



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

Town of Carrboro

Meeting Minutes

Town Council

August 18, 2020

7:00 PM

Remote Meeting

This meeting was held via Zoom teleconference and broadcasted live on cable television and the internet.

Present: Mayor Lydia Lavelle, Council Member Barbara Foushee, Council Member Jacquelyn Gist, Council Member Randee Haven-O'Donnell, Council Member Susan Romaine, Council Member Damon Seils, Council Member Sammy Slade

Also Present: David Andrews, Town Manager; Chris Milner, Deputy Town Clerk; Nick Herman, Town Attorney

DRAFT INCLUSIVE CARRBORO COMMUNICATIONS AND COMMUNITY OUTREACH PLAN

The purpose of this agenda item was to provide a plan of action and strategies to increase access to information, resources and participation in civic processes by the entire Carrboro community with renewed focus on people of color, immigrant, refugee and other marginalized communities.

Council Member Haven-O'Donnell asked that Goal #5 be reconsidered based on lessons learned from the COVID-19 pandemic, especially the long-term nature of the COVID-19 pandemic.

Council Member Foushee stated that there were not enough people of color on the Communications Team and asked that there be more diversity on the team. She also referenced the Town Code update that is underway to remove gender-specific language from the Code and asked that the Code also be reviewed from a racial equity standpoint.

Catherine Lazorko, Communication Director for the Town of Carrboro, addressed the plan and explained how the Communications Team was developed.

MOTION WAS MADE BY COUNCIL MEMBER HAVEN-O'DONNELL, SECONDED BY COUNCIL MEMBER SEILS, TO ACCEPT THIS PLAN WITH THE RECOMMENDATION THAT GOAL #5 BE REVIEWED AND UPDATED AS NEEDED BASED ON LESSONS LEARNED FROM THE COVID-19 PANDEMIC. VOTE: AFFIRMATIVE ALL.

UPDATE FROM CHIEF SCHMIDT ON COVID-19

Carrboro Fire Chief, Dave Schmidt, provided an update on the response to the COVID-19 pandemic.

The Town Council asked Chief Schmidt to:

- work with the Orange County Multi-Agency Coordination (MAC) and Policy Group to clear up potential discrepancies that the accounting practices could cause.
- Work with Orange County so that that information about the Orange County COVID-19 hotline number be disseminated to residents of Carrboro..

The Council discussed issues related to representation at the MAC Group with a focus on ensuring representation of Carrboro's interests when the mayor is unable to attend.

FISCAL YEAR 2020 FINANCIAL UPDATE

The purpose of this item was to provide an update on FY20 revenues and expenditures to date.

Cary McNallan, Budget Analyst for the Town of Carrboro, provided the staff report on this agenda item.

The Council discussed budget issues with an emphasis on the impacts of the COVID-19 pandemic.

CARES ACT GRANT EXPENDITURE PLAN

The purpose of this agenda item was for the Town Council to approve a plan on how to spend the CARES Act grant funds.

Cary McNallan, Budget Analyst for the Town of Carrboro, provided the staff report on this agenda item.

The council discussed and deliberated on the use of CARES Act funding in the Town's budget.

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

AMENDMENT TO FY 2020-21 ADOPTED BUDGET

Town of Carrboro, North Carolina

Ordinance No. 1/20-21

WHEREAS, the Town Council for the Town of Carrboro adopted Annual Budget Ordinance No. 21/2019-20 for FY 2020-21 on June 23, 2020; and,

WHEREAS, the CARES Act requires the grant funding to be recorded in a special revenue fund; and,

WHEREAS, the Town now finds it necessary to amend the budget ordinance due to the receipt of federal funds provided through the CARES act; and,

WHEREAS, said funds are to be appropriated for eligible COVID-19 related expenditures; and,

NOW, THEREFORE, BE IT ORDAINED, that in accordance with authority contained in G.S.159-15, the following revenue and expense accounts are amended as shown and that the total amount for the funds are herewith appropriated for the purposes shown:

Account Code			Fund	Account Name	Current Budget	Change	Revised Budget
Org	Object	Project	Department				
			General Fund				
1445	437203	99900	Operating Grants	Federal CARES Act	\$ (57,500.00)	\$ 57,500.00	\$ -
420	504500		Town Manager	Contractual Services	22,500.00	(17,500.00)	5,000.00
425	504506		Housing & Community Services	Human Services Grants	267,625.00	(40,000.00)	227,625.00
			Grants Fund				
29	437203	29102	Grant Administration	Federal CARES Act	\$ -	\$ (57,500.00)	\$ (57,500.00)
29	504500	29102	Grant Administration	Contractual Services	-	17,500.00	17,500.00
29	504506	29102	Grant Administration	Human Services Grants	-	40,000.00	40,000.00

REASON: To move the General Fund appropriation of federal CARES Act funding, for eligible recovery plan consulting costs (\$17,500), and non-profit allocations (\$40,000), to the Special Revenue Grants Fund for the same purposes.

This budget ordinance amendment shall be effective immediately upon adoption.

A copy of this amendment shall be forwarded to the Town's Finance Officer within five (5) days.

This, the 18th day of August, 2020.

The motion passed by the following vote:

Ayes: Mayor Lydia Lavelle, Council Member Barbara Foushee, Council Member Jacquelyn Gist, Council Member Randee Haven-O'Donnell, Council Member Susan Romaine, Council Member Damon Seils, Council Member Sammy Slade

A motion was made by Council Member Gist, seconded by Council Member Seils, that the following amendment be approved:

AMENDMENT TO FY 2020-21 ADOPTED BUDGET
Town of Carrboro, North Carolina
Ordinance No. 2/21-21

WHEREAS, the Town Council for the Town of Carrboro adopted Annual Budget Ordinance No. 21/2019-20 for FY 2020-21 on June 23, 2020; and,

WHEREAS, the CARES Act requires the grant funding to be recorded in a special revenue fund; and,

WHEREAS, the Town now finds it necessary to amend the budget ordinance due to the receipt of a second allotment of federal funds provided through the CARES Act; and,

WHEREAS, said funds are to be appropriated for eligible COVID-19 related expenditures; and,

NOW, THEREFORE, BE IT ORDAINED, that in accordance with authority contained in G.S.159-15, the following revenue and expense accounts are amended as shown and that the total amount for the funds are herewith appropriated for the purposes shown:

Account Code			Fund	Account Name	Current Budget	Change	Revised Budget
Org	Object	Project	Department				
			Affordable Housing Fund				
28	437203	99900	Affordable Housing	Federal CARES Act	\$(120,000.00)	\$(180,000.00)	\$(300,000.00)
28	505900	99900	Affordable Housing	Rental Assistance	120,000.00	180,000.00	300,000.00
			Grants Fund				
29	437203	29102	Grant Administration	Federal CARES Act	\$ (57,500.00)	\$ (108,236.70)	\$ (165,736.70)
29	503305	29102	Grant Administration	Computer & Peripherals	-	58,500.00	58,500.00
29	504506	29102	Grant Administration	Human Services Grants	40,000.00	15,000.00	55,000.00
29	503300	29102	Grant Administration	Departmental Supplies	-	4,000.00	4,000.00
29	504500	29102	Grant Administration	Contractual Services	17,500.00	10,000.00	27,500.00
29	500750	29102	Grant Administration	Personnel-Othr Depts	-	20,736.70	20,736.70

REASON: To appropriate \$288,236.70 of federal CARES Act funding, to the Special Revenue Funds of Affordable Housing and Grants, for eligible COVID-19 expenditures.

This budget ordinance amendment shall be effective immediately upon adoption.

A copy of this amendment shall be forwarded to the Town's Finance Officer within five (5) days.

This, the 18th day of August, 2020.

The motion passed by the following vote:

Ayes: Mayor Lydia Lavelle, Council Member Barbara Foushee, Council Member Jacquelyn Gist, Council Member Randee Haven-O'Donnell, Council Member Susan Romaine, Council Member Damon Seils, Council Member Sammy Slade

MINORITY BUSINESS ROUNDTABLE REPORT

The purpose of this agenda item was to provide a final report to the Town Council on the findings and recommendations as a result of the discussions held during the Minority Business Roundtable meetings held in July.

Jon Hartman-Brown, Economic Development Director for the Town of Carrboro, provided the staff report on this agenda item.

Council Member Gist discussed the concept of an incubator village that could be established on Town-owned property on Old Highway 86.

Council Member Seils requested that staff consider synergies between the Inclusive Carrboro Communications and Community Outreach Plan and the outreach efforts that were discussed by Jon Hartman-Brown. He also expressed support for the concept that was presented by Council Member Gist for the use of the property on Old Highway 86.

MURAL UPDATE – END RACISM NOW

The purpose of this item was for the Town Council to receive an update on the Town's pursuit of approval to allow an 'End Racism Now' street mural to be painted in the street right of way for Laurel Avenue adjacent to the Town Commons

Trish McGuire, Planning Director, provided the staff report on this agenda item.

Nick Herman, Town Attorney, addressed issues of potential liability that the Town could face if painting is done on streets.

Council Member Gist recommended that town-owned parking lots be considered as an alternative location for the mural due to the timelines involved in getting approval to do the mural on a street.

The Council discussed options for the location of the mural.

MOTION WAS MADE BY COUNCIL MEMBER FOUSHEE, SECONDED BY COUNCIL MEMBER HAVEN-O'DONNELL, FOR STAFF TO FINALIZE A PLAN TO PAINT THE MURAL ON THE PARKING LOT BETWEEN TOWN HALL AND TOWN COMMONS. STAFF WILL PRESENT THE PLAN FOR COUNCIL APPROVAL IN SEPTEMBER. VOTE: AFFIRMATIVE ALL.

ADJOURNMENT

MOTION WAS MADE BY COUNCIL MEMBER SEILS, SECONDED BY COUNCIL MEMBER HAVEN-O'DONNELL, TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE ALL

Town Clerk

Mayor