



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

**Town of Carrboro  
Council Retreat Meeting Minutes  
Town Council**

**January 21, 2023**

**8:00 AM**

**Rizzo Center – Chapel Hill, NC**

**The Town Council retreat session was held at the Rizzo Center located at 150 Dubose Home Ln., Chapel Hill, NC 27517 beginning at 8:00 AM and ending at 5:00 PM.**

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

**Also Present:** Richard White, Town Manager; Wesley Barker Town Clerk; Nick Herman, Town Attorney; Lydian Altman and Rebecca Jackson with the UNC School of Government

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Retreat facilitator Rebecca Jackson with the UNC School of Government's Center for Public Leadership and Governance, welcomed everyone and explained the retreat objectives which included: 1) strategic priorities and superior performance structures; 2) development of a comprehensive list of key strategic actions (KSA) which includes the 35 Comprehensive Plan projects and other critical projects and efforts that will require significant resources and/or Council policy decisions over the next 12-18 months; and 3) development of a strategy screen for prioritization of KSA that will also reflect the two pillars of the Comprehensive Plan: Race & Equity and Climate Action.

The facilitators and Council Members then worked on identifying KSA over the next 12-18 months. Review and discussion ensued around the 35 Comprehensive Plan projects, as well as other ongoing or upcoming critical town projects.

The following 13 KSA priorities were identified by Council:

1. Implement 203 Project.
2. Implement various Comprehensive Plan strategies.
3. Implement Race Equity initiatives.
4. Implement Community Safety Task Force recommendations (e.g., mental health crisis counselor pilot program).
5. Move forward affordable housing initiatives.
6. Develop & implement recommendations to achieve operational efficiencies.
7. Create & implement economic development initiatives.
8. Implement zoning reform- develop one or more small area plans.
9. Implement Community Climate Action Plan with funding (e.g., Green Neighborhood Grant Program).
10. Move forward with renovations of Town buildings, with Town Hall being priority.
11. Move forward with connectivity, bicycle & pedestrian initiatives.
12. Move forward with utility infrastructure improvements.
13. Strategic Planning & Performance Management (Town Manager & Town Clerk evaluations).

Of the 13 KSA priorities identified above, the following were identified and ranked to be completed within 12-18 months:

1. Implement Race Equity initiatives.
2. Implement Community Climate Action Plan with funding (e.g., Green Neighborhood Grant Program).

3. Implement zoning reform- develop one or more small area plans.
4. Move forward connectivity, bicycle & pedestrian initiatives.
5. Implement Community Safety Task Force recommendations (e.g., mental health crisis counselor pilot program).
6. Implement various Comprehensive Plan strategies.
7. Move forward affordable housing initiatives.
8. Strategic Planning & Performance Management (Town Manager & Town Clerk evaluations).

The Racial Equity Lens would be applied to all KSA identified.

The next immediate steps include developing a formal 12–18-month action plan for the top priority KSA with milestones, and developing a draft organizational vision, mission, core values and goal areas with objectives and key performance indicators considering Council input as it relates to strategic plans (short-term and long-term).

Longer term goals include review of the draft strategic plans (short-term and long-term) and ultimate adoption of a strategic plan.

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**ADJOURNMENT**

**Motion was made by Council Member Foushee, seconded by Council Member Posada to adjourn the Town Council retreat.**

**The motion carried unanimously.**

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