



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, April 9, 2025 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.

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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.

1. John de Figueiredo Request to Pause Honeysuckle Road Traffic Emplacements [\[25-0147\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT*

Brittney Hunt, Town Clerk, Town Clerk's Office

STAFF RECOMMENDATION*

Staff recommends that Council hear the petition

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.

2. Approve all Consent Agenda Items [\[25-0148\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Brenton Hodge, Assistant Town Clerk, Town Clerk Office

STAFF RECOMMENDATION

Staff recommends that Council adopt R-1 to approve routine items in a single action.

3. Approve the Miscellaneous Budget Ordinance [\[25-0149\]](#)

Amendment to Adjust Various Fund Budgets for FY 2024-25.

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Amy Oland, Director, Business Management Department

Matt Brinkley, Assistant Director, Business Management Department

STAFF RECOMMENDATION

That the Council:

- Enact the attached budget ordinance amendment to adjust the General Fund, Capital Improvement Fund, Library Gift Fund, Transit Fund, and Parking Fund.
- Enact the attached project ordinance amendments to adjust the 2015 Street and Sidewalks Fund, Affordable Housing Fund, 2021 Limited Obligation Bonds (LOBS) Fund, and Capital Projects Ordinance Fund.

4. Approve a Like-Kind Transfer of a Firefighter Personal Protective Ensemble (Turnout Gear).

[\[25-0150\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT*

Jay Mebane, Fire Chief, Fire Department

David Sasser, Assistant Fire Chief of Operations, Fire Department

STAFF RECOMMENDATION*

Staff recommends council approve the transfer of a set of firefighter turnout gear to the Town of Carolina Beach Fire Department; in exchange, the Town of Carolina Beach Fire Department will buy a new set of firefighter turnout gear for the Chapel Hill Fire Department

5. Award Bid to Daniels Inc. of Garner for Street Patching, Milling, Resurfacing, and Re-Striping on Town-Maintained Streets.

[\[25-0151\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Lance Norris, Director, Public Works Department

Michael Wright, Streets and Construction Superintendent, Public Works Department

STAFF RECOMMENDATION*

Adopt the attached resolution awarding a bid and authorizing the Town Manager to execute a contract with the lowest responsive, responsible bidder and to extend the base bid contract twice at the same base unit price by a one-year contract addendum if mutually agreeable to both parties (Town of Chapel Hill and the Contractor). (Unit prices for the bid alternates can be resubmitted with each contract extension addendum.)

6. Dedicate a Private Sewer Easement on Town Property Located at 'Merritt's Pasture Park' for a Private Residence Located at 416 Morgan Creek Road.

[\[25-0152\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Lance Norris, Director, Public Works Department

Chris Roberts, Manager of Engineering and Infrastructure, Public Works Department

STAFF RECOMMENDATION*

That the staff recommend Council adopt a resolution authorizing the Town

Manager execute a private sewer easement on Town property to serve the property owner located at 416 Morgan Creek Road.

- 7.** Call a Hearing to Consider a Land Use Management Ordinance Text Amendment to Article 8 Related to Rules of the Boards and Commissions [\[25-0153\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Corey Liles, Zoning Administrator, Planning Department

STAFF RECOMMENDATION

Adopt the resolution to call a legislative hearing to consider a text amendment revising rules of the Boards and Commissions on May 21, 2025.

- 8.** Designate a Voting Delegate to the NC League of Municipalities Annual Conference [\[25-0154\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT*

Amy Harvey, Deputy Town Clerk, Town Clerk's Office

STAFF RECOMMENDATION*

Staff recommends that Council adopt a resolution appointing a NC League of Municipalities (NCLM) voting delegate.

- 9.** Adopt Minutes from October 9, and 23, 2024, and November 13, and 20, 2024, and December 2, 2024, and January 15, 2025, Meetings [\[25-0155\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Amy Harvey, Deputy Town Clerk, Town Clerk's Office

STAFF RECOMMENDATION

Staff recommends that Council adopt the consent agenda resolution, which includes a resolution to approve the attached summary minutes of past meetings.

DISCUSSION

- 10.** Approve the Town's Public Housing Program Annual Plan and Five-Year Plan (with Five-Year Capital Fund Plan) [\[25-0156\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Sarah Viñas, Director, Affordable Housing and Community Connections Department

Felts Lewis, Public Housing Manager, Affordable Housing and Community Connections Department

STAFF RECOMMENDATION

Staff recommend Council approve the Public Housing Annual Plan and Five-Year Plan.

- 11.** Hold a Public Forum on the draft 2025-26 CDBG Annual Action Plan and 2025-29 5-Year Consolidated Plan. [\[25-0157\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT*

Sarah Osmer Viñas, Director, Affordable Housing and Community Connections (AHCC) Department

Emily Holt, Affordable Housing Manager, AHCC Department

Melissa Peters, Funding Programs Coordinator, AHCC Department

STAFF RECOMMENDATION*

Staff recommends that the Council receive comments on the draft 2025-26 CDBG Annual Action Plan and 2025-29 5-Year Consolidated Plan.

ZONING ATLAS AMENDMENT(S)

Zoning Atlas Amendment: The Zoning Atlas Amendment, to change the zoning designation on this property, is Legislative. The Council receives and considers public comment on the merits of the proposed rezoning, including opinions, when making Legislative decisions.

- 12.** Close the Hearing and Consider a Conditional Zoning Application for 200 South Elliott Road

[\[25-0158\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT

Josh Mayo, Planner II, Planning Department

STAFF RECOMMENDATION

Close the legislative hearing for the Conditional Zoning application for 200 South Elliott Road. Consider Resolution A: Consistency and Reasonableness and Ordinance A: Approving the Application.

Continued Discussion

- 13.** Discuss Upcoming Work Session Agenda Item Topics

[\[25-0159\]](#)

RESPONSIBLE STAFF, TITLE, DEPARTMENT*

Mary Jane Nirdlinger, Interim Town Manager, Manager's Office

LEGISLATIVE CONTEXT*

Council requested to discuss topics for future Work Session meetings.

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