



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

Town of Carrboro

Meeting Minutes

Town Council

December 1, 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 Randee Haven-O'Donnell, Council Member Susan Romaine, Council Member Damon Seils, and Council Member Sammy Slade

Excused: Council Member Jacquelyn Gist

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

EXCUSAL OF COUNCIL MEMBER GIST

MOTION WAS MADE BY COUNCIL MEMBER HAVEN-O'DONNELL, SECONDED BY COUNCIL MEMBER ROMAINE, TO EXCUSE COUNCIL MEMBER GIST FROM THE MEETING. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (GIST)

POETRY READING

Fred Joiner, the Town's Poet Laureate, read a poem by Kwame Dawes called "Black Suits."

41 **PUBLIC COMMENT**

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43 Bob Proctor asked why the planning process for the Fidelity Street greenspace had not been
44 featured in the Carrboro Connects Comprehensive Planning Process. He asked why the Town is
45 doubling the cemetery in size without consulting with the community and the planning
46 processes.

47
48 Jay Bryan requested that Council approve the creation of the role of an ombuds for the Town and
49 to make a report so that it could be considered for the next fiscal year. He asked that the Town
50 Manager discuss this with the Town Council during the budget discussions.

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54 **APPROVAL OF PREVIOUS MEETING MINUTES**

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56 **MOTION WAS MADE BY COUNCIL MEMBER FOUSHEE, SECONDED BY**
57 **COUNCIL MEMBER SLADE, TO TABLE THE APPROVAL OF THE MINUTES FOR**
58 **NOVEMBER 10TH UNTIL THE NEXT MEETING AND TO APPROVE THE MINUTES**
59 **OF NOVEMBER 17, 2020. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (GIST)**

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63 **ADOPTION OF 2021 MEETING CALENDAR**

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65 The purpose of this agenda item was for the Town Council to adopt their 2021 meeting schedule.

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67 **MOTION WAS MADE BY COUNCIL MEMBER FOUSHEE, SECONDED BY**
68 **COUNCIL MEMBER SLADE, TO ADOPT THE 2021 MEETING CALENDAR AS**
69 **PRESENTED. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (GIST)**

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73 **TOWN COUNCIL ADOPTION OF AMENDMENTS TO THE TOWN OF CARRBORO**
74 **ADVISORY BOARD RECRUITMENT AND APPOINTMENT POLICY**

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76 The purpose of this agenda item was for the Town Council to update the policy as it relates to
77 recruitment and appointments to advisory boards.

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79 The Town Council discussed this item.

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81 **MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL**
82 **MEMBERS SEILS, TO INCLUDE ADDITIONAL LANGUAGE IN THE POLICY, AS**
83 **REQUESTED IN AN EMAIL FROM COUNCIL MEMBER ROMAINE, AND TO**
84 **INCLUDE THE TABLE THAT WAS PREPARED AND PRESENTED BY COUNCIL**
85 **MEMBER SLADE, AND TO INCLUDE THE ADDITIONAL ADVISORY BOARD**
86 **APPLICATION QUESTION AS REQUESTED BY COUNCIL MEMBER FOUSHEE.**

87 **MOTION WAS WITHDRAWN AFTER DISCUSSION.**

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89 **MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL**
90 **MEMBER SEILS, FOR:**

91
92 **1) THE POLICY BE UPDATED WITH THE LANGUAGE:** “The Town Council has a goal
93 of promoting racial and ethnic diversity on advisory boards. To the extent possible, the Town
94 Clerk will bring forth applications that will expand the racial composition of the existing
95 advisory board. If no applications exist that will expand the racial diversity of the advisory
96 board, the Town Clerk shall notify the Town Council of the lack of racially and ethnically
97 diverse applicants and at such time request that the Town Council work to recruit additional
98 applicants. If the advisory board must have appointments due to membership numbers resulting
99 in a lack of quorum, the Town Clerk shall bring forth applications regardless of racial and ethnic
100 diversity of applicants and request that the Town Council make the appointments.”

101
102 **2) THE ADVISORY BOARD APPLICATION TO BE UPDATED WITH THE**
103 **QUESTION:** “We believe as a Town and as a Town Council that racial and ethnic equity and
104 diversity and inclusion are important. Please tell us your thoughts about this and why they are
105 important not only in advisory board/commission work but also in all facets of local government
106 and community work.”

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108 **3) FOR THE TOWN CLERK TO PROVIDE QUARTERLY UPDATES TO THE TOWN**
109 **COUNCIL ON THE RACIAL AND ETHNIC MAKEUP OF ADVISORY BOARDS.**

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111 **4) FOR THE TOWN MANAGER TO RESEARCH TRAVEL AND CHILDCARE**
112 **STIPENDS FOR ADVISORY BOARD VOLUNTEERS DURING 21-22 BUDGET**
113 **PREPARATIONS.**

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115 **VOTE: AFFIRMATIVE SIX, EXCUSED ONE (GIST)**

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120 **CONTINUED PUBLIC HEARING FOR UPDATED BICYCLE PLAN**

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122 The purpose of this item was for the Town Council to continue the public hearing for the bicycle
123 plan.

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125 Zach Hallock provided the staff report.

126
127 Linda Haac stated that the bike steering committee was extremely inclusive and spoke in favor of
128 the bike plan as presented. She expressed dismay in the questioning of the plan after all of the
129 time and work that was put into it.

130
131 Mayor Lavelle closed the public hearing.

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

A RESOLUTION TO RECEIVE THE FINAL UPDATED BICYCLE TRANSPORTATION PLAN

WHEREAS, the Carrboro Town Council seeks to provide ample opportunities for the public to comment on proposed plans and policies prior to adoption; and

WHEREAS, the Town Council had opened a public hearing on October 27th , to receive comments on the “Updated Bicycle Transportation Plan”; and

WHEREAS, members of the community and the Town Council have provided feedback on this plan prior to adoption.

THEREFORE, BE IT RESOLVED that the Carrboro Town Council has received the “Updated Bicycle Transportation Plan” and will hold a formal vote for adoption at a later day.

BE IT FURTHER RESOLVED that the Carrboro Town Council submits the following comments:

1) Change the language of page 8, “Protect the Environment” to read “Reduce the level of transportation-related greenhouse gas emissions in Carrboro by increasing the mode share of bicycling.”

2) Change the language on page 74 to “Decrease in number of vehicle trips to levels aligned with Carrboro’s greenhouse gases (GHG) reduction goal.”

This the 1st day of December, 2020.

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

Excused: Council Member Jacquelyn Gist

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) AND INDEPENDENT AUDIT FOR FISCAL YEAR ENDED JUNE 30, 2020

The purpose of this item was to provide the Town Council with a report from the Town’s independent auditor, Dixon Hughes Goodman LLP, to present and deliver to the Town Council the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2020.

Chad Cook and John Frank, with Dixon, Hughes, Goodman, provided the presentation to the Town Council.

David Andrews and Arche McAdoo provided detailed information about the management letter findings and their plan on accounting for written internal controls.

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

A RESOLUTION ACCEPTING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT
AND INDEPENDENT AUDITOR'S REPORT FOR THE FISCAL YEAR ENDING JUNE
30, 2020

WHEREAS, the Carrboro Town Council have received the Comprehensive Annual Financial Report including Independent Auditors' opinion and Report to the Town Council for fiscal year ending June 30, 2020; and

WHEREAS, the Town Council have been informed by the Town's independent auditors, Dixon Hughes Goodman LLP, that the Town's financial statements are free of material misstatement and that the audit tests conducted by the firm did not uncover any material weaknesses.

NOW THEREFORE, THE CARRBORO TOWN COUNCIL; Section 1: Accepts the Comprehensive Annual Financial Report with Independent Auditors' Report and Report to the Council for fiscal year ending June 30, 2020.

This the 1st day of December, 2020.

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

Excused: Council Member Jacquelyn Gist

FACILITIES REHABILITATION UPDATE AND NET ZERO DISCUSSION

The purpose of this item was to provide the Town Council with an update on the Facilities Rehabilitation Project and recommendations for defining Net Zero.

Joe Guckavan and Ben Schmadeke provided a brief staff introduction.

Jim Spencer – JSA Architects, Christian Kaltreider – Sud Associates, and Dr. Ish Sud – Sud Associates, provided the detailed report to the Town Council and answered questions.

The Town Council did not vote on this item but there were several comments relating to the preference of Option 3 – Greenhouse Gas Emissions – “Focuses on Atmospheric Pollutants

Rather than Fossil Fuels Themselves” as the path to pursue when the item is brought back for a decision at a future meeting.

The Town Council asked that the Environmental Advisory Board have a presentation on this item.

ORANGE COUNTY TRANSIT PLAN UPDATE – CAPITAL PROJECTS

The purpose of this item was to provide Council with an update on the status of the Orange County Transit Plan, review current capital projects funded by the plan, and consider future capital projects identified by staff.

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

A RESOLUTION RECEIVING INFORMATION ON POTENTIAL CAPITAL PROJECTS TO IMPROVE TRANSIT ACCESS

WHEREAS, Carrboro Vision 2020 (4.13) states that the “town should cooperate with Chapel Hill and other regional entities in a comprehensive transportation plan to include: regional transit service conducted by the Triangle Transit Authority, seamless connections among all the region’s public transit systems, and shorter routes and more frequent service”; and,

WHEREAS, 11.0 percent of Carrboro residents take public transportation to work, according to the 2014-2018 American Community Survey, conducted by the U.S. Census Bureau; and,

WHEREAS, the Carrboro Town Council previously provided comments on the Orange County Transit Plan on April 4th, 2017; and,

WHEREAS, Orange County is seeking to update its transit plan due to the substantive change which resulted from the discontinuation of the Durham-Orange LRT project; and

THEREFORE, BE IT RESOLVED that: The Carrboro Town Council receives the report on capital projects to improve transit access.

BE IT FURTHER RESOLVED THAT: The Town Council directs staff to seek feedback from the following Town of Carrboro advisory boards and commissions: Planning Board, Greenways Commission, Environmental Advisory Board, and Transportation Advisory Board.

This the 1st day of December, 2020.

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

274 **Excused:** Council Member Jacquelyn Gist

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279 **MURAL UPDATE – FACING RACE EMBRACING EQUITY INSTALLATION AT THE**
280 **CARRBORO TOWN HALL**

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282 The purpose of this item was for the Town Council to discuss the Facing Race Embracing Equity
283 mural installation at the Carrboro Town Hall.

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285 Trish McGuire presented the item to Town Council.

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287 Town Council discussed this item but did not approve the installation. The discussion focused on
288 the use, design, color, and shape of the GARE logo, “Facing Race and Embracing Equity.”

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290 Mayor Lavelle and Council Members Foushee and Seils created a subgroup to meet and discuss
291 the use and design of the logo. They will provide information as to when this item should be
292 brought back to Town Council for discussion.

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

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299 Fire Chief Schmidt provided an update on the ongoing COVID-19 pandemic and answered
300 questions from Town Council members.

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304 **CLOSED SESSION**

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306 **MOTION WAS MADE BY COUNCIL MEMBER SEILS, SECONDED BY COUNCIL**
307 **MEMBER HAVEN-O’DONNELL TO ENTER INTO CLOSED SESSION PURSUANT**
308 **TO NCGS 143-318.11 (A) (3) – TO DISCUSS A MATTER OF ATTORNEY-CLIENT**
309 **PRIVILEGE. VOTE: AFFIRMATIVE SIX, EXCUSED ONE (GIST)**

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311 *****

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313 **OPEN SESSION**

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315 **MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL**
316 **MEMBER SEILS TO ENTER INTO OPEN SESSION. VOTE: AFFIRMATIVE SIX,**
317 **EXCUSED ONE (GIST)**

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320 **ADJOURNMENT**

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322 **MOTION WAS MADE BY COUNCIL MEMBER FOUSHEE, SECONDED BY**
323 **COUNCIL MEMBER SLADE, TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE**
324 **ALL**

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329 **Town Clerk**

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333 **Mayor**