



Town of Carrboro

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

Meeting Agenda Town Council



Tuesday, November 9, 2021

7:00 PM

Remote Meeting - View Livestream or Cable TV

18

7:00-7:05

A. ROLL CALL

7:05-7:15

B. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

7:15-7:20

C. ANNOUNCEMENT OF UPCOMING MEETINGS

7:20-7:35

D. PUBLIC COMMENT

Comments are limited to three minutes per speaker.

7:35-7:45

E. CONSENT AGENDA

1. [21-362](#) Approval of Minutes from the October 5 and October 12, 2021 Meetings
2. [21-358](#) Request to Authorize Manager to Extend Contract with Wetherill Engineering for Preliminary Engineering Services for the Jones Creek Greenway
PURPOSE: The contract for Wetherill Engineering, the design firm preparing the bid documents for the Jones Creek Greenway, is scheduled to expire at the end of December. The purpose of this agenda item is to authorize the Town Manager to execute a contract extension with Wetherill in order to complete the preliminary design and associated bid documents.

Attachments: [Attachment A - Resolution.doc](#)

3. [21-359](#) Authorize the Town Manager to Renew a Parking Lease with Main Street Properties
- PURPOSE:** To authorize the Town Manager to renew the existing lease on 150 daytime and 250 evening and night parking spaces in the parking garage at 300 E. Main/Hampton Inn through 2023.
- Attachments:** [Attachment A - Main Street Properties Parking Extension Agreement](#)

F. OTHER MATTERS

7:45-8:15

1. [21-357](#) El Centro Hispano: Presentation on the Casa for Employment and Leadership (CEL) Program
- PURPOSE:** The purpose of this item is for the Town Council to receive a presentation from staff at El Centro Hispano on the CEL program.
- Attachments:** [Attachment A - Carrboro Town Council Presentation 110921](#)

8:15-8:45

2. [21-356](#) Update on Draft Bike Share RFP
- PURPOSE:** The purpose of this item is to provide the Town Council an update on the development of an RFP (Request for Proposals) to select a bike share service provider to create a unified system for Carrboro, Chapel Hill, and UNC-Chapel Hill and to seek guidance on specifics of the system.
- Attachments:** [Attachment A - Resolution](#)
[Attachment B - Draft Bike Share RFP](#)
[Attachment C - Bike Share Interest Areas](#)

8:45-9:05

3. [21-343](#) Police Department Quarterly Equity Report
- PURPOSE:** The Purpose of this agenda item is to provide the Town Council a brief overview of the quarterly equity report for the third quarter of 2021.
- Attachments:** [Police Equity Quarterly 2021 Q3](#)
[Traffic Offenses For Which Court Appearance May Be Waived](#)
[Council Presentation 1192021](#)

9:05-9:35

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

CLOSED SESSION 143-318.11(A)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.



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File Number:21-362

Agenda Date: 11/9/2021

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Approval of Minutes from the October 5 and October 12, 2021 Meetings



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TITLE:

Request to Authorize Manager to Extend Contract with Wetherill Engineering for Preliminary Engineering Services for the Jones Creek Greenway

PURPOSE: The contract for Wetherill Engineering, the design firm preparing the bid documents for the Jones Creek Greenway, is scheduled to expire at the end of December. The purpose of this agenda item is to authorize the Town Manager to execute a contract extension with Wetherill in order to complete the preliminary design and associated bid documents.

DEPARTMENT: Planning and Finance departments

CONTACT INFORMATION: Christina Moon, Planning Administrator, 919-918-7325, cmoon@townofcarrboro.org <<mailto:cmoon@townofcarrboro.org>>; Patricia McGuire, Planning Director, 919-918-7327, pmcguire@townofcarrboro.org <<mailto:pmcguire@townofcarrboro.org>>; Arche McAdoo, Finance Director, 919-918-7300, amcadoo@townofcarrboro.org <<mailto:amcadoo@townofcarrboro.org>>

INFORMATION: On June 27, 2017, the Board of Aldermen awarded a contract to Wetherill Engineering for preliminary design services for the Jones Creek Greenway, a one-hundred-foot bridge and paved greenway trail between Lake Hogan Farm Road and the Twin Creeks Greenway. Design is underway and approaching 90-percent completion. Longer review times for certain aspects of the project have delayed the project milestones and a contract amendment is needed for Wetherill to complete the bid documents (construction plans, specification manual and associated permits), in anticipation of a possible advertisement date in late spring 2022.

FISCAL & STAFF IMPACT: The amendment is necessary to extend the contract period to align with the current project timeline; no additional costs are anticipated at this time.

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

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXTEND THE CONTRACT
WITH WETHERILL ENGINEERING FOR PRELIMINARY ENGINEERING SERVICES FOR
THE JONES CREEK GREENWAY (TIP# C-5181)

WHEREAS, the Town of Carrboro executed a municipal agreement, and supplemental agreement with the North Carolina Department of Transportation to receive Congestion Mitigation and Air Quality Improvement Program (CMAQ) Funds for the design and construction of the Jones Creek Greenway, a one-hundred-foot bridge and paved greenway trail between Lake Hogan Farm Road and the Twin Creeks Greenway; and,

WHEREAS, on June 27, 2017, the Town entered into a contract with Wetherill Engineering to complete preliminary engineering services for the project; and

WHEREAS, additional time is needed to complete the preparation of bid documents, the bid advertisement, and review the award and execution of a construction contract.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council that the Council authorizes the Town Manager to extend the contract with Wetherill Engineering for one year.

This the 9th day of November 2021.



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Agenda Item Abstract

File Number:21-359

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Version: 1

TITLE:

Authorize the Town Manager to Renew a Parking Lease with Main Street Properties

PURPOSE: To authorize the Town Manager to renew the existing lease on 150 daytime and 250 evening and night parking spaces in the parking garage at 300 E. Main/Hampton Inn through 2023.

DEPARTMENT: Economic Development

CONTACT INFORMATION: Jon Hartman-Brown, JHartman-Brown@TownofCarrboro.org
<<mailto:JHartman-Brown@TownofCarrboro.org>>, 919-391-7846

INFORMATION: This is a lease extension for the parking spaces the Town currently is leasing from the 300 E. Main parking garage. The extension will give the Town the lease through 2023 (matching the lease agreement for the lot behind the Arts Center). There is no rate increase from the current rent paid and no substantial changes in the lease agreement from the previous extension. The original lease was agreed upon by the Town in March of 2011 when the development was being constructed. An Option to Extend the agreement was approved in October of 2017. At the end of this lease period, the developer may choose to not renew and move forward with additional phases of the development.

FISCAL & STAFF IMPACT: Current budgeted amount should cover the expense since there is no rate increase in the lease.

RECOMMENDATION: Town staff recommend approval of the lease extension.

EXTENSION OF PARKING AND LEASE AGREEMENT

THIS EXTENSION OF PARKING AND LEASE AGREEMENT (“Agreement”) is made as of the 19th day of August, 2021, by and between Main Street Properties of Chapel Hill, LLC, a North Carolina Limited Liability Company, (“Lessor”), having a mailing address of 370 E. Main Street, Suite 200, Carrboro, North Carolina 27510 and the Town of Carrboro, a North Carolina municipal corporation, (“Lessee”), having its offices at 201 W. Main Street, Carrboro, NC 27510.

WHEREAS Lessor and Lessee have previously entered into a Parking and Lease Agreement with respect to certain real property and improvements thereon, pursuant to which Lessee leases from Lessor parking spaces on the Property owned by Lessor and known as 300 East Main Street in Carrboro; and

WHEREAS the term of said Parking and Lease Agreement was extended until and through August 19, 2021 by mutual agreement of Lessor and Lessee, and Lessor and Lessee now wish to further extend the lease term through December 31, 2023 under the same lease terms and conditions as stated in that certain Option to Extend Lease Agreement dated October 25, 2017.

NOW, THEREFORE, based on the premises stated and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by Lessor and Lessee, it is agree as follows:

1. **Term and Rental.** The term of the Parking Lease and Agreement is extended until and including December 31, 2023. During the extended term, the Town shall pay to Lessor as “rent” for the number and type of parking spaces described in paragraph 2 below, an annual payment equal to three percent (3%) of the combined gross receipts of the Hampton Inn & Suites hotel now existing on the Property and the Hilton Garden Inn hotel planned to be constructed on the Property up to a maximum annual rate of \$90,000.00 and (b) upon the issuance of a certificate of occupancy for the proposed Hilton Garden Inn to be built at 107 Padgett Lane the maximum annual rent shall increase to \$120,000.00.

2. **Parking Spaces Leased – Number, Location and Time.** During any the extended term, the Town leases from Lessor, and Lessor shall make available “public parking”, at least 150 undesignated parking spaces at the Property during daytime hours (7:00 a.m. until 5:30 p.m.) and at least 250 undesignated parking spaces during nighttime hours (5:30 p.m. until 3:00 a.m.). These “public parking” spaces shall be available free of charge to the public for increments of at least three (3) consecutive hours per user on terms at least as favorable as the most favorable terms offered for other “undesignated” parking spaces at the Property. During the extended term, Lessor may not reduce the number of undesignated parking spaces made available to the public pursuant to the terms of the Parking Lease and Agreement without the Town’s consent, which consent shall not be unreasonably withheld, conditioned or delayed.

3. **Town’s Right to Opt Out.** Upon six (6) months advance written notice to Lessor, the Town may during any “option year” (i.e., during any year beginning on or after August 19, 2018), (a) “opt out” of the remaining term of the Parking Lease and Agreement, or

(b) reduce the number of parking spaces available to the Town and the public as “public parking”, and if the Town does so then the annual rent payable at that time shall be reduced proportionately.

4. **Roberson Street/Main Street Parking Lot.** Lessor and the Town acknowledge that Lessor owns additional property used as a parking lot, located at the corner of Roberson Street and Main Street, and that parking spaces at this lot are now counted toward satisfying Lessor’s parking requirements at the Property. Should any of the parking spaces located in the Roberson Street/Main Street parking lot be eliminated by Lessor for any reason, the elimination of such parking spaces shall not reduce the number of undesignated parking spaces required by the Parking Lease and Agreement to be made available as “undesignated public parking”.

5. **Special Event Parking Coordination.** Lessor and the Town acknowledge that better coordination of parking spaces available at the Property during “special events”, including Town-sponsored events, would be mutually beneficial to Lessor and the Town. Therefore, and with this mutual interest in mind, Lessor and the Town agree to work together to develop a plan to improve communication and coordination concerning the availability and use of parking spaces at the Property and at the parking garage, particularly during events for which the Lessor or the Town anticipate significant extraordinary demand for parking. Furthermore, Lessor and Town agree that notwithstanding any provision in this Agreement to the contrary, Lessor shall suspend the maximum time limitation on parking established in paragraph 2 above (relating only to spaces covered by this Agreement) for up to eight (8) days each calendar year for Town-sponsored special events, provided that the Town must give Lessor at least sixty (60) days advance written notice of each date for which the time limitation is to be suspended. The Town may request additional suspensions of the time limitations on a case-by-case basis in connection with special events sponsored by Carrboro-area community organizations. Provided that the Town provides parking monitoring services at its expense for large or weekend special events, Lessor will use reasonable efforts not to refuse access to parking spaces available for Town use during special events unless the maximum number of undesignated available parking spaces are occupied, and the Town and Lessor shall cooperate to provide sufficient qualified staff to be paid by the Town to monitor the use of parking spaces on the Property during Town-sponsored special events.

6. **Survival of Existing Parking Lease and Agreement Terms.** Except as specifically set forth herein, the terms of the existing Parking Lease and Agreement shall remain in full force and effect during the extended term of this Agreement. To the extent that there may be any conflict between the terms of this Extension of Parking and Lease Agreement and the Parking Lease and Agreement, the terms of this Agreement shall control.

LESSOR:

Main Street Properties of Chapel Hill, LLC

By: _____

Name: _____

Title: _____

TOWN OF CARRBORO

By: _____

Richard J. White III, Town Manager

EXHIBIT A TO LEASE

Deed/Legal Description of Property

(TO BE PROVIDED)



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TITLE:

El Centro Hispano: Presentation on the Casa for Employment and Leadership (CEL) Program

PURPOSE: The purpose of this item is for the Town Council to receive a presentation from staff at El Centro Hispano on the CEL program.

DEPARTMENT: N/A

CONTACT INFORMATION: Pilar Rocha-Goldberg, President & CEO; Mauricio Solano, Economic Development Manager; Vicky Cruz, Workforce Community Specialist

INFORMATION: Staff members from El Centro will present to Town Council. Information provided by El Centro is attached.

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: N/A



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TITLE:

Update on Draft Bike Share RFP

PURPOSE: The purpose of this item is to provide the Town Council an update on the development of an RFP (Request for Proposals) to select a bike share service provider to create a unified system for Carrboro, Chapel Hill, and UNC-Chapel Hill and to seek guidance on specifics of the system.

DEPARTMENT: Planning

CONTACT INFORMATION: Zachary Hallock, Transportation Planner, 919-918-7329, zhallock@townofcarrboro.org <<mailto:zhallock@townofcarrboro.org>>; Tina Moon, Planning Administrator, 919-918-7325, cmoon@townofcarrboro.org <<mailto:cmoon@townofcarrboro.org>>

INFORMATION: At the October 12, 2021 Town Council meeting, staff presented a draft RFP that is being developed in conjunction with staff from Chapel Hill and UNC ([Town of Carrboro - File #: 21-320 \(legistar.com\)](https://carrboro.legistar.com/LegislationDetail.aspx?ID=5164557&GUID=C236AD30-00BD-4B27-9F04-0099CC460D6F) <<https://carrboro.legistar.com/LegislationDetail.aspx?ID=5164557&GUID=C236AD30-00BD-4B27-9F04-0099CC460D6F>>). While the work group is still refining the RFP, Town staff wanted to provide the Council with an additional opportunity to review and provide input on the elements of the bike share system and criteria for selecting a potential vendor. As staff are aiming to complete the final RFP in December, with the target advertisement date in January, this item provides one final opportunity to review and discuss key features of a bike share system.

To date, discussions on potential bike share programs have focused on three particular features:

1. Geographic equity-the system should be available for all residents, with particular attention to historically disadvantaged neighborhoods;
2. Financial equity-the system should provide for different types of payment options;
3. Participation regardless of ability-the system should have accessible/adaptive vehicles which do not require balancing.

In preparation for the final revisions to the Bike Share RFP (*Attachment B*), staff is seeking guidance from the Council on the following:

Hub Definition - There are two ways a bike share hub can be defined:

- Fixed - A hub where the bike share vehicle must be returned to a specific location, which generally has a docking station or other physical infrastructure associated with it. The use of fixed hubs helps minimize

the need for rebalancing.

- Floating - A hub, which has basic paint or signage to identify the center of the hub. Bike share vehicles, can be parked in the general vicinity of the hub without penalty. During rebalancing, bikes will be located at the center of the hub. The use of floating hubs may provide more accessibility by allowing users to end their trip closer to their destination. There may higher user fees associated with this method due to increased need for rebalancing.
 - Question: Is there a preference for one type of hub versus another?

Geographic Equity & Coverage - Staff has prepared an Interest Areas map (*Attachment C*) to identify areas of special interest for consideration when determining hub locations with a focus on providing system access to affordable housing developments or historically African American neighborhoods. Staff anticipates working with selected vendor to determine the appropriate number of vehicles and hubs to ensure that the system is well used. Depending on the success of the system, more vehicles and hubs can be added to the system over time as ridership grows.

- Question: How should the identification and selection of hubs be prioritized?

RFP Evaluation Criteria - The RFP includes a set of evaluation criteria to guide the selection of a respondent. This process will be a joint effort between Carrboro, Chapel Hill, and UNC.

- Question: Are there any priorities, changes, or additions, which should be made to the evaluation criteria? Are there other key features that should be added?

In addition, the following changes have been made following the meeting in October:

- Language was added to request that respondents provide information about all of the types of vehicles that they provide (including scooters). This information would help inform the possible inclusion of scooters or other types of vehicles to the fleet, should UNC policy on scooters change in the future.
- Language was added to request that respondents describe their experience providing vehicles for riders of different ages and abilities, including past coordination with organizations such as the Orange County Department on Aging.
- Language was added to request that respondents describe their fleet recharging process and provide data on their electricity usage.

Staff expect to work to incorporate the priorities expressed by Council into the final version of the RFP. Additional coordination with legal teams from the three organizations will review the final draft and discuss remaining considerations related to how the RFP will be issued.

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

RECOMMENDATION: Staff recommends that Council consider the resolution (*Attachment A*) and provide direction with regard to hub types, geographic coverage, and evaluation criteria.

A RESOLUTION PROVIDING DIRECTION ON THE DRAFT BIKE SHARE REQUEST FOR PROPOSALS

WHEREAS, the Town Council has received presentations on important long range, regional and statewide transportation plans; and

WHEREAS, development of a bike share system has been a priority of the Town since the 2009 Bicycle Transportation Plan; and

WHEREAS, Carrboro, Chapel Hill and UNC are collectively working to develop an RFP jointly that would create a unified bike share system; and

WHEREAS, Town staff have requested Council input and have provided the Council with updates related to specific projects at regular intervals.

NOW THEREFORE, BE IT RESOLVED by the Carrboro Town Council directs staff to finalize development of the RFP in conjunction with Chapel Hill and UNC staff.

BE IT FURTHER RESOLVED that the Council provides the following comments:

This the 9th day of November, 2021.

Bikeshare RFP Content Draft

Background:

The Towns of Carrboro and Chapel Hill and the University of North Carolina at Chapel Hill (“Parties”) are seeking a single micromobility provider to establish a seamless bikeshare system across all three areas. The Parties require a bicycle-only program but will consider three- or four-wheeled vehicles designed for community members with limited mobility or bicycle comfort. The majority of the fleet should be electric assist vehicles. The Parties inhabit an area of approximately thirty (30) square miles. The Town of Chapel Hill has a population of approximately 61,000 individuals, the Town of Carrboro 21,000, and UNC has X employees and X students. The area is in the North Carolina piedmont and is thus moderately hilly.

Carrboro

Carrboro is a unique and densely developed town of approximately 21,000 people directly adjacent to Chapel Hill. Carrboro is unique in its support for and investment in bicycling dates back to the 1970s. Carrboro was also one of the first municipalities in North Carolina to have bike lanes. The downtown core is a major destination for services, shopping and dining. Other commercial areas are easily accessible by bicycle to/from downtown Carrboro and the adjacent residential areas, but the local topography can present some challenges. The majority of the northern portion of the town is residential in nature, yet due to Carrboro’s small geographic area, much is still within easy biking distance of downtown.

User Requirements:

The Company shall target use of their vehicles to community members at or over 16 years of age. The Company shall discourage underage use of vehicles in all possible ways. The Company shall not require a driver’s license, smartphone, or bank account to access vehicles. The Company shall provide 24-hour customer service to users including a policy on handling lost and found items.

Fleet Requirements:

The Parties require a fleet of at least 100 operational vehicles located in established UNC and surrounding hubs as well as additional hubs indicated in Exhibit X (“Zones of Interest”). Companies may elect to expand upon these additional hub areas either before their services begin or based on ridership data during the contract term.

The Company shall maintain UNC’s rack structures at existing hubs. All hubs should be clearly identifiable and indicate where vehicles can be left without increased fee. Geofenced location should be larger than the physical hub.

A minimum of 100 vehicles must be available for use at all times and in proper working order. Companies must prevent vehicles from blocking sidewalks, rights of way, greenways, bus stops, and other access points to the extent possible. Companies shall remove vehicles left on private property or other inaccessible location within six (6) hours of notification. Bikes requiring repair must be collected with twenty-four (24) hours of reporting and subsequently stored in a Company location. The Parties and Company shall coordinate placement of hubs near transit stops wherever possible.

The Company may use vehicles for advertisement and sponsorship to offset operations cost. All advertisements shall conform to the Chapel Hill Transit Advertising Policy (Exhibit X). The Parties would prefer the ability to customize the color of vehicles but will consider alternative approaches (see Additional Operations Information below).

Company Data, Software and Hardware Requirements:

Companies shall provide the Parties with access to their ridership data including, but not limited to:

- Number of rides
- Pickup and drop off hubs
- Types of vehicles used (assuming a multi-vehicle type fleet)
- Length of rides
- Most popular and least popular hubs
- Complaints received by customers
- Bikes left outside the service area or in other inappropriate locations
- Percent of time that the minimum of 100 vehicles are operational

The Company shall update and upgrade vehicle and smartphone application hardware and software regularly to maintain the minimum fleet size and 24-hour a day access to vehicles.

Service Requirements	Response
Are you able to provide hubs at the locations indicated in Exhibit X at the beginning of the program? If not, explain why. Additionally, if you might expand the system over time to eventually provide hubs near the locations in exhibit X.	
Are you able to provide adaptive/accessible vehicles, which do not require the rider to balance? If not, explain why not.	
Are you able to provide a method by which users can pay with cash to access the system? If not, please explain why.	

Additional Operations Information:

The Parties would like to know how your company approaches various issues related to mobility, fleet management, and user outreach. Please provide responses in the right most column.

Feature or Procedure	Response
Are you willing to share revenue with the Towns and UNC if your company is the exclusive bikeshare provider? Include what the rate would be to the Parties.	
What other types of vehicles does your company have in other fleets?	

Are you willing to customize the color scheme of vehicles and hubs?	
Please indicate your current user fee. Is your Company willing to lock in a fee for three (3) years? Does your rate differ for other vehicles?	
Does your system allow for subsidizing use of the bikeshare program by users? If so, does it include a discount on the standard user fees?	
Include a picture and description of hub options, including where advertising (if any) would be incorporated into the design.	
Provide a detailed operations plan on how you rebalance vehicles, remove vehicles needing repair or upgrades, and maintain a minimum number of vehicles in a fleet.	
If you have pedal bikes, what percentage of your fleet could be pedal bikes versus e-bikes?	
Can you control the speed of your bikes within certain geographical locations (ie greenways or on UNC's campus)? Describe how.	
What type of e-bike does your company provide (throttle assist, pedal assist, etc.)?	
How do you address equity in your bikeshare programs? Equity is defined by a diverse geographical area, accessibility of vehicles to all income levels, and availability of ADA-compliant features.	
How do users interact with your vehicles if they do not have a bank account or smart phone?	
Provide a map of your proposed service area, taking into account the existing hubs on UNC's campus and the zones of interest in Chapel Hill and Carrboro.	
How do you address vehicles left outside the service area or otherwise inappropriate locations (ie private property)? How do you incentivize users to leave vehicles at hub locations? What happens when a hub location is full and a user needs to leave a vehicle?	
How do you communicate with users who are out of the service area or are in an area where they will incur an additional fee?	
What size fleet do you propose for the service area? The Town and UNC require a minimum of 100 bikes be in operation at any time.	

What is your preference for hub location and why between public property, private property, and public right of way?	
How frequently do you assess hub usage for potential moves or other adjustments?	
Indicate your monthly subscription fee including, but not limited to: - Monthly cost - Number of rides included - Length of ride the subscription covers - Cost for a ride that exceeds the subscription length - Any other relevant details	
Describe your smartphone app or any other ways users can rent a vehicle.	
Do you have a helmet provision program? If so, describe the program.	
Do you have a safety education program? If so, describe the program.	
How do you market services, including opportunities for cross promotional efforts with Chapel Hill Transit, bike advocacy groups, or others?	
Describe your experience in coordinating your system with an organization such as the Orange County Department on Aging and how you might ensure your system meets the needs of both senior riders and riders mobility challenges.	
What is your fleet battery charging process? Can you provide data on the electricity usage of fleet battery charging?	
How do you dispose of vehicles that are no longer usable?	

Draft Evaluation Criteria

1. Understanding of Community

- a. How well has the respondent demonstrated a thorough understanding of the culture and character of the service area?
- b. How well has the respondent identified issues and potential problems related to providing bike share to the service area?
- c. How well has the respondent demonstrated and understanding of and ability to comply with the User, Fleet, Data, Hardware and Software requirements outlined in the RFP?

2. Response to Service Requirements

- a. How well does the respondent fulfill the three service requirements identified?
- b. If the respondent cannot fulfill those requirements, has sufficient information detailing the challenges associated with fulfilling them been provided?

3. Methodology for Defining the Service Area/Locating Hubs

- a. How well does the methodology depict a logical approach and contribute to fulfilling the requirements of the RFP?
- b. How well does the methodology interface with the responses to the additional operations information questions outlined in the RFP?
- c. How well does the methodology address equity (racial, economic, and geographic) within the partners' service area?

4. System Management Plan

- a. How well does the management plan support all of the project requirements and logically lead to the services required by the RFP?
- b. How well is accountability completely and clearly defined?
- c. Is the organization of the project team clear?
- d. How well does the management plan illustrate the lines of authority and communication?
- e. Does it appear that the candidate can meet the schedule set out in the RFP?
- f. Has the candidate gone beyond the minimum tasks necessary to meet the objectives of the RFP?
- g. Is the proposal practical and feasible?

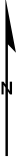
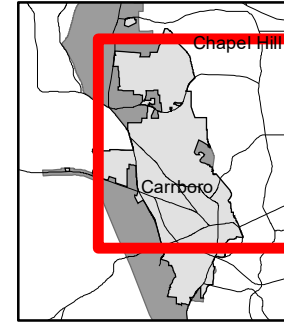
5. Firm Experience with Bike Share Programs

- a. Do the individuals assigned to the project have experience on similar projects?
- b. Do the individuals assigned to the project have experience with the specific requirements outlined in the RFP?
- c. Are resumes complete and do they demonstrate backgrounds that are desirable for individuals engaged in the work the project requires?
- d. How well has the respondent firm demonstrated experience in providing similar services to the satisfaction of their clients?
- e. Has the candidate provided letters of reference from clients?

6. User Fees and other Costs

Respondents will be evaluated on whether the proposed user fees and other costs associated with the system (rate per ride, user subscription rates, and costs to subsidize trips) are reasonable in relation to the services proposed.

Attachment C-1 of 1
**Bike Share
 Interest Areas**



- Bike Share Interest Areas
- Town Limits
- Planning Jurisdiction
- Streets

**THIS MAP IS NOT A CERTIFIED SURVEY
 NO RELIANCE MAY BE PLACED IN ITS
 ACCURACY**

The Town of Carrboro assumes no liability for damages caused by inaccuracies in this map or supporting data and makes no warranty, expressed or implied, as to the accuracy of the information presented. The fact of distribution does not constitute such a warranty.



TOWN OF CARRBORO
 301 W. Main St.
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Printed November 2, 2021



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Version: 1

TITLE:

Police Department Quarterly Equity Report

PURPOSE: The Purpose of this agenda item is to provide the Town Council a brief overview of the quarterly equity report for the third quarter of 2021.

DEPARTMENT: Police Department

CONTACT INFORMATION: Chief Chris Attack, 919-918-7397

INFORMATION: This report will provide information for the quarter on traffic stops, searches, citations, arrests, use of force, and citizen complaints

FISCAL & STAFF IMPACT: N/A

RECOMMENDATION: Staff recommends the Town Council receive and accept this report.

Policing Equity in Carrboro 2021 Q3

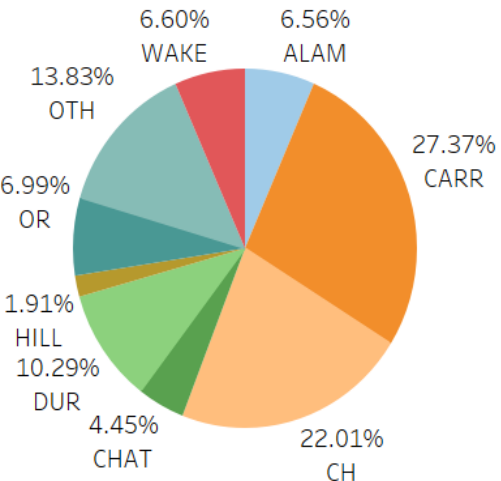
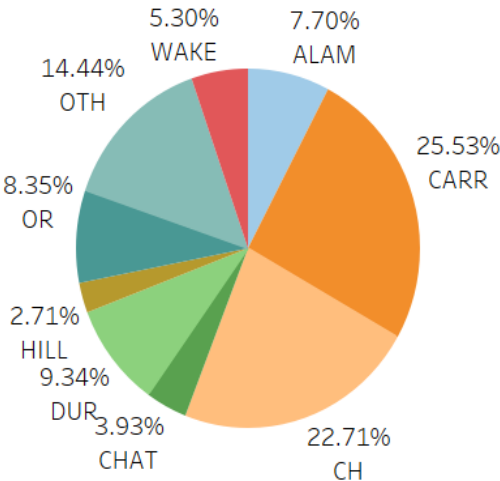
Update on efforts towards bias free policing

Residency Tracking 2019-2020

Residency of Stopped Drivers

2019

2020



Category1

- ALAM
- CARR
- CH
- CHAT
- DUR
- HILL
- OR
- OTH
- WAKE

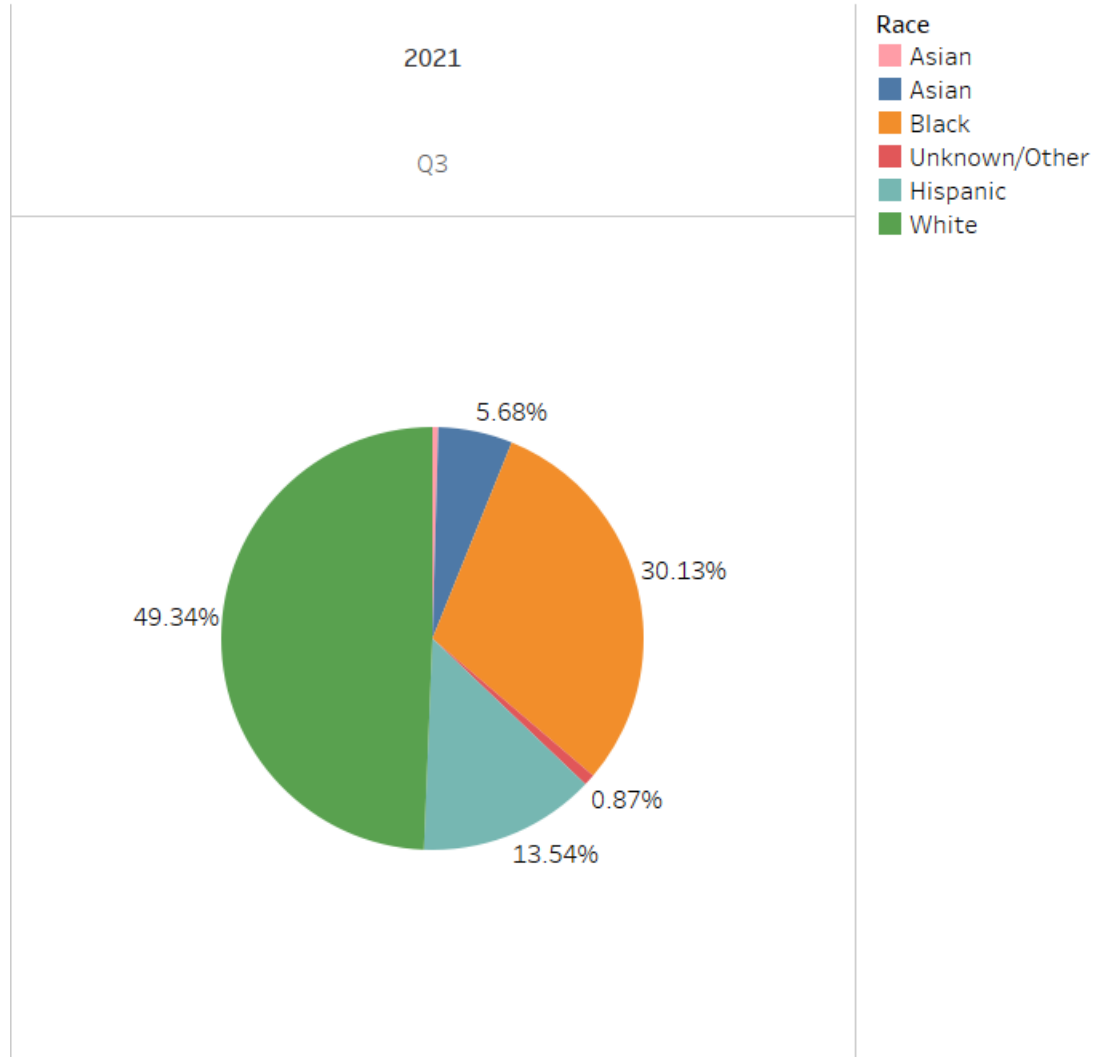
Weighted Population

White	62.49037
Black	18.36172
Asian	7.39882
Hispanic	8.96115
Other	2.78794

The above chart is the estimated demographics of Carrboro drivers, based on area of residence of stopped drivers.

Overall Stop Rate 2021 Q3

Overall Stop Rate

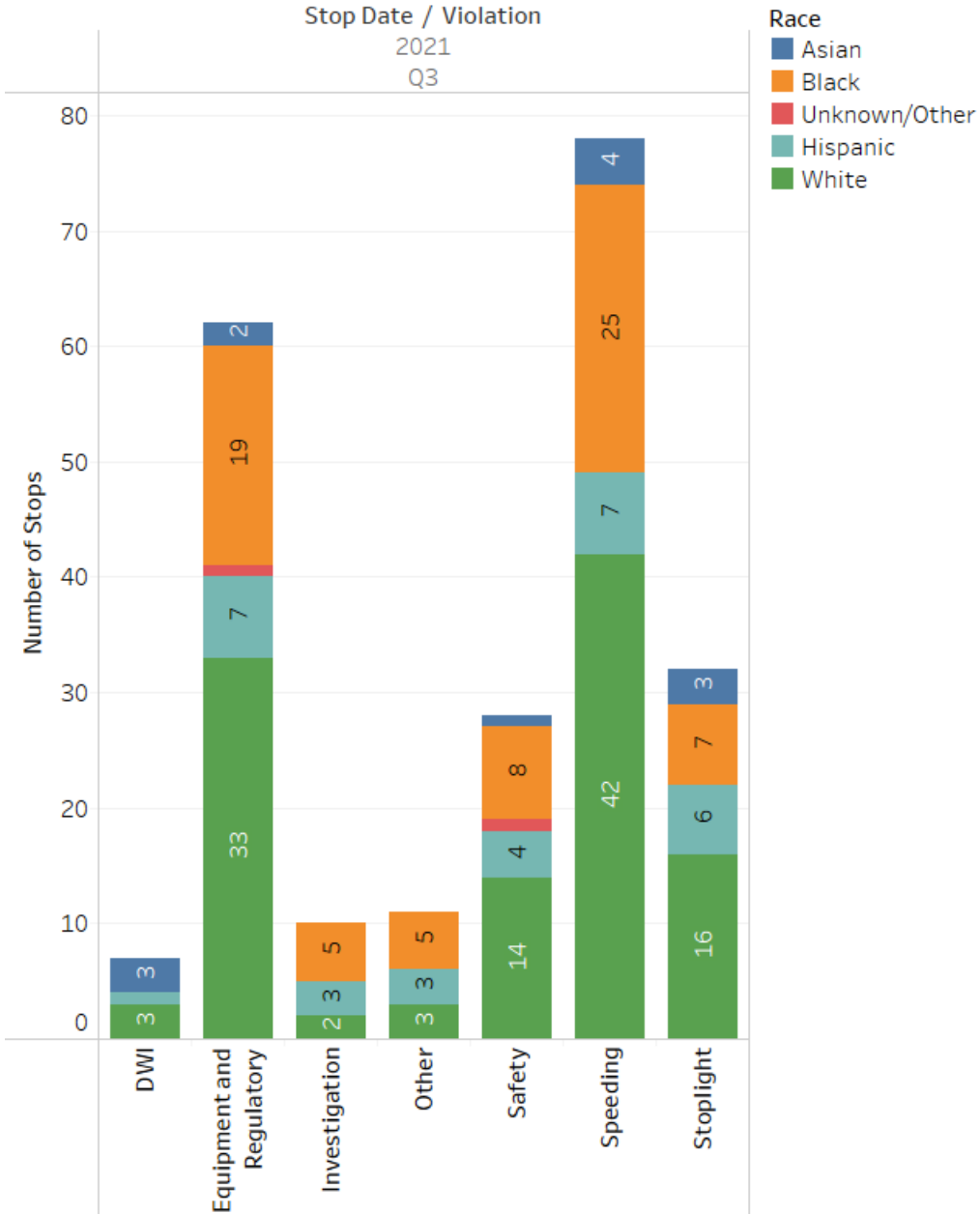


Overall Stop Rate

	2021
	Q3
Asian	13
Black	69
Hispanic	31
White	113
Unknown/Other	2
Asian	1

Reason for Stop

Stop Date / Violation
2021
Q3



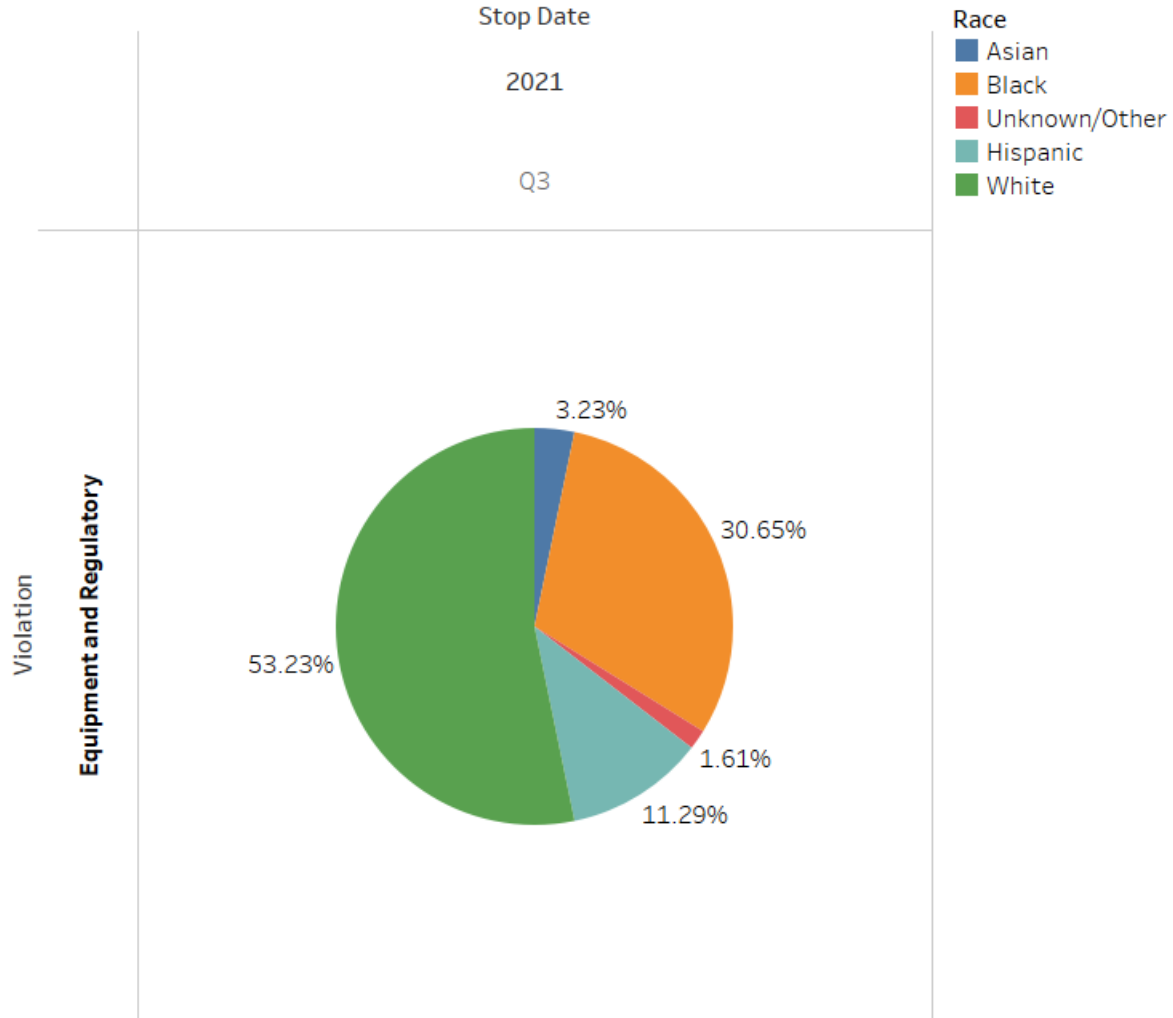
Reason for Stop

Reason for Stop

	DWI 2021 Q3	Equipment and Regulatory 2021 Q3	Investigation 2021 Q3	Other 2021 Q3	Safety 2021 Q3	Speeding 2021 Q3	Stoplight 2021 Q3
Asian	3	2			1	4	3
Black		19	5	5	8	25	7
Unknown/Other		1			1		
Hispanic	1	7	3	3	4	7	6
White	3	33	2	3	14	42	16
Grand Total	7	62	10	11	28	78	32

Equipment and Regulatory Violations

Equipment and Regulatory Violations



Equipment and Regulatory Violations

	2021
	Q3
Asian	2
Black	19
Unknown/Other	1
Hispanic	7
White	33

Types of Searches

Reason for Search

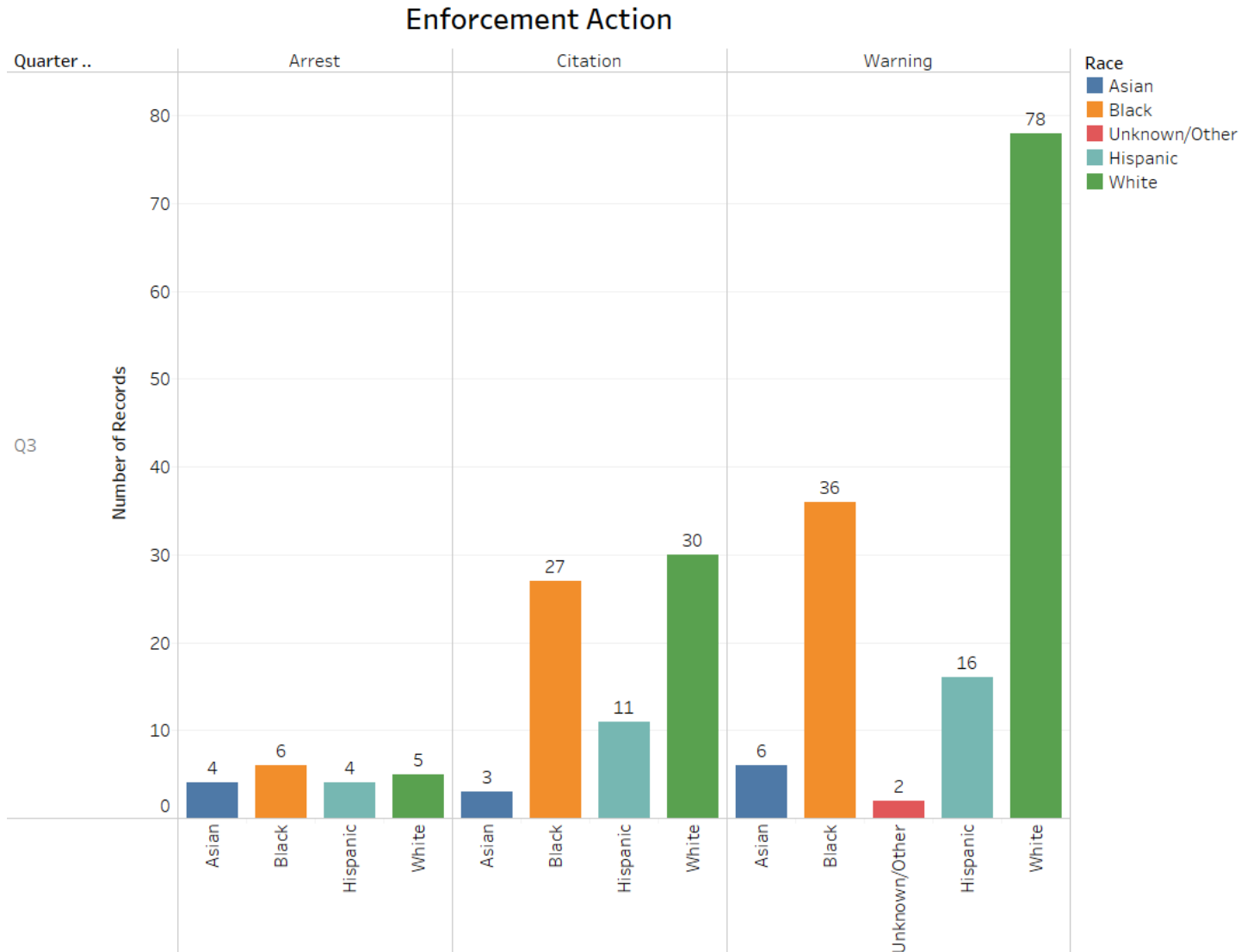
		Consent	Incident to Arrest	Probable Cause	Protective Frisk	Search Warrant
		2021	2021	2021	2021	2021
		Q3	Q3	Q3	Q3	Q3
DRIV	Asian	0	4	0	0	0
	Black	0	4	4	1	0
	Unknown/Other	0	0	0	0	0
	Hispanic	0	2	0	0	0
	White	0	3	3	0	0
PASS	Black	0	2	1	0	0
	Hispanic	0	0	0	0	0
	White	0	0	2	0	0
Grand Total		0	15	10	1	0

Search Productivity

Search Productivity for All Searches

		Alcohol Found 2021 Q3	Drugs Found 2021 Q3	Money Found 2021 Q3	No Contraband Found 2021 Q3	Other Contraband Found 2021 Q3
DRIV	Asian	0	1	0	3	0
	Black	0	2	0	6	1
	Unknown/Other	0	0	0	0	0
	Hispanic	0	0	0	2	0
	White	1	3	0	2	1
PASS	Black	0	0	0	2	0
	Hispanic	0	0	0	0	0
	White	0	2	0	0	1
Grand Total		1	8	0	15	3

Enforcement Action



Enforcement Action				
	Arrest	Citation	Warning	
	2021	2021	2021	Grand Total
	Q3	Q3	Q3	
Asian	4	3	6	13
Black	6	27	36	69
Unknown/Ot..			2	2
Hispanic	4	11	16	31
White	5	30	78	113
Grand Total	19	71	138	228

Probable Cause Searches

Enforcement Action for Drivers of Probable Cause Searches

		Asian	Black	Hispanic	White
		2021	2021	2021	2021
		Q3	Q3	Q3	Q3
Arrest	DRIV	0	1	0	2
	PASS		1		1
Citation	DRIV	0	3	0	0
	PASS				1
Warning	DRIV	0	0	0	1
	PASS			0	0

Use of Force

- Eleven use of force incidents in 2021 Q3.
- Suspects involved:
 - 3 Hispanic males
 - 3 White males
 - 5 Black males

Citizen Complaints

- No citizen complaints in 2021 Q3.

TRAFFIC OFFENSES FOR WHICH COURT APPEARANCE MAY BE WAIVED

(on execution of written waiver of appearance and trial, and plea of guilty/responsible)
(Adopted by the Conference of Chief District Court Judges, November 12, 2020, pursuant to G.S. 7A-148)

Applies To Offenses Committed On Or After December 1, 2020

A. Speeding Violations:

- | | | | | |
|--|------|------|-------|-----------------|
| 1. Speed over the applicable limit (including a limit imposed by permit on a commercial vehicle) and over 55 mph but not over 80 mph | 0-5 | 6-10 | 11-15 | |
| Costs plus fine of | \$10 | \$15 | \$30 | |
| 2. Speed over the applicable limit (including a limit imposed by permit on a commercial vehicle) but 55 mph or under | 0-5 | 6-10 | 11-15 | 16 & over |
| Costs plus fine of | \$10 | \$15 | \$30 | \$50 |
| 3. Exceeding a safe speed or exceeding posted speed (where actual speed not specified), except as in No. 22 and No. 23 of mandatory appearances. [G.S. 20-141] | | | | \$ 25 and Costs |
| 4. Speeding in school zone or on school property. [G.S. 20-141(e1); G.S. 20-141.1] | | | | \$250 and Costs |
| 5. Driving too slowly. [G.S. 20-141(h)] | | | | \$ 25 and Costs |
| 6. Speeding in a work zone, except as in No. 22 and No. 23 of mandatory appearances. [G.S. 20-141(j2)] | | | | \$250 and Costs |
| 7. Failure to reduce speed to avoid accident. [G.S. 20-141(m)] | | | | \$ 50 and Costs |

B. Other Violations:

- | | |
|--|-----------------------------|
| 1. Driving without non-commercial drivers license (except when revoked or suspended), or operating motorcycle without proper license endorsement, or knowingly permitting an owned vehicle to be so operated, or violating restrictions on graduated licenses. [G.S. 20-7; G.S. 20-11; G.S. 20-32; G.S. 20-34] | \$ 50 and Costs |
| 2. Failure to carry license while driving vehicle, or driving with expired non-commercial license. [G.S. 20-7(a), (f)] | \$ 25 and Costs |
| 3. Illegal parking in handicapped space. [G.S. 20-37.6] | \$100 and Costs |
| 4. Operating vehicle with improper dealer or transporter plates. [G.S. 20-79(e)(1); G.S. 20-79.2(b2)(1)] | \$100 and Costs |
| 5. Loaner/Dealer plate violation by driver. [G.S. 20-79.02(e)(1)] | \$100 and Costs |
| 6. Loaner/Dealer plate violation by dealer. [G.S. 20-79.02(e)(2)] | \$250 and Costs |
| 7. Improper use of temporary registration plates issued by dealers. [G.S. 20-79.1] | Costs |
| 8. Failure to mark certain business vehicles. [G.S. 20-101] | \$ 25 and Costs |
| 9. Violation of motor vehicle combination limitation with semitrailer less than 50 feet. [G.S. 20-115.1(h), (i)] | \$100 and Costs |
| 10. Violation of motor vehicle combination limitation with semitrailer 50 feet or more. [G.S. 20-115.1(h), (i)] | \$200 and Costs |
| 11. Use of darkened windows in motor vehicle. [G.S. 20-127(b)-(d)] | \$ 50 and Costs |
| 12. Failure to use headlights when wipers on. [G.S. 20-129(a)(4)] | \$ 5 |
| 13. Failure to dim lights. [G.S. 20-131; G.S. 20-181] | \$ 10 and Costs |
| 14. Failure to use seat belts in front seat. [G.S. 20-135.2A] | \$ 25.50 and \$154.50 Costs |
| 15. Failure to use seat belts in rear seat. [G.S. 20-135.2A] | \$ 10 |
| 16. Transporting child under 16 in open bed or open cargo area. [G.S. 20-135.2B] | \$ 25 |
| 17. Failure to use appropriate child restraint system. [G.S. 20-137.1] | \$ 25 and Costs |
| 18. Cell phone use by driver under 18. [G.S. 20-137.3] | \$ 25 |
| 19. Driving while texting, except as in No. 14 of mandatory appearances. [G.S. 20-137.4A] | \$100 and Costs |
| 20. Transporting alcohol in commercial vehicle. [G.S. 20-138.2C] | \$ 50 and Costs |

21. Possession of open container of alcoholic beverage in motor vehicle. [G.S. 20-138.7(a1)]	\$ 25 and Costs
22. Failure to wear helmet, or having too many passengers, on or within motorcycle or moped. [G.S. 20-140.4]	\$ 25.50 and \$154.50 Costs
23. Lane violations. [G.S. 20-146]	\$ 50 and Costs
24. Driving left of center. [G.S. 20-148]	\$ 25 and Costs
25. Improper passing, except as in No. 29 of mandatory appearances. [G.S. 20-149(a), (b)(3); G.S. 20-150; G.S. 20-150.1]	\$ 50 and Costs
26. Following too closely. [G.S. 20-152]	\$ 35 and Costs
27. Improper turn, starting, stopping and/or improper signal. [G.S. 20-153; G.S. 20-154]	\$ 25 and Costs
28. Improper turn, starting or stopping that causes motorcycle or bicycle operator to change or leave travel lanes. [G.S. 20-154(a1)]	\$200 and Costs
29. Improper turn, starting or stopping that results in crash causing property damage or personal injury to motorcycle or bicycle operator or passenger. [G.S. 20-154(a1)]	\$500 and Costs
30. Failure to yield right of way. [G.S. 20-155; G.S. 20-158.1]	\$ 35 and Costs
31. Failure to yield right of way to emergency vehicles, except as in No. 31 of mandatory appearances. [G.S. 20-156]	\$ 50 and Costs
32. Interfering with or failing to move over for emergency/public service vehicles. [G.S. 20-157(b)-(f)]	\$250 and Costs
33. Failure to stop for stoplight or traffic control signal or stop sign. [G.S. 20-158]	\$ 50 and Costs
34. Failure to yield to pedestrian. [G.S. 20-158(b)(2)c]	\$100 and Costs
35. Driving the wrong way on a one-way street. [G.S. 20-165.1; G.S. 20-169]	\$ 50 and Costs
36. Failure to remove from the roadway a vehicle involved in an accident. [G.S. 20-166(c2)]	\$ 25 and Costs
37. Violation of bicycle helmet law. [G.S. 20-171.9]	\$ 10
38. Violation of vehicle inspection law. [G.S. 20-183.8(a); G.S. 20-384]	\$ 25 and Costs
39. Parking and towing violations under G.S. 20-219.2	\$150 and Costs
40. Financial responsibility violations under G.S. 20-313(a)	\$ 50 and Costs
41. Any parking violation other than violation of the handicapped parking laws	\$ 5 and Costs
42. Violation of the vehicle registration laws, except as in No.10 of mandatory appearances	\$ 25 and Costs
43. Height, length, and width violations. [G.S. Ch. 20, Art. 3, Part 9]	\$ 25 and Costs
44. Improper vehicle equipment. [G.S. Ch. 20, Art. 3, Part 9]	\$ 25 and Costs
45. Any other non-mandatory traffic violation as explained in the "OTHER POLICIES RELATING TO TRAFFIC OFFENSES" below	\$ 25 and Costs
46. Intentional or reckless littering under G.S. 14-399(c)	\$250 and Costs
47. Unintentional littering under G.S. 14-399(c1)	\$ 50 and Costs
48. Violation of local ordinance regulating operation or parking of vehicles	\$ 25 and Costs

OTHER POLICIES RELATING TO TRAFFIC OFFENSES:

1. G.S. 7A-148 provides that the Conference of Chief District Court Judges shall prepare a "uniform schedule" of waivable traffic offenses and otherwise promote the "uniform administration of justice." In accordance with this statutory mandate, all judicial districts must adhere to this schedule, and individual judicial district policies deviating from this schedule are prohibited.
2. Where more than one charge is made on a uniform traffic citation, the defendant shall be fined only for the offense carrying the highest fine. Only one bill of costs will be assessed.
3. When a defendant is charged with multiple offenses arising out of the same event or transaction, only one citation should be used to the greatest extent possible given the limits of the electronic or paper citation provided by the North Carolina Administrative Office of the Courts.
4. The traffic offenses waiver list does not apply to littering charges under G.S. 14-399(c) or (c1), if the defendant is charged with a second offense under the subsection.
5. An offense may be waived under No. 45 on the traffic offenses waiver list if it does not otherwise appear on these lists and it is located in one of the following Articles or Parts of Articles in Chapter 20 of the North Carolina General Statutes: Article 2 (G.S. 20-5 through 20-37.02); Article 3, Part 9 (G.S. 20-115 through 20-137.5), Parts 10 and 10A (G.S. 20-138.1 through 20-171.2), and Part 11 (G.S. 20-172 through 20-175); and Article 3A (G.S. 20-183.2 through 20-183.8G).



Carrboro Police Department

2021 Q3 Equity Report and Traffic Stop Update

Background

- ▶ September 21, 2021 Council meeting - Q2 Equity Report
 - ▶ concerns about Regulatory and Equipment traffic stops
 - ▶ Costs associated with tickets (conviction only) - “Traffic Offenses for Which Court Appearance May Be Waived”
 - ▶ attached to packet \$5 and up + \$176 fee, if court costs attached
 - ▶ 60% of Blacks stopped and 50% of Whites stopped did not receive a ticket
 - ▶ Requested data from DA’s office on conviction/dismissal data for CPD

NC Task Force for Racial Equity in Criminal Justice

► Purpose

- “The Task Force’s work will focus on addressing existing policies and procedures that disproportionately affect communities of color and developing solutions to ensure racial equity in North Carolina’s criminal justice system.”

► Output

- Model Policy: Focusing Traffic Stops on Protecting Public Safety

Carrboro Police Department Policy Development

- ▶ NC Model Policy is the starting framework
- ▶ Policy Details
 - ▶ Purpose and Philosophy
 - ▶ *The purpose of this policy is to prioritize traffic stops for violations that impact safety and reduce regulatory and equipment stops. Research has shown that focusing traffic enforcement on hazardous moving violations is effective in reducing traffic-related deaths, injuries, and collisions. In addition, regulatory and equipment enforcement has been shown to impact community sub-groups differently, especially along racial and socio-economic lines.*
 - ▶ Operating Parameters
 - ▶ *An officer should normally take some action when he or she observes a motor vehicle violation that is hazardous to public safety.*
 - ▶ *Generally, an officer should not stop a violator for one or multiple instances of the following regulatory infractions*
 - ▶ *Policy lists regulatory/equipment violations specifically*
 - ▶ *Waiting on DA's office data/E Citation data to see what most common are for CPD*

Carrboro Police Department Policy Development

- ▶ Timeline for Review and Implementation
 - ▶ November 4th - out to supervisors for review
 - ▶ Shift Meetings
 - ▶ Want to have a conversation with officers, not just implement from on-high, so they understand the thinking and reasoning behind policy
 - ▶ Legal review - do this with all policies
 - ▶ December 15th - soft date for in-force policy

How do we Measure Success?

- ▶ Outcomes
 - ▶ Minimal regulatory and equipment stops
 - ▶ Traffic enforcement focused on driving behavior not car condition
 - ▶ Safety will still be a guiding goal so not 0 regulatory/equipment stops
 - ▶ i.e. no headlights, taillights, etc.
 - ▶ In theory, decreases in crashes, injuries, and deaths
 - ▶ In theory, decrease in Black traffic stop percentage and Black/White stop ratio

Unintended Consequences

- ▶ Too restrictive/ too lenient
 - ▶ Policy will be periodically reviewed
- ▶ Demotivation of officers
 - ▶ Addressed in internal policy development, review, and training
 - ▶ Officers welcome to comment and have discussions to understand purpose

Questions?