

**AGENDA
CARRBORO BOARD OF ALDERMEN
TUESDAY, JUNE 7, 1994
7:30 P.M., TOWN HALL BOARD ROOM**

Approximate Time*

7:30 - 7:35 A. APPROVAL OF MINUTES OF PREVIOUS MEETING: May 24, 1994

7:35 - 7:45 B. RESOLUTIONS, PROCLAMATIONS AND CHARGES

7:45 - 7:55 C. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

 D. PUBLIC HEARING

7:55 - 8:00 (1) **Voluntary Annexation/Wexford Subdivision, Phase II**
NP

The Wexford Group, Inc. has submitted a petition for annexation of Phase II of the Wexford Subdivision. Phase I and III have previously been annexed into the city. Phase II consists of 7.93 acres and 16 dwelling units. The administration recommends that the Board adopt the attached ordinance annexing this property into the city limits effective June 30, 1994.

E. OTHER MATTERS

8:00 - 8:15 (1) **Report on Energy Efficient Construction**
P/10

The town staff will present a report describing energy efficient construction methods and means of encouraging the use of energy efficient construction methods for residential and commercial buildings.

8:15 - 8:25 (2) **Legislative Preview/League of Municipalities**
P/5

Lee Mandell, with the N.C. League of Municipalities will present a legislative preview to the Board.

8:25 - 8:35 (3) **Discussion of Conditional Use Zoning**
P/5

The Town Attorney will present a report to the Board on the concept of conditional use zoning, how it works, possible alternatives to conditional zoning and/or possible modifications the town's land use ordinance.

8:35 - 8:45 (4) **Discussion of Report from Youth Committee of Violent Crime and Drug Task Force**
P/2

The Board will discuss the report from the Youth Committee of the Violent Crime and Drug Task Force.

8:45 - 8:55 **BREAK**

8:55 - 9:55 (5) **1994-95 Budget/Review of Decision Packages**
NP

The purpose of this item is to assist the Mayor and Board of Aldermen in arriving at consensus on changes that they would like to make in the Manager's recommended budget for Fiscal 1994-95.

9:55 - 10:05 **F. MATTERS BY MANAGER**

1. **Location of Sidewalk at Town Hall**

10:05 - 10:15 **G. MATTERS BY TOWN ATTORNEY**

10:15 - 10:25 **H. MATTERS BY BOARD MEMBERS**

I. REPORTS TO BOARD

1. **Follow-Up Report/Rental Rehab Project/402 Oak Avenue**
2. **Monthly Conditional Use Permit Compliance Report**

*The times listed on the agenda are intended only as general indications. Citizens are encouraged to arrive at 7:30 p.m. as the Board of Aldermen at times considers items out of the order listed on the agenda.

BOARD OF ALDERMEN

ITEM NO. D(1)

AGENDA ITEM ABSTRACT

MEETING DATE: JUNE 07, 1994

SUBJECT: Public Hearing: Voluntary Annexation of Wexford Subdivision - PHASE II

DEPARTMENT: PLANNING DEPARTMENT	PUBLIC HEARING: YES _____ NO <u>X</u> _____	
ATTACHMENTS: Petition for Annexation Ordinance Location Map	FOR INFORMATION CONTACT: Roy M. Williford, 968-7713	
THE FOLLOWING INFORMATION IS PROVIDED:		
(x) Purpose	(x) Action Requested	(x) Analysis
(x) Summary	(x) Recommendation	

PURPOSE:

The Wexford Group, Inc. submitted a petition for annexation on May 02, 1994. The petition for annexation requests that PHASE II of the Wexford Subdivision be annexed into the Town. Phases I and III have previously been annexed into the city limits. PHASE II consists of 7.93 acres and 16 dwelling units.

SUMMARY:

- The Town has received a petition from The Wexford Group, Inc. requesting the annexation of PHASE II of the Wexford Subdivision. be annexed into the Town.
- The town clerk has certified the sufficiency of the petition.
- The Board of Aldermen have set a public hearing for June 07, 1994 by way of a resolution adopted on May 17, 1994
- The Board is requested to adopt the attached annexation ordinance.

ANALYSIS:

As mandated by General Statutes 160A-31, the town clerk has investigated the sufficiency of the petition and has found it in compliance. The Board of Aldermen have set a public hearing date and the town clerk has published a legal notice once, at least ten (10) days prior to the public hearing.

The Board of Aldermen will conduct the required public hearing and in conclusion will consider the adoption of an annexation ordinance.

ACTION REQUESTED:

The Board of Aldermen is requested to conduct a public hearing for the annexation of Wexford Phase II and is requested to adopt the attached annexation ordinance effective June 30, 1994.

RECOMMENDATION:

The Administration recommends that the Board of Aldermen adopt the attached annexation ordinance which incorporates Wexford Phase II into the Town of Carrboro effective June 30, 1994.

TOWN OF CARRBORO, NORTH CAROLINA

PETITION FOR ANNEXATION OF CONTIGUOUS PROPERTY

TO THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

1) The undersigned, being the owner of all real property located within the area described in paragraph two below, requests that such area be annexed to the Town of Carrboro, North Carolina.

2) The area to be annexed is contiguous to the Town of Carrboro, and is located at WEXFORD SUBDIVISION - PHASE TWO. The boundaries of such territory are as shown on the metes and bounds description attached hereto.

3) A map (no larger than 18" x 24") of the foregoing property, showing its relationship to the existing corporate limits of the town, is also attached hereto.

4) The total acreage and dwellings units located on this property are as follows:

7.93 Acres

16 Dwelling Units

Respectfully submitted this 2nd day of MAY, 1992.



THE WEXFORD GROUP, INC

Name

126 COBBLESTONE DRIVE

CARRBORO, NC 27516

Address

Timothy A. Hollaman, President

Owner/President

TIMOTHY A. HOLLAMAN

Attest:

Michael M. Hollams, P.E.
Asst. Secretary

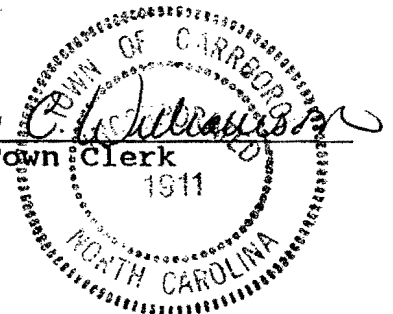
I, Sarah C. Williamson, Town Clerk of the Town of Carrboro, do hereby certify that the sufficiency of the above-referenced petition has been checked and found to be in compliance with G.S. 160A-31.

This the 12th day of May, 1992.

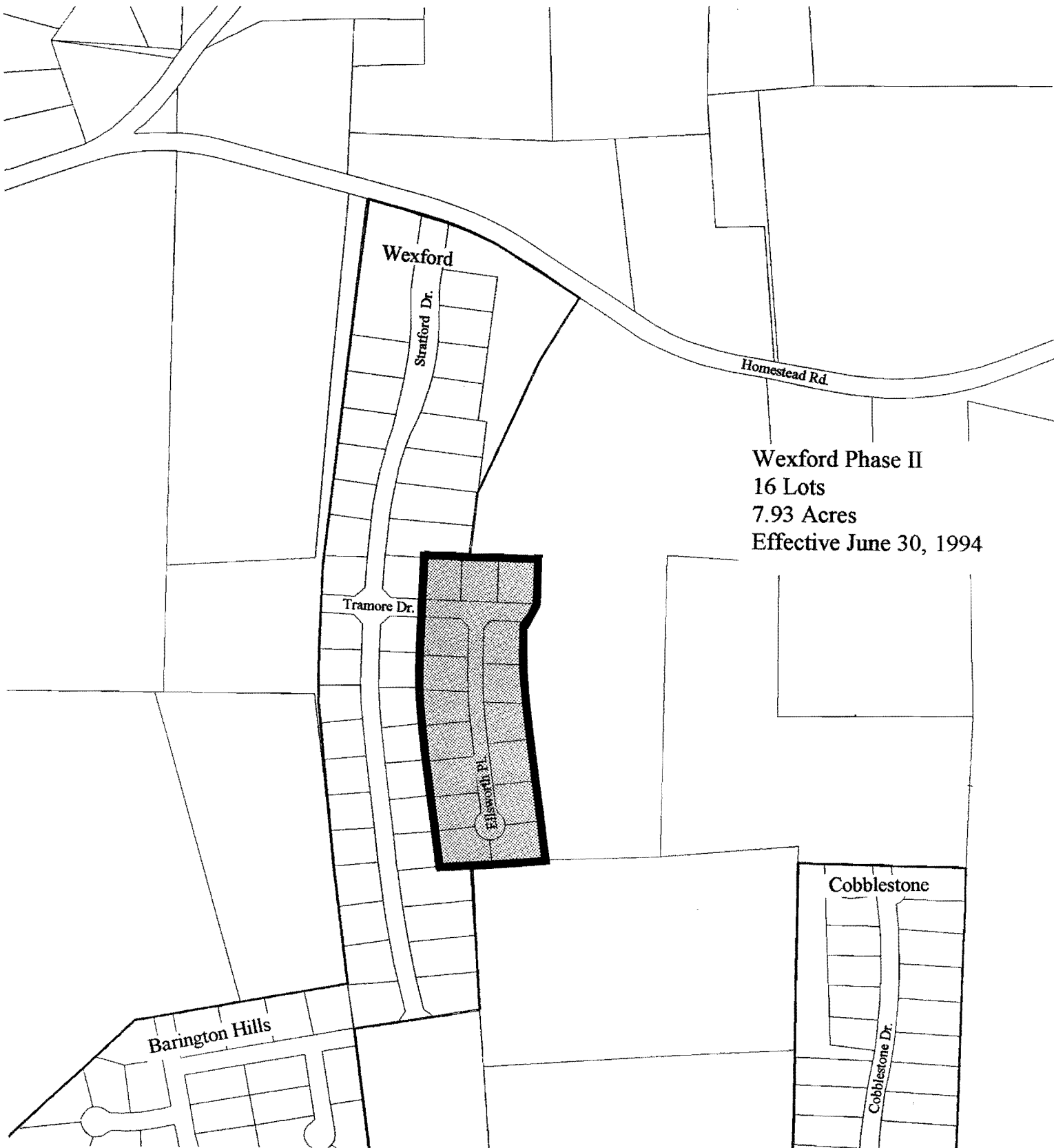
Sarah C. Williamson

Town Clerk

1911



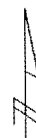
Annexation of Wexford Phase II



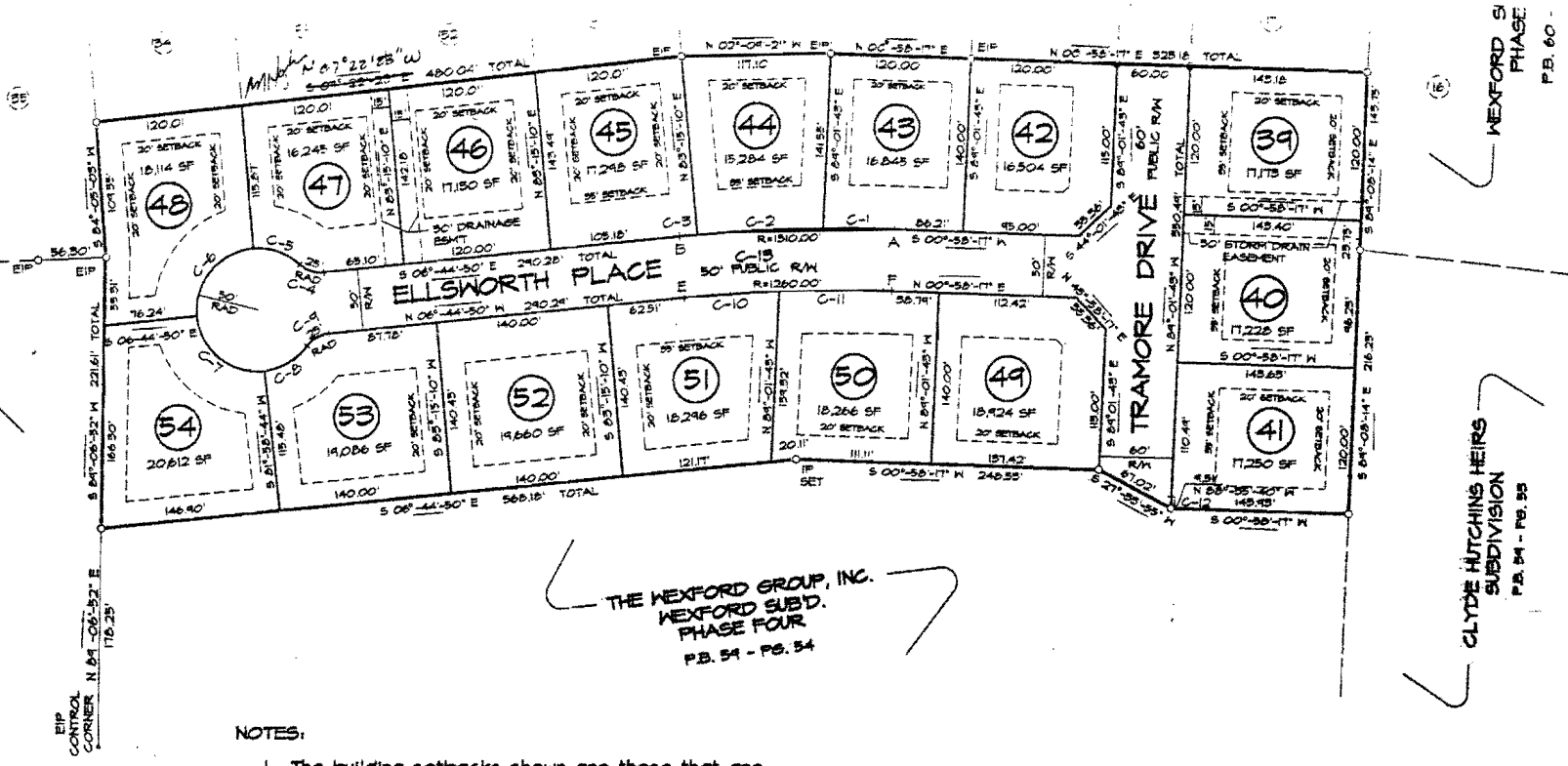
Wexford Phase II
16 Lots
7.93 Acres
Effective June 30, 1994

Property Lines
New Subdivisions
Existing City Limits

Map prepared by Deborah Squires
GIS generated
May 2, 1994
Not to be used for conveyance



0 600 1200



THE WEXFORD GROUP, INC.
NEXFORD SUBD.
PHASE FOUR
P.B. 54 - P.B. 54

NOTES:

1. The building setbacks shown are those that are in effect on the date this plat was recorded. They may be subject to change in the future by the Town of Carrboro.
2. All stormwater easements shall be private, exclusively for the benefit of The Wexford Subdivision. According to the Town of Carrboro, the stormwater conveyance facilities shall be maintained by The Wexford Homeowners Association of Chapel Hill, Inc.
3. The recreation facilities and open space shall be exclusively for the benefit of The Wexford Subdivision and shall be maintained by The Wexford Homeowners Association of Chapel Hill, Inc.
4. The 40' utility easement between lots 23 and 24 (20' on lot 23 and 20' on lot 24) shall be for the purpose of providing water, sewer, telephone, gas and cable television utilities to the proposed Arcadia subdivision on the land of David A. Davis. The Deed of Easement is recorded in Deed Book _____ Page _____ in the Orange County Registry in Hillsborough, North Carolina.

LEGEND:

- IRON PIPE
- COMPUTED POINT

Preliminary plat—
Not for recordation, conveyances or sales.

PHASE TWO WEXFORD SUBDIVISION

— OWNER AND DEVELOPER —
THE WEXFORD GROUP, INC.
126 COBBLESTONE
CHAPEL HILL, NORTH CAROLINA 27516

CHAPEL HILL TOWNSHIP - ORANGE COUNTY
NORTH CAROLINA

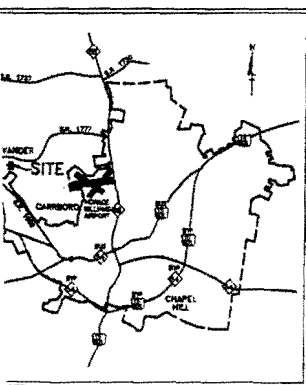
SCALE: 1"=100'

December 28, 1993



DAVID A. GRAFFUNDER
P.O. BOX 130

REGISTERED LAND SURVEYOR
CHAPEL HILL NORTH CAROLINA 27516



LOCATION MAP
SCALE 1/2 MILE

TOTAL AREA PHASE TWO - 7.93 ACRES by D.M.D.

PARENT TAX MAP 109, LOT 19

PARENT P.I.N. OTT9-26-2943

The following ordinance was introduced by Alderman _____
and duly seconded by Alderman _____.

AN ORDINANCE ANNEXING
WEXFORD, PHASE 2

WHEREAS, a petition was received requesting the annexation of Wexford, Phase 2; and

WHEREAS, the petition was signed by the owners of all the real property located within such area; and

WHEREAS, a public hearing on the question of annexation was held on June 7, 1994, following notice of such hearing published in The Chapel Hill News on May 27, 1994.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. The Board of Aldermen finds that a petition requesting the annexation of the area described in Section 2 was properly signed by the owners of all the real property located within such area and that such area is contiguous to the boundaries of the Town of Carrboro, as the term "contiguous" is defined in G.S. 160A-31(f).

Section 2. The following area is hereby annexed to and made a part of the Town of Carrboro:

BEING all that tract of land containing 7.93 acres, more or less, located in Chapel Hill Township, Orange County, North Carolina; and bounded, now or formerly, by natural boundaries and/or owned by and/or in possession of persons as follows: On the north by Wexford Subdivision, Phase One and Clyde Hutchins Heirs Subdivision, on the east by The Wexford Group, Inc., on the south by Virginia Pollitzer Lieth and Wexford, Phase Three, and on the west by Wexford Subdivision, Phase One and Phase Three; and being more particularly described by courses and distances according to a survey dated February 11, 1994 by David A. Graffunder, RLS #L-2435, as follows:

BEGINNING at an existing iron pipe at the southwestern corner of Clyde Hutchins Heirs Subdivision and a corner with Wexford Subdivision, Phase One, thence with Clyde Hutchins Heirs Subdivision S 89 degrees 08' 14" E, 216.25 feet to an iron pipe; thence with The Wexford Group, Inc. the following four calls: (1) S 00 degrees 58' 17" W, 143.93 feet to an iron pipe, (2) S 27 degrees 33' 55" W, 67.02 feet to an iron pipe, (3) S 00 degrees 58' 17" W, 248.53 feet to an iron pipe, and (4) S 06 degrees 44' 50" E, 568.18 feet to an iron pipe in the line of Virginia Pollitzer Lieth; thence with Virginia Pollitzer Lieth S 89 degrees 06' 52" W, 221.61 feet to an iron pipe; thence

with Wexford Subdivision, Phase Three, the following four calls: (1) S 84 degrees 05' 03" W, 109.55 feet to an iron pipe, (2) N 07 degrees 22' 23" W 480.04 feet to an iron pipe, (3) N 02 degrees 09' 21" W, 117.10 feet to an iron pipe, and (4) N 00 degrees 58' 17" E, 120.00 feet to an iron pipe; thence with Wexford Subdivision, Phase One, the following two calls: (1) N 00 degrees 58' 17" E, 323.18 feet to an iron pipe, and (2) S 89 degrees 08' 14" E, 143.75 feet to the BEGINNING iron pipe.

Section 3. The area within the street right-of-way (to the center of the street) immediately adjacent to the boundaries of the above-described area is also annexed to the Town of Carrboro.

Section 4. This ordinance shall become effective on June 30, 1994.

Section 5. The Town Clerk shall cause to be recorded in the Office of the Register of Deeds of Orange County and in the Office of the Secretary of State an accurate map of the annexed territory described in Sections 2 and 3 together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Orange County Board of Elections as required by G.S. 163-288.1.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 7th day of June, 1994:

Ayes:

Noes:

Absent or Excused:

The following ordinance was introduced by Alderman Randy Marshall and duly seconded by Alderman Jay Bryan.

AN ORDINANCE ANNEXING
WEXFORD, PHASE 2
Ordinance No. 36/93-94

WHEREAS, a petition was received requesting the annexation of Wexford, Phase 2; and

WHEREAS, the petition was signed by the owners of all the real property located within such area; and

WHEREAS, a public hearing on the question of annexation was held on June 7, 1994, following notice of such hearing published in The Chapel Hill News on May 27, 1994.

NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. The Board of Aldermen finds that a petition requesting the annexation of the area described in Section 2 was properly signed by the owners of all the real property located within such area and that such area is contiguous to the boundaries of the Town of Carrboro, as the term "contiguous" is defined in G.S. 160A-31(f).

Section 2. The following area is hereby annexed to and made a part of the Town of Carrboro:

BEING all that tract of land containing 7.93 acres, more or less, located in Chapel Hill Township, Orange County, North Carolina; and bounded, now or formerly, by natural boundaries and/or owned by and/or in possession of persons as follows: On the north by Wexford Subdivision, Phase One and Clyde Hutchins Heirs Subdivision, on the east by The Wexford Group, Inc., on the south by Virginia Pollitzer Lieth and Wexford, Phase Three, and on the west by Wexford Subdivision, Phase One and Phase Three; and being more particularly described by courses and distances according to a survey dated February 11, 1994 by David A. Graffunder, RLS #L-2435, as follows:

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with Wexford Subdivision, Phase Three, the following four calls: (1) S 84 degrees 05' 03" W, 109.55 feet to an iron pipe, (2) N 07 degrees 22' 23" W 480.04 feet to an iron pipe, (3) N 02 degrees 09' 21" W, 117.10 feet to an iron pipe, and (4) N 00 degrees 58' 17" E, 120.00 feet to an iron pipe; thence with Wexford Subdivision, Phase One, the following two calls: (1) N 00 degrees 58' 17" E, 323.18 feet to an iron pipe, and (2) S 89 degrees 08' 14" E, 143.75 feet to the BEGINNING iron pipe.

Section 3. The area within the street right-of-way (to the center of the street) immediately adjacent to the boundaries of the above-described area is also annexed to the Town of Carrboro.

Section 4. The Board hereby strongly requests that the applicant for the annexation and all persons associated with the annexed property indicate in all advertisements and sales

information regarding this property that the property is located within the corporate limits of the Town of Carrboro.

Section 5. This ordinance shall become effective on June 30, 1994.

Section 6. The Town Clerk shall cause to be recorded in the Office of the Register of Deeds of Orange County and in the Office of the Secretary of State an accurate map of the annexed territory described in Sections 2 and 3 together with a duly certified copy of this ordinance. Such a map shall also be delivered to the Orange County Board of Elections as required by G.S. 163-288.1.

The foregoing ordinance having been submitted to a vote, received the following vote and was duly adopted this 7th day of June, 1994:

Ayes: Michael Nelson, Randy Marshall, Hank Anderson, Eleanor Kinnaird, Frances Shetley, Jacquelyn Gist, Jay Bryan

Noes: None

Absent or Excused: None

BOARD OF ALDERMEN

ITEM NO. E(1)

AGENDA ITEM ABSTRACT

MEETING DATE: JUNE 7, 1994

SUBJECT: Report on Energy Efficient Construction

DEPARTMENT: PLANNING DEPARTMENT	PUBLIC HEARING: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
ATTACHMENTS: References are available in the Town Clerk's office	FOR INFORMATION CONTACT: Michael Canova - 968-7712	
THE FOLLOWING INFORMATION IS PROVIDED:		
(X) Purpose	(X) Action Requested	(X) Analysis
(X) Summary	(X) Recommendation	

PURPOSE:

To describe energy efficient construction methods and devise a means of encouraging the use of energy efficient construction methods for residential and commercial buildings.

SUMMARY

The need to conserve energy and protect the environment is a major concern in today's building industry. There will be an increase in energy efficient components, however, the long-term energy savings will greatly outweigh this short-term increase.

The N.C. State Building Code Council are continuing their efforts of analysis of energy conservation and have increase R-Values in single family dwelling and duplexes. There have been increases in R-Values in walls, ceiling and floors, also water conservation in kitchens and baths.

The Town may wish to establish a small library to allow the public to have resources that encourage energy efficiency.

ANALYSIS:

During the past two decades the Town of Carrboro as well as the rest of the state, has moved from a period of inexpensive energy and relatively few environmental concerns to one in which building design decisions are more strongly influenced by rising energy costs. Today's rising energy costs far exceed initial costs. There are other factors which must also be considered when evaluating overall energy approaches. It is desirable to utilize natural energy i.e. (daylighting, passive, solar, landscaping plantings) before mechanical concerns. It is best to utilize solutions which have a minimal environmental impact and result in better indoor air quality. Daylighting and indoor air exchanges produce more then energy savings, productivity and health benefits are also increased. Along with health benefits, costs of initial building components can generate large savings over the life time of residential or commercial structures.

The N.C. State Building Code Council has been instrumental in promoting energy efficient construction by incorporating minimum energy conservation standards. The Board has increased the requirements for construction of Single Family Dwellings, concerning insulation in walls, ceiling and floors. The commercial

requirements are set forth in Volume I of the North Carolina State Building Code. This code allows for a calculation of a thermal envelope. The energy (heat loss-heat gain) varies on a building by building basis. It truly depends on the building components, i.e., exterior wall of masonry construction, or exterior wall of Styrofoam panels with a durable masonry finish. When determining commercial energy conservation methods one has to weigh the up front costs for energy efficient components versus the payback of these components. A good example of this is that the up front cost of gas heat is greater, however depending on building size, amount of exterior glass, and types of insulation used, one may expect a payback of approximately five to seven years. In this day and time the electric power companies and natural gas companies will do preliminary energy conservation surveys to help answer these questions.

The ideal time to address these concerns is during the building design, or blueprint phase. This is where the specific residential or commercial buildings components are called out. The total design can be modified at this point in time to maximize the energy effectiveness with regard to cost.

On April 15, 1993 the North Carolina State Building Code Council adopted CABO Volume VII - Residential Building Code. Chapter 25 - Energy Requirements for Dwellings, the requirements for insulation in ceilings has increased from R-19 to R-30; in walls R-13 to R-16; and in floors from R-11 to R-20. (The R-Value is a measure which indexes the increase in the resistance to the flow of heat through any exterior surface). This along with greater R-Values in slabs and insulated glass windows also provide greater insulation properties to new single family dwellings.

All sources contacted such as Duke Power and AEC continued to stress that energy conservation methods may increase the short term up front construction costs for a longer term energy savings payback. Proper use of site locations, landscape planting and passive solar will all contribute to the total energy savings.

RECOMMENDATIONS:

The need to conserve energy and protect the environment is of paramount concern. By establishing guidelines which the architectural and engineers will utilize when designing new buildings and repairing older existing buildings. By doing this, the long term interests of the Town are best served. This will make residential and commercial building more energy efficient to operate. With respect to Town facilities, the building should be both economical and energy efficient. The building design, the heating, cooling, and lighting should be designed in conjunction with this energy efficiency in mind, rather than an afterthought, so that cost effective building is designed to work efficiently for the life of the structure. The Town could become a source of information for the building community. This information can be made available to the public by maintaining a reference library. Another way to educate the building community would be to have an annual seminar on building codes, energy requirements, guest speakers on important topics of interest for the community. If the Board of Aldermen adopts this recommendation the Inspection Division will have information for the community to use that may help to encourage the recycling of materials and the construction of more energy efficient structures. (See attached references)

ACTION REQUESTED:

That the Board of Aldermen support the staff's efforts to establish an energy reference library and to conduct an annual seminar.

REFERENCE MATERIALS

ATLANTIC SOLAR PRODUCTS

9351-J Philadelphia Road
Baltimore, MD 21237

NC STATE UNIVERSITY SOLAR CENTER

P. O. Box 7401
Raleigh, NC 27695-7401

SOLAR TODAY (SOLAR ENERGY SOCIETY)

2400 Central Avenue
Boulder, Colorado 80301-2843

NC STATE DEPT. OF ECONOMIC AND COMMUNITY DEVELOPMENT ENERGY DIVISION

430 N. Salisbury Street
Raleigh, NC 27611

DUKE POWER

Homestead Road
Chapel Hill, NC 27514

AEC

Alternative Energy Corporation
P. O. Box 12699
Research Triangle Park, NC 27709

AEC

NC Alternate Energy Corporation
*Improving the Operating Efficiency of Residential Heating, Ventilation and
Air Conditioning System*

P. O. Box 12699
Research Triangle Park, NC 27709

AEC

Introduction to Energy Management in Local Government

Prepared by: PLANENERGY, INC.
1008 W. Avenue
Austin, Texas 78701
Ph. 512/477-8012

AEC

Heating Ventilation and Air Conditioning Systems Efficiencies - A Guide to Controlling Cost

P. Box 12699
Research Triangle Park, NC 27709

NC Natural Gas
Chapel Hill, NC 27514
Providing Energy Solutions (Programs for Energy Audits)

XERISCAPE

NORTH CAROLINA

Courtesy of: Orange Water and Sewer Authority
Carrboro, NC 27510

WAKE COUNTY FINAL DRAFT

Guidelines for Design and Construction of Energy Efficient County Facilities

BOARD OF ALDERMEN

ITEM NO. E(2)

AGENDA ITEM ABSTRACT

MEETING DATE: June 7, 1994

SUBJECT: Legislative Preview/League of Municipalities

DEPARTMENT: Administration	PUBLIC HEARING: YES ____ NO <u>x</u>
ATTACHMENTS: 1994 Municipal Legislative Goals and Policies	FOR INFORMATION CONTACT: Robert Morgan, 968-7706

PURPOSE

Lee Mandell, with the North Carolina League of Municipalities, requested an opportunity to address the Mayor and Board of Aldermen to present a legislative preview for the upcoming session of the General Assembly. This will also provide an opportunity for the Board to ask questions about positions on legislation and services provided by the League.

ANALYSIS

Attached is a copy of the "1994 Municipal Legislative Goals and Policies" printed by the North Carolina League of Municipalities.

ACTION REQUESTED

To receive a report from the North Carolina League of Municipalities.

1994

MUNICIPAL LEGISLATIVE GOALS AND POLICIES

RECEIVED MAY 13 1994

RECEIVED MAY 13 1994

NORTH CAROLINA
LEAGUE OF MUNICIPALITIES

NORTH CAROLINA LEAGUE OF MUNICIPALITIES

The North Carolina League of Municipalities is a federation of 503 cities, towns and villages, established in 1908 to serve municipal officials and to promote the common interests of member municipalities. The League represents more than 99 percent of the state's municipal population, reflecting common interests.

This brochure highlights the League's major state legislative goals and policy adopted by municipal officials at the NCLM Annual Convention on October 19, 1993. Municipal officials believe that attainment of these legislative goals will strengthen their ability to meet the needs of their citizens.

The League maintains a professional staff and headquarters in Raleigh to serve the needs of municipal officials, conduct its daily affairs and advocate the policies adopted by the membership. The League staff members principally involved in legislative efforts are as follows: David E. Reynolds, executive director; Andrew L. Romanet Jr., General Counsel; Kimberly L. Smith, Assistant General Counsel; and Robert Hagemann, Assistant General Counsel.

We invite members of the General Assembly to consult the League's staff on any matter relating to municipal government and to use the facilities of the Albert Coates Local Government Center, which is owned jointly by the League and the North Carolina Association of County Commissioners.

STATE-LOCAL PARTNERSHIP

North Carolina municipalities traditionally have enjoyed an excellent working relationship with the General Assembly and the executive branch in the

implementation and administration of numerous programs and policies. The General Assembly plays a vital role in preserving and strengthening this partnership. The League respectfully requests that this be used as the standard for evaluating the merits of legislation coming before the General Assembly.

**NORTH CAROLINA
LEAGUE OF MUNICIPALITIES
1993-94 OFFICERS**

President

Nancy M. Jenkins
Mayor, Greenville

First Vice President

Mel L. Cohen
Mayor, Morganton

Second Vice President

E. H. "Alex" Alexander
Commissioner, Red Springs

Third Vice President

Ella Scarborough
Council Member, Charlotte

Immediate Past President

Derryl Garner
Mayor, Newport

North Carolina League of Municipalities

P.O. Box 3069, Raleigh, NC 27602

(919)715-4000 Fax: (919) 733-9519

Street Address:

Albert Coates Local Government Center

215 N. Dawson St.

**FINANCE, ADMINISTRATION
AND
INTERGOVERNMENTAL
RELATIONS**

MUNICIPAL REVENUES

Return growth in state-collected, local revenues

The League **acknowledges with gratitude** the step taken by the 1993 General Assembly to restore three traditional local revenue sources to their previous statutory allocation status outside the appropriations process, with annual growth, effective FY 95-96. The League will **seek** appropriation of the local growth revenues for FY 94-95.

Retain the property tax

The League will **oppose** proposals to abolish the property tax, since the property tax is the only major revenue source subject to the control of elected municipal officials, and thus is the foundation of municipal finance. The League will **oppose** additional exemptions and preferential classifications in the property tax base, including repeal of the intangibles tax.

Equitable distribution of local revenues

The League **supports** the current distribution methods for existing local revenue sources, but will **oppose** legislation that would distort the distribution of existing revenues and have some municipalities gain revenues at the expense of others.

New local option taxes

Municipalities are in need of new revenue sources to offset diminished financial assistance from the federal government, to meet the tide of expensive state and federal mandates, and to balance the revenues derived from the property tax. The League will **support** municipalities that **seek** local option taxes, such as an occupancy tax, a local income or payroll tax, a

prepared meals tax, a real estate transfer tax and an admissions tax, the proceeds of which may be used for any public purpose. The League will **oppose** legislation to convert any of these local option taxes into state revenue sources, or to interfere unduly with prior local acts.

Keep local sales taxes separate

The League will **oppose** consolidation of the state and local sales taxes.

Preserve local revenue structure

The League strongly **supports** preservation of the current local government tax structure, since it provides stable revenues in a balanced manner. The League will **support** modifications which enhance the ability of municipalities to meet the needs of their citizens, but will **oppose** modifications which do not observe basic tax equity principles or erode local revenues.

Replace revenues fully

If revenue sources are repealed, lost revenues must be replaced under a hold harmless formula which will replace revenue to all municipalities on a dollar-for-dollar basis with an adequate growth factor. In the absence of full reimbursement for any tax repeal, the League will **seek** new revenue sources to replace the repealed revenue source.

MUNICIPAL FINANCE

Flexibility in borrowing

The League will **support** legislation allowing more flexibility in local government borrowing, such as special obligation bond financing.

Lease-purchase authority

The League will **oppose** legislation to restrict the current authority of municipalities to secure lease/purchase or installment financing.

PERSONNEL

Local authority on employment decisions

The League **supports** the right of municipal employers to make basic employment decisions, and will **oppose** any law or regulation which, either directly or indirectly, affects municipal employees' salaries, benefits or conditions of work, or which adversely affects the prerogative of each elected municipal governing body to make independent policy and budgetary decisions regarding municipal employees.

No collective bargaining

The League will **oppose** efforts to modify the law which prohibits a municipality from recognizing or entering into contracts with labor unions or other employee organizations. The League will **oppose** legislation that tends to strengthen the influence of public employee labor unions, because that is not in the public interest.

RETIREMENT

Equitable retirement benefits

The League will **oppose** legislation to provide full retirement benefits for some classes of employees with a minimum length of service less than that required of other employees, or other preferential treatment. The League will **oppose** legislation to reduce the minimum length of service required for retirement with full benefits.

Reasonable cost-of-living increases

The League will **support** legislation to provide reasonable cost of living increases for retirees and enhanced levels of benefits if they can be funded from actuarial gains in the local retirement system. The League will **oppose** cost-of-living and benefit level increases that cannot be funded from available actuarial gains.

OPEN MEETINGS

Reasonable open meetings provisions

The League **supports** the principle of openness in government and specifically endorses the concept that meetings of governmental bodies should generally be open to the public. The League also **supports** reasonable provisions for executive sessions when such limitations are in the public interest. The League will **oppose** legislation imposing additional statutory requirements on municipal governing bodies. The same provisions should apply to all elected state, county and municipal legislative bodies.

MUNICIPAL UTILITIES

Local authority to set rates

The League will **oppose** legislation that would restrict the authority of municipalities to set fiscal operation policies and determine the appropriate rates, fees and service areas for municipal enterprises.

MUNICIPAL LIABILITY

Preserve governmental immunity

The League will **oppose** efforts to abolish or restrict further the governmental immunity of municipalities from tort liability.

Local Government Tort Claims Act

The League will **seek** legislation to create a Local Government Tort Claims Act similar to the State Tort Claims Act.

GENERAL GOVERNMENT

Local initiative procedures

The League will **oppose** legislation imposing upon municipalities statewide initiative and referendum procedures for municipal ordinances, and recall of municipal officials.

No unfunded mandates

The League will **oppose** legislation imposing unduly burdensome or expensive mandated requirements on municipalities unless full funding or adequate new revenue sources are provided for implementation.

Fund the mandates

The League will **seek** state grants for local functions or activities which have been mandated by the state, or which have been requested by state agencies and reviewed and approved by the League Board of Directors.

ETHICS

Support ethics

The League **supports** ethics and good government in the State of North Carolina but will **oppose** proposals that are unduly burdensome or restrictive, and proposals that do not include all elected officials.

PUBLIC RECORDS

Protect confidentiality of some public records

The League **supports** the principle that public records should be available to the public, but the League also supports reasonable confidentiality provisions that are in the public interest. The League will **seek** legislation to protect criminal investigation records, attorney-client communications and attorney work products and to prevent taxpayers from bearing unreasonable expense. Special consideration should be given to proprietary rights in commercially valuable information such as geographic information system records.

COMMUNITY AND ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT

Enhance economic development efforts

The League will **support** legislation to enhance the effectiveness of economic development efforts and broaden the authority of municipalities to participate.

Continue funding Industrial Development Fund

The League will **support** continued funding of the Industrial Development Fund grant program to make it useful to more communities in creating jobs.

Support tourism

The League will **support** legislation that will promote tourism in North Carolina and in North Carolina's municipalities.

Continue appropriations to lead regional organizations

The League will **support** continued state appropriations to lead regional organizations (councils of governments) at current levels for economic development technical assistance to municipalities and counties, provided such funding is at the option of local government members.

Statewide plan for economic development

The League will **seek** development of a comprehensive and integrated statewide strategy and policy for economic development that includes the appropriate role and responsibility for local governments. Local governments shall be provided an opportunity to fully participate in the development of such policy.

LAND USE PLANNING

Protect municipal zoning authority

The League acknowledges the constitutional obligations of government officials to respect private property rights and urges municipal officials to be mindful of those concerns. The League will **oppose** legislation that unreasonably restricts modification of current zoning or requires municipalities to pay monetary damages in connection with valid rezoning actions.

Municipal authority to regulate signs

The League will **support** legislation to clarify and enhance the authority of municipalities to regulate outdoor advertising signs, but will **oppose** legislation to restrict further the authority of local officials to regulate outdoor advertising and require removal of nonconforming signs by amortization.

Authorize development impact fees

The League will **support** statewide legislation to authorize levy of development impact or facilities fees.

Dedicate part of state excise tax to parks

The League will **support** legislation to dedicate the state's portion of the excise stamp tax levied on real property conveyances to parks, with a significant portion allocated for local parks.

ANNEXATION

Protect municipal annexation authority

The League **supports** the existing state legislative policy that sound urban development is essential for the continued economic development of North Carolina and **supports** the existing legislative framework for extending municipal boundaries, which allows areas that are urban in character to be municipal and which guarantees provision of essential services to citizens in annexed areas. Municipalities are encouraged to develop annexation policy as part of the

planning process and to use the authority to annex in a fair and reasonable manner. The League will **continue** to oppose changes in the law, either state-wide or local, which would weaken the present annexation procedures or restrict annexation authority. The League will **oppose** new incorporations which are primarily for the purpose of preventing annexation by an existing municipality.

HOUSING

Safe and decent housing

The League will **support** legislation which will facilitate access to safe and decent housing for all North Carolina citizens, including appropriations for the Housing Trust Fund and other housing programs and transitional housing for homeless persons, and legislation to authorize incentives to developers for providing low and moderate income housing.

TECHNICAL ASSISTANCE

Increase technical assistance appropriations

The League will **support** enlarged state appropriations for technical assistance to local governments in community and economic development activities, water quality efforts, capital improvements planning and mass transit planning.

ENERGY, ENVIRONMENT AND NATURAL RESOURCES

WATERSHED PROTECTION AND WATER SUPPLY

Technical assistance for planning

The League will **seek** appropriations to provide technical assistance to local governments with watershed protection and water supply planning.

Study equity of watershed protection

The League will **support** a legislative study of watershed protection issues and the equity of the impact of watershed protection legislation on local governments.

ENVIRONMENTAL REGULATION

Involve local governments in regulatory process

The League recognizes that local governments are partners with the state in the protection of the environment and will **seek** to continue to be included in the initial development of environmental legislation and regulation and will further **seek** full funding or adequate revenue sources for implementation.

SOLID WASTE MANAGEMENT

Increase funding for solid waste management

The League will **seek** additional legislation, including refinement of SB111, to address growing solid waste management problems and solutions based on municipal experience, continue to explore solid waste management issues with study commissions and the General Assembly, and will **support** legislation that will enhance the ability of local governments to meet established goals in the area of solid waste management, without being unduly burdensome. Of particular interest are source reduction through restricting disposable bottles and packaging, by the imposition of advance disposal fees and through the use of tire and refuse derived fuel. Reasonable guidelines and technical assistance must be provided for implementation of any such legislation.

Keep local control of solid waste management

The League will **oppose** legislation that undercuts the ability and authority of municipalities to meet established goals in the area of solid waste management and their ability to finance facilities and programs for the effective management of solid waste.

MUNICIPAL UTILITIES

Taxation of municipal public enterprise operations

The League will **oppose** the imposition of excessive, continuing state taxes or fees on municipal public enterprise operations to fund state agency operations.

MANDATES

Full funding for mandates

The League will **seek** a proposed constitutional amendment, legislation or changes to legislative rules through the Fiscal Trends Study Commission and other appropriate channels, that will require full funding or adequate revenue sources for state mandates to local governments.

TRANSPORTATION, COMMUNICATIONS AND PUBLIC SAFETY

DRUGS

Statewide response to drug problem

The League will **support** legislation to establish a comprehensive statewide response to our drug problem, with emphasis on drug prevention education and rehabilitation as well as enforcement.

LAW ENFORCEMENT

Study jurisdiction issue

The League will **support** creation of a legislative study committee on law enforcement officer jurisdiction, including consideration of liability issues.

Strengthen laws concerning fleeing vehicles

The League will **support** legislation to strengthen the law applying to vehicles fleeing to elude arrest.

PUBLIC TRANSPORTATION

Regional transportation authorities

The League will **support** legislation to authorize establishment and funding of regional transportation authorities.

Improve public transportation

The League recognizes that public transportation and paratransit systems benefit all areas of the state by providing a vital link to employment opportunities and human services programs for children, the elderly, the disabled and the economically disadvantaged and by facilitating the attainment of air quality standards without which further economic development cannot take place. The League will work to cultivate a partnership among federal, state and local governments in promoting a multimodal transportation system to serve the interests of citizens in both rural and urban areas of the state. The League will **seek** the creation of a state program to assist public transit and human services transportation systems with operating costs, to be financed by a dedicated revenue source, such as a fuel tax, collected statewide and distributed to both urban and rural transit systems on a formula basis. In addition, the League will support the dedication of additional funds to highway maintenance. The League will seek legislation to authorize municipalities to impose local option taxes dedicated to transit, such as parking fees and rental car fees and legislation to raise the statewide limitation on vehicle registration fees. The League will **support** a comprehensive public transportation needs assessment and study process to build consensus on the level of need, identify revenue sources and undertake long-range planning. The League will continue to **oppose** mandated use of Powell Bill funds for public transportation purposes.

FROM OUR PERSPECTIVE

Is the intangibles tax a scourge or a blessing?

Which tax do you hate the most? With April 15 looming, your answer would probably be the federal income tax. But for some wealthy North Carolinians, the intangibles tax wins the "worst tax" contest hands down. "Unfair," they say, "You're taxing the capital we've saved, and the tax is a disincentive to investment and savings."

Judging from the assaults on the intangibles tax, some in the General Assembly would agree. Since the modern intangibles tax was adopted in the 1930s, hardly a legislative session has gone by without an attempt to abolish the tax or significantly gut it. In the mid-1980s, the General Assembly eliminated part of the tax (on money on deposit, money on hand and deposits at insurance companies).

The intangibles tax again is under scrutiny — both at the legislative level and through a court case that could have far-reaching effects on your municipal government. Before the issue gets any further along, let's look at the intangibles tax, what it is, and the pros and cons of this tax.

What is this tax?

The intangibles tax is a tax on property — intangible property such as stocks, bonds and notes, accounts receivable, and interests in foreign trusts. These forms of intangible property are one measure of wealth.

These four types of intangible property are taxed at the rate of \$.25 per \$100. The threshold for the tax is \$15: a person must have at least \$6,000 worth of intangible property before any tax must be paid.

The state collects the tax and distributes most of the proceeds to local governments. When the first intangibles tax was enacted — in the mid-1800s, it was part of the local property tax base, along with real and personal property. Although the tax has evolved over the years, it remains basically a local tax. For fiscal year 1992-93, the state collected about \$121 million in intangibles tax. Cities and towns received about \$28 million; counties about \$65 million.

The state keeps 5.8 percent of all proceeds to pay for the administrative cost of collection, any refunds due taxpayers, for operation of the state's Ad Valorem Tax Division and the Property Tax Commission, and any training on appraisal and assessments done by the Institute of Government of the University of North Carolina at Chapel Hill. The state also has kept the growth in intangibles revenues since 1991-92. Beginning in 1995-96, local governments will receive any new growth in these revenues.

Intangibles taxes make up about 2.5 percent of local government revenues. For some cities and

towns, intangibles is a far more significant tax source. For Tryon, in Polk County, intangibles tax proceeds equal about 18.9 percent of the town's property tax levy. In Salisbury, intangibles tax revenues equal about 10 percent of the property tax levy.

Individuals pay the majority of the intangibles taxes. In fiscal year 1986-87, there were 209,500 intangibles tax payments, and 181,400 — or 86.6 percent — came from individuals. Total intangibles tax proceeds that year were \$76.1 million, with \$55.4 million coming from individuals.

The average 86-87 individual intangibles tax payment was \$305. The average payment from a business was \$737. For an individual to have paid \$305 that year, he or she would have had \$122,000 of stocks, bonds or other intangible property subject to the tax. In 1986-87, North Carolina's adult population was 4.7 million. This means that — even if every intangibles tax return was a joint one — less than 8 percent of the state's adult population paid intangibles taxes. More than 92 percent of the state's adults didn't pay this tax at all.

Those who do pay intangibles taxes tend to be those in the higher-income brackets. If national statistics hold true in North Carolina, those in the top 20 percent income

bracket own about 60 percent of the stocks, mutual shares and interest-earning assets. Those in the lowest 20 percent income bracket own about 3 percent of such assets.

The pending court case

There is, under existing law, a break on intangibles taxes on stocks of North Carolina domiciled corporations. The tax liability is reduced by the percentage of the corporation's income that is earned in North Carolina. If a N.C. domiciled corporation earns all of its income in-state, its shares are exempt from the intangibles tax. A current court case, *Fulton Corporation vs. Secretary Justis*, may change that.

The *Fulton Corporation* sued, seeking relief from the tax and alleging that the preferential treatment for North Carolina corporations was an impediment to interstate commerce. The N.C. Court of Appeals ruled that, while the intangibles tax itself did not violate the U.S. Constitution, the preferential treatment of N.C. corporations did. This ruling is being appealed to the N.C. Supreme Court. The case also could go through the federal judicial system.

If preferential treatment of N.C. corporations is finally held to be unconstitutional, this means the state's taxpayers would be liable for millions more in intangibles taxes. The state estimates between \$55 and \$75 million annually would be due, primarily on stocks of small, non-public N.C. corporations. Such a ruling probably would result in tre-

mendous pressure to change the tax. One idea would be to exempt the stocks of all non-public corporations. If this were done, the state estimates an increase of \$5 to \$10 million in intangibles tax revenues. Another idea would be to abolish the tax altogether.

The pros and the cons

Opponents of the intangibles tax raise the following objections.

- It hinders capital development by making it more expensive to hold stocks and bonds.
 - Some individuals, primarily wealthy individuals, might choose not to move to North Carolina because of this tax.
 - The intangibles tax is applied to principal or capital, not just to the income derived from the capital. Some would say that this capital was already taxed at the state and federal level when it was originally earned.
 - Few other states levy an intangibles tax, so having the tax puts us at an unfair advantage.
- Supporters of the tax make the following points.
- Intangible property is a form of property that should be taxed as part of a comprehensive tax on property in general, to allow all sectors to share in cost of government services. Other taxes would need to be higher if the intangible tax did not exist.
 - It is a tax that helps fund municipal and county services, and the proceeds grow over time. Growing revenue sources are impor-

tant, since local governments are required to do more each year.

- It is a progressive tax, with higher income individuals paying most of the intangibles taxes. Most other local taxes are either proportional or slightly regressive.
- Intangibles taxes are deductible from federal income taxes (sales taxes is not.).
- Without the revenues from the intangibles tax, local property taxes would be higher.
- The tax is returned to the point of origin. If there are significant taxes collected from a county because, for example, there are many wealthy retirees living there, the proceeds go back to that county and its municipalities.

Where we stand

The League's long-standing policy is to oppose repeal of the intangibles tax. Most legislators who favor repeal also seem to favor finding some revenue source to replace the intangibles. But finding an alternative tax that is paid by the same class of taxpayers could be very difficult. Ensuring that every local government is held harmless — receiving at least as much from an alternative revenue — could be equally difficult. And we're not talking about small change here. A tax that produced \$121 million in 1993 and grows over time will be hard to replace.

— David E. Reynolds

BOARD OF ALDERMEN
AGENDA ITEM ABSTRACT

ITEM NO. E(3)

MEETING DATE: June 07, 1994

SUBJECT: Presentation of Conditional Use Zoning

DEPARTMENT: PLANNING DEPARTMENT	PUBLIC HEARING: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
ATTACHMENTS: Conditional Use District Zoning Paper prepared by Richard Ducker of the Institute of Government	FOR INFORMATION CONTACT: Michael Brough, Town Attorney 929-3905 Lisa Bloom-Pruitt, Senior Planner 968-7714
THE FOLLOWING INFORMATION IS PROVIDED: (X) Purpose (X) Summary (X) Analysis (X) Recommendation (X) Action Requested	

Purpose:

To discuss the concept of conditional use zoning: how it works; possible alternatives to conditional use zoning and/or possible modifications to Carrboro's Land Use Ordinance.

Summary:

On April 26, 1994, the Board of Aldermen requested the Administration and the Town Attorney, Michael Brough to review conditional use zoning techniques and report back to the Board.

Analysis:

The attached paper (presented at the 1994 North Carolina Planning Conference by Richard Ducker with the Institute of Government) provides a brief analysis of conditional use district zoning.

Recommendation:

The Administration recommends that the Board of Aldermen discuss any issues raised by the presentation and determine if it desires to have the Administration prepare a report to consider along with other CUP permitting process issues in the fall.

Action Requested:

The Administration requests that the Board of Aldermen direct the Administration to prepare a report on conditional use zoning to consider along with other proposals being considered to modify the CUP permitting process.

CONDITIONAL USE DISTRICT ZONING

North Carolina Planning Conference

Sheraton Imperial Hotel

May 4 - 5, 1994

Richard D. Ducker
Institute of Government
CB #3330 Knapp Bldg.
UNC - Chapel Hill
Chapel Hill, NC 27599-3330
919/966-4179

CONDITIONAL USE DISTRICT ZONING

I. The Problem

- A. Tendency of most people to think in terms of examples and specific situations rather than principles.
- B. Easier to react to zoning amendment proposals by visualizing a specific type of development than to contemplate the appropriateness of a range of uses permitted in a typical general use zoning district.
- C. Much zoning doctrine runs counter to this tendency, since promises and assurances about the particular development project planned may not be enforceable until a development permit is applied for.

II. The Legal Constraints that Have Given Rise to Conditional Use District Zoning

- A. General Suitability Criterion. In several early cases the North Carolina Supreme Court ruled that if a local governing board in considering an ordinary rezoning paid no attention to either the full range of permitted uses in the requested district or the suitability of the property for such uses and instead focused its attention narrowly on the specific use the petitioner had in mind, the rezoning was invalid. (This infirmity was originally called illegal contract zoning." In Chrismon v. Guilford County (1988), however, the same Supreme Court held that contract zoning was not the proper name for it, but whatever it was (i.e., failure to meet the general "suitability" criterion), it was sufficient to invalidate a rezoning to a zoning district that allows a range of uses.)
- B. Conditional Zoning. In another early case, Decker v. Coleman (1969), the North Carolina Court of Appeals ruled that if a governing board subjects a zoning map amendment to a proviso or condition applying to the land rezoned that does not apply to other land zoned the same way, the proviso or condition violates the requirement that all regulations be uniform with respect to properties of the same type within a particular zoning district.

- C. Single-Purpose Zoning. Consider a zoning district handcrafted for the petitioner's property in which only the use "promised" by the applicant is allowed. The problem is that some early cases have suggested that in order to avoid a "regulatory taking" the owner of property must be allowed a range of practical uses instead of being restricted to a single alternative. In addition, there are various practical problems associated with handcrafting the text of a new zoning district to fit each development proposal that merits special attention.

III. The Features of Conditional Use District Zoning

- A. Zoning ordinance text provides for such districts.
- B. Conditional use districts are "floating zones" and actually mapped only in response to the petitions of owners of directly affected properties.
- C. There are no "uses by right" permitted in a conditional use district.
- D. The types of uses that may be approved as conditional uses in a conditional use district must be specified in the ordinance. (If a conditional use district parallels a general use district, then the use approved for the conditional use district is generally one allowed in the parallel general use district. Although a property could be choice of several uses, this is probably not a recommended practice. The findings of fact necessary to grant a conditional use permit can generally be made only with reference to a particular use.)
- E. The conditional use permit (typically granted by the governing board) may be issued only in accordance with the procedures for granting such permits generally (i.e., hearing competent evidence at a quasi-judicial hearing, making required findings of fact provided for in the ordinance, and showing that any conditions added are necessary to meet the findings of fact provided for in the ordinance).
- F. Property may be rezoned to a conditional use district only if the owner(s) consent. As a result, once the owner relies on the conditional use district and permit, neither the owner nor successors in title may challenge the permit conditions.
- G. Permit conditions "run with the land" and apply to subsequent owners of the property as well.
- H. The public hearing to consider the rezoning and the public hearing to consider the conditional use permit are typically held simultaneously.

IV. Practical Tips

- A. It is essential that the procedural requirements that apply to the adoption of zoning amendments and the granting of conditional use permits be observed. If the two procedures are largely merged, it is all the more important to ensure that the procedures applicable to both are met. As a practical matter, this means that if a simultaneous hearing is held on both the rezoning and the permit, the more restrictive procedural requirements (i.e., the quasi-judicial requirements) are met. These include sworn testimony, reliance on competent evidence, avoiding ex-parte contact and bias, and matching up evidence to findings of fact.
- B. It is legally possible for the zoning amendment to be adopted and the conditional use permit granted by virtue of a single vote by the governing board (Chrismon v. Guilford County (1988)). However, bifurcating the vote has the advantage of reminding the governing board that two different actions are involved and is a recommended practice. The zoning amendment vote should be taken first. If the rezoning is not adopted, there is no need to consider the granting of the conditional use permit.
- C. Conditional use district zoning does not immunize against spot zoning. The mere fact that conditions have been added to the permit does not mean that an otherwise arbitrary or discriminatory rezoning will be upheld. Any rezoning should be consistent with past rezoning actions and consistent with a jurisdiction's planning policies as adopted by the community. Conditional use district rezonings that abut areas that are located in the general use district that corresponds to it are more likely to be legally defensible. Conditional use district zoning may also be used to provide transition between general use districts of rather than types (e.g., conditional use neighborhood business district as a transition zone between a neighborhood business general use district and a multi-family residential general use district).

NORTH CAROLINA LEGISLATION AUTHORIZING THE USE OF CONDITIONAL USE DISTRICTS, SPECIAL USE DISTRICTS, AND GENERAL USE DISTRICTS

Authority for Cities

§ 160A-382. Districts.

For any or all these purposes, the city may divide its territorial jurisdiction into districts of any number, shape, and area that may be deemed best suited to carry out the purposes of this Part; and within those districts it may regulate and restrict the erection, construction, reconstruction, alteration, repair or use of buildings, structures, or land. Such districts may include, but shall not be limited to, general use districts, in which a variety of uses are permissible in accordance with general standards; overlay districts, in which additional requirements are imposed on certain properties within one or more underlying general or special use districts; and special use districts or conditional use districts, in which uses are permitted only upon the issuance of a special use permit or a conditional use permit. Property may be placed in a special use district or conditional use district only in response to a petition by the owners of all the property to be included. Except as authorized by the foregoing, all regulations shall be uniform for each class or kind of building throughout each district, but the regulations in one district may differ from those in other districts. (1923, c. 250, s. 2; C.S., s. 2776(s); 1931, c. 176, s. 1; 1933, c. 7; 1963, c. 1058, s. 1; 1971, c. 698, s. 1; 1973, c. 426, s. 60; 1985, c. 607, s. 1.)

****** North Carolina General Statutes § 153A-352 provides essentially identical authority to counties.

BOARD OF ALDERMEN

ITEM NO. E(4)

AGENDA ITEM ABSTRACT

MEETING DATE: June 7, 1994

SUBJECT: Discussion of Report from Youth Committee of Violent Crime and Drug Task Force

DEPARTMENT: n/a	PUBLIC HEARING: YES ____ NO <u>x</u>
ATTACHMENTS: Report from Youth Committee of Violent Crime and Drug T.F.	FOR INFORMATION CONTACT: Alderman Jay Bryan

PURPOSE

The Board of Aldermen will discuss the report from the Youth Committee of the Violent Crime and Drug Task Force.

SUMMARY

The Board of Aldermen has received the report and recommendations of the Youth Committee of the Violent Crime and Drug Abuse Program.

The Board of Aldermen at its meeting on May 17, 1994 requested that the Agenda Planning Committee schedule a discussion of this report.

ANALYSIS

The Coordinating Committee of the program has unanimously voted to endorse the Youth Committee's recommendations.

Mayor Ken Broun is requesting that the Carrboro Board of Aldermen, Chapel Hill Town Council, and Orange County Board of Commissioners to endorse the recommendations of the Youth Committee and refer the report to the staffs of the local jurisdictions to implement the recommendations.

Alderman Jay Bryan served as Chair of the Youth Committee.

ACTION REQUESTED

For the Board of Aldermen to discuss the recommendations contained in the report from the Youth Committee of the Violent Crime and Drug Abuse Task Force.

TOWN OF CHAPEL HILL

306 NORTH COLUMBIA STREET
CHAPEL HILL, NORTH CAROLINA 27516

Telephone (919) 968-2700

April 22, 1994

Eleanor Kinnaird, Mayor
Town of Carrboro
P.O. box 826
Carrboro, NC 27510

Dear Eleanor:

Please find enclosed the report and recommendations of the Youth Committee of the Violent Crime and Drug Abuse Program. The Coordinating Committee of the program unanimously voted to endorse the Youth Committee's recommendations. On behalf of the Coordinating Committee, I am requesting that the Orange County Board of Commissioners, the Chapel Hill Town Council and the Carrboro Board of Aldermen endorse the Youth Committee's recommendations. The Coordinating Committee also unanimously voted to request that the three Boards refer the report to their staffs to begin to coordinate efforts among the three jurisdictions to implement the recommendations.

During the two years that the Youth Committee has been working, the need for the creation of a full-time youth coordinator position has been raised repeatedly by organizations and individuals providing services to children and adolescents. The Committee's first recommendation is the creation of this position. Support of a youth coordinator by Orange County, Chapel Hill, and Carrboro in the coming fiscal year is necessary in order to address many of the Crime and Drug Task Force recommendations.

Finally, a representative from the Youth Committee would like the opportunity to formally present this report to you and be available for any questions that you may have concerning it.

Thank you for your consideration and attention to this matter.

Sincerely,



Kenneth S. Broun
Mayor

RECEIVED MAY 2 1994

Report And Recommendations Of The Youth Committee Of The Chapel Hill Town Violent Crime And Drug Abuse Program

March 4, 1994

Formed in 1992, the **Youth Committee of the Chapel Hill Violent Crime and Drug Abuse Program** had as its charge the implementation of nineteen (19) specific recommendations from the original Task Force on Reducing Violent Crime and Illegal Drug Use (See Attachment 1). The Committee making these recommendations includes, among others, the Directors of the Orange County Department of Social Services and Volunteers for Youth, the Chief Court Counselor for the County's Juvenile Court Counselor's Office, a practicing psychologist, the Director of the UNC School of Medicine's Center for Early Adolescence, a Middle School Drop Out Prevention and In-School Suspension teacher and athletic director, the Chair of the Orange County Association of Community Agencies, a Federal mediator and member of the Board of the Dispute Settlement Center, the General Manager of the ArtsCenter, the Director of the Franklin Street Scene Youth Center, a representative from the Orange-Durham Junior League, an educator in the Transition program, and a social worker.

After an extensive investigation of what services for youth exist in our community, a review of the Final Report on "Improving the State of the Adolescent in Orange County" (from the Human Services Advisory Commission's 1989 Symposium on Services for Youth (See Attachment II)), and the establishment of priorities for the nineteen (19) youth-related recommendations, the Committee agrees that what is needed in our community is a broad range of services for youth, with special emphasis on options for after-school activities and conflict resolution training for the school system, local government and human services providers.

Our Committee's recommendations and requests to you are as follows:

- A. **We recommend hiring a youth coordinator to assist those who work with youth to match youth in need of assistance with the appropriate agency or agencies and to advocate for the best use of personnel and financial resources for youth services.**
- B. **We recommend conflict resolution training for youth, for public officials, and for employees who work with young people.**
- C. **We recommend supporting teen gathering places outside of the schools, in particular, the orange county ice rink proposal. In addition, we support public transportation to and from those places.**
- D. **We recommend support for programs after school in the schools, particularly for elementary and middle school children. We support the need for transportation from those activities.**

A. Youth Coordinator

We recommend hiring a youth coordinator to assist those who work with youth to match youth in need of assistance with the appropriate agency or agencies and to advocate for the best use of personnel and financial resources for youth services.

A number of different programs and services are available to meet the increasing needs of Orange County youth. Because of the proliferation of services and their ever-changing nature, it is difficult for young people, their parents and the professionals who work with youth to know where to turn for help when help is needed. Our community's problem is not so much a lack of programs or services for young people as it is a lack of knowledge about what is out there.

Oftentimes, the people who need a service are unaware of its existence or do not know how to access it. Parents, children and service providers may be ignorant of the complex array of available services in Orange County. Service providers are sometimes unaware of what's available outside their immediate service area. This ignorance leads not only to children being under served but also leads to the mistaken perception that programs don't exist when, in fact, they do. Funding and supporting excellent services to young people is a futile exercise if the young people who need the services don't know that they exist. It is the recommendation of the Youth Committee that, to address these problems, our community create the position of youth coordinator to collect and disseminate information about youth services.

A full-time youth coordinator would act as a resource for information and as an advocate for young people and their families. Whenever children, their parents or the people working with them are uncertain of where to turn with a problem, a call to the youth coordinator would send them in the right direction. When the youth coordinator recognizes that a particular person might have difficulty accessing the needed service, the coordinator would help guide that person through the process. The youth coordinator would also recognize any gaps in the existing system and advocate for needed change and help coordinate the work of various youth related committees in our community.

The youth coordinator would ensure the most effective use of the existing continuum of services for our community's children as well as pinpointing gaps and bringing those to the attention of officials. The youth coordinator would measure service provision outcomes and get a full understanding of how the service provision network functions and where it might need strengthening. Without a youth services coordinator, care providers will continue to waste valuable time and energy searching for programs that they don't always find.

A position such as this was strongly suggested as one of the primary recommendations of the November 5, 1988 Orange County Symposium on Services for Youth (See Attachment II). Five years later, that position does not exist though the problems of our community's youth are clearly escalating and the need for such a position is even greater than when it was first recommended.

In setting up the youth coordinator's job, the Youth Committee would request a voice in overseeing the job description, evaluating candidates for the job, and giving direction on initial projects. The enclosed position description details the responsibilities and requirements of the youth coordinator as envisioned by the Youth Committee (See Attachment III).

The creation of the youth coordinator position would meet or help meet all of the recommendations of the Task Force on Reducing Violent Crime and Drug Use that relate to youth (recommendations numbers 16 through 30).

B. Conflict Resolution/Peer Mediation

We recommend conflict resolution training for youth, for public officials, and for employees who work with young people.

Conflict resolution training teaches skills through whole-class instruction and role-playing to help avoid conflict escalation. Skills and topics covered include acceptance of others, team work, self-control/calming techniques, "I feel" or "I care" messages, active listening, and how to deal with real and imagined insults, anger, threats, pushing and direct confrontation. Peer mediation involves the teaching of youth to mediate disputes between their peers.

By teaching adults in the community to resolve their differences with less, and ideally without, anger or bitterness, we can provide better models for the youth of our community and reinforce the training they receive at school. The Committee makes the following recommendations:

1. Approve a written resolution supporting the continued existence of conflict resolution/peer mediation training at kindergarten through twelfth grade in the county and city schools as outlined in the Chapel Hill-Carrboro City Schools Safe Schools Grant Proposal to the State Department of Public Instruction. This resolution should mention specific support for conflict resolution programs for parents sponsored by the school system.

This training would include:

- a. the training of staff in secondary elementary schools in conflict resolution and anger management.
 - b. the designation of one week, early in the school year, as "Safe Schools Week", during which school-wide sessions on conflict resolution and anger management skills would be conducted. Such sessions would be repeated annually.
 - c. the establishment of a peer mediation program in all schools.
 - d. the exploration of innovative ways to train parents in conflict resolution and anger management skills. Sponsor a "Safe School Day" that parents can attend and receive training from their children in the forms of plays, demonstrations and role play.
2. Encourage each member of bodies of elected officials on town and county municipal and school boards to participate in a program of conflict resolution training, and yearly refresher course. The techniques learned can allow elected officials to better resolve disputes internally and in the public arena and, with the manner of resolving disputes, to serve as role models for the entire community.

3. At the County level, encourage the Board of Directors of the Department of Social Services to have its staff, particularly those who are involved as case workers or as investigators dealing with families and children, receive conflict resolution training. It is the opinion of the Committee that the emotionally charged issues surrounding taking custody of children do create conflict, particularly between the children's parents and the Department, that could be addressed by such training. The Youth Committee recommends that the Board of Commissioners encourage staff and volunteers in the Guardian Ad Litem Program to receive such training, too.
4. At the County level, offer all county employees, with a special emphasis on human services providers and the sheriff's department, conflict resolution training. The Committee believes that employees who are required to interact with members of the public who are upset, difficult or ill, would benefit from such training.
5. Provide new employees of the municipalities who will work with youth training in conflict resolution. Members of the police and recreation departments could specifically benefit from the training.
6. Ask the District Court Judges and Chief Superior Court Judge to request that the Administrative Office of the Courts establish mandatory mediation in all civil domestic case involving children before any action is filed. Such mandatory mediation is currently required in eleven counties in North Carolina.
7. Request the District Court Judges to require convicted juvenile offenders to go through peer mediation, and to obtain authority to require their parents to participate in conflict resolution training to help them learn how to deal with issues of anger involving themselves and their children.

The Youth Committee believes strongly that these recommendations need to be enacted immediately and that there are ways to address effectively in whole or in part the Violent Crime and Drug Abuse Program Task Force Recommendations Nos. 13, 16, 21, 24 and 27.

C. After School/Out of School Programs

We recommend supporting teen gathering places outside of the schools, in particular, the orange county ice rink proposal. In addition, we support public transportation to and from those places.

The Youth Committee investigated local community programs and gathering places for teens in Orange County that are not school-related. Although the schools fulfill the social and recreational needs of some students during the school day, many feel the need for social events outside of school hours. Most local facilities are primarily used by younger and middle teens while programs and centers based in public housing communities are used only by younger children (under age 11). While there is continuing need for programs for younger children as, for example, in the South Estes Drive complex, the committee is also concerned about activities for older children.

The Youth Committee recommends that the Municipal Boards and County Commissioners support the most effective programs and the best gathering places for teens, and specifically, the use of the proposed county skating rink and other existing sites for teen activities. The

towns and county need to provide financial support for existing facilities such as the Teen Center and the ArtsCenter and potential new endeavors to provide programming that is attractive for older teens.

In addition, we strongly encourage provisions for transportation to and from teen gathering places.

We also support additional funding and coordinated efforts between the Chapel Hill Housing Department and the Parks and Recreation Department to implement programs for teens and better communicate existing programs. These could include summer job employment, additional sports leagues, and community-based after school programs. Transportation to and from these activities is also needed.

Even though there are some existing facilities and programming that are trying to meet teen needs, we feel that as communities, we are not adequately distributing information about what is available to teens on any given day, or what special programs might best meet the needs for any given teen. Thus, we urge strong support for a youth coordinator to help match teens with appropriate programs.

D. After School/In School Programs

We recommend support for programs after school in the schools, particularly for elementary and middle school children. We support the need for transportation from those activities.

The Youth Committee supports continued development of programs during post school hours. Activities need to be funded for school site programs for young adolescents, since this is the time of day when many youths are not supervised. Too many young people are prohibited from taking part in well-supervised activities for two main reasons:

1. Transportation - A crucial piece of after school programming is transportation for youth to their homes after the programs are completed in the later afternoon. The municipalities should work with the school systems to assist in the provision of such critically needed assistance to after school programs.
2. Some families cannot afford to pay for special programs.

Well-supervised recreational programs are critical components for proper adolescent development.

List of Attachments

Attachment I.....Youth Committee Charge from Violent Crime and Drug Abuse Program

Attachment II.....Final Report Orange County Teen Symposium (1988)

Attachment III.....Job Description, Orange County Youth Coordinator (1990)

Youth Committee Membership

Jay Bryan, Chair

**Carol Calloway
Frank Camp
Bunny Donahue
Mary Etheridge
Melrose Fisher
Donn Hargrove
Eileen Helton**

**Ronnie G. Jackson
Frank Loda
Steve Mullinix
George Price
Marti Pryor-Cook
Justi Schunior
Sharron Siler
Susan Worley**

Jacquie Gist, Leadership Committee Liaison

Kay Johnson, Town of Chapel Hill Staff

VIOLENT CRIME AND DRUG ABUSE PROGRAM

Youth Coordinating Committee
Charge

If youth cannot be provided with alternatives to violent crime and illegal drug use, these social pathologies will continue through to the next generation. It is the responsibility of this committee to address specifically the recommendations listed below. In addition, the committee is charged with doing the following:

1. Enhance the communication and cooperation among the many agencies dealing with and affecting youth .
2. Include youth in objective setting and program planning .
3. Include support and education for parents.
4. Provide and emphasize positive alternatives for youth, including hope for productive futures and the tools to reach them, healthy activities now, peaceful dispute settlement and mutually respectful human relations.
5. Raise the consciousness of the community, so that public policy and private programs are routinely considered in terms of how they affect our youth vis a vis violent crime and drug abuse.
6. Include issues of particular relevance to minority youth.
7. Include issues of particular relevance to female youth.
8. Encourage minority youth to act as mentors and role models.
9. Consider issues related to high school students driving off campus before, during and after school hours.
10. Involve Volunteers for Youth in this effort and in providing more volunteer opportunities in general for youth.
11. Include the Employment Security Commission for job-related issues.

Task Force Recommendations to Address

12. Religious organizations and other community organizations to continue to enhance their outreach to both youth and adults at risk for involvement with substance abuse, irresponsible sexual activity and violence.
13. Individual citizens to cooperate with their neighbors and law enforcement agencies to prevent and reduce crime. Law enforcement agencies should work with citizens to develop

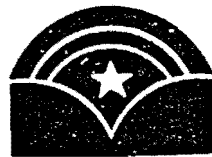
and publicize the means of such cooperation.

14. Therefore the Task Force recommends that the Town challenge the media to consider how their respective resources might be additionally employed to promote restraint from alcohol, tobacco, and other drugs; to promote positive role models and images of success; and, to review current media portrayals of violence and substance abuse.
15. The Task Force recommends that the number of police social workers in Chapel Hill be increased. The Task Force also recommends that the Carrboro and Orange County governing bodies be asked to consider employing police social workers.
16. Encourage all agencies and associations of agencies serving youth to increase their collaboration in attacking these and related issues. Such collaboration should include youth, parents, and representatives of the business community.
17. Request that the Orange-Person-Chatham Mental Health Authority examine ways to increase use of its treatment and recovery programs.
18. Take steps to have merchants, parents and police more assertively enforce alcohol laws regarding sale to minors, including monitoring underage use at house parties and the use of DWI "Road Blocks".
19. Ask the Orange-Person-Chatham Mental Health Authority, schools, parents and children to work together to expand effective alcohol and drug education programs, particularly for parents and children together.
20. Likewise, ask the schools and other cooperating agencies to continue to operate and expand the Quest and Dare Programs and to initiate similar programs from K-12, and that they include youth in the planning process.
21. Ask the schools, law enforcement agencies, and the court system to work together with parents and youth to make the schools alcohol and drug-free environments.

22. Urge the UNC Schools of Education, Social Work, Public Health, and the Center on Early Adolescence to increase their work with community agencies to create programs for at-risk youth.
23. Urge local public and private agencies to locate and make available additional space to allow the expansion of the local Head Start Program.
24. Encourage the School Board and the Dispute Settlement Center to work with each school to expand non-violent dispute resolution education in the schools and in the neighborhood associations.
25. Urge the School Board to establish a task force or group such as Community Watch, including youth, faculty and parents, for each middle school and high school to work on reducing violence, crime and substance abuse.
26. Ask community agencies such as the Parks and Recreation Departments, YMCA, The Arts Center, and the School System to provide more age appropriate activities for youth, particularly for after-school and summer. Request that private recreational and sports organizations give scholarships for low income youth.
27. As community agencies, such as the Department of Social Services, the Orange-Person-Chatham Mental Health Authority, health agencies, the Management of Federally assisted housing, Citizens Organized for Progress in Education, the Orange County Women's Center, The Center for Early Adolescence, religious organizations, and parents to provide parenting education and support groups for parents, and for parents together with children.
28. Ask appropriate agencies to offer education to volunteers and professionals who work with youth to enable them to recognize drug and alcohol problems and to make effective referrals to counseling, when indicated.
29. Ask the Orange County Volunteer Center to develop and coordinate a broad range of volunteer opportunities for community youth.

30. Ask the business community and major employers to give high priority to hiring local youth, particularly for summer and part-time employment.

Final Report



Improving the State of the Adolescent in Orange County

**Recommendations from the
symposium on services for youth**

Introduction

On Saturday, November 5, 1988, over 200 participants gathered at Orange High School in Hillsborough to take part in a symposium on services for youth in Orange County. In recognizing the need for such a meeting, the Orange County Board of Commissioners initiated the caucus, hoping to obtain fresh and innovative ideas, set into motion solutions in problem areas, and also to provide an opportunity to form a stronger county-wide network of agency representatives and concerned citizens. Participating were parents, members of youth agencies and boards, volunteers, concerned citizens and Orange County Commissioners. On the agenda of the all day event were several notable addresses, followed by a youth panel and group sessions on six topics concerning youths. Highlights from the keynote address follow, as well as brief summaries of the findings of the group sessions.

Keynote speaker, Dr. Frank Loda, Director for the UNC Center for Early Adolescence, particularly emphasized that adults must concern themselves more with what they can do "with" adolescents, rather than what they can do "to" or "for" them:

I am ... pleased that the planners of this meeting have given adolescents an opportunity to speak out today for themselves rather than just letting us, as adults, pontificate on what they need.

In order to bring into perspective the needs of youth, Dr. Loda asked the conference participants to think for a moment about what they were like, what they were interested in, and what they thought about their own parents when they were adolescents. He then asked that adults think a moment about what adolescents want today:

Much of the apparent conflict relates to negotiation for space and independence. These do not differ substantially now from the type of negotiations that each of you went through when you were teenagers. Teenagers as a group want acceptance from their parents, as much as they want it from their peers. They want to negotiate a way of pleasing both.

Environmental changes, however, reflect changes in our larger society. Today, both parents are often employed full time. Single parent families have increased, and the lack of an extended family is common. Availability of drugs and alcohol is greater now and more socially acceptable. Adolescents see adult consumption of alcohol glorified and glamorized and often obtain it from parents. Also, exposure to violence and explicit sexual behavior in the media is greater than in the past.

Problems exist in Orange County that need to be solved and challenges that need to be met, Dr. Loda admitted. However, Orange County has a history of people working together to find solutions, with notable successes. Pregnancy rates in Orange County are half that of the state and half of what they were seven or eight years ago. These changes reflect the increased opportunities to youths to help them see how they can improve their lives. Development of day care

for the children of adolescent mothers has helped. Also, the mortality rate in Orange County has decreased because of the reduced rate of teenage pregnancy.

In spite of all the progress, Orange County youths still have many unmet needs. The school dropout rate remains distressingly high. There is still far too much use and availability of drugs and alcohol. Adolescents are stressed by the multiple demands of our society. As the Research Triangle becomes a boom area, many of the children of the people who built this county are falling behind in their ability to participate in the economic growth.

Dr. Loda challenged his audience to consider Orange County resources and problems, "not in a spirit of panic, not in a spirit of despair, nor in the spirit of blind optimism." Rather, he encouraged seeking the help of adolescents, and setting about "correcting some of the situations that lead to failure and replacing them with opportunities for success."

Six "break-out" groups met to discuss problems, issues and gaps in youth services. Their purposes were to find possible solutions and/or strategies. Following are outlines of key points covered.

Contents

Teens in Crisis	3
Education and Drop-Out Prevention	4
Leisure	6
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Teens and Their Families	8
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Teens in Crisis

Problems/Issues/Gaps

- Need for centralized and coordinated services.
 - Accessible
 - Affordable
- Need for more in-county residential treatment facilities for teens in crisis:
 - Short and long-term group homes
 - Specialized foster care homes
 - Respite care
- Youth services need to “reach out” to teens:
 - Need to be located in more accessible environments, such as schools and recreation centers.
 - Need to be targeted toward specific teen groups: racial, social, and economic.
 - Need to be directed toward children at earliest possible age
 - Need better coordination of public and private resources
- Need for community coordinators to link churches with established organizations.
- Agencies need to be more involved in disseminating information.
- Need home visits for teens in crisis.
- Need for more volunteers:
 - Forty adolescents currently on waiting list for services.
- Need for funding for a program to supervise youths after school, during vacations and snow days.

Recommendations/Strategies

- Support a youth services ombudsman: A person or office that youth could easily contact for assistance in identifying resources and obtaining peer counseling.
- Provide a continuing conference of youth servicing professionals as a method for enhancing communication and exchange.

Education and Drop-Out Prevention

Problems/Issues/Gaps

- Significant factors making the likelihood of school drop-out higher are:
 - Families are in lower socio-economic groups
 - Students' parents dropped out of school
 - Students not curriculum focused
 - Students mentally retarded or learning disabled
- The shortage of support staff in early grades makes early assessment and monitoring of at-risk students very difficult.
- Parental involvement in early and middle grades is crucial in order to address home/school problems. Beyond middle grades, parental communication with schools assists in monitoring at-risk students.
- Non academically oriented students have difficulty adjusting to junior high school, perceive themselves as different from college-bound students, and tend to drop out of learning in middle school and out of school at age sixteen.
- The age for leaving school may need to be increased to age eighteen.
- Students are experiencing increasing stress in academic, social, emotional, and home areas, resulting in fewer hours of structured classes daily.
- Many high school drop-outs are unable or unmotivated to complete their education. Common reasons are no transportation, no support services, and no day care for infants of adolescent parents.
- Competition for funds is high for all groups, especially special education students.

Recommendations/Strategies

- Evaluate need for more vocational and employability skills classes in middle and high school.
- Develop partnerships with employers to support high school completion by not hiring fifteen to nineteen year olds unless they stay in school and by giving them flexible work hours.
- Add counselors at Orange High School to increase ratio to two counselors per grade.
- Continue successful intervention projects, such as the Medical Concerns Assessment Team, Action Team, and guidance groups.
- Continue alternative programs for at-risk students, substance abuse assessment, and Work for Success groups.
- Strengthen parental involvement in schools by
 - Training teachers to conduct conferences with parents of at-risk students
 - Adding school social workers for home/school coordination
 - Educating parents and starting support groups
 - Creating innovative programs to meet with parents at their job sites (Such a program is currently conducted at NC Memorial Hospital)
 - Involving Dropout Prevention Task Force.
- Provide more flexible schedules for students.
- Alter expectations about “normal” time in which a student should finish high school.
- Consider an extended day program in which high school students may attend school after work. Such a program should provide them with school bus transportation and support services as well.
- Promote cooperative efforts to secure funding and to strengthen inter-agency communication.
 - Designate funds for support services in school.
 - Add support staff targeted toward at-risk students in elementary and middle schools.

Leisure

Problems/Issues/Gaps

- Need for coordination between agencies and community groups providing services for youth.
- Need for facilities for specialized activities:
 - Movie theaters
 - Swimming pools
- Need for adequate dissemination of agency and community group program/event information.
- Need for “close-to-home” facilities/events/programs for youth.
- Need for activities specifically designed for eleven to sixteen year olds.

Recommendations/Strategies

- Create a clearinghouse to coordinate program and event information, distributing/ disseminating through a consolidated newsletter/calendar of events.
- Create a toll free teen hot line to coordinate information and referral concerning youth services.
- Identify a lead agency to coordinate and assist community-based groups to plan programs with youth.
- Plan with youth, not for them.
- Establish a teen center in central/northern Orange County.
- Encourage commercial development that provides services to youth, such as movie theaters and game rooms.
- Continue to educate parents about teens and teens about parents.
- Develop a transportation network to get teens to activities.

Employment

Problems/Issues/Gaps

- Need for transportation services connecting potential workers with available employment.
 - Youths sometimes cannot afford to accept available jobs because the wage rate cannot meet the cost of transportation .
 - Need for transportation in a family sometimes prevents youths from attending community colleges in neighboring counties that could train them for labor market needs.
- Need for resources/services to handicapped students and those who do not meet JTPA guidelines for financial eligibility.
- Need for summer jobs that provide temporary full time employment for youths.
- Need for parental and community support for education that prepares youths for employment.
- Need for qualified child care providers.
 - If youths could secure some training and certification, the child care field would be a viable area for employment.
- Need to address problem of underemployment and its impact on the community:
 - Underemployment exists because there are many skilled people who are part of the "transient" or non-resident population. These people accept entry level jobs for short periods. This limits job opportunities for residents who need entry level positions to start a career in Orange County.
 - Skilled individuals often accept jobs for which they are overqualified because they cannot afford transportation to surrounding areas.

Recommendations/Strategies

- Develop a better transportation system to serve Orange County with better access to places of employment.
- Provide a location for Durham Technical Community College and/or Alamance Community College in Orange County in order to establish permanent branches for residents.
- Educate the community and plan the economic future of Orange County by defining needs and by developing compatible resources.
- Diversify the tax base by inviting environmentally acceptable businesses and industry into Orange County.
 - Identify those types of businesses that Orange County would like to encourage.
- Provide increased cooperative education programs to introduce students to the work world.

Teens and Their Families

Problems/Issues/Gaps

- General need for family support:
 - Family stress affects adolescent adjustment.
 - Middle class families are experiencing unexpected problems that they are not equipped to manage.
 - Changes in social values and processes have resulted in a “new age” that impacts parent/child relationships.
 - Family units appear to be breaking down.
 - Single parent families and families in which both parents work face a variety of obstacles in meeting family needs.
- Need for teens to process their issues with other teens:
 - Teens benefit most from peer interaction, support and counselling.
- Need for networking and accessing services:
 - Community services are not always accessible to families.
 - Families are not aware of community services.
 - Resources for children in private schools are often limited.
 - Portions of the population are often “priced out” of services.
 - Community concern needs to be focused on resolving adolescent issues in families.
 - Adolescents and families in need of services often are missed in the delivery of services
 - Need for services during evening hours
- Need for resource allocation and development:
 - Resources are limited: services in many areas are either nonexistent or capacity is overwhelmed.

Recommendations/Strategies

- Develop network of support groups:
 - Family groups
 - Groups for children from substance abuse families
 - Parent training/parenting skills groups
 - More extensive child care support services
- Develop training services:
 - Focus on how single parent families can meet adolescent needs
 - Focus on how parents can meet family needs when both work.

-
- Support “moderately” distressed families as well as those with acute needs.
 - Sensitize families to needs of adolescents.
 - Assist families in tapping into resource of extended families.
 - Develop partnership with the business community to respond to employee family needs.
 - Increase option for out-of-home placements while families restructure.
 - Develop resources to work with families in serious distress:
 - Use of volunteers to supplement resources
 - Develop alternative means to provide other sex role modeling in single parent families.
 - Reestablish neighborhood connections:
 - Focus community initiative to respond collectively to family needs.
 - Incorporate peer groups into pre-existing community resources and services.
 - Develop “Drop In” center for teens.
 - Develop an array of appropriate social and recreational resources and activities.
 - Support groups for children from substance abusing families.
 - Provide better dissemination of information about services to community.
 - Provide access to services earlier while problems are still manageable.
 - Provide services within ability to pay.
 - Network private schools into broader community based services.
 - Develop “umbrella” agencies to provide comprehensive children’s services
 - Provide evening and weekend services.
 - Ask for Orange County definition of its responsibility in meeting needs of children and their families.

Poverty

Problems/Issues/Gaps

- 15.2 percent of the citizens in Orange County live at or below the poverty level of \$11,650.00 for a family of four.
- Need to address underemployment.
- Need to address job training opportunities.
- Need for adequate emergency resources for families in crisis.
- Need for affordable day-care and innovative after-school programs for impoverished families.
- Need for affordable housing for every Orange County citizen.
- Need for adequate nutrition and health care services.
- Need adequate support for adolescent parents.
- Need for more accessible transportation.
- Need for more effective counseling programs and services for youths living in poverty.
- Need to address the large number of youths suffering severely because of poverty.
 - 12.9 percent of Orange County's children are living in poverty.
 - 23.1 percent of Orange County's children are receiving Aid for Dependent Children (AFDC).
- Need for better networking between schools and human service agencies.
- Need to address the issue of the negative impact of poverty on youth in the public school system.

Recommendations /Strategies

- Urge Orange County Commissioners to convene a “Conference on Poverty” to formulate partnerships and develop strategies. Such a conference should include:
 - Private business and industry
 - Churches
 - Local units of government
 - Educational institutions
 - Community leaders
- Develop and implement a sound networking system to identify those students who actually live in poverty and need assistance
- Provide special training for teachers to work on the critical element of guidance services, as well as to eliminate built-in attitudes regarding poverty.
- Provide action and awareness sessions on poverty to combat feelings of hopelessness, helplessness and isolation in disadvantaged youth.
- Provide parity in both school systems, with equal educational opportunities for all school children.
- Urge school superintendents to provide leadership in addressing the adverse effects of poverty on students in public schools.
- Promote a greater awareness of a continuous trend of poverty that can only erode growth in our society and become more taxing on the educational system.

Acknowledgements

The Orange County Board of Commissioners

The Human Services Management Team

The Youth Symposium Steering Committee
Albert Kittrell, Assistant County Manager, Chairperson

The Program Planning Committee
Lane Cooke, Chairperson

The Publicity Committee
Kim Hoke, Fletcher Barber, Jr., Richard Kinney, Chris Nutter

The Facilities Committee
Mary Anne Black and Betty Compton, Chairpersons

Dr. Frank Loda, Director for UNC Center for Early Adolescence

John Niblock, the N.C. Child Advocacy Institute

Orange High School

POSITION DESCRIPTION
ORANGE COUNTY YOUTH COORDINATOR

Summary:

Identifies, tracks, and disseminates information about services and programs available to youth in Orange County. Helps young people and their parents negotiate various systems when such assistance is needed. Serves as an advocate for young people individually and as a group. Creates and supports local Youth Councils. Represents Orange County youth on public and private commissions and task forces. Coordinates efforts to prevent duplication of services. Helps professionals stay abreast of program achievements, policies, and resources effecting their agencies' specific mission.

Principal responsibilities:

1. Identification of available youth services, resources, and programs in the community.
2. Advocacy for young people and for youth issues.
3. Coordination of youth services available in the community, including those provided by private, nonprofit agencies, government agencies, community-based groups, the schools and other educational organizations, civic and business coalitions.
4. Creation and support of local Youth Councils.
5. Investigation of successful programs in other areas.
6. Utilization of local information dissemination networks to promote services and educate the community on needs and programs in place.
7. Policy recommendation on youth issues to appropriate governmental entities.

Minimum requirements:

Excellent communication skills - written and oral.

Ability to work with youth and adults from all ethnic and socioeconomic backgrounds.

Ability to facilitate effective interactions with various public and private organizations and committees.

Ability to manage a number of tasks at one time.

Knowledge of the community and of youth services.

Willingness to work evenings and weekends.

Bilingual preferred.

BOARD OF ALDERMEN

ITEM NO. E(5)

AGENDA ITEM ABSTRACT

MEETING DATE: June 7, 1994

SUBJECT: 1994-95 Budget/Review of Decision Packages

DEPARTMENT: Administrative Services	PUBLIC HEARING: YES ____ NO <u>x</u>
ATTACHMENTS: Proposed Changes Worksheets	FOR INFORMATION CONTACT: Larry Gibson, 968-7701 or Robert Morgan, 968-7706

PURPOSE

The purpose of this item is to assist the Mayor and Board in arriving at consensus on changes that they would like to make in the Manager's recommended budget.

SUMMARY

The Board held work sessions on May 19 and May 25 to review the Manager's recommended budget for FY 1994-95, and held a public hearing to entertain public comment on May 24.

Following the leadership-based budgeting model, the administration developed decision-packages addressing the implications of proposed changes incorporated in the Manager's recommended budget. Staff has prepared an inventory of these changes with cost figures and tax rate equivalents to facilitate discussion as the Board reaches consensus on the major elements of the 1994-95 budget.

The attached worksheet also lists staff revisions to the Manager's original budget- a \$13,000 reduction in the budget for health insurance, a \$5,000 reduction in landfill fees, a \$15,000 increase in property tax revenue, and a \$20,000 increase in sales tax revenues. These adjustments combined lower the recommended tax rate increase from 2.75 cents per \$100 of valuation to 1.59 cents.

ACTION REQUESTED

The administration requests that the Mayor and Board provide direction on the changes they would like to make in the recommended budget for 1994-95. Staff will incorporate these changes in a final budget ordinance which will be presented along with the Pay Plan and Miscellaneous Fees and Charges Schedule for adoption at the Board's June 21 meeting.

The administration suggests reaching consensus, or voting, on each of the proposed changes outlined on the attached chart. Staff will assist the Board during the meeting in tracking the tax rate as changes are agreed upon. Department heads will be available to answer questions.

1994 - 95 BUDGET WORKSHEET**STAFF REVISIONS TO MANAGER'S RECOMMENDED BUDGET****BEGINNING (MANAGER RECOMMENDED) TAX RATE****71.75 cents****TAX RATE
ADDITIONS****TAX RATE
REDUCTIONS**

REDUCTION IN HEALTH INSURANCE COSTS	(13,000)	-0.2847
REDUCTION IN LANDFILL FEES	(5,000)	-0.1095
ADJUSTMENT IN SALES TAXES	(20,000)	-0.4379
ADJUSTMENT IN PROPERTY TAXES	(15,000)	-0.3285

ADJUSTED TAX RATE**70.59****MANAGER'S PROPOSED CHANGES****\$45,668 is generated by 1 cent tax**

<u>DEPT</u>	<u>ITEM</u>		<u>TAX RATE EQUIVALENT</u>
MGR	DOCUMENTS	\$2,050 _____	0.0449 _____
CLK	LAPTOP	2,000 _____	0.0438 _____
ADMIN	DISABILITY INSUR	4,500 _____	0.0985 _____
POL	COMMUNITY POLICE	65,631 _____	1.4371 _____
	CIVILIAN CALL TAKER	24,075 _____	0.5272 _____
	CROSSING GUARD	2,907 _____	0.0637 _____
FIRE	FIGHTERS	53,442 _____	1.1702 _____
	GAS & HEAT DETECTO	3,400 _____	0.0745 _____
	PART-TIME DRIVERS	6,149 _____	0.1346 _____
PLAN	LAPTOP	2,000 _____	0.0438 _____
	WATER QUALITY	2,500 _____	0.0547 _____
	COMPUTER/MODEM	2,000 _____	0.0438 _____

1994-95 BUDGET WORKSHEET

MANAGER'S PROPOSED CHANGES CONTINUED

<u>DEPT</u>	<u>ITEM</u>		<u>TAX RATE EQUIVALENT</u>	
PW	SHOULDER MOWER	5,500	0.1204	
	SCHOOLWARNING SIG	10,000	0.2190	
	MIDWAY LOT	5,000	0.1095	
	SIDEWALK	15,000	0.3285	
	TEMP/SANITATION	8,625	0.1889	
	SIGN SHOP MOVE	3,500	0.0766	
	SIGN SHOP SHED	2,300	0.0504	
	CARPET CLEANER	1,850	0.0405	
	SANDBLASTER	1,050	0.0230	
	MEDIAN MAINTENANCE	15,071	0.3300	
	ADD'L SEAS GROUNDS	7,751	0.1697	
REC	OFFICE TEMP	5,720	0.1253	
	BALLFIELD LIGHTING	18,000	0.3941	
	EXPAND YOUTH BBALL	5,673	0.1242	
NON	A-T-B	101,419	2.2208	
	MERIT PAY	41,353	0.9055	
	PAY STUDY	10,000	0.2190	
	<u>SPACE NEEDS</u>	<u>15,000</u>	<u>0.3285</u>	
	SUBTOTAL	443,466	9.7107	70.59

1994-95 BUDGET WORKSHEET

ADDITIONAL REQUESTS

CARRBORO DAY	9,483	0.2077
CARRBORO ARTS GROUP	500	0.0109
ARTSCENTER	3,750	0.0821
COMMUNITIES IN SCHOOLS	5,000	0.1095
LIBRARY		
OPTION A	12,500	0.2737
OPTION B	2,000	0.0438
RECREATION COMMISSION	884	0.0194
BALDWIN PARK FENCE		
OPTION A	13,300	0.2912
OPTION B	20,340	0.4454
CARR CT. RECREATION AND BASKETBALL COURT	2,882	0.0631
RESERVE FOR TRANSPORTATION IMPROVEMENTS		
OPTION A	21,000	0.4598
OPTION B	73,000	1.5985
NC COALITION FOR PUBLIC TRANSPORTATION	1,277	0.0280
TOTAL TAX RATE IMPACT		

MEMORANDUM

MEMO TO: Mayor and Board of Aldermen
FROM: Robert W. Morgan, Town Manager
SUBJECT: Budget Information
DATE: June 2, 1994

During the budget worksessions members of the Board requested information concerning various items included the budget. This information is provided below or in the attachments. Other items have been listed as additions on the work sheet provided in agenda item E5. Information on these items are also included here as attachments.

The following statements provide information concerning items already included in the budget.

1. Orange County Economic Development Commission

There is no signed agreement between the Town and Orange County for economic development services. Enclosed is a copy of the minutes of 1/11/83 Board of Aldermen meeting agreeing to the first payment and a resolution adopted by Orange County establishing the Economic Development Commission. Also enclosed is a memorandum from Ted Abernathy covering activities in Carrboro during the last year.

2. Orange Housing Corporation

Copies of Orange Housing Corporation's budget request have been included for your information.

3. Stormwater Monitoring Project

The Board asked if OWASA could do the testing of the stormwater samples. The staff is discussing this with OWASA and will give a report to the Board on Tuesday night.

4. Landfill Budget

In reviewing the last two years, the landfill budgets have been presented to the Board on the first or second week of June. The Landfill Owners Group had already voted on these budgets by this time. The landfill budget will be presented to this Board at its next meeting on June

14.

5. South Orange Rescue Squad

The Board inquired as to the status of the proposed tax district for the South Orange Rescue Squad. The County Manager has indicated that he has included \$20,000 in his proposed budget in capital reserve for the rescue squad. It is not anticipated that this issue will be fully addressed during this budget cycle.

6. Contract for Bus Service

The proposed change in the contract for bus service to increase bus passes by 17% instead of fares by 25% does not affect the cost of service to the Town of Carrboro.

Included in the attachments is information concerning these additions: Carrboro Day, Communities in Schools, Library, Recreation Commission request, Baldwin Park fence, Carr Court recreation and basket ball court, and a reserve for transportation improvements.

11/11/83
The administration requested permission to recruit and fill the position of Chief Building Inspector.

The Board of Aldermen in its 1982-83 budget stipulated that electrical inspections should be accommodated through contractual services from July 1, 1982 to December 31, 1982 and that a Chief Building Inspector would be hired after January 1, 1983 to enforce electrical and building inspections and to perform certain supervisory and administrative duties. The administration felt that it was imperative that the town fill this position at this time in order to provide efficient and effective code enforcement services.

MOTION WAS MADE BY STEVE ROSE AND SECONDED BY ERNIE PATTERSON THAT THE ADMINISTRATION BE AUTHORIZED TO FILL THIS POSITION. VOTE: AFFIRMATIVE THREE, NEGATIVE THREE (GARRETT WHITE, BOONE) MAYOR DRAKEFORD CAST AN AFFIRMATIVE VOTE)

Orange County Economic Development Commission

Alderman Rose stated that on December 14, 1982, the Orange County Commissioners adopted a resolution creating the Orange County Economic Development Commission. That resolution established the Commission's initial budget in an amount not to exceed \$50,000, with each municipality appropriating 6% or \$3,000 of the total budget to fund the Commission activities. Since one-half this fiscal year is completed, it was requested that one-half of \$3,000 or \$1,500 be contributed by each municipality. In addition, the resolution states that one member of this nine-member commission should represent Carrboro.

MOTION WAS MADE BY JOHN BOONE AND SECONDED BY ERNIE PATTERSON THAT UP TO \$1,500 BE AUTHORIZED AS THE TOWN'S CONTRIBUTION TO THE ORANGE COUNTY ECONOMIC DEVELOPMENT COMMISSION. VOTE: AFFIRMATIVE ALL

* * * * *

EXECUTIVE SESSION

MOTION WAS MADE BY JOHN BOONE AND SECONDED BY HILLIARD CALDWELL THAT THE BOARD GO INTO EXECUTIVE SESSION TO DISCUSS A PERSONNEL MATTER. VOTE: AFFIRMATIVE ALL

* * * * *

There being no further business, the meeting was adjourned.


Deputy Town Clerk


Mayor

RESOLUTION
CREATING THE
ORANGE COUNTY ECONOMIC DEVELOPMENT COMMISSION

WHEREAS, economic development is a county-wide concern; and,

WHEREAS, the Board of Commissioners in cooperation with the municipal governments of Orange County wishes to take an active lead role in economic development efforts to directly and indirectly address the problems of economic development in Orange County (e.g. underemployment, uneven tax base, uneven geographic distribution of job opportunities); and,

WHEREAS, it is deemed desirable to achieve the goal of increased economic development through clear and effective strategies and policies which stimulate development of an appropriate rate, type, location and balance to serve the public interest; and,

WHEREAS, the establishment of an economic development commission would provide for the economic development functions and activities desired and provide a mechanism for representation of and continuous funding by the County, municipalities and business interests served by the Commission;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Orange County:

THAT the Orange County Economic Development Commission be established under public control as provided in General Statute Chapter 158, Article 2 and be furnished a full time staff and finances for various economic development efforts;

THAT the Commission:

- a) Carry out an economic development program for all portions of the County and its encompassed municipalities;
- b) Formulate projects in cooperation with local governments for carrying out such an economic development program to address the need for gainful employment and upgrading skill levels for current County residents as a primary goal;
- c) Furnish advice and assistance to existing businesses wishing to alter or expand operations, to prospects desiring to locate in the County, and to developers of office parks and shopping centers;
- d) Encourage stimulation of locally-owned enterprises, small businesses and farm operations, such as through local marketing of locally produced farm goods;
- e) Encourage policies that take account of scarce natural resources such as water, existing and proposed water supply watersheds, and prime and locally important farmlands, and which reflect

sound overall development patterns and the public costs of servicing these patterns;

f) Conduct commercial and industrial surveys as needed;

f) Carry on such other activities as may be necessary in the proper exercise of the functions described herein;

THAT the Commission be made up of nine (9) voting members who shall act as the Board of Directors to the Commission as follows: four members appointed by the Board of Commissioners, one member each representing and recommended by the municipalities of Mebane, Hillsborough, Chapel Hill and Carrboro; and one member representing and recommended by the Chapel Hill-Carrboro and Hillsborough Chambers of Commerce. One of the Orange County positions should be reserved for a member of the Industrial Facilities and Pollution Control Authority in order to coordinate actions of the two organizations;

THAT the voting members of the Commission shall serve staggered terms such that the initial appointments of one-third of the members shall be for one year, one-third for two year; and one-third for three year terms. The terms served initially by Orange County members shall be three years for one member, two years for one member and one year for two members. The Towns of Chapel Hill and Hillsborough members shall each serve a term of three years. The Towns of Mebane and Carrboro members shall each serve a term of two years. The representative of the Chapel Hill-Carrboro and Hillsborough Chambers of Commerce shall serve a term of one year. Following expiration of the initial terms served, the members may be considered for reappointment. All subsequent terms shall be for two years;

THAT the Town Managers and County Manager be ex-officio members of the Commission for coordination between governments;

THAT the Commission, through its Chair who shall be elected by the Commission members as provided for in G.S. 158-9, will act in a supervisory capacity to the staff. The Commission shall set policy and guidelines for operations, assist recruitment, determine the type of liason contact to be mounted, review the progress of the Commission, and adopt rules and regulations as necessary to perform its functions. The Commission shall meet regularly at least once every three months as provided for in G.S. 158-9. Both the Chair and County Manager shall be kept informed by staff of any major operational developments occurring between meetings of the Commission;

THAT there be a budget for Commission, subject to the annual audit review for all expenditures. The Commission Chair and the County Manager shall serve as a personnel committee to determine qualifications, hire, dismiss and fix the compensation of all personnel necessary to the functioning of the Commission, including the Director of the Commission. All employees of the Commission will be considered County employees subject to the Orange County Personnel Ordinance and fringe benefits applicable to all County employees;

THAT the Commission may lease, rent or purchase or otherwise obtain suitable quarters and office space for its staff, and may lease, rent or purchase necessary furniture, fixtures and other equipment as provided for in G.S. 158-11.

THAT the Commission Director also provide staff support to the Industrial Facilities and Pollution Control Authority and provide contact with all other agencies and groups which may now or in the future be involved in actions affecting economic development of Orange County;

THAT the Commission receive, accept and disburse any funds and services made available by local governments and their agencies and by private and civic sources in furtherance of its functions;

THAT the initial annual budget not exceed \$50,000 dollars and be provided through non-property tax funds and contributions. The prorated share of the funds for the Commission's budget shall be as follows: 56% from Orange County, 6% from each municipality and 20% from the Chapel Hill-Carrboro and Hillsborough Chambers of Commerce;

THAT available funding sources and project initiatives be designed and pursued through available financial resources such as those provided by the Industrial Facilities and Pollution Control Authority and the Federal-State Community Development Block Grant Small Cities Fund;

THAT the Commission and staff work affirmatively with the County and municipal planning agencies and in particular to rely on what the agencies provide in such areas as:

- a) Planning Department and Planning Board surveys and plans which identify resources for and constraints to economic development;
- b) Zoning designed to identify potential industrial and commercial sites and protect them against types of development that would lessen their attractiveness or their compatibility with surrounding uses;
- c) Provision of adequate governmental facilities to serve industrial sites thus identified.

THAT the Commission and staff work affirmatively with the Triangle J Council of Governments, the contemplated foreign trade zone, the Research Triangle Park Foundation and the Department of Commerce;

THAT this Resolution takes effect upon its passage, this _____ day of _____.

Signed by: _____
Chairman of the Board of Commissioners

Attest: _____
Clerk to the Board of Commissioners



Memorandum to: Bob Morgan
From: Ted Abernathy *TA*
Date: June 1, 1994
Subject: Economic Development Commission
Activities for Carrboro Residents

The Economic Development Commission conducts county-wide programs and provides information and assistance to local citizens wanting to start businesses, local businesses looking to expand and new businesses seeking available space.

EDC County-Wide Programs

Women Business Owners' Roundtable - A joint project of the EDC and the Commission for Women, this project provides targeted training, mentoring, and networking opportunities to women-owned businesses. Approximately 20 of the 200 businesses that have and are participating are located in Carrboro. The EDC funds this program.

Shop Orange Campaign - As a county-wide partnership of the EDC, county Chambers of Commerce, and the school systems, this program educates the public about the value of spending their money locally.

Jobs Opportunity and Basic Skills Program - A program where the EDC places welfare parents into local jobs. Although no Carrboro residents have been referred to us yet, one Orange County resident has been placed in a Carrboro business.

Visitor Bureau - The EDC created and supervises the activities of the Bureau. The Bureau and its publications extensively promote the ArtsCenter, Carrboro restaurants, Carr Mill Mall, and many Carrboro Recreation and Parks activities.

ORANGE COUNTY ECONOMIC DEVELOPMENT COMMISSION

POST OFFICE BOX 1177 • HILLSBOROUGH, NORTH CAROLINA 27278

(919) 732-8181 (919) 968-4501 (919) 688-7331 (919) 277-2031 FAX (919) 644-2000

Small Business and Technology Development Center - The SBTDC which was recruited to Orange County by the EDC and is still partially funded by the EDC, provided business assistance to 276 Orange County businesses last year. Business plan development, sources of capital, export assistance, and marketing help are all provided at no charge. Approximately 45 for-profit and non-profit Carrboro businesses are or have been clients during 1993 and the first quarter of 1994.

Business Assistance - Citizens or businesses call the EDC offices seeking research information, locations of available space, assistance understanding local zoning rules, information about businesses available for purchase, and a variety of general data about Carrboro and other parts of Orange County. The local chambers of commerce, the initial stop for many inquiries, refer all business inquiries to our office. Currently, we have 27 active clients from Carrboro and have helped or are helping 70+ clients who have shown some interest in locating or expanding in Carrboro. Among the 70+ clients who have shown interest in Carrboro, businesses such as Do-It-Write, Fleet Feet, and Thimble Pleasures, have opened in 1993-94. In addition, several hundred clients have received information about Carrboro and Orange County but have ultimately located elsewhere or become inactive.

The EDC works with the Carrboro staff to help clients answer planning questions, or to provide available site data (see attached) and research studies such as restaurant sales and commercial tax base to the economic development officer. We also work together to discuss community issues such as redevelopment.

Finally, the EDC staff represents county-wide and regional issues such as business recycling, minority procurement, coordination of skill training activities, and business education linkages on a variety of boards.

We will be happy to answer any questions or provide additional information in person or in writing.

Available Office Space in Carrboro -- June 1994

NAME	LEASE \$	CONTACT	NAME	PHONE #.	OFF 1	OFF 2	OFF 3	OFF 4
(old) Dot 'n' Dash convenienc e store	\$5/sf, TRIPLE NET	Drew	Howell	919-968-4017	2,400			
building next to The Gym Hlth Club	\$6/SF W/O Tommy UPFIT		Watts	919-967-9234	2,000			
Cablevisio n Industries	\$7.30/SF (1800/MO)	John	Cates	919-942-4147	2,951			
Carr Mill Mall (Shopping Center)	\$14/SF, net taxes & BTS	Nathan	Milian	919-942-8669	1,522	5,000	10,000	20,000
Matthews Appliance Repair/etc	\$10-13.50 /SF, INCL UTIL	Lydia	Currie	919-942-5513	100	1,200		
NC Crafts Gallery/et c	\$13.00/SF	David	Ontjes	919-929-6933 (nights)	300			
Orange-Cha tham Comp. Health	\$8.50/SF; MID/LATE 1994	Duncan	Yaggy	933-0032 (H), 419-5011 (O)	17,800			
UNC Hospitals Printing	\$10.50/SF , Fall 1994	Sam	Holton	919-929-1339	3,000			
Univ Research Glass/Peac e Educ	\$12.00/SF	Joseph	Jones	919-968-3249	250	250		
US Post Office	unknown; AVAIL IN 1995	David	Ontjes	919-929-6933	3,564			

Available Retail Space in Carrboro -- June 1994

NAME	LEASE	CONTACT	PHONE #	RTL 1	RTL 2	RTL 3	RTL 4
(old) Dot 'n' Dash convenienc e store	\$5/sf, TRIPLE NET	Drew Howell	919-968-4017	2,400			
(old) Talberts Little Quick Stop	for sale	Bob Page	919-688-0532	800			
building next to The Gym Hlth Club	\$6/SF W/O UPFIT	Tommy Watts	919-967-9234	2,000			
Cablevisio n Industries	\$7.30/SF (1800/MO)	John Cates	919-942-4147	2,951			
Carr Mill Mall (Shopping Center)	\$14/SF, net taxes & BTS	Nathan Millian	919-942-8669	1,516	1,284		
Carrboro Plaza Shopping Center	\$5/SF, July 1994	Dutch Hengeveld	919-833-7755	45,000			
Matthews Appliance Repair/etc	\$10-13.50 /SF, INCL UTIL	Lydia Currie	919-942-5513	500	1,200		
Simply Super Car Wash	for sale	John Allen	919-942-4147	12,000			
US Post Office	unknown; AVAIL IN 1995	David Ontjes	919-929-6933	3,564			

Orange Community Housing Corporation

Post Office Box 307 • 116B West Main Street • Carrboro, NC 27510-0307

Donna L. Dyer
Executive Director

Telephone: 919/967-1545
FAX: 919/968-4030

March 10, 1994

COPY

Mr. Robert Morgan, Manager
Town of Carrboro
Post Office Box 337
Carrboro, North Carolina 27510

Dear Mr. Morgan:

Attached is an application for funding for Orange Community Housing Corporation in the amount of \$10,000 to be included in the Town of Carrboro 1994-95 budget. This request represents no increase over previous years' funding.

We are eagerly awaiting commencement of construction for Dobbins Hill and Magnolia Place, scheduled for this spring. These two project represent major steps in our program of affordable housing development in Orange County. Dobbins Hill will provide rental opportunities for families with incomes between 40% and 60% of the area median family income. Magnolia Place will offer homeownership options to families with incomes between 50% and 80% of the area median.

Our successful and popular "First Steps toward Homeownership" seminars continue to attract potential buyers from all over the county, with monthly classes averaging 25 participants. We are working with NationsBank to assist with providing materials for these classes, and once we receive their commitment, we will request similar contributions from other lenders.

For FY 1994-95, the OCHC Board has established a priority for development opportunities that serve very low income families, below 40% of the median. To meet that goal, we are already working with three possible projects that address that need. We are meeting with several other organizations that serve very low income families to attempt a joint development in Chapel Hill that will provide a continuum of housing opportunities from the homeless shelter to assisted rental housing. We are working with a private developer in Carrboro to help with financing some homeownership opportunities that will also provide a community development impact as well. Finally, we are investigating the possibility of undertaking a housing rehabilitation program that could use existing stock in southern Orange County to provide some homeownership opportunities that are nearly impossible with new construction. The attached work program reflects those efforts.

As we emphasized in last year's budget request, the allocation to OCHC should not be considered a one-time request. Even after several successful projects are operating, OCHC likely will still need substantial support. Based on the experience of other similar organizations, the best that can be hoped for is that 50% of the base support might eventually come from development fees.

We are not requesting an increased allocation this year. We are expecting to hire an office manager soon, and will maintain that position throughout the coming fiscal year. Otherwise, our operating budget remains the same. We have adopted a conservative operating approach because we want to begin to use our own funds for pre-development costs. These costs, such as legal fees, architectural and engineering plans, and land options, may be recovered in projects developed. Any reserve funds we have or fees we earn from projects will be used for those purposes.

During the past four fiscal years, the Towns of Chapel Hill and Carrboro, and Orange County have supported OCHC with operating contributions totalling \$335,000. That investment has leveraged over \$2,000,000 in state and federal funds for affordable housing, a 6 to 1 leverage ratio. And this year, we will provide 55 rental units and about 52 homeownership opportunities for families in Orange County, an investment from the local governments of about \$3,100 per housing unit created. We think OCHC is a good investment for the County and encourage you to continue supporting us.

We appreciate your attention to our budget request. If you need further information, please contact me at 967-1545. We look forward to continuing to work with Carrboro to develop housing opportunities for our lower income families.

Sincerely,



Donna L. Dyer
Executive Director

Attachments

ORANGE COMMUNITY HOUSING CORPORATION
WORK STATEMENT FOR FY 95
July 1, 1994 through June 30, 1995

The major tasks for this period will be:

- A. Complete and sell 20 homes in Magnolia Place subdivision, a 42-unit single family development in Hillsborough.
- B. Complete OCHC involvement in development phase of Dobbins Hill Apartments, and establish ongoing Pathway program for residents in Dobbins Hill.
- C. Complete and sell 2 homes in Knolls Neighborhood using \$32,000 HOME grant, in cooperation with Knolls Neighborhood Association.
- D. Complete and sell 3 homes in Abbotts Colony using \$50,000 HOME grant.
- E. Complete and closeout initial funding for \$68,000 HOME grant for townhome second mortgage program, and close loans for all funds to qualifying buyers.
- F. Continue Homebuyer Education Program, conducting at least 10 seminars and training at least 200 potential homebuyers.
- G. Determine the appropriate role for OCHC in the development of several projects that can create a continuum of housing opportunities for homeless and very low income persons, currently under consideration, and proceed as determined by the strategic plan to be developed using funds awarded by the Greater Triangle Community Foundation.
- H. Assist the Town of Carrboro and private developer with the Carr Court development, a 17-unit condominium rehab project in Carrboro.
- I. Prepare a report to the OCHC Board of Directors regarding the feasibility of establishing a rehab program to serve families with incomes at 20% to 40% of the area median, and locate a potential small-scale project that might operationalize a rehab capacity in OCHC.
- J. Work with Public Private Partnership to implement recommendations from Housing Summit meetings, particularly the idea of securing substantial local funding for housing activities through a housing bond or other funding mechanism.
- K. Initiate quarterly coordination meetings to foster better communication among all groups involved with housing development proposals and projects.
- L. Continue technical assistance to Hillsborough Affordable Housing Corporation in its development of Whitted Forest Apartments.
- M. Continue operation of the Corporation.

A further description of each task is as follows:

- A. Complete and sell 20 homes in Magnolia Place subdivision, a 42-unit single family development in Hillsborough. This activity began in FY 94, with the purchase of an 11-acre site in Hillsborough. A HOME grant of \$200,000 has been committed to the project, as well as a CDBG grant of \$250,000. All local approvals have been

received. Construction and marketing will begin in Spring, 1994, with the first homes planned for closing in June or July, 1994. Activities for FY 95 will include:

- A.1. Completion of administrative activities for HOME and CDBG funds.
- A.2. Completion of lot development for entire 42-unit subdivision.
- A.3. Preparation of all legal documents for buyers in the subdivision regarding second mortgages through HOME and CDBG.
- A.4. Sell and build 20 homes.

B. Complete OCHC involvement in development phase of Dobbins Hill Apartments, and establish ongoing Pathway program for residents in Dobbins Hill.

This activity began in FY 93, and all funding is in place to commence construction in Spring, 1994. Construction is estimated to be complete and the apartments to be leased in late Summer, 1994. Once construction is complete, OCHC will have ongoing responsibility for operating a resident support program called Pathway. Activities for FY 95 will include:

- B.1. Completion of administrative activities for HOME, NCHFA, FHLBB, and LIHTC funds; expend and account for all HOME funds. For other funding awards, OCHC will transfer these funds to Dobbins Hill Limited Partnership, a for-profit corporation which will own the property.
- B.2. Monitoring lease-up period to make sure management is operating the apartments in accordance with agreements.
- B.3. Create and operate Pathway program for resident support services, such as job counseling, credit counseling, and other needed training programs.

C. Complete and sell 2 homes in Knolls Neighborhood using \$32,000 HOME grant.

This activity began in FY 94 and may be completed in FY 94, but may carry over in FY 95. OCHC purchased the two lots in January, 1994, using a HOME grant from the Orange HOME Consortium. In Spring, 1994, OCHC will seek proposals from builders for houses on these two lots. Once a builder is selected, a price will be established for these lots and buyers solicited. OCHC will work closely with Knolls Neighborhood Association to select qualified buyers with a commitment to building the community.

D. Complete and sell 3 homes in Abbotts Colony using \$50,000 HOME grant.

This activity began in FY 93 may be completed in FY 94, but may carry over into FY 95. OCHC purchased three of the 4 available lots in Abbotts Colony in August, 1993, with a HOME grant from the Orange HOME Consortium. OCHC is still seeking a builder to provide an acceptable bid for construction of homes on these lots, and will then establish a price and begin to solicit buyers. Once buyers are found, the homes will be constructed and sold.

E. Complete and closeout initial funding for \$68,000 HOME grant for townhome second mortgage program, and close loans for all funds to qualifying buyers.

This activity began in FY 94 and may carry over into FY 95. OCHC received approval from the Orange HOME Consortium to expend \$68,000 in second mortgage funds for townhome purchasers in Orange County. In February, 1994, OCHC will begin marketing that program to locate 4-6 buyers who want to purchase townhomes

but need downpayment assistance. Once qualified applicants are selected, they will have 120 days to locate an appropriate unit. All funds should be drawn down and the project closed out by December, 1994.

- F. Continue Homebuyer Education Program, conducting at least 10 seminars and training at least 200 potential homebuyers, and creating "homebuyer clubs" in low-income neighborhoods who are interested.
 - F.1. In FY 94, a small commitment from NationsBank has been made to the Homebuyer Education program. In FY 95, we will seek additional funds from private lending institutions and private foundations to provide 3-year commitments to support continued operation of program.
 - F.2. Continue successful series "The First Steps toward Homeownership," with a goal of 200 participants in FY 95.
 - F.3. Provide individual counseling as needed to buyers in Magnolia Place and Abbotts Colony. (All buyers in those projects will be required to attend homebuyer education classes.)
 - F.4. Continue to improve data-gathering on program participants and provide summary data to OCHC Board.
 - F.5. In order to better serve lower income families, focus on the creation of "homebuyer clubs" in Knolls Neighborhood in Chapel Hill and the Carr Court community in Carrboro. In both neighborhoods, community resources will be needed to recruit initial members of the groups, with ongoing support, training, and individual counseling offered to group members. OCHC expects this activity to last throughout the year.
- G. Determine the appropriate role for OCHC in the development of several projects that can create a continuum of housing opportunities for homeless and very low income persons, currently under consideration, and proceed as determined by the strategic plan to be developed using funds awarded by the Greater Triangle Community Foundation. In FY 94, OCHC worked with other groups who were interested in transitional housing and received a \$4,000 grant from the Greater Triangle Community Foundation to coordinate efforts of groups interested in a continuum of care for homeless persons, including families and persons who could move from the shelter if funds were available. OCHC also submitted an application to HUD for funds to purchase five townhomes in order to provide transitional housing for persons recovering from substance abuse. The outcome of the strategic planning process will determine OCHC's role in the development of transitional housing and other very low income housing alternatives in Orange County, and the work program will include the implementation of these activities.
- H. Assist the Town of Carrboro and private developer with the Carr Court development, a 17-unit condominium rehab project in Carrboro. During Spring, 1994, OCHC will assist with funding and financing for this project, which will carryover into FY 95.
- I. Prepare a report to the OCHC Board of Directors regarding the feasibility of establishing a rehab program to serve families with incomes at 20% to 40% of the

area median, and locate a potential small-scale project that might operationalize a rehab capacity in OCHC.

- J. Work with Public Private Partnership to implement recommendations from Housing Summit meetings, particularly the idea of securing substantial local funding for housing activities through a housing bond or other funding mechanism.
- K. Initiate quarterly coordination meetings to foster better communication among all groups involved with housing development proposals and projects.
- L. Continue technical assistance to Hillsborough Affordable Housing Corporation in its development of Whitted Forest Apartments.
- M. Continue administrative operation of the Corporation.
 - M.1. Maintain records of OCHC activities, including bookkeeping records and records of OCHC Board of Directors meetings.
 - M.2. Board Development.
 - M.2.a. Involve each Board member in at least one training activity during the fiscal year.
 - M.2.b. Hold quarterly informational meetings for Board members on such topics as "How to Read a Financial Statement," or "Liability Insurance Needs of NonProfits," or a field trip to a building supply warehouse to look at fixtures and materials that are affordable to OCHC projects.
 - M.2.c. Hold a Board of Directors Planning Retreat.
 - M.3. Increase public relations activities and presentations to local elected bodies and the media, with a goal of one appearance in the media each month.
 - M.4. Adopt a set of personnel policies and procedures.
 - M.5. Prepare proposed budgets and funding requests for FY 95; obtain funding for continued operation.
 - M.6. Continue to work with UNC-CH to develop concrete proposals for their participation in affordable housing development.
 - M.7. Continue attending meetings as requested of trade associations such as Board of Realtors and Homebuilders' Association.
 - M.8. Continue to promptly review and respond to project ideas and proposal requests from outside agencies and from within OCHC.

ORANGE COMMUNITY HOUSING CORPORATION
FY 95 (July 94 through June 95) BUDGET

06/02/94

INCOME	FY94 Revised Budget	FY95 Proposed Budget	Notes
Chapel Hill	50,000.00	50,000.00	
Orange County	50,000.00	50,000.00	
Carrboro	10,000.00	10,000.00	
Hillsborough	0.00	500.00	
Fund Balance	20,000.00	20,000.00	
Other Income			
Income from Sale of Houses	0.00	24,000.00	
Income from Dobbins Hill	25,000.00	25,000.00	
Income from Fees	10,000.00		
Incidental Income	0.00	1,000.00	
TOTAL INCOME	165,000.00	180,500.00	

EXPENSES	FY94 Projected Expenditures	FY95 Proposed Budget
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PROJECT MANAGEMENT AND GENERAL OPERATIONS

Personnel

Executive Director	45,750.00	48,000.00
Administrative Assistant	15,000.00 PT	20,000.00 FT
Fringes/FICA @ 22%	16,500.00	15,000.00
Subtotal Personnel	77,250.00	83,000.00

Operating

Equipment/Furniture	1,500.00	2,000.00
Insurance	1,000.00	1,000.00
Meeting Expenses	500.00	750.00
Memberships/Publications	750.00	1,000.00
Office Maintenance and Repair	500.00	500.00
Office Rent	6,525.00	6,750.00
Office Supplies	1,500.00	1,500.00
Postage	1,200.00	1,500.00
Printing	1,875.00	1,500.00
Professional Services	7,200.00	7,500.00
Telephone	4,500.00	5,000.00
Staff Training	750.00	1,000.00
Mileage Reimbursement	750.00	1,000.00
Subtotal Operating	28,550.00	31,000.00

Subtotal Proj. Mgt. and Gen. Op.	105,800.00	114,000.00
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HOMEBUYER EDUCATION PROGRAM

Program Coordinator	15,000.00	25,000.00
Fringes/FICA @ 22%	3,300.00	5,500.00
Professional/Contractual	1,000.00	750.00
Printing/Supplies/Postage	1,750.00	2,250.00
Printing	750.00	750.00
Office Supplies/Equipment	500.00	750.00
Postage	500.00	750.00
Office Maintenance and Repair	250.00	250.00
Office Rent	2,175.00	2,250.00
Telephone	1,000.00	1,500.00
Mileage Reimbursement	300.00	200.00
Marketing	300.00	500.00
Subtotal Education Program	25,075.00	38,200.00

Pre-Development and Project Costs	5,000.00 *	25,000.00 *
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Operating Contingency	5,000.00	3,300.00
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TOTAL EXPENDITURES	140,875.00	180,500.00
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*Additional predevelopment funds for specific projects will be requested as needed from applicable local government.

Carrboro Day Costs

.02	Salaries	1,581	(Inkind)
.03	Aux. Salaries	2,170	
.05	FICA	167	
		121	(Inkind)
.11	Postage	103	
.21	Rent	405	
.25	Printing	511	
.26	Advertising	600	
.32	Office Supplies	30	
.33	Dept. Supplies	1,331	
.45	Contr. Services	2,364	
.53	Dues (Licenses)	<u>100</u>	
	Direct Costs	\$7,781	
	Inkind	<u>1,702</u>	
	Total	<u>\$9,483</u>	

Specific Program Component Costs

Storytelling	609
Photo/Letter Docum.	320
Art/Craft Display	120
Band Music/Dance	1,054
Poetry Readings	41
Comm. Potluck	447
Children's Activ.	683
Misc.	490
General Admin.	4,017
Inkind Personnel Costs	<u>1,702</u>

Carrboro Day Program Components and Their Cost

Storytelling		\$609
.03 Aux. Service	\$26	4hrs F/A Superv. @ 6.50
.05 FICA	2	
.11 Postage	6	
.21 Rent		Chairs, rentals, facilities sound covered under general administration
.25 Printing	25	Program, contact letters
.45 Contr. Services	550	contract 1) story coordinator , story development/research 20 hrs @15-\$300 2) 2 storytellers @ 125 = 250

Photo/Letter Sharing and Documentation		\$320
.03 Aux. Services	\$20	3 hrs. F/A Superv. @6.50
.05 FICA	2	
.11 Postage	8	contact letters confirmation letters
.21 Rent	35	photo stand rental
.25 Printing	20	invit..flyers, letters
.33 Dept. Supplies	190	9 rolls film, (2 rolls-324 shots, (43) developing, (108) photo album (24), (15) tapes
.45 Contr. Services	45	photographer 3 @\$15

Art and Crafts Display/Demonstration		\$120
.03 Aux. Services	\$13	2 hrs. F/A Superv. @6.50
.05 FICA	1	
.11 Postage	10	entry commun. about setup
.21 Rent	75	15 8ft. tables @ \$5
.25 Printing	6	forms, letters
.33 Dept. Supplies	15	stakes, posterboard, (plastic - under general)

Band Music/Community Dance		\$1,054
.03 Aux. Service	\$65	10 hours F/A/ Superv. 2 staff - one - 7 hours one 3 hours includes pre, event, post hours
.05 FICA	5	
.11 Postage	12	postage for PSAs, letters
.25 Printing	15	PSAs letter
.33 Dept. Supplies	57	stage skirt (30), dict. tape (3), cords (24)
.45 Contr. Services	800	bands (800) (plus sound - under general costs)
.53 Dues	100	music license fees - BMI ASCAP

Poetry Reading		\$41
.03 Aux. Service	\$13	2 hrs. F/A Super @6.50
.05 FICA	1	
.11 Postage	2	
.25 Printing	10	programs
.33 Dept. Supplies	15	

Community Potluck**\$447**

.03 Aux. Service	\$26	2 f/a Superv., 2 hrs. = 4hrs @6.50
.05 FICA	2	
.11 Postage	5	
.21 Rent	200	Serv. Utensil (10), 25 tables (125) 100 chairs (65)
.25 Printing	5	confirmation letters, cont. letters to groups
.45 Supplies	209	table cover (50), plastic silverware (36), napkins (10), trashbags (5), cups (8), beverages (25), plates (30), decoration (15), ice (5), pitchers & trays (25)

Children's Activities (art display, hands on art, games, performers)**\$683**

.03 Aux. Service	\$ 91	F/A Supev., 4 staff 3 hours = 12 hours plus 2 hours pre-event total 14 hours
.05 FICA	7	
.11 Postage	5	letters
.25 Printing	30	flyers, letters
.33 Dept. Supplies	175	Art supplies, games materials balloons
.45 Contr. Services	375	Performers 2 @ \$150 - \$300 2 instructional specialist - 5 hours total @ \$15-75

Miscellaneous (music picking, plant exchange time dollar)**\$490**

.03 Aux. Service	\$ 46	F/A Superv. 7 hrs. @ 6.50
.05 FICA	4	
.11 Postage	5	
.25 Printing	25	infomation general letters
.33 Dept. Supplies	360	signage (20), plants (40), lemonade (20), plaques (200), other (80)
.45 Contr. Services	50	

General Administrative Cost**Total - \$5,719****(4017 Direct)****(1702 Inkind)**

.02 Salaries	\$1,581	Rec./Pks. Superv. 47hrs. @\$16	\$752
		Cler. 40 hrs. @ \$10	\$400
		PW 45 hours @ \$9	\$405
		Police shift patrol for parade	
		2 @ 1 hours = 2 @ \$12	\$24
.03 Aux Serv.	1,870	Coordinator 220 hours @ \$8.50	
		4 wks @ 7 hours	1 wk @ 32 hours
		4 wks @ 10 hours	post - 15 hours
.05 FICA	264	143 FICA cost for coordina.	
	(part inkind)	121 inkind for FT staff	
.11 Postage	50	general communication	
.21 Rent	95	6 tables (30) 100 (65)	
.25 Print	375	200 school flyers (100) program	
.26 Advertising	600	display ads, radio - 1st yr.	
.32 Office Supplies	30	pens, pads, markers, paper, envelopes	
.33 Dept. Supplies	310	poster board (50) plastic (30) safety (50)	
		hospitality (30) banner (150)	
.45 Contr. Serv.	544	sound (400) off duty police	

Duke Power Company
P.O. Box 16909
Chapel Hill, NC 27516

RECEIVED FEB 1 8 1994

(919)967-8231



DUKE POWER

February 1, 1994

Mr. Robert Morgan
Town Manager
Town of Carrboro
301 W. Main Street
P O Box 829
Carrboro, NC 27510-0829

Dear Bob:

Communities in Schools is a process that engages a wide range of public and private human service organizations in a partnership to meet the needs of at-risk students and their families. School attendance, economic disparity, teenage pregnancy, substance abuse, juvenile crime and other problems are addressed.

Enclosed is a Program Proposal from Orange County Communities in Schools. The proposal provides information on Communities in Schools and the objectives we hope to accomplish. Specifically, we are requesting \$5,000 from the Town of Carrboro to assist us in meeting our goals. Further information regarding our budget can be found in table 1.

The proposal requests funding for the program year July 1994 through June 1995. We believe the proposal meets your informational needs and timeframes. Orange County Communities in Schools looks forward to working with you to make a difference in the Orange County community.

Sincerely,

Scott T. Gardner
Chairman of the Board
Orange County Communities in Schools

STG:lmc

Enclosure

**TOWNS OF CARRBORO, CHAPEL HILL, ORANGE COUNTY AND UNITED WAY
PRIVATE, NONPROFIT HUMAN SERVICES PROGRAM PROPOSAL FORM**

1. Name of Agency: Orange County Communities in Schools

Address: c/o Duke Power Company
P.O. Box 16909
Chapel Hill, North Carolina 27516

Phone Number: 968-2316

Name/Title of Director: Scott Gardner, Chair
CIS Board of Directors

Agency's Program Year: July, 1994 through June, 1995

2. Purpose And Goals Of Agency:

The mission of Communities in Schools (CIS) is to develop public/private partnerships to connect at-risk students and their families with appropriate human resources. The following issues which lie at the heart of the dropout problem are addressed:

- school attendance;
- literacy;
- drug & alcohol abuse;
- job training;
- teen pregnancy;
- teen suicide; and
- juvenile crime

Communities in Schools is a process which provides all students who need unique support an opportunity to receive coordinated educational, social, health, and recreational services that will enable them to realize their potential for successful learning and living.

3. Specific Objectives For The Program Year For Which Funds Are Requested:

The primary objective for these requested funds is to initiate the CIS program in the school systems of Orange County. To accomplish this goal, the employment of an executive director to manage and administer program operations is required. This includes preparation of the pilot site(s); the coordination of human services agencies and volunteers; conducting fund-raising efforts; program monitoring and evaluation; and promoting public awareness. (See Attachment I: Job Description-Executive Director).

The pilot program is scheduled to be initiated in Fall 1994. Hence, the executive director is essential in order to oversee the implementation and evaluation processes.

4. Describe Your Objectives For The Most Recently Completed Program Year And Indicate Your Agency's Degree Of Success In Meeting Those Objectives:

In April 1993, the Orange County CIS Pre-Implementation Task Force was assembled to assess the need for a CIS process, and if such a need were identified, to determine the steps necessary for implementation. This task force, comprised of representatives from both school communities, health and human services agencies, the United Way, the judicial system, law enforcement, area churches, local businesses, the University, and others recommended in August 1993 that a Communities In Schools process should be developed and implemented in Orange County.

They concluded that the CIS of Orange County should be a non-profit, non-partisan, community-based organization charged with addressing the multiple needs of youth at highest risk of educational, social, and economic failure. The CIS process should focus on the underlying problems of students, including physical and mental health, low self-worth, inadequate life skills, and workforce preparedness. The task force also recommended:

- a) the establishment of Bylaws and Articles of Incorporation;
- b) a preliminary multi-year budget;
- c) a public relations strategy;
- d) the hiring of an executive director; and
- e) that the process be piloted, specifically one pilot per school district, and the pilot(s) be a middle level initiative (between grades 4 - 8).

In accordance with the Bylaws, a 30-member Board of Directors was established to provide continued oversight in the long-range planning, implementation, resource development, and evaluation of the CIS process. This governing body convened in October 1993 and formed committees to further develop programmatic and fundraising strategies for implementation and public awareness. The board convenes quarterly and committees meet regularly throughout the year. (See Attachment II - CIS Board of Directors Membership)

5. Activities And Services Provided In Programs Used To Meet Agency Goals; Include Number Of Clients Served By Each Program, Geographical Area, Facilities And Equipment Used:

Proposals for program implementation will be mailed to area middle school principals by February 1, 1994. These proposals will be reviewed by the CIS Board of Directors and recommendations for on-site selection to be made by the Superintendents of Schools. It is anticipated that this process will take approximately one month. Site selection(s) should be announced by March 1, 1994.

The selected school(s) will execute pre-implementation planning from March-June 1994. The CIS program(s) will begin implementation in September/October 1994.

Because the school site(s) for implementation are yet to be determined, the specific activities and services to be provided to meet the agency goals are not available.

6. Briefly Provide Information That Establishes The Existence Of Needs Which The Program Is Attempting To Address:

Because we are constantly reminded of an apparent overall success, we fail to realize that Orange County is a region marked by great economic and educational disparity. The "haves" continue to experience disproportionate privilege and the "have-nots" are often deprived of the educational and social services that will enable them to achieve their developmental and academic potential.

Prior to recommending the formation of a CIS process, the Pre-Implementation Task Force conducted a community assessment to determine relevant demographic data regarding the youth in Orange County. This information was instrumental in determining the need for CIS intervention. Highlights of this data include the following statistics:

Economic Disparity

- The median family income in 1993 was \$40,685. Yet 1 out of every 10 children live below the poverty line.
- In 1989, 1 out of every 4 of Orange County's full-time workers was classified in poverty.
- In 1992, approximately 20% of adolescents ages 11-21 did not have an identifiable source of primary health care.

Teenage Pregnancy

- In 1990, 301 total pregnancies were estimated among females ages 15-19 in Orange County. - In 1992, Orange County had the highest total abortion rate in the state (state rate 21.7/1,000 and Orange County 34.0/1,000).

Substance Abuse/Mental Health

- This past year, 227 Orange County School students were referred to a substance abuse program.
- It is estimated that 20% of all students in the school system have or will develop a problem with chemical dependency, serious enough to warrant intervention.
- Orange County's suicide rate for adolescents is nearly double that of the state (state rate is 2.9/100,000 and Orange County is 5.7/100,000).
- In 1992, a review of 44 ongoing cases by a high school psychologist in Northern Orange County showed that nearly 1/2 of the clients were being followed for depression and suicidal ideation.

Educational Success/Opportunity

- Out of the 134 school districts in NC, Chapel Hill-Carrboro City School district was ranked 1st in 1992 for SAT scores. However, the Orange County School District was ranked 48th in the state.
- In 1992, out of the 177 students who received the NC Scholars Diploma in the Chapel Hill-Carrboro City Schools District, none were African-American.
- For the 1991-92 Chapel Hill-Carrboro City School year, the composition of students who participated in the Academically Gifted classes was 53% white, 31% Asian American, 11% African-American, 3% Hispanic/Latino, and 1% Native American.
- For the 1991-92 Chapel Hill-Carrboro City School year, African-Americans comprised 70% of the students in the Behaviorally-Emotionally Handicapped classes.

Dropout Rate

- In the 1991-92 school year for Orange County with a total student enrollment of 11,985, there were 1,502 suspensions, 123 students were not promoted to the next grade, and 70 students dropped out of school. (Dropouts: 22 Chapel Hill-Carrboro/ 48 Orange County).

- While Orange County's unduplicated dropout rate is only 1%, 1 out of every 4 ninth graders does not graduate within 4 years.
- In the 1991-92 school year, 164 students were retained because of excessive absenteeism in the Chapel Hill-Carrboro School district alone.

This information provides a strong indication that a need exists for a more coordinated, integrated effort on the part of schools, parents, and community services to meet the diverse needs of the children throughout the entire county. CIS is a proven catalyst for keeping at-risk students in school and making a critical difference in their quality of life. By providing at-risk youth with a caring, safe environment and direct access to the resources they need, the Orange County CIS program can help to develop the self-worth and motivation necessary to stay in school.

Further data from the National Dropout Prevention Center and the Cities in Schools of North Carolina suggests that students who drop out of school tend to adversely impact their quality of life. This also imposes a negative effect on society as a whole. Such data reveals:

- Fewer than 50% of dropouts find jobs after leaving school.
- Dropouts earn 60% less than high school graduates.
- Over a lifetime, dropouts earn \$500,000 less than graduates.
- Dropouts use drugs twice as frequently as high school graduates.
- Four out of 5 dropouts use drugs on a regular basis.
- Dropouts are not accepted into the military service.
- 80% of prison inmates are high school dropouts.
- 60% of adults on welfare do not have a high school diploma.
- Dropouts are 50% more likely to be on welfare than graduates.
- 23% of babies in the U.S. today are born to unwed mothers.
- 40% of female dropouts leave school because of pregnancy.

- 50% of teen mothers who drop out do not return to school.
- 88% of female dropouts under 30 who head households live in poverty.
- Students who repeat a grade are 40% more likely to drop out.
- Students who repeat two grades are 90% more likely to drop out.
- Each high school dropout reduces our gross national product (GNP) by a lifetime total of \$228,000 and the federal tax base by \$68,400.
- A high school dropout, as compared to a graduate, is three times more likely to be unemployed, and six times more likely to be an unwed parent.
- \$21.5 billion was spent nationwide in 1989 on families started by teenagers. Two-thirds of all teen mothers are unmarried.
- In 1990, North Carolina ranked 41st in the United States in graduating high school students.
- More than 72% of North Carolina's prisoners are dropouts.
- In 1990, there were approximately 224,354 children living in poverty in North Carolina.
- In 1988, North Carolina ranked 43rd among the states in its level of AFDC and Food Stamp benefit payments as a percentage of U.S. poverty. Children represent 68% of all AFDC recipients.

7. Evaluation Methods And Frequency Of Evaluation Used To Determine Achievement In Meeting Goals And Objectives:

Orange County Communities in Schools will work in partnership with the UNC School of Social Work, as well as the state and regional offices of CIS to develop an overall program evaluation and individual student assessment. The pilot program(s) will be monitored in an on-going manner and evaluated annually.

8. What Other Agencies Provide Services Similar To Your Agency's? How Does The Program Differ From Your Agency's Program?

There are no other agencies in Orange County which provide the same or similar service as the Communities in Schools program. Although there are numerous agencies in the county that provide services to adolescents, CIS provides effective and efficient linkages to those students considered to be at-risk. Services are conveniently provided on-site to avoid the client's need to "seek out" the appropriate agency, as well as reduce any potential transportation problems. CIS involves the entire community by helping to bring resources directly to the children.

The CIS process serves as the "umbrella" agency for ensuring that public and private health and human services, as well as volunteer efforts, are coordinated and not duplicated. CIS does not develop new services - but utilizes existing services in the most cost-effective and integrated manner.

9. With What Agencies Do You Coordinate And How Is This Done? Are There Any Gaps In The Service Of Which Your Agency Is Aware?

Since the school site(s) have not been selected, details about program implementation are not yet available. Information regarding agency coordination should be available upon the selection of the site(s). (Anticipated announcement of site selection is March 1, 1994).

10. Describe The Use Of Volunteers In Your Program. Please Include Such Information As Numbers, Hours, Program Participation And Training.

Since the school site(s) have not been selected, details about program implementation are not yet available. Information regarding the use of volunteers should be available upon the selection of the site(s). (Anticipated announcement of site selection is March 1, 1994).

11. What Future Changes, If Any, Are Anticipated In Your Agency's Organization (Include Programmatic Expansions or Contractions)?

This is the start-up year for the Orange County Communities in Schools Project. As such, a pilot program(s) will be implemented in the fall 1994. This effort will be closely monitored and future expansions will be based upon program success, school interest and student need.

12. Describe Plans For Securing Subsequent Funding And The Length Of That Funding. If State Or Federal Sources Are Expected To Change, Explain.

In addition to the funding received from your agency, subsequent funding is being requested from the following sources on an annual basis:

- Orange County
- Chapel Hill/Carrboro Public School Foundation
- Orange County Public School Foundation
- Orange County United Way
- Town of Chapel Hill
- Town of Carrboro
- Town of Hillsborough

CIS will also solicit donations from local corporations, and public service organizations such as the Service League, Junior League, Triangle Foundation, Rotary Clubs, and Kiwanis Clubs, etc.

We also anticipate receiving in-kind donations for office space, supplies, equipment, and furniture.

13. If The Proposed Program Is Not A One-Time Program But Is Instead Designed To Meet A Continuing Need, How Do You Plan To Eventually Integrate The Cost Of This Program Into Your Agency's Budget?

This application is to request start-up funding for the overall administration and operations of the Orange County Communities in Schools Project. It is not designated for a specific on-site program. However, once the CIS Project is operational, subsequent funding will be requested to address the continuing needs of Orange County students.

14. List actual or estimated (state which) number of clients served by the geographical area for the last program year, the current year, and the program year for which funds are being requested:

<u>Area</u>	Last Program Year	Current Program Year	Next Program Year
Unincorporated Orange County	n/a	n/a	
Carrboro	n/a	n/a	
Chapel Hill	n/a	n/a	
Hillsborough	n/a	n/a	
Mebane	n/a	n/a	
Outside Orange County	n/a	n/a	
Total	n/a	n/a	

15. A. Other than number of clients served, please list any units of service that your agency can identify (e.g. number of clients referred, number of crisis calls answered, number of hot meals served, etc.) for each of the agency's program years:

<u>Unit(s) of Service</u>	Last Program Year	Current Program Year	Next Program Year

- B. Please identify the estimated current unit cost for each of these service units (program cost divided by units of service):

16. How many unduplicated individuals were actually served?

Last Program Year

Current Year

Next Program Year

Indicate the amount and percent of all operating funds using your agency's program year:

Source of Revenue	Last Complete Program Year		Current Program Year		Next Program Year	
		%		%		%
Town of Carrboro	n/a				5,000	7.2
Town of Chapel Hill	n/a				5,000	7.2
Town of Hillsborough	n/a				5,000	7.2
Orange County	n/a				15,000	21.9
Other Counties	n/a				n/a	
United Way of Greater Orange	n/a				5,000	7.2
Other United Ways	n/a					
State (Total)	n/a					
Federal (Total)	n/a					
Fund/Membership Drives	n/a					
Private Contributions	n/a				5,000	7.2
Fees for Services	n/a					
Others (specify)	n/a					
Chapel Hill/Carrboro Public School Foundation			1,500	50%	5,000	7.2
Orange County Public School Foundation					5,000	7.2
In-Kind Donations			1,500	50%	19,000	27.7
TOTAL:			3,000	100%	69,000	100%

Table II.: EXPENDITURES FOR SERVICE OPERATIONS

List the actual expenditures for your last program year, budgeted expenditures for the current year, and anticipated expenditures for the next program year. Total budgeted expenditures for the current and next program years should not exceed the projected revenues.

	Last Complete Program Year	Current Program Year	Next Program Year
Salaries	n/a		30,000
Fringe Benefits	n/a		1,000
Payroll Taxes	n/a		
Professional Fees/Contracts	n/a		
Supplies	n/a		
Telephone	n/a		500
Postage	n/a		
Building and Grounds	n/a		
Equipment Rent/Maintenance	n/a		
Printing/Publications	n/a	500	500
Travel	n/a		300
Conferences Training/Evaluation	n/a		1,000
Assistance to Individuals	n/a		
Dues	n/a		
Awards/Grants	n/a		
Miscellaneous (describe) Legal Services	n/a	500	
Accounting			1,000
In-Kind Donations		2,000	19,000
TOTAL		3,000	53,300

Table III.: PROGRAM AND SUPPORTING SERVICES

Please indicate your actual, budgeted, and anticipated program expenditures:

	Last Program Year	Current Program Year	Next Program Year
1. Management and General	n/a	1,500	34,300
2. Fundraising	n/a	1,500*	1,500*
3. Payments to Affiliated Organizations	n/a	n/a	-0-
4. Major Property and Equipment Acquisition	n/a	n/a	17,500*

SUBTOTAL:

(*In-Kind Donations)

_____ 3,000 _____ 53,300 _____

Program Services: Please indicate your agency's program service(s) and total actual, budgeted and anticipated amount(s):

	Last Program Year	Current Program Year	Next Program Year
5. _____			
6. _____			
7. _____			
8. _____			
9. _____			
10. _____			
11. _____			
12. _____			
13. _____			
14. _____			

Table IV.: SCHEDULE OF POSITIONS AND SALARIES

Please complete this table using your agency's program year:

Time	Title of Position	Last Complete Program Year	Current Annual Rate	Next Program Year Estimated
F	Executive Director	n/a	n/a	31,000

* Please indicate Retirement (R) or Health (H) plans beside those positions where benefits are provided.

TIME: F to indicate full time

1/2 to indicate half time

3/4 to indicate three-quarters time

Table V.:

SUMMARY OF SUPPORT REVENUE AND EXPENDITURES

	1991-92	1992-93	1993-94
A. Surplus or (Deficit) Beginning of Year	n/a	n/a	
B. Support/ Revenue Not Including Prior Surplus	n/a	n/a	
C. Total Expenditures (From Table II)	n/a	n/a	
D. Surplus or (Deficit) End of Year (B-C)	n/a	n/a	
E. Net Surplus or (Deficit) (A+D)	n/a	n/a	

-- Please attach the names, addresses and terms of officers and board members.

(See Attachment II)

-- Indicate the number of board meetings held during your last complete program year: 3
(October '93
January '94
April '94)

-- Please include a financial audit for your last complete fiscal year.

Chief Executive Officer

President or Other Officer

Date

Orange County Communities in Schools, Inc.

for

EXECUTIVE DIRECTOR

OVERVIEW

To serve as the Executive Director of Orange County Communities in Schools, Inc. In that capacity, recommends and participates in the formulation of policies. Makes decisions on the basis of existing policies as they have been approved by the BOARD OF DIRECTORS, plans, organizes, directs and coordinates the staff, programs and activities of the organization. Through effective communication and management is able to promote growth and enhance development of the program.

GENERAL DUTIES

Responsible for overall management of Orange County Communities in Schools, Inc.

SPECIFIC DUTIES

Mobilize financial and human resources to support program operations

Hire and oversee all CIS staff

Train all management team staff

Negotiate agency agreements

Establish and maintain appropriate linkages with school district and social service agencies' personnel

Present and carry out operational plans

Secure training for repositioned staff

Oversee coordination of all student and family services from repositioned staff

Establish and maintain documentation of all program reports and forms

Submit monthly progress reports to appropriate national and state CIS staff and representatives

Develop a management information/evaluation system

JOB RESPONSIBILITIES

To inform the Board of Directors, executive committee, officers, etc., on conditions of the organization and all important factors influencing them. Attends all meetings of the Board and executive committee.

To plan and recommend to the Board for approval, basic policies and programs which will enhance the goals of the organization.

To execute all decisions of the Board of Directors except when assignment is specifically made by the Board.

To develop the day-to-day administration communications, procedures and programs to implement Board established policies and procedures.

To establish a sound organizational structure for CIS.

Establish the program and administrative procedures authorized by the Board of Directors.

Insure all rules and policies are being observed throughout the program.

Direct the dissemination of instructional and promotion materials and information for distribution throughout the community.

Direct the project implementations of CIS programs.

Coordinate the activities of all major Board committees.

Plan and direct programs to reduce the drop out rate and improve the quality of life of at risk students and then families.

Direct the solicitation of financial support and manage finances of CIS.

Direct the administration and coordination of all CIS events and activities.

Submit a final report/annual report to the Board of Directors.

To direct and coordinate all approved programs, projects and major activities of the staff and organization.

To recruit, hire, train and motivate staff. Recommends to Board of Directors staff needs and salary raises. Responsible for termination of staff with reason.

To review staff performance, clarify performance standards and establish staff duties.

To provide liaison and staff support to committee chairpersons and committees. To submit committee membership recommendations to the Board of Directors for approval.

To execute contracts and commitments as authorized by the Board of Directors.

To maintain effective relationship with other private/public partnerships for the enhancement of the CIS objectives and goals.

To cooperate with the budget committee and treasurer, to develop an annual budget. Insure that all funds and other property of the organization are properly insured and to become bonded as related to money management.

To coordinate the public relation and fund raising program for the organization.

To assist in planning and coordinating all official meetings of the organization.

To carry out other general responsibilities as may be delegated by the Board of Directors

REPORTS TO

The Executive Director is directly responsible to the CIS Board of Directors.

CIS BOARD OF DIRECTORS

Nancy Atwater
Mission In Excellence
107 Barrington Hills Road
Chapel Hill, NC 27516
w:929-8607
h:
f:

Grainger Barrett, Attorney
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MEMORANDUM

TO: CARRBORO MAYOR AND BOARD OF ALDERMEN

FROM: THE FRIENDS OF THE CARRBORO LIBRARY
Gary Giles, President

JUNE 1, 1994

Attached are the proposed start up and operational costs options proposed by the County Manager, John Link for the establishment of a joint Public/School library at the new McDougale Middle School. The cost options were worked up by Brenda Stevens, Director of the Orange County Library and will be presented to the County Commissioners by the Manager as a part of his proposed budget for '94-'95.

The Manager is recommending the County contribute \$40,000. toward first year costs with additional funding of either \$25,000. or \$14,450. coming from other sources. He indicated that he was looking for the Town of Carrboro and the Friends of the Carrboro to generate these "other revenue source" amounts.

The Friends group can provide at least \$2,000. of this revenue and we appreciate the fact that in the past the Town had committed \$2,000. toward creating a library. But we are now very close to the point of realizing our goal of a library for Carrboro and we are in need of your help in coming up with as much of this "other revenue" as possible. Your participation in creating this facility will have an important impact on the degree of success of this proposal at the County level. We believe that the good faith actions by the County Government and Chapel Hill/Carrboro City Schools, to date, deserve a reciprocal action on the part of the Town as well as our Friends group.

This is great opportunity for all participants to come together in creating a community place at one of our schools; a place where access to information will be available to our entire community throughout the year.

Please give this concept for a library in Carrboro your earnest consideration and the highest priority possible during your budget considerations for the coming year.

May 3, 1994

Meeting at Lincoln Center

RE: McDougle School/Public Library

ANTICIPATED REVENUE

Orange County
Other Sources
Total Revenue

\$40,000.00

25,450.00

\$65,450.00

\$40,000.00

14,450.00

\$54,450.00

or

ANNUAL COSTS:

Print and non-print materials

\$15,000.00

Postage

5,000.00

Total

\$20,000.00

Salaries (1 full time)

\$30,000.00 (includes benefits)

(1 part time)

7,000.00 (16 hrs/no benefits)

(2 pages)

4,000.00 (no benefits)

Total

\$41,000.00

OR

Salaries (1 part time)

\$19,000.00 (includes benefits)

(1 part time)

7,000.00 (no benefits)

(2 pages)

4,000.00 (no benefits)

Total

\$30,000.00

START-UP COSTS:

Computer

\$1,600.00

Desk & Chair

350.00

LePac (catalog holdings)

2,500.00

Total

\$4,450.00

During the school year the Public Library has one adult on duty from 12-4 pm Mon. - Th.

one adult on duty from 4-8 pm Monday - Thursday with 2 pages

one adult on duty from 12-4 Friday with 1 page

one adult on duty from 1-5 pm Sunday with 2 pages.

School Library personnel would keep the same school hours.

Summer hours would require coverage of the 16 hours per week covered by school staff during the school year (12-4 pm, four days per week).

Bookmobile service would then be delivered to communities not receiving library service in the northern end of Orange County and would be directly proportional to the service being delivered in the new school/public library.

May 3, 1994

Meeting at Lincoln Center

RE: McDougle School/Public Library

ANTICIPATED REVENUE

Orange County
Other Sources
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25,450.00
\$65,450.00

or

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	(2 pages)	<u>4,000.00</u> (no benefits)
Total		\$41,000.00

OR

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M E M O R A N D U M

TO: Robert W. Morgan, Town Manager

FROM: Doris J. Murrell, Chair/Recreation and Parks Commission *DM*

DATE: April 4, 1994

Please find below a recommended budget request for your consideration. The request is similar to those in past years. This item was unanimously adopted at the April 4, 1994 meeting of the Recreation and Parks Commission. Please forward as may be necessary. Please call me if you have questions or need clarification.

Thank you.


Amount Appropriated for Fiscal Year 1993-94: \$1,316.00

Brief Description of Expense Items for Fiscal Year 1993-94:
(Advertising, supplies, conferences, etc.)

Membership Dues for Citizen-Board Member Dues	
National Recreation and Parks Association	\$ 350.00
North Carolina Recreation and Parks Society	120.00
Attend the Annual NC Recreation and Park Society	
Citizen-Board Member Forum	
(11 members at \$65.00 registration fee)	715.00
Attend the NC Recreation and Parks Society Annual	500.00
Conference (includes citizen-board member	
scheduled days only -- 2 members)	
Local workshop/half-day meeting for Commission	
and Recreation and Parks Department Staff	
(permanent)	300.00
Advertising (Park Plan Public Hearing)	200.00
Miscellaneous Printing and Supplies	<u>150.00</u>
RECOMMENDED TOTAL:	\$2,335.00

MEMORANDUM

TO: Robert W. Morgan, Town Manager

FROM: Richard E. Kinney, Recreation and Parks Director 

SUBJECT: Request for Services/Carr Court Mini-Park Area

DATE: May 24, 1993

As you are aware, Mr. Andre Burnette and Mr. Germane Elliot approached the Board of Aldermen representing youth in the Carr Court area and asked that the following requests be addressed.

- 1) Need for another goal (from the tape of the meeting, I am unsure whether that meant an additional goal or replacement of the existing goal.)
- 2) Need for a basketball team to promote better skills, to have practices, with a coach and have uniforms.

The Board referred the matter to staff to investigate and to respond to the two speakers regarding what action the Town will take. I have discussed this item with the Mayor in regards to certain private assistance in developing a program and it is my understanding that she is following up on this possibility. Other teams in the community that are forming outside of the formal summer youth basketball league at the Hargraves Center sponsored by the Town of Chapel Hill are ones associated with Housing Authority neighborhoods. There is apparently federal funds channelled through Public Housing Authorities that make available resources to provide for teams from public housing neighborhoods. They play other housing authority teams in different towns. This does not serve us for the above reasons and does not serve a large number of varied age children, which is what we have in this neighborhood. For the above reasons, the following recommendations are submitted.

Recommendations:

A. That the Town fund the replacement of the present goal with the same backboard, post and goals that we have at Community and Carrboro Elementary Parks. It is not recommended that two goals be put in place because of the small size of the court and the problems of attracting non-neighborhood users to this park. This park is leased and the owners can require removal of any park improvements from the site with thirty days notice.

Cost - \$882

Itemization: Goal(\$75), Post(\$325), Backboard(\$290), Concrete and Reinforcing Steel(\$110), Shipping(\$82)

B. There has been a continuing need for supervised recreation in this neighborhood. There is a national trend for police services to return to the neighborhood under the concept called "Community

Policing". The same phenomenon is taking place in recreation services throughout the nation because of the same reasons. It should be noted that the same need for recreation services has been informally expressed by residents of the Broad Street neighborhood area as well. If the Town would be willing to fund recreation services in this neighborhood, it is suggested that the following concept be used. An actual team concept is not functional. There are not enough youth in similar age groupings to field actual teams nor other teams available for league play. Also, a one sport scenario would not be of potential benefit to all the youth, male and females, and would not be the most effective use of funds.

The Department would recommend that a multi-sports program be made available at the Carr Court Mini-Park, two hours long, two days per week for the entire year. This would involve experiences in all sports and be more attractive to a wider range of children in the neighborhood. If the Town wished to fund a full day-camp program this could be implemented but would be very expensive. Either program would be limited to those children who are in or have passed kindergarten through age fifteen.


Cost - \$2,000

Itemization: Community Recreation Specialist, \$7 per hour at five hours per week(\$1,820), FICA(\$140), Varied Sports Equipment(\$40). The department would have to absorb administrative supervision costs and time, office materials and other supplies, and additional sports supplies available from sports programs already in place (a total of approximately \$2,500 for all in-kind services). This function would be assigned and impact the Athletic Division.

Conclusion: If approved as an official function of the Town, the Town's liability insurance would cover the activity. This new activity would impact the operation of the Athletic Division in that it would be time consuming to begin and operate. However, it would appear that this would be the minimal cost to begin a program for this area that is not short-lived and provides some continuity on an annual basis. With the costs and impacts of the recommendations in mind, it is the Board of Aldermen's decision to direct town resources into any area that it deems necessary.

I will contact the two young gentlemen as soon as there is some indication of what action the Town will take in regards to their requests. Please contact me if there are questions or clarifications needed. Thank you.

MEMORANDUM

TO: Robert W. Morgan, Town Manager 
FROM: Richard E. Kinney, Recreation and Parks Director
SUBJECT: Baldwin(Broad St.) Mini-Park/Fencing
DATE: May 27, 1994

The following costs to erect a fence along borders of Baldwin Park and the option to include three properties adjoining the park is provided per your direction. The Police Department recommends eight-foot fencing. All fencing will be "knuckle-down" at the top. This is similar to fencing styles used in public parks and other areas. The fence priced is chain-link construction. All other fencing types are more expensive and more difficult to maintain. It is presently anticipated that fencing on park property will have to be in front of the landscape buffer at the rear of the park to eliminate the need to remove much of this buffer for installation. The following attachment graphically displays the two options described below:

Analysis:

Option A - Fence to be installed between points 1-2-3-4 (see attachment), surrounding three sides of the Park.

Costs:

Survey	\$ 1,200
Grading/Clearing	2,000
Fence Installation	8,900
Annual Maintenance	<u>1,200</u>
	\$13,300

Option B - Fence to be installed as above and also between points 3-5 (see attachment) across private property to Starlite Drive.

Costs:

Survey	\$ 1,500
Grading/Clearing	2,880
Fence Installation	1,460 (footage price w/above work)
Annual Maintenance	<u>1,200</u>
	\$ 7,040
Add Option A	<u>13,300</u>
	\$20,340

Prices for surveying are to correctly verify corner locations to accurately locate fence on Town property. A higher cost for the three properties is anticipated due to four properties being involved. These costs, as all above, are preliminary and subject to vary. Grading and clearing must be done in both cases due to heavy undergrowth and trees in the northeast corner of the park and all along the line behind the private properties. A bulldozer with tracks is necessitated and must be provided through a private vendor. Linear foot costs for fencing Option B are stable only in

conjunction with the volume of fence materials included in Option A.

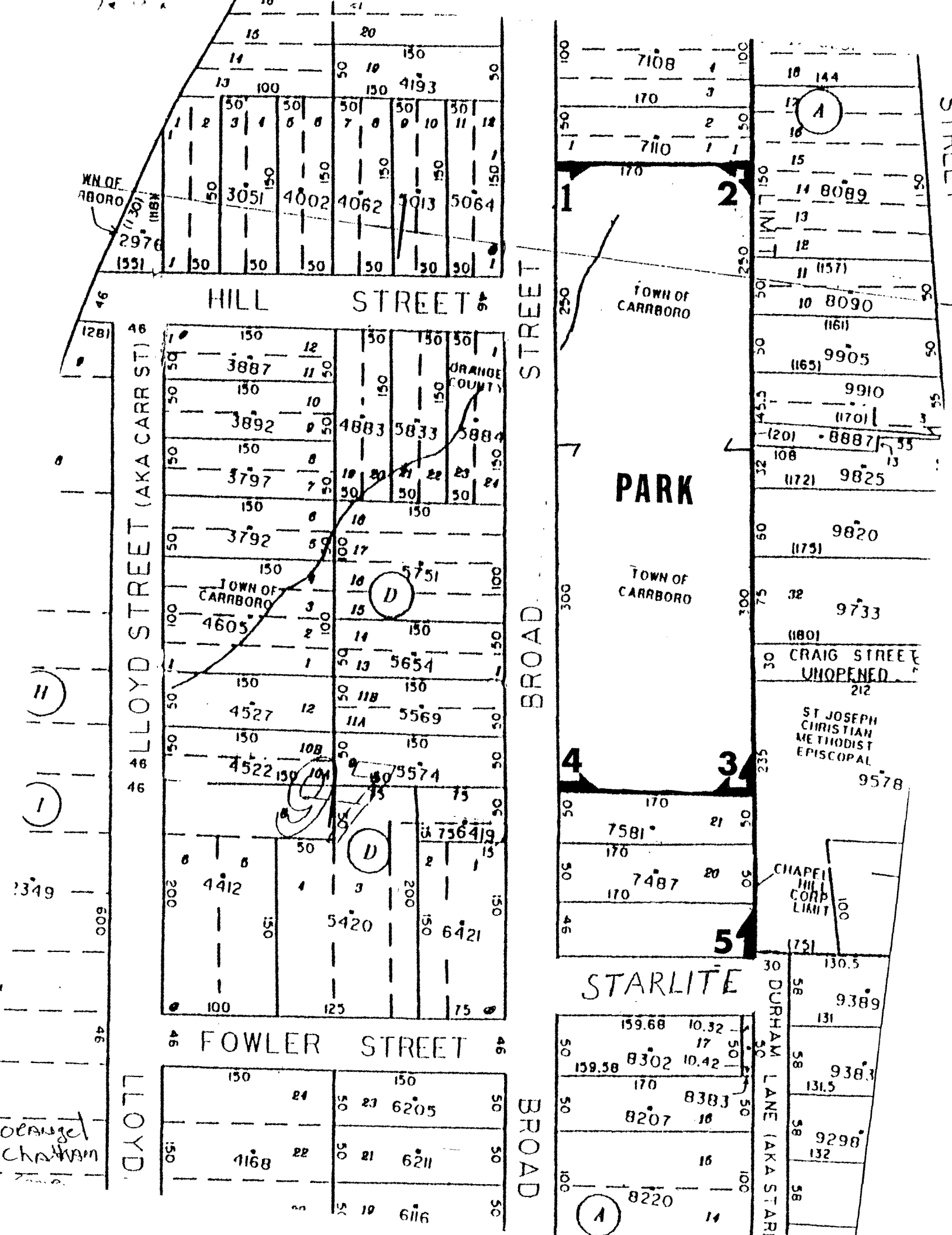
Recommendation:

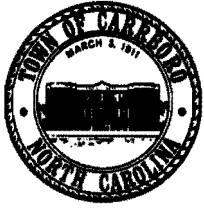
Although fully recognized that this need is unique, the department cannot recommend either option for the following reasons.

- 1) Fencing any public park property boundary potentially creates a negative precedent.
- 2) No fencing exists that eliminates potential damage. Maintenance costs proposed in the options will not be adequate nor effective in keeping the fence in repair.
- 3) People will walk by the southeast corner of the fence, onto the first private lot, and proceed parallel along the fence to Broad Street, thereby entering the park or other areas of the neighborhood. Option B would discourage this action.
- 4) Fencing the private properties causes some concern over public funds used on private properties. The Board of Aldermen has considered this concern with other issues in the past.

In conclusion, if fencing was projected to have a high potential to mitigate this problem, the department might view its recommendation differently. It is projected that any kind of fencing, acceptable for public properties, will fail in accomplishing the intended purpose.

Please contact me if there are questions or clarification needed.
Thank you.





TOWN OF CARRBORO

NORTH CAROLINA

MEMO

TO: Mayor and Board of Aldermen

FROM: James Harris, ^{TRH}Community and Economic Development Officer

DATE: June 2, 1994

RE: Status report on the 305 Oak Avenue Rehabilitation Project

24
29

The Board of Aldermen at the April 19, 1994 , board meeting received progress report on the 305 Oak Avenue rental rehabilitation project owned by James Edney. The board requested that a progress report be submitted again in the month of June. As requested the attached report on the project is submitted as information.

Staff will submit another report on this project in August following the Board of Aldermen vacation.

JAMES W. EDNEY III

1 June1994

Mr. James Harris
Town Of Carrboro
Carrboro, NC 27510

Ref: 402 Oak Avenue

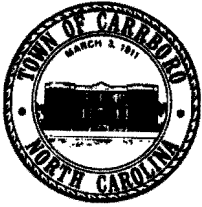
Dear James:

I have been tied up on out-of-town projects since the last update to you on 402 Oak Avenue. Michael Canova and Don Knight of the Town of Carrboro Building Inspection Department have both reviewed the structural framing of the house and we have some changes to make to bring the existing house and renovations into compliance with the most recent Building Code revisions. I plan to have a meeting with Don Knight this Friday morning to review their comments and insure all the changes are completed prior to final framing inspection. We plan to have those revisions completed by June 9th.

When the framing inspection has passed, we will proceed with insulation, drywall, and the remainder of the interior finishes. That work will proceed in the month of June. I will give you another update on June 30.

Let me know if you have any questions. Thanks.

James W. Edney III



TOWN OF CARRBORO

NORTH CAROLINA

TO: Roy Williford, Planning Director

FROM: Keith A. Lankford, Zoning Administrator *KAL*

SUBJECT: Report on the Compliance of All Active Subdivisions Within Carrboro's Jurisdiction With Their Conditional Use Permits

DATE: June 3, 1994

Arcadia Subdivision

During a recent site visit to this site several discrepancies were noted between the field work and the approved conditional use permit (CUP) plans and the construction plans. Most of these deviations from the approved plans were a result of encountering substandard soils during the construction of the road, and in an attempt to save additional trees. Various staff members made several site visits in an effort to determine the scope of the changes and to determine how these deviations can be resolved. We brought these discrepancies to the attention of the developers.

In general, these discrepancies were associated with grading out the road bed to such an extent as to make the use of the proposed swale drainage system impractical. Flared end sections were not installed on the pipe under the road as shown on the plans, and curb and gutter was installed between the bridge and Barrington Hills Drive. Drainage calculations will need to be submitted for review to determine the effect of stormwater runoff from the curb and gutter section onto adjacent properties.

The Zoning Division has requested that the developer cease work on the road until such time that they can revise their construction drawings and submit them to the town for further review and approval. There were no problems noted with the construction around the future home sites and the remainder of the site.

Much of the debris and pipes noted in the last report has been cleared up, however as work has been progressing some additional dirt piles and lumber have accumulated within the drip line areas of trees that are going to be saved. I have informed the developer that these debris piles should be removed as soon as possible.

No final plat has been submitted for this site as of this date. No building permits have been issued for this project.

Bel Arbor Subdivision

The Zoning Division is currently reviewing the construction plans for this subdivision. No final plat have been submitted for this

project as of this date. This project will have to comply with the kiosk and development signage requirements of sections 15-83.1 and 15.83.2 of the Land Use Ordinance.

Berryhill Subdivision--Phases I Through IV

The first two phases of this project have been completed except for four or five lots which are located along Smith Level Road. These lots are still vacant. The last certificate of occupancy for this project was issued on July 23, 1993. The CUP for this project will therefore expire on July 23, 1994 as per section 15-62 (the project will have been inactive for one year). The developer has been advised of this situation and is reviewing his options for keeping this project, and its permit, active.

Bolin Forest Phase IV

There are still a few homes under construction within this site. This project is in general compliance with its CUP.

Camden Subdivision

The site plan kiosk has been installed in the field, but will be revised for clarity and moved to a site closer to the site office, and away from Camden Lane's intersection with Homestead Road. This site is still under construction; there are several homes under construction, and several vacant lots remain. This project is in general compliance with its CUP.

Cates Farm Subdivision

Condition 5 of the CUP requires that the developer paint the bike lanes for Cates Farm Road and for Pathway Drive when the roads are built. The roads and sidewalk construction have now been completed and the bike lanes were painted last week on both Cates Farm Road and Pathway Drive. There have been no further tampering with the barricade on Pathway Drive as required by the CUP on Pathway Drive. A colorized site plan, with the appropriate notation, has been installed in the kiosk.

Site work is on going in phases 1 and 2, and construction has recently begun within phases 3 and 4. The dirt pile referenced in last months report should be removed next week as part of the Cates Farm Road stream crossing. Tree protection was in place at the cut/fill line throughout the last two phases prior to any clearing and grading operations. The final plat has not been filed for these last two phases. This project is in general compliance with its CUP.

Highland Meadows Subdivision

The site plan has been installed in kiosk in the field. There is still on going site work for this project as well as several homes under construction, and several vacant lots remaining. This site is in general compliance with its CUP.

Pollitzer Subdivision

No construction plans or final plat have been submitted for this project as of this date. This project will have to comply with

sections 15-83.1 and 15-83.2.

Quarterpath Trace Subdivision

There are still a few homes under construction in this project. This project is in general compliance with its CUP.

Ridgehaven Townhomes

No construction plans or final plat have been submitted for this project as of this date. The Board of Aldermen granted the developer a one year extension of the CUP on May 17, 1994. The extended CUP will expire on June 23, 1995 if no substantial improvements are made to the site. This project will have to comply with sections 15-83.1 and 15-83.2.

Sudbury Subdivision (Fair Oaks Phase VI)

This project has received construction plan approval, but the final plat has not been approved as of this date. The Zoning Division issued a zoning permit for two single family homes on the 8.3 acre, unsubdivided tract. The developer has made substantial efforts to resolve the previous tree protection problems, and to save as many trees as possible. Site construction is still in progress. The site plan kiosk has already been installed at this site. This project is in general compliance with its CUP.

Waverly Forest Subdivision (Fair Oaks Phase 5)

There are still several homes under construction in this project and there are a few vacant lots remaining. This project is in general compliance with its CUP.

Weatherhill Pointe Subdivision--Phase III

There are still several homes under construction in this project. This project is in general compliance with its CUP.

Wexford Subdivision

The dirt and trees which were previously noted along the right of way of the third phase have been removed. A colorized site plan with the appropriate notation is now in place in the kiosk. There are several homes still under construction, and several vacant lots remain. This project is in general compliance with its CUP. The final plat for the third phase has not been submitted to the town as of this date.

Winsome Lane Subdivision

There are still several homes under construction in this project and several lots remain vacant (although they have been sold). This project is in general conformance with its CUP.

AGENDA
CARRBORO BOARD OF ALDERMEN
TUESDAY, JUNE 7, 1994
7:30 P.M., TOWN HALL BOARD ROOM

- A. Approval of Minutes of Previous Meeting**
- B. Resolutions, Proclamations and Charges**
- C. Requests from Visitors and Speakers from the Floor**
- D. Public Hearing/Voluntary Annexation/Wexford Subdivision, Phase II**
- E. Other Matters**
 - (1) Report on Energy Efficient Construction**
 - (2) Legislative Preview/League of Municipalities**
 - (3) Discussion of Conditional Use Zoning**
 - (4) Discussion of Report from Youth Committee of Violent Crime and Drug Task Force**
 - (5) 1994-95 Budget/Review of Decision Packages**
- F. Matters by Manager**
- G. Matters by Attorney**
- H. Matters by Board Members**
- I. Reports to Board - Follow-Up Report/Rental Rehab Project/402 Oak Avenue**