



# Town of Carrboro

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

## Meeting Agenda Town Council



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Tuesday, September 8, 2020

7:00 PM

Remote Meeting - View Livestream or Cable TV  
18 - Email [publiccomment@townofcarrboro.org](mailto:publiccomment@townofcarrboro.org)  
to Speak at the Meeting

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### 7:00-7:05

#### A. ROLL CALL

### 7:05-7:15

#### B. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

### 7:15-7:20

#### C. ANNOUNCEMENT OF UPCOMING MEETINGS

### 7:20-7:30

#### D. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

*Comments are limited to three minutes per speaker.*

### 7:30-7:40

#### E. CONSENT AGENDA

1. [20-319](#) Approval of Minutes from July 14th and August 18th, 2020
2. [20-318](#) Budget Amendment - Contributions to Fire Department

**PURPOSE:** The purpose of this item is to recognize and appropriate \$3,000 contribution made to the Fire Department as a result of their involvement in a research project with RTI International and the National Institute of Standards and Technology.

**Attachments:** [Attachment A - Budget Amendment](#)  
[Attachment B - Letter from RTI International](#)

#### F. OTHER MATTERS

**7:40-8:40**

1. [20-325](#) The Future of Economic Development in Carrboro Discussion  
**PURPOSE:** To have a discussion on what the future and vision for economic development looks like for Carrboro in 10-20 years.

**8:40-9:00**

2. [20-317](#) Climate Implementation Advisory Board Update  
**PURPOSE:** The purpose of this item is to update the Council on progress developing a charge for a climate advisory board.  
**Attachments:** [Attachment A - Resolution To Receive Update](#)  
[Attachment B - Climate Action Implementation - Advisory Board Update](#)

**9:00-9:40**

3. [20-316](#) Fiscal Year 19-20 Affordable Housing and Community Services Report  
  
**PURPOSE:** The purpose of this item is for the Town Council to receive a report on the Town's Affordable Housing and Community Services Activities in FY19-20.  
**Attachments:** [Attachment A Housing Yearly Summary FY19.20 Final.docx](#)  
[Attachment B Updated Goals and Strategies 09.8.20 pdf](#)  
[Attachment C Location of Acquisition and Repair Projects](#)  
[Attachment D Location of EHA Assistance](#)

**9:40-10:20**

4. [20-271](#) 2019 Bias Free Policing Report  
**PURPOSE:** Provide an update on the Carrboro Police Department's efforts toward Bias-free policing.

**10:20-10:30**

5. [20-320](#) Update from Chief Schmidt on COVID-19

**G. MATTERS BY COUNCIL MEMBERS**



# Town of Carrboro

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## Agenda Item Abstract

**File Number:**20-318

**Agenda Date:** 9/8/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Budget Amendment - Contributions to Fire Department

**PURPOSE:** The purpose of this item is to recognize and appropriate \$3,000 contribution made to the Fire Department as a result of their involvement in a research project with RTI International and the National Institute of Standards and Technology.

**DEPARTMENT:** Fire

**CONTACT INFORMATION:** Chief David Schmidt, (919) 918-7349

**INFORMATION:** The Fire Department has been awarded \$3,000 by RTI International for their participation in NIST's CHARIoT Challenge. The Public Safety Communications Research (PSCR) division at the National Institute of Standards and Technology (NIST) is driven towards advancing public safety communications technologies by accelerating the adoption and implementation of the most critical communications capabilities to ensure the public safety community can more effectively carry out their mission to protect lives and property during day-to-day operations, large scale events, and emergencies.

These solutions can significantly improve a first responder's situational awareness allowing them to more effectively plan and respond during incidents. Today, however, current advancements in AR technology have been largely unavailable to first responders. The Carrboro firefighters providing insight into fireground task analysis as well as providing feedback for an artificial intelligence based-scenario.

These contributions are restricted to the purpose(s) as stated by the donor. They cannot be used for any other purpose, unless authorized by the donor.

**FISCAL & STAFF IMPACT:** These contributions are restricted to the purpose(s) stated by the donors.

**RECOMMENDATION:** Staff recommends that the Town Council approve the attached budget amendment (Attachment A).

**AMENDMENT TO FY 2020-21 ADOPTED BUDGET  
Town of Carrboro, North Carolina**

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, on August 18, 2020, the Town Council approved Budget Amendment Ordinance No. 1/2020-21 and 2/2020-21; and,

WHEREAS, RTI International has contributed \$3,000 to the Town of Carrboro and has requested that the funds be designated for the use of the Fire Department to purchase equipment; and,

WHEREAS, the Town Council is grateful for the generosity of RTI International; and,

WHEREAS, it is appropriate to amend the FY2020-21 General Fund budget to incorporate this restricted donation;

NOW, THEREFORE, BE IT ORDAINED, that in accordance with authority contained in G.S.159-15:

**Section 1.** The Town thanks RTI International for the contribution of \$3,000 to support the Town's Fire Department operations.

**Section 2.** 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				
			<u>General Fund</u>				
6602	436201		Fire Suppression	Donations	\$ -	\$ (3,000.00)	\$ (3,000.00)
531	503300		Fire Suppression	Departmental Supplies	40,000.00	3,000.00	43,000.00

REASON: To appropriate \$3,000.00 of donated monies to the General Fund Fire Department operating budget for the purpose of fire equipment.

**Section 3.** The contribution identified in Section 1 shall be used solely for the purpose stated by the donor.

**Section 4.** This budget ordinance amendment shall be effective immediately upon adoption, and a copy of this amendment shall be forwarded to the Town's Finance Officer within five (5) days.

August 26, 2020

Mr. David Schmidt

Fire Chief

Carrboro Fire Department

301 W Main Street

Carrboro, NC 27510

Dear Chief Schmidt:

I am writing to express my sincere thanks for your partnership with RTI International on the National Institute for Standards and Technology (NIST) CHARIoT Challenge over the summer. Your staff's contribution to fireground task analysis and their participation in scenario-based usability testing was essential to help us design and develop a more first responder-centered augmented reality interface.

Pursuant to our agreement and NIST's challenge requirement that we reimburse our public safety partner, I have enclosed a check in the amount of \$3,000 payable to the Carrboro Fire Department. While this exchange constitutes a cash donation, our expectation is for the full amount to be applied directly toward fire expenditures.

In closing, I am pleased to share that we have been just been invited by NIST to submit a new grant application to the Public Safety Innovation Accelerator Program this fall, based on the merit of our ongoing collaboration. With any luck, this will not be the last time I have an opportunity to author such a letter.

Respectfully,

A handwritten signature in black ink, appearing to read "RF", written in a cursive style.

Robert Furberg, PhD, MBA

Senior Clinical Informaticist

RTI International





# Town of Carrboro

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## Agenda Item Abstract

**File Number:**20-325

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### **TITLE:**

The Future of Economic Development in Carrboro Discussion

**PURPOSE:** To have a discussion on what the future and vision for economic development looks like for Carrboro in 10-20 years.

**DEPARTMENT:** Economic Development Department

**CONTACT INFORMATION:** Jon Hartman-Brown - 919-391-7846 - JHartman-Brown@TownofCarrboro.org

**INFORMATION:** Some prompting questions we are seeking answers to include: what is working and we need to continue to encourage in our economy; what is not working and we need to change in our economy; what is missing from our economy and we need to add and encourage it; and, lastly, what is missing from our economy and we need to discourage from becoming a part of our economy? Think about these questions in a 10-20 year horizon and in terms of business sectors, types of businesses, number, types, or pay range of jobs, types of development, and educational or training programs.

**FISCAL & STAFF IMPACT:**

**RECOMMENDATION:**







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**File Number:**20-317

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### **TITLE:**

Climate Implementation Advisory Board Update

**PURPOSE:** The purpose of this item is to update the Council on progress developing a charge for a climate advisory board.

**DEPARTMENT:** Planning Department

**CONTACT INFORMATION:** Laura Janway, Environmental Sustainability Coordinator, [ljanway@townofcarrboro.org](mailto:ljanway@townofcarrboro.org), (919) 918-7342; Patricia McGuire, Planning Director, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org), (919) 918-7327

**INFORMATION:** The purpose of this item is to update the Town Council on progress developing a charge for a climate advisory board based on direction from the June 16, 2020 Town Council Meeting. Staff have discussed the role of a climate advisory board and have developed a plan and yearly meeting schedule for an action-oriented Climate Action Commission (CAC). Staff have also worked with the Environmental Advisory Board (EAB) to develop a work plan for the CAC.

Next Steps: The Town Council will review and discuss this information, including the proposal for a new climate advisory board. Creation of this board would involve a Town Code amendment. We expect that the Town Council could receive a Town Code amendment for consideration in late October or early November, anticipating the EAB's completion of the work plan at their October 1, 2020 meeting.

**FISCAL & STAFF IMPACT:** There is no fiscal or staff impact related to this update.

**RECOMMENDATION:** Staff recommends the Council consider the attached resolution to receive the update.

A RESOLUTION RECEIVING AN UPDATE ON THE CLIMATE ADVISORY BOARD

WHEREAS, on June 16, 2020, the Town Council directed staff to develop a charge for a standalone climate advisory board; and

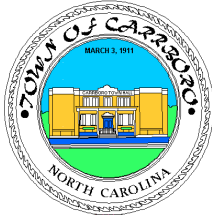
WHEREAS, staff have developed a charge and yearly meeting schedule for an action-oriented Climate Action Commission (CAC); and

WHEREAS, staff have worked with the Environmental Advisory Board to develop a work plan for the CAC; and

WHEREAS, the Town Council has requested a written progress update; and

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council that the Council receives this update on the climate advisory board.

This the 8<sup>th</sup> day of September in 2020.



## TOWN OF CARRBORO

NORTH CAROLINA

**TRANSMITTAL**                      **PLANNING DEPARTMENT**  
**DELIVERED VIA:** ☒ *HAND* ☐ *MAIL* ☐ *FAX* ☒ *EMAIL*

**To:**                      **David Andrews, Town Manager**  
                              **Town Council**

**From:**                **Laura Janway, Environmental Sustainability Coordinator**  
                              **Patricia McGuire, Planning Director**

**Date:**                 **September 8, 2020**

**Subject:**            **Climate Action Implementation - Advisory Board Update**

### **Direction to Staff**

At the June 16, 2020 Town Council Meeting, the Town Council directed staff to perform the following tasks:

- Develop a charge for a standalone climate advisory board and bring this item to the Council during one of the first two Town Council meetings after the summer.
- Provide a written update to the Town Council over the summer.
- Work with the Environmental Advisory Board (EAB) over the summer to sketch out a work plan for the climate advisory board.

### **Summary of Environmental Advisory Board Meetings**

- **June 25, 2020:** Environmental Advisory Board (EAB) members met on June 25, 2020 for a Joint Review meeting to discuss the Concept Plan for the ArtsCenter Conditional Use Permit and perform a courtesy review of the Concept Plan for 420 Smith Level Road.
- **July 2, 2020:** EAB members decided to hold a meeting on July 2, 2020 to draft and finalize their review comments for these two concept plans. Town staff added a discussion of the climate implementation advisory board work plan to this agenda. At

this meeting, EAB members felt an information session for new members was necessary and decided to hold this session on July 16th, 2020.

- **July 16, 2020:** Staff member Janway provided an introduction to the Community Climate Action Plan (CCAP) and Energy and Climate Protection Plan (ECPP) for new EAB members. Staff also provided an update on current climate action projects and an introduction to the modules initiative.
- **August 13, 2020:** EAB members discussed the climate advisory board and began to create a work plan. EAB members decided to continue discussion at their next meeting.
- **September 3, 2020:** EAB members continued to discuss and develop the work plan. Action to finalize the work plan is expected at their next meeting.

### **Advisory Board Proposal**

The EAB recommends that the Town establish a climate advisory board. The proposed Climate Action Commission (CAC) will consist of seven to nine members appointed by the Town Council. All members of the CAC shall either reside, own property, or operate a business within the town's planning jurisdiction. At least two members will have special expertise related to climate action implementation such as renewable energy use or energy efficiency in building design and/or construction, reducing motor vehicle use, or community engagement/grass-roots organizing related to climate action or similar environmental initiatives.

The CAC will provide expertise and input on implementation of the Community Climate Action Plan (CCAP) and municipal Energy and Climate Protection Plan (ECPP). CAC members will have the opportunity to provide feedback on the yearly Environmental Sustainability Work Plan and ongoing climate action initiatives as requested by staff. CAC members will analyze climate action initiatives with particular attention to race and equity, building on the recommendation for considering social justice and equity in the CCAP.

CAC members will also play an important role in the Town's climate action outreach by assisting staff with community events. Widespread community participation is necessary to meet the emissions reduction and climate change mitigation goals of the Community Climate Action Plan. CAC members will actively participate in the design, organization, and implementation of community outreach events. At these events, CAC members will educate and engage Carrboro residents in Town climate action initiatives.

Staff will also explore ways for the CAC to collaborate with the Transportation Advisory Board (TAB) with regard to reducing greenhouse gas emissions from transportation.

In addition, the Town can continue to discuss the potential name for the climate advisory board. Other options include the Climate Action and Environmental Sustainability Commission (CAESC) or the Climate Action Committee (CAC).

### **Organization and Meetings of the CAC**

Each year, CAC members will participate in the following:

- Up to four in-person meetings
- Up to four virtual meetings, as determined by staff to plan outreach events
- At least two community outreach events
- Special Meetings as necessary

The first meeting will be held in January to discuss the Environmental Sustainability Work Plan proposed by the Environmental Sustainability Coordinator for the upcoming fiscal year. At this meeting, CAC members will have the opportunity to propose and discuss project ideas. The second meeting will be held in February to continue the work plan discussion and to begin planning yearly outreach events.

The third meeting and fourth meetings will be held later in the year, depending on the schedule of outreach events. One of these meetings will be a joint meeting with other Advisory Boards in order to share CCAP and ECPP implementation updates. This meeting will act as an internal climate summit where CAC members and staff can make new connections and facilitate discussion. The CAC will hold Special Meetings as necessary.

The CAC will be action-oriented and all members will be required to participate in at least two of the outreach events held throughout the year. CAC members will help staff engage and educate members of the community in climate action. One event will be a community-wide climate action outreach event.

In order to help organize and coordinate these events, the CAC will hold virtual meetings before each event. Virtual meetings will allow flexibility in meeting times and dates in order to accommodate the schedules of outreach events. Virtual meetings will also reduce greenhouse gas emissions from travel. Staff will follow the [Rules of Procedure for Town of Carrboro Boards and Commissions](#) when scheduling and creating agendas for virtual meetings. CAC members will have the ability to suggest additional items for virtual meeting agendas.

The Environmental Sustainability Coordinator will keep all CAC members informed about CCAP and ECPP Plan implementation updates to the Town Council and invite members to attend Town Council meetings for scheduled climate action items.

### **Example CAC Yearly Meetings Calendar**

<b>Month</b>	<b>Meeting Type</b>
<b>January</b>	Regular Meeting - Sustainability Work Plan Discussion
<b>February</b>	Regular Meeting - Sustainability Work Plan Discussion (continued), Outreach Event Planning
<b>March</b>	No Meeting, Special Meeting if necessary
<b>April</b>	Virtual Meeting to finalize outreach event plans
	Earth Day Outreach Event (Green Neighborhoods)
<b>May</b>	Regular Meeting – Joint Meeting with other Advisory Boards
<b>June</b>	Virtual Meeting to finalize outreach event plans
	Pollinator Week Outreach Event
<b>July</b>	No Meeting
<b>August</b>	No Meeting
<b>September</b>	Virtual Meeting to finalize outreach event plans
	Zero Emissions Day Outreach Event
<b>October</b>	Regular Meeting
<b>November</b>	Virtual Meeting to finalize outreach event plans
	Community-Wide Climate Action Outreach Event
<b>December</b>	No Meeting

### **Next Steps**

The Town Council will review and discuss this information, including the proposal for a new climate advisory board. Creation of this board would involve a Town Code amendment. We expect that the Town Council could receive a Town Code amendment for consideration in late October or early November, anticipating the EAB's completion of the work plan at their October 1, 2020 meeting.



# Town of Carrboro

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## Agenda Item Abstract

**File Number:**20-316

**Agenda Date:** 9/8/2020

**File Type:**Agendas

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**Version:** 1

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### TITLE:

Fiscal Year 19-20 Affordable Housing and Community Services Report

**PURPOSE:** The purpose of this item is for the Town Council to receive a report on the Town's Affordable Housing and Community Services Activities in FY19-20.

**DEPARTMENT:** Housing and Community Services

**CONTACT INFORMATION:** Rebecca Buzzard, Director, [rbuzzard@townofcarrboro.org](mailto:rbuzzard@townofcarrboro.org) <<mailto:rbuzzard@townofcarrboro.org>>, 919-918-7438, Anne-Marie Vanaman, Management Specialist, [amvanaman@townofcarrboro.org](mailto:amvanaman@townofcarrboro.org) <<mailto:amvanaman@townofcarrboro.org>>, 919-918-7321

**INFORMATION:** In January 2020, the Town's Affordable Housing and Human Services programs joined to form a new department, Housing and Community Services.

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=4300906&GUID=F5069767-10DD-4F2C-A44F-2B76CA972DD3&Options=ID|Text|&Search=housing+and+community+services> In light of the COVID-19 pandemic, this consolidation of programs proved timely.

Staff will report on housing data and activities (including pandemic-related activities) that addressed identified housing and community service needs in fiscal year 2019-2020. Attachment A provides a summary of this information. Maps reflecting the location of FY19-20 housing projects in Carrboro and where rental assistance was provided (both pre-COVID and as a response to the pandemic) are attached as items C and D respectively.

Attachment B reflects updates to the Town's Affordable Housing Goals and Strategies document. On June 17, 2020, the Affordable Housing Advisory Commission (AHAC) reviewed a report on the accomplishments and progress toward the identified affordable housing goals, as required by their charge. Based on Town Council and AHAC feedback, further alignment of the Town's affordable housing goals with the Town's priorities of enhanced community outreach, environmental sustainability, and racial equity are in process. Later this year, in conjunction with the comprehensive plan, the AHAC will examine the established affordable housing goals and strategies document and pilot application process and recommend modifications for Town Council consideration.

**FISCAL & STAFF IMPACT:** None noted in relation to the receipt of this report.

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**RECOMMENDATION:** Staff recommends that the Town Council receive this report, consider the information, and provide feedback or direction to staff, if desired.





# HOUSING & COMMUNITY SERVICES DEPARTMENT

## FISCAL YEAR 19-20 ANNUAL SUMMARY

This year went in a direction none of us could have predicted. With the COVID-19 pandemic, priorities had to shift and the Town Council responded accordingly by supporting programmatic changes and ensuring the necessary funding levels to support the most vulnerable members of our community.

A crisis often creates an opportunity and the pandemic was no exception. We expanded and deepened our working relationships with the County and Towns, partner nonprofits, and communities in Carrboro. We have no doubt that this swift, bold and intentional action, coordinated with the County and Towns, prevented countless people from facing homelessness and going hungry during this time of crisis.

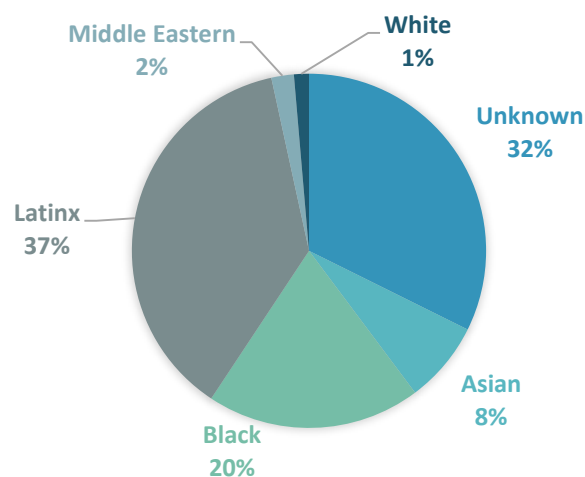
### Housing & Community Services COVID-19 Response

#### HOUSING

*In response to demonstrated need, Carrboro collaborated with Orange County, Chapel Hill, and Hillsborough to streamline, expand and centralize the **Emergency Housing Assistance** program:*

- The Affordable Housing Special Revenue Fund and Council-allocated CARES Act funds provided emergency housing assistance
- Increased maximum award and broadened eligibility criteria
- Paid for the rent, security deposits, and/or utility payments for 60 unique households, totaling \$80,190 in financial assistance between April 28 and June 30, 2020.
- Served Carrboro families earning below 60% AMI (\$54,540 for a family of four)
  - 73% of recipients in Carrboro earned 30% AMI or below (\$27,250 for a family of four)

#### Amount of EHA Provided to the Community By Race



*Staff also participated in:*

- Landlord outreach with encouragement to work with tenants and provided information about available programs to help prevent eviction and other community assistance
- Housing Rights webinar focused on COVID related housing issues
- Weekly meetings addressing issues of homelessness, including de-congregating the shelter, supply needs, and service gaps

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## FOOD

*The Town Council expressed that they wanted Carrboro residents to have access to food distributions. Staff worked with Orange County to host events at Carrboro High.*

- 266 households provided with fresh produce, pantry items, dairy, and pet food in June
- Carrboro provided ~20 volunteers
- Masks were given out as well as information on upcoming Town events



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## HUMAN SERVICES

*Through the regular human services application, hearing, recommendation, and approval process 47 non-profits were granted a total of \$274,000 for FY20-21. Based on the immediate need presented by COVID, all organizations were allowed to receive an early disbursement of funds. Five took advantage of the early release of money.*

*Additional CARES funding was approved by the Town Council to provide:*

- \$55,000 to organizations providing direct assistance Carrboro residents facing hardships as a result of COVID-19
- Prioritized food, housing and counseling for populations disproportionately impacted by the pandemic
- Provided additional funding to 16 non-profits that will impact an estimated 4,700 residents

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## MASK DISTRIBUTION



The Town received over 7000 donated masks from local businesses, state and local organizations, and individuals. They are available to the general public at both the Fire and Police Stations. In addition, staff and volunteers held mask distribution events at Carrboro apartment complexes. They also provided masks to non-profits and went door to door delivering masks to areas with the highest percentage of those who have been disproportionately impacted by the pandemic. These included Latinx neighborhoods, traditionally African American areas of Town, Refugee communities, and areas with high poverty levels.

- 2,511 masks given out in targeted distributions
- 2,095 masks provided to the general public
- Total of 4,606 given out in our community

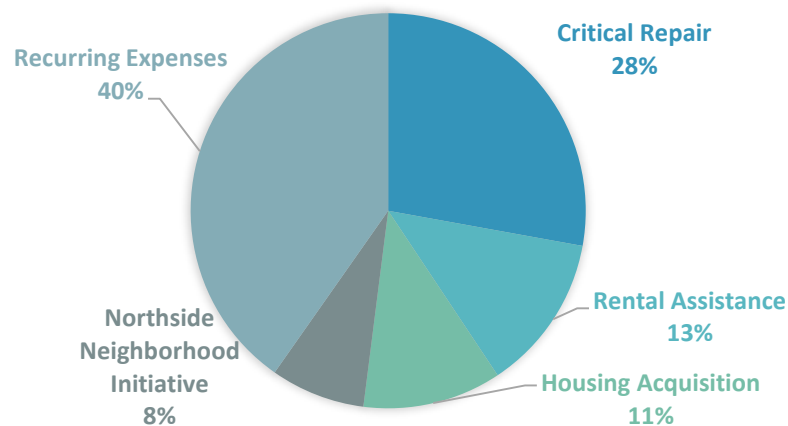
## Fiscal Year 19-20 Affordable Housing Summary

### AFFORDABLE HOUSING SPECIAL REVENUE FUND AND COMMUNITY IMPACT

The following tables and charts show how the Affordable Housing Special Revenue Fund (AHSRF) was spent in fiscal year 19-20. There is additional information on these projects in the sections below.

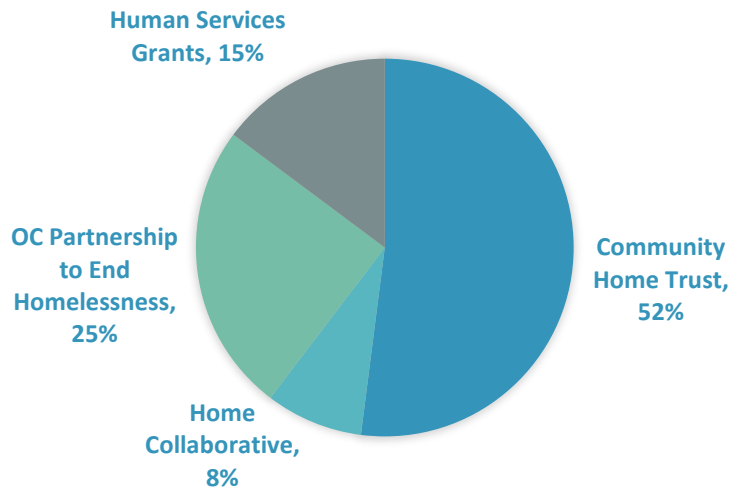
Expense Type	FY 19-20
Critical Repair	\$98,116
Rental Assistance	\$45,137
Housing Acquisition	\$40,000
Northside Neighborhood Initiative	\$27,248
Recurring Expenses	\$141,839
<b>Total</b>	<b>\$352,340</b>

### FY 19-20 AHSRF EXPENSES



Recurring Expenses	Amount
Community Home Trust (CHT)	\$ 73,784
Home Collaborative/Consortium	\$ 11,823
OC Partnership to End Homelessness	\$ 35,232
Human Services Grants*	\$ 21,000

## AHSRF RECURRING EXPENSES



**Human Services Grants:** Due to a logistical issue, two housing nonprofits applied for program funding from the AHSRF rather than through the Human Services process. Funds for these grants were transferred from the Human Services fund to the AHSRF for payment. Human services grants will not be included in this budget in future years.

**Partnership to End Homelessness:** The Orange County Partnership to End Homelessness (OCPEH) is a coalition of service providers, local governments, and community members who work together to coordinate funding and bring best practices to the work of ending homelessness in Orange County. The Partnership is jointly funded by 4 local governments, Carrboro, Chapel Hill, Orange County, and Hillsborough.

**Home Collaborative (Consortium):** The U.S. Department of Housing and Urban Development (HUD) HOME Investment Partnerships Program (HOME) provides formula grants to states and localities, called Participating Jurisdictions, to fund a wide range of affordable housing activities including building, buying, and/or rehabilitating affordable housing for rent or ownership. In Orange County, the HOME Participating Jurisdiction is a Consortium consisting of Orange County and the Towns of Carrboro, Chapel Hill, and Hillsborough, with the County acting as lead entity. In 2017, the Consortium was renamed the Orange County Local Government Affordable Housing Collaborative.

**Community Home Trust:** Community Home Trust was created at the recommendation of the local governments to strengthen the community with permanently affordable housing opportunities. The funding is governed by an interlocal agreement, signed in 2015, which clarifies responsibilities and provides the funding formula for operating funds. In December 2017, the Home Trust acquired the Landings at Winmore, a 58-unit affordable rental development in Carrboro. Their tenants are of households earning less than 60% of the area median income and section 8 vouchers are accepted. Today, there are 47 CHT permanently affordable homes in Carrboro.

## GOAL #1: AFFORDABLE HOMEOWNERSHIP

*Increase number of homeownership units that are permanently affordable in Carrboro.*

Added 1 home to the permanent affordable housing stock for homeownership

- Through a \$30,000 grant to Community Home Trust

Preserved 15 homes - Naturally Occurring Affordable Homes (NOAH)

- Through 3 grants totaling \$98,116 to Rebuilding Together of the Triangle and Habitat for Humanity of Orange County
- Weatherization conducted by Central Piedmont Community Action

## GOAL #2: AFFORDABLE RENTALS

*Increase number of rental units that are permanently affordable to individuals and families earning less than 60% of AMI.*

Added 2 units to the permanent affordable rental housing stock

AND

Repaired 9 existing units in the permanent affordable rental housing stock

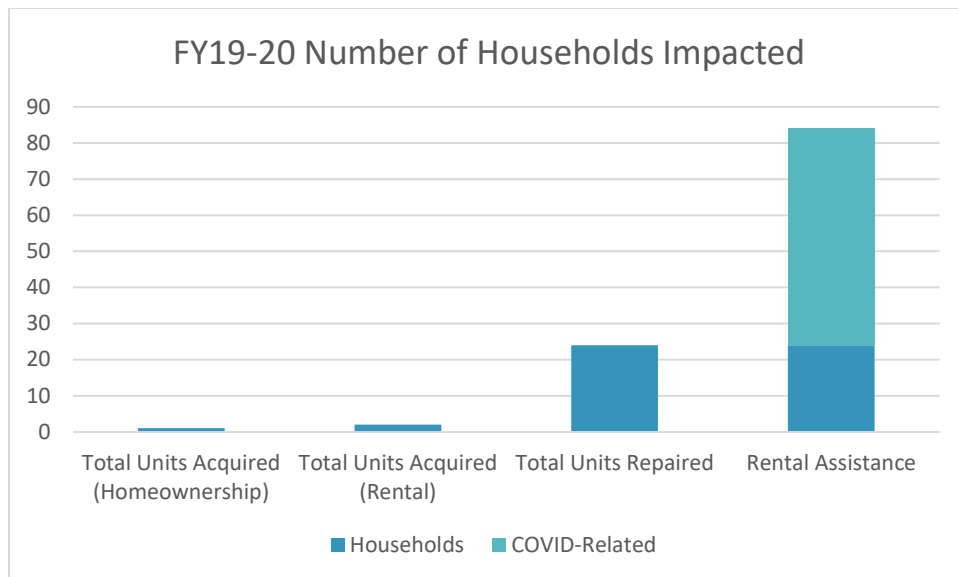
- Through a grant of \$10,000 to EmPOWERment (project also supported by HOME funds)

Assisted 24 unique households in maintaining their housing (**prior to COVID**)

- Rental, deposit, and utility assistance through partner agency Community Empowerment Fund

CASA Update - The North Carolina Housing Finance Agency awarded tax credits for the Merritt Mill Road project. In 2018, the project received Affordable Housing Special Revenue Funds for the purchase of the land, and the Town waived the building permit fees for the development of 24 households in Carrboro (and 24 in Chapel Hill). The anticipated timeline is for construction to begin in spring 2021 and completion of the project is expected in mid-2022.

Through the work described above, 51 households were impacted. The chart below summarizes both the homeownership and rental assistance provided this year. The map included as Attachment C shows the locations of homes added to and preserved in the Carrboro affordable housing stock. Attachment D is a map showing all of the rental assistance provided over the course of the year, including the additional 60 families whom were helped through COVID-19 related projects.



### GOAL #3: OVERARCHING PRIORITIES

#### 3.1 Concerted Land Use Planning/small land use plan for three high priority/high potential areas.

- Town-Owned land – developing test layout for tiny homes on Hill Street lot in Lloyd/Broad neighborhood
- Grant of \$27,248 to support the Northside Neighborhood Initiative

#### 3.2 Improve opportunities for developers and potential partners to identify affordability in a project.

- 3 Private developer discussions – with AHAC and Housing Coalition
- LUO Text Amendment for Cobb Street project approved for a four-unit affordable complex

#### 3.3 Develop dedicated funding source--in partnership with county and peer municipalities

- Town Council continued their commitment to the AHSRF by allocating an amount equal to the full penny and a half of property tax revenue, without raising taxes.
- Allocated \$300,000 of federal CARES Act funds for emergency housing assistance
- Worked with County and Towns to streamline and consolidate Emergency Housing Assistance program, leveraging partner resources

#### 3.4 Ensure implementation of the Affordable Housing Strategy

- AHAC convenes monthly
- Pilot Application Process and Survey completed
- Housing and Community Services Department formed

#### 3.5 Provide greater incentives for developers to include affordable housing in their projects.

- Staff worked with Teska Associates on the document, *Housing Issues and Opportunities*, for the 2020 Comprehensive Plan

#### 3.6 Reduce utility costs

- Grants supporting critical repairs on NOAH included weatherization by Central Piedmont Community Action.

# Town of Carrboro Affordable Housing Goals and Strategies

The Town of Carrboro is devoted to providing opportunities for safe, decent and affordable housing for all residents no matter their age, ability or income level.

Goal	Strategies	Target Completion Date	Partners/Resources Needed	Updates and Plans
<b>1. Affordable Homeownership (Target income range is 60%-115% AMI)</b>				
1.1 Increase number of homeownership units that are permanently affordable in Carrboro. 2024 goal is to have 85 affordable ownership homes. In July 2020, there were <b>71</b> affordable homeownership units. (Note: the Cobb Street project will add 4 units next FY)	A. Gather more data from the developers about what percentages will work to both incentivize them and respond to the market condition.	FY2024	Developers, Orange County Affordable Housing Coalition, non-profit housing developers, staff	1.Work with affordable housing nonprofits to permanently preserve existing affordable units and to create new affordable units. 3. Exploring the use of abandoned properties, Town-owned properties, <b>mobile home parks</b> , and tiny homes.
	B. Request that the BOCC continue to fund impact, permitting fees for non-profits.	Ongoing	Orange County	County is working closely with jurisdictions on affordable housing projects.
	C. Analyze modifying the ordinance to reflect a model that will both incentivize developers and respond to market conditions. <b>Ex. Expedited development review process.</b>	<b>FY2020-21</b>	Orange County Affordable Housing Coalition, non-profit housing providers, staff	Based on findings of 1.1A in conjunction with the <b>Comprehensive Plan</b> .
	D. Identify/build dedicated subsidy source to assist with land trust transactions.	Completed		The Affordable Housing Special Revenue Fund is a dedicated funding source to support affordable housing initiatives, including subsidizing land trust transactions. <b>The Town Council has dedicated 1.5 cents of property tax revenue to affordable housing - ~\$337,500 per year.</b>
1.2 Fully evaluate and reduce housing density restrictions to slow the climb of housing prices and diversify housing stock, particularly in high transit areas.	A. Schedule a community discussion to examine open space requirements and their implications on housing prices and the feasibility for inclusion of affordable units.	Ongoing	For and non-profit housing providers, citizens, environmental advocates, recreation advocates, Town and County elected officials	1. Based on findings of 1.1A, reevaluate and incorporate findings into <b>Comprehensive Plan</b> . 2. <b>Greene Tract discussions are ongoing</b>
	B. As a component of the parking plan, determine whether modifications to parking requirements could materially affect homeownership prices, development opportunities, and density. Unbundled parking for condominiums and townhouses should be included in this analysis.	<b>FY2020-21</b>	<b>Staff, Comp. Plan committees</b>	Reevaluate for <b>Comprehensive Plan</b>
	C. Explore opportunities to modify zoning and land-use ordinances related to in-fill residential, connected housing, zero lot-line housing, and mixed-use developments.	<b>Ongoing</b>	Staff, intern, graduate planning workshop students, development community	1. With 1.2A above, reevaluate and incorporate <b>completed study</b> findings into <b>Comprehensive Plan</b> . 2. <b>In FY2020-21, Consideration of Land Use Ordinance Amendments Relating to the Historic Rogers Road Neighborhood</b>
1.3 Decrease barriers to first-time homeownership and to homeownership retention, particularly among seniors	A. Develop and implement a clear set of priorities and policies for the use of dedicated funding that includes opportunities to support this goal.	Ongoing	Affordable Housing Advisory Commission, Town Council, Orange County Affordable Housing Coalition, Consolidated Plan partners	1. <b>Update</b> the Affordable Housing Fund Guidelines to reflect Goals and Strategies Document 2. Subcommittees of Orange County Affordable Housing Coalition formed specifically to address housing for 30% AMI and under group and <b>mobile home displacement</b> . 3. Engagement in Orange County Master Aging Plan Committee informs affordable housing priorities 4. <b>In June 2020, approved text amendment to LUO to facilitate 104 Cobb Street Habitat for Humanity projects - 4 units</b>
	A1. Down payment assistance for families participating in local homebuyer education programs.	Ongoing	Federal and state funding for down payment assistance	1. Council approved the Buyer Identified Homeownership Program 2. Staff worked with CHT to implement - 1st implementation phase is targeting Town employees. Two families helped.

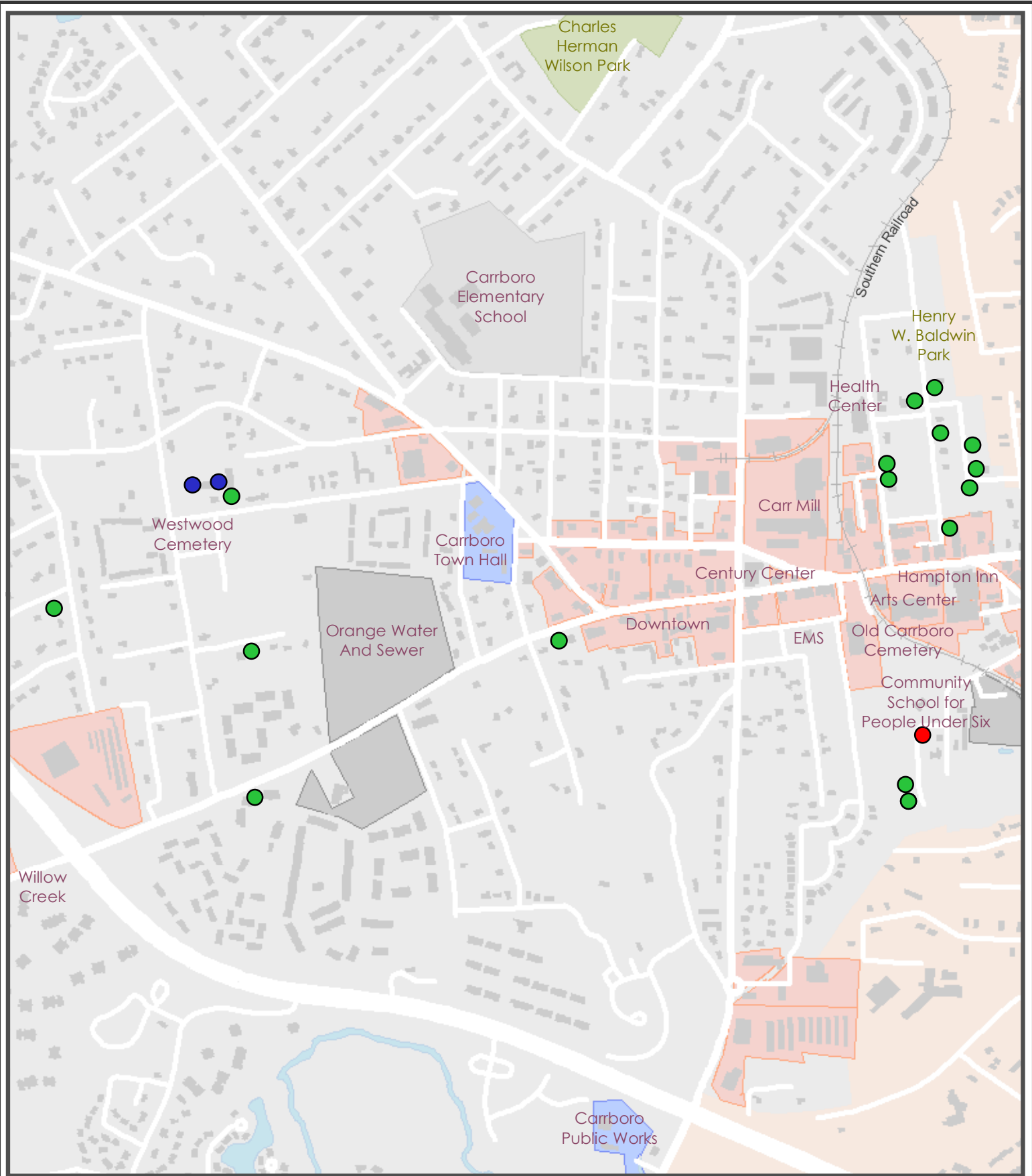


	A2. Grants for critical home repairs, energy efficiency, up fits to accommodate changing mobility, etc. +opportunities to decrease utility payments.	Ongoing	Affordable Housing Advisory Commission, Town Council and staff	1. Annually award grants from the Affordable Housing Special Revenue Fund to nonprofits conducting critical repairs, improvements in energy efficiency and/or universal design upgrades on behalf of qualifying individuals. <b>In FY2019-20, 15 homes and 8 EmPOWERment-owned rental units were repaired, weatherized or rehabbed through this fund.</b> 2. Participation in OWASA's Affordability Outreach Program to decrease water bill payments for residents. 3. <b>Engagement in Orange County Home Preservation Coalition</b>
1.4 Continuously improve public transit access, with a particular eye to moderate-income homeownership communities and developments with an affordability component.	A. Determine whether subsidizing transit access should be an approved use for dedicated housing funds.	Ongoing	Orange County Affordable Housing Coalition, Town Council, Consolidated Plan partners	With 1.3 above. Not currently an approved use of funds in the Affordable Housing Special Revenue Fund but access to pubic transit is measured when <b>reviewing</b> applications to the Affordable Housing Special Revenue Fund.
	B. Partner with CHT, and homeowners associations to identify and pursue opportunities to fund or otherwise make practical greater transit service to growing areas, including feeder systems to main routes.	Ongoing	Chapel Hill Transit, Transit Partners Committee, developers, HOAs, GoTriangle	1. "Provide geographic equity" and "Support transit-oriented land use" are long term goals of the Orange County Transit Plan. <b>2. In FY21, Chapel Hill Transit's Short Range Transit Plan (SRTP) improved service routes.</b> <b>3. Bus shelter added to Rogers Road community.</b>
	C. Play a leadership role at local and regional transit 'tables' to ensure future transit priorities and policies support affordable housing goals.	Ongoing	Transit Partners, DCHC MPO	<b>Council Member Seils, Council Member Haven-O'Donnell</b> and Town staff serve on the Partners Transit Committee <b>2. Carrboro Transit Partners connected CHT to both Carolina Spring and IFC to facilitate inclusion of their client needs in the SRTP.</b>
<b>2. Affordable Rentals (Target income is 60% or less of AMI)</b>				
2.1 Increase number of rental units that are permanently affordable to individuals and families earning less than 60% of AMI. 2024 goal is to have 470 affordable rental units. <b>By July 2020, there were 372</b> affordable rental units.	A. Modify ordinance to reflect a model that will both incentivize developers to include affordable units in their rental developments while also responding to market conditions.	Ongoing	Developers/Property Owners, Orange County Affordable Housing Coalition, Town Council, Staff	1. With 1.1 and 1.2 plans
	B. Work with Orange County, the University, and other landowners to examine, identify and reserve one or more tracts for future LIHTC and/or HUD-restricted rental communities.	Ongoing	Local governments, property owners, University	1. Staff created a map to identify possible LIHTC parcels and met with a developer to analyze the map 2. Have worked with OC and Chapel Hill to identify publicly owned land that could be suitable for affordable housing development 3. CASA LIHTC development off Merritt Mill Road approved in 2018, <b>and in 2020 CASA was awarded a 9% LIHTC project. Construction will begin in 2021.</b>
	C. Better position the town for future affordable rental development /redevelopment opportunities by cultivating relationships with experienced non-profit affordable rental housing developers.	Ongoing	OC Housing Coalition, NC Housing Coalition, DHIC, <b>CH-Carrboro Chamber of Commerce Big Bold Ideas Group</b>	1. Staff engage with nonprofit affordable housing agencies in OC and state level. Continuously working to build relationships. 2. Staff participate in monthly Orange County Affordable Housing Coalition Meetings and serve on its subcommittees.
2.2 Reduce negative effects of parking requirements on rental prices.	A. Fully examine research and data regarding parking density and "bundling" to determine best approaches to achieve this goal.	Ongoing	Planning staff	Reevaluate for <b>Comprehensive Plan</b>
	B. Utilize Town's parking management policy to support this goal.	Ongoing	Planning staff	Reevaluate for <b>Comprehensive Plan</b>
2.3 Slow the pressure on rental prices by increasing rental housing stock, particularly in high-transit areas.	A. Examine and consider reducing restrictions on accessory dwelling units. This strategy has the potential to support homeownership affordability by enabling homeowners to generate income to support their homeownership costs.	Ongoing	Developers, Orange County Affordable Housing Coalition, non-profit housing developers, planning staff	With 1.1, 1.2, and 2.1 plans 1. Research and consider tiny homes and modular homes in this strategy, in progress, Orange County Affordable Housing Coalition. <b>2. In FY21, will explore the possibility of tiny homes on Town-owned land with the Northside Initiative.</b>
2.4 Reduce erosion of rental housing quality and affordability	A. Research effective voluntary rental registry models and determine the efficacy of a similar program in Carrboro. If feasible, determine opportunities to implement a registry or rating system through a non-profit or other civic organization, with Town support.	FY2021	Orange County Affordable Housing Coalition, staff	Can be explored <b>through the OCAHC's ELI (extremely low-income) subcommittee.</b>



	B. Require all landlords with more than one unit of rental property to register for a business privilege license, and examine use of business regulations to enforce better stewardship of housing and neighborhoods.	FY2021	Orange County Affordable Housing Coalition, staff	Will explore with the new Economic Development Director. Increased landlord engagement in FY19-20.
	C. Gather and examine rental housing data to better anticipate and monitor opportunities/conditions for redevelopment/rehabilitation.	Ongoing	OC Housing Coalition, Orange County HHRCDC/Chapel Hill (Consolidated Plan partners)	Publicly available housing data has been collected and analyzed to gain a better understanding of the housing and affordable housing market in Carrboro. Reviewed annually.
	D. Convene landlords and property managers on an annual (regular) basis to build positive relationships, educate about Carrboro's housing expectations and policies, and encourage transparency about redevelopment/rehab/sale plans.	FY2021	Orange County Affordable Housing Coalition, staff	Master leasing being explored and evaluated by Orange County Affordable Housing Coalition. Increased landord engagement in FY19-20.
2.5 Examine the current marketplace for mobile and modular homes.	A. Educate the Town Council about the difference between the housing styles and regulations that apply.	FY2021	Orange County Affordable Housing Coalition, Orange County Collaborative, staff	1. Draft plan in development. 2. Orange County Affordable Housing Collaborative and Coalition considering mobile homes as affordable housing strategy. 3. OCAHC is re-creating a mobile home subcommittee for FY2020-21.
<b>3. Overarching Priorities</b>				
3.1 Concerted Land Use Planning/small land use plan for three high priority/high potential areas.	A. Identify the three high priority/potential areas that are ripe for development or re-development. Could include: downtown, Jones Ferry Corridor, Estes Drive.	Ongoing	Affordable Housing Advisory Commission, Town Council, and staff	1. Staff working with Northside Initiative to determine feasibility of tiny homes on a Town-owned parcel in the Lloyd/Broad community. 2. Map of naturally occurring affordable housing (NOAH) in Carrboro in progress. 3. Four Habitat for Humanity homes to be built on Cobb St. in 2021.
	B. Consider the current planning processes that are underway and share coordination and overlap.	Ongoing	Affordable Housing Advisory Commission, Orange County Affordable Housing Coalition, staff	Comprehensive Plan Development.
3.2 Improve opportunities for developers and potential partners to identify affordability in a project.	A. Include members of OCAHC in initial development review to encourage creative solutions/opportunities for affordable housing to be integrated into projects, and/or identify best opportunities to secure payment-in-lieu.	Ongoing	Affordable Housing Advisory Commission, Orange County Affordable Housing Coalition, staff	1. Staff provides information to OCAHC on proposed developments to allow an opportunity to receive their input.
3.3 Develop dedicated funding source--in partnership with county and peer municipalities	A. Explore the parameters of an AH Bond.  □	Completed	HOME Consortium, Consolidated Plan Partners, Orange County Affordable Housing Coalition, and Downtown Housing Improvement Corporation (DHIC).	1. The Town's Affordable Housing Special Revenue Fund currently provides \$337,500 annually to support affordable housing projects. 2. Federal CARES funding has been used to provide emergency housing assistance to Carrboro renters affected by COVID - \$120,000 as of July 2020.
	B. Explore a public private fund for example TCF.	Completed		Can be explored further.
	C. Find out about tax deduction.	Completed		CASA is building a LIHTC development on Merritt Mill Road, supported by Affordable Housing Special Revenue Fund.
	D. Look to identify complimentary external funding that could be better leveraged with municipal participation.	Ongoing	Orange County Affordable Housing Coalition, staff	Additional funding opportunities, including federal and state grants, are assessed through the Orange County Affordable Housing Coalition.
	E. Assessment of the most cost effective strategies-if we had a pot of money what is the best way to use it.	Completed	University, staff	In 2015, Staff worked with a UNC Capstone Group to analyze the cost effectiveness of each strategy, including subsidy amount needed and target population for each AH development model
3.4 Ensure implementation of the Affordable Housing Strategy	A. Affordable Housing Advisory Commission meets monthly. □	Ongoing		Town Affordable Housing Advisory Commission established in 2018 and meets monthly. Includes a Council liaison and a staff liaison.
	B. Ensure operationalization and monitor progress of affordable housing plan by staffing at least 1/2 time.	Ongoing		Staffing is provided by the Director and Management Specialist (at least 1/2 time for both positions)
	C. Continue to look at data and continuing to understand it-existing stock-number of affordable units and distribution-including transit access, non-motorized travel, overlaid with the distribution of housing.	Ongoing	Affordable Housing Advisory Commission, Orange County Affordable Housing Coalition, staff	1. Staff collects data on existing permanent affordable housing and updates on an annual basis 2. Include in Comprehensive Plan Development.
3.5 Provide greater incentives for developers to include affordable housing in their projects	A. Expedited review for projects that include affordable housing component.	Ongoing	Affordable Housing Advisory Commission, Orange County Affordable Housing Coalition, staff	With 1.1, 1.2, 2.1, and 2.3 plans 1. Include Affordable Housing Advisory Commission in review process. 2. Include in Comprehensive Plan Development.

	B. Ask 3-5 developers to do an assessment of the costs for all of the LUO requirements-how much does this increase the cost per unit, or the rent per unit.	Ongoing	Affordable Housing Advisory Commission, Orange County Affordable Housing Coalition, staff	1. With 1.1, 1.2, 2.1, and 2.3 plans in conjunction with <b>Comprehensive Plan</b> 2. In FY2019-2020, the AHAC held two meetings with a private developer - for project review and a more general discussion about AH and the for-profit market. An additional meeting occurred with another developer and members of the OCAHC.
	C. Evaluate the provision of public sector assistance for infrastructure in exchange for the provision of some percentage of affordable units (scaled).	Ongoing	Affordable Housing Advisory Commission, Orange County Affordable Housing Coalition, staff	With 1.1, 1.2, 2.1, and 2.3 plans in conjunction with <b>Comprehensive Plan</b>
3.6 Reduce utility costs	A. Work with OWASA, explore grants for energy efficiency.	Ongoing	OWASA, staff	1. Extension of Rogers Road sewer completed in June 2019. Providing public assistance to eligible households. 2. Southeast Energy Efficiency Alliance grant supports emissions and cost reduction through the work of the Orange County Home Preservation Coalition.
3.7 Acquisition of land/property-be proactive with OWASA in the land or parcels they are saying they will offer to municipalities first-Start to engage with them	A. OWASA-example but there are other options.	Completed	OWASA, staff	1. Staff has worked with OWASA to identify and evaluate potential sites. 2. All sites in Carrboro are mission critical and are not available to be sold or used for affordable housing. □
	B. Consider condemned properties -provide an incentive for homeowner to sell loan fund for Habitat, Empowerment to allow for the property to be renovated and fixed up.	Ongoing	Affordable Housing Advisory Commission, Orange County Affordable Housing Coalition, staff	Staff has researched the process for acquiring condemned properties for the use of affordable housing but further work is needed to determine incentives and possible policy changes.



## Location and Type of AHSRF Projects

### AHSRF Projects

### Type

● Renter Acquisition

● Repair

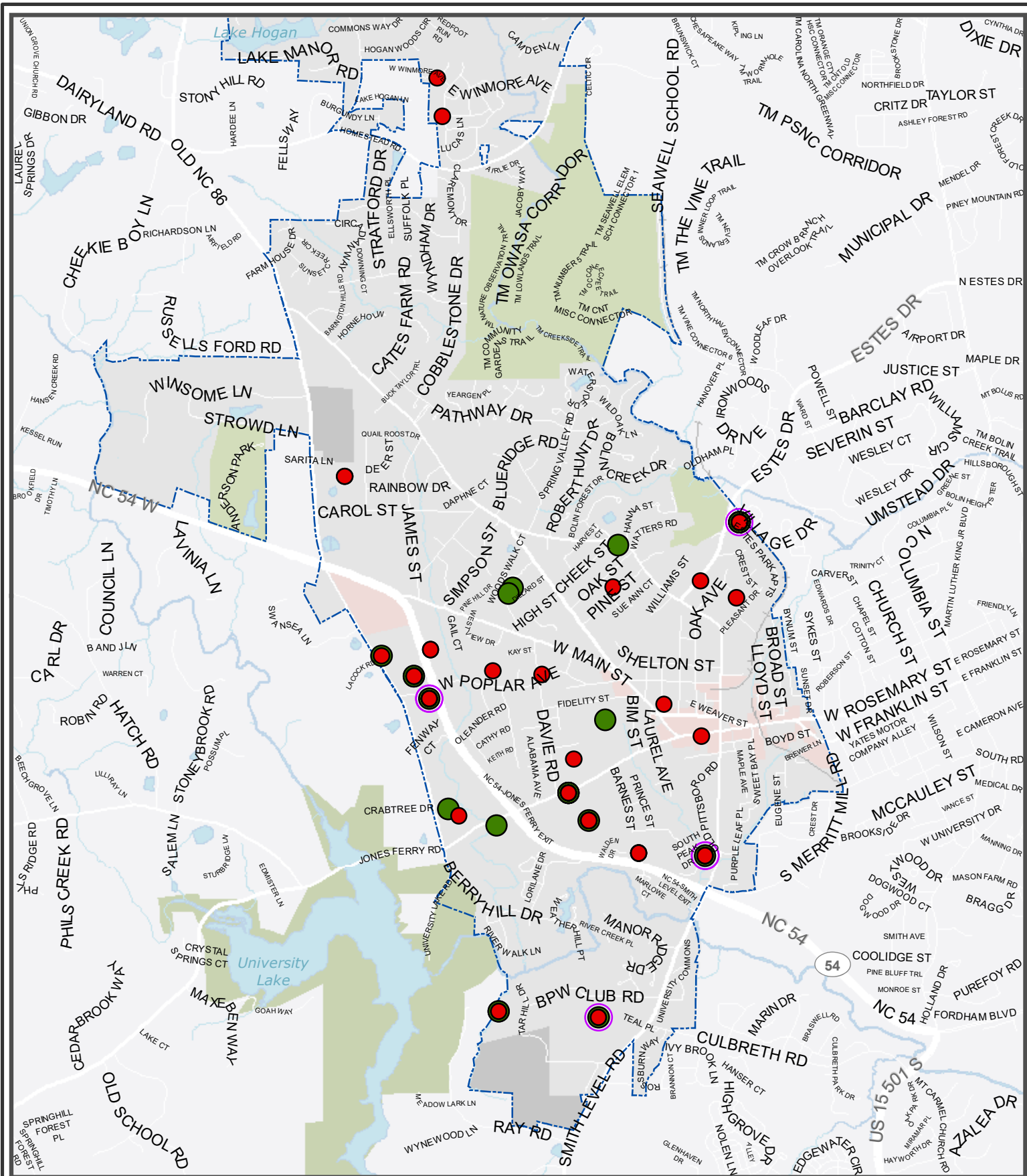
● Owner Acquisition



TOWN OF CARRBORO  
301 W. Main St.  
Carrboro, NC 27510

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## EHA Addresses

- Pre-COVID-19
- COVID-19
- Repeat



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# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-271

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**Agenda Date:** 9/8/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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**TITLE:**

2019 Bias Free Policing Report

**PURPOSE:** Provide an update on the Carrboro Police Department's efforts toward Bias-free policing.

**DEPARTMENT:** Police Department

**CONTACT INFORMATION:** Chief Walter Horton, 919-918-7397

**INFORMATION:** At the request of the Town Council, this report was created to show the police department's efforts in addressing concerns of bias in police activities.

**FISCAL & STAFF IMPACT:** None at this time.

**RECOMMENDATION:** Staff recommends the Council receive and accept this report.