



Town of Carrboro

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

Meeting Agenda Town Council



Tuesday, February 25, 2020

7:00 PM

OWASA Community Room

7:00-7:05

A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

7:05-7:10

B. ANNOUNCEMENT OF UPCOMING MEETINGS

7:10-7:15

C. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

Comments are limited to three minutes per speaker.

7:15-7:25

D. CONSENT AGENDA

1. [20-130](#) Approval of Minutes from February 4, 2020
2. [20-125](#) A request to adopt a resolution to award retired Police K9 Titus to Handler Sergeant Joseph Glenn
PURPOSE: Sergeant Joseph Glenn's K9 partner Titus, will retire after more than 6 years of service to the Carrboro Police Department, and the Town of Carrboro due to age and other health issues.
Attachments: [Resloulution.docx](#)
[Agreement.pdf](#)
3. [20-121](#) Conditional Use Permit Extension Request for Merritt Mill Affordable Housing at 802 & 806 Merritt Mill Road
PURPOSE: The Town Council is asked to review a request for an extension of date when Conditional Use Permit would otherwise expire for Merritt Mill Affordable Housing at 802 & 806 Merritt Mill Road. This CUP permit expires on March 27th, 2020. The town staff recommends approval of the request.

Attachments: [Attachment A - Staff Report](#)
[Attachment B - Permit Extension Request](#)
[Attachment C - CUP Extension Resolution](#)

4. [20-129](#) Consideration of Endorsing the Chapel Hill Transit Short Range Transit Plan
- PURPOSE:** The purpose of this agenda item is for the Town Council to consider endorsing Chapel Hill Transit's Short Range Transit Plan (SRTP).
- Attachments:** [Attachment A Resolution](#)

E. OTHER MATTERS

7:25-8:10

1. [19-382](#) Transportation Projects Update
- PURPOSE:** The purpose of this agenda item is to provide the Town Council with an update on the status of ongoing transportation projects around town.
- Attachments:** [Attachment A - Update on Transportation Projects Feb 2020](#)

8:10-8:50

2. [20-123](#) Update on Parking Study 2020
- PURPOSE:** The purpose of this item is to update the Council on the status of the Parking Study 2020 and check-in on next steps for moving forward.
- Attachments:** [Attachment 1 - Walker Consultants Parking Study Scope of Work](#)

8:50-9:10

3. [20-107](#) Discussion and Direction - 100th Anniversary of the Right to Vote for Women
- PURPOSE:** This year is the 100th anniversary of the right to vote for women. Mayor Lavelle would like for the Town Council to discuss how the Town might recognize this in some way.

9:10-9:20

4. [20-115](#) Appointment to the Special Expertise Seat on the Affordable Housing Advisory Commission
- PURPOSE:** The purpose of this item is to allow the Town Council to select an appointee to the Special Expertise seat on the Affordable Housing Advisory Commission.

Attachments: [Attachment A - Resolution](#)
[Attachment B - Matrix \(Special Expert Seat\)](#)
[Attachment C - Chair Forms and Applications](#)

9:20-9:30

5. [20-124](#) Appointments to the Affordable Housing Advisory Commission - Regular Membership

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Affordable Housing Advisory Commission.

Attachments: [Attachment A - Resolution](#)
[Attachment B - Matrix](#)
[Attachment C - Advisory Board Chair Forms and Applications](#)

9:30-9:40

6. [20-128](#) Appointments to the Northern Transition Area Advisory Committee

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Northern Transition Area Advisory Committee.

Attachments: [Attachment A - Appointment Resolution](#)
[Attachment B - Matrix](#)
[Attachment C - Chair Forms and Applications](#)

9:40-9:50

7. [20-126](#) Appointments to the Recreation and Parks Commission

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Recreation and Parks Commission.

Attachments: [Attachment A - Appointment Resolution](#)
[Attachment B - Matrix](#)
[Attachment C - Chair Forms and Applications](#)

9:50-10:00

8. [20-127](#) Appointments to the Transportation Advisory Board

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Transportation Advisory Board.

Attachments: [Attachment A - Appointment Resolution](#)
[Attachment B - Matrix](#)
[Attachment C - Chair Forms and Applications](#)

F. MATTERS BY COUNCIL MEMBERS



Town of Carrboro

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

Agenda Item Abstract

File Number:20-130

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Approval of Minutes from February 4, 2020



Town of Carrboro

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

Agenda Item Abstract

File Number:20-125

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

A request to adopt a resolution to award retired Police K9 Titus to Handler Sergeant Joseph Glenn

PURPOSE: Sergeant Joseph Glenn's K9 partner Titus, will retire after more than 6 years of service to the Carrboro Police Department, and the Town of Carrboro due to age and other health issues.

DEPARTMENT: Police

CONTACT INFORMATION: Chief Walter Horton, 919-918-7397

INFORMATION: In accord with North Carolina General Statute, 160A-266 declares K-9 Titus to be surplus property upon retirement from service and authorizes his assigned handler, Sgt. Joseph Glenn, to take ownership of K-9 Titus upon his execution of a hold harmless agreement to provide proper care for the dog for the remainder of the life of the animal. By executing that agreement, Sgt. Joseph Glenn will assume all liability and responsibility for the dog. The Council has previously awarded a retiring Police K9 to the handler free of charge. Town staff recommends that the Town Council award Sgt. Joseph Glenn, K9 Titus.

FISCAL & STAFF IMPACT: The value of K9 Titus is \$300.00

RECOMMENDATION: Staff recommends that the Council approve the attached resolution.

K-9 Retirement Resolution:

WHEREAS, K-9 Titus is owned by the Town of Carrboro; and

WHEREAS, K-9 Titus has faithfully served the Town and its citizens for 6 years; and

WHEREAS, K-9 Titus will retire from his position as Police Canine effective February 25, 2020; and

WHEREAS, the Mayor and Town Council, by this resolution, wish to express its great appreciation to K-9 Titus for service, loyalty, and dedication to the Town of Carrboro;

NOW THEREFORE, BE IT RESOLVED that the Town of Carrboro in accord with North Carolina General Statute 160A-266 declares K-9 Titus to be surplus property upon retirement from service and authorizes his assigned handler, Sgt. Joseph Glenn, to take ownership of K-9 Titus upon his execution of a hold harmless agreement to provide proper care for the dog for the remainder of the life of the animal By executing that agreement Sgt. Joseph Glenn will assume all liability and responsibility for the dog.

Witness my hand and seal of the Town of Carrboro this 25th day of February, 2020



Town of Carrboro

Walter Horton, Chief of Police

100 N. Greensboro St.

Carrboro, NC 27510

PHONE: 919-918-7397

Police Department

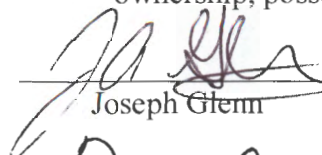



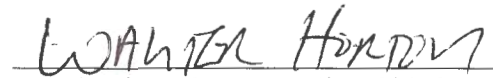
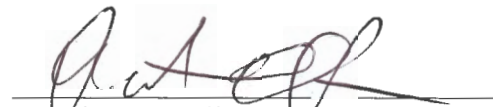
FAX: 919-942-4473

MEMORANDUM OF AGREEMENT FOR TRANSFER OF OWNERSHIP OF POLICE CANINE

Police canine Titus is no longer useful or necessary for law enforcement purposes due to his age. The dog is neither qualified to be retrained with a new handler nor able to continue to function as a police canine; therefore, he is of no economic value to the Town of Carrboro. As a result, ownership and possession of Titus Glenn is hereby transferred to Sgt. Glenn and he agrees to the following conditions:

1. Sgt. Glenn assumes full responsibility for Titus's welfare, including but not limited to providing adequate shelter, food, grooming, and veterinary care.
2. Sgt. Glenn will, under no circumstances, use Titus for any type of financial gain.
3. Sgt. Glenn is aware of the general background, training, and utilization of Titus by the Carrboro Police Department and, being so informed, is fully cognizant of any and all risks associated with assuming ownership and possession of Titus. Sgt. Glenn does hereby release, forever discharge and covenant not to sue the Town of Carrboro, the Carrboro Police Department, and all past, present, and future employees, elected and appointed officials, contractors, agents, and representatives of the Town of Carrboro from any and all claims, demands, damages, causes of actions, liabilities, and judgments arising from or related in any way to the ownership, possession, use, condition, actions, activities, transfer or sale of Titus; and does hereby further agree to defend, indemnify, hold and save the Town of Carrboro, the Carrboro Police Department, and all past, present, and future employees, elected and appointed officials, contractors, agents, and representatives of the Town of Carrboro free and harmless from any and all claims, demands, damages, causes of action, liabilities, and judgments arising from or related in any way to the ownership, possession, use condition, actions, activities, transfer or sale of Titus.


Joseph Glenn
2/18/2020
date

David Andrews, Town Manager


Walter Horton, Police Chief

Robert Hornik, Town Attorney



Town of Carrboro

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

Agenda Item Abstract

File Number:20-121

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Conditional Use Permit Extension Request for Merritt Mill Affordable Housing at 802 & 806 Merritt Mill Road

PURPOSE: The Town Council is asked to review a request for an extension of date when Conditional Use Permit would otherwise expire for Merritt Mill Affordable Housing at 802 & 806 Merritt Mill Road. This CUP permit expires on March 27th, 2020. The town staff recommends approval of the request.

DEPARTMENT: Planning Department

CONTACT INFORMATION: James Thomas, 918-7335 or jthomas@townofcarrboro.org

INFORMATION: The applicant/property owner, CASA NC, has requested that the date on which a previously issued Conditional Use Permit (CUP) that expires on March 27th, 2020 be re-established to an expiration date of February 25th, 2022.

The Town Council originally granted the Conditional Use Permit on March 27th, 2018. The CUP allowed for the construction of a twenty-four (24) unit affordable apartment complex at 802 & 806 Merritt Mill Road.

FISCAL & STAFF IMPACT: None

RECOMMENDATION: The Town Staff recommends that the Town Council adopt the attached resolution approving the permit extension request. The new expiration date for the permit would be February 25th, 2022.

STAFF REPORT

TO: Town Council

DATE: February 25th, 2020

PROJECT: Conditional Use Permit Extension Request for Merritt Mill Affordable Housing at 802 & 806 Merritt Mill Road

APPLICANT and OWNERS: CASA NC
Attention: Neil Ritter
624 West Jones Street
Raleigh, NC 27603

PURPOSE: Request for an extension of date when Conditional Use Permit would otherwise expire for Merritt Mill Affordable Housing at 802 & 806 Merritt Mill Road. This CUP permit expires on March 27th, 2020

EXISTING ZONING: R-7.5 Residential District

PIN: 9778-93-0135 & 9778-93-1183

LOCATION: 802 & 806 Merritt Mill Road

TRACT SIZE: 86,833sf (1.99acres)

EXISTING LAND USE: Vacant

PROPOSED LAND USE: SURROUNDING Three (3) story multi-family apartment (use#1.330) complex. Total of twenty-four (24) units with two (2) bedrooms within each unit

LAND USES: North: M1, Village Self Storage
South: Chapel Hill Planning Jurisdiction
East: R-7.5, single-family residence
West: Chapel Hill Planning Jurisdiction

ZONING HISTORY: R-7.5 since 1980

RELEVANT ORDINANCE SECTIONS: Section 15-62 Expiration of Permits

BACKGROUND

The applicant/property owner, CASA NC, has requested that the date on which a previously issued Conditional Use Permit (CUP) that expires on March 27th, 2020 be re-established to an expiration date of February 25th, 2022.

The Town Council originally granted the Conditional Use Permit on March 27th, 2018. The CUP allowed for the construction of a twenty-four (24) unit affordable apartment complex at 802 & 806 Merritt Mill Road.

APPLICABLE LUO PROVISIONS

Extensions to the date on which a permit would otherwise expire must be granted in accordance with Section 15-62 (Expiration of Permits) of the LUO. Specifically, please note that Section 15-62(a) of the LUO dictates that the CUP would expire on March 27th, 2020 in this case because less than ten percent (10%) of the total cost of all construction, erection, alteration, excavation, demolition, or similar work on the development authorized by the permit has been completed on the site.

Section 15-62(c) gives the permit-issuing authority (Town Council) the authority to grant an extension to the date on which the permit would otherwise expire. Section 15-62(c) reads as follows:

“(c) The permit-issuing authority may extend for a period up to two years the date when a permit would otherwise expire pursuant to subsections (a) and (b) if it concludes that (i) the permit has not yet expired, (ii) the permit recipient has proceeded with due diligence and in good faith, and (iii) conditions have not changed so substantially as to warrant a new application. Successive extensions may be granted for periods up to two years upon the same findings. All such extensions may be granted without resort to the formal processes and fees required for a new permit.”

Staff offers the following information related to the conditions outlined in Section 15-62(c):

1. The permit has not yet expired.

COMPLIANCE: *No, the permit has not expired. The permit is set to expire on March 27th, 2020.*

2. The permit recipient has proceeded with due diligence and in good faith.

COMPLIANCE: *Yes, the permit recipient has proceeded with due diligence and in good faith. CASA NC has stated that they are continuing to work on funding for this project.*

3. Conditions have not changed so substantially as to warrant a new application.

COMPLIANCE: *Yes, it is true that conditions have not changed so substantially as to warrant a new application. No changes to the property have taken place since the permit was originally approved.*

RECOMMENDATION

The Town Staff recommends that the Town Council adopt the attached resolution approving the permit extension request. The new expiration date for the permit would be February 25th, 2022.



Marty Roupe,

I am writing, on behalf of CASA, to request an extension to the conditional use permit (CUP) for Merritt Mill Apartments. The current CUP is set to expire March 27, 2020. We have yet to begin construction on the project, and likely will not by the expiration date. We are in good faith submitting this request, as we continue to work on the funding, and there are no changes in the conditions for which the original CUP was granted.

Best regards,

Neil Ritter

Project Manager, CASA



A RESOLUTION APPROVING THE EXTENSION OF THE DATE ON WHICH THE CUP FOR MERRITT MILL AFFORDABLE HOUSING COMPLEX AT 802 & 806 MERRITT MILL ROAD WOULD OTHERWISE EXPIRE

WHEREAS, the Town Council approved a Conditional Use Permit for Merritt Mill Affordable Housing Complex at 802 & 806 Merritt Mill Road on March 27th, 2018; and

WHEREAS, Section 15-62(a) of the Town of Carrboro Land Use Ordinance allows for extension; and

WHEREAS, the Town Council finds, per Section 15-62(c) of the LUO, that: 1.) the CUP has not expired, and 2.) the permit recipient has proceeded with due diligence and good faith, and 3.) conditions have not changed so substantially as to warrant a new application.

NOW, THEREFORE BE IT RESOLVED by the Town Council that the expiration date for Merritt Mill Affordable Housing Complex Conditional Use Permit is hereby extended to February 25th, 2022.

This the 25th day of February 2020.



Town of Carrboro

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

Agenda Item Abstract

File Number:20-129

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Consideration of Endorsing the Chapel Hill Transit Short Range Transit Plan

PURPOSE: The purpose of this agenda item is for the Town Council to consider endorsing Chapel Hill Transit's Short Range Transit Plan (SRTP).

DEPARTMENT: Town Manager's Office

CONTACT INFORMATION: Anne-Marie Vanaman, Management Assistant - 919-918-7321; Brian Litchfield, Chapel Hill Transit Director - 919-969-4908

INFORMATION: On February 11, 2020, the Town Council received a presentation of the SRTP from Brian Litchfield, Chapel Hill Transit Director:

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=4327994&GUID=F8443083-9C00-4792-9A1C-2400776E114B&Options=&Search=>> .

Chapel Hill Transit (CHT) held public information sessions in Chapel Hill and at UNC-CH in January and February. Carrboro public information sessions were held on February 10th and February 19th at Town Hall and on February 13th at Carolina Spring Senior Apartments (for residents only).

On February 25th, CHT will present the final SRTP to the Transit Partners Committee and ask for their endorsement. Since the Transit Partners are reviewing the final SRTP on the same day as the Town Council meeting, CHT will provide a summary document outlining any updates to the SRTP for the Council's review on the afternoon of February 25th. This document will be delivered via email. CHT is requesting the Council endorse the final SRTP.

It is anticipated that the Chapel Hill Town Council will consider approving the SRTP in early March. If approved, implementation of the SRTP is scheduled for August 2020.

FISCAL & STAFF IMPACT: The Short Range Transit Plan is intended to be cost neutral, with no expectation of additional funding from the Transit Partners.

RECOMMENDATION: Staff recommends the Town Council consider endorsing the Short Range Transit Plan. A resolution is provided as Attachment A.

A RESOLUTION RECOMMENDING ENDORSEMENT OF
THE SHORT RANGE TRANSIT PLAN

WHEREAS, the Town of Carrboro is a contributing partner in the Chapel Hill Transit system;
and

WHEREAS, representatives of the Town of Carrboro collaborated with Chapel Hill Transit and its partners on the Technical and Policy Committees in the development of the Short Range Transit Plan; and

WHEREAS, the Short Range Transit Plan is informed by six guiding principles: improve transit mode shift, increase ridership, create high frequency transit corridors, emphasize equity, improve weekend service, and enhance the convenience of living without a private vehicle; and

WHEREAS, public input on the Short Range Transit Plan was received in the years 2017-2020;
and

WHEREAS, the Short Range Transit Plan is cost neutral and no additional funding is expected of Chapel Hill Transit partners;

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Council endorses the Short Range Transit Plan and directs staff or the Town's Transit Partners committee representatives to convey this endorsement to the Chapel Hill Town Council.

This the 25th day of February in 2020.



Town of Carrboro

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

Agenda Item Abstract

File Number:19-382

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Transportation Projects Update

PURPOSE: The purpose of this agenda item is to provide the Town Council with an update on the status of ongoing transportation projects around town.

DEPARTMENT: Planning

CONTACT INFORMATION: Zachary Hallock, 919-918-7329, zhallock@townofcarrboro.org
<<mailto:zhallock@townofcarrboro.org>>

INFORMATION:

The Board of Aldermen last received a transportation projects update on June 4, 2019. More information can be found at:

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=3969856&GUID=C3056B04-B74B-4ED8-BD77-90F94774191D&Options=&Search>

The Transportation Projects Memo can be found as Attachment A.

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

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



TOWN OF CARRBORO
NORTH CAROLINA

TRANSMITTAL

PLANNING DEPARTMENT

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

To: David Andrews, Town Manager
Mayor and Town Council

From: Zachary Hallock, Transportation Planner

Date: February 21, 2020

Subject: Update on Transportation Projects

Summary

This document is intended to update the Town Council on the status of a number of active transportation projects. The last update was provided on June 4, 2019. A link to the previous agenda item can be found at

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=3969856&GUID=C3056B04-B74B-4ED8-BD77-90F94774191D&Options=&Search=>

Projects are largely organized in the following manner: NCDOT Projects, Town Projects, Bicycle Projects and Planning, Development Projects, Pedestrian Safety Projects, and Transit Projects.

NCDOT Projects

Estes Drive/North Greensboro Street Roundabout Project (U-5846)

Construction on the intersection improvement project began in August 2019 and is expected to be completed in September 2021. Town staff have established a communication channel between NCDOT, Carrboro Public Works, and Carrboro Planning and correspond with NCDOT at regular intervals for project updates that are then posted to the Town website. Staff have also facilitated responses to resident questions as needed. Some issues have been identified with the proximity of the bus stops along N Greensboro Street adjacent to the construction and Town staff are in communication with Chapel Hill Transit to adjust these locations to ensure these stops have appropriate access both during and after construction.

Merritt Mill/Franklin/E Main/Brewer intersection project (U-5847)

In 2018, the Board received information relating to the updated design for proposed improvements to the Merritt Mill/Franklin/E Main/Brewer intersection which focused on modifications enhance to bicycle and pedestrian safety rather than vehicular capacity. NCDOT funded and managed the project, which was largely completed in the fall of 2019. Final pavement markings will be installed as part of the NCDOT's resurfacing project for West Franklin and East Main streets, anticipated to occur during the summer of 2020. In the interim, staff continues to work with NCDOT and the Town of Chapel Hill to consider minor modifications to the intersection (such as changes to pavement markings, signal timing, or signage) as may be needed while travelers become familiar with the new traffic patterns.

NC 54 West – Corridor Study and TIP Projects

In 2018, the DCHC MPO contracted with VHB to conduct a corridor study along NC 54 West from Old Fayetteville Road in Carrboro to I-40 in Graham. The purpose of the study was to determine the appropriate cross-section for future road improvement projects along the corridor that could then be submitted as part of the SPOT prioritization process for state and federal funding. The corridor study process included a review of transportation infrastructure, travel demand, traffic operations, safety, environmental concerns, local plans, and public input along the corridor. (Information on the study may be found at <http://www.nc54west.com/>.) VHB presented its finding to the Board of Aldermen on October 5, 2018 and on October 4, 2019 and to the DCHC MPO Board on November 13, 2019. Staff is in the process of scheduling a meeting with the its partners, NCDOT, the DCHC MPO, Orange County, and TARPO to develop a shared vision for the corridor that could be used to define future transportation projects. An update on SPOT 6.0 project submittals was provided to Town Council on January 14th. Since then, NCDOT has taken the stance that Division 7 will not place points on any projects in Orange County unless the DCHC MPO agrees to place points on the NC 54 widening. In light of this, NCDOT and Mayor Lavelle and Councilmember Seils met to discuss their differences in perspective. More information will be provided about this process as it develops.

NC 54 Bike/Ped Safety Study: Old Fayetteville Road to Manning Drive (Chapel Hill)

In January 2018, the Carrboro Planning and Police departments sent a letter to NCDOT in support of a request from Chapel Hill to conduct a corridor study for NC 54, between Old Fayetteville Road and Columbia Street with a focus on bicycle and pedestrian safety, in particular with regards to transit access. VHB Engineering was contracted by NCDOT to perform data collection and safety analysis for this corridor, for which the limits were extended to Manning Drive in Chapel Hill. A kick-off meeting was held in January of 2019 which included an overview of the project corridor, and an initial site visit by the project team. During the spring VHB developed the existing conditions assessment and presented that information to the project team. A survey was distributed to gather feedback from people who travel regularly along the corridor to help identified what the biggest issues were. The project team met again in July 2019 to review preliminary project recommendations and coordination between this project and the bike plan update. VHB held a public meeting at Franklin Porter Graham Elementary School in November 2019 to seek input on the proposed recommendations for crossing

improvements. The study report can be viewed online at: http://www.nc54bikeped.com/pdf/NC54_safetystudy_final_report_31Dec19.pdf. Staff anticipates scheduling a presentation on the study, its findings and recommendations for improvements along the corridor and at specific crossings in the spring. Staff is working with the DCHC MPO staff and NCDOT to determine if an approval or adoption of the study would meet the criteria of an adopted plan for the purposes of the NCDOT's updated complete streets policy, with regard to NCDOT funding of projects. Staff is also looking at the possibility of funding crossing improvements through the North Carolina Highway Safety Improvement Program (HSIP).

Town Projects

Bike Loop Detectors (U-4726-DF)

The Town has advertised the bike loop detector project (the installation of bike loop detectors at North Greensboro at Weaver and Main and Main at Roberson and at the intersection of Poplar at NC 54) twice, first in October 2017 and again in July 2019, without receiving any bids. Staff is working with NCDOT to determine if there may be other ways to move forward with the project, such as an add-on to the resurfacing project for East Main Street, or if the installation could be performed by NCDOT's traffic engineering division.

Homestead Road-Chapel Hill High School Multi-Use Path (U-4726-DE)

Staff worked with the Construction, Engineering and Inspection (CEI) firm and NCDOT to finalize a punch list and has begun the administrative process of reviewing the project documentation as part of project closeout. A sidewalk from Claremont South to the multi-use path has been installed. A 10' wide bike path linking the multi-use path to Claremont South is also in the works and once completed will provide a direct connection to residents living along the south side of Homestead Road in Claremont South and neighboring residential subdivisions, such as Wexford, Williams Woods, Cates Farm, and heading toward downtown Carrboro.

Morgan Creek Greenway (EL-4828A)

Phase 1 of the Morgan Creek Greenway was advertised in June 2019 and re-advertised in August 2019. Two bids came in higher than expected and, per NCDOT procedures, bids are not acceptable if higher than 10-percent above the Engineer's estimate. Staff is working with the Town Engineer to make some minor adjustments to the scope of the project and to search for additional funding. The DCHC MPO staff worked diligently to allocate funds to projects ready to move forward during the summer/fall of 2018 when there was an expectation of federal recession. All of the federal funds programmed for the Morgan Creek Greenway have been secured and are available for the project. Staff anticipates rebidding in the spring/summer of this year. The Town has selected a firm for Construction, Engineering and Inspection (CEI) services and will begin the process of working with the firm to develop a scope of services for NCDOT's formal audit once the plan revisions are completed. The project consists of an approximately half-mile paved multi-use path beginning at the cul-de-sac at Abby Lane, extending to the Smith Level Road Bridge, running under the bridge to connect with a future multi-use path in Chapel

Hill, and beginning again, along the south side of Morgan Creek to a turnabout point before the soccer field at the Berryhill Subdivision. Staff will reach out to surrounding property owners, particularly residents of Berryhill Subdivision and the Canterbury Townhomes, again, once there is a better sense of the schedule for moving forward.

Jones Creek Greenway (C-5181)

Advertisement for engineering services, selection of Wetherhill Engineering, and approval of the firm & cost estimate by NCDOT was completed in the fall of 2018. The contract was executed before the end of 2018 and a project kickoff meeting was at the end of January 2019. During this kickoff the public input process was established to include open house input sessions at 15%, 30%, and 60% design. At the beginning of March 2019, planning staff facilitated an internal staff discussion with the police department and school district to discuss issues related to greenway safety. The third public hearing for the project, at 65% design, was held on September 24, 2019. Since that meeting, staff have been working to coordinate with ITRE (Institute of Transportation Research and Education) to consider a continuous bike-ped counter (similar equipment is currently located along the Libba Cotten and Old NC 86) to be located along this greenway segment.

Estes Drive Corridor Study and Bike/Ped Improvements (EB-5886)

Town staff is working with NCDOT and the Town of Chapel Hill to determine the project scope for bike/ped improvements along this corridor. The project has been split into separate projects (A & B) to allow each Town to execute a municipal agreement with NCDOT directly as it, provides more flexibility with regard to scheduling. The Town has received Orange County Transit funds to apply toward a corridor study and associated design work to help inform the cross section of the western portion of the Estes Drive corridor. This would allow for a seamless connection with the future roundabout at North Greensboro Street and sensitive design within the tight right-of-way between North Greensboro Street and the Wilson Park Multi-use Path. It is anticipated that design and right-of-way acquisition would be managed by the Towns and construction managed by NCDOT. With NCDOT's recent suspension of locally administered projects, it is likely that this project will be delayed.

South Greensboro Street Sidewalk (C-5650)

The Town has received the municipal agreement from NCDOT in the summer of 2018 and subsequently in 2019, received approval to negotiate a contract with Ramey Kemp Associates (RKA) for engineering services to prepare the project design. Survey work is anticipated to begin in March. In addition to the sidewalk design, staff are working with RKA to refine a scope of work for a capacity analysis and possible restriping plan for the section of South Greensboro Street from the roundabout (at Two Hills Dr) to the Smith Level Road bridge to provide bike lanes. If approved, by NCDOT, the restriping design would be implemented as part of the NCDOT resurfacing for that road which is currently schedule to occur in 2021.

West Main Street Sidewalk

As part of the development of the 2012 Durham and Orange county transit plans, the Town submitted a capital project request for funding to construct a sidewalk along West Main Street between Fidelity Street and Poplar Street. Staff requested delaying the funds for the Main Street project to a later fiscal year in order to receive funds for the South Greensboro Street sidewalk in an earlier fiscal year. A schedule for moving forward with the West Main Street project has not yet been determined.

Barnes Street Sidewalk (EB-5890) & Jones Ferry Road Sidewalk (EB-5880)

The Barnes Street and Jones Ferry Road sidewalk projects are programmed for funding in the 2019-2029 STIP. Staff has requested that the start date of these two projects begin in FY 2022, anticipating a schedule of design in FY 2022, ROW acquisition FY 2023 and construction FY 2024. The proximity of the two projects offers an opportunity to seek one contractor to construct both projects if such an arrangement provides an economy of scale benefit.

East Main Street Restriping Proposal

The timing of NCDOT's resurfacing of East Main Street provides an opportunity to assess the available capacity and determine the feasibility of restriping the pavement to provide bicycle lanes through downtown. The engineering firm Stantec was selected in the fall of 2018 to develop traffic forecasts, operations analysis, and restriping plans. Stantec completed the traffic forecast and operational analysis for East Main Street which Town staff and NCDOT have reviewed. NCDOT Division 7 has requested to see a preliminary striping plan as part of its assessment of the feasibility of the project. Staff will be bringing the concept design to Council on March 10th and will work to schedule public outreach with local businesses, residents, and the cycling community later in the month. Chapel Hill is also beginning an operational assessment process for a restriping proposal for West Franklin Street. Carrboro staff are participating in that process, as well, to ensure the two designs are properly coordinated.

Jones Ferry Road – Protected Bike Lanes (Possible Pilot Program)

Town staff have been working with NCDOT Division 7 and Division Bike/Ped Transportation to identify potential treatments for protected bike lanes on Jones Ferry Road, an interest identified as part of the Spot Safety Improvement Project for the corridor. To date, discussions with Public Works and NCDOT have focused on concerns over cost, maintenance, snow clearance, and transit operations. Based on feedback received from NCDOT during the Bike Plan Update, staff have currently identified a set of potential treatments which could be used as different test areas along the corridor. Town Staff met again with NCDOT Division 7 and Bike Ped on January 27th to finalize test zones along the corridor as part of a pilot project. This pilot is expected to last at least one year and will include data collection of vehicle volumes, speeds, and bicycle volumes (before, during, and after the pilot); public input sessions; and survey to gauge public perceptions of safety and preferred treatment. A start date is pending following completion of these steps and development of cost estimates.

Bicycle Projects and Planning

Bicycle Transportation Plan Update

In the summer of 2018 town staff reviewed and executed the grant agreement with NCDOT to receive funding for the Bike Plan update. An RFP was finalized in early September then planning and finance staff advertised the proposal. Three proposals were received in November and staff worked together to review them and in December 2018 selected Alta Planning and Design to conduct the plan update. Eight months, four steering committee meetings, over five hundred survey responses, and a dozen targeted public input sessions later the preliminary draft plan was ready for town staff review in August of 2019. Town staff reviewed and provided comments back to Alta and made some adjustments to the draft plan prior to presentation to the Board of Aldermen at their November 19th meeting. Based on the feedback received from the Board and from Advisory Board staff worked to compile a final list of comments to submit to Alta. The final draft of the plan, with priority project cut-sheets and estimates is currently under development for public review and comment. Staff expect to present a request to set public hearing for the adoption of the plan in the near future.

Bicycle Friendly Communities Application

In November 2019, the League of American Cyclists re-certified the Town of Carrboro as a Silver-level Bicycle Friendly Community. Staff are reviewing the scorecard and will work with the league to better understand the specifics of what might help us achieve Gold status.

Bike Share

In October of 2018 staff from Carrboro, Chapel Hill and UNC discussed the preliminary steps associated with developing a bikeshare system to better serve both the Towns and the University. An update was provided to the Board of Aldermen on 2/2/2019, materials from this agenda item can be found at:

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=3851751&GUID=7B467DB8-085A-4ACE-9F56-E0DCFE4CF395&Options=&Search>

In the summer of 2019, Gotcha, the current bikeshare service provider for UNC, expressed interest in developing a pilot program to expand their services to the Towns of Carrboro and Chapel Hill. The anticipated duration of the pilot program would be about 1 year. Gotcha would be providing equipment (E-bikes) and transaction services (smartphone application payment system and cash loadable RFID cards) at no cost to the Town. Gotcha's revenues are derived from user fees in the form of monthly plans, user fees, and advertisements (to be placed on the bikes). In December 2019 and January 2020 staff from Carrboro, Chapel Hill, and UNC met to discuss the specifics of what a joint pilot project between the three entities would look like. Staff is in the process of reviewing the Town Code to identify possible amendments that would be needed to enable and regulate the use of the proposed E-Bikes and the Shared Active Transportation System service provider. Staff anticipates bringing a separate item to the Council at a future meeting to discuss a possible bike share program and seek Council direction.

Pathway Drive Bike Boulevard

Since the Board last received an update on this project (November 21, 2017), staff has been working with the Town Engineer to develop a series of conceptual designs (typical sections) which could be used to seek public input. These ‘typicals’ represent simple landscaped bump-outs, chokers, and chicanes which will serve to calm traffic along Pathway Drive. In addition, sharrows would be added along the length of the street to better indicate that bicycle traffic should utilize the full travel lane. This option allows for the conversion of the existing cross sections (which includes bike lanes) to include elements of a bike boulevard; overall automobile speeds should be slower but would allow on-street parking to occur in some locations due to the new bump-outs and chokers. Town engineer has developed conceptual level typical sections of potential traffic calming measures to use along the corridor. These could be chicanes, bulb outs, or curb extensions all of which would also provide opportunities for stormwater improvements as well. There has been no change on this item from the previous report.

Cobblestone Colfax Connector

The existing 5-foot wide sidewalk between the cul-de-sacs on Colfax Drive and Cobblestone Drive creates a bike/ped connection between the cul-de-sacs on Cobblestone Drive and Colfax Drive. Based on the surrounding network of bike/ped connections (the cut through from Colfax Drive to Claremont Drive, the newly opened Homestead Road-Chapel Hill High School Multi-Use Path and Cobblestone Drive Traffic Calming) upgrading the sidewalk to a wider multi-use path could serve to create a Bike Boulevard route from Hillsborough Road to Homestead Road. Town staff reached out to residents for comment on the idea of widening the path in September 2018, and initial survey work was conducted thereafter to determine how wide a potential path could be made as well as other details. Feedback received from the Transportation Advisory Board in the summer of 2019 rated this as a lower priority when compared against other pedestrian safety projects in Town. There has been no change on this item from the previous report.

Cobblestone Drive

This project began in May of 2018 when the completed petition for the Cobblestone Drive area of influence was received by staff. Data collection for this traffic calming request was collected in November of 2018. The Board of Aldermen received report on the traffic calming analysis for this project during their March 9th, 2019 meeting; more details of that meeting can be found at: <https://carrboro.legistar.com/LegislationDetail.aspx?ID=3891420&GUID=3DB04ADB-8A38-4CEC-8589-5B2B505EDC9F&Options=&Search=&FullText=1>. The culmination of the Cobblestone Drive project was the Board’s approval of the proposed design at their November 19th, 2019 meeting. See: <https://carrboro.legistar.com/LegislationDetail.aspx?ID=4225139&GUID=FDDF12E1-F8DF-4F9A-954E-C4C03E06F50E&Options=&Search=&FullText=1>). Based on comments received, it was decided to install three asphalt speed tables along the length of Cobblestone Drive. They were installed during the week of January 6. Work remains to be done in order to correct the locations of the shared lane markings currently in place.

Development Projects

Lloyd Farm/Plantation Acres

With the approval of the Lloyd Farm Phase 1 Conditional Use Permit, Town staff are working to schedule a neighborhood meeting with residents of the Plantation Acres area to discuss their observations, the types of traffic calming they would prefer, and the desired directionality of the potential Carol Street closure. A neighborhood meeting to discuss resident observations of traffic patterns and preferences for traffic calming has been scheduled for Saturday, March 7th from 2 to 4 PM at Town Hall. A mailed notice informing all residents of the Plantation Acres neighborhood of this meeting was sent on Monday, February 24th.

Pedestrian Safety Projects

Locations Based on Citizen & TAB Requests

In July 2018, Town staff held a meeting with NCDOT Division 7 representatives regarding the bike/ped safety requests, with a particular focus on crossings along Homestead Road by Claremont and multiple locations along North Greensboro Street. NCDOT identified possible infrastructure improvements such as signage and lighting for short-term enhancements as longer-term items such as lane modifications that would require analysis. During the summer of 2019, staff developed a comprehensive listing of identified locations where safety concerns have been commented on by citizens, the TAB, or from staff observations and compiled associated data. In the summer, staff worked with the Transportation Advisory Board to incorporate their input as to how best prioritize the large number of projects currently being investigated. Previously collected data: bike/ped crashes, vehicular counts, bike/ped counts, and TAB input is being used to help prioritize these projects along with the preparation of preliminary cost estimates. Staff met with NCDOT again in January 2020 for a courtesy review and preliminary approval of locations for the improvements, which would need encroachment agreements for the Town to make improvements on an NCDOT maintained facility. Based on the feedback received, the following improvements are being considered for additional design work and data collection to support an encroachment agreement with NCDOT for the Town to install.

- W Main St @ Hillsborough Rd: RRFB or Traffic Signal and Pedestrian Median Island
- Hillsborough Rd @ James St: RRFB or Traffic Signal
- N Greensboro St @ Shelton St: RRFB or Traffic Signal
- N Greensboro St @ Pine St: High-visibility crosswalk markings and signage
- W Main St @ W Weaver Street: Bike Boxes, Bike Loop Detectors, Bike Lane Intersection Markings, Curb Radii revisions, and Pedestrian Signals where needed

The addition of new staff in public works will enable the creation of preliminary design work for other pedestrian safety projects. This work can be used for discussion purposes with NCDOT for preliminary review (a verbal go or no go) of encroachment agreements as well as valuable visuals for public outreach purposes related to these projects. The status of the pedestrian safety projects, which have been prioritized, based on cost estimates, traffic volumes, bike-ped counts, safety data and input from the TAB is described in the table on the following page.

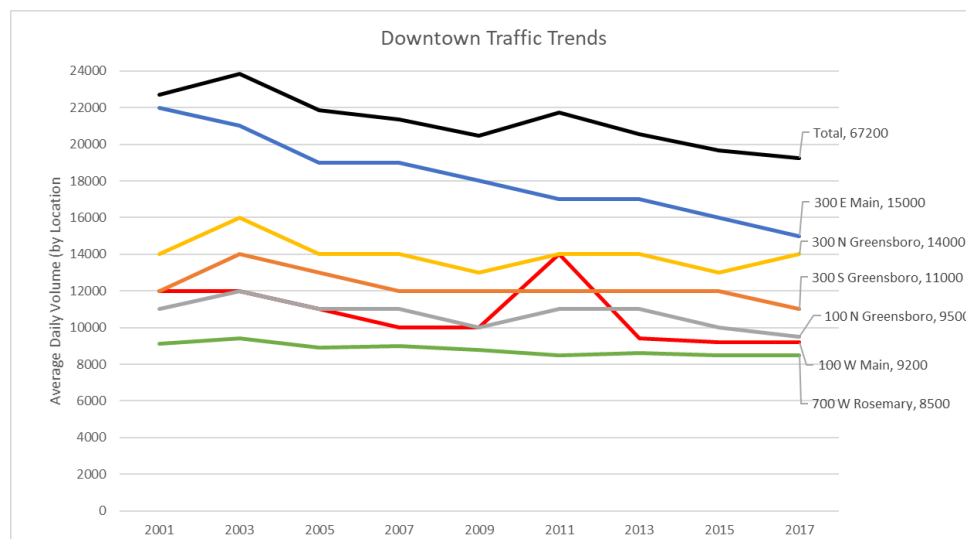
2/21/2020	NAME	Identified Improvement	Current Status
NCDOT to Perform	Weaver @ E Main St	Pavement markings (NCDOT)	Resurfacing scheduled for summer of 2020
	N Greensboro @ Oak St	High-vis crosswalk (covered by STIP, includes PHB)	Roundabout to be completed in summer of 2021
	N Greensboro @ Hillsborough Rd	High-vis crosswalk (covered by ADA ramps) & RRFB	Timeline uncertain due to NCDOT budgetary constraints
	Jones Ferry @ Bim St	High-vis crosswalk (covered by ADA ramps)	
	W Main @ Poplar Ave	High-vis crosswalk	
	N Greensboro @ Robert Hunt Dr	High-vis crosswalk (here or @ Bolin Forest)	
Town to perform through Encroachment Agreement	Weaver @ E Main St	Ped heads or signal modifications	Resurfacing will address pavement markings and signal timing modifications, will assess signal heads and other needs after completion
	W Main @ W Weaver	High-vis crosswalks, bike lane markings, bike boxes, curb extensions & ped signal heads	Collect data to assess need for bike boxes; coordination with NCDOT ADA upgrades
	W Main @ Jones Ferry Rd	Bicycle improvements, marked crosswalk ped signal heads	Beginning preliminary design to add missing crosswalk, other items on hold pending bike plan recommendation
	Merritt Mill Rd @ Cameron St	Bicycle improvements and ped signal heads	On hold pending future coordination with Chapel Hill
	N Greensboro @ Pine St	High-vis crosswalk, ADA ramps	Developing design to submit with encroachment agreement
	Hillsborough @ James St	RRFB or traffic signal	Insufficient width for refuge island, collect data to assess signal warrant or crossing demand for RRFB
	Jones Ferry @ Davie Rd	Bicycle improvements and ped signal heads	On hold pending protected bike lane pilot
	W Main @ Hillsborough Rd	Median island and RRFB or traffic signal	Assessing width for refuge island, collect data to assess signal warrant or crossing demand for RRFB
	N Greensboro @ Shelton St	RRFB or traffic signal	Collect data to assess signal warrant or crossing demand for RRFB
	NC 54 @ Westbrook Dr	PHB or HAWK or traffic signal	On hold pending final recommendation from NC 54 Safety Study
	S Greensboro @ Merritt Mill Rd	Bicycle improvements and ped signal heads	Improvements will be assessed as part of the S Greensboro Sidewalk Design
	Hillsborough @ High/Cheek St	Hi-vis x-walk	Coordinating with Town resurfacing project, need to consider additional sidewalk due to lack of connection infrastructure needed for NCDOT to approve crosswalk
	W Main @ Ashe St	Hi-vis x-walk and ada curb ramps	Beginning preliminary design
	Old NC 86 @ Hillsborough Rd	Pedestrian refuge island, ada curb ramps	Beginning preliminary design
	Jones Ferry Protected Bike Lane	Physical delineation to place in buffer	Coordinating with NCDOT in development of pilot project, will include public outreach and data collection to assess effectiveness of different types of bike lane separation
	W Main @ High/Westview	Hi-vis crosswalk and RRFB (Rectangular Rapid Flashing Beacon)	Coordinating with Town resurfacing project, need to consider additional sidewalk due to lack of connection infrastructure needed for NCDOT to approve crosswalk
	Homestead @ Claremont Rd	Lighting & RRFB plus median island	Beginning preliminary design
	Hillsborough @ McDougale Driveway	Pedestrian refuge island	Beginning preliminary design
Town to perform	Roberson @ Libba Cotten	Raised intersection or green paint	Sungate has completed concept design, preliminary design to begin soon.
	Old Pittsboro Rd	Sharrows and bike route (or Bike Blvd)	Preliminary design underway
	Cobblestone Connector	Widen sidewalk to 10' Multi Use Path (MUP)	Sungate has completed concept design, on hold due to low priority.
Preliminary design has begun as of February			
Preliminary design to begin in March			
Preliminary design to begin in April			
Preliminary design to begin in May			
Additional data collection or coordination required prior to beginning design			

Downtown Safety Improvements

In 2018, staff met with NCDOT staff to discuss the concept of a slow zone in the downtown area using a combination of signage and infrastructure improvements that would provide cues to drivers to slow down. Additional signage developed as part of the Wayfinding project should dovetail nicely into the slow zone concept. In 2019, the Transportation Advisory Board continued working to develop a Downtown Slow Zone policy, which would outline the aspirational vision of enhancing the downtown experience, particularly bike-ped safety. Staff have been informed that the State Traffic Engineer will no longer approve speed limits lower than 25 MPH on state maintained facilities due to the difficulties with enforcement. Staff is examining potential implementation of other engineering elements that can enhance pedestrian safety and reduce vehicle speeds in Downtown (and elsewhere in Carrboro) with the aim of realizing the objective of the slow zone concept. These elements include Leading Pedestrian Interval (LPI), the East Main Street Restriping Proposal, Pedestrian Safety Projects (mentioned above). Additionally, implementing No Right Turn on Red (RTorR) can be investigated but is a more detailed procedure which will require approval from the State Traffic Engineer; this is the process which Chapel Hill recently completed.

[NEW] Downtown Traffic Volume Trends

In the past, the Board of Aldermen received updates on traffic volume counts and traffic operations within the downtown area. As an alternative to a detailed traffic analysis, a review of the historic trends in available Annual Average Daily Traffic (AADT) as collected by NCDOT can be an efficient way to gain useful insights. The table below displays the AADT volumes collected between 2001 and 2017 for locations at: 100 W Main St, 300 E Main St, 300 N Greensboro St, 100 N Greensboro St, 300 S Greensboro St, 700 W Rosemary St, and an aggregate total volume. While the majority of locations have seen flat or mild fluctuations in AADT, the 300 E Main Street location has consistently trended downwards during this period (a decrease of about 32%). This observation, in conjunction with the desire to enhance bicycle facilities in downtown and reduce vehicle speeds, is what supported the interest in conducting the operational analysis for the East Main Street Restriping Proposal (described above).



Safe Routes to School Implementation Committee

In 2018, staff began reviewing the existing make-up of the SRTS committee and developed an updated description based on comments received from the Board of Aldermen. This was further refined in the spring of 2019, based on input from the Active Routes to School Regional Coordinator and the Town Attorney. Based on these changes, staff prepared LUO and Town Code amendments to restructure the committee as a subcommittee of the Transportation Advisory Board, and provide voting rights to students participating on the committee. As currently drafted, the restructured SRTS Implementation Committee would meet quarterly; staff would meet and/or provide updates to school representatives (typically principals) during separate, bi-annual meetings or as otherwise needed. A request to set public hearing for amendments to the Land Use Ordinance and Town Code to make changes to the SRTS Committee was presented to the Board on May 21st. The public hearing to adopt the changes was held on June 25th, 2019. Staff are currently working to facilitate outreach to the schools in Carrboro in order to issue a call for applicants to the SRTS committee, which would be a different process than the usual advisory board application due to being a subcommittee of the TAB.

Transit Projects

CHT Short Range Transit Plan

Chapel Hill Transit's Short Range Transit Plan began in 2017. Staff from Carrboro, Chapel Hill, and UNC participated in this process by being part of the plan's Technical Committee, which held four meetings throughout 2018. The plan was initially intended to be implemented for the fall semester of 2019. However, a combination of factors has resulted in delayed implementation of the changes proposed by the SRTP. Chapel Hill Transit has set a hard deadline for implementation of August 2020; but some service changes may be implemented sooner if possible, such as adjustments to the HS route which runs through Carrboro. Two public input sessions were held in Carrboro: the first was held on Monday, February 10th, and the second was held this past Wednesday, February 19th from 5 to 7 PM here at Town Hall. The final presentation to Chapel Hill Town Council is expected to occur within the next month or so once the project team reviews the latest input and makes final adjustments where possible. Implementation of the changes identified by the SRTP currently is planned for August 2020.

North-South Bus Rapid Transit (NSBRT)

The Preliminary Traffic Analysis presented to Chapel Hill Town Council in Oct 2019. Additional work was performed to assess the following: traffic impacts with mode shift accounted for, maximum acceptable crosswalk distances, and downtown bicycle-pedestrian connectivity. Final draft report is under review and will be submitted to NCDOT once completed. Staff anticipates that the final report and NCDOT recommendation will be presented to Chapel Hill Town Council for review in February. Final discussion of the updated analysis will occur at upcoming meetings of the project's Technical and Policy Committees and the final recommendation will be brought back to Chapel Hill Town Council for a decision on the report

and the northern portion alignment from Hillsborough Street to the Eubanks Road Park and Ride lot.

Carrboro Trolley

On February 8, 2020 Council Member Haven-O'Donnell distributed a memo to the Mayor, Council, and Town Staff requesting discussion of a circulator trolley to facilitate resident travel to downtown and reduce the need for vehicle trips and parking. There are two distinct components of the trolley:

1. A neighborhood circulator route which would connect the Carrboro Farmer's Market with the Chapel Hill Farmer's Market at University Place via Main St/Franklin St.
 - a. Proposed hours:
 - i. Saturday: 7:30 a.m. – 2:00 p.m.
 - ii. Sunday: 10:00 a.m. – 2:00 p.m.
 - b. Service estimate
 - i. ~550 annual revenue hours

There is no one seat ride (single route) proposed under the SRTP that would provide the Neighborhood Circulator service as currently described on the weekend. If service on the F route was extended to through the weekend that would be a reasonable approximation of the neighborhood circulator proposal. Barring that, to access university mall from Carrboro a rider would need to take either the CW route (8:30 a.m.-6:30 p.m.), CM route(9:00 a.m.-6:00 p.m.), or J route (8:00 a.m.-7:00 p.m.) and transfer to the A route (8:00 a.m.-7:00 p.m.) in the vicinity of UNC.

2. A downtown circulator which would operate in the evening and primarily provide additional connection between Carrboro and Chapel Hill.
 - a. Proposed hours:
 - i. Friday: 6:00 p.m. – 2:00 a.m.
 - ii. Saturday: 6:00 p.m. – 2:00 a.m.
 - iii. Sunday: 5:00 p.m. – 10:00 p.m.
 - b. Service estimate
 - i. ~1,100 annual revenue hours

The CW route (60 min frequency, operates until 9 p.m. on Friday, and 6:30 p.m. on weekends) & J route (45 min frequency, operates until 12 a.m. on Friday, 9 p.m. on Saturday, and 8 p.m. on Sunday) as described in the SRTP largely cover the service area of the Downtown Connector. The estimated additional service hours needed to extend the J route to match that of the proposed downtown circulator would be ~470 annual revenue hours. The service hours to extend the CW route would be ~630 annual revenue hours. Pending direction from the Town Council, staff can initiate discussion with Chapel Hill Transit about conducting more detailed service expansion analyses and cost estimates to better assess the feasibility of the proposed changes.



Town of Carrboro

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

Agenda Item Abstract

File Number:20-123

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Update on Parking Study 2020

PURPOSE: The purpose of this item is to update the Council on the status of the Parking Study 2020 and check-in on next steps for moving forward.

DEPARTMENT: Economic Development

CONTACT INFORMATION: Annette Stone, AICP Economic Development Director (919) 918-7319
astone@townofcarrboro.org

INFORMATION: On June 11, 2019, Town Council directed staff to undertake a parking study that would examine a paid for parking system for the Downtown. The motion stated “Staff is directed to look into (with help of a consultant or by themselves) the designing of a paid-for parking program and how to time limit enforce parking in the downtown, including options for the private lot owners to participate in the program and the enforcement. Scenarios will include a deck and without a deck. Staff, and/or the consultant, will also provide assessments on how to pay for these projects.”

Through an RFP process, the Town hired Walker Parking Consultants to conduct a study. Their scope of work includes the following task 1) kick-off meeting with staff, 2) stakeholder engagement, 3) data review and analysis, 4) enforcement operations and maintenance, 5) parking technology, payment systems and scalability, 6) capital costs and revenue, and 7) analysis of equity impacts, the full proposal is attached as Attachment 1.

An important piece of this report was to update the parking counts from the 2017 parking study. Town staff has been working with the CBA to identify an agreeable timeframe to do counts that fairly represent typical usage of town parking supply. The counts have now been scheduled for Thursday March 26th and Saturday March 28th.

At the time this study was commissioned, staff was directed to consider a possible revenue stream to pay for a “free-standing” parking structure independent of the 203 project. Since the town is now taking the approach of maximizing existing surface lot capacity and collaborating with owners of private lots to manage public parking in the downtown, staff wanted to check-in with council as to the scope of this study to see if and where it may need to be modified.

For the FY20-21 budget, staff has established a “parking fund.” The revenue source for now will be the general fund, however, isolating and tracking cost for maintaining public parking will be critical data in developing any

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

pay-for-parking system in the future. With that understanding and with the current path for providing public parking in anticipation of the 203 Project, council may want to consider modifying the scope of work for the 2020 parking study.

Staff recommends that we redirect the consultant to focus on technologies to help manage the parking supply as we continue to enter into leases with private lot owners. Also, the enforcement component will be critical in managing supply, therefore, we would ask the consultant to focus on technologies that would help to direct users to open lots, provide a tracking mechanism for enforcement, and possibly serve as a pay-for-parking system in the future. Capital cost and possible revenues would be more closely examined at a later time, when we have been tracked the cost of providing public parking for at least one full year or more.

FISCAL & STAFF IMPACT: \$50,000 for the study has already been allocated and a contract awarded to Walker Parking Consultants.

RECOMMENDATION: Staff recommends the Council discuss the item and consider directing staff to work with the consultant to modify the scope of work to better align with the current plan for parking management in the downtown.



13860 Ballantyne Corporate Place
Suite 140
Charlotte, NC 28277

Direct: 317.348.2237
www.walkerparking.com

October 30, 2019

Revised: November 1, 2019

Annette Stone
Economic and Community Development Director
Town of Carrboro
301 W. Main Street
Carrboro, NC 27510

Re: Parking Planning Services
Carrboro, NC

Dear Ms. Stone:

Walker Consultants (Walker) appreciates this opportunity to provide the Town of Carrboro this scope of services for parking planning services. Included below is our understanding of the project, suggested scope of services, schedule, and fee for your consideration.

PROJECT UNDERSTANDING

The Town of Carrboro (the Town) has been proactive in considering the impact of parking within the downtown business district, including completing a Downtown Parking Plan in July 2017. At the time of the study, paid parking was not recommended, in part possibly due to a survey of downtown visitors that indicated a majority of the respondents had negative views of paid parking.

The Town provides a mix of public parking, including owned and leased parking spaces, offered at no cost to the user with time limits varying from 2 to 3 hours during typical business hours. The Town is considering options for potentially implementing some paid parking strategies to better manage parking within the downtown business district and provide some incentive for private owners to share parking and off-set operating costs. Other options include improving enforcement of the existing time-limits

The goals of this study include:

1. Provide a scalable and manageable system focused on the potential options for implementing paid parking in select areas with a focus on utilizing and understanding technology options to allow flexibility, including, smart meters, parking apps, and integrating time-limit enforcement.
2. Consideration for the potential inclusion of private parking lot owners to participate in the overall parking management plan through paid parking.
3. Evaluate the current parking supply and demand to determine adequacy. Review options for maintaining or improving the parking supply, with consideration of the costs and potential revenues of proposed programs being considered.

To this end, Walker has prepared the following scope of services for consideration.

SCOPE OF SERVICES

1. **Kick-off Meeting:** Meet via Skype to with key staff to kick-off the project and make initial introductions. During this meeting we will discuss the goals of the study, review the process, scope of work, timeline, concerns, and schedule.
2. **Stakeholder Engagement:** Stakeholder engagement includes in person meetings with key staff and select individuals in conjunction with our initial trip during the parking inventory and occupancy data collection. After collecting and analyzing the initial data and developing some potential alternatives, a second trip will be made to conduct a public stakeholder outreach meeting. We envision offering up to two public sessions to share the intital findings and potential alternatives. During these meetings, we will gain input and insight on public parking perceptions in the downtown district, hear concerns related to paid parking, and receive input on the potential alternatives. These meetings will be coordinated in advance by the Town with input from Walker with potential strategies for meeting. Recommended Stakeholder group meetings include:
 - a. Business Owners
 - b. Property Owners
 - c. City Staff – Planning, Finance, Enforcement
 - d. Residents
 - e. Other downtown development groups
3. **Data Review and Analysis:** Conduct a parking supply and demand analysis matching the previous study area to determine parking adequacy. Included in this item are updating inventory, conducting occupancy counts during a typical weekday and weekend period and performing a turnover analysis for selected areas to compare with posted time limits. This analysis will assist in identifying changes since the last study as well as parking issues within the study area and include demand from any known future developments. A second weekday occupancy count will be completed during the second trip to Carrboro either before or after the public stakeholder meetings as an added option based on feedback from the Town. This determination will take into account the intial findings as well as data from the 2017 study.
4. **Enforcement Operations and Maintenance:** Review best practices and options for enforcement, operations, and maintenance procedures. This includes integrating enforcement and citations, and options for managing the public parking, including using technology to enforce existing time limits. Examples from up to six comparable cities from North Carolina or other agreeable area will be included to show how other cities are managing public parking.
5. **Parking Technology, Payment Systems and Scalability:** Review paid parking technologies suitable for surface lots, parking structures, and on-street locations. Included in this review are options to allow for multiple payment options, such as parking apps, credit card, and cash for gated and ungated systems with their associated benefits and disadvantages. Include options for integrating these technologies with private sector parking owners where applicable.
6. **Capitla Costs and Revenue:** Provide an opinion of cost to implement the options for paid parking with preliminary potential revenue projections based on findings from the parking supply and demand analysis, as well as industry expertise. As part of this analysis, include a review of costs add to the existing parking supply, including adding a parking structure. Costs include construction, soft costs, and on-going operational costs along with recommended long-term maintenance costs.



7. Analysis of Equity Impacts: Provide an assessment of the public parking before and after implementation of paid parking as experienced by businesses and patrons. Include a comparison between the current paradigm (where businesses generally provide parking at no charge to the users, but the underlying cost of that parking affects the rest of their business and the price customers pay, even those who do not access an establishment by car) versus a paid parking paradigm (where drivers pay for parking, both customers and employees) and the associated impacts that would have on prices (those seen by consumers) and land rents.
8. Provide draft memorandums in PDF format of key elements during the process and a complete draft report of the findings for review and discussion.
9. Revise and finalize the full report based on the input received.
10. Present the recommendations to the group and provide a copy of the power point slides.

SCHEDULE

We are prepared to have an initial project kick-off call upon approval. During this call will formalize the schedule and discuss stakeholder involvement and the overall process. A draft report can be delivered within 8-10 weeks for review and discussion with summary memorandums provided in the interim for discussion and review. A final report can be provided within one week of receiving comments on the draft with a formal presentation following the completion of the project.

PROFESSIONAL FEE

We propose to perform this scope on a lump sum basis, including all expenses to complete the scope of services listed above. Our lump sum fee, including expenses, is \$49,940 for the base, plus an additional \$2,000 if a second day of weekday counts are deemed necessary during the stakeholder trip, for a total of \$51,940. Three trips to Carrboro are included in this fee by Walker staff to complete Stakeholder meetings, data collection, and a final presentation. Additional services outside of this scope can be completed as needed on an hourly basis or as negotiated.

We are happy to discuss this proposal and address any questions you may have regarding our proposed scope of work. To proceed, please provide a sign and return a copy for our records.

Sincerely,

WALKER CONSULTANTS

Jon Martens, AICP, CAPP
Parking Consultant

cc: Joey Rowland

Enclosures General Conditions of Agreement for Consulting Services



AUTHORIZATION

Trusting that this meets with your approval, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one signed original of this agreement for our records.

TOWN OF CARRBORO, NORTH CAROLINA

Accepted by

David Andrew

Printed Name

David Andrew

Title

Town Manager

Date

11/8/19



Town of Carrboro

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

Agenda Item Abstract

File Number:20-107

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Discussion and Direction - 100th Anniversary of the Right to Vote for Women

PURPOSE: This year is the 100th anniversary of the right to vote for women. Mayor Lavelle would like for the Town Council to discuss how the Town might recognize this in some way.

DEPARTMENT: Mayor

CONTACT INFORMATION: Mayor Lydia Lavelle

INFORMATION: Mayor Lavelle plans to issue a proclamation celebrating this anniversary in August (the amendment was ratified on August 18, 1920; Women's Equality Day is celebrated on is August 26, 2020). She asked that this item be added to the agenda for the Town Council to discuss. One thought she had was possible referral to staff to bring to the Arts Committee. She thought that it would be fitting to ask the Arts Committee if they have an interest in taking the lead on artistic ways to celebrate the milestone. If the Arts Committee would like to take this on, they could decide to report back to the Town Council at a later date.

FISCAL & STAFF IMPACT: There is no fiscal impact associated with the Town Council reviewing this agenda item. If authorized, a fiscal and staff impact will be associated with the work of the Arts Committee.

RECOMMENDATION: It is recommended that the Town Council review this proposal and discuss this item with Mayor Lavelle if there are any questions.



Town of Carrboro

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

Agenda Item Abstract

File Number:20-115

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointment to the Special Expertise Seat on the Affordable Housing Advisory Commission

PURPOSE: The purpose of this item is to allow the Town Council to select an appointee to the Special Expertise seat on the Affordable Housing Advisory Commission.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando

INFORMATION: The special expert seat on the Affordable Housing Advisory Commission (AHAC) is vacant.

Town Code, section 3-24.14 (a) requires that there be seven members of the AHAC and that of those members, five must be residents of the Town, one must be a resident of the ETJ, and one member that need not be a resident of the Town but must possess a special expertise related to affordable housing.

Applications were received from: Pamela Atwood, Sherrill Hampton, Atticus Jaramillo, and Allan Rosen.

Quinton Harper is the current Chair of the Commission and provided chair reports for each applicant.

Applications and chair reports are attached for the Board's review (chair report located in front of application).

A matrix is included.

A ballot will be provided for voting at the meeting.

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Town Council appoint an applicant to the special expertise seat on the Affordable Housing Advisory Commission.

APPOINTMENT TO THE SPECIAL EXPERTISE SEAT ON THE AFFORDABLE HOUSING
ADVISORY COMMISSION

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

1. _____ is hereby appointed to the special expertise seat on the Affordable Housing Advisory Commission for a term to expire in February 2024.
2. This resolution is effective immediately upon adoption.

Current makeup of the Affordable Housing Commission:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Amy Singleton	1215 Hillsborough Road	Feb. 2021	7/9/1968	Caucasian	Female	Administrator
Cain Twyman	112 Hwy.54 Apt. W1	Feb. 2020	12/10/1994	Black	Woman	Content Marketing
Gabriel Vinas	200 Barrington Hill Road	Feb. 2022	10/15/1979	Hispanic/Latino	male	Medical interpreter
Quinton Harper	501 Jones Ferry Road, U7	Feb. 2020	7/8/1985	Black	Male	Community Organizer/Field Director
Betty Curry	501 Jones Ferry Road	Feb. 2022	7/25/1960	Black	Female	Bookseller
Terri Buckner	306 Yorktown Drive	Feb. 2021	12/12/2012	W	F	project manager
EXPERT SEAT VACANT						

Applicant information:

Name	Address	Date of Birth	Race	Sex	Occupation
Pamela Atwood	5800 Faringdon Place	3/11/1979	Asian	Female	Policy Director
Sherrill Hampton	522 William Hooper Circle	6/16/1958	Black	Female	Consultant
Atticus Jaramillo	2349 McMullan Circle	6/19/1991	White/Hispanic	Male	Researcher/Graduate Student
Allan Rosan	506 N. Greensboro Street	9/26/1960	Semitic Caucasian	Male	Community Development

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4540

Date Submitted: 2/10/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Pamela

Applicant Last Name:

Atwood

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☒

Yes

☐

No

6. If yes, which seat?

AHAC Housing Policy
Expert

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Pamela and I met after the December AHAC meeting. She expressed a great commitment to serve and be a resource to the AHAC. Pamela will bring a wealth of state housing policy information and happenings through their work with NC Housing Coalition

Print

Advisory Board Application - Submission #4409

Date Submitted: 11/18/2019

First Name*

Pamela

Last Name*

Atwood

Date*

11/18/2019

Select today's date

Address1*

5800 Faringdon Place

Address2

City*

Raleigh

State

North Carolina

Zip*

27609

Is this address located within the corporate limits of the Town of Carrboro?*

No

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

9198274491

Please enter your primary contact phone number.

Email Address*

patwood@nchousing.org

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

3/11/1979

Please enter your Month/Day/Year of Birth

Race*

Asian

Please enter your race.

Sex*

F

Please enter your sex.

Occupation*

Policy Director

Please enter your occupation.

Are you a registered Orange County Voter?*

No

Please answer Yes or No

Length of Residence in Orange County*

North Carolina

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

n/a

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2))*:



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Affordable Housing Advisory Commission

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

North Carolina Housing Coalition

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

1

Enter the number of years you have been employed at the organization listed to the left.

* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Volunteer with Habitat for Humanity affiliates; Member North Carolina Association of Realtors, Member Greensboro Regional Realtors Association; National Low-Income Housing Coalition (State Partner for North Carolina)

Please enter the requested information.

Relevant Experience:*

15+ years of experience in housing, real estate, land use, and public policy.

Reasons You Wish to be Appointed*

I am passionate about the importance of affordable housing and the role that housing plays in affecting other facets of our individual lives and communities. I am interested in serving the Town of Carrboro so that I can be of service to the local community with my particular background and knowledge of housing policy. Aside from experience in housing and land use policy, I have a several years experience working as a real estate agent helping individuals navigate the path to homeownership. My particular blend of experience from both a macro policy level and working with individuals on their personal finance and housing goals could be very useful to the Town of Carrboro's Affordable Housing Advisory Board.

Have you ever served on
any Town of Carrboro
Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or
Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive
term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

n/a

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4521

Date Submitted: 1/29/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Sherrill

Applicant Last Name:

Hampton

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☒

Yes

☐

No

6. If yes, which seat?

AHAC Housing Policy
Expert

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Applicant is a Black female in an era where we #trustBlackwomen nationally and locally to do what's best for our communities. Applicant continues to add diversity to the AHAC, which is majority people of color and majority women. Unlike any other candidate, this applicant brings nearly 30 years of affordable housing and community development experience IN THE INDUSTRY. Skill set is versatile and would extremely benefit the AHAC - ie. community engagement and grant writing. I am aware that applicant has had an unsatisfactory working with relationship with Orange County folks. I do strongly believe that this is an entirely different position than the one previously held. In this position the applicant is asked to support, and not direct. I also trust that the applicant will work hard to ensure that I'm successful and that the AHAC is successful. The applicant's wealth of experience makes her my top choice. Grace and second chances are important. I would ask the Town Council to consider extending a 3-month probationary period to this applicant to see if she might be a good fit.

Print

Advisory Board Application - Submission #4365

Date Submitted: 10/29/2019

First Name*

Sherrill

Last Name*

Hampton

Date*

10/29/2019

Select today's date

Address1*

522 William Hooper Circle

Address2

City*

Hillsborough

State

NC

Zip*

27278

Is this address located within the corporate limits of the Town of Carrboro?*

No

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

7046503313

Please enter your primary contact phone number.

Email Address*

Shampton@SherrillHampton.com

Enter your primary email address.

Date of Birth*

6/16/1958

Please enter your Month/Day/Year of Birth

Race*

Blk

Please enter your race.

Sex*

F

Please enter your sex.

Occupation*

Consultant

Please enter your occupation.

Are you a registered Orange County Voter?*

No

Please answer Yes or No

Length of Residence in Orange County*

2 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

0 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Affordable Housing

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Hampton & Associates

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Intermittently since 1986

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

N/A

****Required only for the Tourism Development Authority Application.****

Community Activities/Organizational Memberships*

NC Housing Coalition Collaborative Solutions, Inc.

Please enter the requested information.

Experience to Aid You in Working on Advisory Boards*

I have 25+ years of experience in the affordable housing and community development industry, especially as it relates to real estate development, resident engagement, grant writing and resource development.

Reasons You Wish to be Appointed*

I am excited about the work that the Town and its staff are doing as it relates to affordable housing and would like to lend assistance to the Affordable Housing Advisory Board in any way I can given my experience in the affordable housing industry.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

N/A

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4520

Date Submitted: 1/29/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Atticus

Applicant Last Name:

Jaramillo

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☒

Yes

☐

No

6. If yes, which seat?

AHAC Housing Policy
Expert

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Applicant is white/latinx, and has experience as a affordable housing researcher and advocate. Applicant is a PhD student in the UNC - CH department of City and Regional Planning. I believe that applicant could help us apply for and secure funding to finance affordable housing projects. Applicant has not spent a significant amount of time in our community, and (I think) lacks professional work experience in affordable housing policy (differentiation: education, research)

Print

Advisory Board Application - Submission #4411

Date Submitted: 11/19/2019

First Name*

Atticus

Last Name*

Jaramillo

Date*

6/29/1991

Select today's date

Address1*

2349 McMullan Circle

Address2

City*

Raleigh

State

North Carolina

Zip*

27608

Is this address located within the corporate limits of the Town of Carrboro?*

No

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

608-444-00

Please enter your primary contact phone number.

Email Address*

atticusa@live.unc.edu

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

6/19/1991

Please enter your Month/Day/Year of Birth

Race*

White / Hispanci

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Researcher / Graduate Student

Please enter your occupation.

Are you a registered Orange County Voter?*

No

Please answer Yes or No

Length of Residence in Orange County*

18 months

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

18 months

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)).*



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

*Employer/Self Employed

University of North Carolina at Chapel Hill

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Affordable Housing Advisory Commission

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

Number of Years Employed*

3

Enter the number of years you have been employed at the organization listed to the left.

* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Graduate Assistant, Moore Undergraduate Research Apprentice Program (2019-present) Institute of African American Research Ford Foundation Predoctoral Fellow (2018-present) National Academies of Science, Engineering, and Medicine Association of Collegiate Schools of Planning Member (2017-Present) Advisory Committee Member, Resilient Communities Project (RCP) (2014-2016) University of Minnesota Twin Cities Advisory Committee Member, Dialogue Enrichment Committee (2014-2016) University of Minnesota Twin Cities, Humphrey School of Public Affairs

Please enter the requested information.

Relevant Experience:*

Lead Instructor, Introduction to Neighborhood Opportunity Analysis (Spring 2020) Department of City and Regional Planning, University of North Carolina at Chapel Hill UNDERGRADUATE COURSE Lead Instructor, Introduction to Housing and Community Development Policy & Planning (Fall 2019), Department of City and Regional Planning, University of North Carolina at Chapel Hill GRADUATE COURSE PhD Student, Department of City and Regional Planning (2017-present) University of North Carolina at Chapel Hill, specializing in Housing Policy and Planning Research Associate, Center for Urban and Regional Studies (2017-Present) University of North Carolina at Chapel Hill Research Associate, Minnesota Housing Partnership (2016-2017) Research Intern, Minnesota Housing Finance Agency (Summer, 2015) Graduate Research Assistant, University of Minnesota Extension (2014-2016) GIS & Planning Intern, City of La Crosse, Wisconsin (2012-2014)

Reasons You Wish to be Appointed*

I am applying for the advisory board position because I have studied and completed research on a variety of affordable housing programs and policies, and would like to put my knowledge to use by helping advance affordable housing planning in Carrboro. Prior to moving to North Carolina, I worked as an affordable housing researcher and advocate at both the Minnesota Housing Finance Agency and Minnesota Housing Partnership, providing me with a first-hand knowledge of affordable housing planning and policy. Since beginning my graduate studies at UNC in 2017, I have assisted with a variety of policy evaluations as a research associate at the Center for Urban and Regional Studies, working closely with agencies including the Department of Housing and Urban Development, the Charlotte Housing Authority, Raleigh Housing Authority, and the NC Department of Commerce. I have also worked as a lead-instructor and teaching assistant for the UNC Department of City and Regional Planning. Combined, these experiences have provided me with a wealth of knowledge that I believe is relevant to the mission of the Carrboro Affordable Housing Advisory Commission.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

I am not applying for a third consecutive term.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4519

Date Submitted: 1/29/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Allan

Applicant Last Name:

Rosen

1. Has the applicant previously served on this or another advisory board? *



Yes



No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board? *



Yes



No

6. If yes, which seat?

Housing Policy Expert

7. Did the applicant attend an advisory board meeting? *



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

The applicant would add diversity to our AHAC board, which is majority women and majority folks of color. The applicant has also served on two Orange County affordable housing boards - inaugural member of the Orange County Affordable Housing Advisory Board (2001-2005), and the Orange County Affordable Housing Coalition (2014-2018). Applicant has 30 years of work experience in city planning, housing and community development. Expressed to the candidate need for position to be filled by someone who can guide us through making affordable housing improvements to the town land use ordinance. Applicant expressed confidence in being able to reach out to his network to obtain support, advise, recommendations on how to improve the ordinance, making it more conducive to creating affordable housing. Applicant is a long-time member of Carboro.

Print

Advisory Board Application - Submission #4372

Date Submitted: 11/1/2019

First Name*

Allan

Last Name*

Rosen

Date*

11/1/2019

Select today's date

Address1*

506 North Greensboro St

Address2

Unit #8

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone*

9195998356

Please enter your primary contact phone number.

Email Address*

allanrosen@gmail.com

Enter your primary email address.

Date of Birth*

9/26/1960

Please enter your Month/Day/Year of Birth

Race*

Semitic caucasian

Please enter your race.

Sex*

male

Please enter your sex.

Occupation*

community development

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

since 1992

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

1992-2002 & since 2012

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input checked="" type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Experience to Aid You in Working on Advisory Boards*

inaugural member Orange County Affordable Housing Advisory Board approximately 2001 -2005; Orange County Economic Development Commission approximately 2007-2010

Reasons You Wish to be Appointed*

After a nearly ten year hiatus from community advocacy (other than as IFC's Project Manager for the new Community House and FoodFirst capital projects) I would like to re-engage using my expertise and 30 year work experience related to my professional field (City Planning, concentration in Housing & Community Development). My early work experience includes Habitat for Humanity in Birmingham, AL, Self-Help Credit Union (commercial lending) in Durham, and Passage Home Community Development Corporation in Raleigh.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

I didn't answer yes to the previous question so this response is my work around

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.



Town of Carrboro

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

Agenda Item Abstract

File Number:20-124

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointments to the Affordable Housing Advisory Commission - Regular Membership

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Affordable Housing Advisory Commission.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Affordable Housing Advisory Commission currently has two seats eligible for appointment (not including the expert seat).

Currently, those seats are filled by Cain Twyman and Quinton Harper. Both Twyman and Harper indicated to the Town Clerk that they would like to be reappointed to the Commission. The Town Clerk has confirmed that they are both eligible to be reappointed to a second, full term.

Thirteen additional applications were also received from: James (Jim) Colleran, Kelley Gregory, Suzy Khachaturyan, Kirsten Leloudis, Karen (Rae) Ritter, Valerie Sauer, James Scott, Anna Spears, and Kendra Van-Pelt.

Quinton Harper is the current chair of the Commission and provided the attached chair forms.

Chair forms are located directly before the advisory board application and all forms are in alphabetical order.

An applicant and current commission matrix is attached for information.

Ballots will be provided to the Town Council during the meeting.

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council make two appointments to the Commission..

ATTACHMENT A

**A RESOLUTION MAKING APPOINTMENT(S) TO THE
AFFORDABLE HOUSING ADVISORY COMMISSION**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
AFFORDABLE HOUSING ADVISORY COMMISSION:

Seat Designation	Appointee	Term Expiration
Member		2/2023
Member		2/2023

This resolution shall become effective upon adoption.

Current makeup of the Affordable Housing Commission:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Amy Singleton	1215 Hillsborough Rd.	Feb. 2021	7/9/1968	Caucasian	Female	Administrator
Cain Twyman	112 Hwy.54 Apt. W1	Feb. 2020	12/10/1994	Black	Woman	Content Marketing
Gabriel Vinas	200 Barrington Hill Road	Feb. 2022	10/15/1979	Hispanic/Latino	male	Medical interpreter
Quinton Harper	501 Jones Ferry Road	Feb. 2020	7/8/1985	Black	Male	Community Organizer/Field Director
Betty Curry	501 Jones Ferry Road	Feb. 2022	7/25/1960	Black	Female	Bookseller
Terri Buckner	306 Yorktown Drive	Feb. 2021	12/12/2012	W	F	project manager
EXPERT SEAT VACANT						

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
James (Jim) Colleran	202 Maple Ave.	Transportation Advisory Board	3/1/1944	White	Male	Retired
Kelley Gregory	204 Lexus Trail	AHAC	NULL	White	Female	Event Planner
Quinton Harper	See above	AHAC Current Member	See above	See above	See above	See above
Suzy Khachaturyan	201 NC 54	AHAC	9/3/1989	White	Female	Public Policy Analyst
Kirsten Leloudis	142 BPW Club Rd	Planning Board	11/1/1991	White	Female	Attorney
Karen (Rae) Ritter	201 Oak Ave.	Greenways Commission	9/11/1969	White	Intersex	Programmer at UNC
Valerie Sauer	102 Laurel Ave.	Human Services	2/16/1994	White	Female	Director of Education Programs
James Scott	222 Old Fayetteville Rd.	Appearance Commission	7/20/1986	White	Male	Sponsorship Coordinator
Anna Spears	212 Prince Street	AHAC	6/12/1989	White	Female	Fundraising Chatham Habitat for Humanity
Cain Twyman	See above	AHAC current member	See above	See above	See above	See above
Kendra Van Pelt	200 NC HWY 54	Appearance Commission	4/16/1957	White	Female	Merchandiser

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4564

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

James

Applicant Last Name:

Colleran

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☐

Yes

☒

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Will invite applicant to AHAC 2/18; Also, Transportation Advisory Board is James's preference.

Print

Advisory Board Application - Submission #4445

Date Submitted: 12/20/2019

First Name*

Jim

Last Name*

Colleran

Date*

12/20/2019

Select today's date

Address1*

202 Maple Ave

Address2

Apt A

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

ETJ

Telephone*

5405251960

Please enter your primary contact phone number.

Email Address*

jim@colleran.org

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

3/1/1944

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Retired

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

2 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

2 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

☐

Affordable Housing Advisory Commission

☐

Animal Control Board of Appeals

☐

Appearance Commission/NPDC

☐

Arts Committee

☐

Board of Adjustment

☐

Economic Sustainability Commission

☐

Environmental Advisory Board

☐

Human Services Commission

☐

Greenways Commission

☐

Northern Transition Area Advisory Committee

☐

OWASA Board of Directors

☐

Planning Board

☐

Recreation and Parks Commission

☐

Safe Routes to School Implementation Committee

☐

Stormwater Advisory Commission

☐

Tourism Development Authority*

☒

Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

Reasons You Wish to be Appointed*

I currently own an electric car and have studied electric vehicles for many years. I wish to both provide public charging alternatives for electric cars and to see about converting city vehicles including buses to use electricity as a power source.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

Carrboro

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

I have not been on a committee or board

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4552

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Kelley

Applicant Last Name:

Gregory

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Met with Kelley. Attended AHAC meeting. A top choice. Board member for Community Home Trust and vocal advocate for homeownership on the CHT board.

Print

Advisory Board Application - Submission #4356

Date Submitted: 10/23/2019

First Name*

Kelley

Last Name*

Gregory

Date*

10/23/2019

Select today's date

Address1*

204 Lexes Trail

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

9195933430

Please enter your primary contact phone number.

Email Address*

kgbutterflykg@gmail.com

Enter your primary email address.

Date of Birth*

10/23/2019

Please enter your Month/Day/Year of Birth

Race*

white

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

event planner

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

13

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

7

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Experience to Aid You in Working on Advisory Boards*

I am on my second three-year term as a Board member of Community Home Trust. I am a homeowner representative on the CHT Board. I also serve as Advisory Board Member, Extraordinary Ventures.

Reasons You Wish to be Appointed*

I am a vocal advocate for homeowners on the Community Home Trust board. I am dedicated to the mission and vision of the organization. I have personal experience being an affordable home owner that I can add as a member of the Commission. In addition, I can add perspective and an informed body of knowledge around the social, financial and policy issues impacting affordable housing.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

n/a

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4566

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Quinton

Applicant Last Name:

Harper

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

3

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Elected to serve as Chair should I be re-appointed for a second term. I look forward to continuing the work of AHAC.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4553

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Suzy

Applicant Last Name:

Khachaturyan

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Public Policy Analyst. Also applied for Environmental Advisory Board

Print

Advisory Board Application - Submission #4481

Date Submitted: 1/6/2020

First Name*

Suzy

Last Name*

Khachaturyan

Date*

1/6/2020

Select today's date

Address1*

201 NC 54

Address2

Apt 728

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

8018591844

Please enter your primary contact phone number.

Email Address*

suzy.khachaturyan@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

9/3/1989

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Public Policy Analyst

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

3.5 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

3.5 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Affordable Housing Advisory Commission

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

Number of Years Employed*

1 year in February

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I am currently a Bridge Builder Volunteer with Refugee Community Partnership, an organization based in Carrboro. Locally, I was previously a volunteer at the SHAC clinic (2 years), Heavenly Groceries food pantry through the Jackson Center in Chapel Hill (approx. 1 year). I've served in other, less-relevant volunteer roles in the area, and I've served in countless other roles outside of the state.

Please enter the requested information.

Relevant Experience:*

I work at a nonprofit statewide public policy research and advocacy organization, which gives me a good sense of what is happening across various communities and states across the country, and also what the current and growing needs are. To varying degrees I have personally and professionally worked on issues related to public benefits, public housing and housing subsidies, immigrant and refugee rights, health care access and insurance, access to community resources, health equity, language justice, and more. While these areas have limited connection to the boards for which I have applied to serve, these issues are intersectional and, many times, individuals and families experience many overlapping challenges. I have a Bachelor of Science degree in Biology, with an emphasis in Environment and Ecology; a Master of Social Work degree; and a Master of Public Health degree.

Reasons You Wish to be Appointed*

Since adolescence, I've committed myself to volunteering in my community and using my time and relative expertise to improve the lives of those around me. Professionally, I work at the policy level, however the majority of my volunteering work, which I find incredibly fulfilling, has been helping individuals and families at the direct service level. I'm excited about this opportunity to put my more natural skills to use by learning, reviewing, and making recommendations regarding local policies that affect the community that I've come to love. I believe I would bring a critical eye and a unique perspective to the table if I'm selected to serve on a board.

Have you ever served on any Town of Carboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

Not applicable.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4554

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Kirsten

Applicant Last Name:

Leloudis

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Attended advisory board meeting. A top choice. Attorney. 15 years living in Carrboro. Volunteer with Legal AIDS NC. Brings a commitment to anti-poverty and anti-racist work, and experience in affordable housing law and policy. "Carrboro Feel Free – words that resonate with my own experience of this town, which strives to be a place where justice, equity and joy are valued and achieved. "

Print

Advisory Board Application - Submission #4335

Date Submitted: 10/12/2019

First Name*

Kirsten

Last Name*

Leloudis

Date*

10/12/2019

Select today's date

Address1*

142 BPW Club Rd

Address2

Apartment F22

City*

Carrboro

State

North Carolina

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

919-270-13

Please enter your primary contact phone number.

Email Address*

kirstenleloudis@gmail.com

Enter your primary email address.

Date of Birth*

11/1/1991

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Attorney

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

22 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

15 (on and off)

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Planning Board

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

North Carolina Department of Health and Human Services,
Division of Public Health, Office of Regulatory and Legal
Affairs

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

2 months

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I am on the 5-woman steering committee of the North Carolina Chapter of the National Lawyers' Guild, a progressive voluntary professional association for attorneys and legal workers. I also volunteer with Legal Aid of North Carolina, where I used to work, to provide pro bono legal assistance to low-income individuals and families on topics related to subsidized housing law, eviction prevention, and tenants' rights to safe and habitable housing.

Please enter the requested information.

Experience to Aid You in Working on Advisory Boards*

As a North Carolina licensed attorney, I have experience practicing in the areas of property law (deeds, land use), housing law (subsidized housing, eviction prevention, housing conditions), administrative law, and poverty law, which I believe makes me well-equipped to help assess town planning issues and advocate for development that serves all people in our community. I also have a Master's degree in public health and that academic training, partnered with my current role at the North Carolina Division of Public Health, allows me to bring a public health lens to my work and has also provided me with in-depth knowledge of environmental health issues that pertain to land use/development and town planning. Finally, I will bring my love of public service and my interpersonal skills and grit to my work as a member of the Planning Board.

Reasons You Wish to be Appointed*

I am born and raised in Carrboro, North Carolina. My family briefly lived in Chapel Hill during my teenage years, and I moved away to Indiana to attend college and then briefly to Greenville, NC, for the first six months of my law career- but I have always been called back to this town, and Carrboro is where I intend to keep living, raise a family, and grow for the years to come. Data shows us that each year, thousands of people move to the Triangle area- and Carrboro certainly feels the effects of that. As Carrboro continues to grow and change it will be important to preserve what makes Carrboro so special and to ensure that our growth and change reflects the values of our diverse community. I love this town and I want to be part of that work.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4559

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Karen (Rae)

Applicant Last Name:

Ritter

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☐

Yes

☒

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

White and intersex. "Strong interest" in Affordable Housing. Also applied (preference) for the Greenways Commission

Print

Advisory Board Application - Submission #4439

Date Submitted: 12/18/2019

First Name*

Karen (Rae)

Last Name*

Ritter

Date*

12/18/2019

Select today's date

Address1*

201 Oak Ave

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone*

9843649513

Please enter your primary contact phone number.

Email Address*

kritter@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

9/11/1969

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Intersex

Please enter your sex.

Occupation*

Programmer at UNC

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

4 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

6 months

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input checked="" type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

*Employer/Self Employed

UNC

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

Greenways

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

Number of Years Employed*

4

Enter the number of years you have been employed at the organization listed to the left.

* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I've only recently moved to Carrboro, however I live in town so I am able to participate in most town events since moving here. I participated in the Pride Parade, the Farmer's Market, have taken Storytelling classes at the Arts Center, Pottery, I've hiked most trails around the area, have participated in the music festival and the film festival this year. I'm a regular at Weaver Street Market, foodtrucks around town and local music hubs. I've been treated with kindness and respect every moment of being in this town and I plan to never leave. Seems fitting to get involved in a more formal way and since I'm an outdoor/animal/environment enthusiast, I thought the Greenways Commission might be my best option.

Please enter the requested information.

Relevant Experience:*

I have no real relevant experience, just a strong interest.

Reasons You Wish to be Appointed*

I love Carrboro. I was born intersex, raised female. I've lived in a lot of different towns in my 50 years and Carrboro is by far the best for folks like me. I am treated like a human being, nothing extra strange or extra special, just a regular human. I plan to live the rest of my life in Carrboro, NC. I love the outdoors and would spend all my time there with the natural critters if it was feasible. I think all creatures get something wonderful from being outside and would like to participate in the Greenways Commission to help ensure we continue to have wonderful safe clean green spaces.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4560

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Valerie

Applicant Last Name:

Sauer

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☐

Yes

☒

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Also applied for the Human Services Commission and works for the Compass Center.

Print

Advisory Board Application - Submission #4449

Date Submitted: 12/28/2019

First Name*

Valerie

Last Name*

Sauer

Date*

12/28/2019

Select today's date

Address1*

102A, Laurel Avenue

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

9102601968

Please enter your primary contact phone number.

Email Address*

vsauer216@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

2/16/1994

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Director of Education Programs

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

10 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

1 year

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input checked="" type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Human Services

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Compass Center

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

1.5

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

****Required only for the Tourism Development Authority Application.****

Community Activities/Organizational Memberships*

N/A

Please enter the requested information.

Relevant Experience:*

-Domestic Violence Advocate -Involvement in non-profit sector -Former employee of Department of Social Services -Former Intern of Chapel Hill Police Department -Chapel Hill High School Graduate -UNC Chapel Hill Alumnus

Reasons You Wish to be Appointed*

I am passionate about the well-being and future of my community. My personal and professional experiences afford me a unique perspective of the benefits and challenges of Orange County and Town is Carrboro residency. I believe in intentional and thoughtful growth that is inclusive and accessible for all Carrboro citizens. Our town, while welcoming and beneficial to some, can also be incredibly isolating and exclusionary. I seek to offer honest input that furthers the development of an open and affordable community that invites discourse and promotes sustainable livability.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4561

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

James

Applicant Last Name:

Scott

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Attended advisory board meeting. Met with James. Also, interested in OWASA.

Print

Advisory Board Application - Submission #4457

Date Submitted: 12/30/2019

First Name*

James

Last Name*

Scott

Date*

12/30/2019

Select today's date

Address1*

222 Old Fayetteville Rd. A107

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone*

336422518

Please enter your primary contact phone number.

Email Address*

scotjr4@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

7/20/1986

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Sponsorship Coordinator

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

7 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

5 years, 7 months

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*

- | | |
|--|---|
| <input checked="" type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input checked="" type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Appearance Commission/NPDC

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

The Piedmont Sundial

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

2.5

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

I volunteer regularly at a local assisted living facility. I have worked professionally and personally towards being involved with Carrboro's citizenry as well as the administrative processes that keep it running, and have consistently strived to be informed by and involved with the entire spectrum of people who inhabit the Town. I am also EFD, EPD and EMD certified which includes active CPR certification. Prior to that I spent time volunteering with the Chapel Hill Fire Department in order to gain experience and knowledge that aided me in working for Durham Communications. My ultimate goal, however, was to work in Orange County and for Carrboro specifically.

Please enter the requested information.

Relevant Experience:*

I studied Business at Wake Forest University. After University I studied corporate organizational structure and applied that experience towards a local but rather large home builder and land developer. I developed a personal interest in working for the public and working on projects that as much as possible benefitted the community. I have worked as a writer for a small upstart news publication where I gained experience covering municipal gatherings as well as interacting with local residents and staying informed of community events. I worked as a 911 Calltaker in Durham for the sole purpose of applying that knowledge and experience to Carrboro and Orange County. Currently I am primarily employed by UNC-TV where I raise sponsorship funds and handle administrative duties to support public television. I am still employed by The Piedmont Sundial, however my responsibility lies solely with being informed of community events and maintaining a comprehensive online events calendar.

Reasons You Wish to be Appointed*

I liked Chapel Hill when I moved there. Several years ago, I walked down Franklin Street and into Carrboro and immediately felt that this was home. It was a place where I certain I could thrive, and my impression at that time has turned out to be accurate. I wanted to work for a community, and since I arrived here I became certain that THIS was the community I wanted to serve. The goals and values of the Town as well as its residents are congruent with those that I hold personally. One of my mentors and a close personal friend - unbeknownst to me prior to my moving here - lived here for several years, and so I've experienced the positive characteristics of this Town even outside of it. I identify deeply with Carrboro and since my arrival have sought every opportunity to become more involved.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4562

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Anna

Applicant Last Name:

Spears

1. Has the applicant previously served on this or another advisory board? *

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board? *

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting? *

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Attended advisory board meeting. Scheduled meeting with candidate. Has lived in Carrboro for 8 years. Works for Chatham Habitat for Humanity. "I am passionate about affordable housing."

Print

Advisory Board Application - Submission #4447

Date Submitted: 12/23/2019

First Name*

Anna

Last Name*

Spears

Date*

6/12/1989

Select today's date

Address1*

212 Prince Street

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

ETJ

Telephone*

9105203678

Please enter your primary contact phone number.

Email Address*

annaeliza@mac.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

6/12/1989

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Fundraising, Chatham
Habitat for Humanity

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

8 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

8 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

I have been working for Habitat for Humanity in Chatham County for eight years, and am well versed in affordable housing issues from a non-profit standpoint. I would love to be part of my own local community's affordable housing work, and believe that I could bring a useful perspective and an eagerness to learn.

Reasons You Wish to be Appointed*

I am passionate about affordable housing, and would love to be part of this work from a new perspective. I have spent years investing in Chatham County, and love my work there, but would love to have an impact on affordable housing in my own town. I want to raise my daughter in a Carrboro that is diverse and vibrant, but I don't think that's possible without taking action to support affordable housing.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

n/a

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4565

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Cain

Applicant Last Name:

Twyman

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

3

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Top choice. Cain has also been nominated to serve as Vice Chair of the AHAC. Also, Cain has expressed an interest in serving on the Planning Board.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4557

Date Submitted: 2/16/2020

Advisory Board Name:*

AHAC

Chair Name*

Quinton Harper

Applicant First Name:*

Kendra

Applicant Last Name:

Van Pelt

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

n/a

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Previously served on local Carrboro advisory board - Parks and Rec.

Print

Advisory Board Application - Submission #4468

Date Submitted: 1/3/2020

First Name*

Kendra

Last Name*

Van Pelt-Merritt

Date*

1/17/2020

Select today's date

Address1*

200 NC Hwy 54, N-305

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone*

919-360-63

Please enter your primary contact phone number.

Email Address*

sassyk105@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

4/16/1957

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Merchandise

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

30

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

7

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Appearance

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

In Store Group

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

19

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Volunteering for town activities

Please enter the requested information.

Relevant Experience:*

Parks and Rec until cancer treatments

Reasons You Wish to be Appointed*

Many reasons.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

Parks and Recreation

Yes

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

Want to try something new.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.



Town of Carrboro

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

Agenda Item Abstract

File Number:20-128

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointments to the Northern Transition Area Advisory Committee

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Northern Transition Area Advisory Committee.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Northern Transition Area Advisory Committee (NTAAC) currently has three seats available for appointment. Two expiring term seats that are still eligible for reappointment and are filled by Meg McGurk and Deb Rich. McGurk and Rich have both indicated that they would like to be reappointed to the NTAAC. One expiring term seat is filled by Amy Jeroloman and she will not seek reappointment and has served two full terms.

Applications were also received from: Susan Poulton and Ed Witkin.

Amy Jeroloman is the chair of the Northern Transition Area Advisory Committee and provided the chair forms for the Council's review. Chair forms are located directly in front of the application and in alphabetical order.

Information from the Advisory Board Recruitment and Appointment Policy:

Terms

- a. Members are appointed to staggering three-year terms on all advisory boards that expire annually in February. The Carrboro Tourism Development Authority members are appointed to one-year terms that expire annually in January.
- b. Members are limited to two full terms. After completing two full terms, a member must take off one year before applying for re-appointment to the advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances:
 1. To retain diversity on an advisory board;
 2. A lack of applicants.

All applicant and chair information is attached.

A matrix is also included.

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council review the applications and consider making appointments..

ATTACHMENT A

**A RESOLUTION MAKING APPOINTMENTS TO THE
NORTHERN TRANSITION AREA ADVISORY COMMITTEE**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
NORTHERN TRANSITION AREA ADVISORY COMMITTEE:

Appointee	Seat	Term Expiration
	Town of Carrboro	2/2023

Section 2. The Town Council requests that the Orange County Board of Commissioners appoint the following applicants to the NTAAC:

Appointee	Seat	Term Expiration
	Orange County Appointee	2/2023
	Orange County Appointee	2/2023

This resolution shall become effective upon adoption.

Current makeup of the NTAAC:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Rachel Drito	1617 Lucy Lane	Fen 2021	3/4/1980	Caucasian	Female	Physical Therapist
Meg McGurk (Eligible for Reappointment)	108 Dublin Rd.	Feb 2020	8/1/1973	Caucasian	Female	Executive Director
EXPIRING TERM (Jeroloman) (County Appointment)		Feb 2020				
Anahid Vrana	8217 Old NC 86	Feb 2021	1/5/1951	White	Female	Art Consultant/Morehead House BB Manager
Deb Rich (Eligible for reappointment) (County Appointment)	8125 Old NC 86	Feb 2020	10/16/1952	Caucasian	Female	Professor/Administrator

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Meg McGurk	See above	NTAAC	See above	See above	See above	See above
Susan Poulton	8720 Union Grove Church Road	Planning Board	5/24/1949	White	Female	Retired
Deb Rich	See above	See above	See above	See above	See above	See above
Edward Witkin	420 Britton Ave.	NTAAC	10/17/1960	White	Male	Solar energy designer/install/musician

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4535

Date Submitted: 2/5/2020

Advisory Board Name:*

NTAAC

Chair Name*

Amy Jeroloman

Applicant First Name:*

Meg

Applicant Last Name:

McGurk

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

2 yrs but the applicant & Chair both believe there is another year left to serve on this 2018 appointment

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Meg has only completed 2 yrs of what she understood to be a 3 yr appointment. She is interested in completing her current term and has been active and is knowledgeable of the issues facing residents of the NTA

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4527

Date Submitted: 2/2/2020

Advisory Board Name:*

NTAAC

Chair Name*

Amy Jeroloman

Applicant First Name:*

Susan

Applicant Last Name:

Poulton

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

Susan has served on the Planning Board. The # of years isn't on her application

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

I had a phone conversation with Susan about the NTAAC on 11/24. At that time she planned to attend a NTAAC meeting but the December and January ones were canceled. Also, since the Carrboro Town Council was on winter break and did not go back into session until January 14th, I did not submit Advisory Board Chair Applicant Summary and Contact Form for Susan. In addition, Susan indicated on her application and in our phone conversation she preferred to stay on the Planning Board which was the other Board listed for appointment consideration. I agreed with her given that the Planning Board meets twice a month and since she is retired this is a commitment she can make.

Print

Advisory Board Application - Submission #4518

Date Submitted: 1/25/2020

First Name*

Susan

Last Name*

Poulton

Date*

1/25/2020

Select today's date

Address1*

8720 Union Grove church road

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

No

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Northern Transition Area

Telephone*

9196140529

Please enter your primary contact phone number.

Email Address*

shmpoulton@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

5/24/1949

Please enter your Month/Day/Year of Birth

Race*

white

Please enter your race.

Sex*

female

Please enter your sex.

Occupation*

retired

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

31 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

0

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*

- | | |
|---|---|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

****Required only for the Tourism Development Authority Application.****

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

Reasons You Wish to be Appointed*

I now have a lot of experience of Carrboro planning. It would be a shame to waste it. I think I have experiences and the wishes of the NTA to share with the Board.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

Planning Board

Yes

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

There has been no to apply for the NTA place on the Planning Board. I will be glad to stay as I have experience of this board.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4529

Date Submitted: 2/2/2020

Advisory Board Name:*

NTAAC

Chair Name*

Amy Jeroloman

Applicant First Name:*

Deb

Applicant Last Name:

Rich

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

3 yrs

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:

☐

Yes

☐

No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.

☐

Diversity

☐

Occupation, Experience, or Special Skills

☐

Other

If other, please explain:

There hasn't been a meeting of the NTAAC since September 2019. I therefore met with Deb on 11/21/19 after she indicated her desire to serve another term to the NTAAC. She is familiar with the issues facing residents of the NTA.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4528

Date Submitted: 2/2/2020

Advisory Board Name:*

NTAAC

Chair Name*

Amy Jeroloman

Applicant First Name:*

Ed

Applicant Last Name:

Witkin

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☐

Yes

☒

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Ed lives on Britton Drive, which borders the Town property off Old Hwy 86; He is familiar with Solar energy. He has attend recent meetings about FLX and is familiar with the issues facing residents of the NTA

Print

Advisory Board Application - Submission #4448

Date Submitted: 12/28/2019

First Name*

Edward

Last Name*

Witkin

Date*

10/17/1960

Select today's date

Address1*

420 Britton Drive

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

No

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Northern Transition Area

Telephone*

9193577683

Please enter your primary contact phone number.

Email Address*

ewitkin@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

10/17/1960

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Solar energy design/install/musician

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

16 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

N/A

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2))*:

- | | |
|---|---|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input checked="" type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

****Required only for the Tourism Development Authority Application.****

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

Reasons You Wish to be Appointed*

I think we have an obligation to make sure that the changes and development in Carrboro and the surrounding area reflect the needs, values and diversity of our community.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.



Town of Carrboro

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

Agenda Item Abstract

File Number:20-126

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointments to the Recreation and Parks Commission

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Recreation and Parks Commission.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Recreation and Parks Commission currently has three seats available for appointment. There are two vacant seats and one expiring term seat. The expiring term seat is currently held by Tamara Sanders. Sanders has served two full terms. She has submitted her application for the Recreation and Parks Commission and the Greenways Commission.

Applications were also received from: Jeff Laufenberg, Fiona Matthews, and Ryan Oakes.

Tamara Sanders is the chair of the Recreation and Parks Commission and provided the chair forms for the Council's review. Chair forms are located directly in front of the application and in alphabetical order.

Information from the Advisory Board Recruitment and Appointment Policy:

Terms

- a. Members are appointed to staggering three-year terms on all advisory boards that expire annually in February. The Carrboro Tourism Development Authority members are appointed to one-year terms that expire annually in January.
- b. Members are limited to two full terms. After completing two full terms, a member must take off one year before applying for re-appointment to the advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances:
 1. To retain diversity on an advisory board;
 2. A lack of applicants.

All applicant and chair information is attached.

A matrix is also included.

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council review the applications and consider making appointments.

ATTACHMENT A

**A RESOLUTION MAKING APPOINTMENTS TO THE
RECREATION AND PARKS COMMISSION**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
RECREATION AND PARKS COMMISSION:

Appointee	Term Expiration
	2/2023
	2/2023
	2/2024

Section 2. This resolution shall become effective upon adoption.

Current makeup of the Recreation and Parks Commission:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Chris Colvin, Vice Chair	201 E Poplar Ave	Feb 2022	3/13/1983	White	Male	Outdoor Recreation Planner
Brian Payst, Chair	206 Cates Farm Road	Feb 2022	8/19/1968	White	Male	IT Director
Becki Cleveland	1201 Hillsborough Rd.	Feb 2022	11/16/1969	White	Female	UNC Med School Faculty
Margaret Funkhouser	105 Cheek Street	Feb 2023	8/22/1989	White	Female	Assistant Manager Carrboro Farmers Market; Events Coordinator at Lantern Restaurant Chapel Hill
EXPIRING TERM (Sanders)		Feb 2020				
Deborah Filer	122 Beechwood Drive	Feb 2023	4/20/1953	Caucasian	Female	Retired Special Ed. Teacher
Vacant		Feb 2023				
Vacant		Feb 2024				
Youth Council Liaison CHCCS Board Liaison		Ongoing Ongoing				

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Jeff Laufenberg	313 Legends Way	Recreation and Parks	1/16/1972	White	Male	Statistician
Fiona Matthews	209 Bim St.	Recreation and Parks	1/16/1989	White	Female	Service Industry
Ryan Oakes	127 Cobblestone Dr.	Recreation and Parks	10/31/1973	White	Male	Design/Build
Tamara Sanders	See above	Greenways Commission	8/27/1981	White	Female	Retail Store Manager

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4542

Date Submitted: 2/11/2020

Advisory Board Name:*

Recreation & Parks Commission

Chair Name*

Tamara Sanders

Applicant First Name:*

Jeff

Applicant Last Name:

Laufenberg

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Jeff is a federal government contractor who has attended the Carrboro Citizens' Academy

Advisory Board Application - Submission #4010

Date Submitted: 5/17/2019

First Name*

Jeff

Last Name*

Laufenberg

Date*

5/17/2019

Select today's date

Address1*

313 LEGENDS WAY

Address2

City*

Chapel Hill

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

9197249083

Please enter your primary contact phone number.

Email Address*

laufenbergjeff@gmail.com

Enter your primary email address.

Date of Birth*

1/16/1972

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

M

Please enter your sex.

Occupation*

Statistician

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

10 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

10 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|---|---|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input checked="" type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

~~Planning Board~~ Recreation & Parks

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

*Employer/Self Employed

RTI International

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

17

Enter the number of years you have been employed at the organization listed to the left.

* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.

Required only for the Tourism Development Authority Application.

I was a Board Member and officer in the Friends of the Durham Public Library for over 7 years (2004-11), served as an Advisory Board Member to Wake Technical Community College's Business Analytics program (2015-18), and am a current member of Westminster Presbyterian Church in Durham (2004-). My family and I are members of the Chapel Hill YMCA and summer members of the Chapel Hill Tennis Club. For the past 3 years, I've worked as an Adjunct Faculty member in UNC's online MBA program, teaching an introductory course in Probability and Statistics. Most recently, I was a member of the inaugural class of Carrboro's Citizen's Academy this past fall, where I was introduced to the activities associated with many of Carrboro's advisory boards.

Please enter the requested information.

Experience to Aid You in Working on Advisory Boards*

I have been an active volunteer in my community outside of school and work since high school (in PA). I have project and budget management experience through my professional work, and in addition to my graduate degree in Applied Math (Statistics), I also have an MBA (Finance and Management).

Reasons You Wish to be Appointed*

I'm interested in the Planning Board, because it seems to be a board that addresses very important issues that can have lasting impacts in the community. As a resident in a community managed by an HOA myself, I also think it's important that builders who seek the privilege of developing property in this community be held accountable for *long-term* impacts on quality of life that their properties introduce. I'm interested in the Recreation and Parks Commission, because I feel these community resources have the potential to dramatically improve the quality of life and level of interaction diverse members of our community can have together when shared spaces are thoughtfully-designed, well-maintained, supported, and used!

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4544

Date Submitted: 2/11/2020

Advisory Board Name:*

Recreation & Parks Commission

Chair Name*

Tamara Sanders

Applicant First Name:*

Fiona

Applicant Last Name:

Matthews

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Fiona works in the service industry, is a grad of Carboro's Citizens' Academy, is well versed in event planning & fundraising and is trained in sexual assault awareness/de-escalation/ bystander intervention

Advisory Board Application - Submission #4417

Date Submitted: 11/21/2019

First Name*

Fiona

Last Name*

Matthews

Date*

1/16/1988

Select today's date

Address1*

209 Bim Street

Address2

City*

Carrboro

State

Nc

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone*

3362663005

Please enter your primary contact phone number.

Email Address*

Matthews.fiona.c@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

1/16/1989

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

service industry

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

12 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

10 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- | | |
|--|---|
| <input checked="" type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input checked="" type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

~~Affordable housing~~ Recreation & Parks

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

*Employer/Self Employed

Weaver street market & Bowbarr

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

2 years and 6 years

Enter the number of years you have been employed at the organization listed to the left.

* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.

**Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

Carrboro Citizens Academy

Please enter the requested information.

Relevant Experience:

I participated in the Carrboro Citizen's Academy and I have also been involved in the Downtown Chapel Hill Partnership as an intern working on revamping their ArtWalk

Reasons You Wish to be Appointed*

As a resident of Carrboro that makes substantially less than the medium income I would like to see Carrboro remain affordable for working artists, students, lower income residents and long-time residents. I worry that there will be a time when I no longer can afford to live here and getting pushed out of my home is something I want to fight against, for everyone.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4543

Date Submitted: 2/11/2020

Advisory Board Name:*

Recreation & Parks Commission

Chair Name*

Tamara Sanders

Applicant First Name:*

Ryan

Applicant Last Name:

Oakes

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Ryan works in design and construction of park spaces

Print

Advisory Board Application - Submission #4231

Date Submitted: 8/28/2019

First Name*

Ryan

Last Name*

Oakes

Date*

8/28/2019

Select today's date

Address1*

127 cobblestone dr

Address2

City*

Carrboro

State

NC

Zip*

27516

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone*

3365162191

Please enter your primary contact phone number.

Email Address*

Ryan@clearwaterconstructiongroup.com

Enter your primary email address.

Date of Birth*

10/31/1973

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Design/Build

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

7 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

3 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*



Affordable Housing Advisory Commission



Animal Control Board of Appeals



Appearance Commission/NPDC



Arts Committee



Board of Adjustment



Economic Sustainability Commission



Environmental Advisory Board



Human Services Commission



Greenways Commission



Northern Transition Area Advisory Committee



OWASA Board of Directors



Planning Board



Recreation and Parks Commission



Safe Routes to School Implementation Committee



Stormwater Advisory Commission



Tourism Development Authority*



Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

I am not involved in any form of promotion. That is why I would like to participate. I have a great deal of experience in recreational activities as well I design recreational spaces for a living. My company is a nationally recognized design firm specializing in outdoor living spaces. I would like to share that experience here in our town for the betterment of our citizens and my young children.

****Required only for the Tourism Development Authority Application.****

Community Activities/Organizational Memberships*

None

Please enter the requested information.

Experience to Aid You in Working on Advisory Boards*

I serve in the following committees/advisory boards: American Shotcrete Association (ASA) Board of Directors ASA Vice Chair Qualified Contractors Committee ASA Vice Chair Pool and Recreation Committee American Concrete Institute 506 H Shotcrete for Pools Voting Member and contributing author to the soon to be published Guide to Shotcrete for Pools Society of Watershape Designers, Master.

Reasons You Wish to be Appointed*

I am interested in helping to improve the offerings of Carrboro for our community.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4545

Date Submitted: 2/11/2020

Advisory Board Name:*

Recreation & Parks Commission

Chair Name*

Tamara Sanders

Applicant First Name:*

Tamara

Applicant Last Name:

Sanders

1. Has the applicant previously served on this or another advisory board?*

☒

Yes

☐

No

2. If yes, how many total years have they served?

5

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☒

Yes

☐

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Because of a lack of applicants for a few years, most of our commission members are totally new to serving on this board. With my tenure, I offer a continued smoother transition. I also work as a contractor for the R&P department and am able to offer insight to the commission in this regard.

Print

Advisory Board Application - Submission #4451

Date Submitted: 12/28/2019

First Name*

Tamara

Last Name*

Sanders

Date*

12/28/2019

Select today's date

Address1*

708 Davie Rd

Address2

City*

Carrboro

State

North Carolina

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

9196193992

Please enter your primary contact phone number.

Email Address*

tamarab.sanders@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

8/27/1981

Please enter your Month/Day/Year of Birth

Race*

white

Please enter your race.

Sex*

female

Please enter your sex.

Occupation*

retail store manager

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

21 yrs

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

15 yrs

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):^{*}

- | | |
|---|---|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input checked="" type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input type="checkbox"/> Transportation Advisory Board |
| <input checked="" type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

****Required only for the Tourism Development Authority Application.****

Community Activities/Organizational Memberships*

I help teach youth how to ride at the annual Open Streets event, as well as on my own on our local greenways. I lead a youth mountain bike camp through the Rec & Parks dept. I work with the Triangle Off-Road Cyclists organization to lead women's skills-oriented rides, as well as participating in sustainable trail building and maintenance workdays. I was on the planning committees for Carrboro's Open Streets, the Chapel Hill bike plan, Carrboro's Bike Plan Update and the NC Bike/Walk Summit when it was held in Carrboro. I recently joined the Carrboro Bicycle Coalition board. I am currently serving toward the end of my term as chair of the Recreation & Parks Commission.

Please enter the requested information.

Relevant Experience:*

In addition to my outdoor experiences growing up (see below) and the community work I've done (see above), I am a daily user of our greenways. [These aren't just the paved connectors or multi-use paths, but also the trails initially established by our non-human neighbors.] I live on a small spot of land that's technically below the town's minimum lot size, and I've diligently worked to create and maintain a maximum of biodiversity there. I have grown up in a variety of leadership opportunities: Girl Scouts, high school student council, and the various community boards and committees mentioned above. I manage people for my daily job, which means learning a variety of communication methods to help each individual and thus our team reach their maximum potential.

Reasons You Wish to be Appointed*

I grew up in a rural neighborhood in WNC. I commuted by bike and foot to places I wanted to be outside- the stream, the lake, our various forts in the woods. I felt safer outside, I encountered more creatures than people, I learned how different species relied on others, I was inspired to explore more, and I thrived existing as a part of something larger. Staring in my youth and continuing today, I learned to listen to everything around me. Between this and the heavy dose of diplomacy I inherited from my father, I feel that I'd be an incredible candidate to help with the upcoming conversations around our area greenways.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

Recreation & Parks Commission

Yes ☒

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

I don't know if this last round of marketing efforts has assembled a pool of applicants for the R&P commission, but I do know that we've had a difficult time over the past couple of years recruiting applicants and even meeting a quorum for more than half of our scheduled meetings.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.



Town of Carrboro

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

Agenda Item Abstract

File Number:20-127

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Appointments to the Transportation Advisory Board

PURPOSE: The purpose of this agenda item is for the Town Council to make appointments to the Transportation Advisory Board.

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Cathy Dorando, 919-918-7309

INFORMATION: The Transportation Advisory Board currently has three seats available for appointment. There are three expiring seats. Two expiring seats are held by Diana McDuffee and Robert Dow. McDuffee and Dow will not reply. One expiring term seat is currently held by Kurt Stolka. Stolka has served the maximum number of terms but has submitted an application for the Council's consideration.

Applications were also received from: Sarah Brown and Elyse Keefe.

David Swan is the chair of the Transportation Advisory Board and provided the chair forms for the Council's review. Chair forms are located directly in front of the application and in alphabetical order.

Information from the Advisory Board Recruitment and Appointment Policy:

Terms

- a. Members are appointed to staggering three-year terms on all advisory boards that expire annually in February. The Carrboro Tourism Development Authority members are appointed to one-year terms that expire annually in January.
- b. Members are limited to two full terms. After completing two full terms, a member must take off one year before applying for re-appointment to the advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances:
 1. To retain diversity on an advisory board;
 2. A lack of applicants.

All applicant and chair information is attached.

A matrix is also included.

Agenda Date: 2/25/2020

File Type:Agendas

In Control: Board of Aldermen

Version: 1

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: It is recommended that the Mayor and Council review the applications and consider making appointments..

ATTACHMENT A

**A RESOLUTION MAKING APPOINTMENTS TO THE
TRANSPORTATION ADVISORY BOARD**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE
TRANSPORTATION ADVISORY BOARD:

Appointee	Term Expiration
	2/2023
	2/2023
	2/2023

Section 2. This resolution shall become effective upon adoption.

Current makeup of the Transportation Advisory Board:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
David Swan, Chair	506 Bolin Creek Dr.	Feb 2021	8/14/1977	White	Male	Marketer
Linda Haac	102 Mill Rock Ct.	Feb 2021	2/19/1949	Native American	Female	Writer
David Pcolar	1215 Hillsborough Rd	Feb 2022	2/18/1959	Caucasian	Male	IT Consultant
Mark Alexander	306 Wyndham Drive	Feb 2022	10/18/1967	Caucasian	Male	Software Developer
Expiring Term (Stolka)		Feb 2020				
Expiring Term (McDuffee)		Feb 2020				
Expiring Term (Dow)		Feb 2020				

Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Sarah Brown	407 N. Greensboro	TAB (Safe Routes to School Interest)	1/9/1997	White	Female	Graduate Student/Graduate Research Assistant
Elyse Keefe	118 W Poplar Ave.	TAB	3/2/1987	White	Female	Research Specialist
Kurt Stolka	207 Robert Hunt Drive	TAB	3/1/1981	Eastern Europe/German	Male	Transportation Planer

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4569

Date Submitted: 2/16/2020

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

Sarah

Applicant Last Name:

Brown

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☒

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Print

Advisory Board Application - Submission #4438

Date Submitted: 12/17/2019

First Name*

Sarah

Last Name*

Brown

Date*

12/17/2019

Select today's date

Address1*

407 N Greensboro St

Address2

City*

Carrboro

State

North Carolina

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

Planning Jurisdiction

Telephone*

4138962094

Please enter your primary contact phone number.

Email Address*

scbrown@wpi.edu

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

1/9/1997

Please enter your Month/Day/Year of Birth

Race*

White

Please enter your race.

Sex*

Female

Please enter your sex.

Occupation*

Graduate Student/Graduate Research Assistant

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

Less than 1 year

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

Less than 1 year

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):*

- | | |
|---|--|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input checked="" type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input checked="" type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

Safe Routes to School Implementation Committee

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Graduate Research Assistant at the UNC Highway Safety Research Center

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

1

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

N/A

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

UNC Institute of Transportation Engineers Student Chapter-- Vice President Carolina Urbanists-- Member Institute of Transportation Engineers-- Member Strong Towns-- Member BikeWalkNC-- Member Henry David Thoreau Society for the Environment--Member

Please enter the requested information.

Relevant Experience:*

Current candidate for the Master of City and Regional Planning at UNC Chapel Hill, Research Assistant at UNC Highway Safety Research Center on the ped/bike and vulnerable road user team, Vice President of first executive board for the UNC ITE Student Chapter focusing on creating confident transportation professionals, Undergraduate degrees in Civil Engineering and Professional Writing with a focus on urban/environmental planning and completed a tactical urbanism/Safe Routes to School demonstration event for my senior capstone project; presented this project on a Safe Routes to School Webinar for MassDOT, presented on a Strong Towns' podcast for students who work to make communities strong for all

Reasons You Wish to be Appointed*

I would like to apply to the Carrboro Safe Routes to School Implementation Committee because I believe designing cities for children creates safer, more equitable, and more accessible cities for all people. With undergraduate degrees in Civil Engineering & Professional Writing, I am now currently a first-year graduate student at UNC Chapel Hill in the Master of City and Regional Planning program graduating in May 2021. I will be a resident of Carrboro throughout my entire time at school, and I believe my passion and experience for mobility justice, past involvement with Safe Routes to School initiatives, an on-going research assistant position at the UNC Highway Safety Center, and current perspective as a graduate student makes me an ideal candidate for this committee. Through my past experience and current academic pursuits, I have extensive knowledge in data collection, design, planning, project management, tactical urbanism, and writing. For my senior engineering capstone, I led a tactical urbanism demonstration project for a Safe Routes to School initiative at a Title 1 school in Worcester, MA. Following my data collection of arrival and dismissal operations and stakeholder interviews, I designed, organized, and implemented a demonstration project within the school zone for 2 weeks. My median design narrowed the road and forced drivers to slow down through design. Apart from completely removing cars, reducing speed is absolutely essential where children are the most vulnerable road user. I was asked to present my project on the MassDOT Safe Routes to School & Tactical Urbanism to showcase my project to active practitioners, advocates, and policy makers. During my time in graduate school, I aim to be more involved with my community and be an advocate for safe and inclusive communities. I am passionate about mobility justice and creating equitable, safe spaces for marginalized communities and vulnerable road users. I am a graduate research assistant at the UNC HSRC, and I work on the Pedestrian and Bicycle Information team, Watch for Me NC, as well as other safety related projects. I am currently the Vice President of the UNC Chapel Hill Institute of Transportation Engineers Student Chapter, and I would like the chapter to utilize its extensive knowledge in transportation planning to collaborate with stakeholders in the surrounding community. Additionally, I believe involving students in community advocacy is important because of our unique resources, schedule flexibility, and skills. Students have the space and freedom to push the conversation and try new things. I would like to be appointed to this committee because of my passion for safe spaces for all members of my community. Thank you for the consideration, and I look forward to the potential opportunity to serve the Town of Carrboro.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

N/A

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4571

Date Submitted: 2/16/2020

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

Elyse

Applicant Last Name:

Keefe

1. Has the applicant previously served on this or another advisory board?*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*

☐

Yes

☒

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☒

Yes

☐

No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Print

Advisory Board Application - Submission #4547

Date Submitted: 2/11/2020

First Name*

Elyse

Last Name*

Keefe

Date*

2/11/2020

Select today's date

Address1*

118 W Poplar Ave.

Address2

City*

Carrboro

State

NC

Zip*

27510

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

8287128786

Please enter your primary contact phone number.

Email Address*

elyse.m.keefe@gmail.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

3/2/1987

Please enter your Month/Day/Year of Birth

Race*

white

Please enter your race.

Sex*

female

Please enter your sex.

Occupation*

Research Specialist

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

15 years

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

14 years

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)).*

- | | |
|---|---|
| <input type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Animal Control Board of Appeals | <input type="checkbox"/> OWASA Board of Directors |
| <input type="checkbox"/> Appearance Commission/NPDC | <input type="checkbox"/> Planning Board |
| <input type="checkbox"/> Arts Committee | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Board of Adjustment | <input type="checkbox"/> Safe Routes to School Implementation Committee |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> Stormwater Advisory Commission |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> Tourism Development Authority* |
| <input type="checkbox"/> Human Services Commission | <input checked="" type="checkbox"/> Transportation Advisory Board |
| <input type="checkbox"/> Greenways Commission | |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

***Employer/Self Employed**

innovation Research & Training

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Advisory Board Preference*

TAB

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

Number of Years Employed*

5 years

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

Required only for the Tourism Development Authority Application.

Community Activities/Organizational Memberships*

As a Carrboro resident since 2006, I have been an active member of the community, regularly attending local events such as markets, festivals, and group bike rides. I have also been on the Cane Creek Cloggers team, a local folk dance group, since 2012 and serve on the publicity committee for the team. Previously, I have volunteered as a crisis counselor at Family Violence and Rape Crisis Services of Chatham County and as the social work coordinator at the Student Health Action Coalition.

Please enter the requested information.

Relevant Experience:*

My educational background includes masters degrees in social work and public health from UNC-CH. Therefore, I have extensive training and experience in group facilitation, working with diverse, underserved populations, and managing collaborative projects. Of particular relevance to the TAB, is my research expertise in both qualitative and quantitative methods. As a member of the TAB, I would be able to draw on those skills to assess problems, listen to citizen concerns with an open mind, and make informed, evidence-based recommendations to the Carrboro town council. Finally, I am fluent in Spanish—a language spoken by many town residents.

Reasons You Wish to be Appointed*

As a community member who regularly uses a variety of modes of transportation (bicycle, car, bus) to commute to work in south Durham, for fun, and for getting around town, I have experienced both the challenges and the positive changes in the Triangle for improving livability of the area via transportation. I am interested in shaping future planning and development related to transportation, as demographic shifts and climate change present new challenges to the community. Further, as a young mother, I believe I can bring a unique perspective and representation to the board. I am excited for the opportunity to give back to the community that has given so much to me and my family.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

n/a

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.

Print

Advisory Board Chair Report (Complete One Per Applicant) - Submission #4568

Date Submitted: 2/16/2020

Advisory Board Name:*

Transportation Advisory Board

Chair Name*

David Swan

Applicant First Name:*

Kurt

Applicant Last Name:

Stolka

1. Has the applicant previously served on this or another advisory board?*



Yes



No

2. If yes, how many total years have they served?

5

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?



Yes (Skip to Last Question)



No

4. Is the applicant already serving on this advisory board and completed their two full terms?



Yes



No

5. Is the applicant applying for a special or expert seat on the advisory board?*



Yes



No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?*



Yes



No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?



Yes



No

9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:



Yes



No

10. If no, briefly explain:

11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Board of Aldermen Liaison.



Diversity



Occupation, Experience, or Special Skills



Other

If other, please explain:

Print

Advisory Board Application - Submission #4405

Date Submitted: 11/15/2019

First Name*

Kristen Kurt

Last Name*

Atolka Stolka

Date*

11/15/2019

Select today's date

Address1*

207 Robert Hunt Dr.

Address2

City*

Carrboro

State

NC

Zip*

27510-1357

Is this address located within the corporate limits of the Town of Carrboro?*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?*

No

Telephone*

7035813742

Please enter your primary contact phone number.

Email Address*

KURT.STOLKA@GMAIL.COM

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth*

3/1/1981

Please enter your Month/Day/Year of Birth

Race*

Eastern Europe/German

Please enter your race.

Sex*

Male

Please enter your sex.

Occupation*

Transportation Planner

Please enter your occupation.

Are you a registered Orange County Voter?*

Yes

Please answer Yes or No

Length of Residence in Orange County*

9

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro*

9

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)).*

☐

Affordable Housing Advisory Commission

☐

Animal Control Board of Appeals

☐

Appearance Commission/NPDC

☐

Arts Committee

☐

Board of Adjustment

☐

Economic Sustainability Commission

☐

Environmental Advisory Board

☐

Human Services Commission

☐

Greenways Commission

☐

Northern Transition Area Advisory Committee

☐

OWASA Board of Directors

☐

Planning Board

☐

Recreation and Parks Commission

☒

Safe Routes to School Implementation Committee

☐

Stormwater Advisory Commission

☐

Tourism Development Authority*

☒

Transportation Advisory Board

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

Other (advisory board not listed):

Please indicate by typing the advisory board that you are applying for.

Advisory Board Preference*

If you are applying for membership on more than one advisory board, please indicate your preference by typing your first choice. Please limit your selection to two boards).

***Employer/Self Employed**

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

Number of Years Employed*

Enter the number of years you have been employed at the organization listed to the left.

*** Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

****Required only for the Tourism Development Authority Application.****

Community Activities/Organizational Memberships*

Please enter the requested information.

Relevant Experience:*

Reasons You Wish to be Appointed*

In the event there are no other qualified applicants, I would be happy to serve again. If there are applicants to the TAB, I would like to serve on the Safe Routes to School implementation committee.

Have you ever served on any Town of Carrboro Committee or Board?*

If yes, which one(s)?

Transportation Advisory Board

Yes

Are you currently serving on a Town Board or Committee?*



Yes



No

If yes, are you applying for a third consecutive term?*



Yes



No

If yes, please describe how you meet one, or more, of the following exceptions noted below. *

I am applying for a fourth term provided there are no other qualified applicants.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.