



# Town of Carrboro

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

## Meeting Agenda Town Council



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Tuesday, November 17, 2020

7:00 PM

Remote Meeting - View Livestream or Cable TV

18

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### 7:00-7:20

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

1. [20-401](#) Proclamation - OWASA's Care to Share Day 2020
2. [20-402](#) Proclamation - Transgender Day of Remembrance 2020

### 7:20-7:25

#### B. ROLL CALL

### 7:25-7:30

#### C. ANNOUNCEMENT OF UPCOMING MEETINGS

### 7:30-7:40

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

*Comments are limited to three minutes per speaker.*

### 7:40-7:55

#### E. CONSENT AGENDA

1. [20-421](#) Approval of Minutes from the October 27, 2020 Meeting
2. [20-327](#) Fire Department Monthly Report  
**PURPOSE:** To provide the Town Council a monthly overview of calls for service.  
**Attachments:** [Attachment A - October 2020 FD Incident Data](#)
3. [20-414](#) Police Department Monthly Report  
**PURPOSE:** The Purpose of this agenda item is to provide the Town Council a brief overview of the monthly calls for service.

**Attachments:** [October 2020 Monthly Report.pdf](#)

4. [20-397](#) Stormwater Utility Monthly Report  
**PURPOSE:** The purpose of this item is to provide the monthly update regarding Stormwater Utility projects and initiatives.  
**Attachments:** [November 2020 Stormwater Report](#)
5. [20-420](#) Economic Development Monthly Report  
**PURPOSE:** Regular Monthly Activities and Status Report  
**Attachments:** [Attachment A - October Monthly Report](#)
6. [20-416](#) Consideration of Approval of a Supplemental Agreement with NCDOT to Receive Additional CMAQ Funds for the Jones Creek Greenway and to Amend the Capital Improvement Project Ordinance for the Project  
**PURPOSE:** The purpose of this agenda item is for the Carrboro Town Council to consider approving a supplemental agreement with the North Carolina Department of Transportation for the Jones Creek Greenway (TIP# C-5181) to provide \$343,200 of additional CMAQ funds to the project and to authorize \$85,800 for the local match.  
**Attachments:** [Resolution - Jones Creek CIP Ordinance Amendment \(850,250\) ALM](#)
7. [20-419](#) Appointment to the Recreation and Parks Commission  
**PURPOSE:** The purpose of this agenda item is for the Town Council to make appointments to the Recreation and Parks Commission.  
**Attachments:** [Attachment A - Appointment Resolution](#)  
[Attachment B - Matrix](#)  
[Attachment C - Chair Forms and Applications](#)
8. [20-424](#) Resolution Approving Schematic Design of 203 Project  
**PURPOSE:** The purpose of this item is for the Town Council to approve a resolution on the schematic design for the 203 Project and to direct staff to continue with the design process.  
**Attachments:** [A - Resolution](#)  
[B - Location map](#)  
[C - Amortization schedule 12M for 20 Yrs](#)  
[D - Carrboro 203 Economic Impact Analysis](#)  
[E - Financing 203 Project Town Council 11-10-2020](#)  
[F - 201112 Partner Cost Allocation Matrix](#)  
[G - 201110 Team Meeting Presentation DRAFT4-LR](#)

## F. OTHER MATTERS

**7:55-8:15****1. [20-425](#)**

Approval of lettering style for Black Lives Matter installation at the Carrboro Century Center

**PURPOSE:** The purpose of this item is for the Town Council to approve the font and spacing of the lettering style to be used in the Black Lives Matter mural installation at the Carrboro Century Center.

**Attachments:** [A - Resolution](#)  
[B- Font examples and mural illustration](#)

**8:15-8:35****2. [20-417](#)**

CommunityWorx Building, Black Lives Matter Mural Selection

**PURPOSE:** The purpose of this agenda item is for the Town Council to select a muralist, rendering and young artist(s) for the mural space identified on the side of the CommunityWorx building.

**Attachments:** [Attachment A - Resolution - BLM Mural](#)  
[Attachment B - Muralists - Sample Works](#)  
[Attachment C - Student Artists Renderings](#)

**8:35-9:15****3. [20-418](#)**

Update on the South Greensboro Street Sidewalk

**PURPOSE:** The purpose of this agenda item is to provide the Town Council with an update on the development of conceptual plans for the South Greensboro Street sidewalk and to seek direction on the next steps toward selecting a preferred alignment.

**Attachments:** [Attachment A - Resolution](#)

**9:15-9:45****4. [20-423](#)**

Update on the Morgan Creek Greenway

**PURPOSE:** The purpose of this item is to provide an update on the Morgan Creek Greenway and to seek Town Council direction relating to a possible change in the alignment of Phase 1 (TIP# 4828A) to inform design modifications needed to rebid the project.

**Attachments:** [Attachment A - Resolution Morgan Creek Greenway](#)  
[Attachment B - MCGMCP Phase 1 Alignments](#)  
[Attachment C - Alternate Alignment-bid design \(green line\)](#)  
[Attachment D - Original Preferred Alignment \(red line\)](#)

**9:45-10:30**

5.     [20-422](#)     Town Council Discussion of Possible Amendments to the Town of Carrboro Advisory Board Recruitment and Appointment Policy
- PURPOSE:** The purpose of this item is to provide Town Council the chance to review the policy and provide direction to staff on amendments.
- Attachments:**   [Attachment A - Town of Carrboro Advisory Board Recruitment and Appointment Policy](#)

**G.     MATTERS BY COUNCIL MEMBERS**





# Town of Carrboro

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## Agenda Item Abstract

**File Number:**20-401

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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Proclamation - OWASA's Care to Share Day 2020



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## Agenda Item Abstract

**File Number:**20-402

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Proclamation - Transgender Day of Remembrance 2020



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## Agenda Item Abstract

**File Number:**20-421

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Approval of Minutes from the October 27, 2020 Meeting



# Town of Carrboro

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301 W. Main St.  
Carrboro, NC 27510

## Agenda Item Abstract

**File Number:**20-327

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Fire Department Monthly Report

**PURPOSE:** To provide the Town Council a monthly overview of calls for service.

**DEPARTMENT:** Fire Department

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

**INFORMATION:** This report will provide information on Fire Department calls for service that occurred in Carrboro, South Orange Fire District, and neighboring jurisdictions.

**FISCAL & STAFF IMPACT:** N/A

**RECOMMENDATION:** Staff recommends the report be received and accepted.



Location	Fire		EMS		Hazardous Condition		Service Call		Good Intent		False Alarm		Weather		Special Incident		Total #	Total %
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%		
Carrboro	2	66.7%	43	84.3%	7	77.8%	5	83.3%	11	61.1%	10	62.5%	0	0.0%	2	100.0%	80	76.2%
South Orange	1	33.3%	8	15.7%	2	22.2%		0.0%	3	16.7%	6	37.5%	0	0.0%		0.0%	20	19.0%
Chapel Hill		0.0%		0.0%		0.0%		0.0%	2	11.1%		0.0%	0	0.0%		0.0%	2	1.9%
New Hope Fire District		0.0%		0.0%		0.0%	1	16.7%		0.0%		0.0%	0	0.0%		0.0%	1	1.0%
North Chatham Fire District		0.0%		0.0%		0.0%		0.0%	1	5.6%		0.0%	0	0.0%		0.0%	1	1.0%
Orange Grove Fire District		0.0%		0.0%		0.0%		0.0%	1	5.6%		0.0%	0	0.0%		0.0%	1	1.0%
<b>Grand Total</b>	<b>3</b>	<b>100.0%</b>	<b>51</b>	<b>100.0%</b>	<b>9</b>	<b>100.0%</b>	<b>6</b>	<b>100.0%</b>	<b>18</b>	<b>100.0%</b>	<b>16</b>	<b>100.0%</b>	<b>0</b>	<b>0.0%</b>	<b>2</b>	<b>100.0%</b>	<b>105</b>	<b>100.0%</b>

Fire	Examples include any type of fire; structure, vehicles, vegetation, rubbish, other outside fires
Overpressure/Rupture	This is an overpressure or rupture of air, steam, or gas where there is no associated fire
EMS	Any type of medical call or rescue of a person in distress
Hazardous Condition	Any type of condition where no fire exists - fuel/chemical spills, electrical equipment failure
Service Call	Examples of Public service incidents include: lockouts, water leaks, assisting other public agencies
Good Intent	Examples of good intent incidents include: steam mistaken for smoke, authorized controlled burns, no incident found at the location
False Alarm	Examples of false alarms include: alarms sounding due to a malfunction or the unintentional activation, and malicious false alarms.
Weather	Examples of weater incidents include: earthquakes, floods, damage assessments, or weather spotting
Special Incident	Example of special incidents include: citizen complaints due to code or ordinance violations



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**File Number:**20-414

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### **TITLE:**

Police Department Monthly Report

**PURPOSE:** The Purpose of this agenda item is to provide the Town Council a brief overview of the monthly calls for service.

**DEPARTMENT:** Police Department

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

**INFORMATION:** This report will provide information on calls for service, arrest, citations, use of force, and accidents.

**FISCAL & STAFF IMPACT:** N/A

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

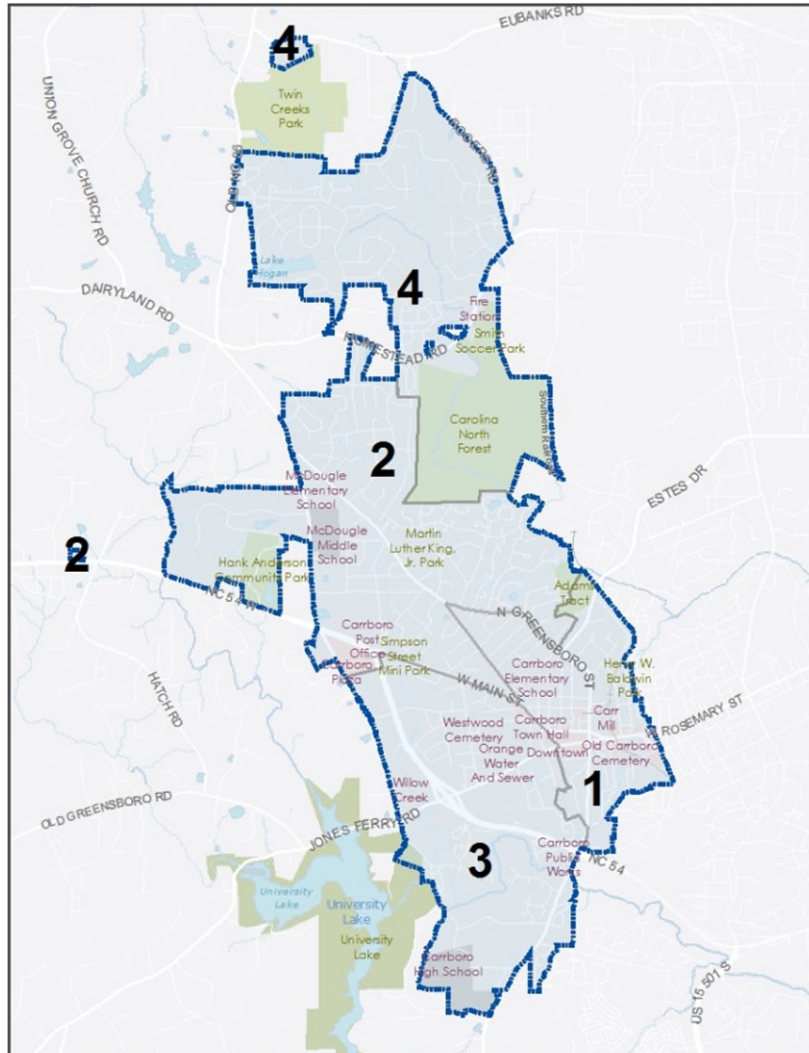


# CARRBORO POLICE DEPARTMENT

**Community • Accountability • Respect • Ethics**

Monthly Report  
October 2020

## Patrol Areas



## Calls for Service

	September	October	% Change
Area 1	469	437	-6.82%
Area 2	272	309	13.60%
Area 3	720	693	-3.75%
Area 4	107	108	0.93%
<b>Total</b>	<b>1,568</b>	<b>1547</b>	<b>-1.34%</b>
Traffic Stops	183	221	20.77%
Citations	47	44	-6.38%
Arrest	30	31	3.33%
Use of Force	0	2	200%



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**File Number:**20-397

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**Agenda Date:** 11/17/2020

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**Version:** 1

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### **TITLE:**

Stormwater Utility Monthly Report

**PURPOSE:** The purpose of this item is to provide the monthly update regarding Stormwater Utility projects and initiatives.

**DEPARTMENT:** Public Works

**CONTACT INFORMATION:** Randy Dodd, Stormwater Utility Manager, 919 918-7341

**INFORMATION:** The report identifies 13 separate projects and initiatives that Stormwater staff are currently or will be involved in in FY 20/21. These are specific efforts, some time-limited and others part of ongoing stormwater program development, that are above and beyond the baseline workload that includes but is not limited to: program administration; responding to requests for support and community outreach; stormwater system inspection and maintenance; reviewing development plans; stream determinations/buffer reviews; and illicit discharge response and pollution prevention.

An emphasis of Stormwater staff work, beyond the core workload, since the last report has been: follow up from the August NPDES permit audit; CityWorks implementation for workflow and asset management; preparing for increased Stormwater Control Measure maintenance oversight efforts; and preparing for the annual CIP update. Several other activities will be pursued in the coming months, as presented in the report.

**FISCAL & STAFF IMPACT:** There is no fiscal impact associated with this update. There are/will be nearer and longer term fiscal and staff impacts, as presented in the report.

**RECOMMENDATION:** It is recommended that the Council receive the staff report.



# STORMWATER UTILITY MONTHLY REPORT

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## **PART 1: WATER QUANTITY DRIVEN WORK**

### **1. Broad Street Culvert Replacement**



**Project Description:** This project involves replacing an old and undersized culvert on the 400 block of Broad Street.

**Project Background:** The inadequate culvert has been responsible for previous overtopping of the road. This site has been included in previous Town flood studies by Sungate Design.

**Status: Construction.** Funding has been approved, preliminary engineering completed, and a construction contract executed to replace the 24" culvert with a 54" culvert. Temporary and permanent easements have been conveyed for two properties. **Construction is underway and is anticipated to be complete in late November/early December.**

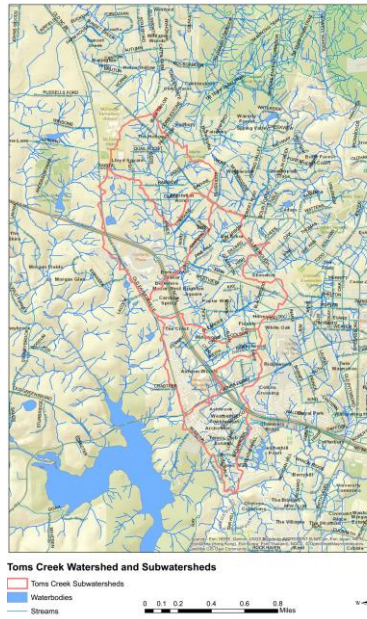
**Fiscal and Staffing Considerations:** The engineering cost is \$50k and construction cost is \$136k. There is a staff impact associated with project management.

**Additional Information:**

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=2288740&GUID=0B2EA271-314B-4ED8-8A38-0E199F87A49F%3E&FullText=1>

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=2288740&GUID=0B2EA271-314B-4ED8-8A38-0E199F87A49F%3E>

## 2. RainReady Study Follow Up



**Project Description:** In 2019, the Council directed staff to move forward with a pilot study due to the persistent and ongoing need to address flooding issues, with the upper Toms Creek watershed serving as the geographic focus.

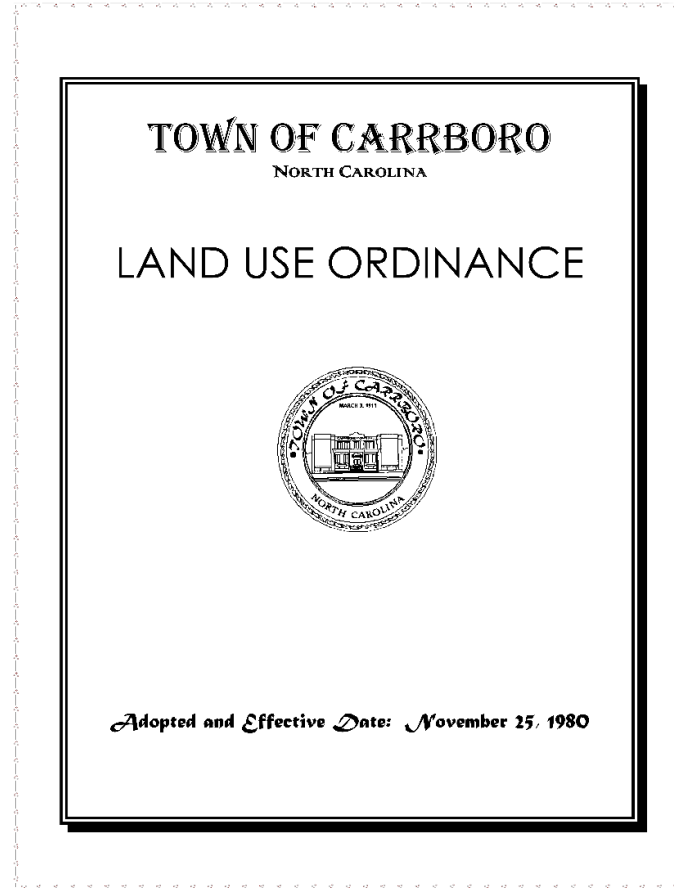
**Project Background:** For the Toms Creek watershed, flooding and drainage is a recurring and important theme. The upper watershed has received the most attention in recent years due to the degree of flooding and drainage issues experienced by residential property owners both in the regulated floodplain and other areas. A watershed based approach is needed to comprehensively address the issues that exist. An emerging concern is resiliency in consideration of the growing number of recent intense storms and the potential for a shift to more flooding in the future due to climate change.

**Status: Planning.** The Town contracted with the Center for Neighborhood Technology (CNT), resulting in a “RainReady” report in May, 2020. Sungate Design has also completed an engineering assessment of a catchment between Hillsborough Rd. and West Main Street with known drainage issues.

**Fiscal and Staffing Considerations:** Sungate’s work cost \$16.5k and the CNT’s work cost \$25k. There could be further implementation costs as a result of these projects. Any fiscal impact resulting from financial assistance to be provided as part of a new program will be determined through administrative and policy level review. There has been and will continue to be a staff impact associated with technical assistance. This impact will increase if staff will be administering a new program.

**Additional Information:** Additional information is available from multiple Council agenda items from 2013-2019. A [project website](#) has been created with relevant historical and project related information.

### 3. Land Use Ordinance Stormwater Provisions Review



**Project Description:** LUO stormwater provisions are under review.

**Project Background:** At the April 16, 2019 meeting, the Council referred further review of the stormwater provisions in the LUO to staff and the Stormwater Advisory Commission in consideration of the flooding and drainage impacts being experienced and elevated risk for increasing impacts due to climate change.

**Status: Planning.** This is being referred to Stormwater and Planning staff, Sungate Design, and the Stormwater Advisory Commission. **Staff and Sungate are currently researching and considering the scope of potential changes, and anticipate working with the SWAC later in 2021** to allow for a nearer term focus on regulatory compliance, capital project planning, and SCM maintenance and inspection.

**Fiscal and Staffing Considerations:** There is no fiscal impact with reviewing and amending the LUO. There will be a staff impact with performing the review.

**Additional Information:**

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=3919560&GUID=59CDD594-2973-4C2B-813C-738A1CF5707B&Options=&Search>

<http://www.townofcarrboro.org/DocumentCenter/View/698/Article-XVI-Floodways-Floodplains-Drainage-and-Erosion-PDF>

#### 4. FEMA Hazard Mitigation Grant Program Letters of Interest (Acquisition and Elevation)



**Project Description:** The information presented below is for an acquisition project for 116 Carol Street, and a new elevation project for 100 James Street

**Project Background:** Following on Hurricane Florence and Tropical Storm Michael, FEMA announced new rounds of HMGP funding. In addition to the Lorraine Street properties discussed above, two additional homeowners at 116 Carol Street and 100 James Street (properties included in previous HMGP applications for acquisitions that did not move forward) have responded, and were included in Letters of Interest submitted by the Town to the NC Department of Public Safety (NCDPS). Staff submitted one Letter of Interest for an acquisition project for 116 Carol Street and a second Letter of Interest for elevation of the home at 100 James Street in early 2019. Staff received notification in the summer of 2019 that the NCDPS would accept applications.

**Status: Applications in Review.** Application materials for the 116 Carol acquisition were submitted to the State in October, 2019 under Hurricane Florence. Application materials for the 100 James Street elevation were submitted to the State in November, 2019 under Tropical Storm Michael. Staff regularly check on the status, which has remained “pending obligation” since the applications were submitted. If approved, staff will follow up with pursuit of entering into (a) grant agreement(s) for one or both projects.

**Fiscal and Staffing Considerations:** If the Town is able to successfully enter into grant agreements (one for acquisition and one for elevation), costs for work covered by the grants will first be borne by the Town and then reimbursed to the Town with a combination of both Federal and State funds covering eligible costs, provided that all grant requirements are met. Elevation costs can be reimbursed at up to \$175k per home and acquisition costs at up to \$276k per home. There would be a significant staff impact to administer the grant funds.

**Additional Information:**

[https://www.fema.gov/media-library-data/1493317448449-b83f27544e36b7bf67913f964a56b15a/HMA\\_Homeowners\\_Guide\\_040717\\_508.pdf](https://www.fema.gov/media-library-data/1493317448449-b83f27544e36b7bf67913f964a56b15a/HMA_Homeowners_Guide_040717_508.pdf)



## 5. FEMA Public Assistance: Damage Recovery from Hurricane Florence



### Overview

Public Assistance (PA) is FEMA's largest grant program providing funds to assist communities responding to and recovering from major disasters or emergencies declared by the President. The program provides emergency assistance to save lives and protect property, and assists with permanently restoring community infrastructure affected by a federally declared incident.

### Eligible Applicants

Eligible applicants include states, federally recognized tribal governments (including Alaska Native villages and organizations so long as they are not privately owned), U.S. territories, local governments, and certain private non-profit (PNP) organizations.

PNPs must have "an effective ruling letter from the U.S. Internal Revenue Service, granting tax exemption under sections 501(c), (d), or (e) of the Internal Revenue Code of 1954, or satisfactory evidence from the State that the nonrevenue producing organization or entity is a nonprofit one organized or doing business under State law."<sup>1</sup> Additionally, for a PNP operated facility to be eligible, the PNP must demonstrate the facility provides a critical service or provides a non-critical, but essential government service and is open to the general public. A facility that provides a critical service is defined as one used for an educational, utility, emergency, or medical purpose.<sup>2</sup>

### Project Categories

FEMA processes PA grant funding according to the type of work the applicant undertakes. Eligible work must be required as a result of the declared incident, be located in the designated area, be the legal responsibility of the applicant, and be undertaken at a reasonable cost.

Eligible work is classified into the following categories:

#### Emergency Work

Category A: Debris removal

Category B: Emergency protective measures

#### Permanent Work

Category C: Roads and bridges

Category D: Water control facilities

Category E: Public buildings and contents

Category F: Public utilities

Category G: Parks, recreational, and other facilities

Federal funding guidelines for each of these categories are listed in the *Public Assistance Program and Policy Guide*, which is located [online at https://www.fema.gov/media-library/assets/documents/111781](https://www.fema.gov/media-library/assets/documents/111781).

### Application Process

After a federal declaration, the recipient (i.e. state, tribe, or territory) conducts Applicant Briefings to inform potential applicants (i.e. state, local, tribal, territorial, and PNP officials) of the assistance available and how to apply. Applicants must then file a Request for Public Assistance within 30 days of the date their respective area is designated by the federal declaration.

Following the approved request, FEMA and the applicants will conduct additional meetings to discuss disaster

**Project Description:** The Town has been working through the FEMA Public Assistance process for damage recovery from Hurricane Florence. This aspect of Public Assistance is associated with covering the costs for debris removal, emergency protective measures, restoring roads, equipment and facilities to pre-storm conditions, and administrative costs. It is considered separately from the activities described in #11 below, although also under the Public Assistance umbrella.

**Project Background:** Stormwater staff have been leading the Town's pursuit of FEMA Public Assistance funding. Staff have submitted claims for losses not covered by insurance and have been working with FEMA/NCDPS staff to document and receive reimbursement, as well as reimbursement for staff time associated with emergency response and follow up. This process has been underway since the winter.

**Status: Active.** The Florence damage recovery work and reimbursal has been completed. Staff continue to work with NCDPS and FEMA to seek reimbursal for the stream restoration project (#11).

**Fiscal and Staffing Considerations:** The Town has received about \$59k in uninsured costs from FEMA to date, and could receive up to about \$250k of additional funds, including any funds granted for the stream restoration project, and for staff time for Public Assistance administration. This work has required over 500 hundred hours of Stormwater staff time.

### Additional Information:

[https://www.fema.gov/media-library-data/1534520496845-4b41646e3d8839c768deb3a7f4ded513/PADeliveryModelFactSheetFINAL\\_Updated\\_052418.pdf](https://www.fema.gov/media-library-data/1534520496845-4b41646e3d8839c768deb3a7f4ded513/PADeliveryModelFactSheetFINAL_Updated_052418.pdf)  
[https://www.fema.gov/pdf/government/grant/pa/fema323\\_app\\_handbk.pdf](https://www.fema.gov/pdf/government/grant/pa/fema323_app_handbk.pdf)

## PART 2: WATER QUALITY & FEDERAL/STATE REGULATORY DRIVEN WORK

### 6. NPDES Town Wide Permit

*What is an MS4 Permit Compliance Audit?*

An MS4 Audit is a structured review of the Stormwater Management Program to evaluate whether the MS4 is meeting the requirements specified in the NPDES MS4 Permit & Stormwater Management Plan (SWMP)



AKA do you have your ducks in a row?

Department of Environmental Quality



**Regulatory Requirement:** The Town is regulated under a town wide permit that requires the Town to implement a comprehensive stormwater management program that includes six minimum measures:

- (1) Public education and outreach on stormwater impacts
- (2) Public involvement/participation
- (3) Illicit discharge detection and elimination
- (4) Construction site stormwater runoff control (delegated to Orange County)
- (5) Post-construction stormwater management for new development and redevelopment, and
- (6) Pollution prevention/good housekeeping for municipal operations.

The initial Carrboro permit was issued effective July 1, 2005, renewed in 2011, and again in 2017.

**Background:** In 1990, under the authority of the federal Clean Water Act and starting with large (population >100k) municipalities (and industries), EPA began regulating stormwater runoff. In 2000, the scope was extended to smaller municipalities, and EPA delegated the authority to the State to issue these municipalities (including Carrboro) a stormwater permit.

**Status: Active.** The planned EPA/State NPDES Phase II stormwater permit audit was completed on August 12. A Notice of Violation, as anticipated and previously reported, was provided on November 2. Staff prepared additional information as part of Council and Stormwater Advisory Commission agendas in early November. 36 of the 46 communities that have been audited in 2019/2020 have received Notices of Violation and 5 additional communities have received Notices of Deficiency.

**Fiscal and Staffing Considerations:** Preparing for and follow up from this audit and improving the Town's permit compliance and record keeping activities has been and will continue to be a significant undertaking.

**Additional Information:**

<https://deg.nc.gov/about/divisions/energy-mineral-and-land-resources/stormwater/stormwater-program/npdes-ms4-permitting>

## 7. Stormwater Control Measure Maintenance and Inspection Program



**Background:** The Town's Land Use Ordinance (LUO) has required "Stormwater Control Measures" (SCMs) as part of development projects. SCMs treat runoff to reduce both water quantity and quality impacts. Since 2007, the LUO<sup>1</sup> has articulated requirements for private landowner maintenance of SCMs. (Prior to 2007, this responsibility was implicit rather than explicit.) In early 2020, the Council approved a rate increase to support the necessary capacity to expand program efforts in general, and specifically including SCM compliance oversight. In August, 2020, NCDEQ audited the Town's performance for its permit. Past oversight of SCM maintenance was a recognized permit performance deficiency. Moving forward with a compliant and comprehensive Town wide SCM maintenance oversight program is also seen as an immediate and effective action that the Town can take for flood/climate change resilience since there are many existing SCMs for which performance can be improved with proper maintenance, and risks of poorer future performance can also be avoided through preventative maintenance.

**Status: Active.** The concept that staff are moving forward with, given the above, is to move forward with the SCM maintenance and inspection program activities with goals of:

- 1) A letter being sent to all owners of Town permitted SCMs outlining their responsibilities and clear communications about the program and what will be happening going forward;
- 2) All owners of Town permitted SCMs being required to initiate their own annual reporting of their maintenance and inspection efforts by the end of 2021;
- 3) Stormwater staff committing to complete staff inspections of all Town permitted SCMs by the end of 2022.

Staff shared the above information with the Stormwater Advisory Commission at their October meeting.

**Fiscal and Staffing Considerations:** This activity will take a significant amount of staff time given the size of the inventory and since it is possible if not likely that many owners of SCMs are not aware of their SCM maintenance and reporting responsibility.

**Additional Information:** <http://www.townofcarrboro.org/751/Maintenance-and-Inspection>

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<sup>1</sup> [Section 15-263.1 Maintenance of Structural BMPs](#)



## 8. NPDES Public Works Facility NPDES Permit

STATE OF NORTH CAROLINA  
DEPARTMENT OF ENVIRONMENTAL QUALITY  
DIVISION OF ENERGY, MINERAL, AND LAND RESOURCES  
**GENERAL PERMIT NO. NCG080000**

TO DISCHARGE STORMWATER UNDER THE  
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM

for establishments primarily engaged in the following activities:

### **Vehicle Maintenance Areas**

**Regulatory Requirement:** Under federal and state law, the Public Works facility continues to be regulated through an NPDES stormwater general permit.

**Background:** In 1990, under the authority of the federal Clean Water Act and starting with large (population >100k) municipalities (and industries), EPA began regulating stormwater runoff. In 2000, the scope was extended to smaller municipalities, and EPA delegated the authority to the State to issue these municipalities a stormwater permit. In addition to receiving a town wide permit, Carrboro received a separate permit for the Public Works facility given the operations occurring at the site and potential for stormwater impacts on water quality.

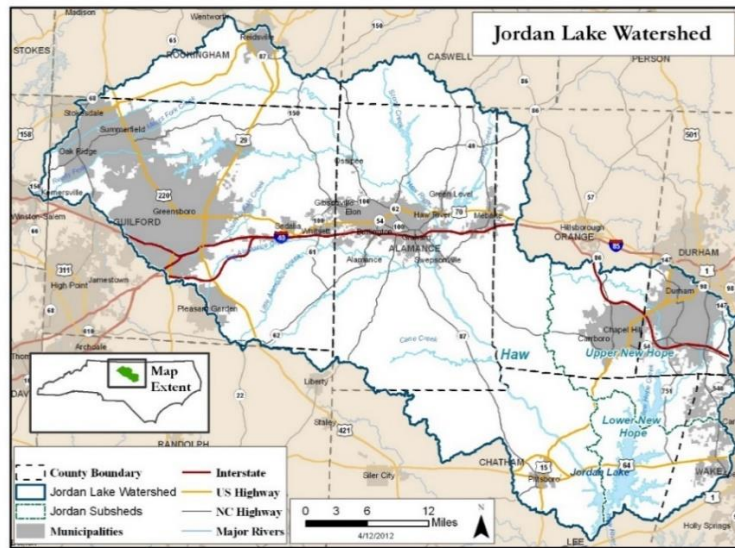
**Status: Active.** This activity has been and remains in a regular/routine operational status, with the facility remaining compliant with federal/state requirements.

**Fiscal and Staffing Considerations:** The Town has been working with a consultant for about \$6k/year to support regulatory compliance. There is also an ongoing level of staff activity to maintain compliance.

**Additional Information:**

<https://deq.nc.gov/about/divisions/energy-mineral-land-resources/npdes-stormwater-gps>

## 9. Jordan Lake Rules Compliance



**Regulatory Requirement:** The Jordan Lake Rules are a nutrient management strategy designed to restore water quality in the lake by reducing pollution entering the lake. Restoration and protection of the lake is essential because it serves as a water supply for several thriving communities, a prime recreation area for more than a million visitors each year, and an important aquatic ecosystem.

**Background:** Jordan Lake was impounded in 1983 by damming the Haw River near its confluence with the Deep River. It was created to provide flood control, water supply, fish and wildlife conservation, and recreation. The lake has had water quality issues from the beginning, with the NC Environmental Management Commission declaring it as nutrient-sensitive waters (NSW) the same year it was impounded. Since that time, Jordan Lake has consistently rated as eutrophic or hyper-eutrophic, with excessive levels of nutrients present. The most relevant provisions in the rules for Carrboro relate to stormwater management for both new and existing development, riparian buffers, and fertilizer application.

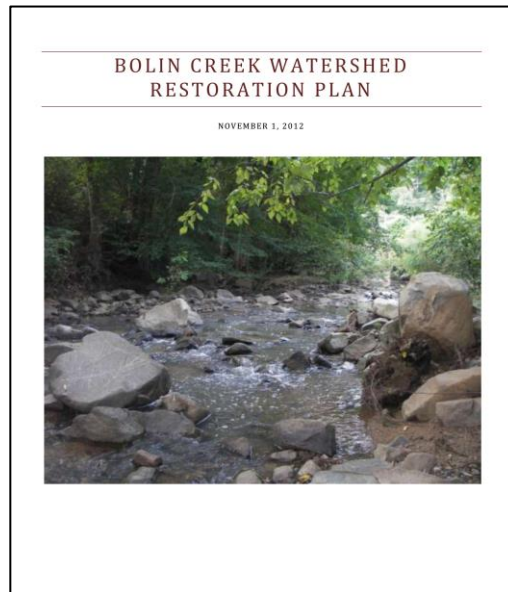
**Status: Under Review (State).** There was significant Town activity between about 2005 and 2015 to prepare for and enact ordinance provisions and begin work on implementation activities. The State then chose to pursue further studies to guide implementation. Jordan Lake Rules regulatory review has begun now that a NC Policy Collaboratory study has wrapped up. The goals of the rules readoption process is to evaluate the Collaboratory's findings and engage stakeholders throughout the watershed to help develop draft rules. The NC Division of Water Resources (DWR) has contracted with Triangle J Council of Governments (TJCOG) to administer this public participation process.

**Fiscal and Staffing Considerations:** The Town continues to be required to submit annual reports identifying stormwater retrofits, and has programmed several projects in the CIP. It is preliminary at this point to speculate on the potential fiscal/staff/regulatory impacts that will result, beyond an understanding that some staff time will be required to stay informed and report back as the review is pursued.

### **Additional Information:**

<https://deq.nc.gov/about/divisions/water-resources/water-planning/nonpoint-source-planning/jordan-lake-nutrient>  
<https://www.tjocog.org/programs-energy-environment%E2%80%AF-water-resources/jordan-lake-one-water>

## 10. Bolin Creek Watershed Restoration Plan Implementation



**Regulatory Requirement:** The downstream extent of Bolin Creek in Carrboro, and continuing into Chapel Hill, is on the state/federal list of impaired waters. Local actions are needed to improve water quality.

**Background:** Carrboro staff worked with Chapel Hill and other local, state and federal agency staff in 2006 to create the Bolin Creek Watershed Restoration Team (BCWRT) because of the impaired waters listing. At the time, the Bolin Creek watershed was selected as one of only 7 watersheds in the state to receive focused state and federal assistance in preparing grant applications and leveraging other resources to remove Bolin Creek from the impaired waters list. The BCWRT's long term goal is to improve the health of Bolin Creek and its tributaries and remove it from the impaired waters list. This is an ambitious goal that will require a robust commitment for many years to come.

**Status: Planning.** Watershed restoration plan implementation has been inactive since 2012 due to insufficient staff capacity and funding resources. Staff are exploring project opportunities.

**Fiscal and Staffing Considerations:** There are no near term considerations. Longer term fiscal and staff considerations are uncertain.

**Additional Information:**

<https://townofcarrboro.org/280/Bolin-Creek-Watershed-Restoration>

## PART 3: WORK DRIVEN BY BOTH WATER QUANTITY AND QUALITY INTERESTS

### 11. Public Works Stream Restoration



**Project Description:** This project has involved two phases of repairing/restoring a badly eroding stream channel in an extremely high risk situation adjacent to Public Works. The first phase was preliminary engineering; the second is construction/restoration.

**Project Background:** There are two unnamed intermittent streams that flow from the south side of downtown along South Greensboro Street and Old Pittsboro Road, join just above the 54 Bypass, and then flow under the bypass and along the Public Works property line before joining Morgan Creek. The stream channel is very incised adjacent to Public Works, with an extremely actively eroding bank. During Hurricane Florence, a large section of the streambank immediately adjacent to the fuel tanks (as well as outbuildings) collapsed, escalating and accelerating the importance of addressing the bank erosion. This project has been an identified need since 2015.

**Status: Active.** The preliminary engineering was completed in early 2020. Construction bids were solicited in March and received in April. The Council approved moving forward with construction on May 5th. North State Environmental was awarded a construction contract in May; construction began in July. Grading was completed in early September and planting is to occur in late fall/early winter.

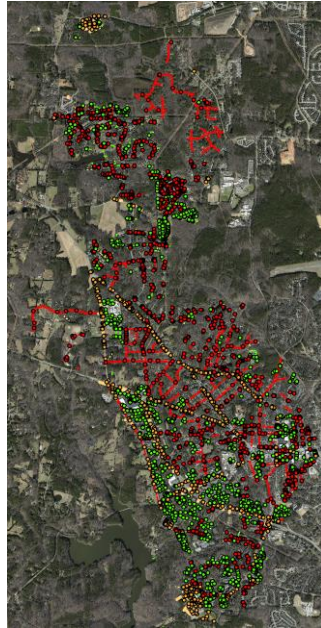
**Fiscal and Staffing Considerations:** The total cost for engineering and construction is \$230k. Staff are continuing to work diligently with NCDPS and FEMA to pursue federal assistance for this project, although there is not a guarantee of federal funding. There has been a significant staff impact associated with project management and pursuit of federal funding.

**Additional Information:**

[https://www.fema.gov/media-library-data/1534520496845-4b41646e3d8839c768deb3a7f4ded513/PADeliveryModelFactSheetFINAL\\_Updated\\_052418.pdf](https://www.fema.gov/media-library-data/1534520496845-4b41646e3d8839c768deb3a7f4ded513/PADeliveryModelFactSheetFINAL_Updated_052418.pdf)  
<https://carrboro.legistar.com/LegislationDetail.aspx?ID=2288740&GUID=0B2EA271-314B-4ED8-8A38-0E199F87A49F%3E&FullText=1>

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## 12. MS4 Inventory Update, Condition Assessment, Asset and Workflow Management



**Description:** This initiative involves using new technology to update the MS4 inventory, assess MS4 conditions, and create asset management and workflow systems and tools. Asset management is a strategic approach to maintaining and sustaining infrastructure in order to deliver services at the lowest overall life cycle cost. This method is intended for managing any assets, has traditionally been used for drinking water and wastewater, and is increasingly being used by stormwater utilities.

**Background:** A GIS based system inventory was first completed about 15 years ago in preparation for the Town's NPDES permit. While maintenance of the inventory is ongoing, some additional work is needed to fully complete the inventory so it can serve as the foundation for comprehensive stormwater workflow, regulatory tracking and asset management needs. The Town is in the process of implementing a new workflow management system (CityWorks) and GIS based field inventory capabilities. A system condition assessment has not been completed, nor has an asset management system been created.

**Status: Active.** Staff began using CityWorks in May and will continue to configure and implement CityWorks and update the GIS data to serve this function.

**Fiscal and Staffing Considerations:** There is no direct fiscal impact currently. The need for additional resources such as engineering or contractual services will depend on the technical requirements and overall staff workload and the desired pace of moving this work forward.

**Additional Information:** <https://louisville.edu/cepm/projects/sustainable-community-capacity-building/asset-management-for-stormwater>

<https://www.epa.gov/sites/production/files/2018-01/documents/overcoming-barriers-to-development-and-implementation-of-asset-management-plans.pdf>

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### 13. Stormwater Project Planning and Prioritization

	Criteria	Type	Possible	Points						
				10	9	8	7	6	5	4
	Public safety/welfare	Public interest	Mandatory	High infrastructure impacts			Medium infrastructure impacts			Low infrastructure impacts
Community Benefits	Conveyance repair/replacement	Infrastructure	10	Public infrastructure or insurable structures affected			Private property impacted			
	Public visibility/educational value	Public interest	10	High			Medium			
	Detention	Flood mitigation	10	Public infrastructure, insurable structures protected			private insurable structures protected			no insurable structures protected
	Water supply protection	Public interest	10				Yes			
	Green infrastructure	Multiple	10	Green street/parking lot			> 1 acre & reduction in curve # by >15			Other green infrastructure
Environmental Benefits	Stream/riparian repair/restoration	Stream/geomorphic	10	Perennial stream			Intermittent stream			
	Runoff (volume) reduction	Multiple	10	>cfs			> < cfs			>< cfs
	Impaired waters	Water quality/stream	8			Lower Bolin Creek		Upper Bolin Creek		
	Nutrient reduction	Water quality	7				> N reduction			< < N reduction
Feasibility	Landowner	Feasibility	10	Town owned		Other local agency		State/federal		Private-landowner easement/agreement
	In CIP?	Feasibility	5						Yes	

**Description:** The purpose of this work is to create a process for planning for and prioritizing large stormwater improvement/capital projects, to inventory all potential projects with a 10-20 year planning horizon, and to develop a prioritized 5 year project list/CIP update during FY 21.

**Background:** Carrboro has been identifying stormwater capital projects in the Capital Improvements Program (CIP) since 2012. These projects have historically been significantly but not solely motivated by the implementation of State's rules to restore Jordan Lake. Other studies have been completed and potential projects identified by the Town Engineer and also through, for example, the State's Ecosystem Enhancement program, Bolin Creek watershed restoration efforts, and efforts to identify infrastructure replacement/ improvement and stream repair/restoration projects. Identifying and implementing capital projects is an ongoing Town process, with updates to the CIP typically prepared annually.

**Status: Active.** Preliminary and planning level cost projections have been considered in the past as part of a Stormwater Service Delivery Review in 2019. Jordan Lake Rules, Bolin Creek Watershed Restoration, and Condition Assessment/Asset Management are also relevant. Stormwater input has been provided as part of the annual CIP update. **Staff are working on the annual CIP update.**

**Fiscal and Staffing Considerations:** There is no fiscal impact associated with identifying, planning for, and prioritizing projects. There will be a staff impact to pursue this work through FY 19/20, and a lower level impact in subsequent years.

**Additional Information:**

[http://www.townofcarrboro.org/AgendaCenter/ViewFile/Agenda/\\_12052018-3552](http://www.townofcarrboro.org/AgendaCenter/ViewFile/Agenda/_12052018-3552)



# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-420

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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**TITLE:**

Economic Development Monthly Report

**PURPOSE:** Regular Monthly Activities and Status Report

**DEPARTMENT:** Economic Development

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

**INFORMATION:**

**FISCAL & STAFF IMPACT:**

**RECOMMENDATION:**



## Economic Development Department

### Monthly Update Report – October 2020

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#### **ACTIVITY**

- **Attending Weekly Regional Economic Developers Meeting for COVID-19 Response**  
I have been attending weekly meetings with Economic Development staff throughout the region including Chatham County, Orange County, Chapel Hill, UNC, Downtown Chapel Hill, Hillsborough, and Chamber staff. Our discussions have been revolving around post-COVID economic development and what that looks like. We are fleshing out ideas to ensure an aligned regional effort in moving forward.
- **Attending CBA Marketing, Policy, and Leadership meetings**  
I am currently attending CBA Marketing Committee, Policy Committee, and Leadership Council meetings to both understand the role of the CBA and to network with these business owners and find ways the Department can get plugged in. Currently we are assisting in communication between the Town and the CBA regarding the 203 Project and Parking availability in Downtown.
- **Holding Meetings with BIPOC Community Leaders**  
I've continued having one-on-one Zoom meetings with BIPOC business community leaders to learn what the Town can do to be more involved in these organizations as identified in the Minority Business Roundtable Report, and also what gaps in our existing services we need to fill in order to ensure equity in serving our BIPOC business community.
- **Meeting with Key Economic Development Partners**  
During the month of October I focused on meeting with key economic development partners within the Carrboro/Chapel Hill area. These included visiting the Launch Chapel Hill incubator and start-up space, meeting with the SBTDC Director, and Durham Tech's Small Business Center Director.
- **Various calls with local Businesses and Developers** to introduce myself and find out how the Town Economic Development Department can be of assistance to these investors in our community.

#### **PROJECTS**

- **Minority Business Roundtable – Implementation**  
Current Status: An implementation timeline and action items have been developed and implementation has begun. Initial meetings with community leaders have been occurring and another roundtable discussion (to occur every 2 months) has been scheduled for November 19<sup>th</sup>.  
Next Steps: Development of a resource center (both online and physical locations).  
Projected Completion: On-going. We anticipate these activities to continue and become a part of the economic development workflow process. The resource center projected



completion is the end of January.

- **CTDA's VisitCarrboro.com Website Development – “Live” Website, Finalizing Social Media**

Current Status: This project went “live” on November 5<sup>th</sup>. Comprehensive social media implementation is being finalized

Next Steps: Complete conversion of Facebook page to “Visit Carrboro” and setup new Instagram account. The CTDA plans to

Projected Completion: End of December.

- **Project Arrange**

We have received feedback that Project Arrange was very appreciate of the Town Manager's offer. The company anticipates making a final determination about their location at the beginning of December.

- **Economic Development Strategic Plan – Data and Input Gathering**

Current Status: Identifying strategic issues and gathering Carrboro economic data.

Next Steps: Work with the ESC to develop strategies and actions to address the strategic issues.

Projected Completion: End of December.



# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-416

**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### TITLE:

Consideration of Approval of a Supplemental Agreement with NCDOT to Receive Additional CMAQ Funds for the Jones Creek Greenway and to Amend the Capital Improvement Project Ordinance for the Project

**PURPOSE:** The purpose of this agenda item is for the Carrboro Town Council to consider approving a supplemental agreement with the North Carolina Department of Transportation for the Jones Creek Greenway (TIP# C-5181) to provide \$343,200 of additional CMAQ funds to the project and to authorize \$85,800 for the local match.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Christina Moon - 919-918-7325, [cmoon@townofcarrboro.org](mailto:cmoon@townofcarrboro.org) <<mailto:cmoon@townofcarrboro.org>>; Patricia McGuire - 919-918-7327, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org) <<mailto:pmcguire@townofcarrboro.org>>; Arche McAdoo - 919-918-7439, [amcadoo@townofcarrboro.org](mailto:amcadoo@townofcarrboro.org) <<mailto:amcadoo@townofcarrboro.org>>;

Cary McNallan - 919-918-7301, [cmcnallan@townofcarrboro.org](mailto:cmcnallan@townofcarrboro.org) <<mailto:cmcnallan@townofcarrboro.org>>

**INFORMATION:** On October 10, 2018, the DCHC MPO Board adopted a resolution to request a sixth amendment to the NCDOT's 2018-2027 State Transportation Improvement Program (STIP) that would add \$343,200 of additional CMAQ funds to the Jones Creek Greenway (TIP # C-5181) for a total project cost of \$850,250. In order for the Town to receive these earmarked funds the municipal agreement between the Town and NCDOT must be amended.

### Background

In 2010, the Town submitted a Congestion Mitigation and Air Quality Improvement (CMAQ) application to fund the Jones Creek Greenway, a 750-foot connection between the end of Lake Hogan Farm Road and the existing County greenway to Morris Grove Elementary School. Funding was approved as part of the list of FY 2011 CMAQ projects, and the Town entered into a Municipal Agreement with NCDOT in February 2016, for a total project cost of \$321,250 (\$257,000 federal share and \$64,250 local match). In 2015, after learning of the possible availability of additional CMAQ funds staff updated the application for the Jones Creek project and received \$80,000 of new funding toward the project. The Town executed a supplemental agreement with NCDOT in March 2017 to reflect the new project cost of approximately \$421,250 (\$337,000 federal share and \$84,250 local match).

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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Town staff worked closely with the DCHC MPO during the summer of 2018 to secure CMAQ funds earmarked for the MPO prior to the scheduled 2019 rescission. Based on preliminary construction cost estimates from the design firm, the Town requested additional CMAQ funds to ensure that the Town had sufficient funds to complete the project. The FY 2018-2027 North Carolina State Transportation Improvement Program was amended accordingly. The Town must execute a new supplemental agreement with NCDOT for the additional federal funds to be allocated to the project budget.

**FISCAL & STAFF IMPACT:** To date, a total of \$420,000 has been appropriated for this project. The addition of \$343,200 of CMAQ funds would increase the total amount appropriate for this project to \$850,250; and require a 20% match of \$170,050.

**RECOMMENDATION:** Staff recommends that the Town Council consider the attached resolution authorizing the Town Manager to execute the supplemental agreement with NCDOT and to amend the capital project ordinance for the Jones Creek Greenway.

**AMENDMENT TO JONES CREEK GREENWAY CAPITAL IMPROVEMENT  
PROJECT ORDINANCE**

WHEREAS, the Town Council has adopted Capital Improvement Project Ordinance No. 11/2015/2016 for the Jones Creek Greenway; and,

WHEREAS, the Town Council has approved and authorized the Town Manager to execute a Supplemental Municipal Agreement with NCDOT to administer federal funding to design and build the Jones Creek Greenway; and,

WHEREAS, project design is underway and additional funds will be necessary to complete construction of the project to meet the requirements set by DOT; and,

WHEREAS, additional Federal CMAQ Funds in the amount of \$343,200.00 have been awarded to the Town; and,

WHEREAS, additional match funding from the Town in the amount of \$85,800.00 is required for receipt of the additional Federal CMAQ funding.

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 revenues anticipated to be available to the Town of Carrboro to complete the project are as follows:

	<b>Budget Authorization</b>
FEDERAL CMAQ FUNDS	\$680,200.00
Town Local Match	<u>\$170,050.00</u>
<b>Total Revenue</b>	\$850,250.00

2. The following amounts are appropriated for design, right of way, environmental documentation and construction costs:

	<b>Appropriation</b>
Design and Engineering	\$ 184,000.00
Construction	\$ 654,250.00
Outreach and Education	<u>\$ 12,000.00</u>
<b>Total Expenses</b>	\$ 850,250.00

3. The appropriations in Section 2 shall be available until all project activity is completed.
4. The Town Manager is authorized to amend the existing contract with Wetherill Engineering, Inc. and execute any other contracts necessary for completion of the project.
5. The Town Manager may modify changes in the appropriation in Section 2 provided the total amount of funds to be expended for the project do not exceed \$850,250.00.
6. Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this ordinance with the Finance Director and Planning Director.



# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-419

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Appointment to the Recreation and Parks Commission

**PURPOSE:** The purpose of this agenda item is for the Town Council to make appointments to the Recreation and Parks Commission.

**DEPARTMENT:** Town Clerk

**CONTACT INFORMATION:** Cathy Dorando, 919-918-7309

**INFORMATION:** The Recreation and Parks Commission currently has four seats available for appointment.

An application was received from Makeda Ma'at.

Brain Payst is the chair of the Recreation and Parks Commission and provided the chair forms for the Council's review. Chair forms are located directly in front of the application.

Information from the Advisory Board Recruitment and Appointment Policy:

### **Terms**

- a. Members are appointed to staggering three-year terms on all advisory boards that expire annually in February. The Carrboro Tourism Development Authority members are appointed to one-year terms that expire annually in January.
- b. Members are limited to two full terms. After completing two full terms, a member must take off one year before applying for re-appointment to the advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances:
  - 1. To retain diversity on an advisory board;
  - 2. A lack of applicants.

All applicant and chair information is attached.

A matrix is also included.

**FISCAL & STAFF IMPACT:** N/A

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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**RECOMMENDATION:** It is recommended that the Mayor and Council review the applications and consider making appointments.

**ATTACHMENT A**

**A RESOLUTION MAKING AN APPOINTMENT TO THE  
RECREATION AND PARKS COMMISSION**

THE TOWN COUNCIL HEREBY APPOINTS THE FOLLOWING APPLICANT(S) TO THE  
RECREATION AND PARKS COMMISSION:

<b>Appointee</b>	<b>Term Expiration</b>
Makeda Ma'at	2/2024

Section 2. This resolution shall become effective upon adoption.

# Current makeup of the Recreation and Parks Commission:

NAME	ADDRESS	TERM EXPIRATION	DOB	RACE	SEX	OCCUPATION
Chris Colvin, Vice Chair	201 E Poplar Ave	Feb 2022	3/13/1983	White	Male	Outdoor Recreation Planner
Brian Payst, Chair	206 Cates Farm Road	Feb 2022	8/19/1968	White	Male	IT Director
Margaret Funkhouser	105 Cheek Street	Feb 2023	8/22/1989	White	Female	Assistant Manager Carrboro Farmers Market; Events Coordinator at Lantern Restaurant Chapel Hill
Deborah Filer	122 Beechwood Drive	Feb 2023	4/20/1953	Caucasian	Female	Retired Special Ed. Teacher
Jeff Laufenberg	313 Legends Way	Feb 2023	1/16/1972	White	Male	Statistician
VACANT						
VACANT						
VACANT						
VACANT						
Youth Council Liaison		Ongoing				
CHCCS Board Liaison		Ongoing				

# Applicant summary information (full detail in application):

NAME	ADDRESS	Advisory Board Preference	DOB	RACE	SEX	OCCUPATION
Makeda Ma’at	Private	Rec and Parks	Withheld	AA	Female	Educator/Founder





# Print

## Advisory Board Chair Report (Complete One Per Applicant) - Submission #5040

Date Submitted: 11/9/2020

Advisory Board Name:\*

Recreation and Parks Commission

Chair Name\*

Brian Payst

Applicant First Name:\*

Makeda

Applicant Last Name:

Ma'at

1. Has the applicant previously served on this or another advisory board?\*

☐

Yes

☒

No

2. If yes, how many total years have they served?

This should be available on the application or by asking the applicant.

3. Is the applicant already serving on this advisory board and seeking reappointment to their second, full term?

☐

Yes (Skip to Last Question)

☒

No

4. Is the applicant already serving on this advisory board and completed their two full terms?

☐

Yes

☒

No

5. Is the applicant applying for a special or expert seat on the advisory board?\*

☐

Yes

☒

No

6. If yes, which seat?

7. Did the applicant attend an advisory board meeting?\*

☒

Yes

☐

No

8. If applicant did not attend an advisory board meeting, did you contact them via phone or email?

☐

Yes

☐

No

**9. Applicant has demonstrated a clear understanding of the time commitment, roles, and responsibilities of serving on the advisory board:**

- ☒
- Yes
- ☐
- No

**10. If no, briefly explain:**

**11. In addition to your comments above, please check other qualities that the applicant offers that would help the Advisory Board meet its goals for community representation. Please note that candidates who do not meet any of these qualities are still eligible for appointment. Please communicate any urgent needs and priorities for Advisory Board composition to your Town Council liaison.**

- ☒
- Diversity
- ☒
- Occupation, Experience, or Special Skills
- ☐
- Other

**If other, please explain:**

# Print

## Advisory Board Application - Submission #5032

Date Submitted: 11/5/2020

First Name\*

Makeda

Last Name\*

Ma'at

Date\*

11/5/2020

Select today's date

Address1\*

private

Address2

City\*

Chapel Hill

State

NC

Zip\*

27516

Is this address located within the corporate limits of the Town of Carrboro?\*

Yes

Please select Yes or No.

Is this address located within the Town's ETJ, Planning Jurisdiction, or Northern Transition Area?\*

Unsure

Telephone\*

3237625332

Please enter your primary contact phone number.

Email Address\*

growtolife@yahoo.com

Enter your primary email address.

The demographic information provided below is of interest because your elected officials want the Town's advisory boards to reflect the diversity of the Town. Diversity of the applicant pool is a priority of the Board.

Date of Birth\*

11/5/2020

Please enter your Month/Day/Year of Birth

Race\*

AA

Please enter your race.

Sex\*

Female

Please enter your sex.

Occupation\*

Educator/ Founder

Please enter your occupation.

Are you a registered Orange County Voter?\*

Yes

Please answer Yes or No

Length of Residence in Orange County\*

10

How long have you been a resident of Orange County?

Length of Residence in the Town of Carrboro\*

10

How long have you been a resident of the Town of Carrboro?

I wish to be considered for appointment to the following committee/board(s) (Select no more than two (2)):

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Affordable Housing Advisory Commission | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Appearance Commission/NPDC                        | <input type="checkbox"/> OWASA Board of Directors                    |
| <input type="checkbox"/> Arts Committee                                    | <input type="checkbox"/> Planning Board                              |
| <input type="checkbox"/> Board of Adjustment                               | <input checked="" type="checkbox"/> Recreation and Parks Commission  |
| <input type="checkbox"/> Economic Sustainability Commission                | <input type="checkbox"/> Stormwater Advisory Commission              |
| <input type="checkbox"/> Environmental Advisory Board                      | <input type="checkbox"/> Tourism Development Authority*              |
| <input type="checkbox"/> Human Services Commission                         | <input type="checkbox"/> Transportation Advisory Board               |
| <input type="checkbox"/> Greenways Commission                              |  |

Please note that membership is limited to one advisory board at a time. You shall not be considered for appointment to another board unless you resign before filing an application or you are in the last six months of your current term.

**Other (advisory board not listed):**

Please indicate by typing the advisory board that you are applying for.

**\*\*Employer/Self Employed**

CHCCS/ DPS

Please enter your employment information. This is a requirement for application for the Tourism Development Authority.

**Advisory Board Preference\***

Recreation and Parks Commission

Please indicate your preference by typing your first choice. Please limit your selection above to two boards).

**Number of Years Employed**

Enter the number of years you have been employed at the organization listed to the left.

**\*\* Provide examples of how you are involved in the promotion of travel and tourism in the Town of Carrboro.**

\*\*Required only for the Tourism Development Authority Application.\*\*

**Community Activities/Organizational Memberships\***

Founder of Grow to Life, which operates a short-term food pantry providing groceries routinely to people in need of emergency food through mobile and on site distributions in affiliation with the Town of Chapel Hill- Parks and Recreation. We also empower youth with the essential tools of developing gardening skills through educational classes. Former Director of the Summer Seamless Program, a USDA summer meals initiative for school aged youth. Former Housing Counselor with Greensboro Housing Coalition, advocate for fair, safe, and affordable housing for low and moderate income people and those with special needs. I have served on various boards and committees such as Carolina Cupboard, Hope Gardens and MLK Day of Service locally.

Please enter the requested information.

Relevant Experience:\*

I have decades of experience with community organizing, planning, promoting and working with youth to the elderly. During my childhood through my participation in church, YMCA and 4-H programs, I developed an interest to see projects germinate from seed to fruition. Later and more recently, I gained great satisfaction with establishing new initiatives like The Landings Blossom, a youth garden and healthy cooking classes at Orange County Dept. of Aging.

Reasons You Wish to be Appointed\*

My life's quest lie in a commitment to "serve GOD by serving others" that drives me to promote nature balance through community endeavors. As a resident, I would like to explore the Town functions and offer my ideas to this community. I'm confident that working in harmony with the Recreation and Parks Commission will be a great opportunity to serve in another capacity to ensure our community be one of distinction and it's my sincere desire to work for the good of all.

Have you ever served on any Town of Carrboro Committee or Board?\*

If yes, which one(s)?

No

Are you currently serving on a Town Board or Committee?\*

☐

Yes

☒

No

If yes, are you applying for a third consecutive term?\*

☐

Yes

☒

No

If yes, please describe how you meet one, or more, of the following exceptions noted below.

After completing two full terms, a member must take off one year before applying for re-appointment to the same advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances: 1. To retain diversity on an advisory board; 2. A lack of applicants.



# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-424

**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### TITLE:

Resolution Approving Schematic Design of 203 Project

**PURPOSE:** The purpose of this item is for the Town Council to approve a resolution on the schematic design for the 203 Project and to direct staff to continue with the design process.

**DEPARTMENT:** Planning, Finance, Economic Development

**CONTACT INFORMATION:** Patricia McGuire 919-918-7327, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org) [<mailto:pmcguire@townofcarrboro.org>](mailto:pmcguire@townofcarrboro.org); Arche McAdoo, 919-918-7439, [amcadoo@townofcarrboro.org](mailto:amcadoo@townofcarrboro.org) [<mailto:amcadoo@townofcarrboro.org>](mailto:amcadoo@townofcarrboro.org); Jon Hartman-Brown, O: 919-918-7319 | C: 919-391-7846 , [jhartman-brown@townofcarrboro.org](mailto:jhartman-brown@townofcarrboro.org) [<mailto:jhartman-brown@townofcarrboro.org>](mailto:jhartman-brown@townofcarrboro.org),

**INFORMATION:** The Town Council has considered agenda items and decisions on this matter on a number of occasions in 2020, most recently a public hearing on November 10<sup>th</sup> .

The agenda materials may be accessed at [https://carrboro.legistar.com/LegislationDetail.aspx?](https://carrboro.legistar.com/LegislationDetail.aspx?ID=4688918&GUID=A8158DF1-9E71-4ED0-941F-E1EF55D47EFE&Options=&Search=)

ID=4688918&GUID=A8158DF1-9E71-4ED0-941F-E1EF55D47EFE&Options=&Search= . The 100 percent schematic design plan set is available there and on the project website at [The203Project.org](http://www.townofcarrboro.org/1151/The-203-Project) [<http://www.townofcarrboro.org/1151/The-203-Project>](http://www.townofcarrboro.org/1151/The-203-Project).

The current pricing indicates a construction estimate of  
Site \$ 1.3 M

Building \$ 16.9M

Parking \$ 6.3M

These costs total approximately \$24.5 million, and will be shared between the Town and Orange County.

The current schedule anticipates moving forward to design development, permitting and construction plan preparation, so that construction could begin in the fall of 2021. This schedule is anticipated to allow opening of the new facility in late 2022.

A resolution has been prepared that approves the schematic design available for review at the project website. The resolution also indicates that we are working to keep the costs in line with the approved capital project ordinance and that staff will report back as soon as the project costs exceed this amount.

---

**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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**FISCAL & STAFF IMPACT:** The current appropriation for the project is \$25,831,095, with cost share from Orange County to cover their portion of the project.

**RECOMMENDATION:** Staff recommends that the Town Council approve *Attachment A*, a resolution approving the schematic design and directing staff to continue the design process.



**RESOLUTION APPROVING SCHEMATIC DESIGN OF 203 S. GREENSBORO STREET  
PROJECT**

**WHEREAS**, the Town of Carrboro, in partnership with Orange County, is developing a new multi-user building at 203 S. Greensboro Street to house the Orange County Southern Branch Library, Town of Carrboro Recreation, Parks and Cultural Resources Program, and other users; and

**WHEREAS**, the schematic design has been completed and a public hearing held on November 10, 2020.

**NOW, THEREFORE, BE IT RESOLVED** that the Carrboro Town Council hereby:

Section 1: Approves the schematic design as presented to the Town Council on November 10, 2020 along with cost estimates.

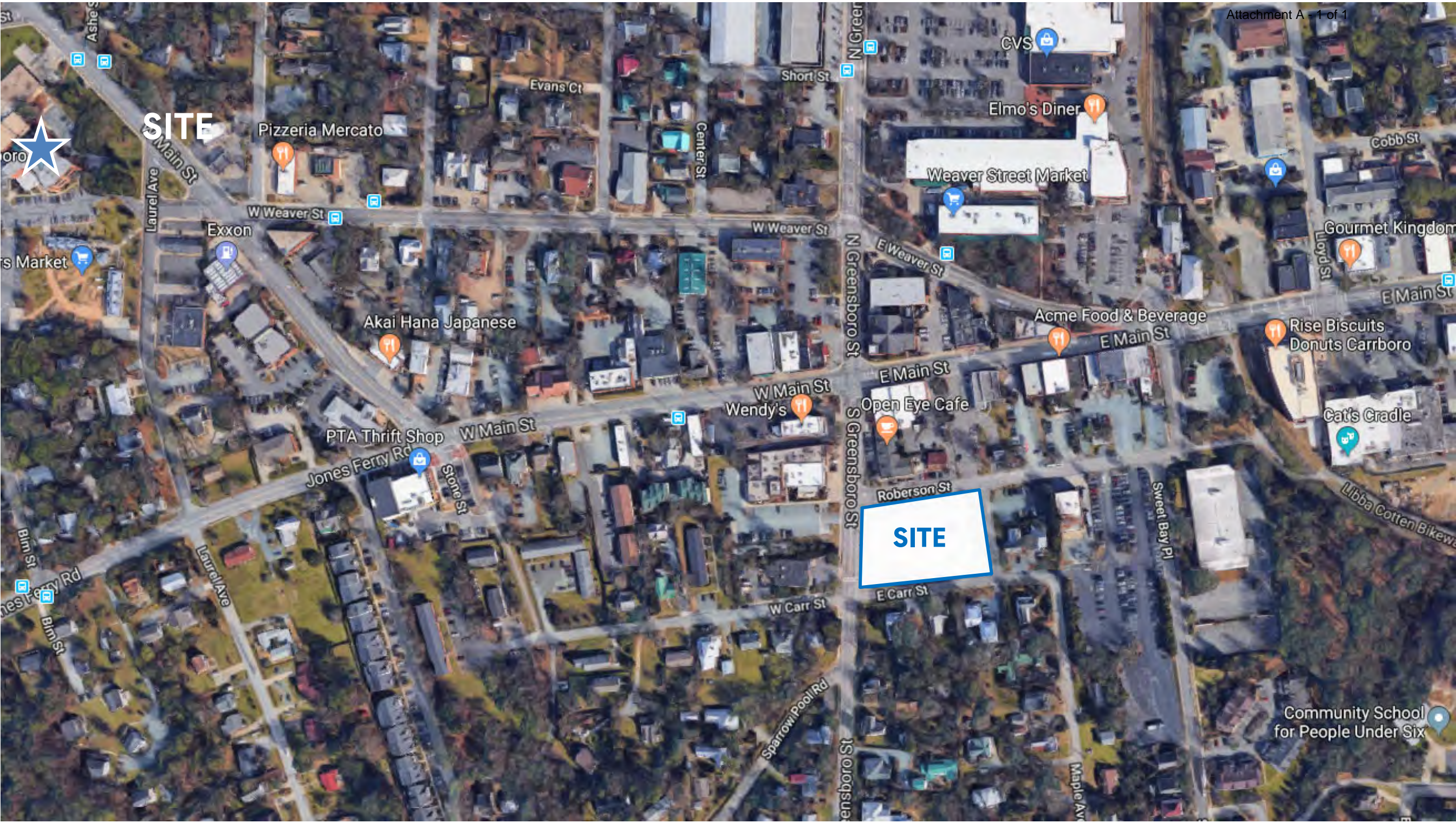
Section 2: Directs the Town Manager and staff to proceed to the next steps of development process and permitting for project.

Section 3: Authorizes Town Manager and staff to develop a project not to exceed a total of \$25,831,095 as appropriated in the Capital Improvement Project Ordinance, as amended on \_\_\_\_\_.

Section 4: Directs staff to report back to the Town Council as soon as it is learned that the developed project exceeds the appropriation in Section 3 above.

This the 17th day of November in the year 2020.





SITE

SITE



## AMORTIZATION SCHEDULE

	Date	Payment	Interest	Principal	Balance
<b>Loan</b>	<b>1/15/2022</b>				<b>12,000,000.00</b>
1	<b>7/15/2022</b>	150,000.00	150,000.00	0.00	12,000,000.00
2022 Totals		150,000.00	150,000.00	0.00	
2	1/15/2023	750,000.00	150,000.00	600,000.00	11,400,000.00
3	7/15/2023	142,500.00	142,500.00	0.00	11,400,000.00
2023 Totals		892,500.00	292,500.00	600,000.00	
4	1/15/2024	742,500.00	142,500.00	600,000.00	10,800,000.00
5	7/15/2024 *	135,000.00	135,000.00	0.00	10,800,000.00
2024 Totals		877,500.00	277,500.00	600,000.00	
<b>* Fire Station #2 debt retired 7/15/2024. Current debt service is \$280,599/year.</b>					
6	1/15/2025	735,000.00	135,000.00	600,000.00	10,200,000.00
7	7/15/2025	127,500.00	127,500.00	0.00	10,200,000.00
2025 Totals		862,500.00	262,500.00	600,000.00	
8	1/15/2026	727,500.00	127,500.00	600,000.00	9,600,000.00
9	7/15/2026	120,000.00	120,000.00	0.00	9,600,000.00
2026 Totals		847,500.00	247,500.00	600,000.00	
10	1/15/2027	720,000.00	120,000.00	600,000.00	9,000,000.00
11	7/15/2027	112,500.00	112,500.00	0.00	9,000,000.00
2027 Totals		832,500.00	232,500.00	600,000.00	
12	1/15/2028	712,500.00	112,500.00	600,000.00	8,400,000.00
13	7/15/2028	105,000.00	105,000.00	0.00	8,400,000.00
2028 Totals		817,500.00	217,500.00	600,000.00	
14	1/15/2029	705,000.00	105,000.00	600,000.00	7,800,000.00
15	7/15/2029	97,500.00	97,500.00	0.00	7,800,000.00
2029 Totals		802,500.00	202,500.00	600,000.00	
16	1/15/2030	697,500.00	97,500.00	600,000.00	7,200,000.00
17	7/15/2030	90,000.00	90,000.00	0.00	7,200,000.00
2030 Totals		787,500.00	187,500.00	600,000.00	
18	1/15/2031	690,000.00	90,000.00	600,000.00	6,600,000.00
19	7/15/2031	82,500.00	82,500.00	0.00	6,600,000.00
2031 Totals		772,500.00	172,500.00	600,000.00	
20	1/15/2032 **	682,500.00	82,500.00	600,000.00	6,000,000.00
21	7/15/2032	75,000.00	75,000.00	0.00	6,000,000.00
2032 Totals		757,500.00	157,500.00	600,000.00	

**\*\* General Obligation debt retired 2/01/2032. Current fixed principle is \$250,000/year.**

**AMORTIZATION SCHEDULE**

	<b>Date</b>	<b>Payment</b>	<b>Interest</b>	<b>Principal</b>	<b>Balance</b>
22	1/15/2033	675,000.00	75,000.00	600,000.00	5,400,000.00
23	7/15/2033	67,500.00	67,500.00	0.00	5,400,000.00
2033 Totals		742,500.00	142,500.00	600,000.00	
24	1/15/2034	667,500.00	67,500.00	600,000.00	4,800,000.00
25	7/15/2034	60,000.00	60,000.00	0.00	4,800,000.00
2034 Totals		727,500.00	127,500.00	600,000.00	
26	1/15/2035	660,000.00	60,000.00	600,000.00	4,200,000.00
27	7/15/2035	52,500.00	52,500.00	0.00	4,200,000.00
2035 Totals		712,500.00	112,500.00	600,000.00	
28	1/15/2036	652,500.00	52,500.00	600,000.00	3,600,000.00
29	7/15/2036	45,000.00	45,000.00	0.00	3,600,000.00
2036 Totals		697,500.00	97,500.00	600,000.00	
30	1/15/2037	645,000.00	45,000.00	600,000.00	3,000,000.00
31	7/15/2037	37,500.00	37,500.00	0.00	3,000,000.00
2037 Totals		682,500.00	82,500.00	600,000.00	
32	1/15/2038	637,500.00	37,500.00	600,000.00	2,400,000.00
33	7/15/2038	30,000.00	30,000.00	0.00	2,400,000.00
2038 Totals		667,500.00	67,500.00	600,000.00	
34	1/15/2039	630,000.00	30,000.00	600,000.00	1,800,000.00
35	7/15/2039	22,500.00	22,500.00	0.00	1,800,000.00
2039 Totals		652,500.00	52,500.00	600,000.00	
36	1/15/2040	622,500.00	22,500.00	600,000.00	1,200,000.00
37	7/15/2040	15,000.00	15,000.00	0.00	1,200,000.00
2040 Totals		637,500.00	37,500.00	600,000.00	
38	1/15/2041	615,000.00	15,000.00	600,000.00	600,000.00
39	7/15/2041	7,500.00	7,500.00	0.00	600,000.00
2041 Totals		622,500.00	22,500.00	600,000.00	
40	1/15/2042	607,500.00	7,500.00	600,000.00	0.00
2042 Totals		607,500.00	7,500.00	600,000.00	
Grand Totals		15,150,000.00	3,150,000.00	12,000,000.00	



# Economic Impact Analysis

## Construction and Operations of New Carrboro 203 Local Government & Library Facility



### Economic Impact Summary

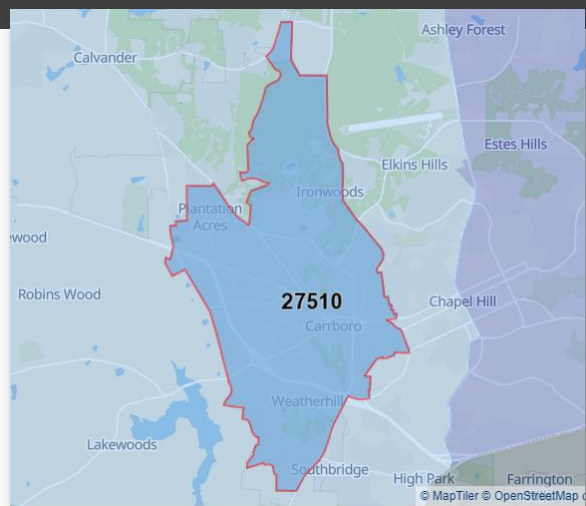
- The proposed new facilities in downtown Carrboro will provide new offices for local government employees, classroom space for parks, recreation, and cultural resources, and a new public library.
- Total investment in construction is estimated at \$25.8 million.
- The impact of the new construction will be a one-time gain of 313 direct jobs, and a total of 319 total jobs supported by the new construction spending. The construction will impact the local zip code with \$11.5 million in the local economy and an increase in output of \$26.8 million. These construction impacts are one-time impacts and cease when construction is complete.
- There will be a total of 25 direct, ongoing new jobs in local government and library services.
- These 25 new direct jobs will create 1 additional indirect job in the zip code for a total of 26 new jobs related to the new development.
- The new local government and library facilities will impact the zip code with \$10.3 million in increased output and will add to the local economy with \$6 million.
- The 26 new jobs equate to an additional \$65,000 - \$91,000 in expenditures for downtown Carrboro businesses.
- The Town of Carrboro estimates the development will bring an estimated 41,000-51,000 visitors to downtown each year.



## Proposed Government & Library Facilities

### Project includes

- County government service facilities
- Training space
- Parks and Rec facilities
- Classrooms, meeting & performance spaces
- Library



## Economic Impact Assumptions

<b>Proposed Project Location</b>	<b>Zip Code 27510, Town of Carrboro, Orange County, NC</b>
<b>IMPLAN Sectors</b>	IMPLAN Sector 56 – Construction of new non-residential structures IMPLAN Sector 534– Other Local Government Enterprises
<b>Local Purchase Percent</b>	Construction: All (100%) construction inputs are expected to be purchased in the state.
<b>Investment in New Construction</b>	\$25,831,095
<b>New Jobs Created</b>	25
<b>Additional Jobs Transferred Downtown</b>	3

## Construction Impact

<b>Impact Type</b>	<b>Employment</b>	<b>Value Added</b>	<b>Output</b>
<b>Direct Effect</b>	313	\$10,981,912	\$25,831,095
<b>Indirect Effect</b>	4	\$375,299	\$641,990
<b>Induced Effect</b>	2	\$184,250	\$283,590
<b>Total Effect</b>	319	\$11,544,461	\$26,756,675

## Operations Impact

Impact Type	Employment	Value Added	Output
Direct Effect	25	\$5,992,572	\$10,063,355
Indirect Effect	1	\$91,106	\$183,314
Induced Effect	0	\$3,300	\$5,070
Total Effect	26	\$6,086,978	\$10,251,739

## Total Economic Impact

Impact Type	Employment	Value Added	Output
Direct Effect	338	\$16,974,484	\$35,894,450
Indirect Effect	5	\$469,404	\$825,303
Induced Effect	2	\$187,550	\$288,660
Total Effect	345	\$17,631,439	\$37,008,414





## New Employees in Downtown Carrboro

- 29 total jobs =  
\$72,000-\$101,500  
in new downtown  
expenditures for  
businesses



## New Visitors to Downtown Carrboro

- 2,800 visitors to the  
government center
- 8,300 to the recreation &  
cultural centers
- 30,000-40,000 visitors to  
the library



## Using the Analysis

- Communicate Long-Term Economic Benefit
- Future Planning



Crystal Morphis

Penny Whiteheart

[www.creativecdc.com](http://www.creativecdc.com)

[www.creativesiteassessment.com](http://www.creativesiteassessment.com)

[www.creativecec.com](http://www.creativecec.com)

[www.certifiedindustrialbuilding.com](http://www.certifiedindustrialbuilding.com)

# creative

economic development consulting

# Financing 203 Project

## *Preliminary Only*

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*Subject to Change depending upon market conditions,  
final project budget, and other factors.*

# Financing 203 Project

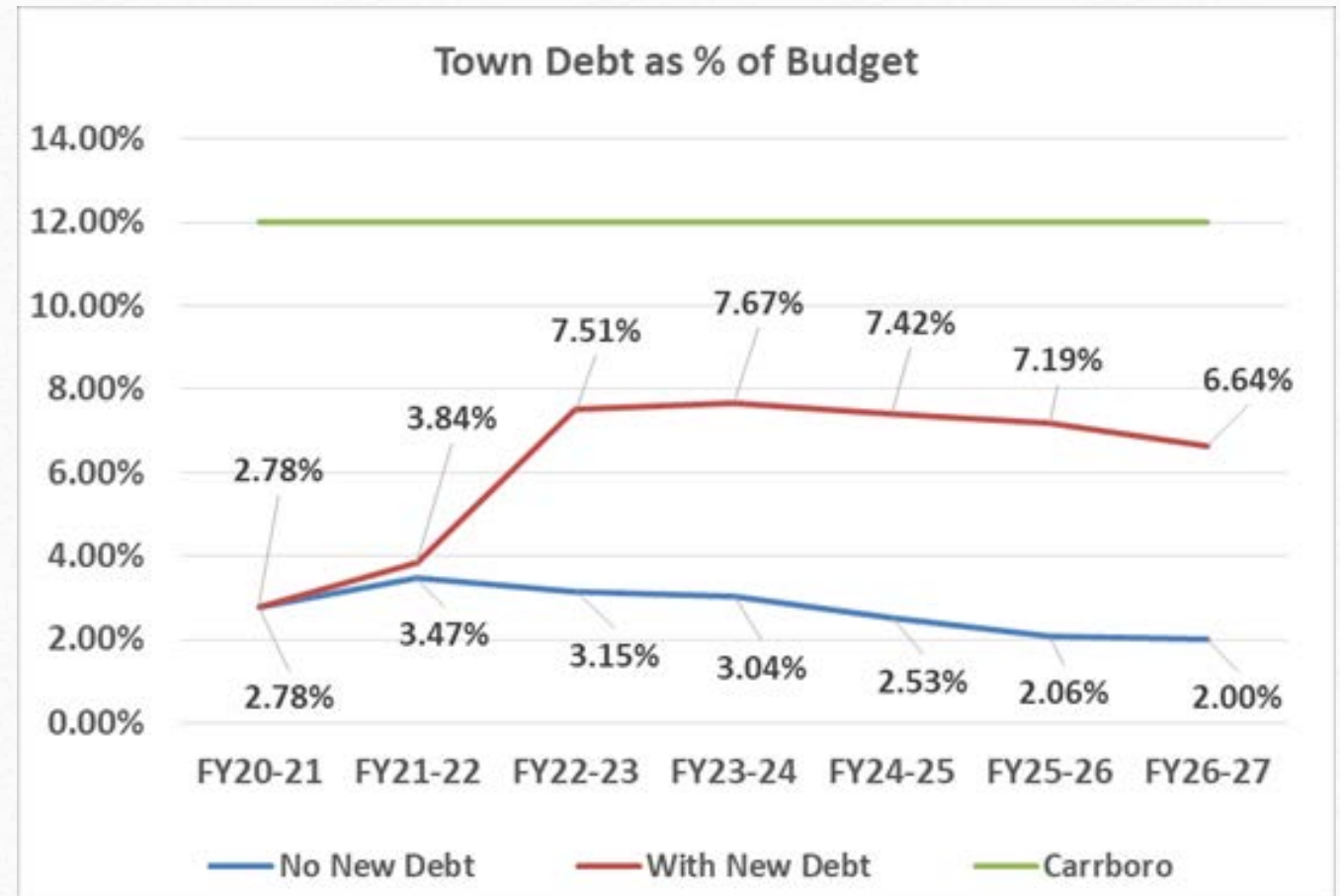
Construction Begins	September 2021
Issue Debt - \$12.0 Million for 20 years	January 15, 2022
Interest Payments Due	July 15 and January 15
Principal Payment Due	January 15
Cost of Issuance	\$100,000

	Date	Payment	Interest	Principal	Balance
Loan	1/15/2022				12,000,000.00
1	7/15/2022	150,000.00	150,000.00	0.00	12,000,000.00
2022 Totals		150,000.00	150,000.00	0.00	
2	1/15/2023	750,000.00	150,000.00	600,000.00	11,400,000.00
3	7/15/2023	142,500.00	142,500.00	0.00	11,400,000.00
2023 Totals		892,500.00	292,500.00	600,000.00	
4	1/15/2024	742,500.00	142,500.00	600,000.00	10,800,000.00
5	7/15/2024 *	135,000.00	135,000.00	0.00	10,800,000.00
2024 Totals		877,500.00	277,500.00	600,000.00	
• Fire Station #2 debt retired 7/15/2024 Current Debt Service is \$280,599/year					
6	1/15/2025	735,000.00	135,000.00	600,000.00	10,200,000.00
7	7/15/2025	127,500.00	127,500.00	0.00	10,200,000.00
2025 Totals		862,500.00	262,500.00	600,000.00	
8	1/15/2026	727,500.00	127,500.00	600,000.00	9,600,000.00
9	7/15/2026	120,000.00	120,000.00	0.00	9,600,000.00
2026 Totals		847,500.00	247,500.00	600,000.00	



**Goal: Debt Service should not exceed 12% of Operating Budget.**

- Blue Line is Exiting Debt
- Red Line includes existing debt + \$12 million new debt
- Ratio Peaks at 7.67% in FY 2023-24, then begins to decline if no more debt issued



# THE 203 SCHEMATIC DESIGN CONSTRUCTION COST ALLOCATION MATRIX

11/12/2020

	Town	WCOM	County	Shared Bldg	Site Site	Parking
Percent of Space	42.62%	1.76%	55.62%			
# of cars	42	2	73	36		
Cars In Excess of LUO	20					
portion of shared parking	15.34	0.63	20.02			
Shared Costs				12,215,600	1,320,312	6,257,581
<b>Dedicated</b>	2,361,939	144,554	2,574,547			
<b>Shared</b>	5,206,289	214,995	6,794,317			
<b>Site</b>	562,717	23,237	734,358			
<b>Parking</b>	2,797,580	95,260	3,364,741			
<b>TOTAL CONSTRUCTION COST*</b>	<b>\$10,928,525</b>	<b>\$478,046</b>	<b>\$13,467,962</b>			
<b>% of Base Cost</b>	<b>43.93%</b>	<b>1.92%</b>	<b>54.14%</b>			

## NOTES:

**Construction Costs** The construction costs are for all base construction costs. This does not include furniture, AV equipment, specialized performance space seating and equipment, IT fiber, parking management system, rooftop photo voltaic panels, land acquisition, and soft costs.

**Dedicated:** The construction costs associated with the building out of dedicated tenant areas.

**Shared:** The construction costs associated with shared areas of the building. This includes structure, building envelope, central utilities, stairs, elevators, risers, common lobby, circulation spaces, etc. Shared costs are allocated to tenants on a prorated basis based on percentage of net area in the building.

**Site:** The construction costs associated with site including street utilities, hardscape, landscape, site lighting lighting, etc. Shared costs are allocated to tenants on a prorated basis based on percentage of net area in the building.

**Parking:** The construction costs associated with the parking structure allocated on the spaces required by each tenant. The costs of shared parking spaces are allocated to tenants on a prorated basis based on percentage of net area in the building. Spaces above and beyond the LUO required parking spaces is allocated to the Town of Carrboro as a Town decision to include the additional parking.

**Subject to Change** As the design progresses and plans are modified, there may be small adjustments to the percent of net space allocated to each tenant.

# THE 203

## Design Update

11/10/2020



Perkins&Will



## RECENT UPDATES & PLAN FOR TONIGHT

### July 14, 2020-

Authorizes design to incorporate some of Maple Avenue extension if needed  
Entrepreneurial space not included

### September 15, 2020 –

Directs reaching out to Skills Development Center to determine needs in relation to construction deadline  
Add additional engagement sessions and opportunities  
Topics/questions included: energy efficiency, shared spaces for staff, relationship of theater to Century Center, exploring TDM as alternative to staff parking, mitigating construction impacts, post-COVID design considerations, project schedule and decision point

### October 13, 2020 –

Housekeeping  
Public Notice/outreach info  
Parking and Economic/employment – brief overview  
Updated schematic design and next steps

### November 10, 2020 –

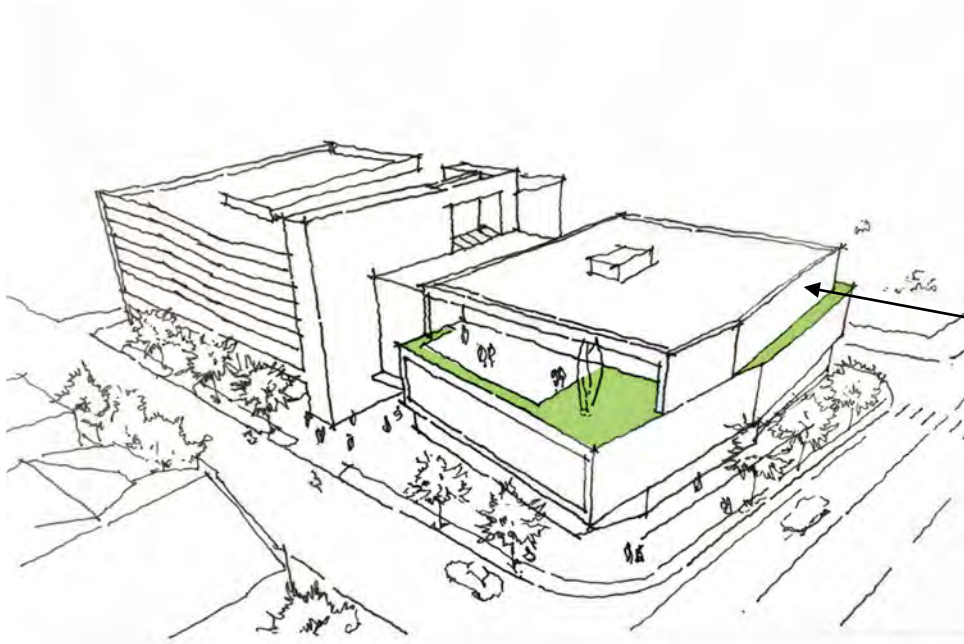
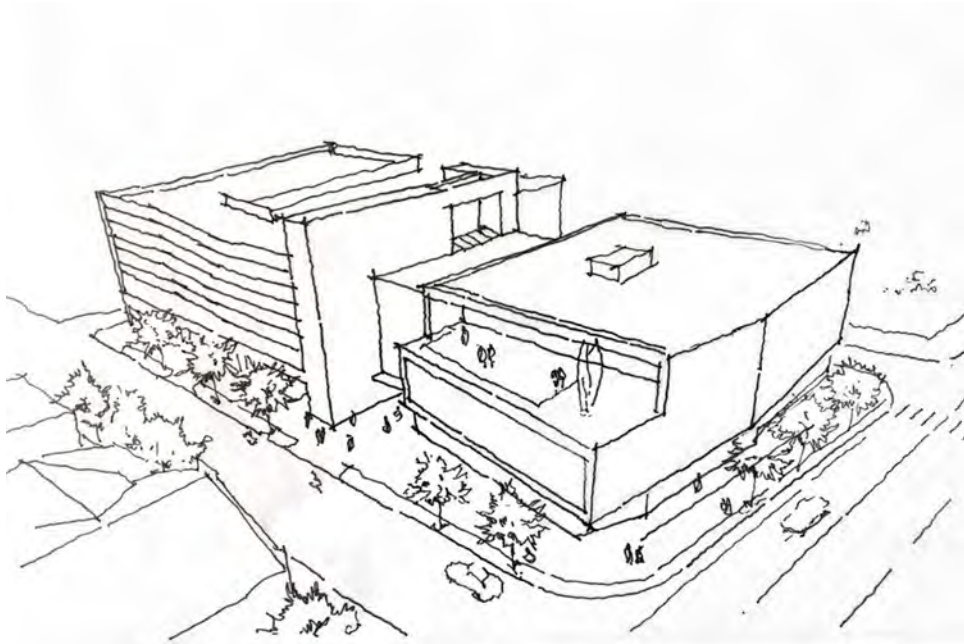
Public hearing on schematic design  
Schematic design pricing  
Parking Strategy  
Economic impact  
Land Use Regulations  
Financing strategy  
Schedule/next steps

## PUBLIC NOTICE / OUTREACH STRATEGIES

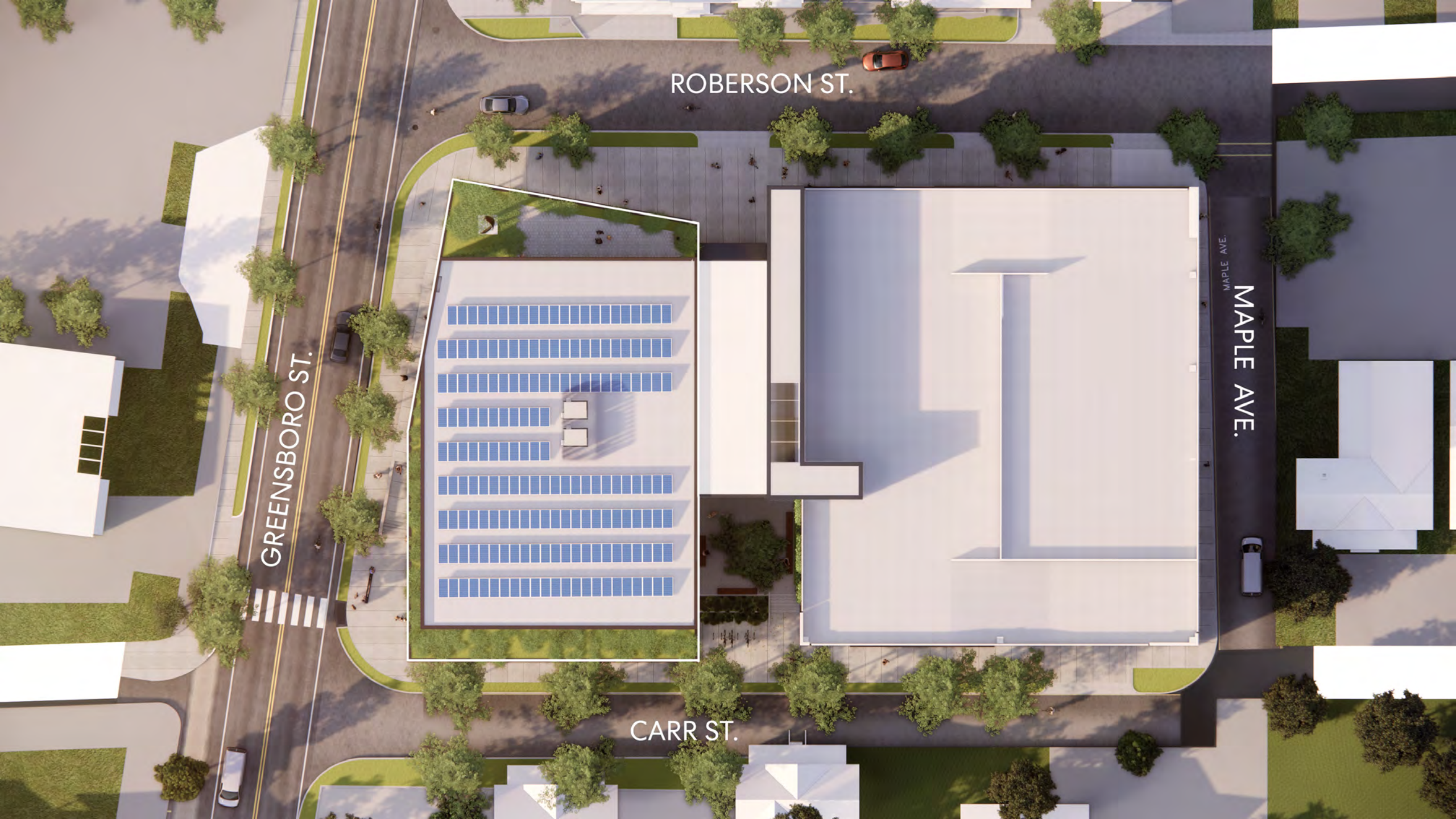
- Additional meetings – RPCR (2 sessions), and OC Skills
- Signs – neighborhood, intersections, and digital message boards
- Flyers at Farmers' Market and Food distribution
- Sandwich board at Town Hall during voting
- Flyers at apartment complexes; emails to managers
- Communication with community members via email in Piper permit system
- Peach jar notice
- Mailed notice to historically Black neighborhoods
- Email to community leaders, advisory boards, Town email lists
- Radio (Mayor Lavelle WCOM, Communications Manager WCHL)
- This Week Carrboro and upcoming RPCR Winter program
- Social media
- Posters and survey materials on site, also via Poster Guys, and the Town Commons

# **DESIGN REFINEMENTS**

GREENSBORO FACADE







ROBERSON ST.

GREENSBORO ST.

CARR ST.

MAPLE AVE.





THE  
203

GREENSBORO ST. LOOKING SOUTH





The  
203

MAIN ENTRANCE









CENTRAL COURTYARD



# **SCHEMATIC DESIGN PRICING**

# THEN & NOW

2018



2020



Building Area:

50,400 sf

50,600 sf

Open Site Area:

8,465 sf

8,900 sf

Terrace Area:

2,564 sf

1,360 sf

Parking Count:

73

173

Perkins&Will



# 100% Schematic Design

203 South Greensboro Street, Carrboro, NC

November 10, 2020

Town of Carrboro — The 203 Project



# COST RECONCILIATION

BASE COST ESTIMATE \$ 24.5M

SITE \$ 1.3 M

BUILDING: \$ 16.9M

PARKING \$ 6.3M

---

OTHER COSTS \$2.0M - \$2.7M

- Furniture
- Audio-Visual Equipment
- Performance Space Equipment
- Rooftop PV Array
- Parking Management Equipment

# VALUE ENGINEERING STRATEGIES

## POTENTIAL REDUCTIONS

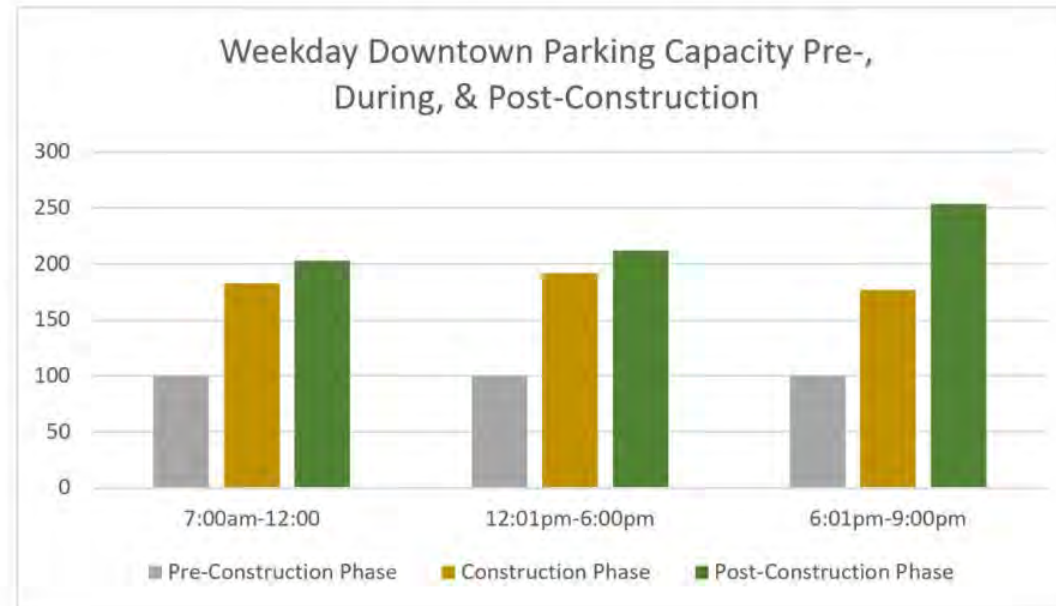
**\$1.25M**

- Electrical Materials
- Exterior Finishes
- Interior Finishes
- Parking Reduced to LUO Req'd

# PARKING

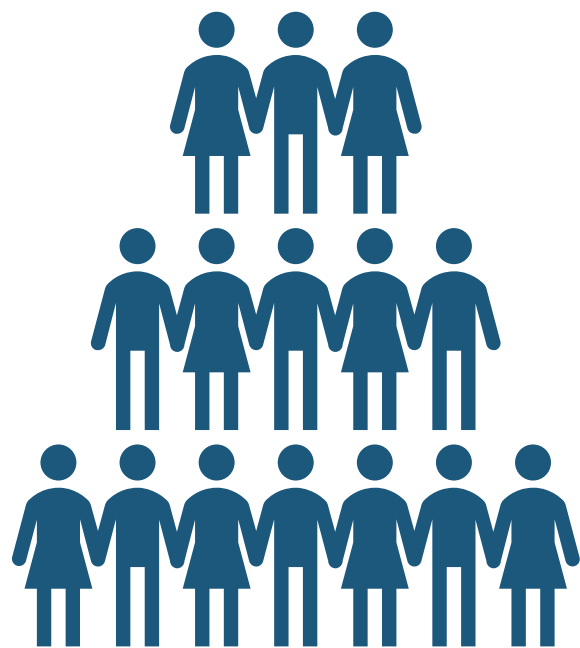
	Pre-Construction Phase			Construction Phase			Post-Construction Phase		
	7:00am-12:00	12:01pm-6:00pm	6:01pm-9:00pm	7:00am-12:00	12:01pm-6:00pm	6:01pm-9:00pm	7:00am-12:00	12:01pm-6:00pm	6:01pm-9:00pm
Old 203 S. Greensboro	100	100	100	--	--	--	--	--	--
309 N. Greensboro (Fitch)	--	--	--	0	0	55	0	0	55
502 N. Greensboro (Fitch)	--	--	--	19	19	19	19	19	19
Dispute Settlement Center	--	--	--	6	6	6	6	6	6
New 203 S. Greensboro	--	--	--	--	--	--	20	20	77
Additional Available Capacity:									
Capacity at Hampton Inn 1-3*				143	152	82	143	152	82
Move Town Employee Parking				15	15	15	15	15	15
<b>Total Public Parking Capacity</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>183</b>	<b>192</b>	<b>177</b>	<b>203</b>	<b>212</b>	<b>254</b>

\*-Data gathered from 2017 Town of Carrboro Downtown Parking Plan



# **ECONOMIC IMPACT**





## New Employees in Downtown Carrboro

- 29 total jobs =  
\$72,000-\$101,500  
in new downtown  
expenditures for businesses



## New Visitors to Downtown Carrboro

- 2,800 visitors to the government center
- 8,300 to the recreation & cultural centers
- 30,000-40,000 visitors to the library

**FINANCING**

# Financing 203 Project

## *Preliminary Only*

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*Subject to Change depending upon market conditions,  
final project budget, and other factors.*

# Financing 203 Project

Construction Begins	September 2021
Issue Debt - \$12.0 Million for 20 years	January 15, 2022
Interest Payments Due	July 15 and January 15
Principal Payment Due	January 15
Cost of Issuance	\$100,000



	Date	Payment	Interest	Principal	Balance
Loan	1/15/2022				12,000,000.00
1	7/15/2022	150,000.00	150,000.00	0.00	12,000,000.00
2022 Totals		150,000.00	150,000.00	0.00	
2	1/15/2023	750,000.00	150,000.00	600,000.00	11,400,000.00
3	7/15/2023	142,500.00	142,500.00	0.00	11,400,000.00
2023 Totals		892,500.00	292,500.00	600,000.00	
4	1/15/2024	742,500.00	142,500.00	600,000.00	10,800,000.00
5	7/15/2024 *	135,000.00	135,000.00	0.00	10,800,000.00
2024 Totals		877,500.00	277,500.00	600,000.00	
	• Fire Station #2 debt retired 7/15/2024 Current Debt Service is \$280,599/year				
6	1/15/2025	735,000.00	135,000.00	600,000.00	10,200,000.00
7	7/15/2025	127,500.00	127,500.00	0.00	10,200,000.00
2025 Totals		862,500.00	262,500.00	600,000.00	
8	1/15/2026	727,500.00	127,500.00	600,000.00	9,600,000.00
9	7/15/2026	120,000.00	120,000.00	0.00	9,600,000.00
2026 Totals		847,500.00	247,500.00	600,000.00	

## LAND USE REGULATIONS

- Two amendments to the land use regulations have been identified as needed to support the building design.
  - Allow parking structures up to a maximum of 60 feet in height where the Downtown Neighborhood Protection Overlay zone provisions apply.
  - Clarify that town-owned and operated facilities that exceed two stories are subject to issuance of a zoning permit.
- Note - engineering staff from Kimley-Horn beginning permit plan development are examining the tree cover potential closely in relation to the requirement for 15 percent tree cover. Staff will advise the Council if a revision to this requirement is expected.

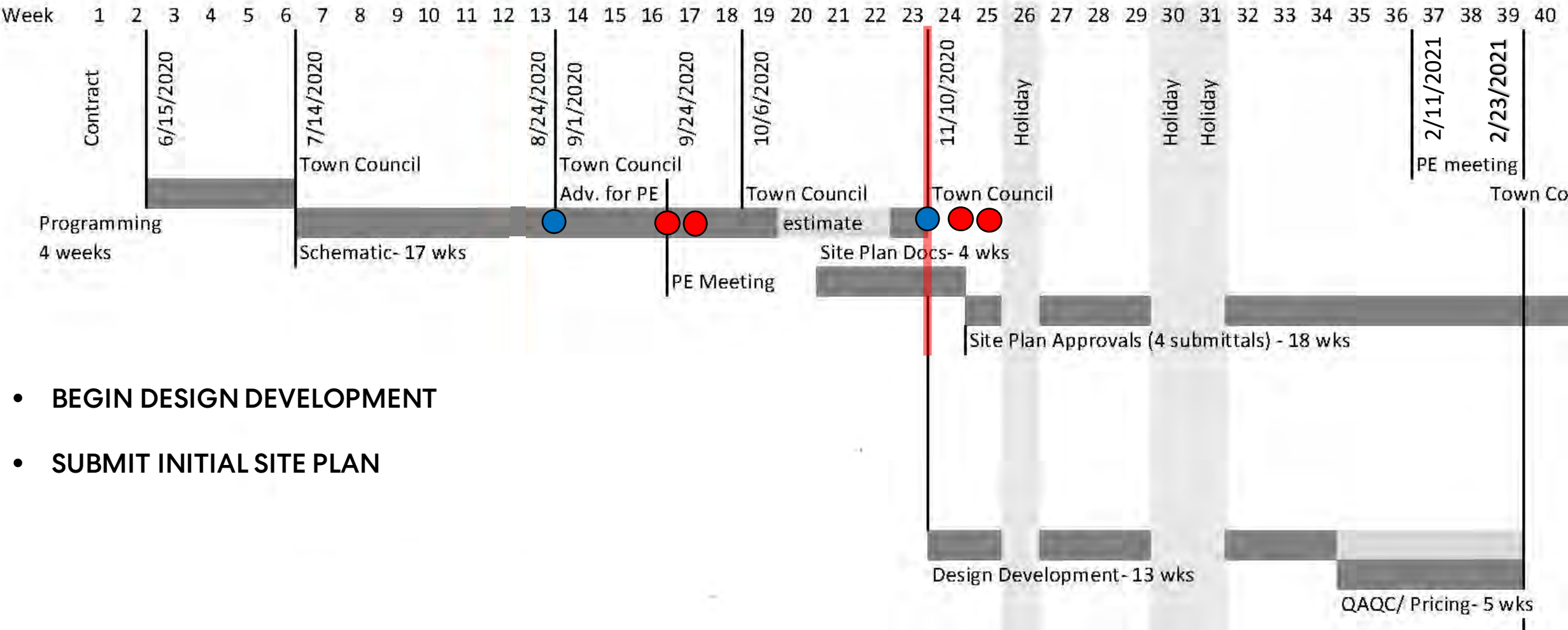


## QUESTIONS RECEIVED:

- Costs broken down per each condo owner and per proportion of parking each will own. Per LUO, presumptive parking appears to be 73 Orange County, 44 Carrboro, 36 shared. Design includes 173 spaces at approximately \$6.3 million or \$36,000/space.
- How land costs will be credited to the town. Land costs are to be credited the town as part of the percentage cost sharing (estimated to be 44 percent Carrboro/56 percent Orange County) in development agreement. Space in the design breaks down as follows: Orange County 36 percent, Carrboro 30 percent, shared 31 percent. Cost reconciliation of the two estimates is underway.
- Approximation of range of upfit costs? If upfit refers to building equipment and furnishing, which includes av, photovoltaic arrays, parking management system, and multipurpose/performance equipment, the estimated cost is \$2 to \$2.7M.

**NEXT STEPS**

# SCHEDULE



- BEGIN DESIGN DEVELOPMENT
- SUBMIT INITIAL SITE PLAN



# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-425

**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### TITLE:

Approval of lettering style for Black Lives Matter installation at the Carrboro Century Center

**PURPOSE:** The purpose of this item is for the Town Council to approve the font and spacing of the lettering style to be used in the Black Lives Matter mural installation at the Carrboro Century Center.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Patricia McGuire, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org)  
<<mailto:pmcguire@townofcarrboro.org>>, 919-918-7327

- **INFORMATION:** The Town Council decided on a mural design for the Carrboro Century Center on October 27th and a request for estimates has been distributed to local muralists. Estimates are due on November 20th. During the meeting, staff understood the illustration to reasonably depict the lettering that was to be installed. In preparing the request for estimates, staff noted that the illustration includes lettering that does not seem to match exactly the font on Black Lives Matter flags (the lettering is taller and thinner and more compressed); see examples at <https://www.bing.com/images/search?view=detailV2&ccid=IY0j5iRg&id=A50119874348ECE89C73704FD728F23CCDCBABB5&thid=OIP.IY0j5iRg2VTQN-VhHotwBQHaEc&mediaurl=http%3A%2F%2Fep.yimg.com%2Fay%2Fyhst-45748600749679%2Fblack-lives-matter-flag-6.jpg&exph=600&expw=1000&q=black+lives+matter+black+and+white+flags&simid=608005977444192109&ck=7F23856E655947AF50573E5529D13668&selectedIndex=0&form=IRPRST&ajaxhist=0&vt=0&sim=11>.

Also, the lettering does not match the font that is indicated as the official font for the Black Lives Matter movement.; see <<https://blacklivesmatter.com/about/>> and <https://fontmeme.com/black-lives-matter-font/>.

In examining the many examples of murals that have been installed this year, it appears that the lettering style on the flags is most commonly used. The resolution provided as *Attachment A* provides a means for the Town Council to specify the font and spacing. *Attachment B* includes examples of the Black Lives Matter lettering and the illustration of the mural approved on October 27th.

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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Staff is seeking clarification on the font and spacing so that the lettering style that is installed will match the Council's expectations. A request for estimates has been distributed to a number of muralists and we've already had some responses. With the council's input on the font, staff will incorporate the specific lettering into a contract for the mural services.

Other agenda items on this topic have been provided on June 23, 2020 (

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=4576405&GUID=235D974F-D79E-4B7C-BA91-00D486D204A7&Options=ID|Text|&Search=black+lives>, July 14, 2020,

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=4576405&GUID=235D974F-D79E-4B7C-BA91-00D486D204A7&Options=ID|Text|&Search=black+lives>, August 18, 2020,

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=4616254&GUID=946C7A3D-8DE8-4E29-A469-8C13D82C45FD&Options=ID|Text|&Search=black+lives> and October 27<sup>th</sup>,

<https://carrboro.legistar.com/LegislationDetail.aspx?ID=4676570&GUID=120368D4-B85B-4930-94A1-72C5E90B10A5&Options=&Search=>>

**FISCAL & STAFF IMPACT:** Minimal to none for specifying the font and spacing of the lettering in the mural.

**RECOMMENDATION:** Staff recommends the Town Council approve the resolution ( *Attachment A*) selecting the font and spacing for the Black Lives Matter mural.

Resolution – Approval of lettering style for Black Lives Matter mural installation at Carrboro  
Century Center

WHEREAS, the Carrboro Town Council approved installation of a Black Lives Matter mural at the Carrboro Century Center;

NOW, THEREFORE BE IT HEREBY RESOLVED that the Carrboro Town Council specifies the font and spacing of the lettering for this mural shall be

\_\_\_\_\_.

BE IT FURTHER RESOLVED by the Carrboro Town Council that the color blocking behind each word and the color for each word shall be as it was shown on the illustrative photo considered on October 27<sup>th</sup>

This the 17th day of November in the year 2020.

	
Example of Black Lives Matter flag lettering style and spacing	Official font of the Black Lives Matter movement
	
Black Lives Matter website homepage	Illustration of Black Lives Matter mural approved on October 27, 2020





# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-417

**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### TITLE:

CommunityWorx Building, Black Lives Matter Mural Selection

**PURPOSE:** The purpose of this agenda item is for the Town Council to select a muralist, rendering and young artist(s) for the mural space identified on the side of the CommunityWorx building.

**DEPARTMENT:** Recreation Parks and Cultural Resources

**CONTACT INFORMATION:** Anita Jones-McNair, Recreation Parks and Cultural Resources Director - Race and Equity Officer, [amcnair@townofcarrboro.org](mailto:amcnair@townofcarrboro.org) <<mailto:amcnair@townofcarrboro.org>>, 919.918.7381

**INFORMATION:** In September, CommunityWorx President/CEO Barbara Jessie-Black offered the side of the Community Worx building facing W. Main at the intersection of Jones Ferry Road for a Black Lives Matter mural with support from the Board of Directors.

Here is the timeline for this mural:

November 8, 2020 - application submission deadline

November 9, 2020 - submittals shared with Recreation and Parks Commission

November 11, 2020 - submittals shared with Arts Committee and recommendation

November 17, 2020 - selection of muralist and mural design during Town Council meeting

November 30, 2020 - installation/painting work begins by mural team (muralist/young artists)

December 20, 2020 - mural completion on or before date

Staff prepared several calls for a muralist and mural designs from young artists in the community. One muralist will be selected to coordinate the painting of a student/team mural rendering. We received ten muralist applications with two applicants sharing renderings and work from four young artist/teams with two student teams sharing art mural renderings and two individual students sharing samples of their work. (See Attachments B & C)

Submittals were shared with the Recreation and Parks Commission and the Arts Committee. The Arts Committee recommends the following mural team - Tyrone Small as the muralist and the rendering of Ash Granda-Bondurant, Carina Rockart-Grade and Theo Preston.

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

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**FISCAL & STAFF IMPACT:** The fiscal impact varies based on specific actions. At present, up to \$2,000 has been approved for this mural using Arts Committee funding and \$3,000 from funds approved for various mural projects. A total of \$5,000 is available for this mural. Additional funding may be needed as additional mural projects are identified.

**RECOMMENDATION:** Staff recommends the Town Council approve the attached resolution.  
(Attachment A)

A RESOLUTION APPROVING A COMMUNITYWORX BUILDING BLACK  
LIVES MATTER MURAL

Draft Resolution No.

WHEREAS, Shortly after the killing of George Floyd in May, the Town Council began conversations about placing a Black Lives Matter mural on a town building reflecting the Town's support; and

WHEREAS, the conversations continued and several mural projects are underway; and

WHEREAS, CommunityWorx President/CEO Barbara Jessie-Black offered the side of the Community Worx building facing West Main at the intersection of Jones Ferry Road for a Black Lives Matter mural with support from the Board of Directors; and

WHEREAS, The Town Council also supports this mural project; and

WHEREAS, Calls to Muralists and Young Artists were circulated; and

WHEREAS, The Arts Committee budget will offset \$2,000 for expenditures of this project along with \$3,000 from funds approved for mural projects, totaling \$5,000 covering artists compensation and supplies; and

WHEREAS, The Arts Committee presented recommendations for a muralist, mural rendering and young artist(s) to complete this project; and

NOW, THEREFORE, the Town Council of the Town of Carrboro approves the following:  
\_\_\_\_\_, as muralist and \_\_\_\_\_, as student artist(s) using their  
rendering to create a Black Lives Matter Mural.

BE IT FURTHERMORE RESOLVED, that the Town Council offers the following additional  
comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
This the 17<sup>th</sup> day of November 2020.

**E.B.  
Atlanta, GA  
African American**

Muralist Statement - Why Do You Want to Coordinate This Project?

Experience direction and growth for all artist I have the potential especially when I'm given the opportunity to take lead and direction on big projects

**Sample 1**



**E.B.  
Sample 2**





**M. D.  
Hillsborough, NC  
Caucasian**

Muralist Statement - Why Do You Want to Coordinate This Project?

Community Engagement. I forever seek to use art to illuminate rather than to obfuscate. This is true no matter what medium my muses guide me toward. I find public art, murals in particular, to be a fantastic way to welcome and embraces visitors and citizens with artwork in a daily setting. The Black Lives Matter mural site affords me an opportunity to reach a large audience receptive to receiving the full power born by art.

Functioning as a coordinating artist with a group of younger creatives is an even better way to cross-pollinate ideas, and create something truly exceptional.

When beginning a new project my primary concern is to find the best solution to the question at hand: namely what piece of art will best fit the place it needs to go. Public engagement is mandatory for a project such as this, and I wholly embrace the opportunity to synthesize the needs of the community into a beautiful work of art. To that end getting early designs in front of the people who will ultimately live with the finished product is key, and receiving in the moment feedback from the assisting artists is invaluable to the process.

Finding opportunities to set meaningful art before large audiences is of paramount importance, for the function of artist as a communicator is timeless; and the ability to artfully represent what resides in the mind is an incredibly powerful, and necessary role. I sincerely believe in the creation of visual art as one of the true magical achievements of humanity. And the ability to offer beautiful artwork, free to any viewer, is a welcome opportunity for any artist.

**Samples 1 & 2 (Renderings)**



M.D.  
Samples 1-6





**A. L.  
Stedman, NC  
Native American**

**Muralist Statement - Why Do You Want to Coordinate This Project?**

I would love to be apart of this mural as I'm also one of the artist that volunteered to help paint the Black Lives Matter and end racism now in Fayetteville NC.

**Sample 1**



A.L.  
Sample 2



**Portrait  
Artist:  
Amy Locklear**

Mrs. Amy Locklear, I'm a self-taught portrait artist with a big heart and big dreams! I was born and raised in Laurinburg NC but currently reside in Stedman, North Carolina.

Every individual has a journey, this journey defines our personal beliefs, morals and the direction in which our heart will follow. My journey has been a personal discovery, which was embraced through Art. Never in my wildest dreams did I expect to be drawing again, and a Portrait of Jesus will change my path forever.

Personally, Art and gifts are to be shared with the world, this portrait means growth in me and in the ones around me. All proceeds from this very personal portrait of Jesus will help

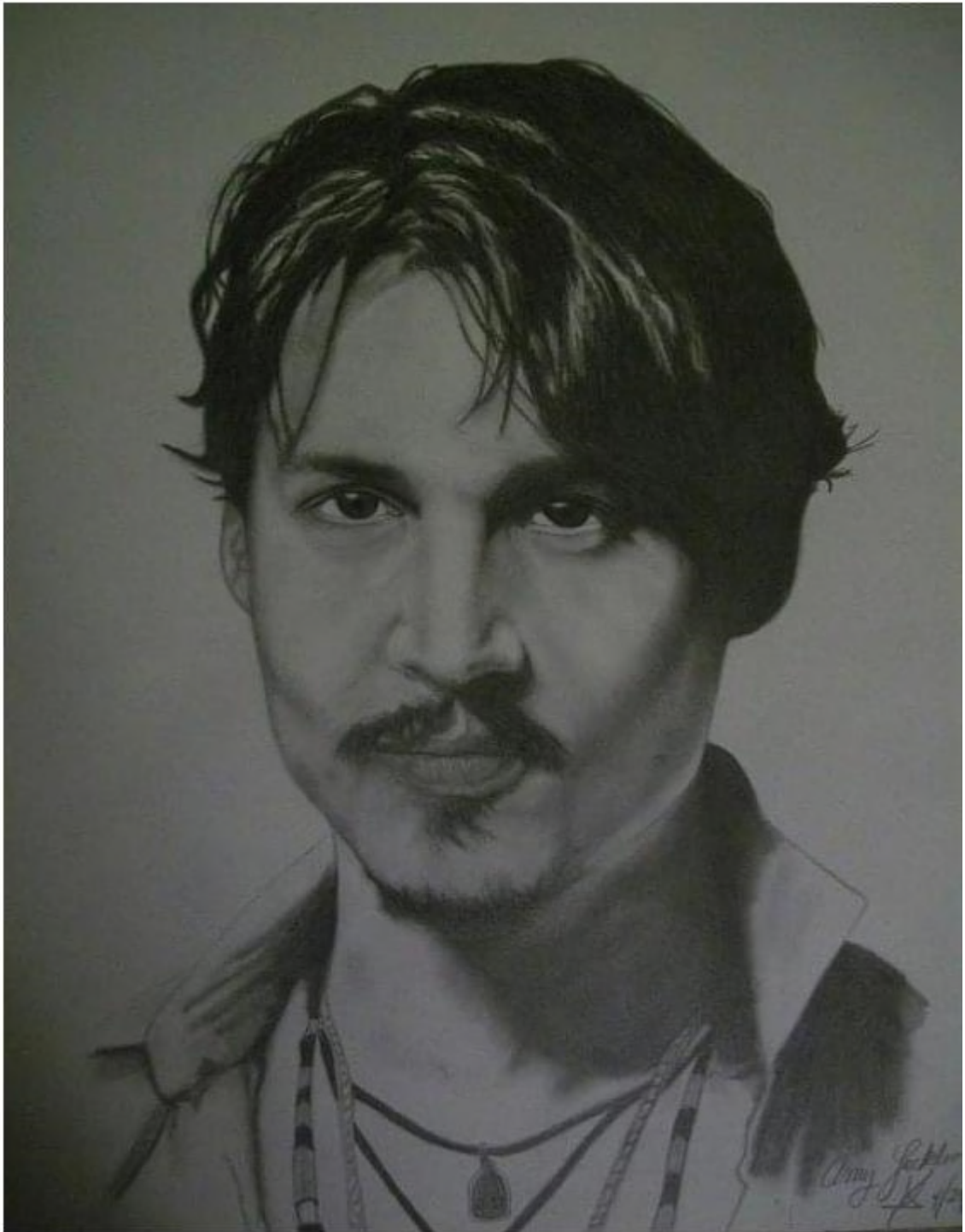


A.L.  
Sample 3





A.L.  
Sample 4



**R. L.  
Durham, NC  
African American**

Muralist Statement - Why Do You Want to Coordinate This Project?  
Every artwork has a purpose.

**Sample 1**



**N. M.  
Clayton, NC  
African American**

**Muralist Statement - Why Do You Want to Coordinate This Project?**

Looking at the world today and seeing how so divided we as people have become one way of gathering everyone together is through art. Art is a great way of bringing everyone together. I am an expressionism artist, and without words my work have changed many life's. I have donated work with The Department of Secretary of State for a couple of charities. Each person finds their mission differently and has a different journey. Therefor, when I paint I tried to paint about things that are meaningful to me. I tried to be myself, be passionate about my dreams and hobbies live honestly and work hard to achieve all that I want to be.

**Sample 1**



N.M.  
Sample 2





**A.M.  
Carrboro, NC  
Caucasian**

Muralist Statement - Why Do You Want to Coordinate This Project?

As an art teacher, I want to promote others through their art... especially, my students who are very talented and have bright futures! I have 3 very talented elementary students (at Estes Hills Elementary in Chapel Hill) who are very excited about this awesome opportunity!

As an artist, I love to paint portraits and murals that bring happiness and joy to others (2 examples below  
- mural on school wall - hawk using school colors and sidewalk chalk drawing)

As a resident of Carrboro, I believe that all voices should be heard and recognized regardless of nationality, race, sex, and/or religion!

**Sample 1**





A.M.  
Sample 2



**L.P.**  
**Chapel Hill, NC**  
**Caucasian**

Muralist Statement - Why Do You Want to Coordinate This Project?

I would love to coordinate this project. Living just a few minutes from this location, I am very familiar with the building, having consistently visited it for 20 years.

As a full-time muralist and former high school art teacher in Durham, I am experienced in coordinating projects with students and community members. I fully support the Black Lives Matter movement and love the concept of creating more inclusive murals in and around our community.

**Sample 1**





L.P.  
Sample 2



L.P.  
Sample 3 (Rendering)





**T.S.**  
**Raleigh, NC**  
**African American**

Muralist Statement - Why Do You Want to Coordinate This Project?

I'm a visual artist that recently moved from Murrells Inlet, SC to Raleigh, NC.

Since moving to North Carolina I've seriously made art my passion.

My first piece was displayed publicly at The Flying Burrito in Raleigh!

I recently finished a painting my first picnic table and mural in Carrboro, NC at Johnny's Gone Fishing.

**Sample 1**





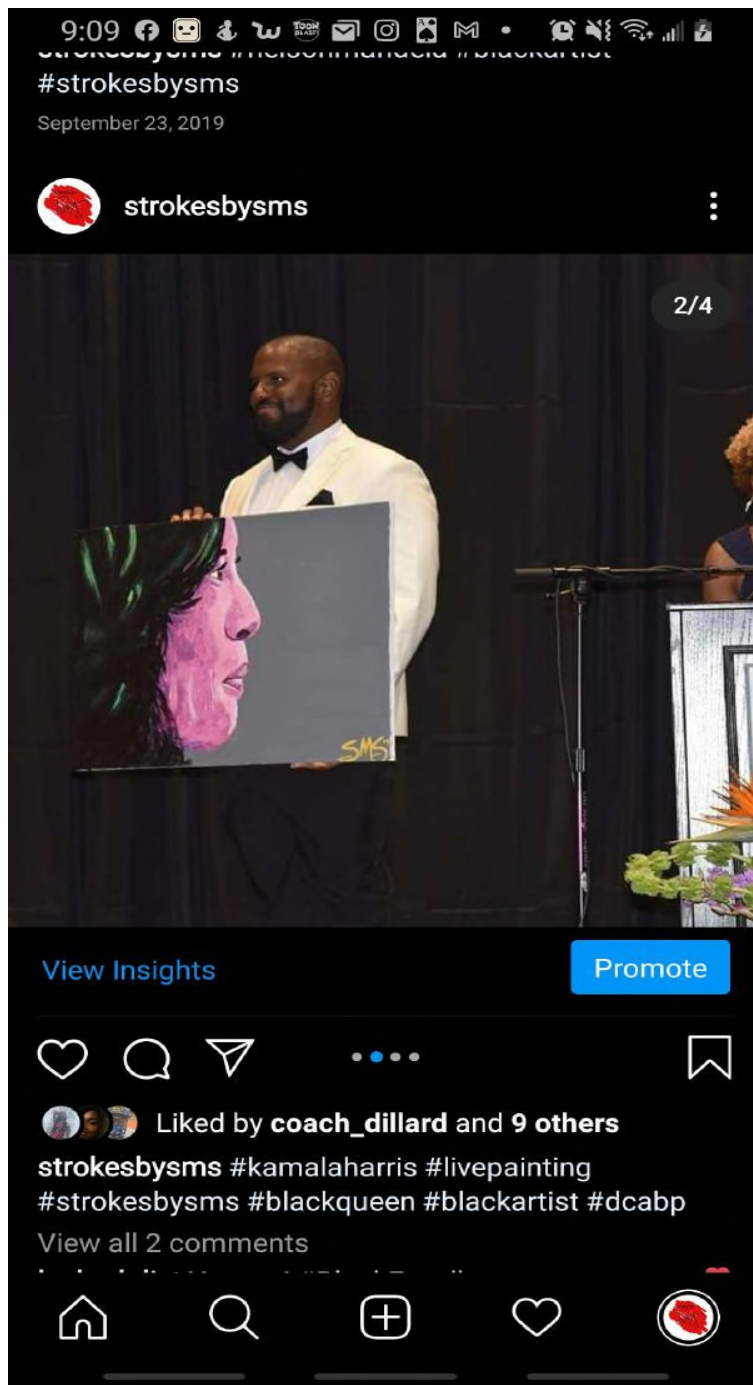
T.S.  
Sample 2



**S.S.  
Durham, NC  
African American**

Muralist Statement - Why Do You Want to Coordinate This Project?  
ITS THE ARTIST JOB TO TELL/SHOW THE TIME THEYRE IN.

**Sample 1**



S.S.  
Sample 2





**A.S.  
Broadway, NC  
Caucasian**

Muralist Statement - Why Do You Want to Coordinate This Project?

I am a professional artist and I would like to volunteer to help paint this project because I actively support the Black Lives Matter movement. I volunteered to help paint the "Black Lives Do Matter" and "End Racism Now" mural around the market house in Fayetteville. I also went back and was part of the crew organized to repaint it after it was vandalized. I am prepared for the various types of encounters we will have with passerbys. We experienced positive support from many and some racially motivated displays. I am a recent graduate of Fayetteville State University and hold a Bachelor of Art in Fine Arts with a concentration in painting. I have shown work in local, national, and international exhibitions. I am not asking for compensation to participate in the project.

**Sample 1**



A.S.  
Sample 2





A.S.  
Sample 3



A.S.  
Sample 4





A.S.  
Sample 5



## ARTIST TEAM

Chapel Hill, NC

**A.G-B. - Latinx - 10<sup>th</sup> Grade**

**C.R. - Caucasian - 12<sup>th</sup> Grade**

**T.P. - Caucasian - 10<sup>th</sup> Grade**

## Artist/Group Statement

The Black Lives Matter movement is one that each member of our group has been in support of since its incipience, and we each saw this project as a tangible method of uplifting BLM in our own community. Our group, upon sitting down to brainstorm, agreed that we wanted to signify solidarity and hope within black and brown communities. This was not to be a vision of doom; instead, we wanted to illustrate the aspirations for the future held by the members of our community who need that future most. We hoped to convey this with the expressions of the figures in the piece: each look towards the horizon, knowing that just beyond it is a better world.

But this isn't a future that can be achieved passively. We wanted to show the methods by which the world could be changed. The figure on the left represents Liberty in all her glory. Our country is built on the premise that freedom for all is a fundamental human right, and that tenet must be exemplified in our thoughts and actions regarding race. We cannot proceed in a beneficial manner without recognizing that, currently, one person in this country may not be as free as another. In a similar vein, the figure on the right represents justice. Traditionally, Justice is portrayed as blind, impartial, taking no stake in an argument beyond the facts at hand. Unfortunately, our justice system has become blind in a vicious manner: it has been willfully oblivious to the reality that black and brown people are unfairly persecuted in this country. In our design, Justice has removed her blindfold and is taking into account not only our present situation but also the future that may lie ahead, if only we begin to take steps in the right direction. Lastly, the two figures are holding hands to represent the notion that if we proceed with Justice and Freedom, we may achieve a unity and solidarity that our country desperately needs.

In the background we have also included several details to further illustrate our values of solidarity, freedom, and justice. The butterfly is an important symbol of the Hispanic and Latinx community. It's synonymous with Dreamers, and was inspired by immigrant rights groups. The monarch butterfly represents the dignity and resilience of migrants and the right that all living beings have to move freely. The BLM text in the foreground will be composed of the message "no justice no peace" in honor of the victims of racial violence, to act as both a memorial to those who came before and a monument to what may come after. With our statement we say that we will continue to fight as long as there is still justice needed to be served. The future we need may be a long time coming, but it will come eventually, if only we keep striving for it.

## RENDERING





**C. J.**  
**Hillsborough, NC**  
**African American - 8<sup>th</sup> Grade**

Artist/Group Statement

As a young, black teenager in america, it's not the easiest life y'know? I have to be cautious about certain things that no child should have to experience, yet anyone in general. And even before this crazy year started, I have been scared to not say certain things around people, not to wear certain clothes, and a whole lot of things to be said when I'm around police officers. Mainly white. So my art piece is actually a branch of blm and police brutality statement to show this awareness. It is very scary as a black teenager in this world and I wanted to use my "art skills" to help get one of the biggest statements out. "HANDS UP DON'T SHOOT."

**SAMPLE ONLY**



## ARTIST TEAM

Chapel Hill, NC

T.N. - Caucasian - 5<sup>th</sup> Grade

S.P. - Caucasian - 5<sup>th</sup> Grade

L.B. - Caucasian - 5<sup>th</sup> Grade

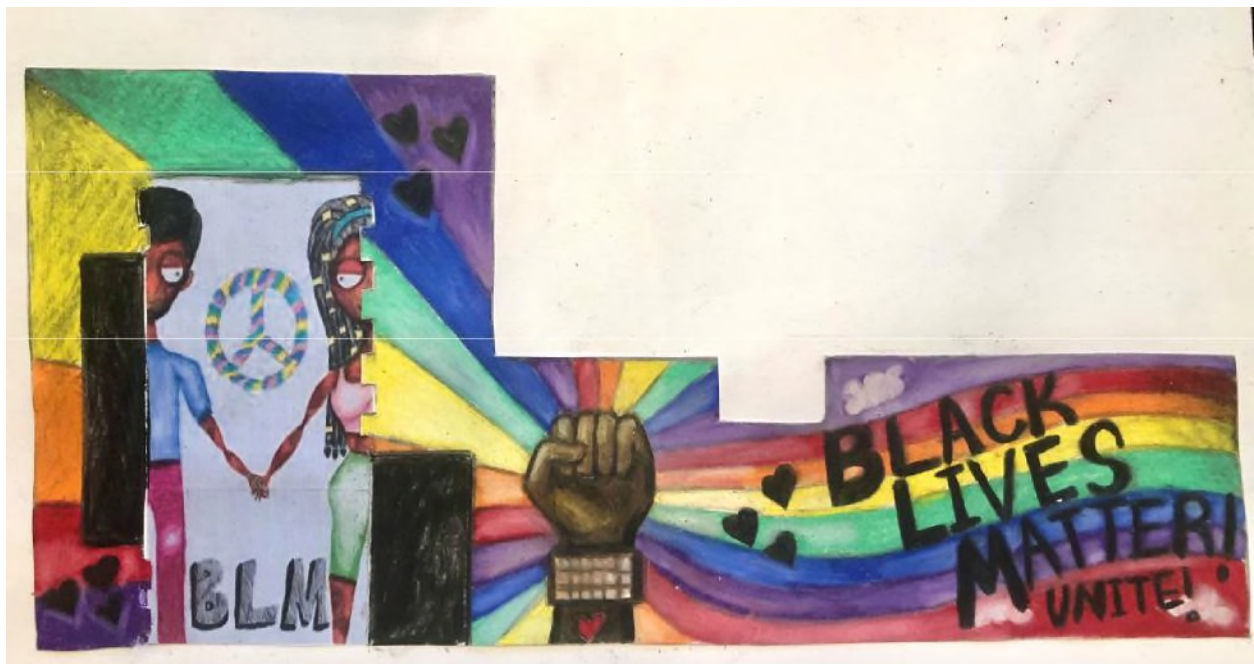
### Artist/Group Statement

Our mural hopes to encourage others to support black lives and people of color. The powerful fist in the middle of the mural creates a background of radial rainbows. Each color of the rainbow represents the many emotions we have felt during these unfortunate times. Red symbolizes anger, orange- optimism, yellow- happiness, green -peace, blue -sadness and violet- power. The boy and girl on the left side of the mural illustrates peace and friendship... Our mural hopes to bring peace and promise that the troubles of today and this year will surely come to pass. Black lives are important! BLACK LIVES MATTER!

Student artists - Tess Neville, Stella Phillips, and Logan Bianchi

Art Teacher and supervising muralist - Mrs. Amanda McDonald

## RENDERING



**H.K.**  
**Raleigh, NC**  
**Asian - 11<sup>th</sup> Grade**

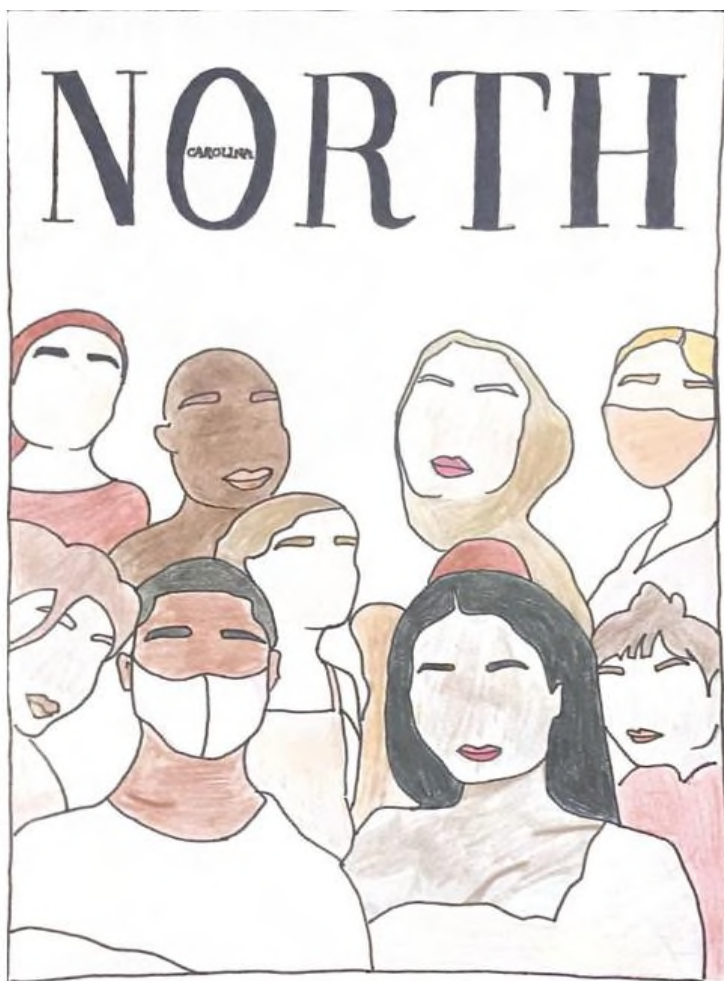
Artist/Group Statement

I believe with my background and artistic experience, I can create an image that resonates with every passerby, regardless of background. I hope to encourage people and remind them a change in the community is long overdue, and can begin with themselves. Being a Muslim POC, you see America in a different perspective, one that can be utilized for good. Although my application may be late, I believe I can bring something entirely different to the table, and create an art piece that isn't just simply waved off after viewing it for a minute. Unfortunately, I came upon this opportunity today; a day late, and was asked to submit an application by 5pm today. I don't have a detailed sketch of my idea as this is last minute unfortunately, but I have several art pieces related to this project that I hope will create a somewhat clear image of my intent of this project. I understand the importance of deadlines and punctuality, as I'm a Saturday school teacher, and underscore the importance of work beginning on time to my students. But, I'm pushing for this project because it resonates deeply with me and I'm genuinely passionate about it and believe I can make an impact. The events that have unfolded these past few months have pushed me to realize what an impact everyday students like I can have. I believe I can bring individuality to this project, but also able to highlight the importance of the BLM movement. Being a muslim person of color, I think I bring a unique perspective to the table. I believe my design can encompass and celebrate everyone, while also displaying the importance of racial equality in this country, and on a smaller scale, our state. The election just occurred this past weekend, and just as we have a change in authority in the White House, I believe we need a change here in North Carolina. It's not just myself bringing that change, but the art itself. Art is a vehicle for change. My teachers used to say that we would be surrounded by science or math in our everyday lives, but truly, it's art that's always there. Because of the versatility of art, it appeals to almost everyone and that's what I believe should be the focus of this mural. I want this mural to focus on everyone, I want everyone to feel as if this art was made specially for them, while letting people know the effort we all need to make to make a difference in our community. I understand all too well what it feels to feel different, and feel as if I can convey this on a surface. My goal for this mural is to brighten up the day of anyone who passes it and let them know things can get better, as generic as it may sound. The focus of this piece would be for people to walk past this art realizing they weren't as alone as they previously thought and we can all come together for a change that is long overdue .

Note: Again, I sincerely apologize for this application being late, and did not have enough time to create a sketch I would be proud of. I've attached art pieces of art I believe relates to this topic and truly hope you can get an idea of my ideas for this mural. Again, I apologize!

SAMPLES ONLY

H.K.  
SAMPLE 1





H.K.  
SAMPLE 2



**H.K.  
SAMPLE 3**



H.K.  
SAMPLE 4





# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-418

**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### TITLE:

Update on the South Greensboro Street Sidewalk

**PURPOSE:** The purpose of this agenda item is to provide the Town Council with an update on the development of conceptual plans for the South Greensboro Street sidewalk and to seek direction on the next steps toward selecting a preferred alignment.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Christina Moon - 919-918-7325, [cmoon@townofcarrboro.org](mailto:cmoon@townofcarrboro.org); Zachary Hallock - 919-918-7329, [zhallock@townofcarrboro.org](mailto:zhallock@townofcarrboro.org); Patricia McGuire - 919-918-7327, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org)

**INFORMATION:** At the January 21, 2020 Town Council meeting, staff provided the Council with an update on the South Greensboro Street sidewalk project including a schedule for project completion. Design work began in the spring with the development of two conceptual designs for the sidewalk: one along the west side of the street, (the anticipated alignment when the project was scoped) and one along the east side of the street. Both alternatives include the installation of curb and gutter. This initial phase of work also involved the preparation of a capacity analysis for the southern portion of the corridor, from the roundabout at South Green to the Smith Level Road bridge near Public Works Drive, to determine the feasibility of restriping a new cross section with bike lanes as part of NCDOT's future resurfacing project.

The anticipated schedule presented in January was to hold a public meeting in the late summer/early fall to receive input on the two conceptual plans. This timeline was delayed in part to gain a better sense of how best to hold public meetings during the COVID-19 pandemic and in part to provide sufficient time for reviewing agencies to provide comments. The consulting team has also been awaiting review comments from the North Carolina State Historic Preservation Office (SHPO) with regard to the potential impacts to the National Register Historic District at the northern end of the corridor. The additional time also provided opportunities for more detailed conversations with the consultant team and NCDOT with regard to the capacity analysis.

It has become apparent during the last couple of months that there may be as much as a \$500,000 cost differential between the two alignments, with the east side being the more expensive option due in part to the need to relocate utility pole and associated right of way acquisition as well as the need for additional retaining walls. Since staff has received correspondence from some neighboring property owners expressing a preference for the east side alignment, it seemed appropriate to provide an update to the Council before moving



forward with the public meeting.

Comparison of East/West Alignment Options

- The east side provides a more direct connection from the 203 Project to the offices/shops at South Green and the transit stop near Merritt Mill Road, without the need to cross South Greensboro Street. The Robertson Bike Path runs through the South Green development providing a link to downtown Carrboro and Chapel Hill.
- The west side provides more direct connections to Old Pittsboro Road, a preferred north-south cycling option, Rocky Brook Mobile Home Park and connections through Whispering Hills to the back of some of the apartments facing NC 54.
- The engineer's estimate is typically prepared at 100-percent design as part of the bid packet. Costs may change +/- as design work continues.
- There is a significant cost differential between the east and west side; additional funding would need to be identified for the Town to proceed with the alignment on the east side of the street
- The installation of a sidewalk on either side of the street will provide a significant improvement in pedestrian infrastructure.
- Sidewalks on both sides of South Greensboro/Smith Level Road provide pedestrian infrastructure within the southern portion of the corridor and on to Frank Porter Graham Elementary School and the future Morgan Creek Greenway and neighborhoods to the south

**FISCAL & STAFF IMPACT:** There are no fiscal impacts are associated with receiving the update, but costs will be associated with the selection of a preferred alignment for the project.

The current project budget is \$1,706,966: \$1,154,626 of federal funds and \$552,340 of Orange County Transit funds.

The project engineer has prepared a probable cost estimate based on the current 15-percent design: \$1,490,000 (west side) and \$1,980,000 (east side).

Additional funding would need to be identified for the Town to proceed with the alignment on the east side of the street

The Town may be able to use some of the transit funds as match for UPWP direct apportionment to increase the project budget, but it is unlikely that the Town would able to obtain additional funds from NCDOT or transit tax revenues.

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**RECOMMENDATION:** Staff recommends that the Town Council consider the resolution provided (*Attachment A*) receiving the update and providing direction for next steps.

A RESOLUTION RECEIVING THE UPDATE ON THE SOUTH GREENSBORO STREET  
SIDEWALK PROJECT

WHEREAS, the Town Council has adopted a Capital Improvement Project Ordinance to design and construct a sidewalk along one side of South Greensboro Street (TIP# C-5650); and

WHEREAS, the Town Council has entered into a contract with Ramey Kemp & Associates, Inc. for design services for the sidewalk project; and

WHEREAS, the project engineer has developed the following probable cost estimates for the project at 15-percent design: \$1,490,000 for constructing the sidewalk on the West side of the street and \$1,980,000 on the East side of the street; and

WHEREAS, the current project budget is \$1,706,966.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council, that the Town Council receives the update and associated cost estimates.

BE IT FURTHER RESOLVED by the Carrboro Town Council provides staff with the following direction:

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This the 17<sup>th</sup> of November 2020.



# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-423

**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### TITLE:

Update on the Morgan Creek Greenway

**PURPOSE:** The purpose of this item is to provide an update on the Morgan Creek Greenway and to seek Town Council direction relating to a possible change in the alignment of Phase 1 (TIP# 4828A) to inform design modifications needed to rebid the project.

**DEPARTMENT:** Planning

**CONTACT INFORMATION:** Christina Moon - 919-918-7325, [cmoon@townofcarrboro.org](mailto:cmoon@townofcarrboro.org) [<mailto:cmoon@townofcarrboro.org>](mailto:cmoon@townofcarrboro.org); Patricia McGuire - 919-918-7327, [pmcguire@townofcarrboro.org](mailto:pmcguire@townofcarrboro.org) [<mailto:pmcguire@townofcarrboro.org>](mailto:pmcguire@townofcarrboro.org); Arche McAdoo - 919-918-7439, [amcadoo@townofcarrboro.org](mailto:amcadoo@townofcarrboro.org) [<mailto:amcadoo@townofcarrboro.org>](mailto:amcadoo@townofcarrboro.org); Cary McNallan - 919-918-7301, [cmcnallan@townofcarrboro.org](mailto:cmcnallan@townofcarrboro.org)

**INFORMATION:** In March 2010, the Town adopted the Morgan Creek Greenway Conceptual Master Plan, a multi-phase greenway system connecting the neighborhoods around Smith Level Road to University Lake. (The report may be found at the following link:

<http://www.townofcarrboro.org/DocumentCenter/View/1405/MCFinalReport-Mar2010?bidId=>=.>)

The conceptual plan included two potential alignments for Phase 1: a preferred alignment and an alternate alignment (*Attachment B*). The preferred alignment began at Smith Level Road near Public Works Drive, extended along the north side of Morgan Creek to a pedestrian bridge that crossed the creek and continued to a terminus point near the recreation area for the Berryhill neighborhood on the south side of the creek. The greenway was to include a spur to the cul-de-sac at end of Abbey Road and a connection to the future Morgan Creek Greenway in Chapel Hill by way of an underpass under the Smith Level Road bridge. During project design, the consulting engineering team determined that a pedestrian bridge in Phase 1 would not be permitted by the Federal Emergency Management Agency (FEMA) because it would cause a rise to insurable structures upstream.

Staff provided a report on this information on October 16, 2012, and discussed whether to pursue the alternate alignment which included a greenway along the south side of Morgan Creek or some combination of the two alignments (constructing the trail along both north and south sides of the creek). (Agenda materials from the October 16<sup>th</sup> meeting may be found here:

[<http://www01.townofcarrboro.org/BoA/Agendas/2012/10\\_16\\_2012.htm>.](http://www01.townofcarrboro.org/BoA/Agendas/2012/10_16_2012.htm))

The decision was made to advance with a combined alignment, involving segments of the trail along both sides of the creek using the existing sidewalk on Smith Level Road for the crossing (*Attachment C*). The Town

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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advertised the project in the summer of 2019. Bids came in more than ten-percent above the engineer's estimate, requiring the Town to reject the bids and re-advertise.

Staff has reviewed the bid packet (plans and specification manual) with Sungate Design, the Town Engineer, to identify possible modifications to the plans for clarity and value-engineering. Sungate Design conducted a feasibility analysis of the potential Phase 1 crossing and determined that a pedestrian bridge could be permitted, allowing the Town to return to the original preferred alignment for the project, if desired (*Attachment D - The preferred alignment is shown in red with an optional bypass in yellow*). The purpose of this agenda item is to discuss the two alignment options and to compare the associated costs for updating the bid packet (design work) and for construction.

Estimated cost comparison

- The Alternate Alignment (green line) - \$62,500 for design and \$1,473,437.50 for construction. Construction includes \$1,281,250 + \$192,187.50 (15% for CEI).
- Original Preferred Alignment (red line) - \$135,000 for design and \$1,060,875 for construction. Construction includes \$922,500 + \$138,375 (15% for CEI).

Redesign costs are not eligible for federal reimbursement. Staff has requested Orange County Transit funds to cover the redesign costs; a decision on the request has been postponed until additional revenue projections are available.

The Council may wish to refer this matter to the Greenways Commission to host a meeting with neighboring residents to discuss the status of the project.

**FISCAL & STAFF IMPACT:** The fiscal impact is dependent on the selected alignment.

The total project budget is \$1,567,500: \$1,254,000 federal funds and \$313,500 local match.

A balance of approximately \$1,275,514.10 is available for construction: \$1,020,411.30 federal funds and \$255,201.82 local match. \$199,836.67 of Orange County Transit funds have been allocated to the project and may be used for the local match.

Additional funds would need to be identified for the Town to move forward with the alternate alignment (green line).

**RECOMMENDATION:** Staff recommends that the Town Council consider the attached resolution (*Attachment A*) selecting a preferred alignment and referring the item to the Greenways Commission to host a meeting with the residents of adjacent neighborhoods.



A RESOLUTION RECEIVING THE UPDATE ON THE MORGAN CREEK GREENWAY

WHEREAS, the Town Council has adopted Capital Improvement Project Ordinance No. 8/2018/19 to design and construct Phase 1 of the Morgan Creek Greenway (TIP# EL-4828A); and

WHEREAS, the Town advertised the project for bid in June 2019, and received two bids which exceeded the design engineer's estimate by more than the allowable ten-percent; and

WHEREAS, the Town Engineer has determined the feasibility of a pedestrian crossing in Phase 1 of the Greenway.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council, that the Town Council receives the update on the Morgan Creek Greenway and selects the following alignment option for Phase 1:

OPTION #1 - Alternate Alignment (green line)

Additional funds will need to be identified for this option.

OR

OPTION #2 – Original/Preferred Alignment (red line)

BE IT FURTHER RESOLVED that the Town Council directs staff to work with the Town Engineer to prepare bid documents.

BE IT FURTHER RESOLVED that the Town Council refers the matter to the Greenways Commission to hold a public meeting with adjacent property owners.

BE IT FURTHER RESOLVED that the Town Council provides staff with the following additional direction:

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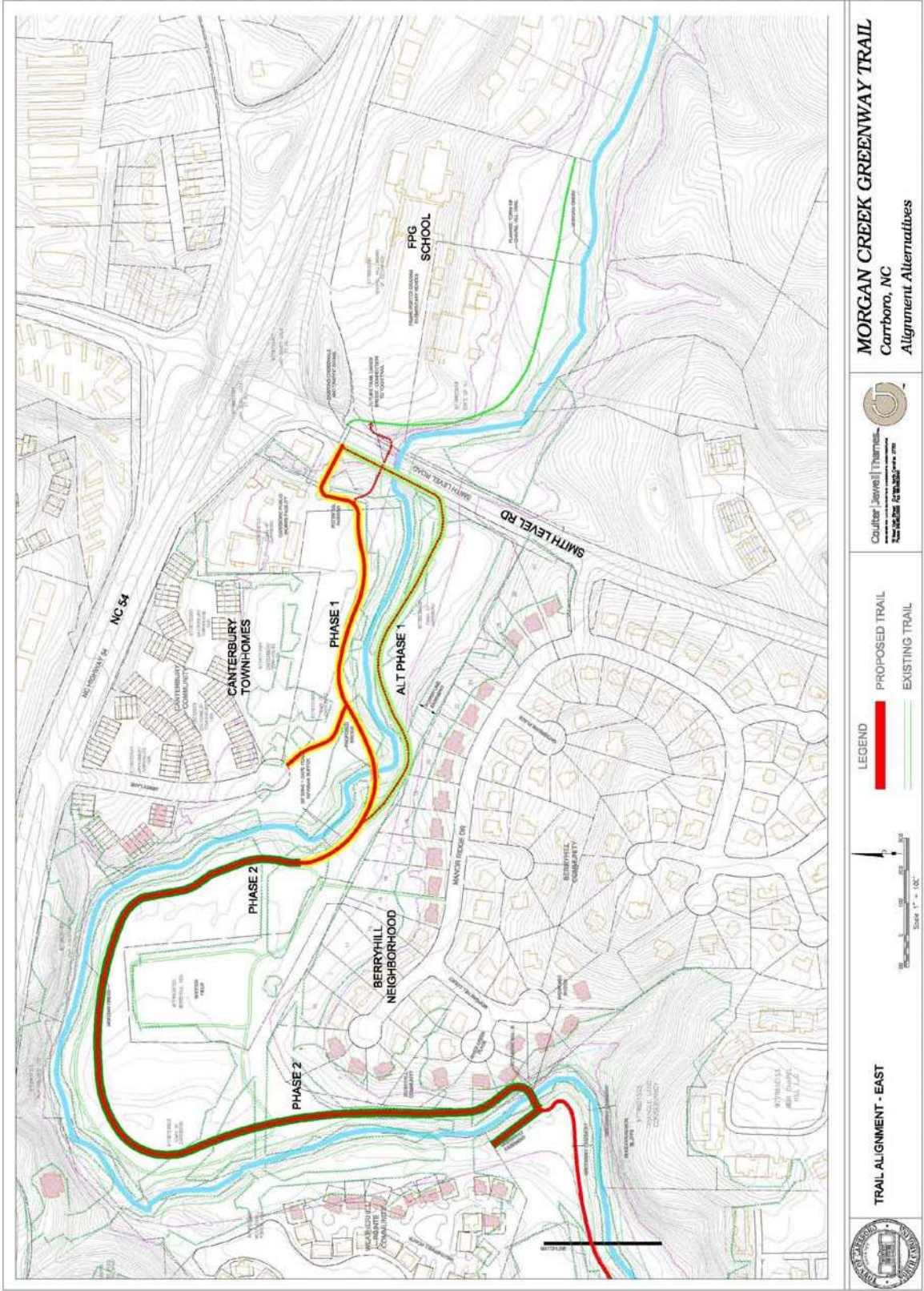
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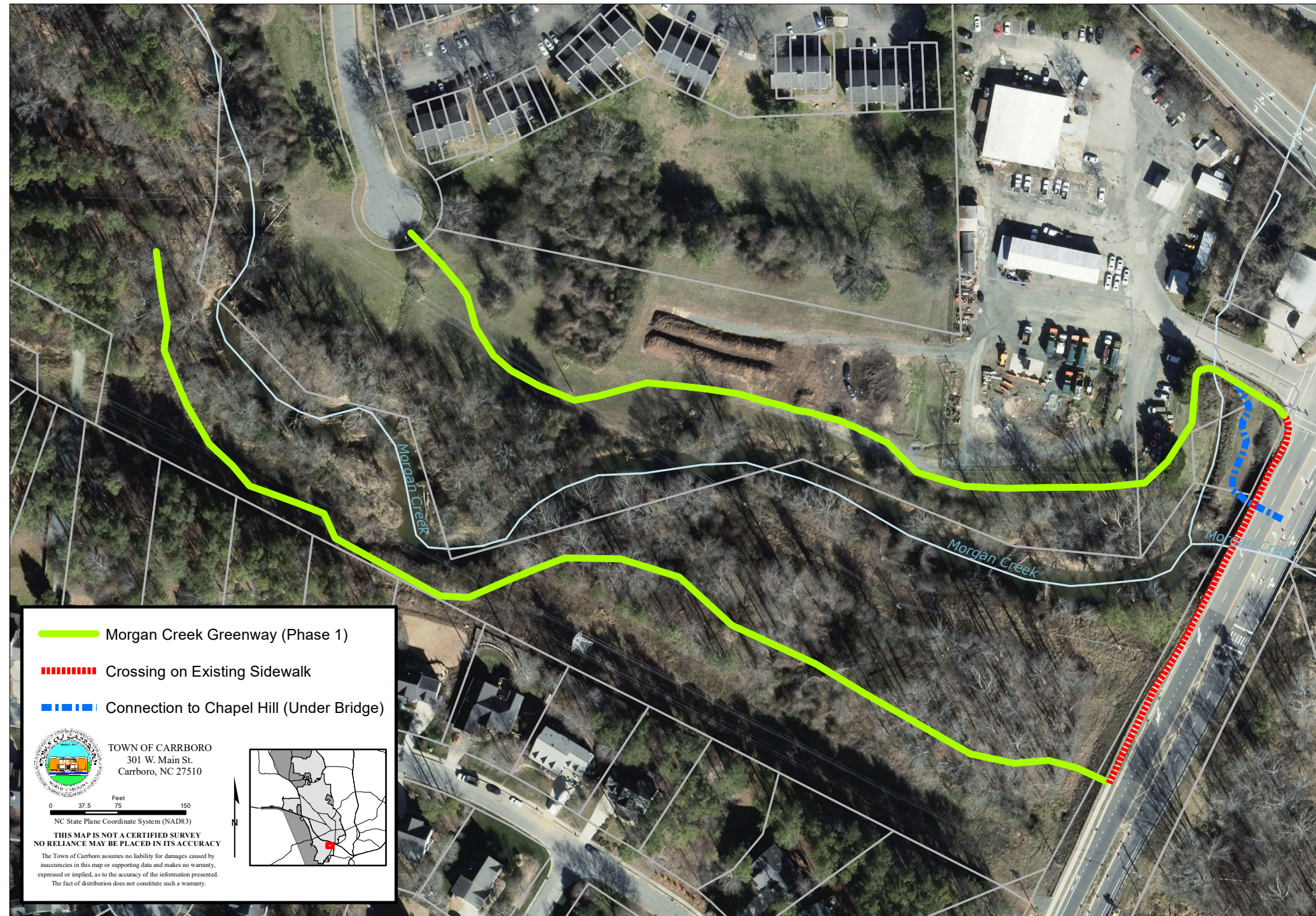
This the 17<sup>th</sup> of November 2020.



Map 13 – Recommended Trail Alignment – Main Trail, East



# Morgan Creek Greenway - Phase 1 - TIP #EL-4828A











# Town of Carrboro

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

## Agenda Item Abstract

**File Number:**20-422

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**Agenda Date:** 11/17/2020

**File Type:**Agendas

**In Control:** Board of Aldermen

**Version:** 1

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### **TITLE:**

Town Council Discussion of Possible Amendments to the Town of Carrboro Advisory Board Recruitment and Appointment Policy

**PURPOSE:** The purpose of this item is to provide Town Council the chance to review the policy and provide direction to staff on amendments.

**DEPARTMENT:** Town Clerk/Attorney

**CONTACT INFORMATION:** Cathy Dorando/Nick Herman

**INFORMATION:** Town Council requested the item be brought to them to allow them to discuss goals regarding racial diversity and representation on advisory boards. The policy is attached for the Town Council to review.

At this meeting, the attorney will be prepared to answer questions and provide advice. After this discussion, staff will bring back the item for adoption at a future meeting, possibly as soon as December 1, 2020.

**FISCAL & STAFF IMPACT:** There is no fiscal or staff impact associated with this agenda item.

**RECOMMENDATION:** Staff recommends that the Town Council discuss any changes to the policy and provide direction.



# **Town of Carrboro Advisory Board Recruitment and Appointment Policy**

11-21-2017,12-4-2018

Contents

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TOWN OF CARRBORO BOARD OF ALDERMEN  
Recruitment and Appointment Policy

Adoption: 11/21/2017, Amended 12-4-2018

Purpose

The purpose of this policy is to establish a policy and procedures whereby the Board of Aldermen will make appointments to public advisory boards, committees, commissions, councils, and taskforces (hereinafter “boards”). The Board shall also establish a policy and procedures whereby the Board makes appointments to public authorities that have Carrboro representatives or are Town of Carrboro Authorities.

Composition

The Town of Carrboro Board of Aldermen shall appoint all voting and non-voting members to boards. The Board of Aldermen shall endeavor to appoint members who represent the ethnic, cultural, demographic, and geographic diversity of the community. The Board of Aldermen should consider the following when making appointments:

- Address
- Neighborhood/Geographic location
- Date of Birth
- Length of Residence in Carrboro
- Gender
- Race
- Occupation
- Advisory Board Service

- Experience/Skill Set/Expertise
- Community Activities/Involvement/Organizations

## Authority

The North Carolina General Statutes, the Town of Carrboro Charter, the Town of Carrboro Town Code and the Town of Carrboro Land Use Ordinance provide the enabling legislation for the Town's Boards.

## Periodic Review

This policy may be changed or adjusted as deemed necessary by the Board. The Town Clerk shall review the policy and make sure the policy is up-to-date.

## Recruitment and Appointment Process

- a. Prior to the annual February term expirations, and when midterm vacancies occur, the Town Clerk will advertise that the town is accepting applications for upcoming openings on advisory boards and commissions.
- b. Applications will be taken until all seats are filled. Applications received after the seat(s) have been filled will be placed on file by the Town Clerk and held for future vacancies for a period of 12 months. If vacancies exist on other boards, the Town Clerk will let the applicant know of those vacancies. If interested, applicants will be encouraged to apply. Midterm vacancies shall be filled from applications on file without special advertising efforts unless requested by the Board of Aldermen.
- c. All new candidates must complete an application to be considered for appointment.
- d. Currently serving advisory board members, whose first full terms are expiring in February, will be contacted by the Town Clerk and asked if they would like to be considered for reappointment. If so, no new application is needed from the member. The Town Clerk shall report to the Board Chair that the member wishes to be reappointed. The Chair shall provide the recommendation/review form for the current member to the Board of Aldermen, just as with new applicants.
- e. The Town Clerk will notify all applicants of receipt of his/her application.
- f. The Town Clerk shall forward copies of applications to the advisory board chairs as soon as possible after receiving an application.
- g. Each chair shall contact each applicant and invite them to at least one meeting of their board so they may understand the responsibilities of the board and the necessary time commitment. (Chairs should contact Town staff in the event of a language barrier.) The chairs shall also talk with the applicants about their interest in serving on the advisory board. Board chairs may meet personally with applicants if a meeting of their board is not anticipated within 30 days following receipt of the applicant's request for appointment. This would be in lieu of having the applicant attend a meeting of that board or commission. If applicants do not attend a meeting after two phone calls or emails, then the Chair shall notify the Town Clerk of that fact and said application will be removed from further consideration.
- h. The chair of each board shall submit a Recommendation Form/Application Review Form to the Town Clerk within one week of the applicant's attendance at a meeting. If a meeting is not planned, the chair shall provide a Recommendation Form/Application Review to the Town Clerk within one week of a conversation with the applicant.



- i. Copies of all applications and recommendation forms received shall be forwarded to the Mayor and Board of Aldermen.
- j. If there are no applicants for the Board in question, the Chair may contact applicants that have applied for other boards. Board chairs should contact the Town Clerk to obtain these applications.
- k. If a Recommendation Form has not been received from board chairs within three weeks after being forwarded from the Town Clerk, the Town Clerk shall contact the chair and request a status report.
- l. By March 1, the Mayor and Board of Aldermen shall endeavor to make appointments to boards and commissions to fill annual expired terms.
- m. The Mayor and Board of Aldermen shall endeavor to make appointments to unexpired terms with vacant seats within one month of the Town Clerk receiving application(s).
- n. Appointments to unexpired terms of 12 or fewer months will be simultaneously appointed to the following 3-year term.
- o. As a presumptive policy, the Board of Aldermen will not appoint a person to serve on multiple advisory boards or commissions at the same time. However, the Board retains the discretion to make exceptions to this policy. (Amended 4-10-18)

## APPOINTMENTS TO AUTHORITIES

The OWASA Board of Directors and Tourism Development Authority are considered “Authorities” under NC General Statutes. The Board of Aldermen will consider applications for those authorities and be responsible for making appointments. The Board may at times choose to interview applicants for the representative seats by any method that they choose. All appointments will be made in open session by the ballot procedures established in the policy.

### Advisory Board Appointment Method

The Town Clerk shall provide an information matrix, related to composition information as shown above, for the Board of Aldermen to consider when there are more applications than open seats available. The Board may also request further information from the Town Clerk as it desires.

Unless the Board agrees by majority vote or consensus to follow another procedure, the Board shall use the following procedure to appoint individuals to various subordinate boards and offices:

### Voting Method

- a. The Town Clerk will provide a ballot listing the names of all applicants presented in the agenda packet to each Board Member.
- b. Prior to voting, the Board shall open the floor for discussion of the applications.
- c. Each Board Member shall sign their name to the ballot and indicate their choice in candidate(s) by marking next to the candidate(s) name.
- d. Each Board Member will vote only for the number of candidates that there are vacant seats to fill.

- e. The Clerk shall collect the ballots and announce the candidate(s) receiving the highest number of votes and indicate the position that each candidate has been appointed to fill.
- f. The Town Clerk shall then read the record of votes for each candidate, indicating fully the voting record of each Board Member and then shall enter the record of votes into the meeting minutes.

### Terms (Amended 12-4-18)

- a. Members are appointed to staggering three-year terms on all advisory boards that expire annually in February. The Carrboro Tourism Development Authority members are appointed to one-year terms that expire annually in January.
- b. Members are limited to two full terms. After completing two full terms, a member must take off one year before applying for re-appointment to the advisory board. However, a board member may apply to serve on another advisory board if he/she desires. The Board of Aldermen may make exceptions to this rule under the following circumstances:
  - 1. To retain diversity on an advisory board;
  - 2. A lack of applicants.

### Attendance

- a. The chair or staff liaison of each board or commission shall notify the Town Clerk on an as needed basis if there are members that are presenting attendance problems.
- b. Unless the chair waives the requirement, members shall be removed if they are absent from three consecutive meetings or if they miss more than 30% of the meetings during a 12-month period. The Town Clerk shall notify the chair in writing as soon as a member becomes subject to removal under this section. The chair will have 10 days after receipt of such notice to waive the removal. If the chair fails to notify the Town Clerk in writing within ten days after receipt of such notice that the automatic removal requirement should be waived, the Town Clerk will send a removal notice to the member. This removal shall be effective on the date of such notice.

### Resignations

- a. Resignations must be submitted in writing via email to the chair, the staff liaison, or the Town Clerk. If the resignation is submitted to the chair or the staff liaison they should forward the resignation to the Town Clerk as soon as possible.