

A regular meeting of the Carrboro Board of Aldermen was held on Tuesday, September 3, 2002 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
	John Herrera
	Diana McDuffee
	Alex Zaffron
Town Manager	Robert W. Morgan
Town Clerk	Sarah C. Williamson
Town Attorney	Michael B. Brough

APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY JOAL HALL BROUN TO APPROVE THE AUGUST 27, 2002 MINUTES. VOTE: AFFIRMATIVE ALL

CHARGES ISSUED

The Town Clerk issued charges to John Marold and Thomas Wiltberger, recent appointees to the Human Services Commission and Appearance Commission/NPDC.

REPORT ON PLACEMENT OF A TRAFFIC/PEDESTRIAN SIGNAL AT THE INTERSECTION OF E. MAIN AND ROSEMARY STREETS

On August 27, 2002 the Mayor and Board of Aldermen received a request from Mr. Ted Bleeker for the Town to re-evaluate its decision to place a traffic signal on his property located on East Main Street. The town staff has prepared a report on this matter for the Board's review. The administration requested the adoption of a resolution approving Option 1 for the installation of a traffic/pedestrian crosswalk signal at the intersection of East Main and Rosemary Streets.

Discussion of this matter was postponed until September 17th.

REQUEST TO SET A PUBLIC HEARING: VOLUNTARY ANNEXATION OF WINMORE/UNC HOMESTEAD AND HORACE WILLIAMS AREA

The purpose of this item was to accept a petition for the voluntary annexation of the Winmore/UNC Homestead and Horace Williams area and to set a public hearing for September 17, 2002.

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

A RESOLUTION SETTING A PUBLIC HEARING
TO CONSIDER THE ANNEXATION OF
PROPERTY OWNED BY THE UNIVERSITY OF NORTH CAROLINA
ANNIE COLLIER, FAY DANIEL, AND BRYAN AND HELEN YATES
UPON THE REQUEST OF THE PROPERTY OWNERS
Resolution No. 13/2002-03

WHEREAS, the Town of Carrboro has received petitions from the property owned by the University of North Carolina (State of North Carolina), Annie P. Hogan Collier, Fay H. Daniel, and Bryan R. and Helen Yates requesting that their property be annexed into the Town of Carrboro; and

WHEREAS, the Town Clerk has certified that the petitions requesting the annexation of this property are sufficient in all respects under G.S. 160A-31.

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

Section 1. The Board of Aldermen hereby accepts these petitions and shall hold a public hearing on September 17, 2002 to consider the voluntary annexation of this property.

Section 2. The Town Clerk shall cause a notice of this public hearing to be published once in The Chapel Hill Herald at least ten days prior to the date of the public hearing.

Section 3. 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 3rd day of September, 2002:

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

Noes: None

Absent or Excused: None

Alderman Gist requested the following information on the property owned by the University:

- Existing facilities on this property;
- Restrictions for protection of the creek;
- Cost to annex this property in terms of town services; and
- The tax implications to annex this property.

REQUEST TO ADOPT A BUDGET CALENDAR FOR 2003-04

Each year, the Board of Aldermen adopts a budget calendar that establishes the process and timeline for developing next year's budget. The Town Administration presented a proposed calendar for the Board's consideration.

The following resolution was introduced by Alderman Joal Hall Broun and duly seconded by Alderman John Herrera.

A RESOLUTION ADOPTING A BUDGET CALENDAR FOR 2003 – 2004
Resolution No. 16/2001-02

BE IT RESOLVED that the Carrboro Board of Aldermen adopts the following budget calendar for 2003-2004:

FY2003- 04 BUDGET CALENDAR

AUGUST

Tuesday	27	Presentation of quarterly reports (April, May, June)
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SEPTEMBER

Tuesday	3	Board adopts the budget calendar for 2003-04 Board clarification on providing alternative budget scenarios
Monday	9	Instructions to department heads for preparing community assessments
Tuesday	24	Board reviews citizen input survey form

OCTOBER

Tuesday	1	Report to Board on a town-wide strategic technology plan
Tuesday	8	Report to Board on solid waste fee options and methods of billing and collection
Friday	18	Departmental assessments due
Tuesday	22	Presentation of quarterly reports (July, August and September)

NOVEMBER

Sunday	17	First Planning Retreat (Goals, Objectives and Action Items)
Tuesday	19	Presentation of community assessment to Board

DECEMBER

Monday	9	Staff retreat
Friday	20	Management Services distributes budget manual

JANUARY

Wednesday	8	Human services applications mailed
Sunday	26	Second Planning Retreat (Discussion, clarification and prioritization of Board goals, objectives and projects with department heads), Presentation of Five-Year Financial Plan and report to board on citizen input survey

FEBRUARY

Tuesday	4	Presentation of quarterly reports (October, November, December)
Friday	14	Departmental budgets, work plans, and performance measures due
Tuesday	18	Presentation of Town's personnel compensation plan Board reviews 2003-04 Action Agenda

MARCH

Monday – Friday	3-7	Town Manager meets with department heads to review budget requests
Friday	7	Human services applications due
Tuesday	11	Board holds public hearing to receive community input on the 2003-04 budget
Monday – Friday	24- 28	Final review of budget requests by Town Manager

APRIL

Tuesday	1	Human Services Commission begins review of grant applications
Tuesday	22	Town Manager submits budget to the Board
Tuesday	22	Presentation of quarterly reports (January, February, March)

MAY

Thursday	1	First budget worksession
Tuesday	6	Board hold public hearing on the 2003-04 budget
Thursday	22	Second budget worksession

Tuesday	27	Board receives Human Services Commission recommendations
JUNE		
Tuesday	10	Board directs Town Manager to prepare final budget
Tuesday	24	Board adopts final budget

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 3rd day of September, 2002:

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

Noes: None

Absent or Excused: None

REQUEST FOR CLARIFICATION ON ACTION AGENDA ITEM #16: “PROVIDING ALTERNATIVE BUDGET SCENARIOS”

The Board, in its FY2002-2003 Action Agenda, requested additional budgetary analyses as tools for decision making in reviewing the town’s budget. The Board was requested to provide additional clarification to guide the types of forms and information that will be presented to the Board.

The Board requested the following:

- Review of the five-year capital improvement plan at the 2003 Planning Retreat
- That the Manager’s 2003-04 budget include a zero tax increase alternative
- That cuts made in the 2002-03 budget be tracked
- That the Board schedule a discussion of engineering fees

REQUEST TO ADOPT A BUDGET ORDINANCE TO CONDUCT A SECOND APPRAISAL AND PHASE I ENVIRONMENTAL AUDIT OF THE ADAMS’ PROPERTY

In December 2001, the Board of Aldermen established the Adams Property Preservation Committee to explore ways to preserve the Adams tract. The Committee requested that town staff prepare a Clean Water Management Trust Fund grant proposal, which was submitted on June 3, 2002. In order to complete the application, a second appraisal and an environmental site assessment are needed. The purpose of this item was to request that the Board of Aldermen allocate funds for these consulting services.

MOTION WAS MADE BY JACQUELYN GIST AND SECONDED BY JOAL HALL BROUN TO ADOPT THE ORDINANCE ENTITLED, “AN ORDINANCE AMENDING FY’2002-03 BUDGET ORDINANCE.”
VOTE: AFFIRMATIVE ALL

APPOINTMENTS TO THE TRIANGLE J COUNCIL OF GOVERNMENT'S REGIONAL TASK FORCE ON INCLUSIONARY ZONING

Mr. Morgan stated that Triangle J Council of Governments and the UNC Institute of Government have announced a project designed to provide research and guidance for local governments considering "inclusionary zoning". A regional task force is being formed to study effective programs, recommend program components that contribute to successful outcomes, and develop model development ordinance provisions. The Town of Carrboro is being asked to appoint at least one elected official and one or two staff members to serve on the task force. He asked whether the Town Attorney should participate in this project.

Alderman Zaffron volunteered to represent the Board of Aldermen.

It was the consensus of the Board to authorize the Town Attorney to participate in this project.

REQUEST FOR A REPORT ON THE DROUGHT

Alderman Broun requested that OWASA provide a report on the drought.

Mayor Nelson stated that the Board has a worksession scheduled with the OWASA representatives on September 17th.

SMITH MIDDLE SCHOOL SOCCER FIELD

Alderman McDuffee asked that the town staff prepare a procedure for determining when the fields can be used and that the school system's use of the town's field be investigated. She also requested that the town staff provide a report on the procedure for the conditional use permit modification for installing lights on the fields.

HANNA STREET CO-HOUSING PROJECT

Mayor Nelson requested a status report on the Hanna Street co-housing project.

REPORT ON POLICY GOVERNING PROGRAM

Alderman Herrera stated that he had checked with Ruffin Slater concerning making a presentation to the Board on the Policy Governing program.

The Board requested that a presentation be made to the Board in October.

MOTION WAS MADE BY JOAL HALL BROUN AND SECONDED BY MARK DOROSIN TO ADJOURN TO CLOSED SESSION TO DISCUSS A MATTER INVOLVING A LEGAL ISSUE. VOTE: AFFIRMATIVE ALL

MOTION WAS MADE BY JOAL HALL BROUN AND SECONDED BY JACQUELYN GIST TO
ADJOURN THE MEETING AT 8:35 P.M. VOTE: AFFIRMATIVE ALL

Mayor

Town Clerk