

AGENDA
CARRBORO BOARD OF ALDERMEN
TUESDAY, MAY 23, 2000
7:30 P.M., TOWN HALL BOARD ROOM

Approximate Time*

7:30 – 7:40 A. REQUESTS FROM VISITORS AND SPEAKERS FROM THE FLOOR

7:40 – 7:45 B. CONSENT AGENDA

(1) **Approval of Minutes of Previous Meeting:** May 16, 2000

(2) **Request to Set a Public Hearing on the Financing of the Hillsborough Road Park**

On November 30, 1999, the Board authorized the purchase of land on Hillsborough Road and authorized a reimbursement resolution signaling that the Town may use cash resources and lease-purchase financing to purchase the property. The Town, at the time of the purchasing the property, used a combination of payment-in-lieu revenues and general fund cash reserves (fund balance) to buy the land. The Board then directed staff to work with a group of citizens to investigate other financing alternatives, such as grant opportunities. To date, it has been determined that lease purchase financing is the most desirable alternative to funding the purchase of the land for the park. It is hoped that grant funds can be pursued to develop the park.

State law (NC Statutes 160A-20(g)) requires that the Town conduct a public hearing when funds are borrowed to purchase real estate. A notice of the public hearing must be published once at least 10 days before the date fixed for the hearing. Thus, the Board is requested to set a public hearing for June 13, 2000.

(3) **A Request to Amend the Centura Installment Contracts to Enable Additional Equipment Purchases**

The Board, in adopting the annual fiscal year budget, approves the use of installment purchase (informally known as lease-purchasing financing) funding for numerous vehicles and equipment. Town staff has identified additional lease proceeds in two contracts that are available for “drawdown” to purchase additional capital items.

Town staff, in an effort to reduce the tax rate recommended for the upcoming fiscal year, has identified \$14,400 in public works equipment that can be purchased using lease proceeds identified above. The three items are: Traffic Counters (\$7,000); Snow Plow (\$4,500); and a Billy Goat Vacuum (\$2,900).

The administration recommends that the Board adopt the attached resolution to amend the Centura installment contracts to enable the staff to purchase the additional items.

(4) **A Request to Adopt a Budget Ordinance Reclassifying the Payment in Lieu Fund and Capital Project Fund**

As the Board is aware, the Management Services Department is in the process of implementing a new financial system for the Town and is revising accounting practices where appropriate. It is requested that the Board approve a budget ordinance to properly reclassify the capital reserve funds as part of the special revenue fund type. It is a change that is supported by the Town's external auditors, Dixon, Odom, PLLC. Currently, the Town's capital reserve fund and payment in lieu revenues are classified within the capital project fund type for auditing purposes. The budget amendment requested is simply an administrative process to ensure clarity in the administration and use of the Town's various funds and budgets.

Further clarification is also requested from the Board on the Manager's authority in administering capital project budgets. Typically, capital projects are approved at the project level with the Manager having discretion to transfer funds between line items of the project as long as it is not overspent. The Town does not have a written policy on this. It is recommended that the Board allow the Town Manager this discretion.

(5) **A Request to Adopt a Budget Ordinance Transferring Funds from the Board of Aldermen's Budget to Nondepartmental for the Interfaith Council**

The Board at its meeting on April 11, 2000 voted to allocate \$1,000 from the Board's departmental budget to the Nondepartmental cost center to provide financial assistance to the Interfaith Council. The Board is requested to adopt the attached budget ordinance making that transfer of funds.

(6) **Mid-April to Mid-May Active Projects Report**

The Zoning Division is responsible for preparing a monthly report outlining the construction activities of various projects of interest within the Town of Carrboro's jurisdiction. The report for the period April 16-May 15, 2000 is attached. Staff requests that the Board review this report and if any questions arise, to please contact the Development Review Administrator.

7:45 – 7:50 C. RESOLUTIONS, PROCLAMATIONS AND CHARGES

D. OTHER MATTERS

7:50 – 8:05 P/5 (1) **Presentation of 2000-2001 Budget Recommendation by the Human Services Commission**

The purpose of this item is for the Chair of the Human Services Commission to present to the Board of Aldermen the recommendations from the Human Services Commission for funding requests from the nonprofit agencies providing services to Carrboro citizens.

8:05 – 8:35 (2) **Worksession: Review of the Environmental Advisory Board's Recommended**

Land Use Ordinance Changes

On October 26, 1999 the Board reviewed a staff analysis of Environmental Advisory Board (EAB) recommendations to make changes to the land use ordinance provisions. The Board adopted a resolution that evening to hold a work session, or work sessions to further consider five issues noted by staff as falling outside current ordinance provisions or requirements. A resolution has been prepared that may be modified, subsequent to the worksession, to specify whether further action on any of the five issues should be pursued.

8:35 – 8:50
P/5

(3) Report on Requests for Classification and Salary Grade Assignments

The purpose of this item is to present the report on the requests for reclassification and salary grade assignments performed by Municipal Advisors, Inc.

8:50 – 9:00 BREAK

9:00 – 10:00
NP

(4) Budget Instructions to Town Manager for FY2000-01 Budget

The Mayor and the Board of Aldermen have received and reviewed the Recommended FY2000-01 Annual Budget prepared by the Town Manager. The purpose of this agenda item is to revise budget recommendations proposed by Town Manager and to instruct the Manager to develop a final draft of the budget for adoption by the Board on June 13.

10:00 – 10:10
P/5

(5) Request to Approve A Memorandum of Agreement for Providing Coordinated Site and Facility Planning

On Thursday, May 10, 2000 the *Joint Schools and Land Use Councils* requested that each member unit consider approving "A Memorandum of Agreement for Providing Coordinated Site & Facility Planning". The purpose of this item is to present the memorandum of agreement for adoption by the Carrboro Board of Aldermen.

10:10 – 10:15
P/2

(6) Ordinance Amendment to Allow Sales of Goods at Town Commons by Persons who have Reserved this Facility

Subject to certain exceptions, Chapter 14 of the Town Code does not allow commercial activity on town property. The purpose of this item is to consider an amendment to Section 14-20 of the Town Code to allow sales of goods at the Town Commons by persons who have reserved this facility in accordance with the Town's policy. This amendment would authorize use of the Town Commons for such purposes as a craft or flea market not operated by or on behalf of the town.

10:15 – 10:20
P/2

(7) Amendment to Town Policy Regarding Reservation and Use of Town Commons

The Town policy on the reservation and use of the Town Commons generally prohibits any private party from reserving the facility more than two times per year, except for Town sponsored events. In order to accommodate a proposal to

have a private party operate a craft/flea market at the Town Commons for as many as 26 Sundays annually, the policy would have to be amended. The attached resolution accomplishes this objective.

- 10:20 – 10:25 E. MATTERS BY TOWN CLERK
- 10:25 – 10:35 F. MATTERS BY TOWN MANAGER
- 10:35 – 10:45 G. MATTERS BY TOWN ATTORNEY
- 10:45 – 10:55 H. MATTERS BY BOARD MEMBERS

*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.