



**Town of Carrboro**

Town Hall  
301 W. Main St.  
Carrboro, NC 27510

**Minutes**

**Board of Aldermen**

**Tuesday, May 14, 2013**

**7:30 PM**

**Board Chambers - Room 110**

**Present:** Mayor Mark Chilton, Alderman Jacquelyn Gist, Alderman Randee Haven-O'Donnell, Alderman Michelle Johnson, Alderman Lydia Lavelle, Alderman Sammy Slade and Alderman Damon Seils

**Also Present:** David Andrews, Town Manager, Matt Efird, Deputy Town Clerk, Mike Brough, Town Attorney

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**MORAL MONDAYS AT THE NC GENERAL ASSEMBLY**

Alderman Johnson explained "Moral Mondays" at the NCGA and encouraged people to learn more about the events.

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**A. WORK SESSION**

**WORK SESSION ON MANAGER'S RECOMMENDED BUDGET FOR FY 2013-14**

The purpose of this item was to provide more information on set aside of funds for activities in the recommended budget that may not be used or needed.

David Andrews, the Town Manager, briefed the Board on details of the FY 13-14 budget.

MOTION WAS MADE BY ALDERMAN SEILS, SECOND BY ALDERMAN GIST THAT THE TOWN PAY THE GREENE TRACT PAYMENT FOR FY 12-13. VOTE: AFFIRMATIVE ALL

Alderman Lavelle requested information on how Powell Bill funds will be impacted by changes in transportation funding.

Mayor Chilton asked for further information on the Orange County Partnership to End Homelessness funding and what the proposed increase will cover.

The Affordable Housing Taskforce will provide an update to the Board on May 21, 2013.

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### **DISCUSSION OF GUIDELINES FOR SELECTING ADVISORY BOARD AND COMMISSION MEMBERS**

The purpose of this item is to allow the Board of Aldermen to discuss the current guidelines, receive input from advisory board chairs, and possibly, make changes to the guidelines..

This item was tabled to a later date.

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### **WORK SESSION ON NOTICE AND COMMUNICATION RELATED TO LAND USE ISSUES**

The Board was asked to consider the information in the report regarding existing communications and possible new efforts to enhance outreach to citizens.

Marty Roupe, the Town's Zoning Administrator, made the staff presentation.

Alderman Lavelle asked staff to look into the cost of using a mail service to save on staff time and costs. She also asked that signs be promptly removed from parcels after hearings have occurred and for advisory board agendas to be posted on the Town's website in advance of the meeting.

Alderman Johnson asked that signs are posted on each parcel during a multi-parcel hearing. She also asked that the "active projects report" be easier to locate on the Town's new website.

Alderman Gist requested further information on how the Town provides broad notice to all members of the community. Alderman Gist also asked that advisory boards have the opportunity to provide suggestions related to notice.

Alderman Haven-O'Donnell asked how the community gets the same access to staff expertise as applicants. She asked if interested community members could be invited to meet with members of staff prior to an issue having the chance to severely escalate. She asked for further information on how Staff has responded to the Alabama Avenue letter.

Alderman Slade asked about posting larger signs that make it easier for drivers to read. He also asked about the process of posting joint review comments online. He asked staff to continue to locate a prominent site in the community for a message board. He also encouraged a Twitter account specific to the Planning Department.

Alderman Seils requested that staff provide a "prompt" to the Board on resolutions to help them remember who to forward notice to. He stated that the current check box system doesn't work well as a reminder. He encouraged staff to continue to study methods of renter notification and to report back to the Board. He asked that the new site have advisory board agendas and minutes available in a timely manner and that before the new site is available, that all available agendas and minutes be uploaded to the current site.

Mayor Chilton noted that too much information will result in information overload. He also asked for staff to bring back a draft notification form for the Board to review and to keep the Board informed on the website redesign process.

Alderman Slade asked for staff to compile some of the items discussed tonight for the Board to review

and report back at a future meeting.

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### **DISCUSSION OF PARKING (INCLUDING UNBUNDLING)**

The purpose of this item was for the Board of Aldermen to discuss issues related to the supply and demand for parking, the regulation of parking and the enforcement of parking requirements, particularly in the downtown.

Trish McGuire, the Town's Planning Director, made the presentation to the Board.

Alderman Haven-O'Donnell suggested alternative methods such as car sharing alternatives.

Alderman Gist asked that enforcement levels be increased in Town parking lots in advance of the park and ride lots beginning to charge in August of 2013. She asked that parking lots be posted for two hours only and no overnight parking at some of the lots. She explained that she is not interested in the Town charging for parking.

Alderman Johnson asked for further information on how full the Town parking lots are during the day. She also asked how the Town intends to use information from the 2008 parking study and if the Town should have a new parking study.

Alderman Lavelle asked for staff to continue to work with Carrboro Plaza on a possible park and ride lot and parking enforcement with Chapel Hill Transit.

Mayor Chilton asked for staff to continue to look into ways to mitigate impact of UNC policy on TTA riders. He encouraged the exploration of a park and ride at Carrboro Plaza and 300 E. Main Street. He mentioned collaborating with the Town of Chapel Hill on enforcement.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN JOHNSON FOR STAFF TO PURSUE A DOWNTOWN PARKING PLAN. VOTE: AFFIRMATIVE ALL

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN HAVEN-O'DONNELL, TO DEFER THE REMAINING PARKING ISSUES (UNBUNDLING, CAR SHARING, ORDINANCE CHANGES) TO THE JUNE WORK SESSION. VOTE: AFFIRMATIVE ALL

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### **EXCUSAL OF ALDERMAN GIST**

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN SLADE TO EXCUSE ALDERMAN GIST FOR THE REMAINDER OF THE MEETING. VOTE: AFFIRMATIVE ALL

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### **ADJOURNMENT**

MOTION WAS MADE BY ALDERMAN HAVEN-O'DONNELL, SECONDED BY ALDERMAN SEILS TO ADJOURN THE MEETING. VOTE: AFFIRMATIVE ALL

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Town Clerk

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Mayor