

A regular meeting of the Carrboro Board of Aldermen was held on Tuesday, May 1, 2001 at 7:30 p.m. in the Town Hall Board Room.

Present and presiding:

Mayor	Michael Nelson
Aldermen	Joal Hall Broun
	Mark Dorosin
	Jacquelyn Gist
	Diana McDuffee
	Allen Spalt
	Alex Zaffron
Town Manager	Robert W. Morgan
Town Clerk	Sarah C. Williamson
Town Attorney	Michael B. Brough

REQUEST FOR FUNDING

George Sanford, a resident of Roberts Street, requested the town's assistance in funding an afterschool program at Pine Knolls Community Center. Mr. Sanford asked for \$5,000.

The Board referred this matter to the Human Services Commission for consideration.

Rueben Hayes spoke in favor of this request.

RESOLUTION PROCLAIMING MAY AS NATIONAL BIKE MONTH

Chris vanHasselt, a member of the Transportation Advisory Board, asked that the Board adopt a resolution proclaiming the month of May as National Bike Month.

The following resolution was introduced by Alderman Alex Zaffron and duly seconded by Alderman Joal Hall Broun.

A RESOLUTION PROCLAIMING THE MONTH OF MAY AS NATIONAL BIKE MONTH

WHEREAS, bicycle riding is a viable and environmentally sound form of transportation and an excellent form of recreation; and

WHEREAS, millions of Americans will experience the joys of bicycling the month of May through educational programs, commuting events, trail work days, helmet promotions, and charity rides; and

WHEREAS, Americans in record numbers are turning to bicycling for recreation, exercise, and transportation; and

WHEREAS, the national non-profit bicycling safety and education association the League of American Bicyclist has declared the month of May to be National Bike Month for each of the last forty (40) years; and

WHEREAS, bicycle clubs, schools, parks and recreation departments, police departments, hospitals, companies and civic groups throughout the state will be promoting bicycling as a wholesome leisurely activity as well as an environmentally friendly alternative to the automobile during the month of May.

NOW, THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Aldermen proclaim the month of May as NATIONAL BIKE MONTH and additionally the designated day in the month of May for BIKE TO WORK DAY and urge all who support bicycling to participate.

The foregoing resolution having been submitted to a vote received the following vote and was duly adopted this 5th day of September, 2000:

Ayes: Alex Zaffron, Mark Dorosin, Joal Hall Broun, Michael Nelson, Diana McDuffee, Jacquelyn Gist, Allen Spalt

Noes: None

Absent or Excused: None

APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY ALLEN SPALT TO APPROVE THE APRIL 24, 2001 MINUTES WITH CORRECTIONS. VOTE: AFFIRMATIVE ALL

REQUEST TO SET A PUBLIC HEARING/SMITH MIDDLE SCHOOL ATHLETIC FIELDS CONDITIONAL USE PERMIT

Mr. Mike Hammersley, PE, with Corley Redfoot Zack, Inc., representing the Chapel Hill-Carrboro Board of Education, has submitted an application for a Conditional Use Permit (CUP) to allow a combination use (Use 27.000) of existing single-family residences (Use 1.110) and elementary and secondary schools (Use 5.110) along Homestead Road. The request consists of constructing two (2) soccer fields, a baseball/softball field and six (6) tennis courts. The new recreation facilities will be used by the school system to satisfy state mandated programming needs for the high school/middle school campus and will also be used by the community at large through a shared use agreement with the Town of Carrboro Recreation and Parks Department. The Board of Aldermen must hold a public hearing to receive input before reaching a decision on a conditional use permit application. The Administration recommended that the Board set a public hearing for May 22, 2001, for consideration of the conditional use permit request.

The following resolution was introduced by Alderman Alex Zaffron and duly seconded by Alderman Allen Spalt.

A RESOLUTION CALLING A PUBLIC HEARING ON THE CONDITIONAL USE PERMIT
REQUEST FOR THE SMITH MIDDLE SCHOOL ATHLETIC FIELDS PROJECT
LOCATED ALONG HOMESTEAD ROAD
Resolution No. 142/2000-01

WHEREAS, the Carrboro Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed conditional use permit projects; and

WHEREAS, an application has been received for a conditional use permit for the Smith Middle School Athletic Fields Project located along Homestead Road.

NOW THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Aldermen call a public hearing on May 22, 2001 to consider the conditional use permit request for the Smith Middle School Athletic Fields Project.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 1st day of May, 2001:

Ayes: Joal Hall Broun, Mark Dorosin, Diana McDuffee, Jacquelyn Gist, Michael Nelson, Allen Spalt, Alex Zaffron

Noes: None

Absent or Excused: None

APPOINTMENT OF A DEPUTY TOWN CLERK

The Mayor and Board of Aldermen were requested to adopt a resolution appointing Richard White as Deputy Town Clerk.

The following resolution was introduced by Alderman Alex Zaffron and duly seconded by Alderman Allen Spalt.

A RESOLUTION APPOINTING A DEPUTY TOWN CLERK Resolution No. 143/2000-01

BE IT RESOLVED BY THE BOARD OF ALDERMEN:

Section 1. Mr. Richard White is hereby appointed as the Town's Deputy Town Clerk.

Section 2. This resolution shall become effective upon adoption.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 1st day of May, 2001:

Ayes: Joal Hall Broun, Mark Dorosin, Diana McDuffee, Jacquelyn Gist, Michael Nelson, Allen Spalt, Alex Zaffron

Noes: None

Absent or Excused: None

PUBLIC HEARING AND FIRST READING OF THE TIME WARNER CABLE FRANCHISE

The Time Warner Cable franchise has expired. The Town is currently operating under an annual renewal agreement with Time Warner Cable. Robert W. Morgan, Town Manager, served on the Cable Consortium negotiation team, which negotiated, with Time Warner over the past three years to craft a model franchise. The purpose of this item was to request that the Board receive comments from the public and perform the first reading of the Franchise.

Alderman Gist asked that the Board receive reports on complaints received.

MOTION WAS MADE BY JOAL HALL BROUN AND SECONDED BY DIANA MCDUFFEE TO CLOSE THE PUBLIC HEARING AS NO ONE WISHED TO SPEAK. VOTE: AFFIRMATIVE ALL

The Board asked that the town staff prepare a resolution inviting cable t.v. competitors to submit proposals to the Town.

The following resolution was introduced by Alderman Mark Dorosin and duly seconded by Alderman Joal Hall Broun.

A RESOLUTION APPROVING THE TIME WARNER
CABLE FRANCHISE ON FIRST READING
Resolution No. 144/2000-01

WHEREAS, the Board of Aldermen has received public comments; and

WHEREAS, the Board of Aldermen has provided for the first reading of this Franchise.

NOW THEREFORE BE IT RESOLVED by the Carrboro Mayor and Board of Aldermen that the Board approve the Time Warner Cable Franchise.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 1st day of May, 2001:

Ayes: Joal Hall Broun, Mark Dorosin, Diana McDuffee, Jacquelyn Gist, Michael Nelson, Allen Spalt, Alex Zaffron

Noes: None

Absent or Excused: None

PRESENTATION OF THE MANAGER’S RECOMMENDED BUDGET FOR FY 2001-02

By state law, the Town Manager is responsible for submitting a balanced budget for the Carrboro community to the Mayor and Board of Aldermen by June 1st. Tonight, the Board was presented with the FY2001-02 Recommended Budget. The recommended budget was submitted earlier than required by law so that the Board and community would have sufficient time to discuss the initiatives put forth in the budget.

MOTION WAS MADE BY JACQUELYN GIST AND SECONDED BY JOAL HALL BROUN TO APPROVE THE FOLLOWING BUDGET REVIEW SCHEDULE:

Tuesday, May 8	Public Hearing on FY2001-02 Recommended Budget
Thursday, May 10	Budget Worksession
Thursday, May 17	Budget Worksession
Tuesday, May 22	Report to Board on recommendations for Human Services
Tuesday, May 29 th	Budget Worksession (if needed)
	Board directs Manager to prepare a revised budget
Tuesday, June 26	Adoption of FY2001-02 Budget, Pay Plan, and Miscellaneous Fees and Charges Schedule

VOTE: AFFIRMATIVE ALL

DISCUSSION OF OPTIONS FOR ADDRESSING RETENTION OF POLICE OFFICERS AND FIREFIGHTERS

During the past two years the Town has experienced a higher than normal rate of employee turnover. Turnover in the Police and Fire departments has been especially high. The Mayor and Board of Aldermen received a report from the Employee Retention Committee at the April 24th Board meeting. The purpose of this agenda item was to layout options for the Board's consideration to address these concerns.

Mr. Morgan stated that the following options have been developed for consideration to address retention of police officers and firefighting personnel:

1. **TAKE HOME POLICE CARS:** This option allows police officers, with one year of service, who live within 35 miles of Carrboro to drive their vehicle home. Full implementation of this program will take three years. It is proposed that a take-home vehicle first be provided to positions ranking Police Officer II and higher in the first year. In FY2002-03, the program will be expanded to include Police Officer I positions. Implementing this program will require the purchase of two additional vehicles in the current year (seven total vehicles) and the addition of one car to the regular vehicle replacement schedule (six total) hereafter (FY01-02 and beyond). Leasing two additional cars in the current year costs an additional \$17,558. This cost will also be applicable for the next two years.

Additional cost in FY01-02 is \$27,353 for leasing (\$17,558 above + one new car @ \$9,795), and \$14,500 for operational and maintenance cost. All but \$7,250 has been already included in the FY01-02 recommended budget to cover the leasing, operational and maintenance costs. Implementing this option means that patrol cars will be kept for six years and investigator and administrative cars will be kept for eight years. It is anticipated that future investigator and administrative cars will be smaller than patrol cars.

Full implementation of this option has the benefit of increasing available public parking at the Century Center. This option will have a moderate-to-high impact on retention because it will give the Town a competitive edge in the local labor market. It will have a minor impact on compression in the first year since senior officers will get cars in the first year.

2. **FULL IMPLEMENTATION OF MARKET AND CLASSIFICATION STUDIES FOR POLICE OFFICERS AND FIREFIGHTING PERSONNEL:** Full implementation of the studies means that all police and firefighting positions showing a higher salary range as a result of the market study would receive a 5% increase for each grade level that the position increases. For example, the firefighter position increased by two grades, meaning all firefighters will receive a ten percent increase in their current salary. Increasing police and firefighter salaries based on the market adjustments would cost the Town \$180,942 in 2001-2002. This option would have a significant and positive impact on retention and compression.
3. **IMPLEMENTATION OF MARKET AND CLASSIFICATION STUDY BASED ON YEARS OF SERVICE:** Under this option, all police officers and firefighting personnel who fall below the first salary step in their salary range will be brought up to starting salary. Employees with one to three years of service would receive 2.5% increase over their current salary. Employees with over three years of service receive 5% above their current salary. This option will cost the Town \$89,678. Implementation of the pay plan in this manner has a moderate impact on compression and retention for Police Officers and Firefighting Personnel.

4. **2.5% SALARY ADJUSTMENT:** All police officers and firefighting personnel with one or more years of service would receive a salary increase of 2.5%. This would cost the Town \$63,000 in 2001-2002. It would have a moderate impact on retention and a minor impact on compression.
5. **REINSTITUTING SIX-MONTH PROBATIONARY INCREASE:** Approximately ten years ago the Town abandoned the policy of giving a five percent salary increase following a successful completion of a six-month probationary period. The practice was discontinued because it was aggravating salary compression due to the use of the one-tier 2.5% merit program. Re-instituting the probationary increase would assist salary progression to the midpoint. Implementing it without dealing with compression will escalate salary compression issues. Based on the existing ten vacancies in the two departments, the minimum cost would be \$15,000. This option would have moderate impact on retention but a major negative impact on compression.
6. **INCREASE LONGEVITY PAY:** The Town refers to this option as a service benefit. It has been several years since this benefit has been increased. This benefit is very much appreciated by employees but it is doubtful that longevity is taken into consideration when making a decision to stay or leave. If the benefits were increased to the same level as Chapel Hill and applied only to police and fire personnel, it would cost an additional \$10,850 for the two departments. This option would have a very minor impact on retention and no impact on compression.
7. **SERVICE BONUS:** Under this option the Town would give a current employee a \$500 bonus for signing an agreement to stay with the Police or Fire Department for twelve months. The bonus would be given upon the completion of the twelve months. A hiring bonus is more complicated since new hires are currently signing contractual agreements for longer periods and are subject to probationary dismissal. Cost to the Town for a service bonus would be \$28,000. This option would probably be appreciated by the Police and Fire personnel but would have a minor impact on retention and no impact on compression.
8. **SKILL BASED PAY:** This option creates promotion opportunities for police officers and firefighters based upon individual skill development. Career ladders would be created based upon skills. Upon certification of developing a specific skill, the employee would receive a promotion, which would allow salary progression. The cost of this option is unknown and will have to be developed during the next fiscal year by the Town Administration and departmental personnel.

As the Board is aware, the Town Manager's recommended budget requires a sizable tax increase of 7.1 cents. The proposed budget continues existing compensation programs and benefits at the cost \$434,084 and only addresses police retention from the standpoint of budgeting a take home fleet program.

To address the other options identified above, lapsed salary is available in the current year. Accrued lapsed salary in the Police Department is expected to grow to \$90,000 by June 30th. No significant lapsed salary monies are estimated for the Fire Department. The projected lapsed salary figure was recently revised and is not included in the Town Managers calculations of fund balance at June 30, 2001. These funds are therefore available to the Board to address retention issues in the Police and Fire Department if it so desires. Using these funds is the same as appropriating fund balance for use in FY01-02. In FY2002-03, the Board will face supporting these retention costs with a stream of revenue other than fund balance.

As the Board reviews the Manager's recommended budget, the opportunity exists to shift priorities and fund the retention compensation through those adjustments as well.

Chief Hutchison stated that 35 miles is the average number of miles driven by officers to work.

Mayor Nelson and Diana McDuffee urged the Board to consider all options prior to approving the take home police car policy.

MOTION WAS MADE BY MARK DOROSIN AND SECONDED BY JACQUELYN GIST TO APPROVE THE TAKE HOME POLICE CAR POLICY. VOTE: AFFIRMATIVE FIVE, NEGATIVE TWO (MCDUFFE)

The following resolution was introduced by Alderman Alex Zaffron and duly seconded by Alderman Jacquelyn Gist.

REIMBURSEMENT RESOLUTION
Resolution No. 148/2000-01

WHEREAS, the Town Manager, Robert W. Morgan, has described to the Board the desirability of adopting a resolution, as provided under federal tax law, to facilitate the Town's use of financing proceeds to restore its funds when the Town makes capital expenditures prior to closing on a lease-purchase installment financing.

BE IT RESOLVED by the Board of Aldermen as follows:

Section 1. The Board is adding two vehicles to the 5 vehicles currently budgeted in FY2000-01 to be purchased with lease installment proceeds:

Department	Item	Estimated Cost
Police Patrol	4 Patrol Cars	\$100,050
Police – Investigations	1 Vehicle	\$ 26,050
<i>Addition:</i>		
<i>Police Patrol</i>	<i>2 Patrol Cars</i>	<i>\$47,950</i>
	<i>Total Estimated Cost</i>	<i>174,050</i>

Section 2. The expected type of financing (which may be subject to change) for the items above is installment purchase financing as allowed in North Carolina General Statutes Section 160A-20. The currently expected maximum amount of obligations to be issued or contracted for the items is \$174,050.

Section 3. Funds that have been advanced, or may be advanced, from the General Fund for the aforementioned items are intended to be reimbursed from the financing proceeds up to an amount of \$174,050.

Section 4. The adoption of this resolution is intended as a declaration of the Town's official intent to reimburse project expenditures from financing proceeds.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 1st day of May, 2001:

Ayes: Joal Hall Broun, Mark Dorosin, Jacquelyn Gist, Allen Spalt, Alex Zaffron

Noes: Diana McDuffee, Michael Nelson

Absent or Excused: None

The Board expressed its desire to discuss options for addressing retention of police officers and firefighters at its May 22nd meeting with the following requests for information:

Alderman Broun asked a breakdown by department on where employees are within their salary grades.

Mayor Nelson asked for options for phasing in full implementation of the market and classification studies for police and firefighting personnel.

CREST STREET SEWER EASEMENT

The purpose of this item was to request the Board of Aldermen to approve the granting of a sanitary sewer easement to OWASA for the purpose of serving a lot owned by the Community Land Trust at 101 Crest Street.

The Board requested information on whether a dwelling unit(s) could be placed on this property and a location map of the property.

DISCUSSION OF BOARD'S SUMMER BREAK

The Board discussed its summer break schedule for 2001.

MOTION WAS MADE BY MARK DOROSIN AND SECONDED BY ALEX ZAFFRON THAT THE BOARD TAKE THE MONTH OF JULY AND THE FIRST WEEK IN AUGUST AS THE BOARD'S SUMMER BREAK FOR 2001. VOTE: AFFIRMATIVE ALL

RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A UTILITY AGREEMENT WITH NCDOT AND OWASA

Mr. Morgan requested that the Board adopt a resolution authorizing the Mayor to execute a utility agreement with the N.C. Department of Transportation and the Orange Water and Sewer Authority for the installation of a sewer line in conjunction with the Hillsborough Road improvement project.

The following resolution was introduced by Alderman Alex Zaffron and duly seconded by Alderman Mark Dorosin.

A RESOLUTION AUTHORIZING THE MAYOR
TO EXCEUTE A UTILITY AGREEMENT WITH
THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
AND THE ORANGE WATER AND SEWER AUTHORITY
Resolution No. 147/2000-01

WHEREAS, the North Carolina Department of Transportation has prepared and adopted plans for the improvement of SR 1009 (Hillsborough Road) from Lorraine Street to SR 1107 (Old Fayetteville Road) in Carrboro; and,

WHEREAS, the Orange Water and Sewer Authority owns and operates the Water and Sewer System within the Town of Carrboro;

WHEREAS, the Orange Water and Sewer Authority has agreed to obligate itself to service and to maintain its facilities within the DOT right-of-way in accordance with the mandate of North Carolina General Statutes and associated laws;

WHEREAS, said Department of Transportation and the Town of Carrboro propose to enter into an agreement whereby said Department will include in its construction contract provisions for the extension of an OWASA-owned sewer line; and,

WHEREAS, the Municipality agrees to reimburse the Department of Transportation for the entire cost of said work with reimbursement to be made in one final payment upon completion of the work.

NOW, THEREFORE, BE IT RESOLVED that Project U-3100A, Orange County, is hereby formally approved by the Carrboro Board of Aldermen and that the Mayor and Clerk of this Municipality are hereby empowered to sign and execute the Agreement with the Department of Transportation and the Orange Water and Sewer Authority.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 1st day of May, 2001:

Ayes: Joal Hall Broun, Mark Dorosin, Diana McDuffee, Jacquelyn Gist, Michael Nelson, Allen Spalt, Alex Zaffron

Noes: None

Absent or Excused: None

AGENDA BOX FOR MAYOR AND BOARD OF ALDERMEN

MOTION WAS MADE BY MARK DOROSIN AND SECONDED BY JOAL HALL BROUN TO DIRECT THE TOWN STAFF TO INSTALL A BOX AT TOWN HALL FOR BOARD OF ALDERMEN AGENDA PACKETS. VOTE: AFFIRMATIVE FOUR, NEGATIVE THREE (ZAFFRON, NELSON, MCDUFFEE)

ADEQUATE PUBLIC FACILITIES ORDINANCE

Mike Brough stated that he had completed the drafting of the ordinance and an accompanying memorandum.

The Board requested that the town staff discuss with Orange County and Chapel Hill staff members options for allocating caps and options for using the differential student generator.

REQUEST FOR UPDATE ON PUBLIC TRANSPORTATION

Alderman Broun requested a status report on public transportation negotiations.

Mr. Morgan stated that he would send out an update to the Board.

RECYCLING CENTER

Alderman Spalt requested that the Mayor forward a letter to the Chair of the County Commissioners expressing the Town's support for the recycling site at Carrboro Plaza and requesting that the County fund the construction of the recycling center.

It was the consensus of the Board to authorize the Mayor to send a letter to the Chair of the County Commissioners.

MOTION WAS MADE BY JACQUELYN GIST AND SECONDED BY JOAL HALL BROUN TO
ADJOURN THE MEETING AT 10:40 P.M. VOTE: AFFIRMATIVE ALL

Mayor

Town Clerk