO DOWNTOWN PARKING PLAN

Figure 4. Comparison of Peak Period Occupancy by Lot, April 2016

