

# BOARD OF ALDERMEN

ITEM NO. D(5)

## AGENDA ITEM ABSTRACT

MEETING DATE: April 8, 2003

TITLE: Review of Scope of Downtown Circulation Study

DEPARTMENT: PLANNING	PUBLIC HEARING: YES ___ NO ___ X ___
ATTACHMENTS A. Resolution B. Scope of Services for Circulation Study C. Recommendations from "Downtown Carrboro: New Vision" Report D. Memorandum - Advisory Board Recommendations	FOR INFORMATION CONTACT: Dale McKeel – 918-7329

### PURPOSE

The *Downtown Carrboro: New Vision* report recommends that the Town undertake a circulation study to analyze the report recommendations. The Town of Carrboro has received funding for a circulation study. The purpose of this item is to (1) receive direction from the Board on the scope of services and specific items to be included in the downtown circulation study and (2) request that the Board of Aldermen discuss the appointment of a consultant selection committee. A resolution receiving the report is attached.

### INFORMATION

On November 19, 2002 the Board authorized staff to move forward with funding requests for a downtown Carrboro circulation study. Requests were made to the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (\$40,000) and the N.C. Department of Transportation (\$25,000). Both requests were approved, and \$65,000 is available. As noted on November 19, the use of these funds will require a \$10,000 match from the Town.

Town staff is preparing a request for proposals (RFP) for the downtown Carrboro circulation study. The RFP will include a proposed scope of services for the study (Attachment B), which defines the objectives, study area, and the primary tasks of the circulation study.

The Board of Aldermen is asked to review the recommendations from the "Downtown Carrboro: New Vision" report that are most closely related to transportation and circulation (Attachment C) and identify (1) any items that should not be included in the traffic circulation study and (2) those items that should be emphasized and given special priority in the traffic circulation study.

The scope of services was reviewed by the Transportation Advisory Board and Downtown Development Commission on April 3. A memorandum describing the recommendations of the Advisory Boards is attached (Attachment D).

Town staff also recommends that the Board discuss the appointment of a consultant selection committee for the study.

### **RECOMMENDATION**

The Administration recommends that the Board of Aldermen adopt the resolution (Attachment A) receiving this report and to provide direction to staff on the scope of services for a downtown circulation study and on a consultant selection committee for the study.