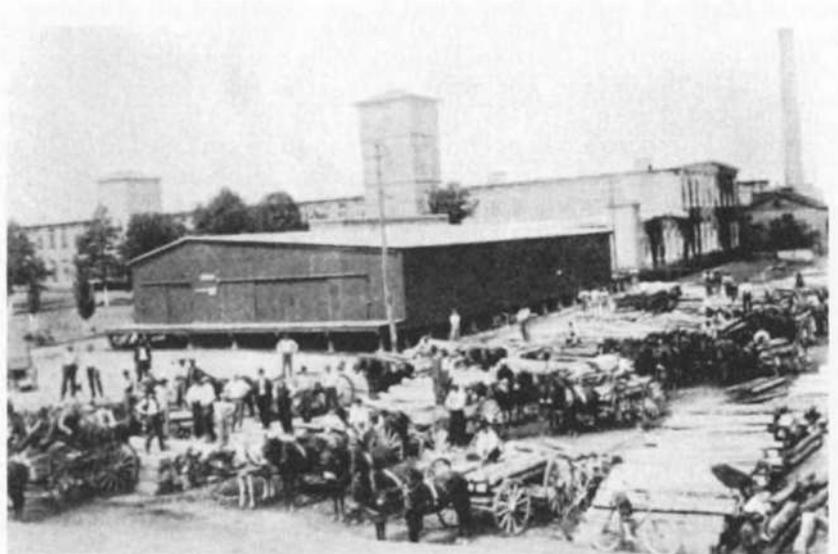


ABOUT THE TOWN OF CARRBORO

Carrboro's roots began in 1882 when a branch of the North Carolina Railroad extended south to the edge of Chapel Hill, and the first local textile mill opened nearby. Informally known as West End and Lloydville, in 1911, the community incorporated as a town named Venable, for chemistry professor and University of North Carolina president Francis Preston Venable.

Two years later, the state legislature renamed the town Carrboro at the request of Julian S. Carr, a post-Civil War business leader. He was also an active and influential participant in Jim Crow era efforts to create a system of racial segregation. Although the town continues to bear his name, the values and actions of Carr do not represent Carrboro today.

In the 1970s, a group of Carrboro residents joined together to change the town's power structure and advocate for a community that fully included all residents. Thanks to their commitment, today Carrboro honors its working-class roots while reaching toward the goals of social equity, environmental harmony, and fiscal responsibility. For the first fifty years after its incorporation, Carrboro remained a small mill town with a slow, steady pace of growth. In 1960, approximately 2,000 people lived in the town. In the late 1960s, the town's population began to increase stemming from the growth occurring at UNC-Chapel Hill and growth in the Research Triangle Park. Enrollment at the University has increased slightly from 31,949 in 2023 to 32,234 in 2024.



Circa 1920 view of the cross tie market on East Main Street, in front of Durham Hosiery Mill No. 4. The frame cotton warehouse and the upper stories of the brick towers have been removed, and the east end of the mill has been extended with a brick addition. From copy in North Carolina Collection, UNC Library, Chapel Hill.

The Town of Carrboro is a small local government entity overseen by a Mayor and five Council Members, and professionally managed by a Town Manager under the Council-Manager form of government. The Town is located within Orange County in the north central portion of North Carolina. The area's topography is characterized by rolling hills. The Town is situated next to the Town of Chapel Hill home to the University of North Carolina and is near the Research Triangle Park.



The American Community Survey (ACS) provides detailed information on population, housing occupancy and ownership, educational attainment, employment, and travel. The ACS, a method of continuously collecting data on these characteristics by sampling three million households each year, has been underway since 2005. Aggregated estimates for the period 2016 to 2020 for smaller communities, including Carrboro, are used in this section. More frequent data collection is considered a viable method of providing more up-to-date information about the US population, particularly at the local community level.

POPULATION

Carrboro's population in 2020 was 21,295. Since the last census in 2010, the population has grown by 1,713, or 8.7%. These residents constitute approximately 14.3 percent of the Orange County population of 148,696.

ETHNIC COMPOSITION

The chart below shows the changes in Carrboro's ethnic composition since the 2010 Census.

Race and Ethnicity, 1990 to Present					
Sources: U.S. Census Bureau (decennial censuses)					
<u>Year</u>	<u>Asian</u>	<u>Black</u>	<u>Hispanic *</u>	<u>White</u>	<u>All Other</u>
2010	1592	1933	2706	12794	557
2020	1891	2142	2723	13238	1301
<u>Year</u>	<u>% Asian</u>	<u>% Black</u>	<u>% Hispanic</u>	<u>White</u>	<u>% Other</u>
2010	8%	10%	14%	65%	3%
2020	9%	10%	13%	62%	6%

* Any Race

AGE COMPOSITION

The age group of ages 18-64 accounts for 63.9% of the Town's population, which is the only age group above the national average for Carrboro.

Age Group	Carrboro Population	% of Town	USA %
Under 5 years	809	3.8%	6.0%
Under 18 years	4,408	20.7%	22.3%
Age 18-64	13,608	63.9%	55.2%
Age 65 and over	2,470	11.6%	16.5%

Source: [U.S. Census Bureau QuickFacts: United States](#)

HOUSING

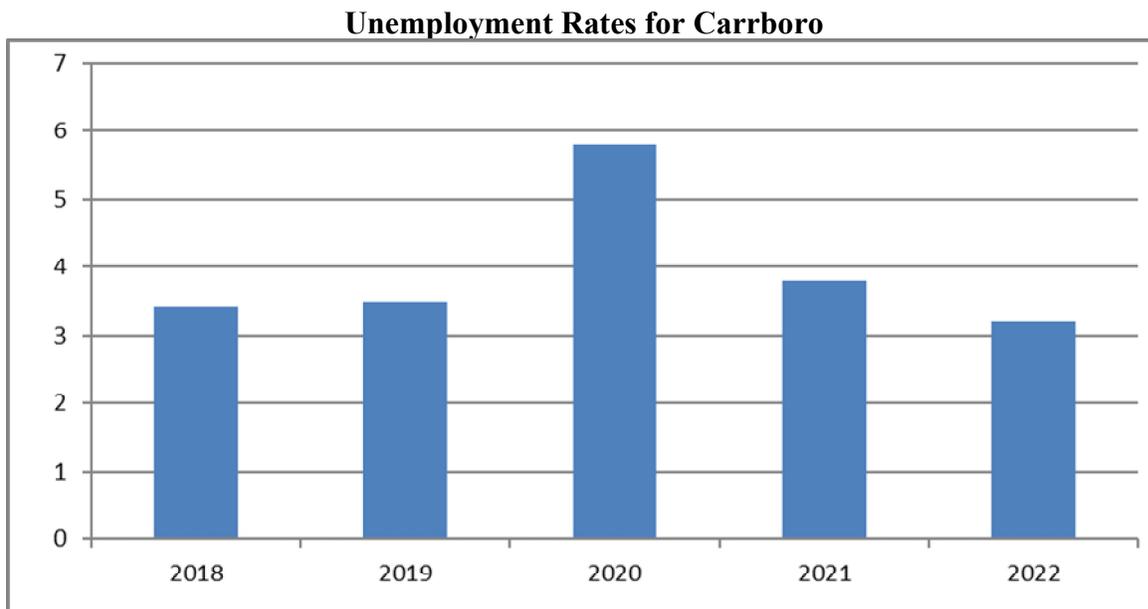
Carrboro continues to be mostly a community consisting of rental units as 57.4 percent of the housing stock is renter occupied with a median gross rent of \$1,152 per month. Owner-occupied housing is at 42.6 percent and the median value of an owner-occupied housing unit in Carrboro in 2020 was \$386,900, which is a 25.8 percent increase from \$307,600 in 2010.

INCOME

The 2020 median household income is \$67,469. Per capita income for 2020 was \$39,464 while 14.1% of the population were below the poverty level of income.

EMPLOYMENT

Employment levels in Carrboro reflect a slight decrease in the unemployment rate from 3.7% in June 2021 to 3.2% in June 2022.



Source: [Neighborhood Information | Homefacts](#)

Durham-Chapel Hill Employment by Industry Sector, May 2023

Occupation	Total Employment	% Employment
All Occupations	336,100	
Healthcare Practitioners and Technical Occupations	37,060	11.0%
Office and Administrative Support Occupations	35,210	10.5%
Educational Instruction and Library Occupations	27,730	8.3%
Management Occupations	27,600	8.2%
Business and Financial Operations Occupations	27,050	8.0%
Sales and Related Occupations	25,040	7.5%
Food Preparation and Serving Related Occupations	23,530	7.0%
Computer and Mathematical Occupations	21,610	6.4%
Transportation and Material Moving Occupations	18,810	5.6%
Life, Physical, and Social Science Occupations	12,960	3.9%
Healthcare Support Occupations	12,480	3.7%
Production Occupations	12,270	3.7%
Building and Grounds Cleaning and Maintenance Occupations	9,140	2.7%
Installation, Maintenance, and Repair Occupations	8,890	2.6%
Construction and Extraction Occupations	7,650	2.3%
Architecture and Engineering Occupations	6,830	2.0%
Protective Service Occupations	5,500	1.6%
Community and Social Service Occupations	4,950	1.5%
Personal Care and Service Occupations	4,620	1.4%
Arts, Design, Entertainment, Sports, and Media Occupations	4,580	1.4%
Legal Occupations	2,300	0.7%
Farming, Fishing, and Forestry Occupations	290	0.1%

Source: US Bureau of Labor Statistics Specific Data for Carrboro not available

The major employers within Orange County in 2021 (those with 500 or more employees) reflect the dominance of the professional services sector.

Employer	# of Employees
UNC Chapel Hill	13,029
UNC-Health Care System	12,078
Chapel Hill-Carrboro City Schools	2,000
Orange County Schools	1,272
Orange County Government	1,220
Town of Chapel Hill	857
Industrial Connections & Solutions ABB (formerly G.E.)	685

Key Intergovernmental Relationships

The Town of Carrboro has many relationships with surrounding communities, state, and regional organizations that impact and direct the services provided to the community and its residents and visitors. A summary of a subset of these relationships follows:

State of North Carolina

- Statutorily provides guidance for the Town to expend public funds
- Maintains (and constructs, as needed) a street system within the Town
- Acts as an intermediary for funding requests between the Town and the Federal Government as it relates to:
 - Transportation
 - Greenway infrastructure
 - Residential funding
- Collects and distributes certain revenues to the town, including:
 - Sales tax
 - Beer and wines taxes
 - Planning and development fees

Orange County

- Collects and distributes certain revenues to the town, including:
 - Sales tax
 - Beer and wines taxes
 - Planning and development fees
- Leads in discussions surrounding MUO's for neighboring municipalities

Central Pines Regional Council

- Provides planning and other services to Carrboro based on feedback on neighboring municipalities
- Includes one Town delegate and alternate
- Offers office and meeting space, for no charge, to town staff and residents as requested

UNC – Chapel Hill

- Shared facilities including greenways, technology infrastructure, and shared spaces
- Support of students attending UNC-Chapel Hill including access to fare-free public transport

Town of Chapel Hill

- Design and monitoring for traffic signalization
- Shared public transit services between municipalities
- Interlocal developmental agreements

GOVERNMENTAL STRUCTURE

The Town of Carrboro has a council/manager form of municipal government. Under the council/manager form of government, the Town Council performs the legislative functions of the town: establishing laws and policies. The Town Council is an elected body by the residents of Carrboro which consists of a mayor and five council members. The mayor and the council members are elected by the voters of the entire town. The mayor is elected to serve a term of two years and the council members are elected to serve staggered terms of four years. The mayor acts as the official head of town government and presides at council meetings. The mayor is a voting member of the council. He or she also appoints council members to advisory boards and committees.

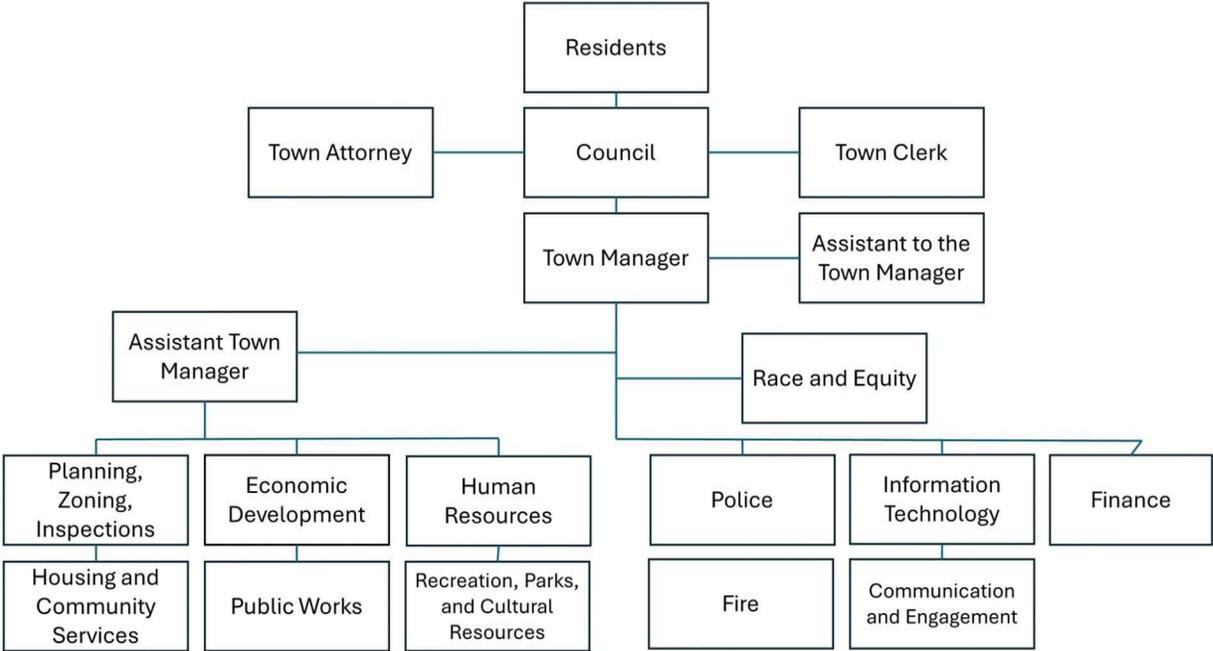
The Town Council also appoints a Town Manager who carries out the laws and policies enacted by the council. The Town Manager is responsible for managing the town's employees, finances, and resources. The Town currently has 175 permanent employees with all departments reporting to the Town Manager (see chart below). The Town Council also appoints a Town Clerk to maintain official town records; and an attorney, who represents the town administration and Town Council in all legal matters.

Local governments in North Carolina exist to provide a wide range of basic services on which we all depend, including police and fire protection; public works (garbage collection, street resurfacing, fleet maintenance, landscaping and building and grounds); planning; inspections and zoning; economic and community development; and parks and recreation programming. The major services provided by the Town include all the services above but exclude water and sewer services and tax collections. Certain large costs assumed by the Town reflect key services that are contracted with other governmental jurisdictions such as transit services, recycling, and landfill fees. The town also has administrative support units (human resources, technology, finance, budget, purchasing, town clerk, communications etc.) that provide both direct services as well as indirect support services.

The General Fund is the primary operating budget for the Town. The Town has a Special Revenue Fund and Capital Projects Fund. These are multi-year funds and dedicated to specific programs/activities/projects. The Town's Stormwater Utility Enterprise Fund includes an operating and capital budget for stormwater related revenues and expenditures. The Parking Enterprise Fund includes operating expenses related to parking facilities.

The budget for the Town is largely supported by property and local sales taxes. The Town, facing growth in the Northern Transition Area, envisions the potential increase in the town's population to 24,000. The Town, in an effort to reduce the tax burden on residential property owners, is exploring ways to increase its commercial tax base as a percentage of its tax base.

TOWN OF CARRBORO ORGANIZATIONAL CHART



TOWN COUNCIL PRIORITIES

The Town Council has not undertaken a formal strategic planning process. However, the Town Council has adopted and annually reviews strategic priorities for the Town with the ultimate goal of creating and maintaining Carrboro as a sustainable community that is a highly desirable place to live.

The current Town Council priorities (in bold) and departmental goals and work plans (in italics) are listed below:

Key Priorities:

Short-term:

- Staff retention, recruitment, and fulfillment.
- Land Use Ordinance & Economic Development.
- Environment: Stormwater and infrastructure improvements and environmental protection and tree-canopy.

Long-term:

- Race and Equity Initiatives: Implement Community Safety Task Force recommendations, race equity initiatives, and the accessible language plan.
- Multi-Modal: Multi-Modal Connectivity and Bolin Creek Greenway.
- Subsidization of Affordable Housing.

Budget Challenges:

- Meeting inflationary obligations for goods and services with flat revenue growth
- Expected increase in health insurance premiums.
- Increase in the contribution rate for the Local Governmental Employee Retirement System (LGERS).

To reflect these Council-defined goals, this budget cycle required strategic planning, clearly defined outcomes, and performance measurement.

As the 2024-25 departmental budgets were created, they reflected the following:

1. Total operating cost should align with 2023-24 actual cost, with anything budgeted over 3% of prior year expenditures requiring an explanation.
2. Personnel costs will be prepared by Finance and Human Resources and provided to departments in separate communications.
3. Requests for capital projects should be included in departmental budgets, including transportation funded projects and vehicle replacements prioritized outside of the CIP.
 - a. The financing plan or budget for facility renovations, construction, equipment, and vehicle replacement, should be reviewed with Finance Director prior to budget submission.

- b. Vehicle and equipment financing must
 - i. Be consistent with approved replacement schedule and prioritized; and,
 - ii. Have a current replacement evaluation for the vehicle and/or equipment.
 - c. If you are proposing to switch to a different type of vehicle or equipment, include an explanation as to why this is necessary. Requests that are not prioritized or lack a current replacement evaluation, will not be considered.
4. Requests for capital items not in the published CIP will not be considered for funding unless there is a documented impact or potential impact on the health, safety, and welfare of citizens or employees; and approved by the Town Manager.

Budgeting in Carrboro is a year-round event. After adoption of the operating budget in June, work on the CIP begins in September. Much of the work presented in the annual operating budget draws from the CIP, reports and assessments, community needs identified by residents, advisory boards, staff, and the Town Council.

Departmental budgets are prepared and justified using two components - a continuation budget with proposed change and/or expansion budget. In recognition that some costs incurred by the Town reflect increases beyond normal inflation, the continuation budget includes those costs, as well as expenditures where the Town or Council has made a legal or budgetary commitment. The inclusion of these costs in the continuation budget will allow the Town to maintain the same high levels of service provided in the current year with similar operating funds. These costs include projects and infrastructure expenditures reflected in the annual Capital Improvements Plan which includes street resurfacing costs, vehicles, equipment, various specific capital projects and debt service payments for capital commitments. Other ongoing annual costs in the continuation budget includes any pay adjustments for employees, and dependent and retiree health insurance, and numerous operating costs needed to provide daily services.

All other requests are categorized in a manner such that the Town Council and residents can understand the various dynamics involved in making funding decisions. Dynamics include improved service levels, and capital outlay – recurring capital outlay that does not meet the capital thresholds for consideration in the CIP. Justifications for proposed changes are based on the Town Council’s adopted goals as well as individual departmental goals and objectives.

Budget Development Calendar

Operating Budget Development Schedule for FY 2025

TASK	Target Date
Town Council Strategic Planning Retreat	February 3, 2024
Management Team Retreat (Strategic Planning)	February 8, 2024
Town Manager Presents Budget Needs to Management Team	February 28, 2024
Preliminary Revenue Estimate by Finance	February 28, 2024
FY25 Budget Instructions Distribution	March 26, 2024
Good Friday Holiday	March 29, 2024
Department Directors submit Budget Requests to Finance	April 5, 2024
Department Directors present budget to Town Manager & Finance Officer	April 8-12, 2024
Town Council Budget Work Session on FY 2024-2025 Budget (1)	April 16, 2024
Finance Drafts Manager's Recommended Budget	April 26, 2024
Town Council Budget Work Session on FY 2024-2025 Budget (2)	May 14, 2024
Manager Finalizes Presentation for the Town Council	May 21, 2024
Notice of Required Public Hearing	May 21 – June 10
Memorial Day Holiday	May 27, 2024
Manager Presents FY 2024-25 Recommended Budget to Town Council	June 4, 2024
Public Hearing / Town Council Adopts FY 2025 Budget	June 18, 2024