



Town of Carrboro

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

Meeting Agenda Town Council



Tuesday, June 21, 2022

7:00 PM

Council Chambers-Room 110

7:00-7:05

A. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

1. [22-224](#) Proclamation-Parks and Recreation Month

7:05-7:10

B. ANNOUNCEMENT OF UPCOMING MEETINGS

7:10-7:25

C. PUBLIC COMMENT

Comments are limited to three minutes per speaker.

7:25-7:30

D. CONSENT AGENDA

1. [22-225](#) Approval of Minutes from the March 22, 2022 Meeting
2. [22-36](#) A Request to Adopt a Resolution to Award a Service Sidearm to a Retiring Police Officer

PURPOSE: Police Captain Anthony Westbrook II will retire from the Town of Carrboro Police Department on July 1, 2022 after 20 years of service with the Town and 30 years of total law enforcement service. The Police Department would like to award Captain Westbrook his service sidearm to recognize his dedication to duty and his service to the Town of Carrboro. The Town Council is requested to adopt by resolution Town staff's recommendation to award the service side arm to Captain Anthony Westbrook II.

Attachments: [Westbrook Resolution 2022](#)

3. [22-201](#) Police Department Monthly Reports

PURPOSE: The purpose of this item is to provide a brief overview of service

calls for the month of May.

Attachments: [May 2022 Monthly Report](#)

4. [22-202](#) Police Department Quarterly Equity Report
PURPOSE: The Purpose of this agenda item is to provide the Town Council a brief overview of the quarterly equity report for the first quarter of 2022.
Attachments: [Police Equity Quarterly 2022 Q1](#)
5. [22-33](#) Fire Department Monthly Report
PURPOSE: To provide the Town Council a monthly overview of calls for service.
Attachments: [Attachment A - May 2022 Monthly Report](#)
6. [22-220](#) Economic Development Monthly Report
PURPOSE: The purpose of this agenda item is to provide a regular monthly activities and status report.
Attachments: [Attachment A - May Economic Development Report](#)
7. [22-218](#) Stormwater Utility Monthly Report
PURPOSE: The purpose of this agenda item is to provide the monthly update regarding Stormwater Utility projects and initiatives.
Attachments: [June 2022 Stormwater Report](#)
8. [22-219](#) Consideration of Human Services Funding for FY23
PURPOSE: The purpose of this agenda item is for the Carrboro Town Council to consider human services funding recommendations for FY23.
Attachments: [Attachment A Resolution](#)
[Attachment B FY23 HSC 06.15.22](#)
[Attachment C Human Services FY23 Funding Recommendations](#)
9. [22-221](#) Permit Extension Request for Previously Issued Conditional Use Permit, now Special Use Permit-A, for Mixed Use Building at 603 Jones Ferry Road
PURPOSE: The purpose of this agenda item is for Town Council to consider approving a request for an extension of the date when a Conditional Use Permit would otherwise expire for a Mixed-Use Building at 603 Jones Ferry Road. Town Staff recommends approval of the request.
Attachments: [Attachment A - Resolution Approving Permit Extension](#)
[Attachment B - Letter from Applicant Explaining Extension Request](#)
[Attachment C - Staff Report](#)
[Attachment D - CUP Document](#)
10. [22-227](#) Revised Town Council Committee Assignments

PURPOSE: The purpose of this item is to allow the Town Council to consider a revision of committee assignments for 2022.

Attachments: [Revised Town Council Committee Assignments 2022](#)

11. [22-226](#) A Resolution Canceling the June 28, 2022 Town Council Meeting

PURPOSE: The purpose of this item is to cancel the Council's June 28, 2022 meeting.

Attachments: [Attachment A- Resolution to Cancel the June 28, 2022 Council Meeting](#)

12. [22-229](#) Authorization for the Town Manager to Accept Payment for Damages to Fire Station 2 and Sign the Release for Property Damage Only.

PURPOSE: The purpose of this agenda item is to authorize the Town Manager to accept payment for damages to Fire Station 2 by Utility Line Construction Services, LLC (ULCS) and authorize the Release for Property Damage Only.

Attachments: [Attachment A - Property Damage Release Only](#)

13. [22-180](#) Designation of Fund Balance for FY22 Budget Items Not Yet Spent or Encumbered

PURPOSE: The Town Council is requested to designate fund balance in the General Fund to carry over to next year for certain budget items where funds have not been spent or encumbered.

Attachments: [ATTACHMENT A - Designation of Fund Balance for FY22](#)

7:30-7:40

E. PUBLIC HEARING

1. [22-231](#) Request to Hold a Quasi-Judicial Hearing and Consider Issuing a Reasonable Accommodation Request for 714 West Main Street.

PURPOSE: The purpose of this agenda item is for the Town Council to hold a quasi-judicial hearing and consider issuing a reasonable accommodation request for property at 714 West Main Street.

Attachments: [Attachment A - Land Use Ordinance Section 15-97](#)

[Attachment B - Applicant's Explanation of Need for Reasonable Accommodation](#)

[Attachment C - Applicant's Site Plan Exhibit](#)

[Attachment D - Applicant's Power of Attorney Document](#)

[Attachment E - Letter from Applicant's Doctor](#)

F. OTHER MATTERS**7:40-8:10**

1. [22-139](#) Racial Equity Commission Annual Synopsis
PURPOSE: The purpose of this agenda item is for the Town Council to accept the Racial Equity Commission's Annual Synopsis and consider approving a change in the commission make-up.
Attachments: [Attachment A - Racial Equity Resolution](#)
[Attachment B - Racial Equity Commission Annual Synopsis](#)

8:10-8:40

2. [22-222](#) Request to Issue Special Use Permit-A for a New Commercial Building at 201 North Greensboro Street.

PURPOSE: The purpose of this agenda item is for the Town Council to consider making a decision on the request for a Special Use Permit-A application for a new commercial building at 201 North Greensboro Street.
Attachments: [Attachment A - Draft Decision](#)

8:40-9:00

3. [22-223](#) Town Manager's Contracting Authority
PURPOSE: The purpose of this agenda item is for the Town Council to consider modifying the contracting authority for the Town Manager.
Attachments: [Attachment A: Town Code Amendment to Manager's Contracting Authority 3-1](#)
[Attachment B: Manager Contact Authority Other Govts](#)

9:00-9:30

4. [22-185](#) Adoption of the FY 2022-23 Annual Budget
PURPOSE: The purpose of this agenda item is for the Town Council to adopt the annual budget for fiscal year 2022-23.

Attachments: [ATTACHMENT A - Budget Ordinance 2022-23](#)
[ATTACHMENT B - Changes to Position and Pay Plan FY 2022-23](#)
[ATTACHMENT C - Salary and Wage Adjustment Resolution 2022-23](#)
[ATTACHMENT D - Contract for Town Attorney Resolution 2022-23](#)
[ATTACHMENT E - Vehicles Capital Projects Ordinance 2022-23](#)
[ATTACHMENT E-1 - Reimbursement Resolution for Equip and Vehicles 2022-23](#)
[ATTACHMENT F -Miscellaneous Fees and Charges Resolution 7-1-2022](#)
[ATTACHMENT F-1 - Town of Carrboro 2022-23 Fee Schedule](#)
[ATTACHMENT G - Medical Insurance Provider and Third Party Admin for MERP 2022-23](#)
[ATTACHMENT H - Dental Insurance Provider for FY 2022-23](#)

9:30-10:00

5. [22-228](#) Appointments to the Orange Water and Sewer Authority (OWASA) Board of Directors

PURPOSE: The purpose of this agenda item is for the Town Council to consider making appointments to both Town seats on the OWASA Board of Directors.

Attachments: [Attachment A- OWASA Applications Received 2022](#)
[Attachment B- June 2022 Demographics of OWASA Board](#)
[Attachment C- Applicant Matrix for OWASA Board- June 2022](#)
[Attachment D- A Resolution Making Appointments to the OWASA Board of Directors 6-21-22](#)

G. MATTERS BY COUNCIL MEMBERS