



TOWN OF CHAPEL HILL

Town Council Meeting Agenda

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Mayor Jessica Anderson
Mayor pro tem Amy Ryan
Council Member Camille Berry
Council Member Melissa McCullough
Council Member Paris Miller-Foushee

Council Member Theodore Nollert
Council Member Adam Searing
Council Member Elizabeth Sharp
Council Member Karen Stegman

Wednesday, June 12, 2024 6:00 PM

RM 110 | Council Chamber

Language Access Statement

For interpretation or translation services, call 919-969-5105.

ဘာသာပြန်ဆိုခြင်းနှင့် စကားပြန်ခြင်းအတွက်၊ (၉၁၉) ၉၆၉-၅၁၀၅ ကိုဖုန်းခေါ်ပါ။

Para servicios de interpretación o traducción, llame al 919-969-5105.

如需口头或
书面翻译服
务，请拨打
919-969-5105.

လၢတၢ်ကတိၤကျိးထံ မ့တမၢ် လၢတၢ်ကွဲးကျိးထံ အတၢ်မၤစၢၤအဂီၢ် ၢ် ကိးဘၣ် (၉၁၉)-၉၆၉-၅၁၀၅

In-Person Meeting Notification

View the Meeting

- View and participate in the Council Chamber.
- Live stream the meeting - <https://chapelhill.legistar.com/Calendar.aspx>
- Spectrum is replacing 1998 encoder that transmits programming to cable channel 18. It remains offline until complete.
- The Town of Chapel Hill wants to know more about who participates in its programs and processes, including Town Council meetings.
- Participate in a voluntary demographic survey before viewing online or in person - <https://www.townofchapelhill.org/demosurvey>

Parking

- Parking is available at Town Hall lots and the lot at Stephens Street and Martin Luther King Jr. Boulevard.
- See <http://www.parkonthehill.com> for other public lots on Rosemary Street
- Town Hall is served by NS route and T route, and GoTriangle Routes of Chapel Hill Transit.

Entry and Speakers

- *Entrance on the ground floor.*
- *Sign up at the meeting starting at 5:30 PM with the Town Clerk to speak.*
- *If more than 14 people sign up for an item, Council will reduce speaking time from 3 minutes to 2 min./person.*
- *Please do not bring signs.*

ROLL CALL

OPENING

ANNOUNCEMENTS BY COUNCIL MEMBERS

PUBLIC COMMENT FOR ITEMS NOT ON PRINTED AGENDA AND PETITIONS FROM THE PUBLIC AND COUNCIL MEMBERS

Petitions and other similar requests submitted by the public, whether written or oral, are heard at the beginning of each regular meeting. Except in the case of urgency and unanimous vote of the Council members present, petitions will not be acted upon at the time presented. After receiving a petition, the Council shall, by simple motion, dispose of it as follows: consideration at a future regular Council meeting; referral to another board or committee for study and report; referral to the Town Manager for investigation and report; receive for information. See the Status of Petitions to Council webpage to track the petition. Receiving or referring of a petition does not constitute approval, agreement, or consent.

CONSENT

Items of a routine nature will be placed on the Consent Agenda to be voted on in a block. Any item may be removed from the Consent Agenda by request of the Mayor or any Council Member.

1. Approve all Consent Agenda Items. [\[24-0334\]](#)

By adopting the resolution, the Council can approve various resolutions and ordinances all at once without voting on each resolution or ordinance separately.

2. Approve the Miscellaneous Budget Ordinance Amendment to Adjust Various Fund Budgets for FY 2023-24. [\[24-0335\]](#)

By enacting the budget ordinance amendment, the Council adjusts the General Fund and Vehicle Maintenance Fund. By enacting the project ordinance amendments, the Council adjusts 2015 Streets and Sidewalks Bond Fund, American Rescue Plan Act Fund, and 2018 Affordable Housing Bond Fund.

- 3.** Revised Memorandum of Understanding (MOU) for the Orange County Partnership to End Homelessness (OCPEH) [\[24-0336\]](#)
- By adopting the resolution, the Council recommends that the Council approve and authorize the Mayor to sign the revised Memorandum of Understanding for the Orange County Partnership to End Homelessness.
- 4.** Approve the 2024-2025 HOME Investment Partnership Program Annual Plan. [\[24-0337\]](#)
- By adopting the resolution, the Council authorizes this plan to be incorporated into the Annual Update to the 2020-2024 Consolidated Plan, for submission to the U.S. Department of Housing and Urban Development.
- 5.** Adopt a Calendar of Council Meetings through December 2024. [\[24-0338\]](#)
- By adopting the resolution, the Council adopts its meeting calendar with meetings through December 2024.
- 6.** Adopt the Recommended 2024-2025 Community Development Block Grant Annual Action Plan. [\[24-0339\]](#)
- By adopting the resolution, the Council approves the 2024-2025 Community Development Block Grant Annual Action Plan for use of \$444,669 and authorizes the Town Manager to submit the Plan to the U.S. Department of Housing and Urban Development as the annual update to the Five-Year Consolidated Plan. By enacting the attached project ordinances, the Council establishes the CDBG budget for the 2024-2025 program.
- 7.** Consider Approving the Recommended Funding Plan for Human Services Agencies. [\[24-0340\]](#)
- By Adopting the Resolution, the Council approves the recommended funding plan for human services agencies, consistent with the Human Services Advisory Board's recommendation.

DISCUSSION

CONCEPT PLAN REVIEW(S)

Concept Plans: Presentations for Concept Plans will be limited to 15 minutes.

Concept Plan review affords Council members the opportunity to provide individual reactions to the overall concept of the development which is being contemplated for future application. Nothing stated by individual Council

members this evening can be construed as an official position or commitment on the part of a Council member with respect to the position they may take when and if a formal application for development is subsequently submitted and comes before the Council for formal consideration.

As a courtesy to others, people speaking on an agenda item are normally limited to three minutes. Persons who are organizing a group presentation and who wish to speak beyond the three minute limit are requested to make prior arrangements through the Mayor's Office by calling 968-2714.

8. Concept Plan Review: Old Chapel Hill Road Apartments, 11 North White Oak Drive. [\[24-0341\]](#)

PRESENTER: Katherine Shor, Senior Planner

- a. Review of process
- b. Presentation by the applicant
- c. Comments from the public
- d. Comments and questions from the Mayor and Town Council
- e. Motion to adopt a resolution transmitting Council comments to the applicant

RECOMMENDATION: That the Council adopt the resolution transmitting comments to the applicant.

CONTINUED DISCUSSION

9. Open a public hearing for building lease [\[24-0342\]](#)

PRESENTER: Mary Jane Nirdlinger, Deputy Town Manager

RECOMMENDATION: That the Council open the public hearing and take public comment.

10. Boards & Commissions Assessment [\[24-0343\]](#)

PRESENTER: Susan Brown, Strategic Communications and Marketing Executive Director
Anita Badrock, Employee Engagement/Organizational Development Director
Shenekia Weeks, Diversity, Equity, and Inclusion Officer

Staff will present more information about their response to a Council petition to assess Advisory Boards and Commission, especially their revisions to the application and appointment process, which were informed by the application of an equity lens. Staff will also present options for Council to consider, based on their assessment and prior discussions with Council.

**REQUEST FOR CLOSED SESSION TO DISCUSS ECONOMIC DEVELOPMENT,
PROPERTY ACQUISITION, PERSONNEL, AND/OR LITIGATION MATTERS**



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 1., **File #:** [24-0334], **Version:** 1

Meeting Date: 6/12/2024

Approve all Consent Agenda Items.

Staff:

Sabrina M. Oliver, Director/Town Clerk
Brenton Hodge, Assistant Town Clerk

Department:

Governance Services

Overview: Items of a routine nature to be voted on in a block. Any item may be removed from the Consent Agenda by the request of the Mayor or any Council Member.



Recommendation(s):

That the Council adopt the various resolutions and ordinances.

Fiscal Impact/Resources: Please refer to each agenda item for specific fiscal notes.



Attachments:

- Resolution

**A RESOLUTION ADOPTING VARIOUS RESOLUTIONS AND ENACTING VARIOUS ORDINANCES
(2024-06-12/R-1)**

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby adopts the following resolutions and ordinances as submitted by the Town Manager in regard to the following:

2. Approve the Miscellaneous Budget Ordinance Amendment to Adjust Various Fund Budgets for FY 2023-24. (O-1), (O-2), (O-3), (O-4)
3. Revised Memorandum of Understanding (MOU) for the Orange County Partnership to End Homelessness (OCPEH). (R-2)
4. Approve the 2024-2025 HOME Investment Partnership Program Annual Plan. (R-3)
5. Adopt a Calendar of Council Meetings through December 2024. (R-4)
6. Adopt the Recommended 2024-2025 Community Development Block Grant Annual Action Plan. (R-5), (O-5)
7. Consider Approving the Recommended Funding Plan for Human Services Agencies. (R-6)

This the 12th day of June, 2024.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By adopting the resolution, the Council can approve various resolutions and ordinances all at once without voting on each resolution or ordinance separately.



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 2., File #: [24-0335], Version: 1

Meeting Date: 6/12/2024

Approve the Miscellaneous Budget Ordinance Amendment to Adjust Various Fund Budgets for FY 2023-24.

Staff:

Amy Oland, Director
Matt Brinkley, Assistant Director

Department:

Business Management

Overview: After the Council approves the annual budget, periodic changes require the Town Council to amend the current budget.



Recommendation(s):

That the Council:

- Enact the attached budget ordinance amendment to adjust the General Fund and Vehicle Maintenance Fund.
- Enact the attached project ordinance amendment to adjust the 2015 Streets and Sidewalks Bond Fund, the American Rescue Plan Act Fund, and 2018 Affordable Housing Bond Fund.

Key Issues:

- **General Fund**

Occupancy Tax - The performance agreement between the Town of Chapel Hill and the Chapel Hill/Orange County Visitors Bureau states that the Town will pay the Visitors Bureau 50% of any occupancy tax revenues received greater than \$1,000,000. In FY 2023, the Town received \$1,514,877 in occupancy tax receipts. Fifty percent of \$514,877, or \$257,439, is therefore due to the Visitors Bureau. Enactment of the attached budget ordinance amendment would reflect the additional payment of \$257,437 to be made to the Visitors Bureau from appropriated fund balance from the General Fund.

Durham Technical Community College (DTCC) partnership - The Chapel Hill Fire Department has recently engaged in discussions with Durham Technical Community College (DTCC) to explore innovative ways of mitigating the costs associated with basic firefighter training. DTCC receives funding from the state based on a per-hour-per-student rate for the training provided. Through strategic partnership discussions, DTCC has expressed their commitment to contributing a portion of these funds toward the cost of our academy training. This initial contribution from DTCC for this program is \$8,000. Enactment of the attached budget ordinance amendment would recognize the contribution of \$8,000 from DTCC and allocate those funds towards training needs.

Parks Donations - The Town received a donation of \$3,000 from Dick's Sporting Goods for the purchase of athletics supplies that would be used for the Extreme Sports Summer Camp as well as youth baseball and softball equipment. Enactment of the attached budget ordinance amendment would recognize the \$3,000 donation from Dick's Sporting Goods and allocate those funds for athletic supplies.

- **Vehicle Maintenance Fund**

The anticipated costs for fleet maintenance in the current year are anticipated to exceed the budget allocation for FY 2024. The aging fleet along with the increased cost of parts and outsourcing repairs have contributed to the overall budget shortfall. End of year projections are that the Vehicle Maintenance Fund will need an additional \$140,500 in order to adequately maintain the fleet. Enactment of the attached budget ordinance amendment appropriate \$140,500 in Vehicle Maintenance Fund balance towards the cost of fleet maintenance.

- **2015 Streets and Sidewalks Bond Fund**

Payment-in-lieu - Public Works and Planning staff determined the best course of action concerning the Bridgepoint developer's requirement to provide pedestrian signals and crosswalk improvements at the intersection of Weaver Dairy Road and Homestead Road was to accept an in-lieu-of payment due to the Town's ongoing Homestead Road Improvements project interfering with the timing of the aforementioned requirements installation. The developer's payment of \$75,000 will be used to pay the Town's general contractor to install these NCDOT approved pedestrian signals and crosswalk improvements at the intersection of Weaver Dairy Road and Homestead Road. Enactment of the attached project ordinance amendment to the 2015 Streets and Sidewalks Bond Fund recognizes the \$75,000 payment in lieu and allocates those funds to the Homestead Road Project.

Community Project Funding - The Town was awarded \$2,000,000 in federal funds from the Community Project Funding for the Downtown Mast Arms project. These reimbursable funds will be used to design, permit, and undertake the construction of new mast arms, curbing, and sidewalk improvements on Franklin Street and Rosemary Street, and the streets in between from Merritt Mill Road to Henderson Street in downtown Chapel Hill. To be able to receive these funds a Municipal Agreement with NCDOT will be executed. Enactment of the attached project ordinance amendment to the 2015 Streets and Sidewalks Bond Fund recognizes the \$2,000,000 in Community Project Funding and allocates those funds to the Downtown Mast Arms project.

- **American Rescue Plan Act (ARPA) Fund**

Tanyard Branch Trace received \$1.5M Community Project Funding award from the federal government in 2024. The Community Project Funding allows the Town to reallocate affordable housing funding. An additional \$500,000 in ARPA funding was set aside for a 2023 LIHTC project. Staff selected Weavers Grove for the \$2,000,000 in available funds because the ARPA funding has a tight spending deadline and we are about to execute a funding agreement with Habitat for Humanity and the project is already under construction. Enactment of the attached project ordinance amendment would repurpose \$2,000,000 in ARPA funding for the Weavers Grove Project.

- **2018 Affordable Housing Bond Fund**

In April 2024 Town Council allocated \$1,550,000 in bond funding from the 2018 Affordable Housing Bond Fund for the Weavers Grove project. The movement of ARPA funds to the Weavers Grove

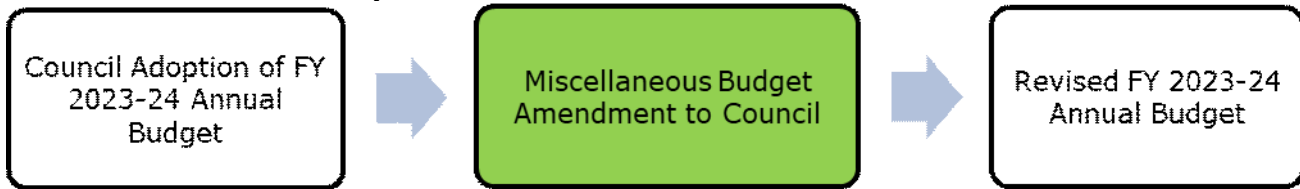
project frees up \$1.55M in bond funding for other affordable housing projects. Council approved the allocation of that funding to the following projects in April 2024.

FY 2024 AH Bond Funding Award Recommendation

Organization	Project	Bond Funding Amount
Taft -Mills Group	Longleaf Trace LIHTC Project	\$950,000
EmPOWERment, Inc.	Davie Circle Acquisition	\$200,000
Residential Services Inc.	Cedar Hills Home Renovation	\$25,000
Habitat for Humanity of Orange County	Carver Street Acquisition	\$375,000
	Total	\$1,550,000

Enactment of the attached project ordinance amendment would repurpose \$1,550,000 in 2018 Affordable Housing Bond funds for the projects in the projects listed above.

Where is this item in its process?



Attachments:

- Budget Ordinance
- Project Ordinance - 2015 Streets and Sidewalks Bond Fund
- Project Ordinance - American Rescue Plan Act Fund
- Project Ordinance - 2018 Affordable Housing Bond Fund

AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2023" (2024-06-12/O-1)

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Budget Ordinance entitled "An Ordinance Concerning Appropriations and the Raising of Revenue for the Fiscal Year Beginning July 1, 2023" as duly adopted on June 7, 2023, be and the same is hereby amended as follows:

ARTICLE I

REVENUES	Current Budget	Increase	Decrease	Revised Budget
GENERAL FUND				
Other Revenues	\$ 82,755,514	\$ -	\$ -	\$ 82,755,514
DTCC Contribution	-	8,000	-	8,000
Parks and Recreation Donations	19,568	3,000	-	22,568
Appropriated Fund Balance	<u>5,185,087</u>	<u>257,437</u>	<u>-</u>	<u>5,442,524</u>
	\$ 87,960,169	\$ 268,437	\$ -	\$ 88,228,606
VEHICLE MAINTENANCE FUND				
Other Revenues	\$ 1,830,846	\$ -	\$ -	\$ 1,830,846
Appropriated Fund Balance	<u>34,730</u>	<u>140,500</u>	<u>-</u>	<u>175,230</u>
	\$ 1,865,576	\$ 140,500	\$ -	\$ 2,006,076

ARTICLE II

Item #: 2., File #: [24-0335], Version: 1

Meeting Date: 6/12/2024

APPROPRIATIONS	Current Budget	Increase	Decrease	Revised Budget
GENERAL FUND				
Mayor/Council	\$ 593,776	\$ -	\$ -	\$ 593,776
Town Manager/CaPA	5,001,021	-	-	5,001,021
Human Resource Dev't	1,662,377	-	-	1,662,377
Business Management	2,866,436	-	-	2,866,436
Technology Solutions	2,864,466	-	-	2,864,466
Attorney	600,992	-	-	600,992
Planning	2,809,201	-	-	2,809,201
Building and Development Services	2,800,188	-	-	2,800,188
Afford Hsg & Community Connections	1,358,287	-	-	1,358,287
Public Works	15,020,405	-	-	15,020,405
Police	16,536,299	-	-	16,536,299
Fire	11,407,707	8,000	-	11,415,707
Parks and Recreation	8,607,679	3,000	-	8,610,679
Library	4,663,563	-	-	4,663,563
Non-Departmental	11,167,772	257,437	-	11,425,209
	<u>\$ 87,960,169</u>	<u>\$ 268,437</u>	<u>\$ -</u>	<u>\$ 88,228,606</u>
 VEHICLE MAINTENANCE FUND	 \$ 1,865,576	 \$ 140,500	 \$ -	 \$ 2,006,076

This the 12th day of June, 2024.

AN ORDINANCE TO AMEND THE 2015 STREETS AND SIDEWALKS BOND FUND FOR CAPITAL IMPROVEMENT PROJECTS (2024-01-24/O-2)

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, that the following capital project is hereby amended for Streets and Sidewalk Improvements funded from 2015 General Obligation bonds approved by the voters in November 2015:

"SECTION I

The capital projects as authorized by bond referenda approved in November 2015, and as determined by the Town Council, includes streets and sidewalks capital improvements extending beyond one year.

SECTION II

The Manager of the Town of Chapel Hill is hereby directed to proceed with implementation of these projects within terms of funds appropriated here.

SECTION III

Revenues anticipated to be available to the Town to complete the project are hereby amended as follows:

	Current Budget	Revised Budget
Bond Proceeds - Series 2017	\$ 3,000,000	\$ 3,000,000
Bond Proceeds - Series 2018	5,500,000	5,500,000
Bond Proceeds - Series 2023	7,700,000	7,700,000
Premium on Bonds	2,236,085	2,236,085
NCDOT Grant - Sidepath Along Fordham	1,256,400	1,256,400
NCDOT Grant - Estes Drive	213,471	213,471
STBGDA Grant - Homestead Road	1,600,000	1,600,000
STBGDA Grant - W Cameron Ave	720,000	720,000
Community Waste Recycling Grant	14,768	14,768
Transfer from General Fund	1,025	1,025
OWASA Contribution	234,269	234,269
Payment in Lieu - Estes Drive	107,237	107,237
Interest on Bonds - Estes Drive	43,018	43,018
COVID Relief - Estes Drive	429,455	429,455
CMAQ Grant - Estes Drive	3,686,618	3,686,618
STPGDA Grant - Estes Drive	737,284	737,284
Vendor Reimbursement	661,407	736,407
Community Project Funding	-	2,000,000
TAP Grant	3,601,000	3,601,000
Total Revenues	\$ 31,742,037	\$ 33,817,037

SECTION IV

Amounts appropriated for capital projects are hereby amended as follows:

	Current Budget	Revised Budget
Bond Issuance Costs	\$ 361,060	\$ 361,060
Capital Project Management & Faciliation	451,852	451,852
Martin Luther King Jr Blvd Crosswalks	193,581	193,581
S Columbia St Pavement Marking Plan	11,400	11,400
Market St Crosswalks	47,120	47,120
Longview Drive Traffic Signal	156,933	156,933
Street Resurfacing - 2017	404,424	404,424
Rosemary Street Lighting	336,030	336,030
Rosemary Street Resurfacing	395,576	395,576
Rosemary Street Pavement Markings	54,100	54,100
Amber Alley Lighting	13,970	13,970
Downtown Streetscape - 2017	61,599	61,599
Friday Center Drive Reconstruction	200,000	200,000
Ephesus Fordham Traffic Impact Analysis	190,000	190,000
Traffic Calming	113,000	113,000
Pavement Markings	74,000	74,000
Audible Pedestrian Signals	20,000	20,000
Sidewalks	774,000	774,000
Sidepath Along Fordham	2,018,000	2,018,000
Recycling Receptacles	18,460	18,460
1% for Art - 2017	30,000	30,000
Estes Drive Bike/Ped MLK to Caswell	9,936,231	9,936,231
Homestead & Seawell School Sidewalks	4,051,002	4,126,002
Ephesus Church Road Sidewalk	17,796	17,796
Street Resurfacing - 2018	775,000	775,000
Varsity&Post Office Alley Improvements	300,000	300,000
Downtown Streetscape - 2018	500,000	500,000
Estes Drive Bike/Ped MLK to Carrboro	70,000	70,000
Old Durham Chapel Hill Road Bike/Ped	1,822,504	1,822,504
1% for Art - 2018	55,000	55,000
Bolinwood Drive Bridge	1,183,598	1,183,598
Cameron Protected Bike Lane	900,000	900,000
Estes Drive Bike/Ped Carrboro to MLK	901,000	901,000
Fordham Willow to Old Durham	496,100	496,100
Elliott Road Extension	1,915,528	1,915,528
Street Resurfacing - 2023	910,000	910,000
North Street Construction	750,000	750,000
Downtown Mast Arms	-	2,000,000
Streets & Sidewalks Project Reserve	1,233,173	1,233,173
Total Expenditures	\$ 31,742,037	\$ 33,817,037

SECTION V

The Town Manager is hereby directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget, and shall keep the council informed of any unusual occurrences.

SECTION VI

Copies of this amended projects ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk.”

This the 12th day of June, 2024.

AN ORDINANCE TO AMEND THE AMERICAN RESCUE PLAN ACT FUND (2024-06-12/O-3)

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, that the American Rescue Plan Fund Ordinance provide funding for projects related to recovery from the COVID-19 pandemic funded from the U.S. Treasury is hereby amended to read as follows:

"SECTION I

The projects as authorized by the Town Council include various recovery and economic projects funded from the American Rescue Plan Act, for a variety of projects related to recovery from the COVID-19 pandemic.

SECTION II

The Manager of the Town of Chapel Hill is hereby directed to proceed with implementation of these projects within terms of funds appropriated here.

SECTION III

Revenues anticipated to be available to the Town to complete the project are hereby amended as follows:

	Current Budget	Revised Budget
American Rescue Plan Act	<u>\$ 10,668,497</u>	<u>\$ 10,668,497</u>
Total Revenues	\$ 10,668,497	\$ 10,668,497

SECTION IV

Amounts appropriated for capital projects are hereby amended as follows:

	Current Budget	Revised Budget
American Rescue Plan Act Reserve	\$ 12,828	\$ 12,828
ReVive	650,000	650,000
Trinity Court	500,000	500,000
9% LIHTC Project	2,000,000	450,000
Weavers Grove Development	-	1,550,000
Cedar Falls Artificial Turf	1,150,000	1,150,000
Inclusive Playground Equipment	500,000	500,000
System Wide Playground Accessibility	285,000	285,000
Teen Center Study	65,000	65,000
Skate Park Replacement	500,000	500,000
East Morgan Creek Phase 3 Design	500,000	500,000
Bolin Creek Greenway Ext Design	500,000	500,000
Homestead Aquatics Center HVAC	1,200,000	1,200,000
Library Meeting Room AV System	300,000	300,000
Community Partner Funding	941,669	941,669
Community Based Budgeting	514,000	514,000
Bikeshare Program	50,000	50,000
Streetscape Enhancement Mobility Plan	500,000	500,000
Clean & Green	300,000	300,000
Old Town Hall Planning	50,000	50,000
Peace & Justice Plaza Planning	50,000	50,000
Downtown Together Projects	<u>100,000</u>	<u>100,000</u>
Total Expenditures	\$ 10,668,497	\$ 10,668,497

SECTION V

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget, and shall keep the council informed of any unusual occurrences.

SECTION VI

Copies of this amended projects ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director, and Town Clerk."

This the 12th day of June, 2024.

AN ORDINANCE TO AMEND THE 2018 AFFORDABLE HOUSING BOND FUND FOR CAPITAL IMPROVEMENT PROJECTS (2024-06-12/O-4)

BE IT ORDAINED by the Council of the Town of Chapel Hill that, pursuant to Section 49 of Chapter 159 of the General Statutes of North Carolina, the following capital project is hereby established for affordable housing projects funded from the 2018 General Obligation Bonds approved by the voters in November 2018.

SECTION I

The capital projects as authorized by bond referenda approved in November 2018, and as determined by the Town Council, includes affordable housing projects.

SECTION II

The Manager of the Town of Chapel Hill is hereby directed to proceed with the implementation of these projects within terms of funds appropriated here.

SECTION III

Revenues anticipated to be available to the Town to complete the project are hereby amended as follows:

	Current Budget	Revised Budget
Bond Proceeds - Series 2021	\$ 4,755,000	\$ 4,755,000
Bond Proceeds - Series 2023	5,245,000	5,245,000
Premium on Bonds	541,576	541,576
	<u>\$ 10,541,576</u>	<u>\$ 10,541,576</u>

SECTION IV

Amounts appropriated for capital projects are amended as follows:

	Current Budget	Revised Budget
Weavers Grove Development	\$ 3,105,692	\$ 1,555,692
Johnson Street Apartments	200,000	200,000
Perry Place	246,913	246,913
2200 Homestead Road	6,220,204	6,220,204
Trinity Court	474,796	474,796
Affordable Housing Project Reserve	107,944	107,944
Longleaf Trace LIHTC Project	-	950,000
Davie Circle Acquisition	-	200,000
Cedar Hills Home Renovation	-	25,000
Carver Street Acquisition	-	375,000
Financing Costs	186,027	186,027
	<u>\$ 10,541,576</u>	<u>\$ 10,541,576</u>

SECTION V

The Town Manager is directed to report annually on the financial status of the projects in an informational section to be included in the Annual Budget, and shall keep the Council informed of any unusual occurrences.

SECTION VI

Copies of this projects ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk.”

This the 12th day of June, 2024.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By enacting the budget ordinance amendment, the Council adjusts the General Fund and Vehicle Maintenance Fund. By enacting the project ordinance amendments, the Council adjusts 2015 Streets and Sidewalks Bond Fund, American Rescue Plan Act Fund, and 2018 Affordable Housing Bond Fund.



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 3., File #: [24-0336], Version: 1

Meeting Date: 6/12/2024

Revised Memorandum of Understanding (MOU) for the Orange County Partnership to End Homelessness (OCPEH)

Staff:

Sarah Osmer Viñas, Director

Emily Holt, Affordable Housing Manager

Department:

Affordable Housing and Community
Connections

Overview: The Orange County Partnership to End Homelessness (OCPEH) was established in 2008 to coordinate funding and activities to end homelessness in Orange County. A Memorandum of Understanding (MOU) was created to outline the roles and responsibilities of the partner jurisdictions of Orange County and the Towns of Chapel Hill, Carrboro, and Hillsborough. This item proposes changes to the existing MOU, last updated in June of 2023. The proposed changes have been determined by staff to be minor and are highlighted in the attached 2024 Draft Memorandum of Understanding.



Recommendation(s):

That the Council approve and authorize the Mayor to execute a revised Memorandum of Understanding for the Orange County Partnership to End Homelessness.

Background:

- In April 2008, the Orange County Board of Commissioners (BOCC), the Chapel Hill Town Council, the Carrboro Board of Aldermen (now Town Council), and the Hillsborough Board of Commissioners endorsed the Orange County 10-Year Plan to End Chronic Homelessness and entered into a Memorandum of Understanding (MOU) to fund a Partnership Coordinator position and support the Plan's implementation by the Orange County Partnership to End Homelessness.
- In November 2014, the BOCC authorized an update to the MOU to reflect how the Orange County 10-Year Plan to End Chronic Homelessness had evolved to become an on-going program, which the Partnership to End Homelessness played a key role in implementing.
- In 2022, the Town Council authorized an update to the MOU to bring the MOU in line with the existing structure and positions of the Partnership, including a Homeless Programs Manager, a Housing Access Coordinator, and a Homeless Programs Coordinator.
- In 2023, the Town Council authorized two minor modifications to the MOU.
- For purposes of clarity, the Partnership to End Homelessness' Executive Team is recommending minor modifications to the existing MOU as shown in the attached 2024 Draft Memorandum of Understanding.

Fiscal Impact/Resources: The MOU commits the County and municipalities to ensure funding for the Homeless Programs Manager, Housing Access Coordinator, a portion of the Homeless Programs Coordinator and Street Outreach, harm Reduction and Deflection (SOHRAD) positions and operating expenses, and gap funding for Coordinated Entry not provided by US Housing and Urban Development but does not require such funding to be provided if not available. Approval of the proposed amendments to the MOU will have no anticipated fiscal impact. The Town of Chapel Hill portion of FY 2024-25 funding for these positions and the related operating expenses and expansion items Bridge Housing and Coordinated Entry is \$325,693.

**Attachments:**

- Resolution
- 2024 Draft Memorandum of Understanding
- Existing Memorandum of Understanding approved in 2023.

A RESOLUTION TO AUTHORIZE THE MAYOR TO EXECUTE A REVISED MEMORANDUM OF UNDERSTANDING WITH THE ORANGE COUNTY PARTNERSHIP TO END HOMELESSNESS (2024-06-12/R-2)

WHEREAS, in April 2008, the Orange County Board of Commissioners, Chapel Hill Town Council, Carrboro Board of Aldermen, and Hillsborough Board of Commissioners endorsed the Orange County 10-Year Plan to End Chronic Homelessness and entered into a memorandum of understanding to fund a Partnership Coordinator position and support the Plan's implementation by the Orange County Partnership to End Homelessness; and

WHEREAS, in November 2014, the 2008 memorandum of understanding was revised to better reflect how the Orange County 10-Year Plan to End Chronic Homelessness had evolved and to more accurately describe the structure of the Partnership to End Homelessness and its role in coordinating homeless program services in the County; and

WHEREAS, in 2022, the Town Council authorized an update to the MOU to bring the MOU in line with the existing structure and positions of the Partnership, including a Homeless Programs Manager, a Housing Access Coordinator, and a Homeless Programs Coordinator; and

WHEREAS, in 2023, the Town Council authorized an update to the MOU; and

WHEREAS, the Partnership to End Homelessness Executive Team is recommending an update to the existing Memorandum of Understanding.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council authorizes the Mayor to execute a revised Memorandum of Understanding with the Orange County Partnership to End Homelessness, as described in the June 12, 2024 meeting materials.

BE IT FURTHER RESOLVED the Town Council intends to use some of the Town's funding allocation to evaluate the structure of the Partnership to End Homelessness and the future approach to ending homelessness in Orange County.

This the 12th day of June, 2024.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By adopting the resolution, the Council recommends that the Council approve and authorize the Mayor to sign the revised Memorandum of Understanding for the Orange County Partnership to End Homelessness.

Attachment 1

**Memorandum of Understanding between Orange County and the
Towns of Chapel Hill, Carrboro, and Hillsborough:
Orange County Partnership to End Homelessness (OCPEH)**

Whereas, in April 2008, the Orange County Board of Commissioners, Chapel Hill Town Council, Carrboro Town Council, and Hillsborough Board of Commissioners endorsed the Orange County 10-Year Plan to End Chronic Homelessness and entered into a memorandum of understanding to fund and support the Plan's implementation by the Orange County Partnership to End Homelessness (OCPEH), and

Whereas, the Partnership has made significant progress in ending and preventing homelessness in Orange County over the past sixteen years, and

Whereas, the parties to this Memorandum came together and revised this Memorandum of Understanding in 2015, and

Whereas, reflecting a combination of national best practices, national funding models, and local experience, the Orange County 10-Year Plan to End Chronic Homelessness has evolved to become an ongoing program, the Orange County Plan to End Homelessness, and

Whereas, the role of the Partnership is to implement Orange County's Plan to End Homelessness and serve as the Continuum of Care for Orange County, and

Whereas, the parties to this Memorandum understand the value of this work to each jurisdiction and accordingly intend to continue to fund and support it, and

Whereas, the initial 10-Year Plan created a body called the Executive Team, now called the Leadership Team, consisting of representatives appointed from each of the above governmental partners and a cross-section of community representation, charged with providing oversight and direction to the plan, and the parties to this Memorandum intend for the Leadership Team to continue to perform this role, and

Whereas, the parties to this Memorandum intend to continue funding the Partnership's Homeless Programs Manager and Housing Access Coordinator, and provide partial funding for the Homeless Programs Coordinator, all of whom have job responsibilities outlined in a Job Description (Attachment A), and

Whereas, in order to implement the Plan, the Partnership is providing direct service programs via pass-through funding from other sources, and

Whereas, the four elected appointees continue to recommend and serve on the OCPEH Executive Team, which shall consist of the four elected appointees, to ensure that the interests of all four funding jurisdictions are consistently represented;

Whereas, the parties to this Memorandum have determined the amount of funding to be provided by each partner by utilizing a population-based formula based on the latest Census data. Based upon the 2020 Census data, the percentage contributions, subject to each jurisdiction's approval, are as follows:

- Orange County 39.5%
- Town of Chapel Hill 39.7%
- Town of Carrboro 14.3%
- Town of Hillsborough 6.5%

The parties to this Memorandum hereby clarify the roles and responsibilities of each body as it relates to funding and oversight.

A. The Executive Team will:

1. Provide ongoing supervision of the Homeless Programs Manager (HPM) through the County Manager by:
 - i. Conducting joint annual performance reviews of the HPM with the County Manager, after gathering input from the Chair of the Leadership Team and others, as appropriate;
 - ii. Approving an annual work plan for the HPM based on the goals of the Plan, subject to final approval by the County Manager;
 - iii. Meeting with and reviewing the work plan with the HPM and the County Manager quarterly;
 - iv. Participating in interviews for the hiring of the HPM;
 - v. Making recommendations to the County Manager regarding performance concerns related to the HPM.
2. Operate its program on the same fiscal year as that operated by the Towns and County.
3. Not have supervisory authority over any Town or County staff who may be assigned to provide assistance to the Leadership Team or Executive Team.
4. Meet quarterly, with staff support, to review progress under the annual work plan.

B. Towns and the County will:

1. Provide office space and supplies for the use of the Partnership staff as needed and available.
2. Provide staff assistance as needed to support the Executive Team and Leadership Team subject to Town Manager and County Manager direction.

3. Provide an annual appointment from the elected governing bodies to the Leadership and Executive Teams.
 4. Assist with the annual implementation efforts of the Plan.
 5. Continue to support the Partnership through the responsibilities and activities outlined herein.
 6. Receive an annual report and presentation from the HPM reflective of system-level data and OCPEH programming data.
 7. Not be required or expected to continue funding Partnership staff should the funding not be available through any one or more of the other partners.
 8. Not require or suggest the HPM perform work on goals that are not in her/his work plan for the Partnership.
 9. Work with the HPM to incorporate Homeless System Gaps Analysis into County-wide housing planning and supporting data sources
- C. The Plan is understood to be a living document that the Partnership will update over time to reflect its accomplishments and the evolution of policies, evidence-based practices, and funding.
- D. This Memorandum supersedes the 2015 Memorandum of Understanding that supported the Orange County 10-Year Plan to End Chronic Homelessness. It will remain in effect for one year from the date of its adoption by all Parties. Memorandum will be renewed under one year terms until decisions regarding OCPEH governance revisions are adopted and if agreed upon by all parties. Revisions will be presented to the Executive Team for consideration no later than the final quarterly meeting of the Executive Team prior to expiration of the one year term. Any Party hereto may withdraw from the Memorandum by providing written notice to every other Party at least 6 months prior to the start of the fiscal year in which the Party wishes to withdraw.

[SIGNATURES TO FOLLOW]

Wherefore the Parties hereto have set their hands and seals on the day and dates recorded below.

ORANGE COUNTY

Jamezetta Bedford, Chair

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that she is the Clerk to the Board of Commissioners for Orange County, North Carolina and that by authority duly given and as the act of said County, the foregoing instrument was signed in its name by the Chair of said Board of Commissioners and attested by her as Clerk to said Board of Commissioners.

Witness my hand and official stamp or seal this _____ day of _____, 20____.

Notary Public _____

(Notary Seal)

My commission expires: _____

TOWN OF CHAPEL HILL

Jessica Anderson, Mayor

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that he/she is the Town Clerk for the Town of Chapel Hill, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Chapel Hill, NC and attested by her as Town Clerk for the Town of Chapel Hill, NC.

Witness my hand and official stamp or seal this _____ day of _____, 20____.

Notary Public _____

(Notary Seal)

My commission expires: _____

TOWN OF CARRBORO

Barbara Foushee , Mayor

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that she is the Town Clerk for the Town of Carrboro, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Carrboro, NC and attested by her as Town Clerk for the Town of Carrboro, NC.

Witness my hand and official stamp or seal this _____ day of _____, 20____.

Notary Public_____

(Notary Seal)

My commission expires:_____

TOWN OF HILLSBOROUGH

Mark Bell, Mayor

ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that _____, personally came before me this day and acknowledged that he/she is the Town Clerk for the Town of Hillsborough, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Hillsborough, NC and attested by her as Town Clerk for the Town of Hillsborough, NC.

Witness my hand and official stamp or seal this _____ day of _____, 20_____.

Notary Public _____

(Notary Seal)

My commission expires: _____

**Memorandum of Understanding between Orange County and the
Towns of Chapel Hill, Carrboro, and Hillsborough:
Orange County Partnership to End Homelessness (OCPEH)**

Whereas, in April 2008, the Orange County Board of Commissioners, Chapel Hill Town Council, Carrboro Town Council, and Hillsborough Board of Commissioners endorsed the Orange County 10-Year Plan to End Chronic Homelessness and entered into a memorandum of understanding to fund and support the Plan's implementation by the Orange County Partnership to End Homelessness (OCPEH), and

Whereas, the Partnership has made significant progress in ending and preventing homelessness in Orange County over the past fourteen years, and

Whereas, the parties to this Memorandum came together and revised this Memorandum of Understanding in 2015, and

Whereas, reflecting a combination of national best practices, national funding models, and local experience, the Orange County 10-Year Plan to End Chronic Homelessness has evolved to become an ongoing program, the Orange County Plan to End Homelessness, and

Whereas, the role of the Partnership is to implement Orange County's Plan to End Homelessness and serve as the Continuum of Care for Orange County, and

Whereas, the parties to this Memorandum understand the value of this work to each jurisdiction and accordingly intend to continue to fund and support it, and

Whereas, the initial 10-Year Plan created a body called the Executive Team, now called the Leadership Team, consisting of representatives appointed from each of the above governmental partners and a cross-section of community representation, charged with providing oversight and direction to the plan, and the parties to this Memorandum intend for the Leadership Team to continue to perform this role, and

Whereas, the parties to this Memorandum intend to continue funding the Partnership's Homeless Programs Manager and Housing Access Coordinator, and provide partial funding for the Homeless Programs Coordinator, all of whom have job responsibilities outlined in a Job Description (Attachment A), and

Whereas, in order to implement the Plan, the Partnership is providing direct service programs via pass-through funding from other sources, and

Whereas, the four elected appointees continue to recommend and serve on the OCPEH Executive Team, which shall consist of the four elected appointees, to ensure that the interests of all four funding jurisdictions are consistently represented;

The parties to this Memorandum hereby clarify the roles and responsibilities of each body as it relates to funding and oversight.

A. The Executive Team will:

1. Provide ongoing supervision of the Homeless Programs Manager (HPM) through the County Manager by:
 - i. Conducting joint annual performance reviews of the HPM with the County Manager, after gathering input from the Chair of the Leadership Team and others, as appropriate;
 - ii. Approving an annual work plan for the HPM based on the goals of the Plan, subject to final approval by the County Manager;
 - iii. Meeting with and reviewing the work plan with the HPM and the County Manager quarterly;
 - iv. Participating in interviews for the hiring of the HPM;
 - v. Making recommendations to the County Manager regarding performance concerns related to the HPM.
2. Operate its program on the same fiscal year as that operated by the Towns and County.
3. Not have supervisory authority over any Town or County staff who may be assigned to provide assistance to the Leadership Team or Executive Team.
4. Meet quarterly, with staff support, to review progress under the annual work plan.

B. Towns and the County will:

1. Provide office space and supplies for the use of the Partnership staff as needed and available.
2. Provide staff assistance as needed to support the Executive Team and Leadership Team subject to Town Manager and County Manager direction.
3. Provide an annual appointment from the elected governing bodies to the Leadership/Executive Team.
4. Assist with the annual implementation efforts of the Plan.
5. Continue to support the Partnership.
6. Determine the amount of funding to be provided by each partner by utilizing a population-based formula based on the latest Census data.

Based upon the 2020 Census data, the percentage contributions, subject to each jurisdiction's approval, are as follows:

- Orange County 39.5%
- Town of Chapel Hill 39.7%
- Town of Carrboro 14.3%
- Town of Hillsborough 6.5%

7. Receive an annual report from the HPM reflective of system-level data and OCPEH programming data.
8. Not be required or expected to continue funding Partnership staff should the funding not be available through any one or more of the other partners.
9. Not require or suggest the HPM perform work on goals that are not in her/his work plan for the Partnership.
10. Work with the HPM to incorporate Homeless System Gaps Analysis into County-wide housing planning and supporting data sources

C. The Plan is understood to be a living document that the Partnership will update over time to reflect its accomplishments and the evolution of policies, evidence-based practices, and funding.

D. This Memorandum supersedes the 2015 Memorandum of Understanding that supported the Orange County 10-Year Plan to End Chronic Homelessness. It will remain in effect for one year from the date of its adoption by all Parties. Memorandum will be renewed for up to five additional two-year terms if agreed upon by all parties. Revisions will be presented to the Executive Team for consideration no later than the final quarterly meeting of the Executive Team prior to expiration of the one year term. Any Party hereto may withdraw from the Memorandum by providing written notice to every other Party at least 6 months prior to the start of the fiscal year in which the Party wishes to withdraw.

[SIGNATURES TO FOLLOW]

Wherefore the Parties hereto have set their hands and seals on the day and dates recorded below.

ORANGE COUNTY

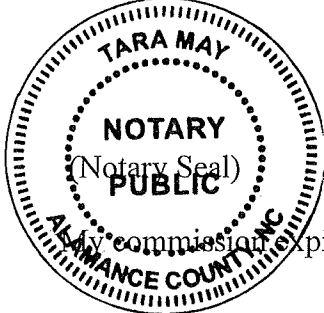
Laura Jensen
ATTEST

Jamezetta Bedford
Jamezetta Bedford, Chair

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that Laura Jensen, personally came before me this day and acknowledged that she is the Clerk to the Board of Commissioners for Orange County, North Carolina and that by authority duly given and as the act of said County, the foregoing instrument was signed in its name by the Chair of said Board of Commissioners and attested by her as Clerk to said Board of Commissioners.

Witness my hand and official stamp or seal this 9th day of June, 2023.



Tara May
Notary Public


 ATTEST

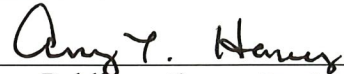

 TOWN OF CHAPEL HILL

 Jessica Anderson, Mayor

STATE OF NORTH CAROLINA
ORANGE COUNTY

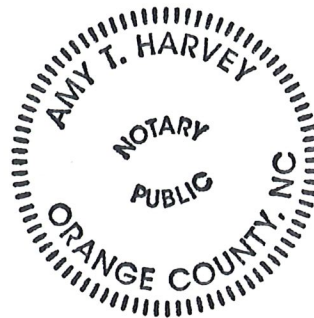
I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that SABRINA M. OLIVER, personally came before me this day and acknowledged that ~~he~~ she is the Town Clerk for the Town of Chapel Hill, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Chapel Hill, NC and attested by her as Town Clerk for the Town of Chapel Hill, NC.

Witness my hand and official stamp or seal this 5 day of March, 2024.


 Notary Public Amy T. Harvey

(Notary Seal)

My commission expires: May 15, 2025



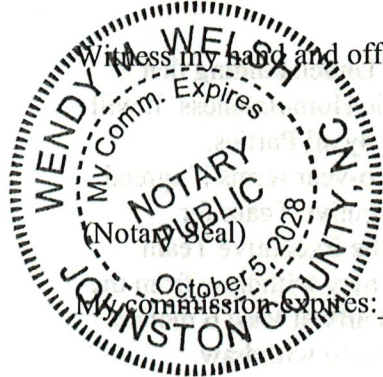
TOWN OF CARRBORO

B.M. Foushee
Barbara Foushee, Mayor

Wendy M. Weikel
ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that Barbara M. Foushee, personally came before me this day and acknowledged that she is the Town Clerk for the Town of Carrboro, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Carrboro, NC and attested by her as Town Clerk for the Town of Carrboro, NC.



Witness my hand and official stamp or seal this 13 day of February, 2024

Wendy M. Weikel
Notary Public Johnston

TOWN OF HILLSBOROUGH

Jenn Weaver
Jenn Weaver, Mayor

Sarah E. Kimrey
ATTEST

STATE OF NORTH CAROLINA
ORANGE COUNTY

I, the undersigned Notary Public of the County and State aforesaid, do hereby certify that Sarah E. Kimrey, personally came before me this day and acknowledged that he/she is the Town Clerk for the Town of Hillsborough, North Carolina and that by authority duly given and as the act of said Town, the foregoing instrument was signed in its name by the Mayor of the Town of Hillsborough, NC and attested by her as Town Clerk for the Town of Hillsborough, NC.

Witness my hand and official stamp or seal this 13 day of June, 2023.

Lindsay A Rheu
Notary Public Lindsay A Rheu

(Notary Seal)

My commission expires: 4-29-2025

HOMELESS PROGRAMS MANAGER

Job Class: 2307
FLSA Status: Exempt

DISTINGUISHING FEATURES OF THE CLASS

An employee in this class is responsible for managing systems of service, programs, and funding for people experiencing homelessness. An employee is responsible for leading and coordinating the effort to develop a comprehensive approach to ending homelessness in Orange County, collaborating with Orange County, Chapel Hill, Carrboro, and Hillsborough town staff on program initiatives as well as managing the Orange County Partnership to End Homelessness (OCPEH). These responsibilities include a wide range of activities related to program performance, ensuring regulatory compliance with all applicable laws and regulations, and program and staff management.

Work is performed under the general supervision of the Housing and Community Development Director with leeway to exercise independent judgment within the framework of applicable rules, regulations, policies and procedures in the performance of duties, both in terms of planning and accomplishing work, and in making decisions regarding needs and requests. Supervision is a responsibility of this class. Does related work as required.

EXAMPLES OF ESSENTIAL FUNCTIONS

Following are examples of typical work activities and responsibilities. The incumbent may be responsible for performing other related duties and responsibilities as required or assigned. ***A position may not include all the work examples given, nor does the list include all that may be assigned.***

Manages and provides leadership to the administration of various programs addressing housing and services to those affected by homelessness, and oversees quality control of various grant programs.

Serves as a primary contact on homelessness program initiatives for the County and participating jurisdictions.

Supervises, coordinates, or assists in the coordination of partnerships and collaborates with local and regional homelessness and housing resources including the County's Street Outreach program, Rapid Rehousing, Coordinated Entry, housing navigation and access, and other programs statewide.

Coordinates with the North Carolina Coalition to End Homelessness to support homeless providers in their use of the Homeless Management Information System (HMIS).

Participates in the North Carolina HMIS Governance Committee.

Utilizes and maintains the HMIS to provide local homeless data reports to track data quality of local agencies, monitor program performance and outcomes.

Performs all homeless data reporting required by federal, state, regional, and local entities.

Works collaboratively with human services agencies across Orange County to assist households at risk and currently experiencing homelessness in pursuing services.

Coordinates updates to the Orange County Resources Guide for distribution to local governments, providers and the public.

Provides staff and coordination support for the Orange County Partnership to End Homelessness (OCPEH) Leadership Team and subcommittees, which includes posting meeting notices, drafting agendas, and recording and distributing meeting notes.

Coordinates the process for, and completes and submits annual federal and state grant applications by coordinating input from OCPEH grantees and other stakeholders. Applies for other grants to support the goals of the County, municipalities and OCPEH.

Coordinates the development and implementation of initiatives to achieve the goals of the Plan to End Homelessness (Plan), including annual updates to the Orange County Homeless System Gaps Analysis.

Coordinates updates of the OCPEH Plan in collaboration with the OCPEH Leadership Team and subcommittees; works throughout the year to achieve the goals and strategies contained in the Plan.

Works to fill system gaps as identified in the annual Orange County Homeless System Gaps Analysis.

With the Homeless Programs Coordinator, administrates and supports eight monthly standing meetings of the Continuum of Care (CoC) including the by-name list review, veterans meeting, SOAR Collaborative, etc.

Coordinates the OCPEH annual reports including past year accomplishments and current year goals.

Coordinates the planning and execution of the annual Project Connect services event.

Manages data collection and reports to the U.S. Department of Housing & Urban Development (HUD) events (i.e. Point-In-Time Count, Housing Inventory Count, Longitudinal Statistical Analysis, System Performance Measures, etc.)

Maintains knowledge of current issues, trends, and strategies related to federal, state, regional, and local homelessness policies, best practices, research, statutory regulations and requirements; conveys this information to the County,

municipalities, OCPEH committees and stakeholders.

Responds to inquiries from the County and municipal staff, the OCPEH, and the public requesting information to connect at-risk individuals with available resources.

Coordinates and maintains the OCPEH website and social media accounts including Facebook and Twitter.

Provides overall supervision of homelessness division staff and direct supervision to Housing Access Coordinator and the Homeless Programs Coordinator, ensuring staff compliance with the OCPEH Plan, HUD regulations, program requirements and standard operating procedures.

Supervises the Housing Access Coordinator to ensure that the program establishes and maintains effective working relationships with tenants and landlords to facilitate conflict resolution.

Supervises assigned staff to ensure homeless programs are in compliance with HUD regulations, program requirements and standard operating procedures monitors production, quality control and data integrity of transactions completed.

Holds regular staff/team meetings and provides continuous leadership and communication with the Homeless division staff; assesses staff performance and coordinates training and development opportunities as needed.

Works across the Housing and Community Development department on housing initiatives and actively seeks collaboration from internal and external partners to better serve the community; makes programming recommendations to the Director based on knowledge of participant and community needs and knowledge of evidence-based practices in the field.

Makes policy and program change recommendations to the Department Director.

Assists in the management and analysis of the program's budget and makes recommendations to the Director regarding the OCPEH budget as needed.

Coordinates and monitors the OCPEH budget, provides annual fiscal information to the County and Town Managers in the budget process.

Ensures excellent customer service is provided to all homeless clients, landlords, and community partners,

Interacts and communicates with various groups and individuals such as County staff, clients, service providers, community audiences and the general public.

Embraces and supports all initiatives, policies and procedures within Orange County Housing and Community Development Department and OCPEH, and implements all new requirements in accordance with established guidelines.

Uses computer applications and other systems such as spreadsheets, word processing, calendar, email and database software in performing work assignments.

Adheres to the County's safety rules and regulations.

Performs related duties as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Thorough knowledge of the local, state and federal laws, ordinances, standards, and regulations pertaining to subsidized and affordable housing, homeless programs.

Thorough knowledge of the principles, theories, practices and methodologies of homeless planning and development.

Thorough knowledge of evidence-based practices in HUD housing and homelessness programs.

Thorough knowledge of HIPAA guidelines and the ability to maintain a high level of confidentiality when working with various records and reports containing personal and financial information.

Thorough knowledge of the functions and interrelationships of the County and other governmental agencies.

Good knowledge of the social, economic, and environmental factors that influence poverty and housing insecurity.

Good knowledge of County ordinances, department policies and procedures.

Good knowledge of Trauma-Informed Care (TIC) and Motivational Interviewing (MI) methods.

Skill in management and supervision, and the ability to coordinate and/or supervise the work of others.

Skill in being customer-focused, adept at problem solving and working collaboratively with others.

Skill at prioritizing work activities and the ability to multi-task while under pressure.

Skill in oral and written communication including developing and delivering presentations, and preparing and maintaining accurate records and reports.

Skill in gathering and analyzing complex data.

Skill in public and interpersonal relations.

Ability to demonstrate sound judgment, integrity, resourcefulness, accuracy, a high degree of confidentiality, thoroughness, tact, dependability and courtesy commensurate with the demands of the position, while maintaining an ethical standard of care.

Ability to plan and implement detailed and complex programs and activities; ability to manage programming, monitor and maintain compliance with complex federal, state and local program requirements and regulations.

Ability to develop, explain, present, and implement operational and program policies and procedures.

Ability to ensure compliance with established policies and procedures and facilitate attainment of established departmental goals and objectives.

Ability to accurately interpret and timely apply regulations, evaluate program activities, and recommend and implement related improvements.

Demonstrated ability to work with diverse, low income populations and homeless individuals, and establish and maintain effective professional relationships with a variety of constituents, i.e. tenants, landlords, County staff, outside agencies and the general public.

Demonstrated ability to communicate effectively both orally and in writing with diverse, low-income populations to express information and ideas clearly and concisely.

Ability to read and interpret complex materials; ability to assimilate technical and theoretical concepts from diverse disciplines and apply creatively and intuitively to solve unique problems.

Ability to interact with all levels of staff exhibiting professional discretion, confidentiality, and high ethical standards; ability to collaborate with others and work as part as a team.

Ability to coordinate department activities with other County departments, property/business owners, residents, developers, and community leaders in order to accomplish goals and complete projects.

Ability to work in stressful conditions while balancing multiple projects within time constraints, personnel capabilities, financial resources and political considerations.

Ability to maintain effective relationships with County employees, professionals and the general public through contact and cooperation.

Ability to formulate reports, present findings and make recommendations based on research and data; ability to prepare public reports and program documents.

Ability to offer training and assistance to co-workers and County employees, as required.

Ability to complete the duties of the position with limited supervision.

Ability to effectively problem solve and handle difficult situations and complex decision-making, and react calmly and quickly in emergency situations.

Ability to oversee and assist in development and maintenance of all record keeping systems, as applicable.

Ability to work flexible hours, including evenings and occasional weekends.

Ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software to maintain records, prepare reports, and conduct correspondence related to the work.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE

Graduation from a regionally accredited or recognized college or university with a Master's Degree in Social and/or Political Science, Sociology, Urban Planning, Business Administration, Community Development, Counseling, Social Work or closely related field; AND five (5) years' experience including direct work experience or graduate level coursework in housing or community development; AND three (3) years of administrative or consultative experience in a human service program with program planning, administration, and evaluation, marketing, and grant management AND two (2) years of supervisory experience; OR

Graduation from a regionally accredited or recognized college or university with a Bachelor's Degree in Social and/or Political Science, Sociology, Urban Planning, Business Administration, Community Development, Counseling, Social Work or closely related field AND seven (7) years' direct work experience in housing or community development AND three (3) years of administrative or consultative experience in a human service program with program planning, administration, and evaluation, marketing, and grant management AND two (2) years of supervisory experience; OR

Graduation from a regionally accredited or recognized college or university with an Associate's Degree in Social and/or Political Science, Sociology, Counseling, Social Work, Urban Planning, Business Administration, Community Development or closely related field AND nine (9) years' direct work experience in housing or community development AND three (3) years of administrative or consultative experience in a human service program with program planning, administration, and evaluation, marketing, and grant management AND two (2) years of supervisory experience; OR

An equivalent combination of education training and experience.

Experience in the homelessness programs (work experience or living experience) initiatives is strongly preferred.

SPECIAL REQUIREMENTS

Possession of or ability to readily obtain a valid driver's license issued by the State of North Carolina for the type of vehicle or equipment operated.

All offers of employment are conditional upon successful clearance of a background check. Employment cannot commence until the employee has been cleared.

PHYSICAL REQUIREMENTS AND POSSIBLE HAZARDS

Must be able to physically perform the basic life operational support functions of standing, sitting, walking, typing, bending, stooping, carrying, reaching, talking and repetitive motions of the hands and wrists.

Ability to perform light work, exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

Must possess the visual acuity to prepare and analyze data and figures, perform bookkeeping, perform extensive reading and operate a computer terminal.

Ability to endure emotional stress related to the nature of interactions with residents and/or family members who may be hostile, resistant or violent.

HOMELESS PROGRAMS COORDINATOR

Job Class: 2045
FLSA Status: Exempt
Position: 1291

DISTINGUISHING FEATURES OF THE CLASS

This is a time-limited, benefited position through 6/30/2022. The work involves the responsibility for coordinating programs that assist persons who have experienced a housing crisis. Work involves supervising the work of the Housing Helpline/Coordinated Entry staff, Street Outreach Peer Navigators, Rapid Rehousing staff, and Homelessness Prevention staff, ensuring timely response is given. An employee in this class works with the Homeless Programs Manager to coordinate community funding application processes and homeless Continuum of Care activities.

Work is performed under the general supervision of the Homeless Program Manager with some leeway to exercise independent judgment within the framework of applicable rules, regulations, policies and procedures in the performance of duties, both in terms of planning and accomplishing work and in making decisions regarding client needs and requests. Supervision is a responsibility of this class. Does related work as required.

EXAMPLES OF ESSENTIAL FUNCTIONS

Following are examples of typical work activities and responsibilities. The incumbent may be responsible for performing other related duties and responsibilities as required or assigned. ***A position may not include all the work examples given, nor does the list include all that may be assigned.***

Coordinates the assigned housing programs and is responsible for effective program delivery; develops plans for accomplishing program objectives, staffing requirements, and allotment of funds to various program components.

Performs recordkeeping, reviews and evaluates program progress and needs, and participates in goal setting and program evaluation.

Provides quality control of the various programs associated with homelessness by conducting file reviews of applicants and referrals.

Assists with coordination of the Continuum of Care to include funding processes, and meeting coordination to include agenda setting and meeting minutes.

Provides supervision to the Street Outreach Peer Navigators, Coordinated Entry Housing Specialists, Homelessness Prevention, and Rapid Rehousing Specialist, providing guidance and correction as needed; consults with coworkers to review clients' progress, resolves problems and monitors quality of service.

Ensures staff compliance with the Administrative Plan, HUD regulations, program requirements and standard operating procedures monitors production, quality control and data integrity of transactions completed.

Plans and conducts meetings, training and other activities for staff members.

Serves as technical resource to County staff, clients, and community organizations.

Works closely with department staff and service providers to determine what housing programs are available and appropriate for clients.

Works with the Housing Access Manager to provide clients with information about housing availability and makes referrals to obtain permanent housing alternatives.

When needed, provides back up to assist persons at-risk due to lack of permanent housing alternatives including counseling, case management, support and preventive services and making appropriate referrals to departments, individuals and agencies.

When needed, answers calls and emails on the Housing Helpline and provides appropriate coordinated assessment and resource connection procedures to include accurately recording information in the Homeless Management Information System (HMIS) and other databases for analysis and reporting purposes.

Attends and assists in the coordination of Orange County Partnership to End Homelessness meetings, to include executive, leadership, SOAR Collaborative, HOME Committee, Veterans Experiencing Homelessness Workgroup, and others as needed; takes notes and sets agendas for these meetings as needed.

Collaborates, coordinates, and supports team members and follows through on initiatives and assignments, as directed; actively participates in team meetings, process improvements and other special projects.

Serves as back-up to the Homeless Program Manager.

Embraces and supports all initiatives, policies and procedures within Orange County Housing Department and Orange County Housing Authority, and implements all new requirements in accordance with established guidelines.

Adheres to the department's safety rules and regulations.

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

Performs other tasks as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of federal, state and local laws, codes and policies concerning the provision of public assistance programs and their eligibility requirements, especially as they relate to housing and supportive services needed for housing stability.

Thorough knowledge of interviewing procedures and practices, and skill in assessing and evaluating clients' needs.

Thorough knowledge of Street Outreach, Coordinated Entry, Homelessness Prevention, and Rapid Rehousing evidence-based practices.

Thorough knowledge of Continuum of Care and Emergency Solutions Grant funding regulations and guidelines.

Thorough knowledge of HIPAA guidelines and the ability to maintain a high level of confidentiality when working with various records and reports containing personal and financial information.

Good knowledge of current social, economic, affordable housing, homelessness, and health trends and services, and the ability to adapt trends to practical program applications and link clients with services needed.

Good knowledge of best practices in housing and homeless services provision.

Good knowledge of trauma-informed care and motivational interviewing.

Skill in management and supervision, and the ability to coordinate and/or supervise the work of others.

Skill in being customer-focused, adept at problem solving and working collaboratively with others.

Skill at prioritizing work activities and multi-tasking while under pressure.

Skill in oral and written communication including developing and delivering presentations, and preparing and maintaining accurate records and reports.

Skill in gathering and analyzing complex data.

Skill in public and interpersonal relations.

Ability to demonstrate sound judgment, integrity, resourcefulness, accuracy, thoroughness and the physical condition commensurate with the demands of the position, while maintaining an ethical standard of care.

Ability to communicate effectively both orally and in writing with racially and socio-economical diverse populations to express information and ideas clearly and concisely.

Ability to prioritize and respond to demands of a caseload in a prompt and effective manner.

Ability to collaborate with others and work as part as a team.

Ability to relate well with others under stressful conditions.

Ability to solve problems, work independently and operate under difficult and stressful circumstances.

Ability to establish and maintain effective professional relationships with County staff, clients, outside agencies, community organizations, neighborhood associations, professional or student associations, and members of the general public.

Ability to organize, consolidate and evaluate information, maintain records, prepare reports, and complete assignments accurately and timely.

Ability to read and understand moderately complex written information.

Ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software to maintain records, prepare reports, and conduct correspondence related to the work.

Ability to demonstrate sound judgment; integrity; resourcefulness; accuracy; thoroughness and the physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

Graduation from a regionally accredited or recognized college or university with a Master's Degree in Social and/or Political Science, Sociology, Urban Planning, Business Administration, Community Development, Counseling, Social Work or closely related field **AND** two (2) years' experience including direct work experience or graduate level internship/coursework in housing or community development with a minimum of one (1) year of experience in supervision, leading teams or coordinating the work of others

An equivalent combination of training and experience as defined above. A higher degree does not substitute for work experience.

Prior experience working with individuals impacted by housing crises is strongly preferred.

Bilingual applicants are encouraged to apply.

SPECIAL REQUIREMENTS

Possession of or ability to readily obtain a valid driver's license issued by the State of North Carolina for the type of vehicle or equipment operated.

All offers of employment are conditional upon successful clearance of a background check and pre-employment drug testing. Employment cannot commence until the employee has been cleared.

PHYSICAL REQUIREMENTS AND POSSIBLE HAZARDS

Ability to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling,

lifting, fingering, grasping, feeling, talking, hearing and repetitive motions of the hands/wrists.

Ability to perform light work exerting up to 10 pounds of force occasionally and/or up to 5 pounds of force frequently or constantly to lift, carry, push, pull, or otherwise move objects.

Ability to endure emotional stress related to the nature of interactions with residents and/or family members who may be hostile, resistant or violent.

Possess the visual acuity to operate a passenger vehicle when applicable, prepare and analyze data and figures, perform work on a computer terminal, and perform extensive reading.

HOUSING ACCESS COORDINATOR

Job Class: 1684
FLSA Status: Non-Exempt

DISTINGUISHING FEATURES OF THE CLASS

This position is responsible for developing and coordinating data management systems to simplify access to affordable housing for people in housing crisis, and coordinate housing availability with landlords, property owners and other agencies to meet the clients' needs. The work involves identifying affordable housing alternatives, developing and maintaining systems to manage the availability of affordable housing, and assisting people as they navigate housing resources for homelessness prevention, emergency response involving shelter, and permanent housing.

Work is performed under the general supervision of the Homeless Programs Coordinator with some leeway to exercise independent judgment within the framework of applicable rules, regulations, policies and procedures in the performance of duties, both in terms of planning and accomplishing work, and in making decisions regarding needs and requests. Supervision or leading others may be a responsibility of this class depending on the assignment. Does related work as required.

EXAMPLES OF ESSENTIAL FUNCTIONS

Following are examples of typical work activities and responsibilities. The incumbent may be responsible for performing other related duties and responsibilities as required or assigned. ***A position may not include all the work examples given, nor does the list include all that may be assigned.***

Connects, consults and collaborates with agencies, landlords and property owners to expand the number of private housing opportunities available in Orange County.

Develops, maintains and supports data management systems to evaluate the demand and supply of affordable housing units, and make systems accessible to various service providers when supporting individuals in their search for affordable housing units.

Provide accessibility to information and resources regarding programs, services and available units to assist in the search for affordable housing.

Provides assistance to persons in need of affordable housing to identify, and secure placement in a housing unit.

Provides direct customer service to service providers, participants, and the general public responding to inquiries, requests and follow up.

Prepares and presents information regarding coordinated entry to human service agencies, civic and community groups, and individual citizens.

Embraces and supports all initiatives, policies and procedures within the Orange County Partnership to End Homelessness, and implements all requirements in accordance with established guidelines.

Interacts and communicates with various groups and individuals such as county staff, clients, service providers, community audiences and the general public.

Attends ongoing training from HUD and technical assistance providers.

Performs various administrative tasks including preparing reports and correspondence, and preparing meeting materials.

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments.

Adheres to the County's safety rules and regulations.

Performs related duties as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

Good knowledge of the principles, challenges, practices, and philosophies of affordable housing and homelessness, including information gathering, counseling, assessment and intervention methods.

Good knowledge of trauma-informed care and client-centered practices.

Good knowledge of the social, economic, and environmental factors which influence poverty, unemployment and homelessness.

Good knowledge of the various social and health service functions and interrelationships of the county, other governmental agencies, and community resources, and the ability to make appropriate referrals.

Good knowledge of the laws, ordinances, standards, and regulations pertaining to homeless services, such as the HEARTH Act, the McKinney Vento Act, the CoC Interim Rule, and other programs related to the specific duties and responsibilities of the position.

Skill in being customer-focused, adept at problem solving and working collaboratively with others.

Skill in interviewing persons, gathering information and using various clinical assessment tools to evaluate the needs of clients, summarize and interpret findings, and develop assistance alternatives.

Skill in effectively communicating with persons in difficult and emotional situations.

Ability to demonstrate sound judgment, integrity, resourcefulness, accuracy, thoroughness and the physical condition commensurate with the demands of the position, while maintaining an ethical standard of care.

Ability to understand the challenges of individuals facing housing crises, and effectively communicate orally and in writing.

Ability to effectively problem solve and handle difficult situations and complex decision making, and react calmly and quickly in emergency situations.

Ability to interpret and apply county, state and federal regulations, policies and procedures.

Ability to establish and maintain cooperative working relationships with clients, service providers, county staff, agencies, and representatives from civic or community groups.

Ability to organize and consolidate information, maintain records, prepare reports, and complete assignments accurately and timely.

Ability to manage and meet multiple deadlines, while being flexible in a complex, changing environment with competing demands.

Ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software to maintain records, prepare reports, and conduct correspondence related to the work.

Ability to perform basic mathematical calculations.

MINIMUM QUALIFICATIONS

Graduation from High School Graduation or General Educational Development (GED) test equivalency **AND** three (3) years related work experience in a human service program and electronic data management systems.

SPECIAL REQUIREMENTS

Possession of or ability to readily obtain a valid driver's license issued by the State of North Carolina for the type of vehicle or equipment operated.

All offers of employment are conditioned upon successful clearance of a background check. Employment cannot commence until the employee has been cleared.

PHYSICAL REQUIREMENTS AND POSSIBLE HAZARDS

Must be able to physically perform the basic life operational support functions of standing, sitting, walking, bending, stooping, carrying, reaching, talking and repetitive motions of the hands and wrists.

Ability to perform light work, exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently and/or negligent amount of force constantly to lift, carry, push, pull or otherwise move objects.

Must possess the visual acuity to prepare and analyze data and figures, perform bookkeeping and operate a computer terminal.



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 4., File #: [24-0337], Version: 1

Meeting Date: 6/12/2024

Approve the 2024-2025 HOME Investment Partnership Program Annual Plan.

Staff:

Sarah Osmer Viñas, Director
Emily Holt, Affordable Housing Manager

Department:

Affordable Housing and Community Connections

Overview: The Orange County HOME Consortium receives an annual allocation of federal [HOME Investment Partnership Program](https://www.hudexchange.info/programs/home/) funds from the U.S. Department of Housing and Urban Development to address County-wide affordable housing needs. The recommended plan includes \$395,320 of 2024-2025 HOME Program funds for eligible affordable housing projects. HOME funded projects must benefit households earning 80% or less of the area median income (\$84,700 for a four-person household).

Background

- [Orange County is the lead entity for the HOME Program Consortium.](#)
- [The Consortium includes four participating jurisdictions \(Chapel Hill, Carrboro, Hillsborough, and Orange County\).](#)
- To enhance collaboration around affordable housing among the jurisdictions in the County, [the Orange County Local Government Affordable Housing Collaborative](http://chapelhill.granicus.com/MetaViewer.php?view_id=21&clip_id=3270&meta_id=174509) (the Collaborative) was formed in 2017.
 - The Collaborative includes elected officials and staff from the each of the four participating jurisdictions and serves as the HOME Program Consortium application review team, charged with developing an annual HOME Program plan.
 - Mayor Pro Tem Karen Stegman represents the Chapel Hill Town Council on the Collaborative.
- All participating jurisdictions must approve and authorize submission of the plan prior to submittal to the U.S. Department of Housing and Urban Development (HUD).
- The Collaborative recommends the Council review and approve a 2024-2025 HOME Program Plan.



Recommendation(s):

That the Council:

1. Approve a spending plan recommended by the Collaborative for use of \$395,320, including \$367,014 of 2024-2025 Orange County HOME Program funds and \$28,306 in program income.
2. Authorize this plan to be incorporated into the Annual Update to the 2020-2024 Consolidated Plan for Orange County.

Summary of Recommended Plan:

	Funding Requested	Funding Awarded
CASA - Rental Construction	\$500,000	\$222,120

Orange County Partnership to End Homelessness (OCPEH) - Tenant Based Rental Assistance	\$267,948	\$136,499
EMPOWERment - Rental Acquisition	\$200,000	-
Habitat for Humanity - Homebuyer Assistance	\$300,000	-
Administration (10% of HOME, per statute)	\$36,701	\$36,701
Total	\$1,304,609	\$395,320

HOME Investment Partnership Funding Process Overview

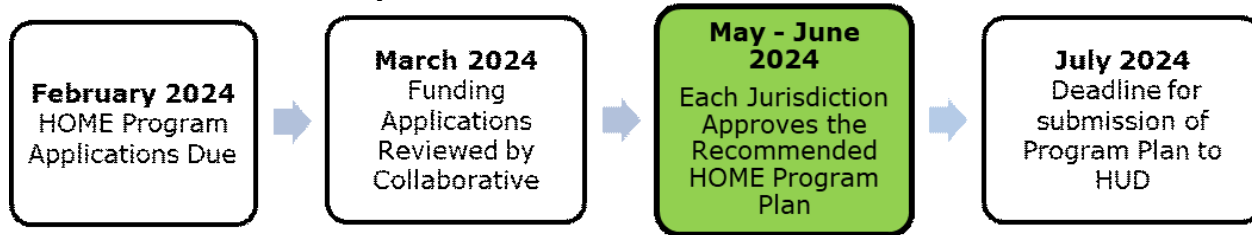
- September 5, 2023: The Orange County Board of County Commissioners held a public hearing to receive comment on the 2022-2023 HOME Program Consolidated Annual Performance Report and assess community needs for development of the 2023-2024 HOME Annual Action Plan.
- February 21, 2024: Application submission deadline.
- March 18, 2024: Local Government Affordable Housing Collaborative met to review and evaluate applications to make recommendations.
- April 1, 2024: Orange County Staff posted the recommended HOME Investment Partnership Annual Program Plan for public review and comment on the County's website.
- April 16, 2024: The Orange County Board of County Commissioners held a public hearing to receive comments on the recommended 2023-2024 HOME Program Plan.
- May 13, 2024: Hillsborough Town Council consideration of the HOME Program Plan.
- May 21, 2024: The Orange County Board of County Commissioners and the Carrboro Town Council consideration of the HOME Program Plan.
- The next steps are:
 - If all jurisdictions of the Collaborative approve the plan, Orange County will submit the Plan to HUD, as the annual update to the 2020-2024 Consolidated Plan.
 - County posts the approved annual HOME plans on the [HOME Program website <https://www.orangecountync.gov/2336/HOME-Program>](https://www.orangecountync.gov/2336/HOME-Program).
 - County enters into Performance Agreements with agencies, according to the approved program plan.

Key Issues:

- The CASA award includes the 15% HUD-mandated set-aside for Community Housing Development Organizations (CHDOs), which amounts to \$49,547.
- Housing projects funded with Orange County HOME Consortium Program funds are subject to the County's 99-year long-term affordability policy and must remain affordable for 99 years. Orange County records deed restrictions on the property with the Register of Deeds for affordable housing projects.
- If an agency does not implement a project after funding is awarded, the Collaborative would return to the governing bodies of the participating jurisdictions with a proposed plan for reallocation of funds.

Fiscal Impact/Resources:

- The recommended plan proposes to provide funding in the form of grants rather than loans.
- Participation in the HOME Program requires a local match. The Town's portion is \$38,365. As in previous years, we propose to use an allocation from the Affordable Housing Fund for this purpose.

Where is this item in its process?**Attachments:**

- Resolution Approving the 2024-2025 HOME Program Plan
- 2024-2025 HOME Program Annual Plan Summary of Activities

A RESOLUTION APPROVING THE 2024-2025 HOME INVESTMENT PARTNERSHIP PROGRAM ANNUAL PLAN (2024-06-12/R-3)

WHEREAS, Orange County held two public forums to receive resident comments and proposals regarding the use of 2024-2025 HOME Program funds; and

WHEREAS, the HOME program application review team reviewed and evaluated funding applications received for proposed 2024-2025 HOME program activities; and

WHEREAS, HUD requires grantees to provide local match funds which the four local jurisdictions contribute proportionally based on population, and the Town of Chapel Hill's 2024-2025 match allocation is \$38,365.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council approves the following 2024-2025 HOME Investment Partnership Program Annual Plan to be carried out by the members of the Orange County HOME Consortium:

• CASA - Rental Construction (CHDO)	\$222,120
• Orange County Partnership to End Homelessness (OCPEH) - Tenant Based Rental Assistance	\$136,499
• Administration	\$36,701
Total HOME Funds for Project Activities	\$395,320

BE IT FURTHER RESOLVED that the Council approves the use of \$38,365 for the Town of Chapel Hill's portion of the overall HOME local match.

BE IT FURTHER RESOLVED that the Council authorizes this plan to be incorporated into the Annual Update to the 2020-2024 Consolidated Plan, for submission to the U.S. Department of Housing and Urban Development.

This the 12th day of June, 2024.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By adopting the resolution, the Council authorizes this plan to be incorporated into the Annual Update to the 2020-2024 Consolidated Plan, for submission to the U.S. Department of Housing and Urban Development.

AP-38 Project Summary

Project Summary Information

1	Project Name	CASA – Rental Construction
	Target Area	Hillsborough, NC
	Goals Supported	Rental Construction
	Needs Addressed	Housing for Low- and Moderate-Income Households, Housing for Individuals Exiting Homelessness
	Funding	Total: \$222,120 (includes CHDO Set Aside: \$49,547)
	Description	<p>Funds will be allocated to CASA to finance construction of Cedar Village, a 72-unit apartment community located in Hillsborough, North Carolina. The project will consist of three 24-unit residential buildings and one community building on a 4.37-acre site. There will be 36 one-bedroom units and 36 two-bedroom units. Of the one-bedroom units, 16 units will be rented at 30% AMI, 13 units will be rented at 50% AMI (6 of which will be HOME units), and 7 units will be rented at 60% AMI. Of the two-bedroom units, 12 units will be rented at 30% AMI, 12 will be rented at 50% AMI (5 of which will be HOME units), and 12 units will be rented at 60% AMI.</p> <p>Total funding for this activity is \$222,120. This amount includes: \$167,862.20 in 2024 HOME Entitlement (EN) funds; \$12,292.22 in HOME Program Income (PI) funds; and \$41,965.56 in local Match funds. The total amount of HOME funds, including PI, for this project is \$180,154.40</p>
	Target Date	06/2026
	Estimate the number and type of families that will benefit from the proposed activities	72 households at or below 80% AMI
	Location Description	200 Sea Trail St, Hillsborough to Boone Square Shopping Center, Hillsborough
	Planned Activities	<ul style="list-style-type: none"> • Predevelopment costs • New construction for rental

2	Project Name	OCPEH – Tenant Based Rental Assistance
	Target Area	County-wide
	Goals Supported	Tenant Based Rental Assistance
	Needs Addressed	Housing for Low-income households, Housing for individuals Experiencing Homelessness
	Funding	Total: \$136,499
	Description	<p>Funds will be allocated to the Orange County Partnership to End Homelessness for Tenant Based Rental Assistance for fifteen currently homeless households. This project targets people currently experiencing homelessness in Orange County, with priority given to households with zero income and with heads of household who have multiple disabling conditions.</p> <p>Total funding for this activity is \$136,499. This amount includes: \$103,156.20 in 2024 HOME Entitlement (EN) funds; \$7,553.90 in HOME Program Income (PI) funds; and \$25,788.95 in local Match funds. The total amount of HOME funds, including PI, for this project is \$110,710</p>
	Target Date	05/08/2024
	Estimate the number and type of families that will benefit from the proposed activities	10 households at or below 30% AMI
	Location Description	Scattered sites in Orange County
	Planned Activities	Rental/utility assistance
3	Project Name	Administration – 2024
	Target Area	County-wide
	Goals Supported	Rental Construction Tenant Based Rental Assistance
	Needs Addressed	Housing for People Experiencing Homelessness Housing for Low- and Moderate-Income Households
	Funding	Total: \$36,701 (10% of 2024 HOME Award)
	Description	<p>Funds for administration of the HOME Program will be allocated to the Orange County Housing and Community Development Department. Total funds will equal ten percent (10%) of the 2021 HOME award, which is estimated to be \$36,701.</p>

Target Date	6/30/2024
Estimate the number and type of families that will benefit from the proposed activities	Administration will support HOME-funded housing activities.
Location Description	N/A
Planned Activities	Administration

DRAFT



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 5., **File #:** [24-0338], **Version:** 1

Meeting Date: 6/12/2024

Adopt a Calendar of Council Meetings through December 2024.

Staff:

Sabrina Oliver, Director/Town Clerk
Amy Harvey, Deputy Town Clerk
Brenton Hodge, Assistant Town Clerk

Department:

Governance Services

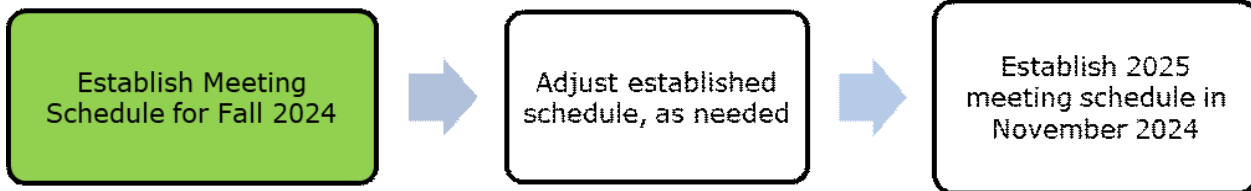
Overview: The [Town Charter <https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances>](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances) and the [Town Code <https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances>](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances) state that the Council shall fix suitable times for its regular meetings. Adopting the calendar establishes Regular meetings, Work Sessions, and other meetings.

☆ **Recommendation(s):**

That the Council adopt the attached resolution establishing the Council calendar through December 2024.

Fiscal Impact/Resources: Fiscal impact not determined.

Where is this item in its process?



Attachments:

- Resolution
- Proposed Chapel Hill Town Council Fall 2024 Meeting Calendar

**A RESOLUTION ADOPTING A CALENDAR OF COUNCIL MEETINGS THROUGH DECEMBER 2024
(2024-06-12/R-4)**

WHEREAS, the [Town Charter <https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances>](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances) and the [Town Code <https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances>](https://library.municode.com/nc/chapel_hill/codes/code_of_ordinances) state that the Council shall fix suitable times for its regular meetings; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council adopt the following meeting schedule through December 2024

August 2024

- 28-W-Special Meeting²

September 2024¹

- 11-W-Regular Meeting
- 23-M-Work Session
- 25-W-Regular Meeting

October 2024

- 9-W-Regular Meeting
- 16-W-Special Meeting², 5:30 PM, Library Room C
- 16-W-Work Session, 7 PM
- 23-W-Regular Meeting

November 2024

- 13-W-Regular Meeting
- 20-W-Regular Meeting

December 2024

- 4-W-Work Session

¹ Unless otherwise noted, Council Regular and Organizational meetings start at 6:00 PM in the Chapel Hill Town Hall, Council Chamber (405 MLK Jr Blvd, Chapel Hill, NC 27514); Council Work Sessions start at 6:00 PM in the Chapel Hill Public Library, Meeting Room B, (100 Library Drive, Chapel Hill, NC 27514)

This the 12th day of June, 2024.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By adopting the resolution, the Council adopts its meeting calendar with meetings through December 2024.

Adopted Chapel Hill Town Council
Adopted Spring 2024 Meeting Calendar

JANUARY							FEBRUARY							MARCH						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3						1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
														31						

APRIL							MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

Proposed Fall 2024 Meeting Calendar

JULY							AUGUST							SEPTEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					

OCTOBER							NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

16	Regular Meetings 6 PM @ Town Hall	10	Council Work Sessions 6 PM @ Library	11	Other Meetings *Check web calendar for time/location
				6	Information Packets
37	Total Number of Meetings	12	Town Holidays	7	CCES Meetings**

List of Meetings by Date

January 2024¹

- 17-W-Work Session
- 23-T-Assembly of Governments, 7 PM, Southern Human Services Center
- 24-W-Regular Meeting

February 2024

- 2-F-Council Retreat, Location and Time TBD
- 3-S-Council Retreat, Location and Time TBD
- 14-W-Work Session
- 21-W-Work Session

March 2024

- 6-W-Regular Meeting
- 13-W-Work Session
- 20-W-Regular Meeting

April 2024

- 12-F-Legislative Breakfast, 8:30 AM, The Junction
- 15-M-Work Session
- 17-W-Regular Meeting
- 24-W-Regular Meeting
- 26-F-Special Meeting

May 2024

- 1-W-Regular Meeting
- 3-F-Special Meeting
- 8-W-Work Session
- 15-W-Regular Meeting
- 22-W-Budget Work Session
- 29-W-Budget Work Session, if needed

June 2024

- 5-W-Regular Meeting
- 12-W-Regular Meeting
- 17-M-Regular Meeting

August 2024

- 28-W-Special Meeting²

September 2024¹

- 11-W-Regular Meeting
- 23-M-Work Session
- 25-W-Regular Meeting

October 2024

- 9-W-Regular Meeting
- 16-W-Special Meeting², 5:30 PM, Library Room C
- 16-W-Work Session, 7 PM
- 23-W-Regular Meeting

November 2024

- 13-W-Regular Meeting
- 20-W-Regular Meeting

December 2024

- 4-W-Work Session

Proposed change June 5, 2024

**Council Committee on Economic Sustainability

Meets monthly on the first Friday at 8 AM, unless otherwise indicated. These are held either virtually or in-person, see [web calendar](#) for details. For more Committee information, see <https://www.townofchapelhill.org/government/departments-services/economic-development/council-economic-sustainability-committee>

¹ Unless otherwise noted, Council Regular meetings are held at 6 PM in the Chapel Hill Town Hall, Council Chamber (405 MLK Jr Blvd, Chapel Hill, NC 27514); Council Work Sessions are held at 6 PM in the Chapel Hill Public Library, Meeting Room B, (100 Library Drive, Chapel Hill, NC 27514)

² It is anticipated that the Council will go into closed session, as authorized by North Carolina General Statute Section 143-318.11(a)(6) to discuss a personnel matter.



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 6., File #: [24-0339], Version: 1

Meeting Date: 6/12/2024

Adopt the Recommended 2024-2025 Community Development Block Grant Annual Action Plan.

Staff:

Sarah Osmer Viñas, Director
Emily Holt, Affordable Housing Manager

Department:

Affordable Housing and Community Connections

Overview: The recommended 2024-25 Community Development Block Grant (CDBG) Annual Action Plan includes funding eligible affordable housing, economic development, public services, and administration activities for use of \$444,669. This includes a 2024-25 CDBG grant award of \$437,331 plus \$7,338 in program income. Eligible activities must serve households earning less than 80% of the area median income, or \$84,700 for a family of four.



Recommendation(s):

That the Council:

1. Adopt the attached resolution approving the recommended 2024-2025 Community Development Block Grant Annual Action Plan for use of \$444,669
2. Authorize the Town Manager to submit the Plan to the U.S. Department of Housing and Urban Development (HUD) as the annual update to the 2020-2024 Consolidated Plan
3. Enact the attached project ordinance to establish the CDBG budget for the 2024-2025 program

Summary of Recommended Plan

The following recommended plan reflects the final HUD-calculated CDBG grant amount that was released on May 7. The grant amount is \$18,106 higher than the grant estimate included in the recommendation at the public forum on April 24, 2024.

The updated recommended plan applies the maximum 20% cap on administrative costs and the maximum 15% for public services, which allows for an increase to the recommended award to the Summer Youth Employment Program (SYEP) of \$2,716. This approach is in line with feedback provided via email by the Application Review Committee to apply any additional funding received from HUD to the SYEP. The Town has received more SYEP applications for summer 2024 than it has funding to support, and the additional funding could allow the Town to increase the number of youth hired and/or raise wages or increase the number of hours worked for currently funded youth. The remaining additional CDBG funding was applied to neighborhood revitalization.

2024-2025 Community Development Block Grant Annual Action Plan

	Requested	Recommendation
Public Services		
Town's Summer Youth Employment Program	\$35,000	\$37,716
Inter-Faith Council Homeless Case Management	\$137,961	\$28,984
Affordable Housing		
Community Home Trust - Homebuyer Subsidy	\$30,000	\$30,000

Item #: 6., File #: [24-0339], Version: 1

Meeting Date: 6/12/2024

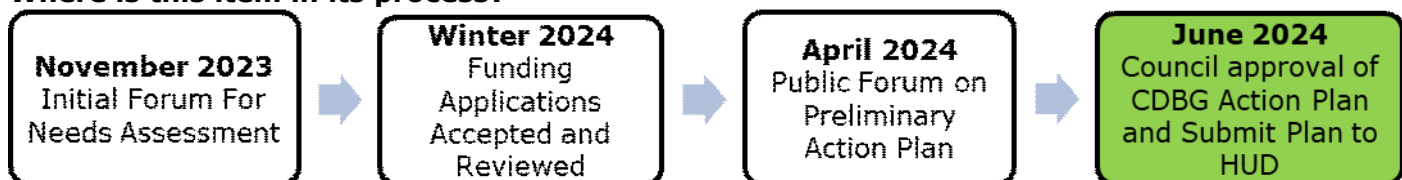
Rebuilding Together of the Triangle Home Preservation Administration and Repairs	\$89,500	\$89,500
Neighborhood Revitalization	--	\$151,751
Economic Development		
Transplanting Traditions Community Farm	\$17,784	\$17,784
Administration	\$85,312	\$88,934
Total	\$395,557	\$444,669

If the Council approves the CDBG Annual Action Plan, our next steps would be:

- Submit the Plan to HUD as the annual update to the 2020-2024 Consolidated Plan
- Post the approved annual CDBG plans on the [Town's CDBG webpage](https://www.townofchapelhill.org/government/departments-services/housing-and-)
<<https://www.townofchapelhill.org/government/departments-services/housing-and->
- Enter into Performance Agreements with agencies, according to the approved Plan

Fiscal Impact/Resources: The Town of Chapel Hill is a Community Development Block Grant Entitlement Community and receives an annual CDBG allocation from HUD. The Town provides CDBG funding as grants through performance agreements with agencies that implement approved programs and services.

Where is this item in its process?



Attachments:

- Resolution Approving the 2024-25 CDBG Annual Action Plan
- Project Ordinance Establishing the 2024-25 CDBG Budget
- Summary of Recommended 2024-25 Annual Action Plan
- [Town of Chapel Hill CDBG Quick Guide](https://www.townofchapelhill.org/home/showpublishedimage/37163/638472258168600000)
<<https://www.townofchapelhill.org/home/showpublishedimage/37163/638472258168600000>>

A RESOLUTION APPROVING THE 2024-25 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN (2024-06-12/R-5)

WHEREAS, the Council of the Town of Chapel Hill used multiple methods to receive public input on use of 2024-2025 Community Development Block Grant funds; and

WHEREAS, the U.S. Department of Housing and Urban Development has notified the Town of the 2024-2025 Community Development Block Grant allocation of \$437,331; and

WHEREAS, the Town received \$7,338 in program income from the repayment of an affordable housing loan making \$444,669 available to be allocated.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that based on the Town's available funding of \$444,669 of 2024-2025 Community Development Block Grant funds, the Council approves the following 2024-2025 Community Development Block Grant Program:

2024-2025 Community Development Block Grant Annual Action Plan

	Recommendation
Public Services	
Town's Summer Youth Employment Program	\$37,716
Inter-Faith Council Homeless Case Management	\$28,984
Affordable Housing	
Community Home Trust - Homebuyer Subsidy	\$30,000
Rebuilding Together of the Triangle Home Preservation Administration and Repairs	\$89,500
Neighborhood Revitalization	\$151,751
Economic Development	
Transplanting Traditions Community Farm	\$17,784
Administration	\$88,934
Total	\$444,669

BE IT FURTHER RESOLVED that the Council authorizes the Manager to include this 2024-2025 Annual Action Plan in the 2020-2024 Consolidated Plan, for submission to the U.S. Department of Housing and Urban Development.

This the 12th day of June, 2024.

AN ORDINANCE TO ESTABLISH THE 2024-25 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2024-06-12/O-5)

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project is hereby established:

"SECTION I

The projects authorized are the Community Development projects as approved by the Council on April 24, 2024 funds are as contained in the Funding Approval and Grant Agreement between the Town and the U.S. Department of Housing and Urban Development (HUD). The projects are known more familiarly as the 2024 Entitlement Community Development Block Grant. The grant activities include eligible affordable housing, public services, low-income residents, and administration costs for the program.

SECTION II

The Manager of the Town of Chapel Hill is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the U.S. Department of Housing and Urban Development, and the budget contained herein.

SECTION III

The following revenues are anticipated to be available to complete the project:

	Current Budget
Community Development Block Grant	\$ 437,331
Program Income	<u>7,338</u>
Total Revenues	\$ 444,669

SECTION IV

Amounts appropriated for projects are as follows:

	Current Budget
<u>Public Services</u>	
Town of Chapel Hill - Summer Youth Employment	\$ 37,716
Inter-Faith Council - Homeless Case Management	28,984
<u>Economic Development</u>	
Transplanting Traditions Community Farm	17,784
<u>Affordable Housing</u>	
Community Home Trust - Homebuyer Subsidy	30,000
Rebuilding Together of the Triangle - Home Repairs	72,500
Rebuilding Together of the Triangle - Administration	17,000
Neighborhood Revitalization	151,751
<u>Administration</u>	
Grant Administration	<u>88,934</u>
Total Expenditures	\$ 444,669

SECTION V

The Director of Business Management is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the U.S. Department of Housing and Urban Development as required by the grant agreement(s) and Federal and State regulations.

SECTION VI

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget and shall keep the Council informed of any unusual occurrences.

SECTION VII

Copies of this project ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk."

This the 12th day of June, 2024.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By adopting the resolution, the Council approves the 2024-2025 Community Development Block Grant Annual Action Plan for use of \$444,669 and authorizes the Town Manager to submit the Plan to the U.S. Department of Housing and Urban Development as the annual update to the Five-Year Consolidated Plan. By enacting the attached project ordinances, the Council establishes the CDBG budget for the 2024-2025 program.

Summary of 2024-2025 CDBG Funding Requests and Recommended Funding Plan






This document summarizes the recommended 2024-2025 funding plan for \$444,669 in (Community Development Block Grant) CDBG. This includes an estimated 2024-2025 CDBG grant award of \$437,331, plus \$7,338 in program income. The program's income is received from the annual repayment of a loan made in 2008 to support development of the Dobbins Hill Low Income Housing Tax Credit development. Individual program awards reflect the final HUD-calculated CDBG grant awards, released on May 7.




Application Review Committee Recommended Funding Plan

Program	Requested	Recommended Plan at Public Hearing	Final Recommended Plan	% of Request	Increase Btwn Public Hearing and Final
Affordable Housing					
Community Home Trust - Homebuyer Subsidy	\$ 30,000	\$ 30,000	\$ 30,000	100%	\$ -
Rebuilding Together of the Triangle Home Repairs	\$ 89,500	\$ 89,500	\$ 89,500	100%	\$ -
Neighborhood Revitalization	\$ -	\$ 139,983	\$ 151,751		\$ 11,768
Total	\$ 119,500	\$ 259,483	\$ 271,251		\$ 11,768
Economic Development					
Transplanting Traditions Community Farm Microenterprise Development	\$ 17,784	\$ 17,784	\$ 17,784	100%	\$ -
Total	\$ 17,784	\$ 17,784	\$ 17,784		\$ -
Public Services - 15% Cap of \$63,984					
Town's Summer Youth Employment Program	\$ 35,000	\$ 35,000	\$ 37,716	100%	\$ 2,716
Inter-Faith Council - Homeless Case Management	\$ 137,961	\$ 28,984	\$ 28,984	21%	\$ -
Refugee Community Partnership Crisis Case Management	\$ 50,000	\$ -	\$ -	0%	\$ -
Total	\$ 222,961	\$ 63,984	\$ 66,700		\$ 2,716
Administration - 20% Cap of \$85,312					
Total	\$ 85,312	\$ 85,312	\$ 88,934		\$ 3,622
Total	\$ 445,557	\$ 426,563	\$ 444,669		\$ 18,106

*Federal Regulations cap the amount of CDBG funding used for **public services at 15%** of the Town's current year grant plus program income equaling an estimated \$66,700 for FY24-25. **Administration is capped at 20%** of current year grant plus program income equaling an estimated \$88,934 for FY24-25.

Affordable Housing

 <p style="text-align: center;">Community HOME TRUST</p>	<p><u>Homebuyer Subsidy</u> Recommendation: \$30,000 Request: \$30,000 Previous CDBG Awards (since FY 2017): \$195,000</p> <p>The Community Home Trust (CHT) requests funding for its Homebuyer Assistance Program. These funds would be used to make CHT homes more affordable to households earning 80% of the area median income or less.</p>	
 <p style="text-align: center;">Rebuilding Together Of the Triangle</p>	<p><u>Rehabilitation Services & Home Repairs</u> Recommendation: \$89,500 Request: \$89,500 Previous CDBG Awards (since FY 2017): \$325,358</p> <p>\$17,000 for Rehabilitation Services to support the work of the Orange County Home Preservation Coalition (OCHPC), providing applicant intake, home assessments, work scopes, bid preparation, and project management of low-income homeowner repair and accessibility modification projects.</p> <p>\$72,500 for repair projects identified through Rehabilitation Services to be completed by an OCHPC member agency/agencies and coordinated by Rebuilding Together. This program will serve at least 5 households earning up to 80% of the area median income.</p>	 

	<p><u>Neighborhood Revitalization Activities</u> Recommendation: Balance of CDBG award (est. \$139,983) Request: \$151,751 Previous CDBG Awards (since FY 2017): \$159,345</p> <p>A flexible pool of funding to be used for Affordable Housing and Community Development projects identified throughout the year. Activities include: second mortgage assistance; property acquisition and/or renovation for rental or homeownership; housing rehabilitation; code enforcement; demolition; public housing improvements; public improvements such as installation of sidewalks; or parks and recreation facilities such as a community garden.</p> <p>The Town Manager would approve projects, which must demonstrate compliance with Town policies and federal regulations.</p>	
<p><u>Economic Development</u></p>		
	<p><u>Microenterprise Development</u> Recommendation: \$17,784 Request: \$17,784 Previous CDBG Awards (since FY 2017): \$15,338</p> <p>Microenterprise development through an 8-10 week intensive business, marketing and agricultural course called Growers School offered to low-income refugee farmers as they grow small agricultural businesses. The course includes monthly technical assistance as well as marketing and customer support. Transplanting Traditions anticipates up to 15 businesses owned and run by 29 refugee farmers in Chapel Hill will participate, creating new jobs and providing more sustainable income and livelihood security.</p>	

Public Services

Public service activities, such as programs focusing on employment, childcare, healthcare, and education are eligible to be funded through the CDBG program. Federal regulations cap the amount of CDBG funding used for public services at 15% of the Town’s Current Year grant plus program income equaling an estimated \$66,700 for FY 24-25.



Summer Youth Employment Program

Recommendation: \$37,716 Request: \$35,000
 Previous CDBG Awards (since FY 2017): \$182,455

The Town of Chapel Hill offers job training and paid employment to youth ages 14-18 in Chapel Hill households earning less than 80% of the Area Median Income. Every summer, the hired youth work 20 hours a week for 8-10 weeks in a variety of Town departments and outside agencies. This funding will allow the Town to hire 19 Chapel Hill youth, in addition to up to 6 Carrboro youth funded by Carrboro Human Services funding applied for through their outside agency process.

The recommendation is higher than the request because the HUD-calculated grant amount was higher than initially estimated.



Case Management

Recommendation: \$28,984 (balance of remaining Public Services amount)
 Request: \$137,961
 Previous CDBG Awards (since FY 2017): \$306,670

Funding will mostly support 1 of the 3 requested full-time equivalent case manager staff positions for IFC’s residential programs to assist individuals and households experiencing homelessness in obtaining shelter, securing permanent affordable housing and accessing outside resources.

HomeStart



Community House



Program Administration

Recommend the Council allocate funds to meet oversight requirements of the CDBG and related affordable housing and community development programs, including Town staff salaries.



Program Administration

Recommendation: \$88,934

Request: 20% of CDBG grant

Previous CDBG Awards (since FY 2017): 20% of CDBG grant

The Committee recommends the Council allocate funds to meet oversight requirements of the CDBG and related affordable housing and community development programs, including Town staff salaries.

Application Not Recommended for Funding



Crisis Case Management

Recommendation: \$0; application was submitted late, so could not be considered for funding per Town policy.

Request: \$50,000

Previous CDBG Awards (since FY 2017): \$12,000

Staff positions to provide crisis case management and resource referral for refugee and migrant households that are experiencing homelessness or are at risk of homelessness through community-based, on-call interpretation/translation and accompaniment for non-English speaking residents in Karen, Arabic, Burmese/Chin, and Dari/Pashto. The goal is to increase access to existing safety net services that would otherwise be inaccessible due to linguistic and cultural barriers.



CDBG Application Review Committee Members

Mychal Weinert (Human Services Advisory Board)

Tony Williams (Housing Advisory Board)

Shenekia Weeks (Town of Chapel Hill Diversity, Equity and Inclusion Officer)

Anita Badrock (Town of Chapel Hill Senior Ombuds)

John French (Town of Chapel Hill Parks and Recreation Supervisor of Hargraves Center)

Sarah Poulton (Town of Chapel Hill Senior Special Projects Manager)

Staff Liaison: Emily Holt, Affordable Housing Manager



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 7., **File #:** [24-0340], **Version:** 1

Meeting Date: 6/12/2024

Consider Approving the Recommended Funding Plan for Human Services Agencies.

Staff:

Sarah Osmer Viñas, Director
Rebecca Buzzard, Community Connections Manager
Jackie Thompson, Human Services Coordinator

Department:

Affordable Housing and Community Connections

Overview: This item provides an overview of a recommended Funding Plan for \$602,516 in Human Services funding.



Recommendation(s):

That the Council consider adopting the resolution, approving the recommended funding plan for human services agencies, consistent with the Human Services Advisory Board's recommendation.

Overview of the HSAB

- The charge of the Chapel Hill Human Services Advisory Board (HSAB) is to assess human services needs of Chapel Hill residents, identify service gaps and ways to fill them, and advise the Town Council on funding.
- The HSAB provides recommendations annually to the Town Council for allocation of Human Services funding.

Overview of the Funding Plan

- The HSAB completed their evaluation of agencies for funding in April for FY25 funding. The Board based its recommendation on last year's budget of \$602,516.
- The Board received 49 Outside Agency Applications and \$1,415,364 in funding requests.
- The HSAB and the Carrboro Human Services Commission held joint public hearings with outside agencies that requested \$5,000 or more in Human Services funding.
- The HSAB met on April 15th to review the Outside Agency Applications and made their final recommendation. Applications for funding must align with at least one of the three strategic objectives:
 - Children improve their educational outcomes
 - Residents increase their livelihood security
 - Residents improve their health outcomes

In completing the application some agency programs/services aligned with multiple strategic objectives. The proposed recommended funding by strategic objective is:

- Children improve their education outcomes: \$58,450

Item #: 7., File #: [24-0340], Version: 1

Meeting Date: 6/12/2024

- Residents increase their livelihood security: \$254,700
- Residents improve their health outcomes: \$109,616
- Multiple Strategic Objectives: \$179,750

Fiscal Impact/Resources: The HSAB recommends allocating \$602,516 to 44 Human Services Agencies.



Attachments:

- Resolution
- 2024-2025 Human Services Summary

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By Adopting the Resolution, the Council approves the recommended funding plan for human services agencies, consistent with the Human Services Advisory Board's recommendation.

A RESOLUTION APPROVING FISCAL YEAR 2024-25 FUNDING FOR HUMAN SERVICES AGENCIES AS RECOMMENDED BY THE HUMAN SERVICES ADVISORY BOARD (2024-06-12/R-6)

WHEREAS, in 1981 the Council established the Human Services Program to enter into performance agreements with agencies that provide services that address the community's human service's needs.

WHEREAS, the charge of the Human Services Advisory Board is to: assess human services needs of Chapel Hill residents, identify service gaps and ways to fill them, and advise the Town Council on funding needs at the beginning of every budget cycle.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council hereby approves the following allocations for performance agreements with human service agencies in FY 2024-25 to address the community's human service needs identified by the Human Services Advisory Board:

Human Services Agency	Human Services Advisory Board Recommendation
Boomerang Youth, Inc.	\$ 16,000
Chapel Hill – Carrboro Public School Foundation	\$ 21,000
Charles House Association	\$ 2,700
Child Care Services Association	\$ 12,750
Club Nova Community, Inc.	\$ 27,000
Community Empowerment Fund	\$ 30,000
Compass Center for Women and Families	\$ 22,000
Diaper Bank of North Carolina	\$ 15,000
Dispute Settlement Center	\$ 13,250
E3 Camp	\$ 1,750
El Centro Hispano	\$ 27,000
El Futuro, Inc.	\$ 14,000
EmPOWERment, Inc.	\$ 24,000
Families and Communities Rising	\$ 13,500
Family Reading Partners	\$ 4,000
Farmer Foodshare	\$ 14,916
Freedom House Recovery Center	\$ 20,000
Hope Renovations	\$ 24,500
IFC for Social Services	\$ 24,000
Life Skills Foundation	\$ 12,000
Meals on Wheels Orange County	\$ 25,000
Monet Richardson Community Foundation (MRC)	\$ 3,000
OE Enterprises Inc.	\$ 4,700
Orange County Department on Aging	\$ 14,000
Orange County Literacy	\$ 10,000

Orange County Living Wage	\$ 2,000
Orange County Partnership for Young Children	\$ 5,000
Orange County Rape Crisis Center	\$ 29,000
Oxford House	\$ 8,000
Pee Wee Homes	\$ 8,000
Planned Parenthood South Atlantic	\$ 3,500
PORCH - Chapel Hill-Carrboro	\$ 24,000
Pro Bono Counseling Network (PBCN)	\$ 2,000
Refugee Community Partnership	\$ 22,000
RENA (Rogers Eubank Neighborhood Association)	\$ 12,000
Senior Care of Orange	\$ 3,000
TABLE	\$ 23,000
The Arc of the Triangle	\$ 7,500
The Exchange Club	\$ 16,000
The Marian Cheek Jackson Center	\$ 12,000
Transplanting Traditions	\$ 11,000
Triangle Bikeworks	\$ 2,700
Voices Together	\$ 4,500
Volunteers for Youth	\$ 11,250
Total Recommended Funding	\$ 602,516

This 12th day of June, 2024.

Overview of Human Services Agency Funding Requests and Recommendations Fiscal year 2025

The summary includes the mission/purpose of each agency, amount of funding requested, and the Human Services Advisory Board's recommendation.

BIG BROTHERS BIG SISTERS OF THE TRIANGLE

The mission of Big Brothers Big Sisters is to provide children facing adversity with strong and enduring, professionally supported one-to-one relationships that change their lives for the better, forever. The program matches children, ages 6-14, with mentors who can be positive role models in their lives.

2023-2024 Allocation: \$0

2024-2025 Request: \$5,000

Recommendation: The Board does not recommend funding this fiscal year.

BOOMERANG YOUTH, INC.

The mission of Boomerang is to provide youth with the support they need in times of crisis and beyond, to manage their challenges, cope with adversity and become resilient, independent young people.

2023-2024 Allocation: \$17,000

2024-2025 Request: \$30,000

Recommendation: The Board recommends \$16,000 to support the Alternative to Suspension and Bounce Back Afterschool program.

BRIDGE II SPORTS

The mission is to educate, develop and implement opportunities for youth, adults, and Veterans with physical disabilities to play individual, team, and recreational sports finding the player within.

2023-2024 Allocation: \$0

2024-2025 Request: \$5,000

Recommendation: The Board does not recommend funding this fiscal year.

CHAPEL HILL-CARRBORO PUBLIC SCHOOL FOUNDATION

The mission of the Chapel Hill Carrboro Public School Foundation is that all students in the Chapel Hill-Carrboro City Schools receive an excellent and equitable education from the highest quality teachers.

2023-2024 Allocation: \$21,582

2024-2025 Request: \$45,000

Recommendation: The Board recommends \$21,000 for temporary emergency housing for CHCCS students and their families, support for students with academic and/or enrichment needs in the Blue-Ribbon Mentor program, and for afterschool and out-of-school opportunities for disadvantaged youth.

CHARLES HOUSE ASSOCIATION

Charles House mission is threefold: Enriching the lives of seniors, supporting families caring for aging family members, and representing the community's commitment to its elders.

2023-2024 Allocation: \$2,000

2024-2025 Request: \$4,000

Recommendation: The Board recommends \$2,700 to subsidize daytime eldercare services for Chapel Hill families.

CHILD CARE SERVICES ASSOCIATION

The mission of Child Care Services is to ensure that affordable, accessible high-quality childcare is available for all young children and their families.

2023-2024 Allocation: \$12,500

2024-2025 Request: \$15,600

Recommendation: The Board recommends \$12,750 for childcare scholarships for Chapel Hill children from low to moderate-income families in which parents/guardians are engaged in work, school, or training related activities.

CLUB NOVA COMMUNITY, INC.

Club Nova provides opportunities for individuals living with severe and persistent mental illness to lead meaningful and productive lives of their choice in the community.

2023-2024 Allocation: \$27,600

2024-2025 Request: \$28,600

Recommendation: The Board recommends \$27,000 for programs to support the services provided by Club Nova.

COMMUNITY EMPOWERMENT FUND (CEF)

The Community Empowerment Fund cultivates opportunities, assets, and communities that and sustain transitions out of homelessness. They offer matched savings accounts financial education, workforce development, and relationship-based support to homeless and near-homeless individuals. CEF emphasizes a person-centered approach to overcoming crises and building towards long-term possibilities.

2023-2024 Allocation: \$31,000

2024-2025 Request: \$50,000

Recommendation: The Board recommends \$30,000 to assist with the Advocate Program.

COMPASS CENTER FOR WOMEN AND FAMILIES

The mission for the Compass Center for Women and Families is to help all people navigate their journey to self-sufficiency, safety, and health. The Compass Center empowers individuals and promote equal access to opportunity regardless of gender or economic status.

2023-2024 Allocation: \$26,000

2024-2025 Request: \$29,999

Recommendation: The Board recommends \$22,000 to provide program support for Domestic Violence Crisis, Self-Sufficiency, Community Education and Civic Engagement Programs for families living in Chapel Hill. domestic violence crisis services, expanded financial education and career preparedness services,

DIAPER BANK OF NORTH CAROLINA

The mission of Diaper Bank of North Carolina is to promote and protect the dignity of low-income NC residents by providing free essential hygiene products (diapers, period products and adult incontinence supplies) through collaborative community partnerships or mobile distribution across the state.

2023-2024 Allocation: \$6,000

2024-2025 Request: \$15,000

Recommendation: The Board recommends \$15,000 for diapers, diapering supplies, menstrual hygiene products and program management salary.

DISPUTE SETTLEMENT CENTER

The mission of the Dispute Settlement Center is to promote and bring about the peaceful settlement of disputes and to prevent the escalation of conflict through mediation, facilitation, conciliation, and training.

2023-2024 Allocation: \$13,600

2024-2025 Request: \$15,000

Recommendation: The Board recommends \$13,320 to for mediation, conciliation, and referral for interpersonal disputes referred from Criminal District Court, divorce, Medicaid, neighborhood, business, or workplace disputes.

E3 CAMP

The mission of E3 Camp is to provide middle/high school African American students with hands on activities, educational field trips and on-site presentations in art and STEM, necessary to be productive citizens in the 21st century workforce.

2023-2024 Allocation: \$1,500

2024-2025 Request: \$2,000

Recommendation: The Board recommends \$1,750 to provide educational materials for art, STEM, and educational programs.

EL CENTRO HISPANO, INC.

The mission of El Centro Hispano is to strengthen the community, build bridges, and serve as advocates for equity and inclusion of Hispanic/Latinos in the Triangle area of North Carolina. The Triangle area encompasses cities and towns with Durham, Orange, and neighboring counties. They achieve these purposes by making advancements in education, economic development, and health and well-being initiatives.

2023-2024 Allocation: \$33,000

2024-2025 Request: \$43,230

Recommendation: The Board recommends \$27,000 to El Centro Hispano to provide support for the Education, Community Support & Engagement, and Health & Wellness programs for Chapel Hill residents.

EL FUTURO, INC.

The mission of El Futuro is to nature stronger *familias* to live out their dreams by providing bilingual, culturally-responsive mental health services – including therapy, psychiatry, substance use prevention and treatment, case management, and more – in a welcoming environment of healing and hope.

2023-2024 Allocation: \$13,500

2024-2025 Request: \$16,000

Recommendation: The Board recommends \$14,000 to provide Avanza: Mental Health Access and Engagement for Latino Immigrant Youth and Families. Direct treatment for Orange Co. immigrant families, School-based and telehealth services, Coordination of off-site services for Chapel Hill Latino residents.

EmPOWERment, Inc.

The mission of EmPOWERment, Inc. is to empower people and communities to determine their own destinies through affordable housing, community organizing and grass roots economic development.

2023-2024 Allocation: \$25,000

2024-2025 Request: \$25,000

Recommendation: The Board recommends \$24,000 for the Affordable Rental Program.

FAMILIES AND COMMUNITIES RISING, INC (KidSCOpe)

The mission of Families and Communities Rising (KidSCOpe) is to provide comprehensive early childhood development and mental health support to young children, their families, and care providers. Using research and specialized evidence-based services. KidSCOpe aims to give children a healthy start to their early years when relationships and experiences influence future life success the most.

2023-2024 Allocation: \$15,000

2024-2025 Request: \$15,000

Recommendation: The Board recommends \$13,500 for mental health therapy for young children and their families.

FAMILY READING PARTNERS

Family Reading Partners (FRP) seeks to increase early literacy in Orange County, focusing on families with children birth to kindergarten. The goal of FRP Parent/Child Literacy Education Program is to help children from families with low income to develop early skills and knowledge that will allow them to be "reading ready" upon entering kindergarten, and to realize their full potential in school and late in life.

2023-2024 Allocation: \$4,000

2024-2025 Request: \$5,000

Recommendation: The Board recommends \$4,000 for the Championing Early Literacy in the Home program.

FARMER FOODSHARE, INC.

Farmer Foodshare's mission is to increase access to fresh local food for all and to support the viability of marginalized NC farmers to create an equitable food system.

2023-2024 Allocation: Did Not Apply

2024-2025 Request: \$27,750

Recommendation: The Board recommends \$14,916 for fresh food purchasing (with TABLE).

FREEDOM HOUSE RECOVERY CENTER

The mission of Freedom House Recovery Center is to promote, enhance and support recovery for men, women and children affected by substance abuse and mental illness by using a holistic, person-centered approach.

2023-2024 Allocation: \$22,110

2024-2025 Request: \$22,110

Recommendation: The Board recommends \$20,000 to supplement salaries allowing Freedom House to continue to serve individuals in their Crisis Unit, Outpatient Clinic, and Halfway Houses regardless of their insurance status or their ability to pay.

HOPE RENOVATIONS

Hope Renovations builds futures and transforms lives with a dual mission: preparing underemployed women and gender expansive individuals for construction careers and helping older adults age in place.

2023-2024 Allocation: \$21,000

2024-2025 Request: \$60,000

Recommendation: The Board recommends \$24,500 for the Trades Training and Aging in Place Construction program.

INTER-FAITH COUNCIL FOR SOCIAL SERVICES

The Interfaith Council for Social Service meets basic needs and helps individuals and families achieve their goals. They provide shelter, food, direct services, referrals, advocacy, and information to people in need.

2023-2024 Allocation: \$23,000

2024-2025 Request: \$323,766

Recommendation: The Board recommends \$24,000 this year to support the Shelters and Food Security Programs.

LIFE SKILLS FOUNDATION

The mission of Life Skills Foundation is to empower transition-aged youth to live stable, self-directed lives by providing them with housing and wraparound support services.

2023-2024 Allocation: Did not Apply

2024-2025 Request: \$29,000

Recommendation: The Board recommends \$12,000 to provide stable and affordable transitional housing and individualized support services.

MEALS ON WHEELS ORANGE COUNTY

The mission of Meals on Wheels is to nourish and enrich the lives of older adults through meal delivery and personal connection.

2023-2024 Allocation: \$41,000

2024-2025 Request: \$50,000

Recommendation: The Boards recommends \$25,000 for meal delivery and friendly check-ins for older adults in Chapel Hill.

MONET RICHARDSON COMMUNITY FOUNDATION

The mission of the Monet Richardson Community Foundation is to enhance educational experiences and inspire students and teachers by connecting community resources through collaboration, recognition, and innovative partnerships.

2023-2024 Allocation: \$0

2024-2025 Request: \$6,000

Recommendation: The Board recommends funding \$3,000 to provide backpacks and new school supplies to at-risk students to ensure an equitable start to school.

OE ENTERPRISES

The mission of Orange Enterprises is to create opportunities for personal and professional growth for individuals with disabilities and other barriers to employment. OE Enterprises promotes achievement, self-reliance, life choices, and respect through connecting individuals with disabilities and their community.

2023-2024 Allocation: \$4,700

2024-2025 Request: \$5,000

Recommendation: The Board recommends funding of \$4,700 to support the Transitions to Employment program for students and adult Chapel Hill residents who have disabilities.

ORANGE COUNTY DEPARTMENT ON AGING (SENIOR LUNCH PROGRAM AND VOLUNTEER CONNECT 55+)

The mission of the Orange County Department on Aging is to provide a system of integrated aging services through state-of-the-art senior centers, serving as focal points for coordinated community and individualized programs designed to educate seniors and their families and maximize health, well-being, community engagement, and independence of older adults at all functional levels.

2023-2024 Allocation: \$13,600

2024-2025 Request: \$18,500

Recommendation: The Board recommends funding of \$14,000 to support the Senior Lunch Program and the Volunteer Connect 55+ Program.

ORANGE COUNTY DISABILITY AWARENESS COUNCIL, dba TRIANGLE DISABILITY AWARENESS COUNCIL

The mission of the Orange County Disability Awareness Council is to remove barriers that block equal access to employment, transportation, housing, education, and overall community access for people with disabilities in the Research Triangle area.

2023-2024 Allocation: \$0

2024-2025 Request: \$50,000

Recommendation: The Board does not recommend funding this fiscal year.

ORANGE COUNTY LITERACY COUNCIL

The mission of the Orange County Literacy Council is to help adults reach their education, employment, and life goals. They provide free, flexible instruction in reading, writing, and basic math, English and computer skills, and GED preparation.

2023-2024 Allocation: \$10,000

2024-2025 Request: \$15,000

Recommendation: The Board recommends \$10,000 for the adult literacy program for families living in Chapel Hill.

ORANGE COUNTY LIVING WAGE

Orange County Living Wage promotes a living wage as the minimum wage a worker needs to provide for basic needs (rent, food, transportation, medicine, clothes, etc.), freed of governmental assistance. Through their volunteer employer certification program, they certify Orange County employers that pay all part- and full-time employees a living wage.

2023-2024 Allocation: \$2,000

2024-2025 Request: \$6,000

Recommendation: The Board recommends \$2,000 to support administration of the Certification Program.

ORANGE COUNTY PARTNERSHIP FOR YOUNG CHILDREN

The mission of the Partnership is to ensure that all young children arrive at school healthy and ready to succeed. The Partnership is the administrator for the Smart Start Early Childhood

Initiative and the NC Pre-K program in Orange County. Their program priorities focus on the county's most vulnerable families and children.

2023-2024 Allocation: \$5,000

2024-2025 Request: \$5,000

Recommendation: The Board recommends \$5,000 to support the Early Literacy Initiative for school age children.

ORANGE COUNTY RAPE CRISIS CENTER

The mission of the Orange County Rape Crisis Center is to end sexual violence and its impact through support, education, and advocacy.

2023-2024 Allocation: \$29,999

2024-2025 Request: \$51,000

Recommendation: The Board recommends \$29,000 for Rape Crisis victim services and prevention programs.

OXFORD HOUSE

The mission of the mission of Oxford Houses to provide those recovering from substance use disorder (SUD) the opportunity to live in an environment designed to support recovery without the recurrence of use.

2023-2024 Allocation: \$11,000

2024-2025 Request: \$42,000

Recommendation: The Board recommends \$8,000 for the Peer Advocate and Financial Assistance programs.

PEE WEE HOMES

This mission of Pee Wee Homes is to is to create dignified, affordable, tiny homes in a caring community for, and with, people transitioning out of homelessness. In addition to building and maintaining homes that are affordable to community members below 30% area median income (AMI) who have experienced homelessness, they also seek to connect residents to community resources that support their long-term success with housing.

2023-2024 Allocation: \$7,500

2024-2025 Request: \$12,500

Recommendation: The Board recommends \$8,000 for the Residential Support Program.

PIEDMONT ELECTRIC HELPING HAND FOUNDATION.

The mission of Piedmont Electric Helping Hand Foundation is to support the community. Providing energy assistance to families and individuals and serve our schools by providing grants to teachers and scholarships for local students.

2023-2024 Allocation: Did Not Apply

2024-2025 Request: \$20,000

Recommendation: The Board does not recommend funding this year.

PLANNED PARENTHOOD OF SOUTH ATLANTIC

Planned Parenthood of South Atlantic proactively ensures comprehensive reproductive health care by providing services in settings that preserve and protect the individual's right to privacy and reproductive choice; by advocating public policies that advance these rights and expand access to such services; by providing educational programming that fosters a culture of

healthy sexuality; by working with and meeting the needs of diverse communities and the under-served; and by leading broad-based strategies that further these fundamental rights.

2023-2024 Allocation: \$3,500

2024-2025 Request: \$5,000

Recommendation: The Board recommends \$3,500 to support the Sexual Health Education and Outreach Program for Chapel Hill residents.

PORCH

PORCH's mission is to fight hunger by mobilizing neighbors, building community, and providing fresh, healthy food.

2023-2024 Allocation: \$19,925

2024-2025 Request: \$49,360

Recommendation: The Board recommends \$24,000 to purchase fresh food shares monthly for families challenged by food insecurity in Chapel Hill and Carrboro enrolled in PORCH's Food for Families program.

PRO BONO COUNSELING NETWORK (PBCN)

The mission of the Pro Bono Counseling Network is to link underserved people who need mental health services with compassionate, professionally licensed counselors who are committed to delivering high-quality, culturally sensitive therapy regardless of one's ability to pay.

2023-2024 Allocation: Did Not Apply

2024-2025 Request: \$30,000

Recommendation: The Board recommends \$2,000 to connect under- and uninsured residents with competent volunteer mental health therapists.

REFUGEE COMMUNITY PARTNERSHIP

The Refugee Community Partnership is a volunteer-based organization established to facilitate the transition of local refugees to a new life in our community by providing them with services, assisting them with access to resources, and teaching them skills to promote self-sufficiency.

2023-2024 Allocation: \$21,000

2024-2025 Request: \$50,000

The Board recommends \$22,000 to assist with rent for dedicated space to provide direct one-to-one services to refugees, to hold English and citizenship classes, to store and distribute essential items and goods to refugees, and to maximize opportunities for collaboration with partners.

ROGERS-EUBANKS NEIGHORHOOD ASSOCIATION (RENA)

The mission of RENA is to address the inequalities of the environmental, educational, and public health issues impacting the residents of our community and to promote a vision of environmental justice and sustainability among residents, partners, and other similarly impacted communities, creating safe, healthy, and productive communities.

2023-2024 Allocation: \$13,000

2024-2025 Request: \$27,000

Recommendation: The Board recommends \$12,000 for a yearlong food pantry.

SENIOR CARE OF ORANGE

Florence Gray Soltys Adult Day Health Program's mission is to provide a supportive communal daytime setting for adults with special physical, cognitive, emotional, and social needs that fosters and sustains their families, functional abilities, health, and well-being.

2023-2024 Allocation: \$2,000

2024-2025 Request: \$4,500

Recommendation: The Board recommends \$3,000 for programs to support the services provided by Senior Care of Orange.

SINCERES HEALING

The mission of Sinceres Healing is to offer the power of horses to support self-awareness and promote healing.

2023-2024 Allocation: Did Not Apply

2024-2025 Request: \$7,000

Recommendation: The Board does not recommend funding this year.

TABLE

TABLE delivers healthy food and nutrition education to children in Orange County, North Carolina. They envision a community where all children have equitable access to nutritious food and knowledge to experience optimal health, well-being, and dignity.

2023-2024 Allocation: \$23,900

2024-2025 Request: \$35,000

Recommendation: The Board recommends \$23,000 to fund its weekly food deliveries.

THE ARC OF THE TRIANGLE

The ARC of the Triangle provides support to children and adults with intellectual and developmental disabilities in the achievement of their personal goals and dreams in our community through partnership and advocacy.

2023-2024 Allocation: \$15,000

2024-2025 Request: \$7,500

Recommendation: The Board recommends \$7,500 to support the Community Programs and Services for Chapel Hill residents with intellectual and developmental disabilities.

THE EXCHANGE CLUB'S FAMILY CENTER IN ALAMANCE

The mission of The Exchange Club's Family Center in Alamance is the prevention and treatment of child abuse and neglect. This occurs through enhancing parent child relationships by increasing community awareness and increasing community involvement in prevention efforts.

2023-2024 Allocation \$16,000

2024-2025 Request: \$17,479

Recommendation: The Board recommends \$16,000 for the Parent Aide Program and Children's Parents parenting classes.

THE MARIAN CHEEK JACKSON CENTER FOR SAVING AND MAKING HISTORY

The mission of the Marian Cheek Jackson Center for Saving and Making History is to honor, renew, and build community in the historic Northside, Pine Knolls, Tin Top, and Lloyd/Broad St. communities of Chapel Hill/Carrboro.

2023-2024 Allocation: \$11,000

2024-2025 Request: \$14,000

Recommendation: The Board recommends \$12,000 to support the Learning Across Generations and Oral History programs.

TRANSPLANTING TRADITIONS

Transplanting Traditions Community Farm (TTCF) facilitates resources and support for refugees and immigrants to foster a healthier community, improve livelihoods, and maintain agricultural traditions as they build new lives in North Carolina.

2023-2024 Allocation: \$11,000

2024-2025 Request: \$15,000

Recommendation: The Board recommends \$11,000 for the Healthy Food Access and PreK Cultural & Environmental Education programs.

TRIANGLE BIKE WORKS

Triangle Bike works engages Black and ALAANA (African, LatinE, Asian, Arab, and Native American) youth in experiential learning opportunities that allows them to overcome challenges, achieve audacious goals, and discover their true selves.

2023-2024 Allocation: \$2,000

2024-2025 Request: \$35,000

Recommendation: The Board recommends \$2,700 to address physical health and wellness, education highlighting and celebrating history and cultures, environmental sustainability, and leadership development targeting Black and ALAANA youth through cycling excursions.

VOICES TOGETHER

Voices Together's mission is to empower individuals to find their voice and create their own path in life through specialized music therapy.

2023-2024 Allocation: \$4,000

2024-2025 Request: \$13,970

Recommendation: The Board recommends \$4,500 for VOICES Community program.

VOLUNTEERS FOR YOUTH

Volunteers for Youth's mission is to provide services to Orange County, North Carolina youth to help them become contributing members of the community.

2023-2024 Allocation: \$11,000

2024-2025 Request: \$11,500

Recommendation: The Board recommends \$11,250 to support the mentoring, community service, and the Teen Court programs, as well as a portion of the program coordinators' salaries, youth activities, and general operating expenses.



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 8., **File #:** [24-0341], **Version:** 1

Meeting Date: 6/12/2024

Concept Plan Review: Old Chapel Hill Road Apartments, 11 North White Oak Drive.

See the Staff Report on the next page.

PRESENTER: Katherine Shor, Senior Planner

- a. Review of process
- b. Presentation by the applicant
- c. Comments from the public
- d. Comments and questions from the Mayor and Town Council
- e. Motion to adopt a resolution transmitting Council comments to the applicant

RECOMMENDATION: That the Council adopt the resolution transmitting comments to the applicant.



11 North White Oak Drive (Old Chapel Hill Road Apartments) – Concept Plan

Staff: Britany Waddell, Judy Johnson, Corey Liles, Katherine Shor
Town Council Meeting Date: June 12, 2024

Project Overview

- McAdams, on behalf of John and Anne McKee (Owner) and ZOM Living (Developer) asks for feedback on a Concept Plan for approximately 360 multifamily units in approximately 10 buildings on Old Chapel Hill Road and North White Oak Drive.
- The site is 11.66 acres on four parcels in Durham County, three parcels east of North White Oak Drive and one parcel west of North White Oak Drive.
- The multifamily buildings are proposed for heights between four and six stories.
- The applicant proposes to include 10 percent of the units for income-restricted affordable housing.
- The location is within the “Parkline East” framework created in 2022 by Town staff in consultation with community members.
- A structure built in the 1920s, the “Ruth-Sizemore Store”, is located on the site. In 2015, the State Historic Preservation Office (SHPO) determined that this structure is eligible for National Register of Historic Places (NRHP) designation. In 2022, staff conducted a site inspection of the structure. Staff are ready to aid any future developer to appropriately manage this historic resource.

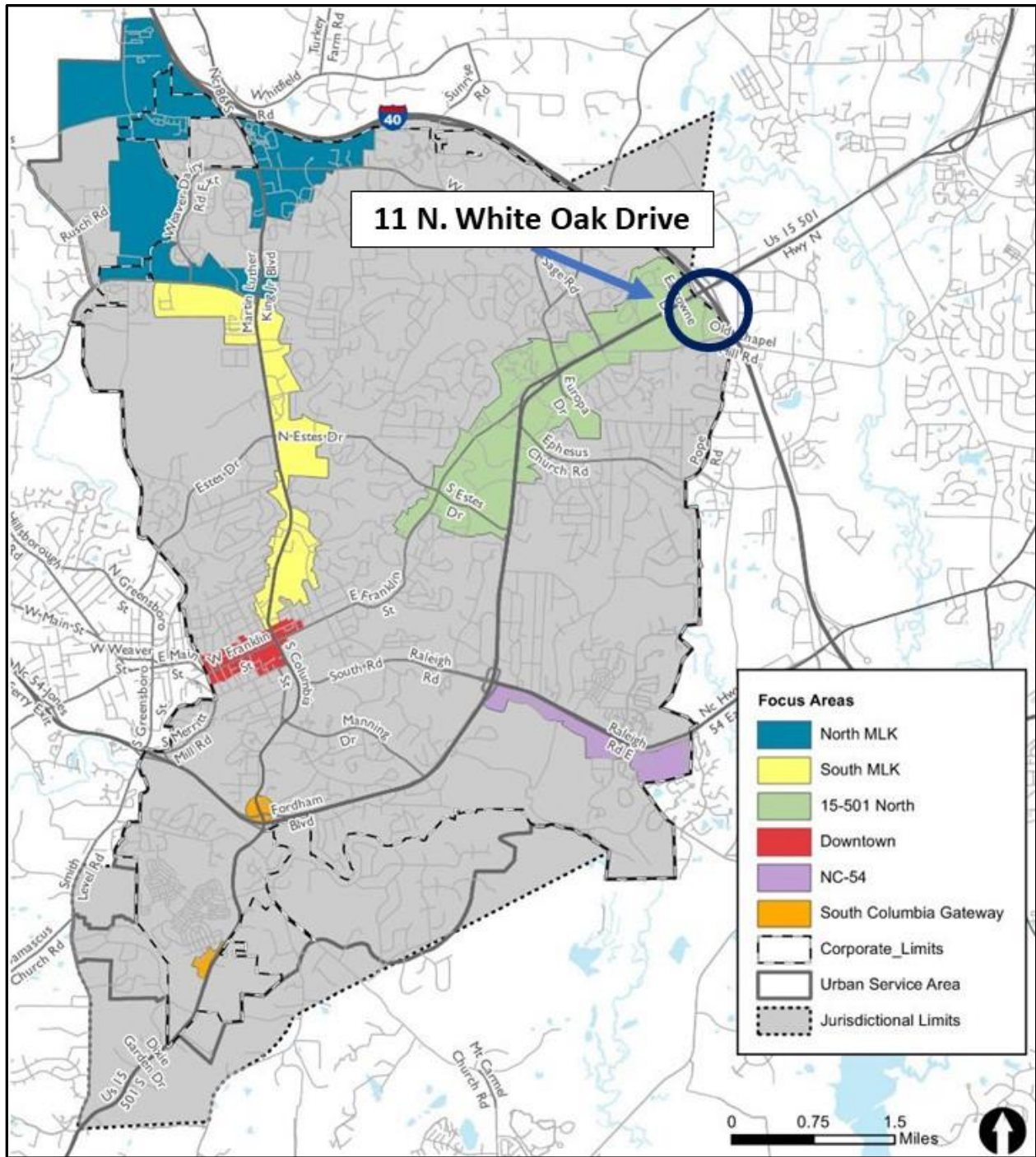
Summary of Comprehensive Plan Considerations

Staff prepared an initial evaluation of the Concept Plan site using the holistic lens of the [Complete Community Strategy](#).

Chapel Hill will direct growth to greenways, transit corridors, large infill sites with existing infrastructure, and smaller infill sites.	
<ul style="list-style-type: none"> • The applicant proposes to add approximately 360 dwelling units to a large infill site with existing infrastructure and near proposed greenways. 	
Goal 1: Plan for the Future Strategically	Associated Comp. Plan Elements: <ul style="list-style-type: none"> • Future Land Use Map • Shaping Our Future
<ul style="list-style-type: none"> • The project is in the North 15-501 Corridor focus area of the Future Land Use Map, Sub-Area A. This area includes multifamily residential as a primary use and recommends a typical height between 4 and 6 stories. • A transition area height of 4 stories is recommended for buildings that front on Old Chapel Hill Road. 	
Goal 2: Expand and Deliver New Greenways for Everyday Life	Associated Comp. Plan Elements: <ul style="list-style-type: none"> • Mobility & Connectivity Plan • Connected Roads Plan
<ul style="list-style-type: none"> • A multi-use trail is planned on N. White Oak Drive as a part of the Meridian Lakeview development approved by Council in 2023. • The Concept Plan reflects several connections, both vehicular and non-vehicular, that are proposed in this area. • An existing bus route operates on Old Chapel Hill Road and there is a sidewalk on the north side within the public right-of-way. 	

	Goal 3: Be Green and Provide Housing	Associated Comp. Plan Elements: <ul style="list-style-type: none"> • Climate Action & Response Plan
<ul style="list-style-type: none"> • Development at this location could contribute to dense, walkable development patterns as called for in the Climate Action and Response Plan. 		
	Goal 4: Plan for Excellence in the Public Realm and Placemaking	
<ul style="list-style-type: none"> • Planning staff discussed the Concept Plan with the Town's Urban Designer. Please see attached Urban Designer Assessment. 		

Project Location



CONCEPT PLAN
11 North White Oak Drive

Town Council

Attachments

Applicant Materials

1. Applicant's Draft Presentation
2. Applicant's Narrative
3. Concept Plan

Staff Materials

4. Urban Designer Assessment

Resolutions

5. Resolution A – Transmitting Comments



Old Chapel Hill Road Apartments

Concept Plan #24-3

June 12, 2024

DRAFT



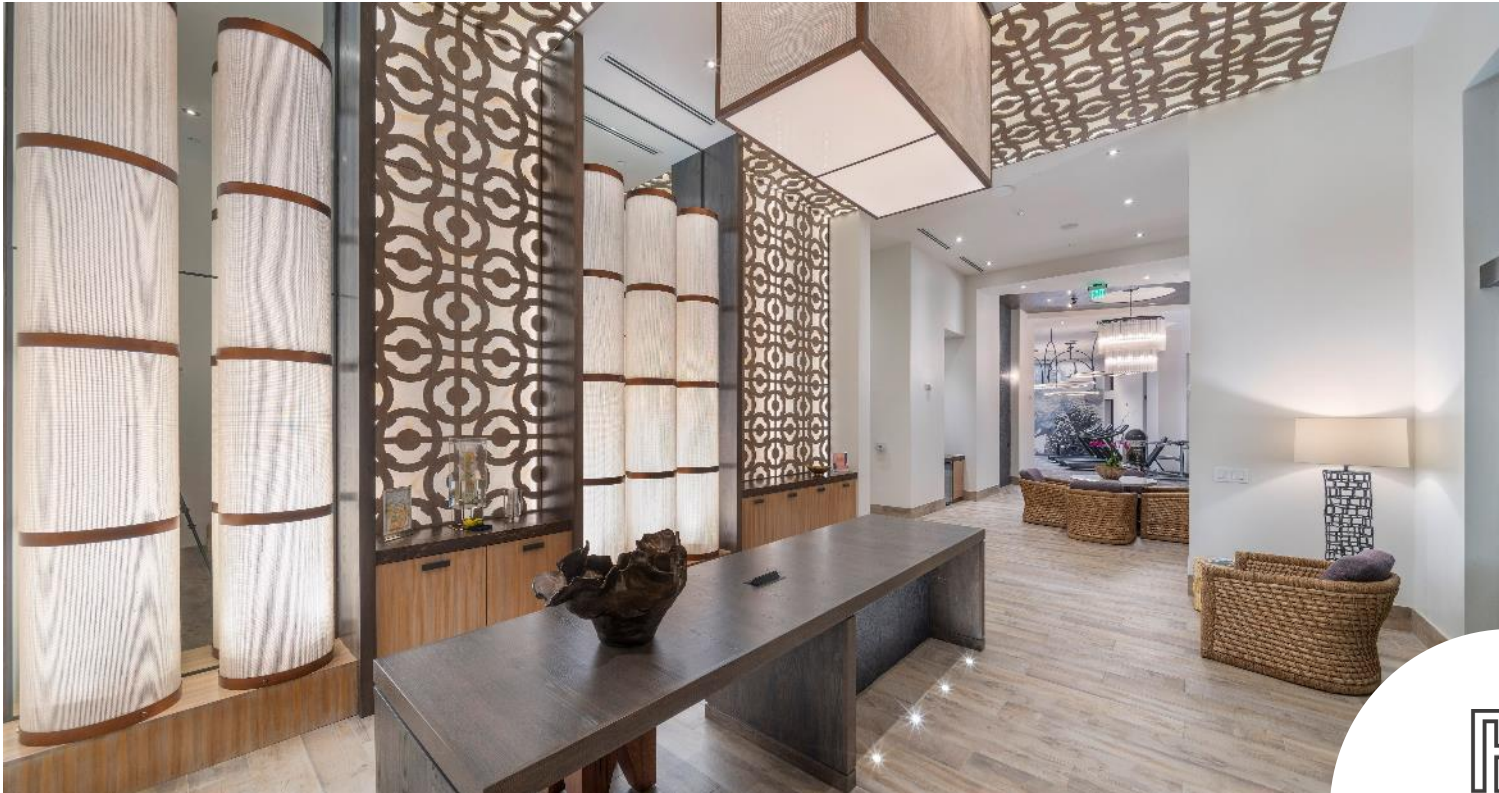


ZOM Living creates artful living spaces. We have garnered nearly 200 industry and design awards, including the prestigious National Multifamily Development Firm of the Year. Our Carolinas Office is excited to create a signature property in Chapel Hill.

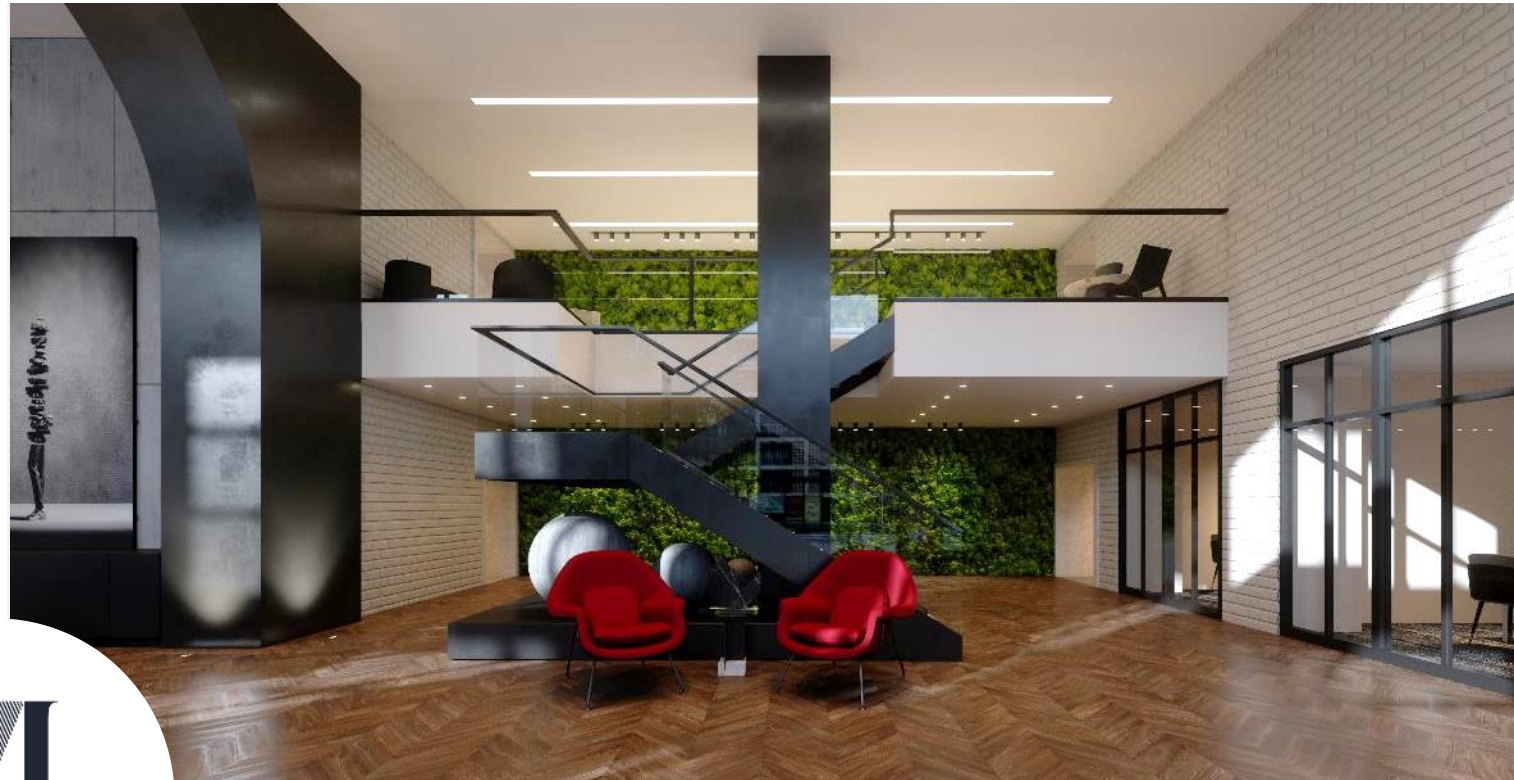




DRAFT



DRAFT



DRAFT

Location and Context



Site Information

- 11 N White Oak Drive
- Durham County / Chapel Hill Jurisdiction
- 4 parcel assemblage
- 11.66 acres

Zoning & Comp Plan

- Current Zoning: R-1
- Proposed Zoning: R-6
- Future Land Use: N 15-501 Corridor, (multifamily residential 4-6 stories)

Nearby Projects

- Chapel Hill Crossing
- Meridian Lakeview Gateway
- UNC Health Eastowne
- East Lakeview (Concept Plan)

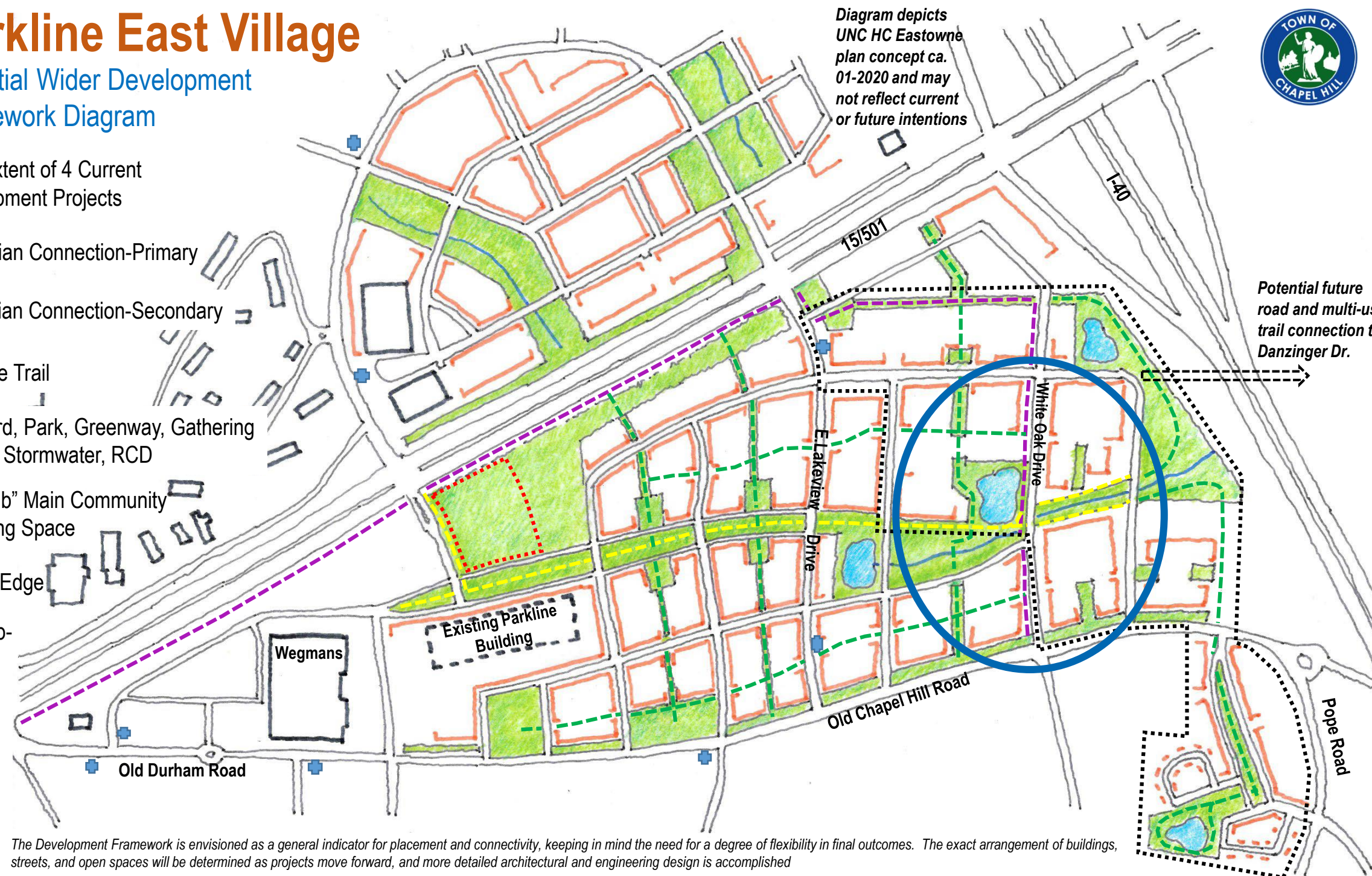
Development Framework



B Parkline East Village

Potential Wider Development Framework Diagram

- Area Extent of 4 Current Development Projects
- Pedestrian Connection-Primary
- Pedestrian Connection-Secondary
- Multi-use Trail
- Courtyard, Park, Greenway, Gathering Spaces, Stormwater, RCD
- "The Hub" Main Community Gathering Space
- Build-to Edge
- Bus Stop-current



Town Goals

- Identify opportunities for a more holistic and connected community plan
- Foster community connections for pedestrians, bicycles, transit and vehicles
- Consider how stormwater and stream protection could be a community amenity
- Plan a vibrant public realm of streets and open spaces

Components

- **STREET AND BLOCK PATTERN**
Interconnected streets that create blocks and are defined spatially by building edges
- **PEDESTRIAN PATHWAYS**
Pathways indicated in yellow dashed lines are primary public pedestrian connections. Green dashed lines are secondary routes to provide connectivity within a development for use primarily by residents.



9-12-22

The Development Framework is envisioned as a general indicator for placement and connectivity, keeping in mind the need for a degree of flexibility in final outcomes. The exact arrangement of buildings, streets, and open spaces will be determined as projects move forward, and more detailed architectural and engineering design is accomplished

Zooming In

A Parkline East Village

Development Framework Diagram

- Area Extent of 4 Current Development Projects
- Multi-use Trail
- Pedestrian Connections-Primary
- Pedestrian Connections-Secondary
- Courtyard, Green, Park, Gathering Space, Greenway, Stormwater, RCD
- Build-to Edge
- Entrance Feature



9-12-22

The Development Framework is envisioned as a general indicator for placement and connectivity, keeping in mind the need for a degree of flexibility in final outcomes. The exact arrangement of buildings, streets, and open spaces will be determined as projects move forward, and more detailed architectural and engineering design is accomplished



Components (continued)

- **GREEN SPACES / GATHERING**
A major public green space is envisioned passing east/west as a central greenway space or linear park
- **BUILDING PLACEMENT AND SCALE**
Principal building facades with emphasis on defining block corners
- **ENTRANCE FEATURE**
Occurring at key neighborhood entrance points; streetscape components, landscape features, small outdoor spaces or architectural elements

DRAFT

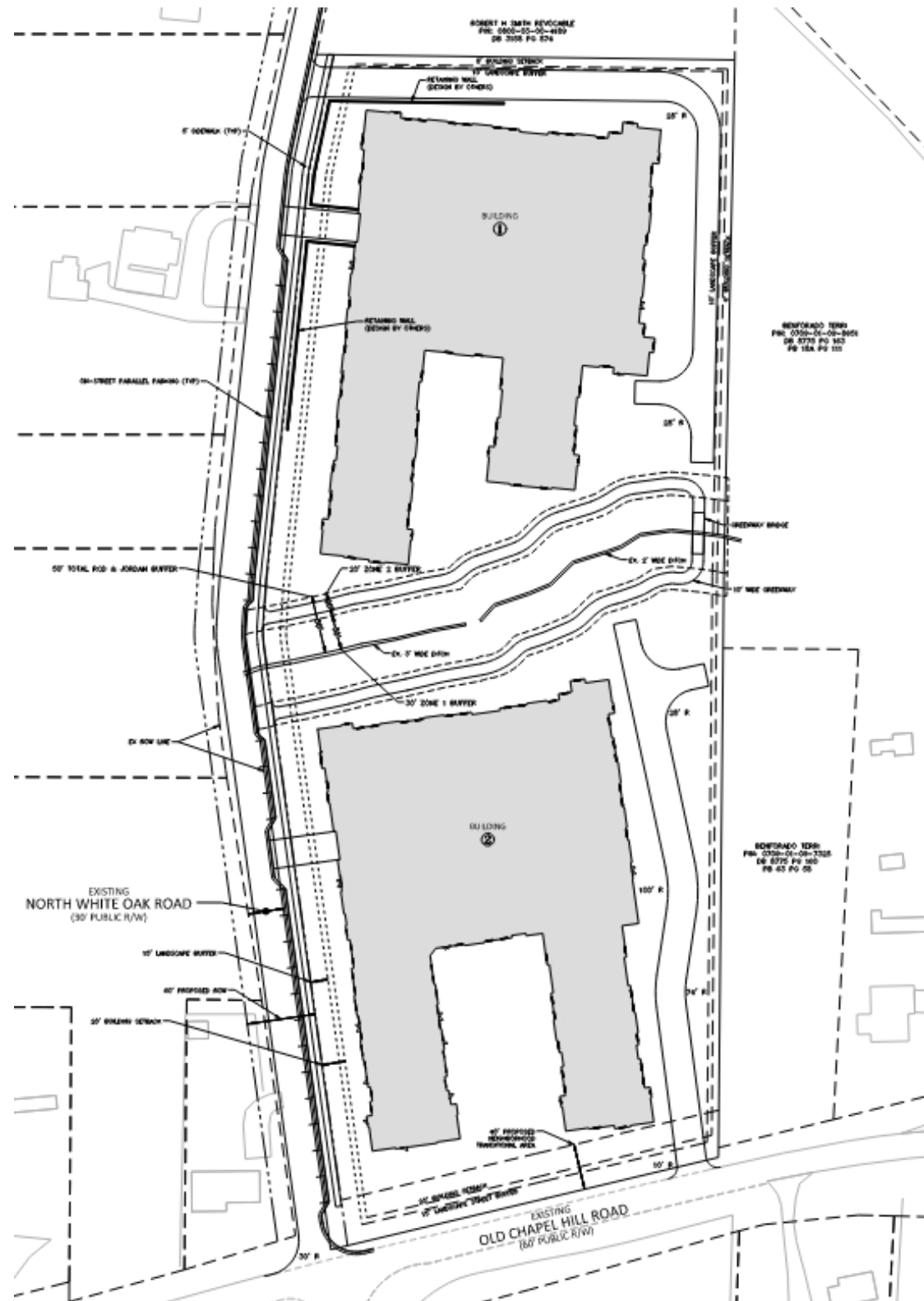
Previous Concept Plan (March 2022)

Previous Proposal

- 380 apartments wrapped around parking decks
- 820 parking spaces
- Likely student apt use

At that time, Council said:

- Proposed buildings too large
- Too much parking
- Too much impervious surface
- Out of context
- Integrate with other projects:
 - Street networks
 - Green infrastructure
 - Variety of housing types



Proposal

DELIVER A QUALITY DEVELOPMENT THAT SUPPORTS THE TOWN'S COMPLETE COMMUNITY INITIATIVE

CONNECTIVITY

- Intentional street integration with adjacent developments
- Sidewalks and pedestrian paths will provide north-south connectivity
- Tree-lined streets with on-street parking prioritize pedestrians

PLACEMAKING

- Buildings fronting the street, with most parking screened behind buildings
- Organized around a linear park running east to west along intermittent stream
- Pocket parks and pedestrian connections to encourage social connection

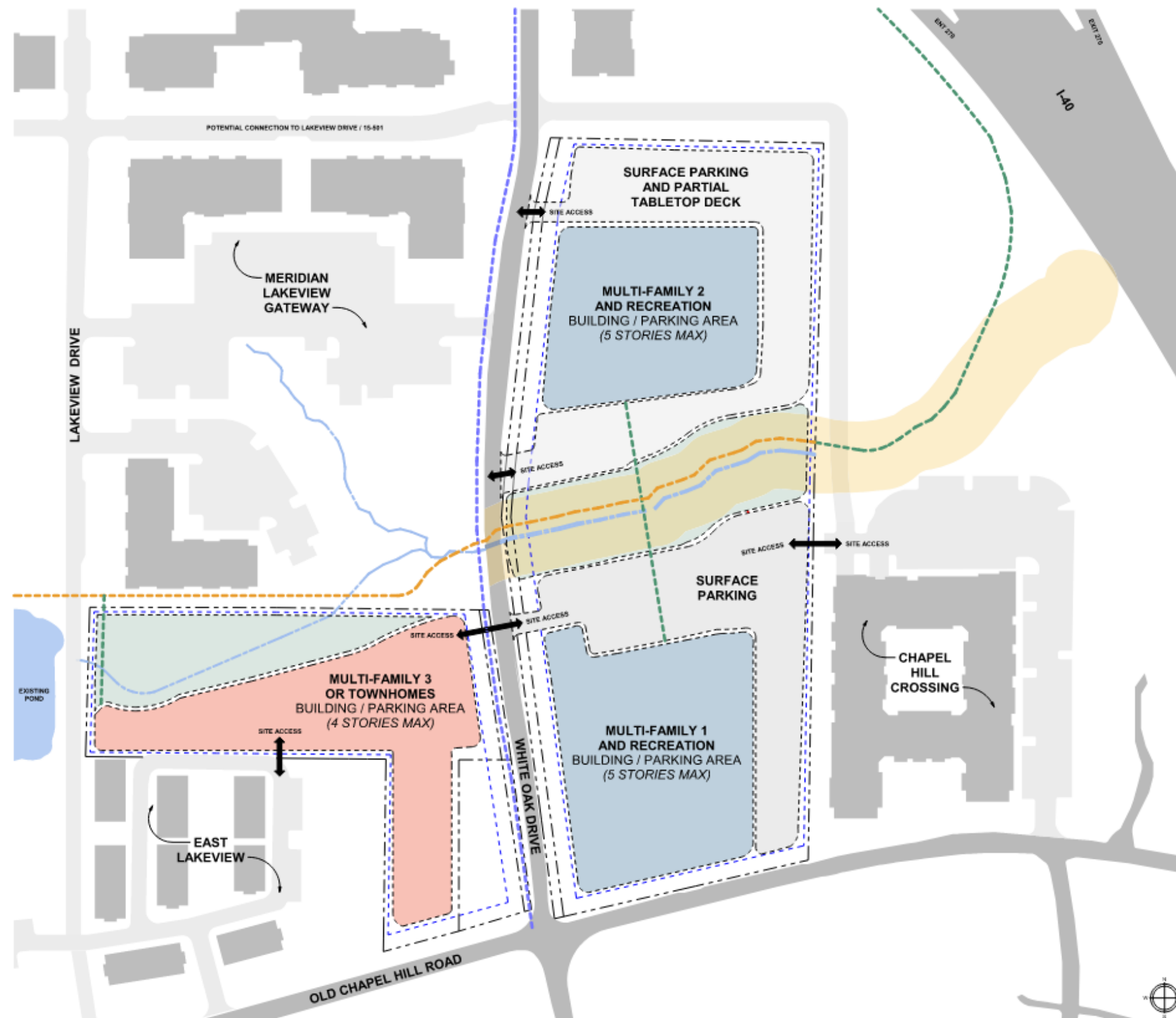
BUILDING CONFIGURATION

- 3-5 multifamily buildings of varying sizes plus townhouses
- 360+/- units (studios, 1 BR, 2 BR, 3 BR, and townhouses)
- Combination of surface parking and possibly a table-top deck

DRAFT

Conceptual Plan

DELIVER A QUALITY DEVELOPMENT THAT SUPPORTS THE TOWN'S COMPLETE COMMUNITY INITIATIVE



SITE DIAGRAM LEGEND	
	PEDESTRIAN CONNECTION - PRIMARY
	PEDESTRIAN CONNECTION - SECONDARY
	MULTI-USE TRAIL
	PROPERTY LINE
	SETBACK LINE
	ROW LINE
	EPHEMERAL STREAM
	INTERMITTENT STREAM
	APPROXIMATE JORDAN BUFFER
	ADJACENT APPROVED PROJECTS
	COURTYARD, PARK, GREENWAY, GATHERING SPACE, RCD
	CONNECTION TO ADJACENT SITE

SITE DATA	
MULTI-FAMILY 1 AND 2 - 325 UNITS MAX	
SITE SUBTOTAL = 8.86 ACRES	
MULTI-FAMILY 3 - 25 UNITS MAX	
<u>SITE SUBTOTAL = 2.8 ACRES</u>	
TOTAL SITE AREA = 11.67 ACRES*	
*TREE CANOPY REQUIRED = 3.5 ACRES (30%)	
*RECREATIONAL AREA REQUIRED = 0.59 (5%)	
*ACTIVE RECREATIONAL AREA REQUIRED = 0.24 (2%)	



CONNECTIVITY

- Intentional street integration with adjacent developments
- Sidewalks and pedestrian paths will provide north-south connectivity
- Tree-lined streets with on-street parking

PLACEMAKING

- Buildings fronting the street, with most parking screened behind buildings
- Organized around a linear park running east to west along intermittent stream
- Pocket parks and pedestrian connections to encourage community

BUILDING CONFIGURATION

- 3-5 multifamily buildings of varying sizes plus townhouses
- 360+/- units (studios, 1 BR, 2 BR, 3 BR, and townhouses)
- Combination of surface parking and possibly a table-top deck

Town Council Guidance Needed



BUILDING SIZE

- Are six-story buildings acceptable?
- If constraints require denser buildings on some part of the site, where would you prefer it to be?
- Are there key architectural components you care about?



SUSTAINABILITY

- Committed to NGBS Bronze certification; striving for Silver
- Committed to Green Globes certification
- Will include EV charging stations and EV-ready spaces



AFFORDABLE HOUSING

- 10% of units at 80% AMI is achievable
- Higher percentages of units and/or lower AMI might be impossible in current economic environment
- If this is insufficient, may we explore trade-offs in other parts of our program?



‘HISTORIC’ BUILDING

- How important is it to preserve this building?
- If important, can we move it elsewhere on-site?

DRAFT

May 30, 2024

Town of Chapel Hill Planning Department
405 Martin Luther King Jr Boulevard
Chapel Hill, North Carolina 27514

RE: Old Chapel Hill Rd Apartments Project Narrative

PROJECT NARRATIVE

BACKGROUND SUMMARY

- ZOM Living proposes a multifamily development located at 11 White Oak Drive within the Parkline East Village development. Throughout 2022, multiple properties and developers collaborated with Town staff to create a cohesive development framework for the area located in the southwest quadrant of the I-40 and US-15 intersection. Various properties have received zoning approvals in the surrounding area and ZOM's proposal fills in approximately 11.66 acres of the framework with a variety of housing supply including multifamily and townhome-style multifamily units. The project will contain between nine and twelve buildings and approximately 365 units.

NATURAL FEATURES OF THE SITE

- The site slopes from the northern and southern ends towards a central stream feature, which is classified as intermittent on the eastern side and ephemeral on the western side per stream determinations from past projects. ZOM plans to leave this stream feature and buffer undisturbed except to provide any required road or utility improvements and to provide greenway crossings for increased pedestrian connectivity.
- The site is not within any flood hazard areas.
- The site is mostly wooded and ZOM plans to preserve trees in the most environmentally sensitive areas surrounding the stream.

ACCESS AND CIRCULATION

- Two access points are proposed off White Oak Drive: one access south of the stream and one access north of the stream to reduce stream and buffer disturbance and minimize grading on a challenging site.
- Surface parking will be provided to reduce overall costs and provide a more affordable product for residents.
- A future TIA will influence additional improvements required in the area.

ARRANGEMENT AND ORIENTATION OF THE BUILDINGS

- Buildings will be oriented to create an edge along Old Chapel Hill Road and White Oak Drive the maximum extent to provide a desirable streetscape. Special attention will also be given to the edge along the stream buffer central to the site. The Parkline East Village development framework will provide guidance to building locations while balancing it with necessary parking to make this a viable project.

NATURAL VEGETATION AND LANDSCAPING

- This project aims to provide a minimum of 30% tree canopy on the site. Tree canopy will be preserved in the environmentally sensitive areas around the stream, and additional canopy will be planted along the

streetscape, on the project perimeter, within courtyard areas, and within parking areas to minimize heat island affect.

IMPACT ON NEIGHBORING PROPERTIES

- No adverse impacts to adjacent properties are anticipated.
- The proposed plans will be consistent with general multifamily building form, height, and density on the adjacent Gateway and Chapel Hill Crossing developments.

EROSION, SEDIMENT AND STORMWATER CONTROL

- ZOM anticipates all storm water quality and detention requirements to be met with underground control measures. The project team will work with Town staff to assure minimal adverse impacts and full compliance with the latest standards.

AFFORDABLE HOUSING PROPOSAL

- Ten percent of market rates units will be affordable at 80% AMI with a proportional mix of units to market-rate units.

DESCRIPTION OF HOW THE PROPOSAL FOLLOWS THE COMPREHENSIVE PLAN. INCLUDING BUT NOT LIMITED TO:

- **Complete Community Strategy** – where to direct growth
 - The Parkline East Village framework was created with the Complete Communities strategy in mind as it was being developed. This site complies with both the Parkline framework and Complete Community strategy by providing growth and housing supply in an area that has strategically been planned out for such. Housing provided in this area helps to support other nonresidential uses being developed in the area, including a projected 1.25 million square feet in UNC Health Eastowne, located just across US-15.
- **Future Land Use Map** – appropriate uses and building height guidance
 - This property is located within the North 15-501 Corridor, and the Future Land Use Map Update to Chapel Hill 2020 shows the sub areas of the corridor, calling out various land uses and densities. This sub-area calls for multi-family residential and 4-6 stories in height, which would be fulfilled with this proposal. Multi-family residential will contribute to the mix of housing options and land uses in the area overall. Providing housing central to so many existing commercial nodes gives residents access to nearby opportunities.
- **Mapped transportation features** – Everywhere to Everywhere Greenways, Mobility and Connectivity Plan, Greenways Plan, and Connected Roads Plan
 - This project will comply with proposed roadway sections and greenway plans for the area. With other surrounding projects that have already received approval, this proposal will connect with greenways and extend them where appropriate. Creating a greenway network was a large part of the Parkline East Village framework, and ZOM intends to carry this plan out with the proposed project.

- **Climate Action and Response Plan** – contributing to climate actions
 - Contributing to the overall greenway network in the area will help to vehicle trips and will allow residents to rely on alternative forms of transportation for shorter trips. Additionally, all buildings will be designed with energy efficiency in mind. The project will aim to achieve NGBS Silver certification.
- **Applicable small-area plans**
 - This site falls within the Parkline East Village development framework and the project team will continue to refer to the guidelines as the design develops.

OLD CHAPEL HILL ROAD APARTMENTS

11 N. WHITE OAK DRIVE
TOWN OF CHAPEL HILL, NORTH CAROLINA

CONCEPT PLAN

PROJECT NUMBER: ZOM24003

DATE: MAY 07, 2024

SITE DATA

PIN	0709094101, 0709094378, 0709094874, 0709090300	
SITE AREA	508,031 SF / 11.66 AC	
ZONING	EXISTING	R-1
	PROPOSED	R-6
RIVER BASIN	CAPE FEAR	
WATERSHED	JORDAN LAKE	
WATERSHED PROTECTION	UNPROTECTED	
EXISTING USE	RESIDENTIAL	
PROPOSED USE	MULTIFAMILY	

SHEET INDEX

C0.01	AREA MAP
C1.00	EXISTING CONDITIONS PLAN
C2.00	CONCEPT SITE PLAN



McADAMS
The John R. McAdams Company, Inc.
2905 Meridian Parkway
Durham, NC 27713
phone 919. 361. 5000
fax 919. 361. 2269
license number: C-0293, C-187
www.mcadamsco.com

CONTACT

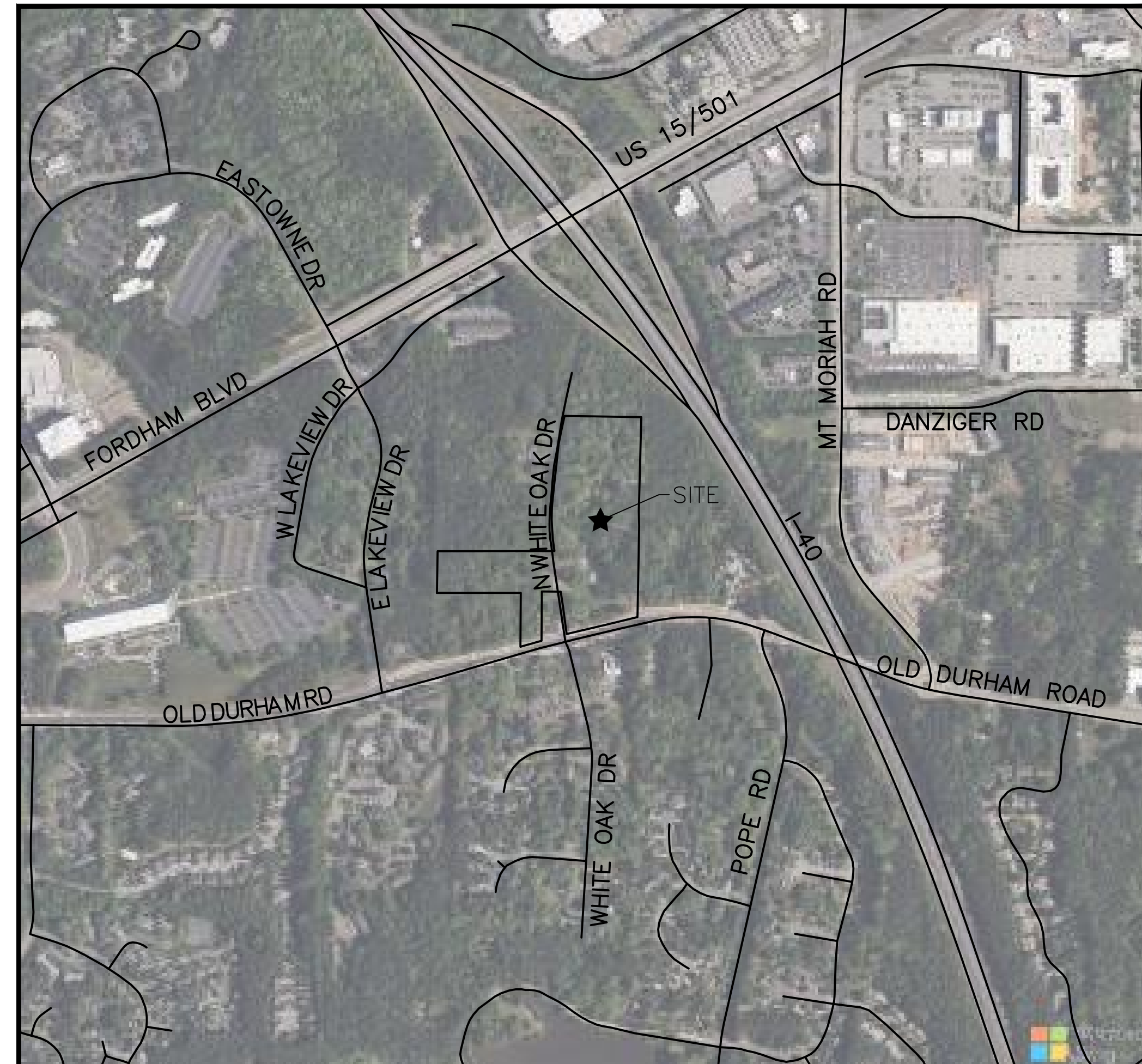
DAVID BOYETTE, PE
boyette@mcadamsco.com
PHONE: 919-244-9258

CLIENT

ZOM LIVING
223 S WEST STREET 9TH FLOOR
RALEIGH, NC 27603
BEN STEVENS
PHONE: 919-891-0029



PROJECT DIRECTORY



VICINITY MAP

1" = 500'



REVISIONS

NO.	DATE
1	----
2	----
3	----
4	----
5	----
6	----

CONCEPT PLAN FOR:

OLD CHAPEL HILL ROAD APARTMENTS
PHASE NUMBER
11 N. WHITE OAK DRIVE
TOWN OF CHAPEL HILL, NORTH CAROLINA
PROJECT NUMBER: ZOM24003



SITE LEGEND

	SIGNAGE
	YARD LIGHTS
	LIGHT POLE
	POWER POLE
	TRAFFIC DIRECTIONAL ARROW
	ACCESSIBLE PARKING STALL
	VAN ACCESSIBLE PARKING STALL
	PARKING SPACE COUNT
	ACCESSIBLE RAMPS
	ACCESSIBLE ROUTE
	PHASE LINE
	PROPERTY LINE
	RIGHT-OF-WAY LINE
	LOT LINE
	EASEMENT LINE
	CENTERLINE
	HEAVY DUTY ASPHALT PAVEMENT

McADAMS
 The John R. McAdams Company, Inc.
 621 Hillsborough Street
 Suite 500
 Raleigh, NC 27603
 phone 919. 361. 5000
 fax 919. 361. 2269
 license number: C-0293, C-187
 www.mcadamsco.com

CLIENT
 ZOM LIVING
 223 S WEST STREET 9TH FLOOR
 RALEIGH, NC 27603
 Ben Stevens
 PHONE: 919-891-0029



**OLD CHAPEL HILL ROAD
 APARTMENTS
 CONCEPT PLAN
 11 N. WHITE OAK DRIVE
 TOWN OF CHAPEL HILL, NORTH CAROLINA**

PRELIMINARY
 NOT FOR CONSTRUCTION

REVISIONS

NO.	DATE
1	---
2	---
3	---
4	---
5	---
6	---

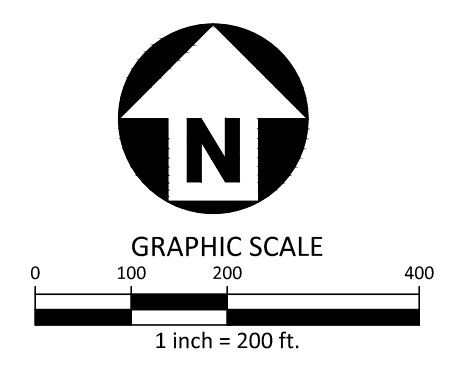
PLAN INFORMATION

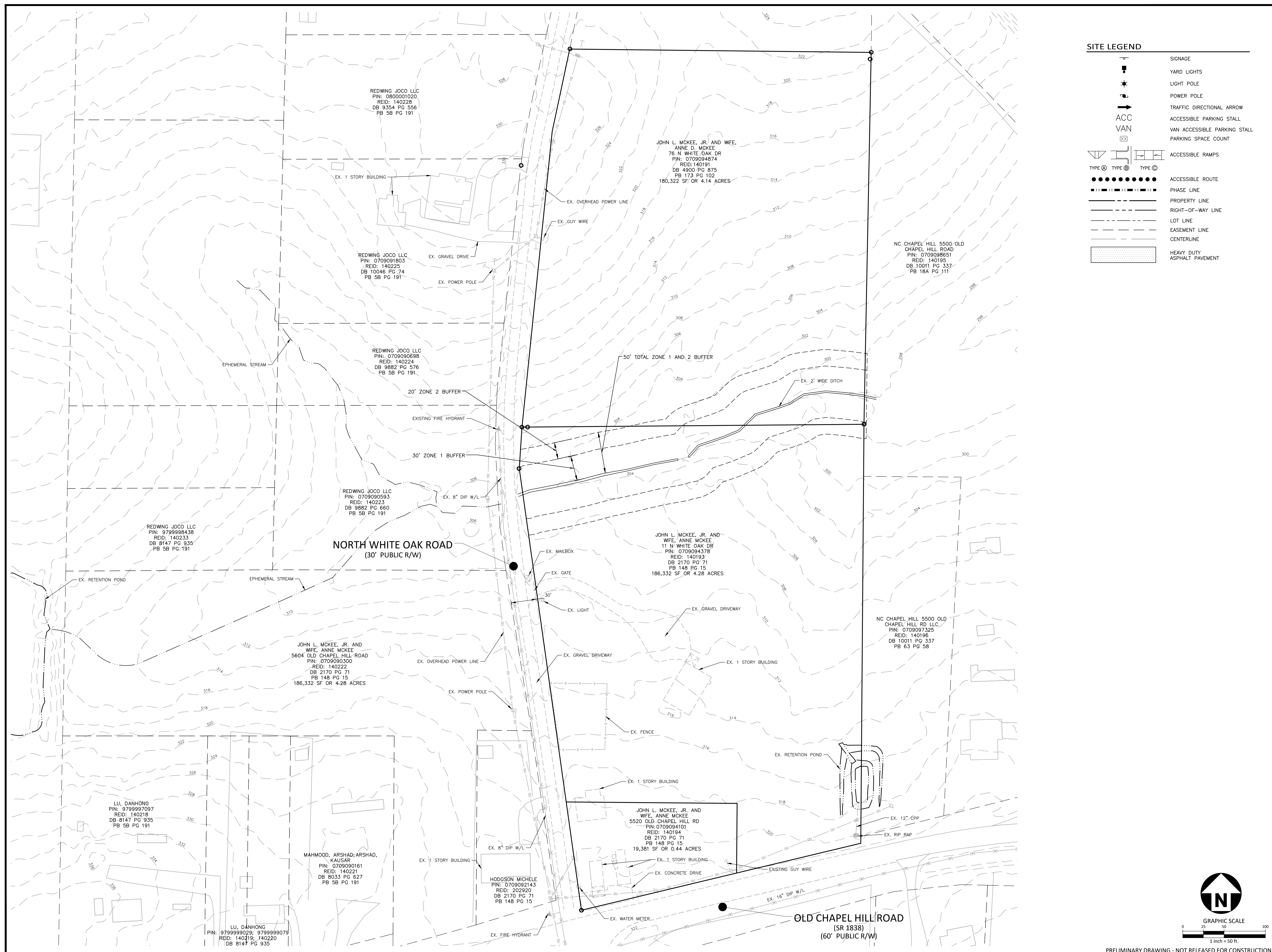
PROJECT NO. ZOM24003
 FILENAME ZOM24003-AM1
 CHECKED BY DMB
 DRAWN BY KDS
 SCALE 1" = 200'
 DATE 05.06.2024

SHEET

AREA MAP

C0.01





SITE LEGEND

	SIGNAGE
	YARD LIGHTS
	LIGHT POLE
	POWER POLE
	TRAFFIC DIRECTIONAL ARROW
	ACCESSIBLE PARKING STALL
	VAN ACCESSIBLE PARKING STALL
	PARKING SPACE COUNT
	ACCESSIBLE RAMPS
	ACCESSIBLE ROUTE
	PHASE LINE
	PROPERTY LINE
	RIGHT-OF-WAY LINE
	LOT LINE
	EASEMENT LINE
	CENTERLINE
	HEAVY DUTY ASPHALT PAVEMENT

McADAMS
The John R. McAdams Company, Inc.
621 Hillsborough Street
Suite 500
Raleigh, NC 27603
phone 919.361.5000
fax 919.361.2269
license number: C-0293, C-187
www.mcadamsco.com

CLIENT
ZOM LIVING
223 S WEST STREET 9TH FLOOR
RALEIGH, NC 27603
Ben Stevens
PHONE: 919-891-0029



**OLD CHAPEL HILL ROAD
APARTMENTS
CONCEPT PLAN
11 N. WHITE OAK DRIVE
TOWN OF CHAPEL HILL, NORTH CAROLINA**

PRELIMINARY
NOT FOR CONSTRUCTION

REVISIONS

NO.	DATE
1	---
2	---
3	---
4	---
5	---
6	---

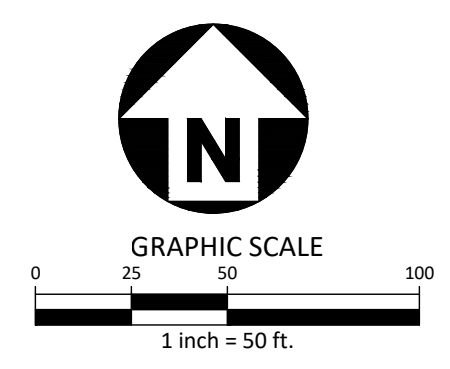
PLAN INFORMATION

PROJECT NO.	ZOM24003
FILENAME	ZOM24003-XC1
CHECKED BY	DMB
DRAWN BY	KDS
SCALE	1" = 50'
DATE	05.06.2024

SHEET

EXISTING CONDITIONS
PLAN

C1.00



Design Review and Comments

Old Chapel Hill Road Development

Applicant drawings submitted for June 12 Council meeting

Prepared by: Brian Peterson, AIA, Urban Designer, T.O.C.H.
05-30-24

Summary of Applicant Meetings and the Review Process

- A project kick-off meeting was held with the applicant team to review an initial master plan concept.
- The following comments are for an updated master plan concept, which has been submitted for the June 12 Council meeting.

Comments

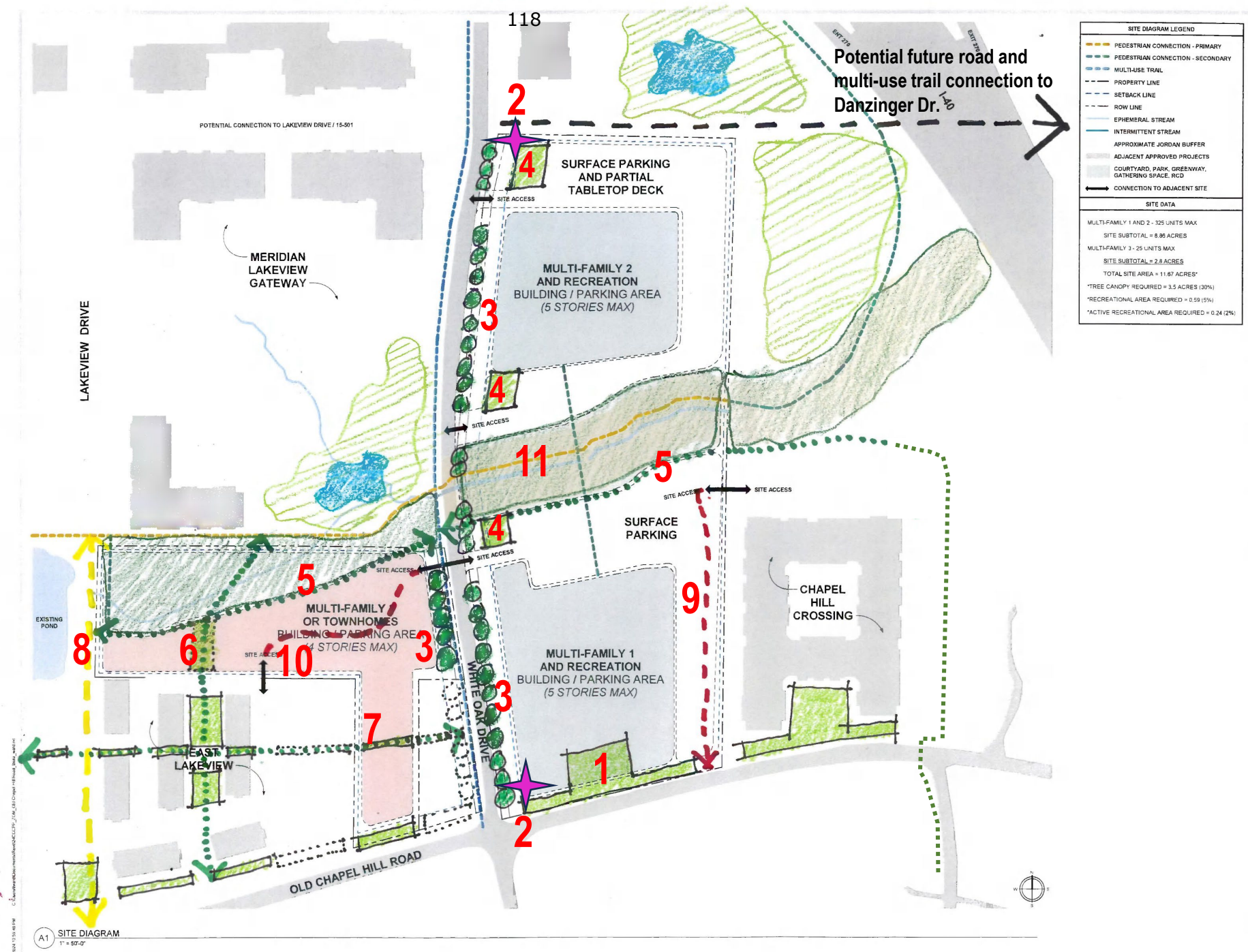
The following comments are keyed to the attached comment diagram. The diagram and comments address how this project is meeting, or can meet, objectives set forth in the Parkline East Village Development Framework Diagram.

1. Along the Old Chapel Hill Road frontage, utilize building massing strategies to create a height and mass transition to a lower scale along the street edge. Consider similar strategies that were applied to the neighboring Chapel Hill Crossing multifamily residential building such as placing a courtyard along the street edge and having massing that steps down in height from taller portions of the building. Along the Old Chapel Hill Road frontage, consider providing urban landscape design features that add to the pedestrian quality, such as benches and shade trees. Coordinate designs with the neighboring Chapel Hill Crossing multifamily building, which employs a similar strategy along the frontage.
2. Opportunities exist to create “gateway” elements at the corners of the project site along the White Oak Drive frontage. At the intersection of Old Chapel Hill Road and White Oak Drive, the corner of the building could be articulated with a tower, vertical emphasis, or other architectural strategies to denote this important corner in the Parkline street network. Consider providing a ground floor use at this corner that has an active function and could provide pedestrian activation along the Old Chapel Hill Road/White Oak Drive corner frontages. At the northern edge of the site, where White Oak Drive meets “Street A” of the neighboring Meridian Lakeview Gateway project, a gateway character can be created by providing “parchitecture” elements such as a gazebo, pergola, or other landscape features in the suggested landscape edge space (see comment 4).
3. Provide an urban street frontage along White Oak Drive, with trees in planting strips next to the curbs, sidewalks, and stoops/porches and individual entrances from the sidewalk for ground floor residential units along the street, as feasible. Consider having the “front door” or main entrance to the buildings along the White Oak Drive frontage.
4. Where parking areas are currently shown abutting the White Oak drive pedestrian frontage, consider providing landscape edges, and pull any surface parking back from the sidewalk area, to ensure continuity of a quality pedestrian character along the portions of the frontage where there is not a building edge. These spaces could have landscape elements such as pergolas, garden walls, benches, or other landscape features. The Meridian project includes some of these; suggest coordinating with that development team to see whether there is potential to coordinate site landscape design elements between the two projects. Also consider this type of coordination with the East Lakeview team as well. While these separate projects are addressing their own development conditions and concerns, there is an opportunity to coordinate site features, which can encourage a more consistent neighborhood character to the entire area.

5. Provide a secondary pedestrian pathway along the southern edge of the environmental buffer space, (and connecting to the pathway being provided by the Chapel Hill Crossing project) and along the edge of the multifamily/townhouse parcel.
6. Provide a pedestrian connection (and small green space) that extends the mid-block interior green court within the East Lakeview project, and continue an informal pathway across the buffer space, to connect into the greenway along the south edge of the Meridian project.
7. Consider ways to allow for an east/west pedestrian connection in this vicinity, that can someday link into an informal secondary pedestrian connection that would extend through current and future redevelopments, from White Oak Drive westward to Lakeview Drive.
8. Coordinate with the East Lakeview and Meridian owners/teams to continue the greenway trail along the unimproved right of way that abuts the western edge of the multifamily/townhouse parcel.
9. Provide a vehicular connection from the site access drive that leads into the neighboring Chapel Hill Crossing site, southward along the parking area, to connect into Old Chapel Hill Road.
10. Provide a vehicular connection through the multi-family/townhome site, from the East Lakeview property to White Oak Drive.
11. Admirably, this project includes an extension of the greenway that is part of the Meridian project, helping to establish what will be a significant connective element that will eventually extend through the entire Parkline East development area.

Comment Diagram Old Chapel Hill Road

Prepared by:
Brian Peterson, AIA
Urban Designer
05-30-24



OLD CHAPEL HILL ROAD
118 SOUTH BLVD
SUITE 100
CHAPEL HILL, NC 27514
PHONE 919.333.9773
dwelldesignstudio.com

OLD CHAPEL HILL ROAD MASTER PLAN

MP01

A RESOLUTION TRANSMITTING COUNCIL COMMENTS ON A CONCEPT PLAN FOR OLD CHAPEL HILL ROAD APARTMENTS AT 11 NORTH WHITE OAK DRIVE (PROJECT #CP-24-3) (2024-06-12/R-7)

WHEREAS, a Concept Plan has been submitted for review by the Council of the Town of Chapel Hill for a multifamily project at 11 North White Oak Drive, further identified by Durham County PIN(s) 0709-09-4101, 0709-09-4378, 0709-09-4874, and 0709-09-0300; and

WHEREAS, the Council has the opportunity tonight to hear this applicant's presentation, hear public comments, and offer suggestions to the applicant; and

WHEREAS, the Council has heard presentations from the applicant and members of the public; and

WHEREAS, statements by individual Council members this evening are not an official position or commitment on the part of a Council member with respect to the position he or she may take when and if a formal application for development is subsequently submitted to the Council for formal consideration; and

WHEREAS, the Council has discussed the proposal, with Council members offering reactions and suggestions.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council transmits comments to the applicant regarding this proposal, as expressed by Council members during discussions on June 12, 2024 and reflected in minutes of that meeting.

This the 12th day of June, 2024.



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 9., **File #:** [24-0342], **Version:** 1

Meeting Date: 6/12/2024

Open a public hearing for building lease

Staff:

Chris Blue, Town Manager
Mary Jane Nirdlinger, Deputy Town Manager
Chief Celisa Lehew

Department:

Manager's Office

Police Department

Overview: Tonight, we are asking the Council to open a public hearing to take public comment on a proposed Town lease of a new police headquarters. The address for the proposed new headquarters is 7300 Millhouse Road, Chapel Hill, NC 27516. The Town plans to lease no more than 60,000 square feet for approximately 15 years. The property will also house an emergency operations center and parts of the Town's IT department.

Relocating the police department to this site from the current headquarters at 828 Martin Luther King Jr. Blvd. provides appropriate space for the department and allows the Town to proceed with planning for remediation of the 828 Martin Luther King Jr. site.

State law requires that the Town's lease be approved by the North Carolina Local Government Commission (LGC), a division of the North Carolina State Treasurer's office. Under the LGC's guidelines, this governing body must make certain findings of fact to support the Town's application for the LGC's approval of the Town's arrangements.

At the conclusion of this hearing, Council will be asked to close the public hearing. At its next regular meeting on June 17, 2024, Council will be asked to consider approval of a resolution (1) making findings of fact in support of the application to the LCG for approval of the lease; and (2) authorizing the Town Manager to take necessary steps to execute the lease.



Recommendation(s):

That the Council open the public hearing and take public comment concerning a proposed Town lease of a new police headquarters.

Fiscal Impact/Resources: There are no fiscal impacts of this hearing. If the lease is approved, the approximate rent would be \$1,370,000 in year 1, and subject to escalators, management fees, and tenant assessments as customary for similar leases.



Attachments:

- Resolution

**A RESOLUTION OPENING THE PUBLIC HEARING AND TAKING PUBLIC COMMENT CONCERNING
A PROPOSED TOWN LEASE OF A NEW POLICE HEADQUARTERS (2024-06-12/R-8)**

BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council opens the public hearing.

This the 12th day of June, 2024.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

PRESENTER: Mary Jane Nirdlinger, Deputy Town Manager

RECOMMENDATION: That the Council open the public hearing and take public comment.



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Item Overview

Item #: 10., **File #:** [24-0343], **Version:** 1

Meeting Date: 6/12/2024

Boards & Commissions Assessment

Staff:

Susan Brown, Strategic Communications and Marketing
Executive Director
Anita Badrock, Employee Engagement/Organizational
Development Director
Shenekia Weeks, Diversity, Equity, and Inclusion Officer

Department:

Town Manager

Material to be distributed.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

PRESENTER: Susan Brown, Strategic Communications and Marketing Executive Director
Anita Badrock, Employee Engagement/Organizational Development Director
Shenekia Weeks, Diversity, Equity, and Inclusion Officer

Staff will present more information about their response to a Council petition to assess Advisory Boards and Commission, especially their revisions to the application and appointment process, which were informed by the application of an equity lens. Staff will also present options for Council to consider, based on their assessment and prior discussions with Council.