

A regular meeting of the Carrboro Board of Aldermen was held on Tuesday, October 14, 2003 at 7:30 p.m. in the Town Hall Board Room.

Present and presiding:

Mayor	Michael Nelson
Aldermen	Joal Hall Broun
	John Herrera
	Diana McDuffee
	Alex Zaffron
Town Manager	Steven E. Stewart
Town Attorney	Michael B. Brough
Town Clerk	Sarah C. Williamson

Absent:

Aldermen	Jacquelyn Gist
	Mark Dorosin

APPROVAL OF MINUTES OF PREVIOUS MEETING: OCTOBER 7, 2003

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY JOAL HALL BROUN TO APPROVE THE OCTOBER 7, 2003 MINUTES. VOTE: AFFIRMATIVE FIVE, ABSENT TWO (GIST, DOROSIN)

A RESOLUTION AUTHORIZING SUBMISSION OF THE 2003 SCATTERED SITE CDBG APPLICATION

The Mayor and Board of Aldermen were requested to adopt a resolution authorizing the submission of the 2003 Scattered Site CDBG application and authorizing the Orange County Board of Commissioner Chair to sign the application on behalf of the Town of Carrboro, Hillsborough, and Orange County.

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

A RESOLUTION AUTHORIZING THE SUBMISSION
OF A 2003 SCATTERED SITE CDBG APPLICATION
Resolution No. 37/2003-04

WHEREAS, Orange County, and the Towns of Carrboro and Hillsborough have received a FY 2004 Community Development Block Grant (CDBG) Award for the Scattered Site Housing Rehabilitation Program in the amount of \$400,000; and

WHEREAS, these CDBG funds will be used for the repair of approximately fourteen (14) substandard dwelling units in the Towns of Carrboro, Hillsborough and unincorporated Orange County; and

WHEREAS, the Carrboro Board of Aldermen are interested in having additional rehabilitation funds available to address the rehabilitation needs of low-income Carrboro citizens; and

WHEREAS, the N.C. Department of Commerce requires that an application be prepared and submitted by the county and the participating jurisdictions identifying the units to be repaired.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1. The Mayor and Board of Aldermen hereby authorize the submission of the 2003 Scattered Site CDBG application.

Section 2. The Mayor and Board of Aldermen hereby authorize the Chair of the Board of County Commissioners to execute all documents required by the N.C. Department of Commerce – Division of Community Assistance for the implementation of the FY 2004 Community Development Block Grant Award for the Scattered Site Housing Rehabilitation Program.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 14th day of October, 2003:

Ayes: Joal Hall Broun, John Herrera, Diana McDuffee, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: Mark Dorosin, Jacquelyn Gist

A REQUEST TO APPROVE A BUDGET AMENDMENT

The purpose of this agenda item was to amend the 2003-04 fiscal year budget to appropriate \$6,540 in fines and forfeiture revenue held in reserve at June 30, 2003 for the Police Department as required by law.

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY JOAL HALL BROUN TO ADOPT THE ORDINANCE “AN ORDINANCE AMENDING FY 2003-04 BUDGET ORDINANCE.” VOTE: AFFIRMATIVE FIVE, ABSENT TWO (GIST, DOROSIN)

A REQUEST TO SET A FIXED ASSET THRESHOLD FOR INFRASTRUCTURE ASSETS AT \$100,000

The Board of Aldermen was requested to revise the dollar thresholds for fixed assets to include a threshold for the Town’s infrastructure assets (roads, bridges, sidewalks, etc.) that must now be included in the Town’s fixed asset records as required by the new accounting principles (GASB34). The threshold for capitalizing infrastructure is recommended to be \$100,000.

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

A RESOLUTION INCREASING THE THRESHOLD OF INVENTORIED INFRASTRUCTURE

Resolution No. 33/2003-04

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1. That infrastructure be added to the list of assets to be inventoried with a minimum threshold established at \$100,000, and

Section 2. That future changes to fixed assets thresholds or procedures be managed as routine administrative changes in accordance with best practices.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 14th day of October, 2003:

Ayes: Joal Hall Broun, John Herrera, Diana McDuffee, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: Jacquelyn Gist, Mark Dorosin

ADOPTION: REVISED RESOLUTION OF JOINT PLANNING LAND USE PLAN AMENDMENT TO INCORPORATE THE REVISIONS TO THE CHAPEL HILL COMPREHENSIVE PLAN AND LAND USE PLAN

On April 11, 2001, the three parties to a Joint Orange County Planning Agreement and Land Use Plan held a public hearing on an amendment requested by the Town of Chapel Hill. The Chapel Hill Town Council and the Board of Aldermen took action on these changes in June 2001 and the Board of County Commissioners delayed action until the conclusion of planning for the Greene Tract. As the previously adopted language was slightly different, all three parties have prepared revised resolutions for adoption to the Joint Planning Agreement.

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

A RESOLUTION AMENDING THE JOINT PLANNING AREA
LAND USE PLAN AND MAP
Resolution No. 39/2003-04

Whereas, Orange County, the Town of Chapel Hill, and the Town of Carrboro entered into a Joint Planning Agreement, dated September 22, 1987, as amended through August 20, 2002; and

WHEREAS, pursuant to the Joint Planning Agreement, a Joint Planning Area Land Use Plan and Map were adopted on October 13, 1986 by all parties to the Joint Planning Agreement, and has since been amended on several occasions; and

Whereas, the Town of Chapel Hill's Comprehensive Plan, which provides a framework for the future use of land within the Chapel Hill Joint Planning Transition Area (Northwest Area) was adopted by the Chapel Hill Town Council on May 8, 2000; and

Whereas, the Comprehensive Plan was the product of a two-year planning process that involved numerous public officials, planners, and residents of the affected area and the Town; and

Whereas, the geographic area covered by the revised Comprehensive Plan Land Use Plan Land Use Plan includes the Chapel Hill Joint Planning Transition Area as identified in the Joint Planning Agreement, which area is also covered by the Joint Planning Area Land Use Plan and Map; and

Whereas, implementation of revisions to the Chapel Hill Comprehensive Plan and Land Use Plan requires amendment to the Joint Planning Area Land Use Plan and Map.

Now, therefore, the Orange County Board of Commissioners, Chapel Hill Town Council and Carrboro Board of Aldermen hereby resolve that the Joint Planning Area Land Use Plan and Map be amended according to the attached map dated October 8, 2003, with the Greene Tract designated as "Housing/Recreation/Open Space/County Use," and the Neville Tract designated as "Non-landfill County Use."

This amendment shall become effective upon adoption by the governing bodies of Orange County, Chapel Hill, and Carrboro.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 14th day of October, 2003:

Ayes: Joal Hall Broun, John Herrera, Diana McDuffee, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: Jacquelyn Gist, Mark Dorosin

A REQUEST TO SET THE BOARD OF ALDERMEN'S WINTER BREAK

The Mayor and Board of Aldermen were requested to set a winter break for December 16, 2003 through January 6, 2004. In addition, the Board was requested to cancel its meetings scheduled for November 4th and November 25th.

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

**A RESOLUTION SETTING A WINTER BREAK FOR 2003
AND CANCELLING THE NOVEMBER 4 AND 25, 2003
BOARD OF ALDERMEN MEETINGS
Resolution No. 42/2003-04**

BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO:

Section 1. The Mayor and Board of Aldermen hereby set a winter break for December 16, 2003 through January 6, 2004.

Section 2. The Mayor and Board of Aldermen hereby cancel its meetings scheduled for November 4 and November 25, 2003.

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 14th day of October, 2003:

Ayes: Joal Hall Broun, John Herrera, Diana McDuffee, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: Mark Dorosin, Jacquelyn Gist

A REQUEST TO ADOPT THE FY04-05 BUDGET CALENDAR

Each year, the Board of Aldermen adopts a budget calendar that establishes the process and timeline for developing next year's budget. A FY04-05 budget calendar was presented for the Board's consideration.

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

A RESOLUTION ADOPTING A BUDGET CALENDAR FOR FY2004-05 Resolution No. 44/2003-04

BE IT RESOLVED that the Carrboro Board of Aldermen adopts the proposed budget calendar for FY2004-2005, and

That future budget calendars be an information item provided to the Board and not an agenda item.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 14th day of October, 2003:

Ayes: Joal Hall Broun, John Herrera, Diana McDuffee, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: Mark Dorosin, Jacquelyn Gist

REVIEW OF THE ORDINANCE REVISIONS RECOMMENDED IN THE PARKING TASK FORCE REPORT

On February 18, 2003, the Board of Aldermen requested that Town staff develop six amendments to the land use ordinance related to downtown parking. The purpose of this report was to provide data and information needed to make a decision on whether to move forward with each of the amendments. The Board of Aldermen were requested to review this analysis, determine whether text amendments should be prepared, and, if so, the priority order for the amendments.

Dale McKeel, the town's Transportation Planner, made the presentation.

James Morgan, a member of the Parking Task Force and the Downtown Development Commission, reviewed the Downtown Development Commission's recommendations regarding the Task Force Report.

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY JOAL HALL BROUN TO:

1. Request the town staff to draft a text amendment based on the "SmartCode" parking requirements;
2. Request feedback from the Transportation Advisory Board and Planning Board on the payment-in-lieu based on the cost of supplying parking not provided by the developer.
3. Request that the staff prepare a text amendment based on the language contained in the Durham Zoning Ordinance for the layout of parking lots.
4. Request the town staff to draft a text amendment for establishing a maximum lot area devoted to parking;
5. Request the town staff to draft a text amendment to remove the requirement to pave lots;
6. Refer all the text amendments to advisory boards for review and consideration.

VOTE: AFFIRMATIVE FIVE, ABSENT TWO (DOROSIN, GIST)

MOTION WAS MADE BY ALEX ZAFFRON AND SECONDED BY JOHN HERRERA TO ASK THE TOWN STAFF TO DRAFT A TEXT AMENDMENT TO PROHIBIT THE LOCATION OF PARKING WITHIN THE STEPBACK OR SETBACK ALONG FRONTAGE. VOTE: AFFIRMATIVE FIVE, ABSENT TWO (DOROSIN, GIST)

A REQUEST TO SET THE DATES FOR THE 2004 BOARD OF ALDERMEN PLANNING RETREAT

Each year, the Board of Aldermen conducts a retreat to develop goals and to set the direction in which it would like to lead the Town. The purpose of this item was to request that the Board of Aldermen 1) determine if the second retreat will be one or two days; 2) approve the proposed retreat dates and 3) appoint a Retreat Planning Committee.

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

A RESOLUTION ESTABLISHING THE 2004 PLANNING RETREAT DATES
AND APPOINTING THE RETREAT PLANNING COMMITTEE
Resolution No. 41/2003-04

The Board hereby appoints the following Aldermen to the 2004 Retreat Planning Committee: Diana McDuffee and John Herrera. The first retreat will be held on December 7th, and the Retreat Planning Committee will make a recommendation to the Board on the dates for the second retreat.

The foregoing resolution having been submitted to a vote, received the following vote and was duly adopted this 14th day of October, 2003:

Ayes: Joal Hall Broun, John Herrera, Diana McDuffee, Michael Nelson, Alex Zaffron

Noes: None

Absent or Excused: Jacquelyn Gist, Mark Dorosin

OWENS RESEARCH LABORATORY CONDITIONAL USE PERMIT

Mr. Stewart stated that the town had received a letter from UNC requesting that the October 21, 2003 public hearing on the Owens Research Laboratory conditional use permit be postponed until November 11, 2003.

It was the consensus of the Board to leave this item on the October 21st agenda at which time it would be postponed until November 11th.

APPOINTMENT TO THE CARRBORO LIBRARY WORKGROUP

Mayor Nelson stated that the Orange County Board of Commissioners had adopted a resolution establishing a Carrboro Library Workgroup. The Commissioners are requesting that the Board of Aldermen designate a member of the Board to serve on this workgroup.

MOTION WAS MADE BY JOAL HALL BROUN AND SECONDED BY JOHN HERRERA TO REQUEST THAT THE ORANGE COUNTY BOARD OF COMMISSIONERS APPOINT ALDERMAN DIANA MCDUFFEE TO SERVE AS THE TOWN'S REPRESENTATIVE ON THE CARRBORO LIBRARY WORKGROUP. ALDERMAN ALEX ZAFFRON WOULD SERVE AS AN ALTERNATIVE REPRESENTATIVE. VOTE: AFFIRMATIVE FIVE, ABSENT TWO (GIST, DOROSIN)

WATERLINE REPLACEMENT ON N. GREENSBORO ST.

Chris Peterson stated that OWASA is due to complete the waterline replacement in early December.

Mayor Nelson asked that OWASA be requested to improve the condition of the street during construction.

REQUEST FOR INCREASE POLICE PATROL

Alderman Broun requested that the police department increase patrol on Commons Way Drive where vandalism of mailboxes has been taking place recently.

AGENDA ITEMS

Mayor Nelson expressed concern about delays in getting agenda items scheduled for Board consideration.

MOTION WAS MADE BY JOAL HALL BROUN AND SECONDED BY ALEX ZAFFRON TO ADJOURN THE MEETING AT 9:10 P.M. VOTE: AFFIRMATIVE FIVE, ABSENT TWO (DOROSIN, GIST)

Mayor

Town Clerk