



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Meeting
Monday, February 24, 2020**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, February 24, 2020, at 7:00 p.m. in the Training Room within Weaverville Fire Department at 3 Monticello Road, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Vice Mayor/Councilmember Doug Jackson and Councilmembers Dottie Sherrill, Jeffrey McKenna, and Andrew Nagle. Councilmember Patrick Fitzsimmons was a remote participant by audio access and provided comments but did not participate in any votes.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Finance Officer Tonya Dozier, Town Clerk Derek Huninghake, Town Planner James Eller, Fire Chief Ted Williams, Police Chief Ron Davis, Public Works Director Dale Pennell and Water Treatment Supervisor Trent Duncan.

1. Call to Order

Mayor Al Root called the meeting to order at 7:00 p.m.

2. Approval/Adjustments to the Agenda

Councilmember Nagle made a motion to approve the agenda as presented. Councilmember Sherrill seconded and all voted in favor of the motion.

3. Approval of Minutes

Councilmember Dottie Sherrill noted that the January 27, 2020 Town Council Meeting minutes show that Councilmember Fitzsimmons seconded the Consent Agenda, even though he was absent from the meeting. Mayor Root asked for those minutes to be taken off until that is corrected.

Vice Mayor Jackson made the motion to approve the minutes from the January 14, 2020 Town Council Workshop. Councilmember Sherrill seconded the motion and all voted in favor on the approval of the minutes.

4. General Public Comment

Darryl Fox, 28 Central Avenue, commented on the downtown parking issues and said that he has a commercial lot on Central Avenue that he has trouble accessing. He has had to contact the police department many times to get equipment and vehicles in and out of the lot. Mr. Fox also noted that people are parking all the way down to the stop sign, so vehicles like the Town garbage truck can't get by.

Alan Sheppard, 25 Alabama Avenue, commented that he will be discussing the same issue as Mr. Fox. He noted that if there is any consideration for parking on Alabama or Central Avenue, nobody from the Town has come by to speak with the homeowners. Mr. Sheppard has had to contact the police department three times in the last month, since someone keeps blocking the driveway of his rental property. Plus, the intersection gets blocked and drivers must go up into their yards to make the turn and the owners must continue fixing this issue since the Town doesn't.

Jackie Fox, 28 Central Avenue, commented on the parking issue on Central Avenue and noted that there were never any issues until about a year ago. She has had to call the police several times about vehicles blocking the intersection and impeding traffic, since you can't see if any vehicles are coming down the road. She knows that there is parking in Weaverville and doesn't know why they must drive on the opposite side of the road to get down the street. Also, Public Works can't pick up leaves or brush, since vehicles are always blocking it.

5. Consent Agenda

Councilmember Sherrill moved for the approval of the Consent Agenda. Councilmember McKenna seconded the motion and all voted unanimously to approve all action requested in the Consent Agenda.

- A. Monthly Tax Report & Order to Advertise Tax Liens** – *Adopted the Order to Advertise Tax Liens*
- B. Tax Releases & Refunds**– *Approved the tax release of business personal property of Weaverville Tribune at 113 North Main Street, valued at \$2,123, so that \$8.07 can be released from the 2019 levy, the tax release of personal property of Barbara Sexton at 14 Wildwood Avenue, valued at \$2,106, so that \$8.00 can be released from the 2019 levy, and the tax release of real property of Keith Einsmann at 108 Twin Courts Drive with PIN 9752-58-2538, valued at \$56,700, so that \$215.46 can be released from the 2019 levy and refunded.*
- C. Board of Adjustment Rules of Procedure** – *Consented to the Rules of Procedure adopted by the Board of Adjustment*
- D. Waterline Extension Project: Adoption of Resolution Approving Interim Financing & Bond Order** – *Adopted Resolution Approving Interim Construction Financing for the Waterline Extension Project and Bond Order Authorizing Water Revenue Bonds, Including an Initial Revenue Bond Issue in the Maximum Amount of \$2,800,000, to Help Finance the Waterline Extension Project*
- E. Set Public Hearing on Code Amendments for Mixed Use Development for March 23, 2020 at 6:45 pm** – *Scheduled Public Hearing on Code Amendments for Mixed Use Development for Monday, March 23, 2020 at 6:45pm*

6. Town Manager's Report

Town Manager Coffey presented her Manager's report to Council including 1) that the Citizens Academy has added 3 more residents, so the total is up to 23. The Citizen Academy on Planning/ Zoning by Town Planner James Eller was originally scheduled for February 20, 2020, but was cancelled due to the weather. It has been rescheduled for March 12, 2020 at the Town Hall at 6pm; 2) Town Council's next workshop is on March 10, 2020 and it is a joint meeting with the Planning and Zoning Board; and 3) the Town is working on the American with Disabilities Act (ADA) evaluation and transition plan that Town Council approved funds for during the Fiscal Year's budget. This plan is required for state and local governments for accessibility purposes and identifies any deficiencies in Town programs or facilities.

7. Discussion and Action Items

A. Consensus Complete Count Presentation

Chuck McGill, Partnership Specialist to U.S. Census Bureau, gave a presentation on the upcoming 2020 Census. (Power point attached) Mr. McGill expressed that the main goal is to get every individual counted before July 31. The more individuals accounted for leads to more funding distributed to state and local governments and more political representation.

B. Reems Creek Greenway Plan Development Update

Doug Dearth updated Town Council on the Reems Creek Greenway Plan Development. He noted that two weeks ago as part of the Oversight Committee, he and Town Manager Coffey and others went through all the vendor submissions and made a selection. Mr. Dearth is not allowed to inform them on their selection yet, since it has to go to NCDOT for approval. They should hear back from them very shortly and, at that point, the Oversight Committee will get together with the selectee and finalize the statement of work and sort out the cost estimates.

Mayor Root thanked Mr. Dearth for his hard work on this volunteer project and noted that the Town is very thankful.

C. Action on Code Amendment – Technical Review Committee

Town Planner James Eller noted that Town Council is being asked to consider a stated goal of the Town Comprehensive Land Use Plan of creating a staff-led Technical Review Committee to review minor and major subdivisions as well as certain zoning applications. This staff led Technical Review Committee would consist of himself, Public Works Director Dale Pennell, and a combination of Fire Marshall Kile Davis and Fire Chief Ted Williams.

Town Attorney Jennifer Jackson commented that this is ready for action by Town Council, but recommended that Council hold off on taking action, since there are several text amendments that relate to the land development ordinances that this amendment affects. Town Council could adopt this in three separate ordinances, or to be more efficient by just one ordinance update. If Town Council wants to hold off the public hearing has already taken place and is ready for a vote on it, so they can roll it into a package with the other amendments.

Consensus was given by Town Council to package all amendments together and bring back before them for approval.

D. Initial Consideration – Conditional Zoning District for 20/30 Garrison Branch Road

Town Planner James Eller mentioned that staff is in possession of a conditional zoning district application for further development of properties commonly known as 20 and 30 Garrison Branch Road at the intersection of US 25/70 and Monticello Road. The plan calls for three multi-tenant buildings consisting of approximately 70,000sq/ft. with a combination use of office, retail, and mini-warehousing. This is before Town Council, since it is more than 25,000sq/ft. and any multi-tenant development of this size is approvable by conditional zoning district.

Mayor Root wondered procedurally, if they are seeking Town Council's opinion, and unless they completely say no, it would go in front of the Planning and Zoning Board for further review to work on the proposal and come back to Town Council for a vote. Town Planner Eller agreed with Mayor Root that they are seeking Council's initial opinions, so that the Planning and Zoning Board can take them into consideration before they offer their recommendation on this project as it relates to the Comprehensive Land Use plan.

Warren Suggs, Civil Design Concepts, commented that the property currently has C-2 zoning with around five acres and they are seeking three multi-tenant buildings with a combination use of office, retail and mini-warehousing. They believe this is a great site for this mix of uses (office, retail and mini-warehouses), since there are a number of different apartments and commercial buildings surrounding it.

Councilmember Dottie Sherrill wondered if mini-warehousing meant it was going to be a storage facility for the public. Mr. Suggs replied that the intention is to have a storage facility that the public can rent with an office included. It is intended to have an architectural look very similar to the other buildings. Vice Mayor Jackson wondered if there were any concerns regarding traffic, since it is a three story building warehouse with the surrounding apartments. Mr. Suggs noted that typically mini-storage facilities have a pretty low parking count associated with them, but it would be up to NCDOT since they have driveway access permitted through them. Town Manager Selena Coffey read comments provided by Councilmember Fitzsimmons via text message that he believes this multi-tenant development in C-2 should be allowed. Even though this kind of development contributes to suburban sprawl and is undesirable, it does meet the standards under the table of uses. Councilmember McKenna mentioned that in general this keeps up with what Council has laid out in their strategic plan and it's potentially servicing customers that live around there. He likes that the storage facility would be blending in with the other buildings. Vice Mayor Jackson asked if this takes into account what Council decides on affecting future phases in the area. Town Planner Eller noted that it is his understanding that the conditional zoning district does include the entire area before Council, but the way they have dealt with this situation before is any use allowable in the underlying zoning district for future parcels.

Councilmember Nagle commented that it fits in with everything surrounding it and it is a vast improvement to what is already there.

E. Downtown Parking Recommendations

Town Manager Selena Coffey noted that at Town Council's Regular meeting in December, Town Council asked staff to bring forward a proposal for addressing parking issues in downtown Weaverville. Since this meeting, staff has worked to develop documents that discuss the existing conditions of downtown parking, recommendations and suggestions, and steps needed for implementation of this policy for Town Council's review and approval (Attached).

Vice Mayor Jackson commented about Sec. 28-303 item 5 that discusses a railroads should be eliminated, since the Town does not have any railroads anymore. He also noted that it does address the issue of parking closer than 30 feet to a stop sign that was discussed by citizens during public comment. Mayor Root mentioned that we have to get very serious about enforcement for parking down Central Avenue to get more employees to park at the churches. Councilmember McKenna mentioned that after meeting with downtown Weaverville business owners about six months ago the issue on the top of their list was parking, so their employees will have to be parking at the church and walk down the street. Councilmember Nagle commented that he sees this as a Weaverville Business Association problem, since it deals mainly with their employees, so he doesn't believe that the Town should be spending tax funds on this issue. Also, if the Town is going to start ticketing than the funds should be donated to charity and not the Police Department budget. Mayor Root noted that as a resident it is hard for him to come downtown in the middle of the day and find parking, so this affects residents as well. Town Manager Coffey read comments provided by Councilmember Fitzsimmons via text message that he believes the parking plan should be adopted, he prefers the standard two hour parking enforcement and agrees with the idea of giving the parking ticket funds to the parks.

Town Attorney Jennifer Jackson commented that traffic and parking are dealt with in Chapter 28 of the Code of Ordinances, which is from 1974 so that is why they recommended a repeal and replacement of it. She reviewed the provisions and mentioned that it importantly has concurrent jurisdiction noted, so nothing will take away from the police department from enforcing the state criminal laws as well with the NCDOT. They have included an enforcement of penalties section that has been mostly applied to Chapter 1 in General Enforcement and have listed out that the traffic penalties will be set out in the fee schedule. They listed that the revenues from the violations would go to defray the cost of enforcing and administering this, which could be changed to go somewhere else if Council prefers. As far as decriminalization is concerned, the Town has the authority to make any violation a misdemeanor so there is an ability to criminalize all of this. She recommends against that due to lack of cooperation from the court system and the complication that arises due to criminal fines being distributed to the school system. They have listed ADA responsibilities as well, so that if customers are having an accessibility issue they know who to reach out too. Article III contains the parking regulations.

Councilmember Nagle asked what would happen if vehicles are parking at his driveway and they aren't able to access it. Police Chief Davis commented that they try to warn the vehicle owner if they can find them, if not then they will ticket and tow them. Town Manager Coffey noted that a key part of this recommendation is that Council would be adopting a fee schedule, since we don't have that in the Code at this time.

Concerning marked and timed parking spaces Town Council is being asked to give authority to the Town Manager to handle which spaces should be marked and designated as 2 hour or 3 hour spaces. They are proposing the time restrictions being in place from 8:00am to 6:00pm except on weekends and holidays. It also gives the Town Manager the authority to authorize temporary suspension of parking time limits for big events. She doesn't expect Council to necessarily vote on this today, but wanted to get feedback so that the Town Manager has time to get notice out to the public about enforcement starting on April 1.

Mayor Root commented that Council could tease out whether or not the fines go into the Town funds for enforcement or to a charity or the parks. Also to discuss the idea of 3 hour parking in the municipal lot instead of 2 hours parking to give input to the Town Manager. Councilmember McKenna noted that he likes that idea of giving the funds to parks, so the public doesn't believe it is a revenue source. Vice Mayor Jackson agreed with the funds going to parks or the greenways. Councilmember Sherrill agreed with the funds going to parks as well and believes that three hourly parking gives plenty of time for eating and shopping. Councilmember Nagle mentioned that he believes that they

should add Saturday to days that violations can be enforced. Councilmember McKenna wondered if bicycles and skateboards can operate on sidewalks downtown or if they have to be in the streets. He thinks it could be causing an issue to arise for someone being hurt, since there aren't any bike lanes. Town Attorney Jackson commented that they believe there was enough traffic on Main Street, so in order to protect the pedestrians downtown the bicycles be walked on sidewalks or rode in the streets. She also noted that this restrictions was brought forward from the current regulations. Mayor Root asked if Council would like to move adopt the plan presented by the Town Manager going forward, which would include the fee schedule.

Public Comment

Catherine Cordell, 13 Hamburg Drive, mentioned that when she worked in Palo Alto, CA, they used to have to park on the streets and every two hours their tires would be marked, so they would have to move their vehicles to another spot every two hours in order to not be in violation. She wonders if they will be able to continue to move their vehicles to another spot or if they would be in violation. Town Manager Coffey mentioned that they have discussed enforcements and will likely have the tag number to determine if someone is moving their vehicles to avoid these violations. Town Attorney Jackson mentioned that the ordinance does address that the changing of the position of a vehicle from one parking space to another on the same block or the same parking lot shall be deemed one continuous parking period and doesn't defeat this action.

Walt Thompson, 5 Birkdale Drive, mentioned that he managed public lands for many years and he disagrees with the funding proposal because generally in these kinds of endeavors, personnel is about 60% to 70% of the budget. So if you are spending a lot of personnel time on this traffic management it can be quite significant. He would suggest covering the costs first and then if there is any surplus of funds give it to parks or charity. He gets concerned when requirements are given to agencies of government and no funding is being compensated and it has to come out of the general fund revenue.

Mayor Root suggests that with this being an ordinance we get language on the issue of giving money to parks or charity and also provide them further specific information on costs they are looking at. Councilmember Nagle commented that if we need another police officer to do this then we can just budget for it.

Councilmember Sherrill made a motion to adopt the presented plan moving forward including the fee schedule. Vice Mayor Jackson seconded the motion. The motion passed by a majority vote of Council. Motion carries 3-1. Councilmember Nagle voted nay.

F. Budget Amendment: Public Works

Town Manager Coffey reminded Town Council that in 2018, there was a consensus among them to allow Public Works to use some proceeds from the sale of the old bus garage to replace storage that they lost in the sale. During that time, the Public Works Director prepared an estimate to build another storage unit, which was estimated around \$784,000. New Public Works Director Dale Pennell has developed a new plan with Town Manager Coffey that encloses two of the existing storage bays allowing for the wormy chestnut boards to be moved from the rented storage unit, which saves \$120 per month as well. This new plan uses the existing floor of the former quarry and is estimated at \$98,100. Town Manager Coffey will look into the incentive program for the Public Works employees, but doesn't believe it applies to department heads. Town Manager Coffey recommends a budget amendment in this amount in order to fund the project from the General Fund Balance.

Vice Mayor Jackson made a motion to adopt the budget amendment. Councilmember Sherrill seconded the motion. The motion passed by a majority vote of Council. Motion carries 4-0

G. Request for Public Street Commitment – Lillie Farm Cove Streets

Public Works Director Dale Pennell commented that Mountain Housing Opportunities (MHO), the developer of the 46-lot affordable housing subdivision known as Lillie Farm Cove has requested that the following streets be accepted into the Town's public street system: Declan Drive, Yarrow Meadow Road, Lillie Farm Lane, and the paved portion

of Critter Trail from North Main Street to Lille Farm Lane. As part of the project the developer has constructed its streets to the Town's street standards. Public Works Director Pennell verified that, in 2017, the street construction was observed by the Town's Public Works staff during the critical construction phases and recommends that they be accepted into the public street system. Staff also recommends a few conditions that would be appropriate to include in the public street commitment letter if Town Council decides to accept these streets.

Councilmember Nagle wondered if anybody on staff in 2017 promised MHO that the Town would take in the streets. Public Works Director Dale Pennell noted that he wasn't sure if anyone from Public Works did, but Town Planner Eller might be able to give more input on the discussions during the approval process. Town Planner James Eller noted that he wouldn't suggest that there were not any promises made, however it was common knowledge that MHO did intend for these streets to become public. Town Attorney Jackson commented that she isn't aware where Town Council has made a commitment to bring these into Town as public streets. Councilmember Nagle mentioned that even though it was known they wanted the streets to be public, state law hasn't changed, and Town Council still must vote on it.

Mayor Root commented that the important distinction to remember is that these streets were inspected while they were being constructed, instead of developments coming to us now and we must come up with a testing regimen. Councilmember McKenna noted that they are initiating what Town Council agreed to do last month for streets to be taken over by the Town.

Joe Quinlan, MHO Home Ownership Manager, commented that when the plans were submitted for Lillie Farm Cove, they made it clear that every road proposed a public right of way. Also, when MHO discussed street lighting, Council required that it not be public, the HOA pay for it and that they move the street lighting out of public right of way. So, the whole discussion was to make the roads public and that is why they built them to the Town standards. He doesn't know if this constitutes a promise or not, but both parties knew that the plan was to make the roads public.

Town Manager Coffey read comments provided by Councilmember Fitzsimmons via text message that he supports action to make the MHO roads public and is thankful for them being transparent from the beginning.

PUBLIC COMMENT:

Thomas Veasey, 69 Lakeshore Drive, commented that he remembers this whole conversation going before Town Council and he feels that the impression he got from them was that the roads would be public. The only concern he had at that time was the streets weren't wide enough for street parking and to allow a fire truck to get by. He hopes going forward that there be more no parking signs put up and that the streets be wide enough to allow a fire truck by street parking.

Vice Mayor Jackson made a motion to approve a public street commitment for Declan Drive, Yarrow Meadow Road, Lillie Farm Lane, and the portion of Critter Trail from North Main Street to Lillie Farm Lane, subject to the conditions as stated in the attached staff recommendation and commitment letter. Councilmember McKenna seconded the motion. The motion passed by a majority vote of Council. Motion carries 4-0

H. Quarterly Report: Police Department

Police Chief Ron Davis presented the Weaverville Police Department Quarterly Report for November 2019 – January 2020. Chief Davis noted that there were 3,104 calls for service last quarter, which is an increase of 11% from the same quarter last year, 60 arrests, which is a decrease of 11.7% from same quarter last year, and 60 vehicle collisions with 6 injuries, which is an increase of 9% from same quarter last year. He also noted that the police departments response times have decreased, which he believes is due to the department being fully staffed.

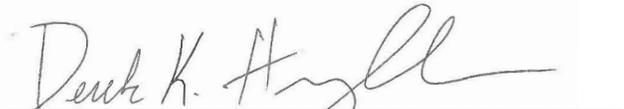
I. Quarterly Report: Fire Department

Fire Chief Ted Williams presented the Weaverville Fire Departments Quarterly Report for November 2019 – January 2020. There were 469 calls this quarter with an average response time for all calls at 6:28 minutes, the increase is due

to a large number of overlapping calls and calls outside the jurisdiction, 11 child passenger safety seats were installed, 83 commercial business inspections, and 5 fire prevention and education classes were conducted.

8. Adjournment

Councilmember Sherrill made the motion to adjourn; Councilmember McKenna seconded and all voted to adjourn the Council's meeting at 9:20 p.m.



Derek K. Huninghake, Town Clerk

APPROVED

2020 CENSUS
YOUR COMMUNITIES COUNT!



Atlanta Regional Office
Managing Census Operations in
AL, FL, GA, IA, MS, NC, SC

United States Census 2020
U.S. Department of Commerce
Economic and Statistics Administration
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***The goal of Census 2020 is to
count everyone once,
only once and in the right
place.***

EVERYONE COUNTS!

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2

Impact to Your Community

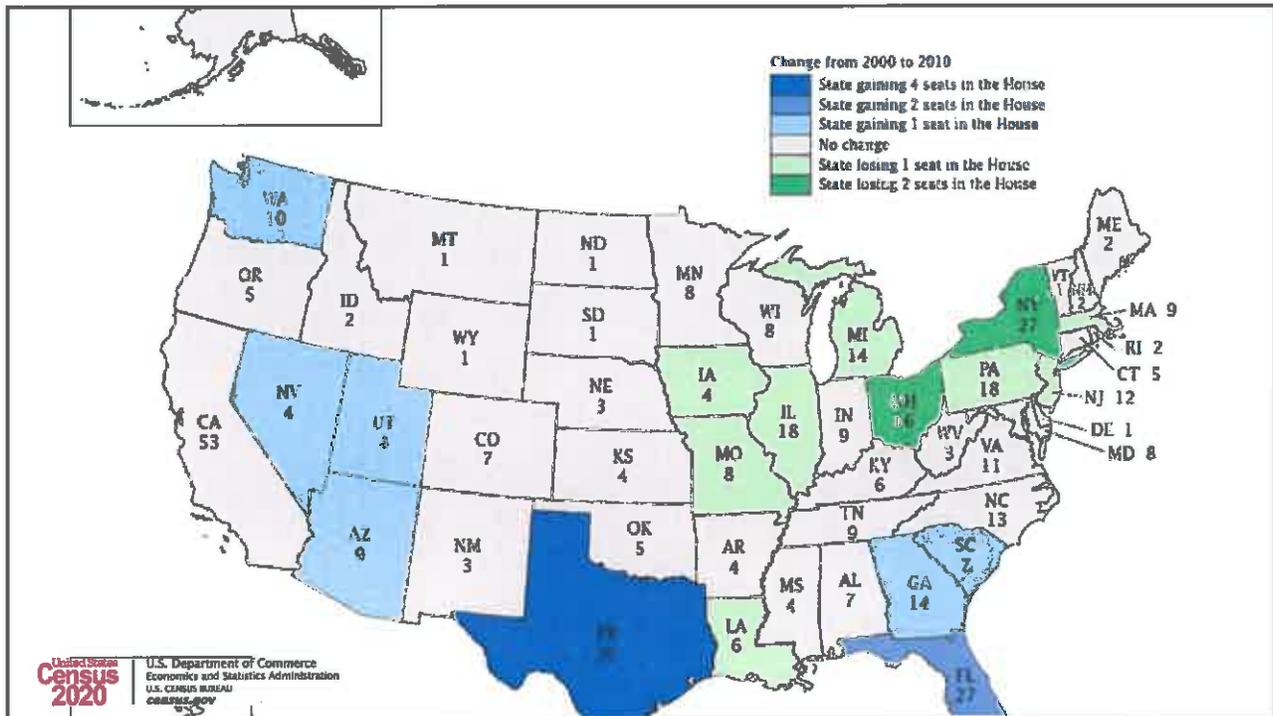
Why We Ask You to Allocate Resources to the 2020 Census

- Political Representation
 - Census is constitutionally mandated for re-apportionment of Congress
 - Census results are used for Redistricting at national, state, and local levels.
- Money/Economic Impact
 - Over \$675 Billion/year is distributed to state and local governments using Census numbers (Over \$4 Trillion over the decade).

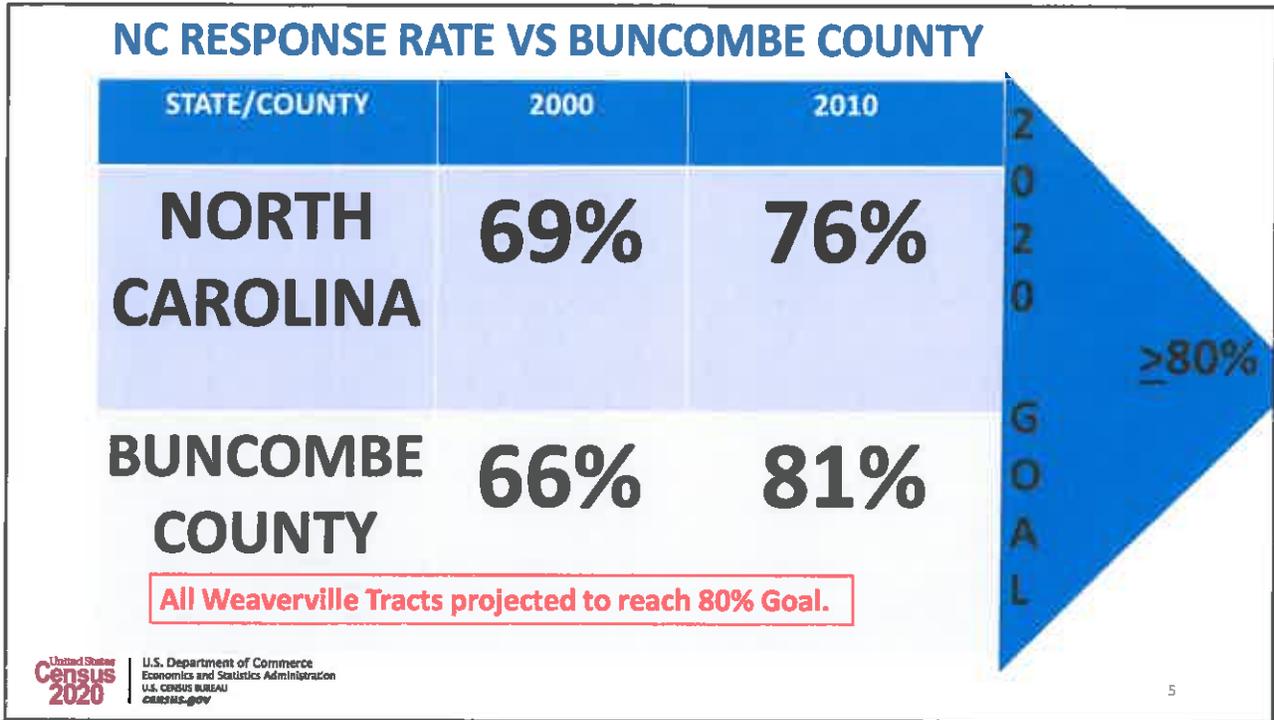
Anything that uses Federal dollars like Schools, Health care, roads, and many other federally funded programs.

United States Census 2020 U.S. Department of Commerce Economics and Statistics Administration U.S. CENSUS BUREAU census.gov

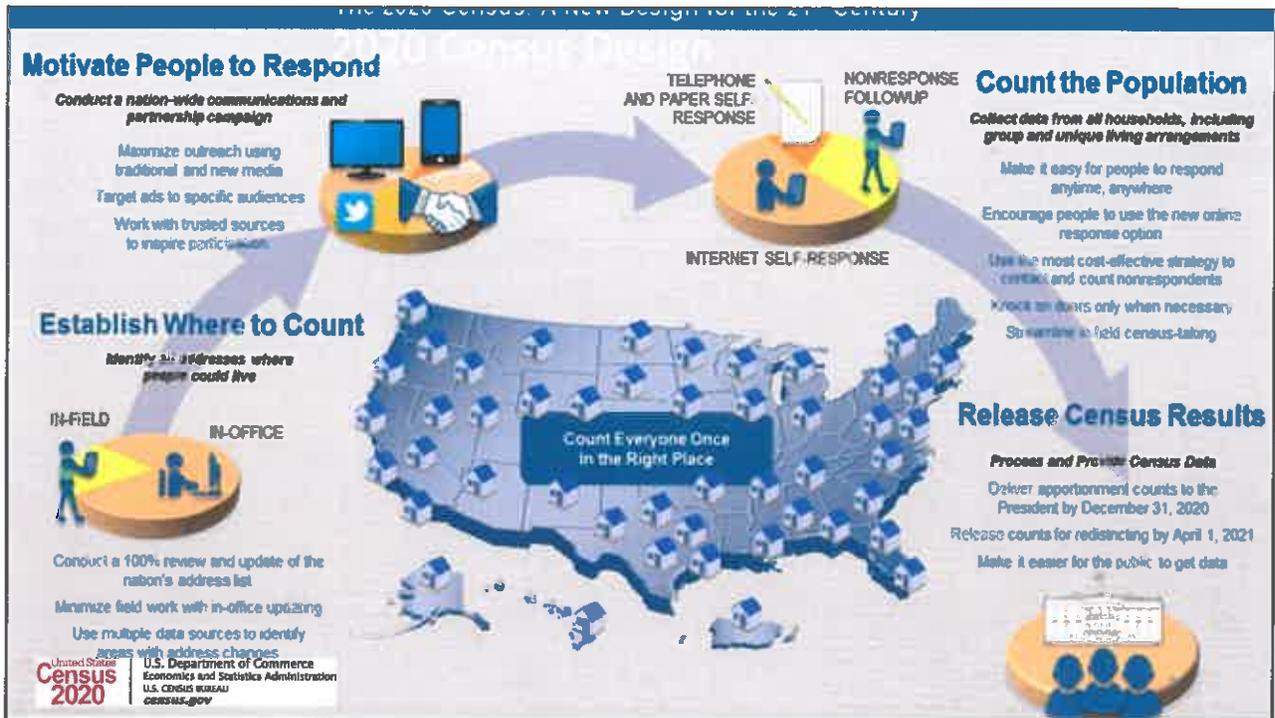
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6

Privacy and Confidentiality

- Under Title 13, U.S. Code, all Census Bureau employees swear a lifetime oath to protect respondent data. It is a felony for any Census Bureau employee to disclose any confidential census information during or after employment, and the penalty for wrongful disclosure is up to 5 years imprisonment and/or a fine of \$250,000.
- We protect information by taking precautions in how we collect, analyze and disseminate information. The Census Bureau has strong program to protect information as they collect, process and store it in secure IT systems.
- The Census Bureau encrypts information, limits access, and actively monitors systems to make sure information stays secure.



United States
Census
2020

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Privacy and Confidentiality

It is important
to note that
the Census
Bureau:

never asks for your full Social Security number;

never asks for money or a donation;

never sends requests on behalf of a political party;

never requests PIN codes, passwords or similar access information for credit cards, banks or other financial accounts.

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2020

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2020 Census New Initiatives

- Allowing people to respond anytime, anywhere, via **phone or internet**. Tests have shown internet self-response is the most cost effective and accurate way. Those that request a form can complete the Census using the form.
- The Census Bureau is eliminating paper and incorporating the use of handheld data collection devices.



The goal of the 2020 Census is to count everyone once, only once and in the right place.



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Self Response



Panel	Cohort	Mailing 1 Letter (Internet First) or Letter + Questionnaire (Internet Choice)
Internet First	1	March 12, 2020
	2	March 13, 2020
	3	March 19, 2020
	4	March 20, 2020
Internet Choice	N/A	March 13, 2020

March 12 = Start checking your mailbox for invitation!!



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Dear Resident

This is your invitation to respond to the 2020 Census. We need your help to count everyone in the United States by providing basic information about all adults, children, and babies living or staying at this address.

Benefits from the 2020 Census will be used to:

- Direct billions of dollars in federal funds to local communities for schools, roads, and other public services.
- Help your community prepare to meet transportation and emergency readiness needs.
- Determine the number of seats each state has in the U.S. House of Representatives and your political representation at all levels of government.

Respond by April 1 at [url removed]	Your Census ID is: [Census ID removed]
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The Census Bureau is using the Internet to securely collect your information. Responding online helps us conserve natural resources, save taxpayer money, and process data more efficiently. If you are unable to complete your 2020 Census questionnaire online, we will send you a paper questionnaire in a few weeks for you to complete and mail back.

The census is so important that your response is required by law, and your answers are kept completely confidential. If you do not respond, we will need to send a Census Bureau interviewer to your home to collect your answers in person. If you need help completing your 2020 Census questionnaire, please call toll-free [phone number removed].

Thank you for your prompt response.

Sincerely,

Steven D. Dillingham
Director

Enclosure

Mensaje importante: Para completar su cuestionario del Censo del 2020 visite [url removed] o llame gratis al [phone number removed].

People can still respond without their invitation. Easiest and cheapest way is to go online.



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Target Populations

- Children 5yrs and under
- Veterans
- People with disabilities
- Homeless
- People living in rural America
- Low income and underserved
- Senior citizens
- Migrant farm workers
- Foreign Born - Immigrants
- Persons with limited English proficiency
- Renters





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North Carolina 2020 Complete Count Commission

- Created by Governor Roy Cooper, who appointed Secretary of the NC Department of Administration, Machel Sanders to be the chairperson
- Comprised of citizens, elected officials, and business leaders across all racial, ethnic and social spectrums



- They meet on a monthly basis
- Tasked with increasing participation in the Census statewide
- The main goal is to coordinate resources and advocate efforts to accurately count those who have been historically undercounted



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Local Government CCC's

Local government CCC's should include members with experience in the following areas:

- Government
- Education
- Media
- Minority Organizations
- Community organizations
- Workforce developments
- Faith-based institutions
- Businesses



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14

Count yourself in the right place.

In general, you should count yourself where you live and sleep most of the time. But pay special attention if you are:



Completing Your Household's Form
When responding, count any children, including newborns, who usually live and sleep at your home—even if they're not your own. If they split time evenly between two households, count them where they are on April 1, 2020."



A Recent Mover
Count yourself at your new address if you moved in by April 1, 2020.



A Renter
Count yourself where you live. Even though you don't own the home, you need to participate. Don't forget your family and roommates.



A College Student
If you don't live in a dorm, count yourself at your off-campus address—even if you go to your parents' home for school breaks. This includes international students.



A Service Member
If you don't live in military barracks—and you aren't deployed or stationed outside the United States—count yourself where you live and sleep most of the time, whether on or off base.



A Resident of a Group Facility
For people in the following living situations on April 1, 2020, Census Bureau employees will work with a representative from your building to ensure you are counted. They may or may not ask you to complete an individual census form.

- College dorms
- Military barracks
- Nursing homes
- Group homes
- Shelters
- Psychiatric facilities
- Correctional facilities

For more details, visit [2020CENSUS.GOV](https://2020census.gov).



2020census.gov/jobs

1-855-JOB-2020

(1-855-562-2020)

Federal Relay Service: (800) 877-8339 TTY / ASCII

www.gsa.gov/fedrelay

The Federal Relay Service (FedRelay) provides telecommunications services to allow individuals who are deaf, hard of hearing, and/or have speech disabilities to conduct official business with and within the federal government.

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Final Notes

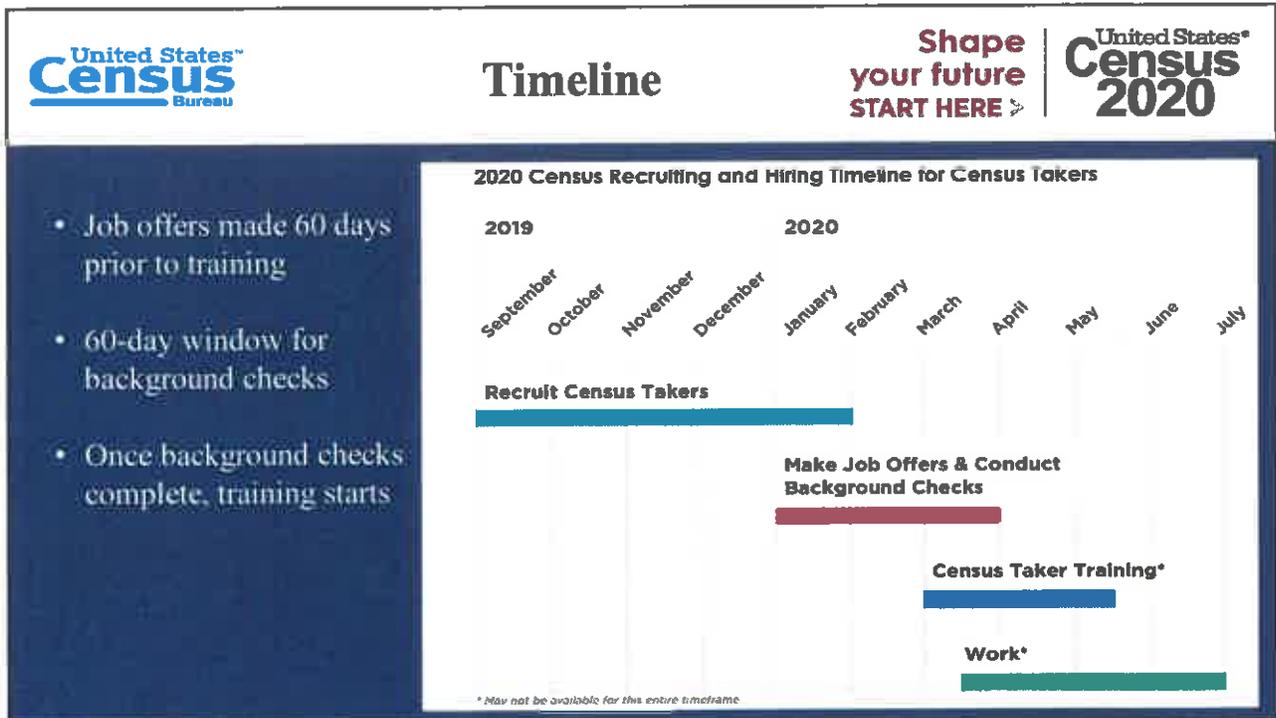
- Statistics-in-Schools Week: Mar 2-6
 - **Take-home letter for all students.** <https://census.gov/programs-surveys/sis/2020census/get-involved/take-home-flyer.html>
 - **Lessons/activities** available at <https://www.census.gov/programs-surveys/sis.html>
 - **Host an event** at your school.
- Mobile Questionnaire Assistance Centers (MQAC)
 - Hosted by Partner (That's you) or the Census Bureau
 - Available to help people complete Census on the spot.
- Fraud Hotline: **1-800-932-8282**
 - Enumerators: Census ID, Census Bag, iPad, Vehicle Placard
- **Live Reporting** starts March 24th!

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- Be at least 18 years old
- Have a valid Social Security number
- Be a U.S. citizen
- Have a valid email address
- Complete an application and answer assessment questions
- Registered with the Selective Service System or have a qualifying exemption
- Pass a criminal background check and a review of criminal records
- Commit to completing training
- Be available to work flexible hours

Buncombe County = \$17.00 per hour

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Contact Information

Atlanta Partnership Staff – Field Division – North Carolina
atlanta.rcc.partnership@census.gov

Atlanta Geography 470-889-6550
atlanta.geography@census.gov



Chuck Megown, Partnership Specialist – 678-733-2862
Charles.f.megown@2020census.gov



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