



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

## **Town of Carrboro**

### **Meeting Minutes**

#### **Town Council**

**October 27, 2020**

**7:00 PM**

**Remote Meeting**

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

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

**Also Present:** David Andrews, Town Manager; Cathy Dorando, Town Clerk; Nick Herman, Town Attorney

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#### **POETRY READING**

Fred Joiner, the Town's Poet Laureate, read a poem by Jane Beatty called "Poetry Workshop at the Homeless Shelter."

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#### **CHARGES ISSUED**

David Markiewicz and James Scott were issued their charges for the Appearance Commission.

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#### **PUBLIC COMMENT**

Chris Milner spoke against the 203 Project on the basis of climate impact and spending during a

global pandemic.

Bob Proctor asked the Town Council to consider a pocket park at the Westwood Cemetery location. He stated that there is an area that has not been used for burial plots and asked for the Town to pause any additional selling of burial plots at that location until after Town Council can consider this request.

The Town Manager noted that an item from the Public Works Department regarding the Westwood Cemetery Plan was scheduled to come to the Town Council on November 10, 2020 and that questions would be answered at that time.

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### **APPROVAL OF PREVIOUS MEETING MINUTES**

The minutes were postponed until the following meeting.

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### **AMENDMENT OF TOWN CODE CHAPTER 3 TO CREATE CLIMATE ACTION TEAM**

The purpose of this item was to provide the Town Council with a proposed Town Code amendment establishing a Climate Action Team.

**MOTION WAS MADE BY COUNCIL MEMBER HAVEN-O'DONNELL, SECONDED BY COUNCIL MEMBER SLADE TO ADOPT THE FOLLOWING ORDINANCE AMENDMENT:**

#### **AMENDMENT TO CHAPTER 3 TO CREATE A CLIMATE ACTION TEAM ORDINANCE NO. 6/2020-21**

##### **Section 3-24.16 Climate Action Team**

(a) There shall be a Climate Action Team (CAT) consisting of nine members appointed by the Town Council. Members shall be residents, business owners, or employees in the Town or extraterritorial planning jurisdiction or the Town's joint planning transition area. All such members shall be interested in or have expertise relevant to the duties of the CAT. At least one member should have experience related to community organizing or environmental justice. One seat should be reserved for a Carrboro resident currently enrolled in public, private, or home school at the high school level.

(b) Members may be removed as follows:

(1) The chairperson shall file or cause to be filed with the Town Clerk an attendance report after each meeting identifying those members who were present or absent.

(2) Unless the chairperson waives the requirement, members shall be removed if they are absent from two consecutive meetings or events, if they miss more than three meetings

during a twelve-month period, or for failure to participate in at least one outreach event during the calendar year. The Town Clerk shall notify the chairperson in writing as soon as a member becomes subject to removal under this section. The chairperson will have ten days after receipt of such notice to waive the removal. If the chairperson 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.

(3) Members may also be removed by the appointing authority after a hearing for any good cause related to performance of duty.

(c) One liaison shall be appointed by the Council every year at, or shortly after, the Town Council's organizational meeting when other appointments to advisory boards, commissions, or committees are made.

(d) CAT members shall be appointed for three-year staggered terms, but members may continue to serve until their successors have been appointed. Vacancies shall be filled for the unexpired terms only.

### **Section 3-24.17 Meetings and Officers of CAT**

(a) The CAT shall establish a yearly meeting schedule of the following meetings:

- (1) Up to four in-person meetings
- (2) Up to four virtual meetings, as determined by staff to plan outreach events
- (3) At least two community outreach events
- (4) Special meetings as necessary

All meetings shall be open to the public and notification of such meetings shall conform to the requirements of the Open Meetings Law.

(b) A quorum shall be present for the CAT to take official action and all actions shall be taken by majority vote. A quorum shall consist of five members if all seats on the CAT are filled and four members if there are one or more vacancies on the board.

(c) The CAT shall select one of its members to serve as chair and one member to serve as vice-chair. These officers will be chosen annually at the CAT's first meeting in January and shall serve for terms of one year unless their terms of appointment to the CAT sooner expire.

Vacancies shall be filled for the unexpired term only. A member may be selected to serve as chair for not more than two consecutive full one-year terms. The chair and vice-chair may take part in all deliberations and vote on all issues.

### **Section 3-24.18 Powers and Duties of CAT**

The Climate Action Team may:

(a) Provide expertise and input on implementation of the Community Climate Action Plan and municipal Energy and Climate Protection Plan. CAT members will have the opportunity to provide feedback on the yearly environmental sustainability work plan and ongoing climate action initiatives as requested by staff. CAT members will analyze climate action initiatives with particular attention to race and equity, building on the recommendation for considering social justice and equity in the Community Climate Action Plan.

(b) Actively participate in the design, organization, and implementation of community outreach events. At these events, CAT members will educate and engage Carrboro residents in Town climate action initiatives.

(c) One of the most important duties for CAT members will be participation in the community outreach events. CAT members shall participate in at least one outreach event each calendar year.

(d) Take any other action authorized by this chapter or any other ordinance or resolution of the Town Council.

This is the 27<sup>th</sup> day of October in the year 2020.

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

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### **AMENDMENT TO TOWN CODE CHAPTER 11 TO ALLOW MANAGED NATURAL LANDSCAPES**

The purpose of this agenda item was to provide the Council with a proposed Town Code amendment to allow managed natural landscapes.

The Town Council asked that staff bring this item back in the future after reviewing the emailed public comments, consulting with the Audubon Society, and considering the inclusion of Xeriscaping.

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### **AFFORDABLE HOUSING ADVISORY COMMISSION FUNDING RECOMMENDATIONS**

**A motion was made by Council Member Seils, seconded by Council Member Foushee, to approve the following resolution:**

#### **A RESOLUTION APPROVING GRANT FUNDING FROM THE AFFORDABLE HOUSING SPECIAL REVENUE FUND**

WHEREAS, the Town Council on, June 27, 2007, by the adoption of resolution no. 244/2006-07 created the Affordable Housing Special Revenue Fund; and

WHEREAS, the creation of the fund is another way in which the Council can advance its goal of increasing and maintaining the stock of affordable housing within the Town and its planning jurisdiction; and

WHEREAS, the Affordable Housing Advisory Commission (AHAC) reviewed two funding applications for the Affordable Housing Special Revenue Fund on October 21, 2020; and

WHEREAS, the AHAC determined that the request met the criteria set forth in the Affordable Housing Special Revenue Fund; and

WHEREAS, the AHAC made the following funding recommendations:

<b>EmPOWERment</b>	<b>\$ 11,000</b>
<b>Habitat for Humanity of Orange County</b>	<b>\$100,000</b>

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO:

Section 1. Approves the recommended grant funding activity from the Affordable Housing Special Revenue Fund in FY2020-2021.

Section 2. Authorizes the Town Manager to develop and execute agreements as necessary to carry out the Council's action.

Section 3. This resolution shall become effective upon adoption.

This is the 27<sup>th</sup> day of October in the year 2020.

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

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### **PUBLIC HEARING ON CDBG-CV GRANT APPLICATION FOR EMERGENCY HOUSING ASSISTANCE**

The purpose of this item was to hold a public hearing on a public hearing on a potential application from the Town of Carrboro for Federal Community Development Block Grant – Coronavirus (CDBG-CV) Funds.

Rebecca Buzzard provided the staff report.

Mayor Lavelle opened the public hearing.

There were no comments provided.

Mayor Lavelle closed the public hearing.

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### **PUBLIC HEARING FOR THE UPDATED BICYCLE PLAN**

The purpose of this item was to provide the Town Council an opportunity to receive public

comment on the Updated Bicycle Plan.

Zach Hallock provided the staff report on the bike plan.

Mayor Lavelle opened the public hearing.

There were no comments provided however the Town Council asked that staff consider all of the written comments that were emailed to the Town Council.

The Town Council discussed this item and directed staff to do the following:

- List out all planned bike/pedestrian path locations
- Make sure all bike/pedestrian Council actions and previous approvals are included
- Look for simple ways, private property to create connections
- Bullet out projects from written comments that can be completed
- Include tricycles and be intentional with mobility and age
- Include climate action goals in the plan and show how the reductions tie into the Town's goals
- Show details of costs
- Include bike lockers
- Think of ways to include a shower facility

**MOTION WAS MADE BY COUNCIL MEMBER FOUSHEE, SECONDED BY COUNCIL MEMBER SLADE, FOR THIS ITEM TO BE CONTINUED TO A FUTURE DATE. VOTE: AFFIRMATIVE ALL**

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### **PRESENTATION OF VISIT CARRBORO WEBSITE**

The purpose of this item was to receive a presentation from the Tourism Development Authority on the new Visit Carrboro website.

Jon Hartman-Brown provided the staff report and introduced the item.

Don Strickland, the chair of the TDA, provided the presentation of the website.

The Town Council asked for the TDA to consider the following comments:

- Include festivals and big events
- Make sure the website embraces and leads with diversity.
- Add pictures of Black Lives Matter Flags
- Consider "Carrboro Serves" as community service and non-profit sector of website
- Designate a map that features local and minority-owned businesses
- Talk about Carrboro's real history and Truth Plaque work

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### **CONSIDERATION TO CONTINUE THE USE OF FEDERAL SEIZURE FUNDS**

The purpose of this item was for the Town Council to decide if the Police Department would continue to participate in the Department of Justice Asset Forfeiture Program.

Police Chief Walter Horton provided the staff report.

Wamiq Chowdhury asked the Town Council to cease participation in the program due to ethical concerns about the programs operation.

**MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL MEMBER SEILS, FOR THE POLICE DEPARTMENT TO CEASE PARTICIPATION IN THE DEPARTMENT OF JUSTICE ASSET FORFEITURE PROGRAM. VOTE: AFFIRMATIVE ALL**

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### **MURAL UPDATE – BLACK LIVES MATTER INSTALLATION AT THE CARRBORO CENTURY CENTER**

The purpose of this item was for the Town Council to discuss Black Lives Matter mural installation at the Carrboro Century Center.

Trish McGuire and Anita Jones-McNair presented the staff report.

**MOTION WAS MADE BY COUNCIL MEMBER FOUSHEE, SECONDED BY COUNCIL MEMBER SLADE, FOR THE BLACK LIVES MATTER MURAL TO BE PLACED ON THE SOUTH SIDE OF THE CENTURY CENTER, PAINTED ON THE BUILDING, AS SHOWN IN THE RENDERING WITH THE ALTERNATING BLACK AND WHITE BACKGROUND AND LETTERING, AND FOR STAFF TO COME BACK TO TOWN COUNCIL WITH A BUDGET AMENDMENT IF NECESSARY.**

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### **UPDATE FROM CHIEF SCHMIDT ON COVID-19**

Fire Chief Dave Schmidt provided an update on the COVID-19 situation.

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### **MATTERS BY COUNCIL**

Staff was asked to schedule a time for the Town Council to review their Advisory Board Appointment and Recruitment Guidelines.

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**ADJOURNMENT**

**MOTION WAS MADE BY COUNCIL MEMBER FOUSHEE, SECONDED BY  
COUNCIL MEMBER ROMAINE, TO ADJOURN THE MEETING. VOTE:  
AFFIRMATIVE ALL**

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**Town Clerk**

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**Mayor**