



301 W. Main St.

Town Hall

Carrboro, NC 27510

**Town of Carrboro
Meeting Minutes
Town Council**

June 14, 2022

7:00 PM

Council Chambers - Room 110

This meeting was broadcasted live on cable television and the internet.

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

POETRY READING

Fred Joiner, the Town's Poet Laureate, read "The Binding Unity" by Howard Thurman.

PROCLAMATION-JUNETEENTH

Mayor Damon Seils read a proclamation establishing Sunday, June 19, 2022, as the date for the celebration of Juneteenth National Independence Day in Carrboro. Kendall Lytle, past member of the Mayor's Youth Advisory Board and recent graduate of Middle College High School at Durham Tech received the proclamation.

APPROVAL OF MINUTES FROM THE MARCH 15, 2022 MEETING

MOTION WAS MADE BY COUNCIL MEMBER POSADA, SECONDED BY COUNCIL MEMBER HAVEN-O'DONNELL TO APPROVE THE MINUTES OF THE MARCH 15, 2022 MEETING.

VOTE: AFFIRMATIVE ALL.

APPROVAL OF FY 2022-2023 HOME INVESTMENT PARTNERSHIPS PROGRAM

43 **ANNUAL ACTION PLAN**

44
45 The purpose of this agenda item was for the Town Council to consider approving HOME
46 Investment Partnerships Program's Annual Action Plan activities for FY 2022-2023.

47
48 **A motion was made by Council Member Posada, seconded by Council Member Haven-**
49 **O'Donnell, that the following resolution be approved:**

50 **RESOLUTION APPROVING THE FY 2022-2023 HOME**
51 **INVESTMENT PARTNERSHIP PROGRAM ANNUAL PLAN**

52
53 WHEREAS, Orange County serves as the lead entity for the Orange County HOME
54 Consortium; and

55 WHEREAS, the Town of Carrboro is a member of the Orange County HOME Consortium; and

56
57 WHEREAS, elected representatives from each jurisdiction (the Collaborative) reviewed
58 and evaluated funding applications received for proposed FY 2022-2023 HOME
59 funding; and

60 WHEREAS, HUD requires grantees to provide local match funds, of which the four local
61 jurisdictions contribute proportionally based on population, and the Town of Carrboro's 2022-
62 2023 match allocation is \$14,270.

63 WHEREAS, the following 2022-2023 HOME Investment Partnership Program activities
64 were recommended by the members of the Orange County HOME Collaborative:

65 **Homebuyer Assistance: \$257,241**

66 Funds will be allocated to the Community Empowerment Fund (\$90,000) and Orange County
67 Habitat for Humanity (\$167,241) to provide down payment assistance for home ownership.
68 *(Requested amount: CEF \$50,000/Habitat \$475,000 – Total: \$525,000)*

69
70 **Housing Rehabilitation/Preservation: \$150,000**

71 Funds will be allocated to Rebuilding Together of the Triangle to purchase replacement
72 manufactured homes for (2) two Orange County property owners who are currently living in
73 hazardous conditions due to deteriorating manufactured housing units.
74 *(Requested amount: \$150,000)*

75
76 **Rental Acquisition: \$105,000**

77 Funds will be allocated to EmPOWERment, Inc. for acquisition of one (1) rental unit in
78 Carrboro. *(Requested amount: \$105,000)*

79
80 **Program Administration: \$44,350**

81
82 ***Total HOME Funds for Project Activities: \$556,591***

83
84 NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN COUNCIL OF THE
85 TOWN OF CARRBORO:

Section 1. Approves the recommended plan for FY 2022-2023 Orange County HOME Program funds.

Section 2. Authorizes this plan to be incorporated into the Annual Update to the 2020-2025 Consolidated Plan for Orange County for submission to the U.S. Department of Housing and Urban Development.

Section 3. This resolution shall become effective upon adoption.

Adopted this 14th day of June, 2022.

Ayes: 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, and Council Member Sammy Slade

AUTHORIZATION TO EXECUTE A REVISED MEMORANDUM OF UNDERSTANDING FOR THE ORANGE COUNTY PARTNERSHIP TO END HOMELESSNESS

The purpose of this agenda item was to authorize the Mayor to execute a revised Memorandum of Understanding for the Orange County Partnership to End Homelessness.

A motion was made by Council Member Posada, seconded by Council Member Nowell that the resolution be approved:

A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A REVISED MEMORANDUM OF UNDERSTANDING WITH THE ORANGE COUNTY PARTNERSHIP TO END HOMELESSNESS

WHEREAS, in April 2008, the Orange County Board of Commissioners, Chapel Hill Town Council, Carrboro Board of Aldermen, and Hillsborough Board of Commissioners endorsed the Orange County 10-Year Plan to End Chronic Homelessness and entered into a memorandum of understanding to fund a Partnership Coordinator position and support the Plan's implementation by the Orange County Partnership to End Homelessness; and

WHEREAS, in 2015, the 2008 memorandum of understanding was revised to better reflect how the Orange County 10-Year Plan to End Chronic Homelessness had evolved and to more accurately describe the structure of the Partnership to End Homelessness and its role in coordinating homeless program services in the County; and

WHEREAS, the Partnership to End Homelessness has grown to now include a Homeless Programs Manager, a Housing Access Coordinator, and a Homeless Programs Coordinator; and

WHEREAS, other relevant updates to the memorandum of understanding are needed to accurately reflect the work and structure of the Partnership.

NOW, THEREFORE, BE IT RESOLVED that the Carrboro Town Council authorizes the Mayor to execute a revised Memorandum of Understanding with the Orange County Partnership to End Homelessness as indicated during the June 14th, 2022 Town Council meeting.

This resolution shall become effective upon adoption.

This the 14th day of June, 2022.

Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara Foushee, Council Member Randee Haven O'Donnell, Council Member Sammy Slade, Council Member Danny Nowell, and Council Member Eliazar Posada.

TRANSPORTATION PROJECTS UPDATES

The purpose of this agenda item was to provide the Town Council with a status report on a number of local transportation projects that are underway.

A motion was made by Council Member Slade, seconded by Council Member Haven-O'Donnell, that the following resolution be approved:

A RESOLUTION RECEIVING AN UPDATE ON TRANSPORTATION PROJECTS

WHEREAS, the Town Council has received presentations on long range regional transportation plans, such as the Comprehensive Transportation Plan (CTP), the Metropolitan Transportation Plan (MTP), and the Orange County Transit Plan; and

WHEREAS, the Town of Carrboro has a number of local transportation projects that are in process; and

WHEREAS, Town staff have requested Council input and approvals at key milestones; and

WHEREAS, staff have provided the Council with updates on particular projects at regular intervals.

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Town Council that the Town Council receives this comprehensive update on a number of transportation projects that have been ongoing for the last several months. Council asks that staff check with the Department of Transportation about lowering the speed limit on South Greensboro Street immediately prior to the proposed study.

This the 14th day of June in 2022.

Ayes: 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 and Council Member Sammy Slade

166 **A REQUEST TO ISSUE A STREET CLOSING PERMIT FOR THE LATIN AMERICAN**
167 **FESTIVAL**

168 The purpose of this agenda item was to consider a Street Closing Permit Application for the
169 Latin American Festival.

170 **A motion was made by Council Member Posada, seconded by Council Member Haven-**
171 **O'Donnell, that the following resolution be approved:**

172
173 **A RESOLUTION AUTHORIZING THE TEMPORARY CLOSING OF THE**
174 **FOLLOWING STREETS TO ACCOMMODATE THE *LATIN AMERICAN FESTIVAL***

175 Section 1. Portion of West Weaver Street, from Lindsay Street to North Greensboro Street,
176 shall be temporarily closed to vehicle traffic on Saturday, August 27, 2022, from 12:00 PM to
177 7:00 PM to accommodate the *Latin American Festival*. This event is to be held in accordance
178 with the permit issued by the Town Council pursuant to Article III of Chapter 7 of the Town
179 Code.

180 Section 2. The Town shall supply the appropriate traffic control devices to give notice of the
181 temporary traffic controls.

182 Section 3. No person may operate any vehicle contrary to the traffic control devices installed
183 in accordance with Section 2 of this resolution.

184 Section 4. The Event Coordinator will be responsible for notifying Central Communications
185 when the street is closed and when it is reopened to vehicular traffic.

186 Section 5. Applicant shall post signs at the intersections of Lindsay Street and West Weaver
187 Street and North Greensboro Street and West Weaver Street, 5-7 days before the event, to
188 notify the public about the upcoming event.

189 Section 6. Applicant will be responsible for all costs incurred by the Town to facilitate this
190 event. Applicant will be sent an itemized bill for the final costs incurred by each Department
191 staffing the event.

192 Section 7. This resolution shall become effective upon adoption.

193
194 This the 14th day of June 2022.

195
196 **Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara**
197 **Foushee, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell,**
198 **Council Member Eliazar Posada, and Council Member Sammy Slade**

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200
201 **A RESOLUTION AMENDING THE TIMELINE AND STRUCTURE OF THE**
202 **COMMUNITY SAFETY TASK FORCE**

203
204 **A motion was made by Council Member Posada, seconded by Council Member Haven-**
205 **O'Donnell, that the following resolution be approved:**

206
207 **A RESOLUTION AMENDING THE TIMELINE AND STRUCTURE OF THE**
208 **COMMUNITY SAFETY TASK FORCE**

209
210 WHEREAS, the Town Council adopted a resolution on April 20, 2021, establishing
211 the Community Safety Task Force (“Task Force”); and
212

213 WHEREAS, that resolution set a timeline of 12 months after the initial appointment of the Task
214 Force’s members for the Task Force to complete its work, with the option to extend the timeline
215 by six months; and
216

217 WHEREAS, the resolution also established the membership of the Task Force, to include five
218 to seven residents of Carrboro and two to three members of the Town Council; and
219

220 WHEREAS, the Town Council appointed the resident members of the Task Force on
221 November 16, 2021, and appointed the Town Council representative members on December 7,
222 2021; and
223

224 WHEREAS, due to challenges with scheduling and achieving a quorum, the Task Force
225 was unable to hold its first meeting until March 16, 2022; and
226

227 WHEREAS, the Task Force opted to seek professional facilitation of its work and selected a
228 facilitator during its meeting on April 28, 2022.
229

230 NOW, THEREFORE, BE IT RESOLVED, that the Town Council hereby amends the timeline
231 and structure of the Task Force as follows:
232

233 Section 1. The timeline for the Task Force’s work is extended to May 1, 2023. As
234 previously established by resolution of the Town Council, if the Task Force determines that
235 it needs more time to complete its work, the Task Force may further extend its timeline up to
236 six months and shall notify the Town Council of the extension.
237

238 Section 2. The Town Council representative seats on the Task Force are converted to
239 liaison positions. The Task Force shall follow the “Rules of Procedure for Town of Carrboro
240 Boards and Commissions,” unless otherwise directed by resolution of the Town Council.
241

242 This the 14th day of June 2022.
243

244 **Ayes: Mayor Damon Seils, Council Member Susan Romaine, Council Member Barbara**
245 **Foushee, Council Member Randee Haven-O'Donnell, Council Member Danny Nowell,**
246 **Council Member Eliazar Posada, and Council Member Sammy Slade**
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248 *****
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252 **WORK SESSION: FY23 BUDGET DISCUSSION**

253
254 The purpose of this agenda item was for the Town Council to discuss additional information
255 regarding FY23 budget requests.

256
257 Town Manager Richard White made a presentation to the Council to discuss the following topics
258 for the work session:

- 259
260 1) Summarize and clarify June 7th, 2022 decision to fulfill the IFC funding request for shelters.
261 2) Discuss Orange County Partnership to End Homelessness request for expansion funding.
262 3) Discuss additional funding of a 1/2 cent property tax increase for affordable housing.
263 4) Provide an update on Climate Action Plan.

264
265 **INTER-FAITH COUNCIL INTERLOCAL AGREEMENT**

266
267 Council members discussed the Inter-Faith Council (IFC) funding request for a one-year
268 commitment of \$92,950 in the FY 23 budget for shelters, which would be considered a human
269 services budget item. Further discussion was had around what shelter users need and how to best
270 utilize services.

271
272 Council member Haven-O'Donnell discussed expenditures under Affordable Housing line items.

273
274 Council Member Romaine suggested a county-wide study on emergency housing and affordable
275 housing services and if ARPA funding is being used for this by other jurisdictions.

276
277 Town Manager White clarified that the IFC & Orange County Partnership to End Homelessness
278 expenditures, \$92,950 and \$129,976, respectively, would come out of the fund balance since it is
279 a one-time appropriation.

280
281 Town Attorney Brady Herman discussed a new state statute that states if an elected official
282 currently serves on the board of a nonprofit, then the elected official cannot vote on town
283 appropriations of money or contracts to those non-profits.

284
285 Council Member Foushee suggested the Council further discuss where these funds are going due
286 to the fact there are currently no Carrboro elected officials on the Community Home Trust board.

287
288 Council discussed reporting requirements to the Town Council from organizations that receive
289 town funds.

290
291 Council Member Romaine stated there should be consistency or clear agreements of the Town's
292 role with these various non-profit boards.

293
294 Mayor Seils stated the town manager indicated a recommendation about how to move forward if
295 Council wants to continue with this funding commitment on this first year to the IFC and it
296 would include the manager working on a scope of work with the IFC to lay out what that looks
297 like. Additionally, to use this next year to work with other jurisdictional partners on an inter-

local agreement, or some kind of agreement, about how we move forward in the future. Further, Mayor Seils stated the conversation needs to include a larger question of how we collaborate with the County and the other towns on a mechanism for funding these kinds of human services, and to remember that there are other existing inter-local agreements in place.

Council Member Nowell spoke in support of funding the full 5-year inter-local agreement, stating that the county should assume a comparable burden of cost and stresses the importance of having the county cooperate and clearly address the double taxation problem.

Discussion then took place on the proposed staff positions within the FY23 budget and if the proposed staff positions could be prioritized.

ORANGE COUNTY PARTNERSHIP TO END HOMELESSNESS REQUEST ITEM

There was some discussion on Carrboro's funding portion of the Street Outreach Harm Reduction and Deflection program (SOHRAD). This amount, \$43,971, would come out of fund balance.

Council Member Romaine asked Town Manager White to report back to Council on why Chapel Hill prioritized SOHRAD.

Council Member Nowell stated he did not want to pull any of these components out of the proposed budget because each program works together.

Council Member Slade asked about including mental health with SOHRAD, expressing his support for SOHRAD, and would like to look to use ARPA monies to support SOHRAD.

Mayor Seils expressed interest in being consistent with what Chapel Hill is going with for this first year and then looking into it further.

Mayor Seils stated Chapel Hill's Town Council decided to fund their portion of the SOHRAD program, and to hold back on the other two categories until a larger conversation is had about the long-term future.

Council Member Posada stated he did not want any of these services to suffer while trying to figure out what prioritizing should be.

Mayor Seils suggested having serious conversations with neighboring jurisdictions about how to sustain and support these services and be ready for next year's budget requests.

Council Member Haven-O'Donnell stated the importance of maintaining fund balance due to unforeseen circumstances. She stated she is mindful of what the Town Manager and Finance Officer bring to the Council as they are aware of the financial stability of the Town.

Council Member Romaine wanted to make the Council aware that she is a board member of PORCH (People Offering Relief for Chapel Hill-Carrboro Homes) and Orange County Living Wage.

Mayor Seils stated there appears to be consensus among most council members in seeing the full request reflected in the FY 23 budget.

DISCUSSION ON ADDITIONAL 1/2 CENT PROPERTY TAX INCREASE FOR HOUSING

Council Member Posada stated he was not in favor of raising taxes for this item and would like to find funding elsewhere for these services.

Council Member Foushee stated she also was not in favor of raising taxes, speaking on how affordability continues to be an issue in this community and that the community survey consistently asks for more affordable housing.

Council Member Nowell stated he was in favor of using ARPA funds to cover this 1/2 cent property tax increase.

Council Member Posada stated affordable housing is a priority of his. Further, Council Member Posada stated he is a member of the PORCH Board of Directors & Chamber of Commerce Board of Directors.

Council Member Foushee stated all monies that can go toward affordable housing should go toward that if the Council is serious about affordable housing, and not comparing our municipality to others.

Mayor Seils stated affordable housing will have to be sustained in the future, and one way would be to raise taxes to generate more revenue.

Town Manager White stated the town is receiving \$6.7 million from ARPA funding and this must be spent within next 2 years on impacts from the pandemic.

After some discussion on ARPA funding, Council agreed to use ARPA funding for the proposed additional 1/2 cent property tax increase for housing which would be in the amount of \$129,355.

CLIMATE ACTION

Laura Janway, Environmental Sustainability Coordinator, gave a presentation to the Council about the cost estimate of weatherizing all low-income homes in Carrboro by 2030. There are an estimated 624 homes within this low-income category. Total cost of weatherization would be \$6,215,550.

A Council approved resolution from June 2019 about climate action was referenced. Laura Janway spoke on the goals of reducing greenhouse gas emissions via a reduction model, to reach those goals. She also described a climate emergency cost estimate projection. She referenced charts of each. One estimates 10% reductions in greenhouse gas emissions each year as well as the climate emergency cost estimate projections.

Council Member Slade would like to see, along with the cost per project, the ghg reduction impact per project too. Furthermore, he requested that both of these metrics be contextualized by relating them to our overall ghg reduction goals. Finally, Council Member Slade requested that this information be provided early enough in the next budget cycle so that it can be acted upon by the Town Council in a more meaningful way and that the Climate Action Team also be enlisted to help investigate these strategies as part of the upcoming budget cycle.

Council requested to receive more information on the next steps for people interested in weatherization.

Council Member Haven-O'Donnell spoke on the Green Neighbors Grant Program which will help with emission reduction and provide more conversation with neighbors about educational programs. Further, Council Member Haven-O'Donnell asked for the Climate Action Team to help promote the Green Neighbors Grant Program.

Laura Janway stated her department is close to launching the Green Neighborhoods Grant Program, and educational programs including the modules program and ecosystems module.

Council Member Nowell suggested Council receive a report a few times a year that gives cost estimate projections, functioning as a project tracker.

Council Member Romaine spoke on stipends for advisory board members, referencing Chapel Hill's program, and would like to see this implemented in Carrboro. Council Member Romaine also referenced a similar stipend program for OWASA.

Council Member Posada spoke on simultaneous interpretation stating he would like Council members to give direction on these services, with possible monies to be budgeted for the services. Council Member Posada stated professionals could be hired who can do these services, which is a way to provide equity among community members. Town staff was directed to research these options.

Council members agreed on these two items.

Matters by Council

Council Member Slade spoke on the Transportation Advisory Board stating the need for a checklist for development review and Council review. Council Member Slade stated he would like to make sure advisory boards are working through the council liaisons and members of

advisory boards and making sure they have tools they need. Council Member Slade encourages creating a checklist for this purpose.

ADJOURNMENT

MOTION WAS MADE BY COUNCIL MEMBER SLADE, SECONDED BY COUNCIL MEMBER NOWELL TO ADJOURN THE MEETING.

VOTE: AFFIRMATIVE ALL

Town Clerk

Mayor

