

# BOARD OF ALDERMEN

ITEM NO. E(3)

## AGENDA ITEM ABSTRACT

MEETING DATE: September 18, 2007

TITLE: **Creation of the Carrboro Comprehensive Bicycle Plan Steering Committee**

<b>DEPARTMENT: PLANNING</b>	<b>PUBLIC HEARING: YES ___ NO <u>X</u></b>
<b>ATTACHMENTS:</b> A. June 19 <sup>th</sup> resolution B. Resolution for consideration C. Application for membership/citizen representative	<b>FOR INFORMATION CONTACT:</b> Adena Messinger – 918-7329

### PURPOSE

On June 19<sup>th</sup> the Board of Aldermen authorized the execution of a municipal agreement with NCDOT for grant funds to complete a comprehensive bicycle plan. One of the requirements of the grant is to establish a steering committee that will guide the planning process. The Board is asked to appoint the advisory board and the Board of Aldermen representatives and, if available, other members to serve on the committee.

### INFORMATION

On May 4, 2007 the Town of Carrboro was notified that it was awarded a 2007 NCDOT Comprehensive Bicycle Planning Grant. Attachment A provides the resolution adopted by the Board of Aldermen on June 19, 2007, executing the municipal agreement with NCDOT for development of the bicycle plan. In order to receive a Notice to Proceed from NCDOT, the municipality must establish a Steering Committee.

The Steering Committee will be charged with guiding the planning process and as such will exist for the life of the project: 12 months from the Notice to Proceed. This committee will disband at the conclusion of the planning process. The proposed committee structure includes advisory board members; staff of the Town, NCDOT, and nearby locales; elected officials; and at-large Town participants for a total of 16 members. Each category of membership and suggested appointees that have been identified to date, are described below and have been included in the appointment resolution, Attachment B.

**Advisory Board representatives.** The advisory boards and representatives that have been identified are listed below.

<b>Advisory Board or Committee</b>	<b>Representative</b>
Environmental Advisory Board	Carly Apple
Transportation Advisory Board	Charlie Hileman
Recreation and Parks Commission	Eric Allman
Economic Sustainability Commission	Peter Lee

**Staff Department Representatives.** The Town departments and their representatives that have been identified are listed below.

Department	Representative
Parks and Recreation	Brendan Moore
Police	Paul Atherton
Public Works	David Poythress
Planning	Adena Messinger

**Board of Aldermen Representatives.** Attachment B does not include Board of Aldermen representatives as they have not yet been identified.

**Other Representatives on the Committee.** The guidelines from NCDOT recommend that the steering committee include representatives from a variety of community and regional interests. The additional representatives that are being sought or that have been identified include:

Affiliation	Representative
Chapel Hill- Carrboro City Schools	Not yet identified
OWASA	Nick Parker
DCHC MPO	Dale McKeel
Chapel Hill Planning	Not yet identified
UNC-Chapel Hill	Sharon Myers
NCDOT	John Vine-Hodge

The Town Manager sent a letter to the Director of OWASA, the CHCCS Superintendent and the Associate Vice Chancellor for Campus Services at UNC-CH informing them of the review committee and requesting representatives to be identified. The Planning Director sent letters to his counterparts at Chapel Hill and Orange County informing them of the review committee and requesting representatives to be identified. The names of selected representatives will be submitted for the Board's consideration as soon as they are available.

**Citizen Representatives.** Notices and an ad were posted of the opportunity to serve on the steering committee. At least two citizens from the Carrboro town limits, ETJ, and/or planning limits will be recommended for appointment. One application has been received (Attachment C). Others will be submitted for the Board's consideration as soon as they are available.

Affiliation	Representative
Citizen	Austin Brown
Citizen	Not yet identified

**FISCAL IMPACT**

No costs are anticipated that would be outside of the grant.

**STAFF IMPACT**

The Transportation Planner will be the committee liaison to the consultant and will be responsible for setting agendas, taking minutes, and communicating with committee members.

**RECOMMENDATION**

The town staff recommends that the Board of Aldermen adopt the attached resolution appointing advisory board representatives, Board of Aldermen representatives, and, if available, other community members to serve on the Bicycle Plan Steering Committee