



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

**Town of Carrboro
Meeting Minutes
Town Council**

June 20, 2023

7:00 PM

Council Chambers - Room 110

Present: Mayor Damon Seils, Council Member Eliazar Posada, Council Member Sammy Slade, Council Member Susan Romaine, Council Member Danny Nowell, Council Member Barbara Foushee

Absent: Council Member Randee Haven-O'Donnell

Also Present: Richard White, Town Manager; Wesley Barker, Town Clerk; Nick Herman, Town Attorney

CALL TO ORDER

A motion was made by Council Member Foushee, seconded by Council Member Posada to excuse Council Member Haven-O'Donnell from the meeting.

The motion was carried unanimously.

POETRY READING

Poet Khailsa Rae read her poems "Epilogue for Banned Books" and "Buzzwords and Banned Books."

PUBLIC COMMENT

Margaret Weiner asked the Town Council to not rush the Bolin Creek Greenway process. Spoke on Town website. Where and how does Town post public notices?? When will the public engagement process for Bolin Creek begin? Proposed town hold a series of forums.

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APPROVAL OF OCTOBER 11, 2022 MINUTES

A motion was made by Council Member Foushee, seconded by Council Member Slade to approve the October 11, 2022 minutes.

The motion was carried unanimously.

319 PROJECT GRANT ORDINANCE AMENDMENT

The purpose of this agenda item is to amend the grant ordinance to approve the expenditure of up to \$15k of funds from the Stormwater Utility Enterprise Fund for construction for the 319 grant project.

A motion was made by Council Member Foushee, seconded by Council Member Slade that the following resolution be approved:

RESOLUTION AMENDING THE 319 GRANT PROJECT ORDINANCE

WHEREAS, a Grant Project Ordinance was approved by the Town Council on January 18, 2022; and

WHEREAS, project work has subsequently proceeded as outlined in the Ordinance and grant application and award; and

WHEREAS, a construction bid was advertised on May 7, 2023 and three construction bids were opened on June 1, 2023; and,

WHEREAS, the lowest responsible bidder provided a bid of \$142,983 which is \$8,983 over the project’s current budget for construction; and,

WHEREAS, staff recommends that adding funds from the Stormwater Enterprise Fund be approved by the Town Council to cover the budget deficit and allow construction to proceed and the project to be successfully completed.

NOW, THEREFORE PURSUANT TO N.C.G.S 159-13.2, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO THAT:

1. The Town Council approves the addition of \$15,000 of funds from the Stormwater Utility Enterprise Fund to supplement the \$168,000 of revenue from other sources previously approved on January 18, 2022, resulting in a total of \$183,000 of project revenue funds.
2. The funds approved on January 18, 2022 and shown in Section 1 above shall be available for expenditure until completion of the project.

90
91 3. All other provisions of the January 18, 2022 ordinance shall remain in effect.

92
93 4. The Finance Officer is authorized to make the necessary and appropriate transfer of funds
94 identified in Section 1 above.

95
96 5. Upon adoption, the Town Clerk shall file a copy of this ordinance with the Finance Director
97 within five (5) days of adoption.

98
99 6. This project ordinance amendment is effective immediately.

100
101 The foregoing ordinance having been submitted to a vote received the following vote and was
102 duly adopted this 20th day of June, 2023.

103
104 **The motion was carried unanimously.**

105
106 **Excused:** Council Member Randee Haven-O'Donnell

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109 *****

110
111 **APPROVE AMENDING THE HOME INVESTMENT PARTNERSHIP AMERICAN**
112 **RESCUE PLAN ALLOCATION PLAN**

113
114 The purpose of this agenda item is to request that the Town Council approve a proposed
115 amendment to the HOME Investment Partnership American Rescue Plan (ARP) Allocation Plan
116 approved by Council on February 21, 2023. HUD requires one modification to the HOME-ARP
117 Allocation Plan for approval. This amendment is designed to bring the approved plan in
118 alignment with HUD requirements.

119
120 **A motion was made by Council Member Foushee, seconded by Council Member Slade**
121 **that the following resolution be approved:**

122
123 **A RESOLUTION APPROVING AN AMENDMENT TO THE HOME INVESTMENT**
124 **PARTNERSHIP AMERICAN RESCUE PLAN ALLOCATION PLAN**

125
126 **WHEREAS**, on May 4, 2021, the Carrboro Town Council approved a 2021-2022 HOME
127 Investment Partnership Program Annual Plan to be carried out by the members of the Orange
128 County HOME Consortium; and

129
130 **WHEREAS**, in September 2021 the U.S. Department of Housing and Urban Development
131 (HUD) notified the Consortium of an additional one-time award of HOME Investment
132 Partnership American Rescue Plan Program (HOME-ARP) funding in the amount of \$1,371,401
133 to reduce homelessness and increase housing stability; and

135 **WHEREAS**, HUD requires a HOME-ARP Allocation Plan be submitted for the funding as an
136 amendment to the 2021-2022 HOME Investment Partnership Program Annual Plan; and
137

138 **WHEREAS**, Orange County submitted a HOME-ARP Allocation Plan that was rejected and
139 must be changed; and
140

141 **WHEREAS**, the Orange County HOME Consortium recommends removing the preference for
142 serving households experiencing homelessness and the Coordinated Entry prioritization for
143 projects.
144

145 **NOW, THEREFORE, BE IT RESOLVED** by the Council of the Town of Carrboro that the
146 Council approves the Consortium recommended amendment to the plan to remove Coordinated
147 Entry.
148

149 **BE IT FURTHER RESOLVED** that the Council authorizes this amended plan to be
150 incorporated into the Annual Update to the 2020-2024 Consolidated Plan, for submission to the
151 U.S. Department of Housing and Urban Development.
152

153 This the 20th day of June, 2023.
154

155 **The motion was carried unanimously.**
156

157 **Excused:** Council Member Randee Haven-O'Donnell
158

159 *****
160

161 **AN ORDINANCE AMENDING CHAPTER 4 OF THE CARRBORO TOWN CODE**
162 **RELATED TO EMPLOYEE BENEFITS**
163

164 The purpose of this agenda item is to request that the Town Council amend the personnel policy
165 to reflect proposed benefit changes for Town employees.
166

167 **A motion was made by Council Member Foushee, seconded by Council Member Slade that**
168 **the following ordinance be approved:**
169

170 AN ORDINANCE AMENDING CHAPTER 4 OF THE CARRBORO TOWN CODE
171

172 Ordinance No. 14 / FY 2022-23
173

174 **THE COUNCIL OF THE TOWN OF CARRBORO ORDAINS:**
175

176 Section 1: The articles and sections of Chapter 4 of the Carrboro Town Code listed below are
177 hereby amended as follows:

178 ARTICLE I – GENERAL PROVISIONS

179 Section 4-8 Definitions

180 ARTICLE VI – EMPLOYEE BENEFITS

181 Section 4-39 Group Health and Hospitalization Insurance

182 ARTICLE VII – HOLIDAYS AND LEAVES OF ABSENCE
 183 Section 4-54 Annual Leave: Use by Probationary Employees
 184 Section 4-62 Sick Leave: Accrual Rate, Accumulation, and Manner of Taking
 185 Section 4-73 Personal Time Off
 186 Section 4-78 Paid Parental Leave

187
 188 **ARTICLE I – GENERAL PROVISIONS**
 189 **PURPOSE, COVERAGE, AND DEFINITIONS**

190
 191 **Section 4-8 Definitions**

192 *Immediate family:* Father, mother, spouse, domestic partner, son, daughter, brother, sister,
 193 grandmother, grandfather, grandchild, mother-in-law, father-in-law, daughter-in-law, son-in-law,
 194 grandmother-in-law, grandfather-in-law, half-sister, half-brother, stepmother, stepfather, stepson,
 195 stepdaughter, stepsister, stepbrother, any other relative who is or was a guardian of the employee,
 196 or any other relative of whom the employee is or was a guardian. This definition does not apply
 197 to benefits such as health insurance or retirement, unless otherwise provided.

198
 199 **ARTICLE VI – EMPLOYEE BENEFITS**

200
 201 **Section 4-39 Group Health Insurance (Amended July 2023)**

202 As part of the Town’s benefit package offered to permanent employees and in compliance with
 203 the Affordable Care Act, the Town offers group health insurance coverage to permanent
 204 employees who regularly work thirty (30) hours or more per week.

205
 206 In addition, the Town elects to extend health insurance benefits to eligible retirees who meet
 207 both of the first two requirements below and, if applicable, remain compliant with the third
 208 requirement:

- 209 1. Have at least ten (10) years of continuous service* with the Town of Carrboro.
 210 a. *Employees who have been reinstated within one year of a voluntary separation
 211 from the Town of Carrboro in accordance with Section 4-85 of the Personnel
 212 Policy will be considered to have remained in continuous service.
 213 b. *Years of service are calculated in whole months. Therefore, if an employee’s hire
 214 date was April 15, their eligibility under this policy would be April 1;
 215 2. Qualify for one of the service retirement (unreduced benefit) options available through the
 216 North Carolina Local Government Employees’ Retirement System (NCLGERS); and
 217 3. Consistently and timely pay their share of the insurance premium, if applicable. (*See*
 218 *Attachment A*)

219 Offered coverage for active employees and retirees is provided as follows:

Active Employees	Offered coverage in Town group health plan.
Non-Medicare-Eligible Retirees	Offered coverage in Town group health plan.
Medicare-Eligible Retirees (as defined by Medicare eligibility requirements)	Offered coverage in Town group Medicare-enrolled health plan.

220
 221
 222 Health insurance coverage is not extended to dependents of retiring employees. Dependents may
 223 elect COBRA coverage at their expense.

224
 225 Retirees who qualify for continuation of health insurance shall pay the percentage of the group
 226 health insurance premiums outlined below based on years of continuous service with the Town of
 227 Carrboro. The term “group health insurance premiums” refers to the amount of premium charged
 228 by the insurance carriers for the retiree coverage under the group health plan or the group
 229 Medicare-enrolled plan. The percentages below shall remain the same for the group health plan
 230 and for the Medicare-enrolled health plan.

Continuous Years of Service with the Town of Carrboro	Percentage of Insurance Premium Paid by Retiree	Percentage of Insurance Premium Paid by the Town
10 - 14	50%	50%
15 - 19	25%	75%
20 and above	0%	100%

231
 232
 233 The Town shall pay the above-specified portions of the group health insurance premiums through
 234 one of the following points, whichever of the three occurs sooner:

- 235 1. the retiree’s death; or
 236 2. the retiree’s acceptance of another offer of health insurance, either through a private plan
 237 or through a group plan offered through employment; or
 238 3. the retiree’s voluntary election to be removed from the group health plan, which election
 239 shall be made in writing to the Human Resources Department.

240
 241 The benefits provided under this section are not contractual in nature and may be reduced or
 242 withdrawn at any by the Town for financial reasons or any other reason deemed sufficient by the
 243 Council.

244
 245 Information concerning cost and benefits shall be available to all employees from the Human
 246 Resources Department.

247
 248 *Section 4-39 Group Health Insurance (Amended July 2023)*

249
 250 **Attachment A – Agreement for Contributing Retirees**

251
 252 Retirees on the Town’s pre-Medicare group health insurance plan shall authorize the Town to
 253 debit monthly from a checking or savings account their share of the premium. If funds should be
 254 insufficient in the account debited more than three (3) times in a single calendar year (January –
 255 December), the retiree may be dropped from the group health plan and offered COBRA coverage
 256 at their own expense and will not be eligible to rejoin the Town’s health plan in the future. Retirees
 257 on the Town’s Medicare-enrolled health plan must arrange for payment of their portion of the
 258 insurance premium directly with the insurance carrier. The insurance carrier for that plan has its
 259 own rules surrounding payment and dropping of coverage, and retirees are subject to the carrier’s
 260 rules and regulations.

261
 262 **ARTICLE VII – HOLIDAYS AND LEAVES OF ABSENCE**

263
 264 **Section 4-54 Annual Leave: Use by Probationary Employees**

265 Employees serving a probationary period following initial employment may accumulate annual
 266 leave but shall not be permitted to use such leave during the first six months of employment.
 267 Employees who need to take time off may do so upon the approval of the Department Director;
 268 however, any time off will be without pay. Employees shall be allowed to take accumulated annual
 269 leave after six months of continuous employment.

270

271 **Section 4-62 Sick Leave: Accrual Rate, Accumulation, and Manner of Taking**

272 Sick leave shall accrue at a rate of one day per month, or twelve days per calendar year. Sick leave
 273 for permanent part-time employees shall be pro-rated as described in this Article. Shift employees
 274 of the Fire-Rescue Department shall earn sick leave at the rate of five twenty-four-hour tour-of-
 275 duty days per calendar year.

276

277 Notification of the desire to take sick leave shall be submitted to the employee’s supervisor prior to
 278 the leave or not later than two hours after the beginning of a scheduled workday. Failure to so notify
 279 the appropriate supervisor may result in disciplinary action. Sick leave will be cumulative for an
 280 indefinite period of time and may be converted upon retirement for service credit consistent with the
 281 provisions of the North Carolina Local Government Employees' Retirement System. All sick leave
 282 accumulated by an employee shall end and terminate without compensation when the employee
 283 resigns or is separated from the Town.

284

285 **Section 4-73 Personal Time Off**

286 Effective July 1, 2023, permanent employees shall be granted personal time off (PTO) according
 287 to the schedule below, which is based on annual scheduled hours worked. PTO is granted over
 288 and above sick leave and annual leave with pay. Employees may not carry over unused personal
 289 time off from year to year. Any unused personal time off not taken by December 31st shall be lost.

<i>Scheduled Biweekly Hours</i>	<i>Scheduled Annual Hours</i>	<i>PTO Hours Per Calendar Year*</i>
50	1300	15
60	1560	18
75	1950	22.5
80	2080	24
84	2184	25.2
108	2808	36*

290

291

292 Personal time off must be requested through supervisors and may be taken in the same manner as
 293 sick and annual leave. Personal time off may be used during the employee’s probationary period.
 294 Personal time off under Section 4-73 is separate from Town closures due to adverse weather. (See
 295 Section 4-36 Adverse Weather, Rev. 11/15.)

296

297 *With the exception of the 2808 annual scheduled hours, PTO is granted as three (3) working days
 298 per year. Employees scheduled to work 2808 hours per are granted a comparable percentage of
 299 annual hours worked.

300

301 **Section 4.78 Paid Caregiver Leave**

302 Effective July 1, 2023, employees who qualify for Family and Medical Leave Act (FMLA)
303 coverage under Section 4-65 of this Article are eligible to receive a maximum of 240 hours of paid
304 caregiver leave within any rolling twenty-four-month period for the care of an immediate family
305 member, including the birth, adoption, or placement of a foster child. Paid Caregiver leave will
306 run concurrently with the employee's Family and Medical Leave.

307 Paid caregiver leave is available to any permanent employee who qualifies as a primary caregiver
308 of an immediate family member under the "Family Member's Serious Health Condition"
309 certification definition, which includes care of a family member who is pregnant. In addition, the
310 Town of Carrboro elects to extend caregiver leave to permanent employees who adopt or foster a
311 child aged eighteen (18) or younger.

312
313 In cases where caregiver leave is used for pregnancy or a new child *and* where both parents are
314 employed by the Town at the time of the child's birth, adoption, or foster care placement, the
315 couple is entitled to a total of 240 hours of paid caregiver leave combined. The birth or placement
316 of more than one child (i.e., twins or siblings) at the same time does not entitle the employee to
317 additional paid leave above the 240-hour maximum. Adoption of a stepchild or stepchildren does
318 not qualify for paid caregiver leave.

319
320 An employee requesting paid caregiver leave must contact Human Resources in writing at least
321 sixty days in advance of taking such leave, when possible and practicable, and submit both a
322 Caregiver Leave Request form and an FMLA form. The FMLA form must be completed by a
323 certified medical provider. Forms are available from the Human Resources Department and should
324 be submitted to that department. Leave must be approved by the employee's Department Director
325 and Human Resources.

326
327 Employees approved for caregiver leave must ensure that any paid leave requests are submitted
328 for approval by their supervisor in the Town's time and attendance system. While on leave,
329 employees will receive approved caregiver leave pay, not to exceed 240 hours, in the same
330 manner and on the same schedule as employees are normally paid while not in leave status. The
331 employee's usual payroll deductions and contributions and the Town's usual payroll
332 contributions will continue.

333 All benefits provided to the employee per Town policy prior to paid caregiver leave will continue.
334 Any employee contributions for benefits, 401k loans, or other employee obligations normally paid
335 by the employee through payroll deduction shall continue. If a holiday occurs during the paid
336 caregiver leave period, the holiday will be paid and will not count against the paid caregiver leave
337 hours.

338
339 Employees using paid caregiver time continue to accrue service time as well as sick and vacation
340 leave according to Town policy.

341 A qualifying employee is entitled to paid caregiver leave once within any rolling twenty-four-
342 month period. Leave may be taken either consecutively or intermittently; however, employees
343 applying for consecutive and/or intermittent leave must communicate in advance with their
344 supervisor(s) to ensure continuity of operations within their department. All unused leave will be
345 forfeited upon the employee's return to work.

346
347 An employee is expected to return to work at the end of their approved paid caregiver leave unless
348 the employee has received approval to extend the time away from work with other types of accrued

349 leave. Employees should notify Human Resources and their supervisor or Department Director if
350 there is any anticipated change in their original return-to-work date.

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352
353 Section 2. All provisions of any Town ordinance in conflict with this ordinance are repealed.

354
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356 Section 3. This ordinance shall become effective July 1, 2023.

357
358 The foregoing ordinance, having been submitted to a vote, received the following vote and was
359 duly adopted this 20th day of June, 2023.

360
361 **The motion was carried unanimously.**

362
363 **Excused:** Council Member Randee Haven-O'Donnell

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366
367 **CONSIDERATION OF A MINOR MODIFICATION REQUEST TO THE SPECIAL USE**
368 **PERMIT-A FOR A LEVEL 2 ROOFTOP SOLAR ARRAY AT THE ARTSCENTER AT**
369 **400 ROBERSON STREET**

370
371 The purpose of this agenda item is to request that the Town Council consider approving a Minor
372 Modification request for the Special Use Permit-A for The ArtsCenter at 400 Roberson Street.
373 The modification would allow the property owner to construct a Level 2 rooftop solar array
374 facility at the stated address.

375
376 **A motion was made by Council Member Foushee, seconded by Council Member Slade**
377 **that the following resolution be approved:**

378
379 A RESOLUTION APPROVING A MINOR MODIFICATION TO THE ARTSCENTER
380 SPECIAL USE PERMIT-A AT 400 ROBERSON STREET TO ALLOW CONSTRUCTION OF
381 A LEVEL 2 ROOFTOP SOLAR ARRAY FACILITY

382
383 **WHEREAS**, on June 7, 2022 the Carrboro Town Council approved a SUP-A for the building at
384 400 Roberson Street to be used as an arts center; and

385
386 **WHEREAS**, Town Staff has determined that the current request constitutes a Minor
387 Modification to the Special Use Permit-A; and

388
389 **WHEREAS**, the applicant has met the criteria in the Town's Land Use Ordinance related to
390 Minor Modifications.

391
392 **NOW, THEREFORE BE IT RESOLVED** that the Carrboro Town Council hereby approve the
393 Minor Modification authorizing construction of a new 20,889 SQFT rooftop solar array.

394

395 This the 20th day of June, 2023.

396

397 **The motion was carried unanimously.**

398

399 **Excused:** Council Member Randee Haven-O'Donnell

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401

402

403 **REQUEST TO EXTEND THE TIMELINE FOR THE COMMUNITY SAFETY TASK**
404 **FORCE TO COMPLETE RECOMMENDATION REPORT**

405

406 The purpose of this agenda item is for the Town Council to consider extending the work of the
407 Community Safety Task Force up to six months - November 2023.

408

409 **A motion was made by Council Member Foushee, seconded by Council Member Slade that**
410 **the following resolution be approved:**

411

412 RESOLUTION TO EXTEND THE TIMELINE FOR THE COMMUNITY SAFETY TASK
413 FORCE TO COMPLETE RECOMMENDATION REPORT

414

415 **WHEREAS**, the Community Safety Task Force was established to provide recommendations to
416 the Town Council for additional services to enhance community safety and well-being that rely
417 on prevention and intervention strategies as alternatives to policing and the criminal legal
418 system; and

419

420 **WHEREAS**, the Community Safety Task Force is requesting up to a six month extension -
421 November 2023 to complete their work.

422

423 **NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF CARRBORO**
424 **RESOLVES:**

425

426 Section 1. Accept this notification and approve the request to extend of the Community Safety
427 Task Force up to six months - November 2023.

428

429 Section 2. The resolution is effective upon adoption.

430

431 This the 20th day of June, 2023.

432

433 **The motion was carried unanimously.**

434

435 **Excused:** Council Member Randee Haven-O'Donnell

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439 **CONSIDERATION OF RECOMMENDED HUMAN SERVICES FUNDING FOR FY**
440 **2023-2024**

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The purpose of this agenda item is for the Carrboro Town Council to consider human services funding recommendations for FY2023-2024.

Council Member Romaine rescued herself for this agenda item due to sitting on two of the boards that are impacted by this agenda item.

A motion was made by Council Member Posada, seconded by Council Member Nowell that the following resolution be approved:

A RESOLUTION APPROVING THE HUMAN SERVICES ADVISORY COMMISSION FUNDING RECOMMENDATIONS FOR FISCAL YEAR 2023-2024

WHEREAS, the Town of Carrboro established as a policy to support human services agencies that provide invaluable services to Carrboro citizens; and

WHEREAS, forty-eight (48) agencies applied for funding through the established Human Services funding process; and

WHEREAS, the Human Services Advisory Commission has reviewed all the applications that applied for funding in the 2023-2024 funding cycle; and

WHEREAS, the Town of Carrboro’s budgeted human services funding level for fiscal year 2023-2024 is \$274,000; and

WHEREAS, the Human Services Advisory Commission recommended funding forty-two (42) agencies for a total of \$274,000.

NOW THEREFORE, THE CARRBORO MAYOR AND TOWN COUNCIL RESOLVE THAT:

Section 1. The Carrboro Town Council approves and allocates the funding recommendations of the Human Services Advisory Commission as indicated in Attachment C of this agenda item for fiscal year 2023-2024 in the amount of \$274,000.

Section 2. This resolution is effective immediately and a copy of this resolution shall be forwarded to the Town’s Finance Officer.

This the 20th day of June 2023.

The motion was carried unanimously.

Excused: Council Member Randee Haven-O’Donnell

Recused: Council Member Romaine

UPDATE FROM OWASA REPRESENTATIVES

The purpose of this agenda item is for members of the OWASA Board of Directors to provide a report on OWASA activities.

Bruce Boehm, OWASA Board Chair, gave an update to Council. Also on hand were Carrboro OWASA board member appointees Melody Kramer and Elmira Mangum, spoke on water usage and OWASA budget for FY 24. Water usage demand is the same as 30 years ago, had to raise rates 9%.

Melody Kramer, Carrboro OWASA Board Member, spoke on PFAS regulations and the Western Intake Partnership (WIP).

Elmira Mangum, Carrboro OWASA Board Member, spoke on diversity and inclusion internally and externally at OWASA. All OWASA employees are required to attend Diversity, Equity, and Inclusion (DEI) training annually. OWASA took another step and created DEIB (Diversity, Equity, Inclusion, and Belonging), which includes annual employee training, recruitment requirements and application processes. Spoke on recent recruitment of Diversity and Inclusion Specialist position with OWASA, a first of its kind.

Council Member Slade asked PFAS question on compounds and EPA standards.

Todd Taylor, OWASA Executive Director, spoke on PFAS compounds, the process of testing for them, and upcoming investments that might be warranted to combat these.

Council Member Slade asked if OWASA had looked at what other countries are doing to address PFAS instead of just what the EPA is pushing because the EPA is not trustworthy.

Todd Taylor, OWASA Executive Director, said they follow the EPA and have had other organizations, like UNC and folks from the state, come test their water.

Council Member Slade discussed the WIP and asked if OWASA has had conversations with legislature about water re-use regulations.

Bruce Boehm, OWASA Board Chair, discussed that they are looking at things other than what the EPA has put out. OWASA has found very low levels of PFAS in their water and want to stay well below the levels the EPA has put out. OWASA will have a stake in the WIP, but not a full investment. OWASA has a great model to predict future water needs and invests to ensure they set up for future demands.

Council Member Slade asked if OWASA interested in speaking to legislatures about the water re-use regulations and making it legal?

532 Todd Taylor, OWASA Executive Director, stated OWASA is probably not the example to put
533 forward for this since the water supply is currently not an issue, but they are looking more down
534 the road.

535
536 Council Member Romaine asked a question about OWASA’s budget, specifically assistance to
537 those in lower incomes and the increase in the price of water.

538
539 Bruce Boehm, OWASA Board Chair, stated that fees went up and came back down, so they are
540 close to the same. OWASA, by law, is not allowed to charge different rates to different people.
541 There is a program called “Care to Share” to help those who need assistance. They held off on
542 increasing rates during the pandemic and now need increase make up lost revenue.

543
544 Todd Taylor, OWASA Executive Director, mentioned programs that are available to help
545 people.

546
547 Council Member Romaine asked Council Member Haven-O’Donnell’s question about reverse
548 osmosis.

549
550 Todd Taylor, OWASA Executive Director, discussed reverse osmosis as a treatment method and
551 communication of this (via OWASA website).

552
553 Council Member Posada asked OWASA to tell everyone what is PFAS and how does it affect
554 them?

555
556 Todd Taylor, OWASA Executive Director, explained PFAS is a family of compounds that has
557 been widely used since 1940s, carbon fluorine compound with a strong bond. Used for
558 firefighting foam, non-stick material. Can be carcinogenic over a lifetime use. Called Forever
559 Chemicals because they are hard to dispose of. Manufactured compounds and widely used for
560 many years.

561
562 Council Member Posada asked if there is a fact sheet that can be shared with the community and
563 in multiple languages.

564
565 Todd Taylor, OWASA Executive Director, said OWASA website, EPA, and other online
566 resources. Said they could look and send something. Also, on the OWASA annual scorecard.

567
568 Council Member Foushee asked a question on the stone quarry, if and when that water resource
569 will be available.

570
571 Todd Taylor, OWASA Executive Director, said that is part of the OWASA long range planning,
572 should be complete mining in 2030 and then 5 years later, should be ready for water storage, so
573 in 2035.

574
575 Bruce Boehm, OWASA Board Chair, stated this would increase flexibility in water storage not
576 quantity.

577

578 **A motion was made by Council Member Posada, seconded by Council Member Foushee to**
579 **receive OWASA report.**

580
581 **The motion was carried unanimously.**

582
583 **Excused:** Council Member Randee Haven-O'Donnell

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586
587 **REQUEST TO AMEND RACIAL EQUITY COMMISSION CHARGE**

588
589 The purpose of this agenda item is for the Town Council to consider the recommendation from
590 the Racial Equity Commission (REC) to amend the commission charge. Donald Hawkins II,
591 Racial Equity Commission Chair will make the presentation.

592
593
594 **Issue was tabled to the June 27th, 2023 agenda due to the presenter being sick.**

595
596 *****

597
598 **ADOPTION OF THE FY 2023-2024 ANNUAL BUDGET**

599
600 The purpose of this agenda item is for the Town Council to adopt the annual budget for fiscal
601 year 2023-24.

602
603 Mayor Seils clarified that \$100,000 broadband project was ARPA funds to get
604 cemetery projects underway.

605
606 Council Member Foushee asked about the Westwood cemetery timeline.

607
608 **Makeda Ma'at** mentioned that she is the president and one of the standing original members of
609 the Landings Tenant. The Landings Tenants Association does not support Community Home
610 Trust due to unwarranted leadership, undocumented work orders, unauthorized staff clearance
611 and the way they treat tenants. Constant camera surveillance of residents in a low crime
612 community. On behalf of Landings Tenants Association, they do not support Community Home
613 Trust, asked town Council to cease funding of Community Home Trust, until residents can feel
614 confident, feel respected, and sanitary place to call home.

615
616 Council Member Slade spoke on recourse or resources that the state of NC provides for entities
617 that find that the non-profits they are beholden to are not following their rules or standards.

618
619 Town Attorney Nick Herman said he doesn't believe the town can get involved if a non-profit is
620 not following their rules, regulations, or bylaws. It's a matter between non-profits and their
621 constituents that they serve. States Council has the option to request that they come before you
622 and give a report and be heard on any kind of complaints that the Council's constituents have
623 provided to Council or in open session.

624
625 Mayor Seils asked staff to look into concerns expressed by Makeda by the Community Home
626 Trust. Pointed out that the portion that Carrboro funds is based on the number of units that is
627 provided in the city limits, not the Landings.

628
629 Council Member Foushee is concerned with policy and process. Talked about issue of giving
630 money to organizations that Council receive complaints about and take these complaints
631 seriously by citizens.

632
633 Council Member Romaine asked a question about parking; pilot program on Rosemary lot and
634 parking meters on 203 and then gradually roll out throughout Town, is this included in FY 24
635 budget?

636
637 Town Manager White said yes, there is funding to provide enforcement and paid parking in FY
638 24.

639
640 Council Member Slade stated that he would not support attachment A because it does
641 not properly address climate concerns.

642
643 **A motion was made by Council Member Posada, seconded by Council Member Romaine to**
644 **approve Attachments A on adoption of the FY 23-24 Budget.**

645
646 ANNUAL BUDGET ORDINANCE FY 2023-24
647 Town of Carrboro, North Carolina

648
649 Ordinance No. 15 / FY 2022-23

650
651 **WHEREAS**, the recommended budget for FY 2023-24 was submitted to the Town Council on
652 June 6, 2023 by the Town Manager pursuant to G.S. 159-11 and filed with the Town Clerk
653 pursuant to G.S. 159-12; and

654
655 **WHEREAS**, on June 13, 2023, the Town Council held a public hearing on the budget pursuant
656 to G.S. 159-12; and

657
658 **WHEREAS**, on June 20, 2023, the Town Council adopted a budget ordinance making
659 appropriations and levying taxes in such sums as the Town Council considers sufficient and
660 proper in accordance with G.S. 159-13;

661
662 **BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO,**
663 **NORTH CAROLINA:**

664
665 **ARTICLE I – GENERAL FUND**

666
667 **Section 1. General Fund Appropriations**

668

669 The General Fund is the Town of Carrboro’s operating account. The following amounts are
 670 hereby appropriated by function for the operation of the Town and its activities for the fiscal year
 671 beginning July 1, 2023, and ending June 30, 2024:
 672

GENERAL GOVERNMENT		\$ 7,475,682
Mayor and Town Council	445,943	
Advisory Boards and Commissions	62,418	
Rqce and Equity	420,886	
Town Manager	751,654	
Economic Deelopment	409,092	
Climate Action	237,252	
Communications and Engagement	250,352	
Housing and Community Services	632,049	
Town Clerk	166,984	
Finance	1,325,077	
Human Resources	736,565	
Techoloy Services	2,037,410	
PUBLIC SAFETY		7,655,173
Police	4,303,021	
Fire	3,352,152	
PLANNING DEPARTMENT		1,728,344
TRANSPORTATION		2,168,917
PUBLIC WORKS DEPARTMENT		4,189,998
RECREATIONS & PARKS		2,040,544
NONDEPARTMENTAL		2,109,261
TRANSFERS		141,000
DEBT SERVICE		1,821,530
TOTAL GENERAL FUND		29,330,449

673
 674
 675
 676
 677
 678
 679
 680

Section 2. General Fund Revenues

It is estimated that revenues from the following major sources will be available during the fiscal year beginning July 1, 2023 and ending June 30, 2024, to meet the general fund expenditures:

Ad Valorem Taxes	\$ 15,800,200
Local Sales Taxes	6,116,000
Other Taxes/Licenses	1,726,261
Intergovernmental	1,510,298
Permit & Fees	1,312,811
Sales & Services	184,700
Other Revenues	276,120
Total Revenues	26,926,390
Fund Balance Appropriated	2,404,059
Total Revenues & Fund Balance	\$ 29,330,449

681

682
683 **ARTICLE II – AFFORDABLE HOUSING SPECIAL REVENUE FUND**
684

685 **Section 1. Affordable Housing Fund Appropriation**
686

687 The Affordable Housing Special Revenue Fund was created by the Town Council to increase the
688 stock of affordable, safe and decent housing within the Town and its’ planning jurisdiction. The
689 following amounts are hereby appropriated for Affordable Housing Special Revenue Fund
690 activities:
691

Expenditures:	
Community Home Trust	\$ 80,501
Home Consortium Match	15,000
AHSRF Deferred Loan Program	5,000
Affordable Hsg Advisory Board	500
Critical Home Repair	15,000
Rental Deposits Program	32,000
Acquisition and Development	200,000
Unexpended Reserves	245,922
Total Appropriations	\$ 593,923

692
693 **Section 2. Affordable Housing Special Revenue Fund Revenues**
694

695
696 There is hereby levied a tax rate of \$.0150 (1.5 cent) on each one hundred dollars (\$100)
697 valuation of taxable property as listed for taxes on January 1, 2023, that shall be devoted solely
698 to the affordable housing activities noted above.
699

700 **ARTICLE III – CAPITAL PROJECTS**
701

702 Pursuant to GS 159-13.2, the Town Council may authorize and budget for capital projects and
703 special revenue funds in its annual budget or project ordinance. The Town Council has elected
704 to enact a project ordinance to appropriates revenues and expenditures for capital projects which
705 is effective until the project is completed rather than for a single fiscal year.
706

707 **ARTICLE IV – STORMWATER UTILITY ENTERPRISE FUND**
708

709 **Section 1. Stormwater Utility Enterprise Fund**
710

711 The purpose of the Stormwater Utility Enterprise Fund is to comprehensively address stormwater
712 management and flooding issues throughout the Town, and to in compliance with state and
713 federal rules and regulations. A total of \$1,062,746 is appropriated for stormwater activities.
714

715 **Section 2. Revenues for Stormwater Utility Enterprise Fund**
716

717 Revenues to support stormwater activities are generated through the fee structure established in
718 the Town Code, Chapter 18, Article II, Section 18-6.

719

720 **ARTICLE V – PARKING ENTERPRISE FUND**

721

722 **Section 1. Parking Enterprise Fund**

723

724 The purpose of the Parking Enterprise Fund is to manage parking facilities and services within
725 the Town and monitor related expenses. A total of \$141,000 is appropriated for parking
726 activities.

727

728 **Section 2. Revenues for Parking Enterprise Fund**

729

730 Revenues to support the Parking Enterprise Fund include a transfer of funds in the amount of
731 \$41,000 from the General Fund to the Parking Enterprise Funds.

732

733 **ARTICLE VI – MISCELLANEOUS FEES AND CHARGES**

734

735 Charges for services and fees by Town Departments are levied in the amounts set forth in the
736 Miscellaneous Fees and Charges Schedule. The Town Council may periodically adjust the fee
737 schedule through the adoption of an amendment.

738

739 **ARTICLE VII – GENERAL AUTHORITIES**

740

741 **Section 1.** The following authorities shall apply:

742

- 743 a. The Town Manager may transfer funds between departments and functions within the
744 General Fund for pay adjustments; service level benefits; law enforcement separation
745 allowance; unemployment insurance; retiree, dependent, health insurance benefits;
746 and, for any other purpose deemed necessary by the Town Manager without further
747 action by the Town Council.
- 748 b. The Town Manager may transfer funds within departments and functions.
- 749 c. When unassigned fund balance exceeds 35% in the General Fund, the Town
750 Manager, in accordance with the Town’s Fund Balance Policy, may set aside an
751 amount in assigned fund balance for transfer to the Capital Projects Fund for future
752 projects.
- 753 d. All funds encumbered or designated within fund balance for expenditures as
754 confirmed in the annual audit for the year ending June 30, 2023, shall be re-
755 appropriated to the Fiscal Year 2023-24 Adopted Budget without further action by the
756 Town Council.
- 757 e. The Finance Officer may approve transfer requests between programs or organizational
758 units within the adopted general fund budget.
- 759 f. Transfers between Funds may be authorized only by the Town Council.
- 760 g. The Orange County Tax Collector, is authorized, empowered, and commanded to
761 collect the taxes set forth in the tax records filed in the office of the Orange County
762 Tax Assessor, and in the tax receipts herewith delivered to the Tax Collector, in the

763 amounts and from the taxpayers likewise set forth. Such taxes are hereby declared to
764 be a first lien upon all real property of the respective taxpayers in the County of
765 Orange. This section of the ordinance shall be a full and sufficient authority to direct,
766 require, and enable the Orange County Tax Collector to levy on and sell any real or
767 personal property of such taxpayers, for and on account thereof, in accordance with
768 law.

- 769 h. Pursuant to NCGS 160A-314.1 and 160A-317 the Town of Carrboro authorizes
770 Orange County to provide recycling collection services within the Town and to
771 impose and administer a basic annual services fee per household for recycling
772 services and a solid waste convenience center fee for residents within the Town.
- 773 i. Under GS143-64.32, architectural, engineering, and surveying services with fees less
774 than thirty thousand dollars (\$30,000) may be exempt from the RFQ (Request for
775 Qualification) process if approved by the Town Manager.

776
777 **Section 2.** There is hereby levied the following rates of tax on each one hundred dollars (\$100)
778 valuation of taxable property as listed for taxes as of January 1, 2023, for the purpose of raising
779 the revenue constituting the general property taxes as set forth in the foregoing estimates of
780 revenue (Article I, Section 2), to finance the foregoing General Fund appropriations (Article I,
781 Section 1). One- and one-half cents of the total tax rate shall be devoted exclusively to the
782 Affordable Housing Fund.

783
784

General Fund	\$.5894
Affordable Housing Fund.....	<u>\$.0150</u>
Total Tax Rate	<u>\$.6044</u>

785
786
787

788 **Section 3.** The Finance Officer shall distribute property tax collections to the appropriate
789 fund(s) at least monthly as levied in Article VII, Section 2 above.

790
791 **Section 4.** In accordance with G.S. 159-13, a copy of this ordinance shall be filed with the Town
792 Manager, the Finance Officer, and the Town Clerk.

793
794 This the 20th day of June, 2023.

795
796 **The motion was carried 5-1.**

797
798 **Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara**
799 **Foushee, Council Member Danny Nowell, Council Member Eliazar Posada.**

800
801 **Noes: Council Member Sammy Slade**

802
803 **Excused: Council Member Randee Haven-O'Donnell**

804
805 **A motion was made by Council Member Posada, seconded by Council Member Romaine to**
806 **approve Attachments B-J on adoption of the FY 23-24 Budget.**

807
808 ATTACHMENT B - Changes to Position and Pay Plan FY 2023-24
809 ATTACHMENT C - Salary and Wage Resolution 2023-24

- 810 ATTACHMENT D - Contract for Town Attorney
- 811 ATTACHMENT E - Vehicle Purchases Attachment E-1 Reimb Resolution Vehicle Purchases
- 812 ATTACHMENT F - Health Insurance Carrier Change
- 813 ATTACHMENT G - Designation of Fund Balance
- 814 ATTACHMENT H - Use of Unassigned Fund Balance for Town Hall Renovation
- 815 ATTACHMENT I - Amendment to ARPA Grant Project Ordinance
- 816 ATTACHMENT J - Miscellaneous Fees and Charges Resolution 6-20-2023

817

818 **The motion carried unanimously.**

819

820 **Excused: Council Member Randee Haven-O'Donnell**

821

823

824 **MATTERS BY COUNCIL MEMBERS**

825

826 Council Member talked about the nationwide teamsters strike for UPS drivers. Mentioned he
827 would be proposing a resolution for 6/27/23 to stand in solidarity with teamsters (Strike-ready)-
828 labor negotiations.

829

831

832 **ADJOURNMENT**

833

834 **A motion was made by Council Member Posada, seconded by Council Member Slade to**
835 **adjourn the meeting.**

836

837 **The motion carried unanimously.**

838

839