



Town of Carrboro

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

**Meeting Minutes
Board of Aldermen**

Tuesday, November 12, 2013

7:30 PM

Board Chambers - Room 110

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

Absent: Alderman Lydia Lavelle

Also Present: David Andrews, Town Manager, Cathy Wilson, Town Clerk, Bob Hornik, Town Attorney

TOWN HISTORIAN

Jay Bryan asked that the Town consider creating a Town Historian volunteer position.

MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO REFER THIS ITEM TO STAFF. VOTE: AFFIRMATIVE ALL

DURHAM-ORANGE LIGHT RAIL TRANSIT PROJECT

Terry Rekeweg, discussed his proposed revision to the Light Rail Project asked the Board for their support.

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN JOHNSON TO REFER THIS ITEM TO STAFF TO DISCUSS THE PROPOSAL WITH THE MPO-TAC AND TRIANGLE TRANSIT BOARD OF TRUSTEES. VOTE: AFFIRMATIVE ALL

SOUTH GREENSBORO SIDEWALK

Mike Christian, a resident of South Greensboro Street, shared with the Board the overwhelming support

for a sidewalk along South Greensboro. He shared a supporting petition with 140 signatures with the Board.

Alderman Slade asked for staff to look into the acquisition costs and to explore if homeowners would be willing to donate the easements.

ORANGE COUNTY JUSTICE UNITED AND EMPOWERMENT INC

Delores Bailey and Tish Galu petitioned the Board to endorse the Declaration of Tenants’ Rights and Responsibilities as a Housing Guide for renters and landlords of residential property in Carrboro. They also asked that the Board assist Justice United in determining methods and mediums to distribute the document to tenants, potential tenants and landlords throughout Carrboro. They also asked that some accountability measure be instituted whereby the public is informed of continual violations by landlords of apartment complexes and are notified of those that are continually responsive to their tenants’ concerns and rights.

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN SLADE TO REFER THIS ITEM TO STAFF. VOTE: AFFIRMATIVE ALL

RECOGNITION OF EMPLOYEES FOR RESPONSE TO JUNE 30, 2013 FLOOD EVENT

The purpose of this item was for the Board of Aldermen to consider a resolution recognizing the Town of Carrboro employees for their service in the response and recovery phases of the June 30, 2013 flooding event that affected the Town of Carrboro.

David Andrews, Town Manager, introduced the resolution recognizing the Town Employees.

A motion was made by Alderman Seils, seconded by Alderman Slade, that this resolution be approved.

A RESOLUTION RECOGNIZING THE EFFORTS OF TOWN EMPLOYEES DURING THE RESPONSE AND RECOVERY OF THE JUNE 30, 2013 FLOOD EVENT

WHEREAS, a significant rain event struck the Town of Carrboro on June 30, 2013, dumping over 5 inches of rain on the Town in 19 hours; and

WHEREAS, the amount and intensity of rainfall led to flash flooding in several areas of Town; and

WHEREAS, a number of Town employees responded to the event, many having been called in on a Sunday afternoon; and

WHEREAS, several other Town employees contributed to recovery efforts in the days and weeks following the event; and

WHEREAS, the following employees and departments participated in the response and recovery efforts:

<u>Police Department</u>	<u>Fire-Rescue Department</u>	<u>Public Works</u>	<u>Planning/Zoning/Inspections</u>
Lt. Tony Frye	Chief Travis Crabtree	Public Works Director George Seiz	Planning Director Trish McGuire
Lt. Doug Strowd	Deputy Chief Rick Cox	Mechanic I Ronald Eddins	Development Review Admin. Marty Roupe
Lt. Keith Webster	Fire Marshal Kent Squires	Groundskeeper I Paul Hepp	Code Enforcement Supvsr Mike Canova
Lt. Anthony Westbrook	Capt. Carl Freeman	Construction Inspector Chad Dusenberry	Transportation Planner Jeff Brubaker
Sgt. Billy Austin	Lt. Ray Dunn	Asst. to PW Director Chris Sherman	Environmental Planner Randy Dodd
Sgt. Tei Coyle	Driver/Mechanic Chris Squires	Building Maintenance Supvsr Gary Watkins	Bond Capital Proj. Mgr. Raquel Benedict
Sgt. Kenny Stewart	Driver Josh Asbill	Landscape/Grounds Supvsr David Jantzen	Planning/Zoning Development Spec. James Thomas
Ofc. Jordan Armstrong	Driver Chris Covington	Fleet Maintenance Supvsr Lynwood Daniel	Planning/Zoning Development Spec. Jeff Kleveland
Ofc. Heather Barrett	Driver Larry Mann	Street Superintendent David Poythress	Code Enforcement Ofc. Rick Wade
Ofc. David Deshaies	Driver Daniel Speight		Code Enforcement Ofc. Donnie Williams
Ofc. Joseph Glenn	Driver Scott Trombley		
Ofc. John Hunter	Relief Driver Ryan Downs		
Ofc. Paul Reinas	Relief Driver Andy Madden		
Ofc. Ron Trombley	Relief Driver David Petersen		
Ofc. Heather Tompkins	Firefighter Steve Jordan		
Ofc. Erasmo Velazquez	Firefighter Dylan Lowe		
	Firefighter Chris Wade		

NOW THEREFORE, THE CARRBORO MAYOR AND BOARD OF ALDERMEN RESOLVES THAT:

Section 1. The Board of Aldermen and citizens of Carrboro hereby thank the above named employees for their actions on the day of June 30, 2013 and the subsequent days and weeks.

Section 2. The employees listed above are to receive certificates of recognition signed by the Mayor and Town Manager, and the certificates are to be noted in the employees' personnel files.

NOW THEREFORE BE IT RESOLVED: That the Carrboro Board of Aldermen recognizes and praises the efforts of these
Town employees during the June 30, 2013 Flood Event.

This the 12th day of November, 2013.

The motion carried by the following vote:

Aye: Mayor Chilton, Alderman Gist, Alderman Haven-O'Donnell, Alderman Johnson, Alderman Slade and Alderman Seils

Absent: Alderman Lavelle

MAYOR CHILTON PROCLAIMED NOVEMBER AS PANCREATIC CANCER AWARENESS MONTH IN THE TOWN OF CARRBORO

Mayor Chilton proclaimed November as “Pancreatic Cancer Awareness Month.”

APPROVAL OF PREVIOUS MEETING MINUTES

The purpose of this item was to adopt the previous meeting minutes.

A MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN JOHNSON, TO ADOPT THE MEETING MINUTES OF OCTOBER 15TH AND 22ND, 2013. VOTE: AFFIRMATIVE ALL

UPDATE ON THE DEVELOPMENT OF THE STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM

The Board of Aldermen was asked to receive an update on the development of the Statewide Transportation Improvement Program (STIP). This item provided a background and further Board input was scheduled for the November 19 meeting.

Alderman Slade asked for staff to contact OWASA, prior to the next meeting, to find out when they are moving the Bolin Creek Sewer Line easement.

A motion was made by Alderman Seils, seconded by Alderman Johnson, that this resolution be approved.

A RESOLUTION ACCEPTING A STAFF UPDATE ON THE STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM AND OTHER FUNDING SOURCES

WHEREAS, the next Statewide Transportation Improvement Program (STIP) process is underway, and the STIP process is an opportunity for local governments to submit transportation project priorities to the North Carolina Department of Transportation (NCDOT); and,

WHEREAS, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization has requested that local governments submit projects for inclusion in the STIP prioritization process; and,

WHEREAS, federal Surface Transportation Program-Direct Apportionment (STP-DA) funding is made available to metropolitan areas to support regional and local transportation priorities; and,

WHEREAS, STP-DA funding has been a significant source of funding for the Town of Carrboro's transportation priorities; and,
WHEREAS, the most recent federal transportation bill, MAP-21, signed into law by President Obama on July 6, 2012, established the Transportation Alternatives Program (TAP) to fund walking and cycling projects;

NOW THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Board accepts the staff update on the STIP and STP-DA and TAP funding.

This is the 12th day of November in the year 2013.

The motion carried by the following vote:

Aye: Mayor Chilton, Alderman Gist, Alderman Haven-O'Donnell, Alderman Johnson, Alderman Slade and Alderman Seils

Absent: Alderman Lavelle

CARRBORO BRANDING AND MARKETING

The purpose of this agenda item was to present the findings of the Branding study to the Board of Aldermen.

Annette Stone, the Community and Economic Development Director, introduced the project.

Representatives from the Splinter Group, made the presentation to the Board.

MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ACCEPT THE SPLINTER REPORT AND ADOPT THE NEW BRAND INCLUDING THE MARK AND THE SLOGAN "FEEL FREE," AND DIRECT STAFF TO RETURN WITH A STYLE GUIDE AND MARKETING STRATEGY FOR IMPLEMENTING THE BRAND. VOTE: AFFIRMATIVE ALL

UPDATE ON THE PROCESS FOR DEVELOPING A TOWN PARKING PLAN

The Board of Aldermen has, over the past several years, discussed parking issues on numerous occasions. This spurred Board interest in completing a parking plan. The Board was asked to receive an update on the process for developing such a plan and its scope.

Jeff Brubaker, the Town's Transportation Planner, made the staff presentation to the Board.

Alderman Gist stated that she wants to make sure the forums are unbiased and that the leaders of the forums would be run by the Board before approving them. She specifically stated that she does not want the Transportation Advisory Board selecting all forum leaders.

Alderman Haven-O'Donnell asked that the study not just look at the downtown but consider how to

encourage multiple modes of transportation. She stated that she would like to see the current projection of available parking and how that is projected to change over the next few years. She also asked to see how models of shared parking work, and may work, in Carrboro.

Alderman Slade asked that the parking plan find a balance between the dependency on cars and the need for businesses to have parking to remain viable. He asked that the study maintain accessibility for the northern neighborhoods and also balance the desire to reduce the dependency on parking. Alderman Slade asked that Annette Stone work with businesses that are willing to share their parking and suggested that the Town praise those businesses.

Motion was made by Alderman Haven-O'Donnell, seconded by Alderman Seils to approve the resolution below:

A RESOLUTION RECEIVING AN UPDATE ON THE PROCESS FOR DEVELOPING A
PARKING PLAN

WHEREAS, Carrboro Vision 2020 Objective 3.21 recommends that the Town should adopt a goal to “improve the downtown infrastructure”, including “parking facilities”; and,

WHEREAS, Carrboro Vision 2020 Objective 3.24 states: “Frequent, accessible public transit is necessary for a thriving downtown. Multi-modal access to downtown should be provided. As traffic increases, Carrboro should consider perimeter parking lots served by shuttles to bring people downtown.”; and,

WHEREAS, both Downtown Carrboro: New Vision (2001) and the Carrboro Downtown Transportation Study (2005) offer findings and recommendations with respect to parking; and,

WHEREAS, the Carrboro Comprehensive Bicycle Transportation Plan (2009) makes recommendations with respect to bike parking; and,

WHEREAS, a 2008 study by UNC Department of City and Regional Planning graduate students and faculty and a 2013 study also conducted by UNC DRCP graduate students both examined parking in Carrboro; and,

WHEREAS, the Board of Aldermen has, over the past several years, discussed parking issues on numerous occasions; and,

WHEREAS, Board of Aldermen members have expressed interest in the completion of a parking plan; and,

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen that the Board accepts the staff report on the process for developing a parking plan.

BE IT FURTHER RESOLVED that the Board offers the following feedback and direction:
That staff consider the comments provided by the Board

This is the 12th day of November in the year 2013.

The motion carried by the following vote:

Aye: Mayor Chilton, Alderman Gist, Alderman Haven-O'Donnell, Alderman Johnson, Alderman Slade

and Alderman Seils

Absent: Alderman Lavelle

MOTION WAS MADE BY ALDERMAN SLADE TO GIVE STAFF DIRECTION TO CREATE A PLAN THAT PUTS THE TOWN IN A DIRECTION OF REDUCING PARKING WHILE BEING SENSITIVE TO DOWNTOWN BUSINESSES AND SUPPORTS THE NORTHERN AREAS AND ACCESSIBILITY TO DOWNTOWN. THE MOTION FAILED TO RECEIVE A SECOND. THE MOTION FAILED.

A motion was made by Alderman Haven-O'Donnell, seconded by Alderman Seils, that this resolution be approved.

A RESOLUTION PROVIDING DIRECTION ON SEEKING MPO ASSISTANCE FOR A PARKING PLAN

WHEREAS, Carrboro Vision 2020 Objective 3.21 recommends that the Town should adopt a goal to “improve the downtown infrastructure”, including “parking facilities”; and,

WHEREAS, Carrboro Vision 2020 Objective 3.24 states: “Frequent, accessible public transit is necessary for a thriving downtown. Multi-modal access to downtown should be provided. As traffic increases, Carrboro should consider perimeter parking lots served by shuttles to bring people downtown.”; and,

WHEREAS, both Downtown Carrboro: New Vision (2001) and the Carrboro Downtown Transportation Study (2005) offer findings and recommendations with respect to parking; and,

WHEREAS, the Carrboro Comprehensive Bicycle Transportation Plan (2009) makes recommendations with respect to bike parking; and,

WHEREAS, a 2008 study by UNC Department of City and Regional Planning graduate students and faculty and a 2013 study also conducted by UNC DRCP graduate students both examined parking in Carrboro; and,

WHEREAS, the Board of Aldermen has, over the past several years, discussed parking issues on numerous occasions; and,

WHEREAS, Board of Aldermen members have expressed interest in the completion of a parking plan; and,

WHEREAS, as a member of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC-MPO), the Town regularly coordinates with the MPO on transportation planning, including special studies;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen that the Board approves of staff communicating with the DCHC-MPO staff regarding potential assistance and coordination on the development of a parking plan.

Alderman Seils discussed the need to have further discussion on the cost of the project and recommended that the Board discuss it in the future.

This is the 12th day of November in the year 2013

The motion carried by the following vote:

Aye: Mayor Chilton, Alderman Gist, Alderman Haven-O'Donnell, Alderman Johnson, Alderman Slade and Alderman Seils

Absent: Alderman Lavelle

DISCUSSION AND UPDATE ON RECYCLING OPTIONS FOR FY2014 AND BEYOND

The purpose of this item was for the Board of Aldermen to receive an update on staff activities related to the ongoing provision of recycling services for Carrboro residents beginning in July 2014 and approve the Town's application for the NCDENR Curbside Recycling Roll-Out Cart Grant Program.

Matt Efird, Assistant to the Town Manager, and George Seiz, the Town's Public Works Director, made the staff presentation.

Alderman Slade asked that staff include composting in the letter of intent with Orange County.

Mayor Chilton expressed interest in seeing the cost of a composting program.

A motion was made by Alderman Slade, seconded by Alderman Haven-O'Donnell , that this resolution be approved.

A RESOLUTION ACCEPTING THE STAFF REPORT AND DIRECTING STAFF TO MOVE FORWARD WITH A GRANT PROPOSAL FOR RECYCLING ROLL-OUT CARTS
WHEREAS, the Board of Aldermen has received a Staff Report on Recycling Options for FY2014 and beyond; and

WHEREAS, the Board of Aldermen hereby provides the following direction to Staff on how to proceed:

1)The Board of Aldermen authorizes Staff to negotiate a letter of intent with Orange County to charge and collect a fee for urban curbside recycling within their town limits

2)The Board of Aldermen also requests that staff look into a community composting program and to notify Orange County of this intent.

NOW THEREFORE BE IT RESOLVED by the Carrboro Board of Aldermen that the Aldermen accept the staff report update the BOA on recycling services, and authorize staff to submit a grant proposal to the Division of Environmental Assistance and Customer Service (DEACS) for obtaining recycling roll-out carts and carts for composting.

This the 12th day of November, 2013.

The motion carried by the following vote:

Aye: Mayor Chilton, Alderman Gist, Alderman Haven-O'Donnell, Alderman Johnson, Alderman Slade and Alderman Seils

Absent: Alderman Lavelle

DISCUSSION OF OPTIONS FOR THE 2014 BOARD OF ALDERMEN RETREAT

The purpose of this item was for the Board of Aldermen to discuss various options for a Board retreat.

It was decided that:

- 1) The retreat should be held in January or February.
- 2) The retreat should be scheduled for the Carrboro High School Media Center.
- 3) The retreat should be facilitated by the Dispute Settlement Center, preferably Andy Sachs.

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN GIST TO APPOINT ALDERMEN SEILS, JOHNSON, AND HAVEN-O'DONNELL TO THE RETREAT PLANNING COMMITTEE.

ADJOURNMENT

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

Town Clerk

Mayor