



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

**Town of Carrboro
Meeting Minutes
Town Council**

April 25, 2023

7:00 PM

Council Chambers - Room 110

Present: Mayor Damon Seils, Council Member Susan Romaine, Council Member Eliazar Posada, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell, Council Member Sammy Slade

Absent: Council Member Barbara Foushee

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

POETRY READING

Poet Maura High read her poem "Millstone."

PROCLAMATION - ARBOR DAY

BIKE MONTH PROCLAMATION

PUBLIC COMMENT

Meg Morgan spoke on the Carrboro cemetery to preserve it as green space.

Chris Pendergrass spoke to the land use conversation with cemetery. He asks to preserve green space in his neighborhood.

Chris Young spoke on behalf of the newly formed group, Make Carrboro Parks. He spoke about the launch of carrboropark.org website and the change.org petition to advocate against the cemetery expansion and preserve the green space.

Jamarius Waller spoke on the green space preservation near the cemetery and not for an

expansion of the cemetery.

APPROVAL OF THE JUNE 21, 2022 MINUTES

A motion was made by Council Member Posada, seconded by Council Member Romaine to approve the minutes as presented in the agenda packet.

The motion carried unanimously.

Absent: Council Member Barbara Foushee

RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSED CONDITIONAL DISTRICT REZONING AT 501 SOUTH GREENSBORO STREET

Council Member Slade made a motion, seconded by Council Member Posada that the following resolution be approved:

A RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSED CONDITIONAL DISTRICT REZONING AT 501 SOUTH GREENSBORO STREET

WHEREAS, the Carrboro Town Council seeks to provide ample opportunities for the public to comment on proposed projects; and

WHEREAS, an application has been received for a Conditional District Rezoning for the property known as the South Green development, located at 501 South Greensboro Street; and

WHEREAS, the application includes a petition to rezone three properties that may be identified by Orange County PIN Numbers (#9778-83-7930, #9778-93-1738, #9778-83-7669) from M-3-Conditional to M-3, Conditional.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Town Council that the Council call a public hearing on May 23, 2023 to discuss the rezoning petition.

BE IT FURTHER RESOLVED that the rezoning petition is referred to the Town of Carrboro Planning Board and the following Town of Carrboro advisory boards and commissions for consideration and recommendation prior to the specified public hearing date:

☒ Appearance Commission

☐ Recreation and Parks Commission

☒ Transportation Advisory Board

☐ Northern Transition Area Advisory Committee

☒ Environmental Advisory Board

☒ Affordable House Advisory Commission

☒ Economic Sustainability Commission

☐ _____

This is the 25th day of April in the year 2023.

The motion carried unanimously.

Absent: Council Member Barbara Foushee

**RESOLUTION SETTING A PUBLIC HEARING ON LAND USE ORDINANCE TEXT
AMENDMENTS RELATING TO ATTENDANCE REQUIREMENTS BOARD AND
COMMISSION MEMBERS**

A motion was made by Council Member Slade, seconded by Council Member Haven-O'Donnell that the following resolution be approved:

A RESOLUTION SETTING A PUBLIC HEARING ON LAND USE ORDINANCE TEXT
AMENDMENTS RELATING TO ATTENDANCE REQUIREMENTS BOARD AND
COMMISSION MEMBERS

WHEREAS, the Town of Carrboro reviews and updates regulatory requirements and standards found in the Land Use Ordinance, and

WHEREAS, the Town Council has directed that attendance requirements for boards and commissions be made uniform, and

WHEREAS, the Town Council has directed that the option for Chairs to waive attendance requirements for boards and commissions be removed.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Town Council sets a public hearing for May 23, 2023 on a draft ordinance amending the attendance requirements for boards and commissions.

BE IT FURTHER RESOLVED that the draft ordinance is referred to the Planning Board, and all other town advisory boards and commissions, for review.

This is the 25th day of April in the year 2023.

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125 **The motion carried unanimously.**

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127 **Absent: Council Member Barbara Foushee**

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131 **RESOLUTION TO AWARD A CONTRACT TO GRIFFIN & STRONG PC TO**
132 **PERFORM A DISPARITY STUDY FOR THE TOWN OF CARRBORO**

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134 Jon Hartman-Brown, Economic Development Director, gave a presentation to Council. Disparity
135 study looks at awarded contracts over a period of time to look for any racial disparities or other
136 dominated business owned (e.g. male dominated owned businesses).

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138 **A motion was made by Council Member Nowell, seconded by Council Member Haven-**
139 **O'Donnell that the following resolution be approved:**

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141 **A RESOLUTION TO AWARD A CONTRACT TO GRIFFIN & STRONG PC**
142 **TO PERFORM A DISPARITY STUDY FOR THE TOWN OF CARRBORO**

143
144 **WHEREAS**, the Town of Carrboro is committed to equal opportunity and fair treatment for all
145 businesses in its procurement process; and

146
147 **WHEREAS**, the Town of Carrboro desires to conduct a comprehensive disparity study to assess
148 the availability and utilization of minority-owned and women-owned businesses in its
149 procurement activities and identify any barriers or impediments that may affect their
150 participation; and

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152 **WHEREAS**, the Town is required to undertake a disparity study to establish a minority- and
153 women-owned business enterprise program; and,

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155 **WHEREAS**, the Town issued a Request for Proposals (RFP) on February 5, 2023 soliciting
156 proposals from firms of interest and received four proposals; and

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158 **WHEREAS**, after an evaluation of all proposals based on the criteria established in the RFP;
159 and,

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161 **WHEREAS**, Griffin & Strong PC was determined to offer most responsive proposal to the
162 needs of the Town, and has extensive experience and expertise in conducting disparity studies
163 for public entities across the country and in North Carolina.

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165 **NOW, THEREFORE, BE IT RESOLVED** by the Carrboro Town Council that:
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167 Section 1. A contract award in an amount not to exceed \$280,150 is awarded to Griffin & Strong
168 PC to perform a disparity study as required for the Town to establish a Minority- and Women-
169 Owned Business Enterprise (MWBE) program.

171 Section 2. The Town Manager is authorized to negotiate and enter into a professional services
172 contract with Griffin & Strong PC for the undertaking of this study, including project
173 deliverables, modification of tasks, and schedule for completion of the study.

175 Section 3. The Town Manager is authorized to amend the contract provided the maximum
176 amount of the contract is not exceeded and there are no major change(s) in the scope of work to
177 be performed.

179 Section 4. This resolution is effective upon its adoption.

181 Section 5. A copy of this resolution shall be provided to the Town's Finance Officer within five
182 (5) days of adoption.

184 This 25th day of April 2023.

186 **The motion carried unanimously.**

188 **Absent: Council Member Barbara Foushee**

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193 **ADJOURNMENT**

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

198 **The motion carried unanimously.**

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