



TOWN OF  
**HILLSBOROUGH**  
NORTH CAROLINA

## Strategic Plan

### Other Active Requests

#### **Appointed Board Procedures**

Discuss a review of appointed boards' procedures and onboarding for consistency with requirements or best practices, look into adding an agreement on expectations to onboarding process for appointed boards, and add an oath to statutorily created boards.

Several appointed boards have updated rules of procedures and bylaws. The town approved a list of materials that will be provided to appointed board members as part of an onboarding packet. Some of the items on the list will be consistent across appointed boards while other materials will be specific to particular appointed boards. This is defined in the town code. Town Clerk Sarah Kimrey is leading the effort to compile onboarding packets and working with the Communications Division to develop a cohesive look for the packet. Oaths have been added for all the boards.

#### **Accessory Dwelling Units**

Provide a map of where current accessory dwelling units are located, look at the parameters for these units and discuss possible changes to encourage more development. Staff is looking to update a map that was created in 2022. Any further changes to accessory dwelling units will be handled through the Unified Development Ordinance (UDO) rewrite.

#### **Code of Ethics Ordinance**

Revisit a code of ethics ordinance before November 2023 election cycle.

Work has not been done on this item yet, but the legal team can pick this up if the board is interested.

#### **Firearm Regulation**

Receive research from town attorney regarding any possible changes to the firearm regulation.

Work has not been done on this item yet, but the legal team can pick this up if the board is interested.

#### **Town Contracts**

Financial Services Department to provide a listing of current town contracts to help determine what type of contracts might be included in an online depository. The town board agreed to revisit this item once the Finance Department is able to get back on track with the audit. Town staff are working to complete the FY23 audit, with the FY22 audit completed earlier this year. The next big priority for the Financial Service Department is transitioning to a new Enterprise Resource Planning (ERP) system, which will

impact the entire organization. The preference is to get the software implemented and get through another audit cycle before transitioning back to this item.

### **Social Districts**

Poll bars and restaurants regarding their interest in creating social districts, areas where alcoholic beverages can be purchased from a licensed Alcoholic Beverage Control permittee and then taken outdoors. Staff is planning a meeting for January, with one of the topics being social districts. Staff will gauge the interest of downtown bars regarding creating social districts.

### **Alternative Engagement**

Continue looking at what neighbors are doing regarding alternatives to traditional engagement and determine if it is scalable.

The Communications Division has helped lead two Engage events with other departments, one on public safety in Spring 2023 and one in October on connectivity. These events are opportunities to engage the community on relevant topics and seek to eliminate barriers to traditional engagement by providing childcare and interpreter services. Town staff will be evaluating the program and developing guidelines around what sort of engagement is best suited for these events. Will continue to look at what others are doing and consider options that are scalable to our town.

### **Transparency**

Investigate making emails sent to the town board through the town website visible on the website.

Board indicated this was an item of interest but lower on the priority list. IT is researching the product being used by Chapel Hill and Carrboro called MailArchiva. Staff is in the process of gathering further information from both Chapel Hill and Carrboro on pros and cons of this product and more details, such as the cost of the product.

## **Parking Lot**

### **Meeting Broadcast**

Continue using the current broadcast method for board meetings and evaluate possible improvements in the future.

### **Rotating Board Meeting Locations**

Determined that this would require significant effort and increase confusion for the community regarding meeting location. Board wanted this to stay on the radar should technology make this easier in the future.

### **Neighborhood Grants Program/Participatory Budget**

Discuss incorporating neighborhood grants to future budget discussions. Consider expanding community reinvestment funds to engage the community and neighborhoods.

Budget staff is limited in their capacity to be able to take on new projects, such as a neighborhood grants program or participatory budget, which is why this item is on the parking lot list. If the board is

interested in adding this level of programming in the future, additional personnel would need to be added to manage the program as well as funding to support the program.

Staff believes that the underlying interest behind this item is community engagement around the budget. A significant way the community is involved in providing feedback on their priorities is the biennial community survey. The survey asks the community for their satisfaction levels around services provided, value provided for taxes and fees, and for what services or amenities they would be willing to have a tax rate increase, among other things. If there are gaps in needing more information on a particular topic than what we can glean from the survey results, staff can hold focus groups to get more information or help provide meaning to survey results.