



Town of Carrboro

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

Meeting Minutes

Board of Aldermen

Tuesday, February 18, 2014

7:30 PM

Board Chambers - Room 110

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

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

TRANSPORTATION ADVISORY BOARD PRESENTATION ON A DOWNTOWN SLOW ZONE CONCEPT

The Transportation Advisory Board made a presentation to the Board of Aldermen on the concept of a Slow Zone for downtown Carrboro.

Seth LaJeunesse, representing the TAB, made a presentation to the Board regarding the creation of a "slow-zone" in Carrboro's downtown. He asked the Board to keep up the work of prioritizing road user safety and for staff to be directed to examine the feasibility of developing a downtown slow zone.

Alderman Gist asked that downtown businesses be included in the conversation as this project moves forward. She also mentioned that the Arts Committee would be interested in being involved with the gateway portion of the slow zone.

Alderman Haven-O'Donnell stated that she likes the idea of the slow-zone being created along East Weaver and asked staff to look into the feasibility of changing the signal timing of stop lights to include leading pedestrian intervals.

Alderman Johnson asked for a traffic study to be included that will depict where the traffic diverted from East Weaver may flow.

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN SLADE FOR THE BOARD TO APPROVE THE RESOLUTION BELOW:

A RESOLUTION ON CREATING A DOWNTOWN SLOW ZONE

WHEREAS, Carrboro Vision 2020, Objective 3.25, states: “Walkability should be encouraged downtown and pedestrian safety and comfort should be a goal. The town should improve lighting and shading, and create auto barriers”; and,

WHEREAS, Downtown Carrboro: New Vision, identified several barriers to walkability and offered several recommendations for walkability improvements; and,

WHEREAS, the Transportation Advisory Board has prepared a presentation on the concept of a Downtown Slow Zone;

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Board of Aldermen that the Board receives the presentation on a downtown slow zone by the Transportation Advisory Board.

BE IT FURTHER RESOLVED that the Board of Aldermen directs staff to report to the Board of Aldermen on the feasibility of a downtown slow zone including:

- 1) THE ARTS COMMISSION BEING INVOLVED IN THE GATEWAY PORTION
- 2) RESEARCHING SIGNAL TIMING WITH CHAPEL HILL
- 3) REPORTING HOW DOWNTOWN BUSINESSES WILL BE INVOLVED
- 4) INCLUDING A TRAFFIC STUDY
- 5) REPORTING BACK TO THE BOARD NO LATER THAN THREE MONTHS

This the 18th day of February, 2014

The motion carried by the following vote:

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

CHARGE ISSUED – CARRBORO TOURISM DEVELOPMENT AUTHORITY

The Town Clerk issued a charge to Erin Jobe, a recent appointee to the Carrboro Tourism Development Authority.

A RESOLUTION SUPPORTING AN EARLY VOTING SITE ON THE CAMPUS OF THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN SEILS TO ADOPT THE RESOLUTION BELOW:

A Resolution Supporting an Early Voting Site on the Campus of the
University of North Carolina at Chapel Hill

WHEREAS, the University of North Carolina at Chapel Hill (UNC-CH) has a student population of 29,000 and a faculty/staff population of 11,900, many of whom are residents of Orange County; and

WHEREAS, transportation and parking policies adopted by UNC-CH were done so with the intention of reducing traffic on campus, and to urge the use of alternative means of transportation such as riding the bus, walking or biking by students, faculty and staff; and

WHEREAS, these policies were adopted with the support of the towns of Carrboro and Chapel Hill for many laudable reasons, including the reduction of greenhouse gases and less impervious surface for parking, as well as increased health benefits; and

WHEREAS, these policies have the effect of less off-campus mobility throughout the workday for students, faculty and staff; and

WHEREAS, students, faculty and staff at UNC-CH have the fundamental right to participate in their government through the voting process; and

WHEREAS, since the implementation of early voting in North Carolina, there has often been an early voting site on the campus of UNC-CH, as there has been at most universities in North Carolina; and

WHEREAS, the Orange County Board of Elections (BOE) is currently considering where to hold early voting during the spring 2014 voting cycle, and is still trying to decide on a location for a site at UNC-CH; and

WHEREAS, the Orange County BOE has already confirmed three other locations for early voting in Orange County; these include the BOE office in Hillsborough, Town Hall in Carrboro, and the Seymour Senior Center in Chapel Hill; and

WHEREAS, the major concern for the BOE as to a location on the UNC-CH campus is thought to be the lack of parking for persons who desire to park and vote at this site; and

WHEREAS, even if parking is somewhat limited on campus, the accessibility of so many students, faculty and staff to this voting site outweighs the parking consideration, especially as there are two nearby locations with ample parking for early voting;

NOW THEREFORE, BE IT RESOLVED, that the Carrboro Board of Aldermen urges the Orange County Board of Elections to include an early voting site on the campus of UNC-CH.

This the 18th day of February, 2014

The motion carried by the following vote:

Aye: Mayor Lavelle, Alderman Johnson, Alderman Gist, Alderman Seils, Alderman Haven-O'Donnell,

and Alderman Slade

APPROVAL OF PREVIOUS MEETING MINUTES

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO APPROVE THE MEETING MINUTES OF FEBRUARY 4, 2014. VOTE: AFFIRMATIVE ALL

REQUEST-TO-SET A PUBLIC HEARING ON LAND USE ORDINANCE AMENDMENTS RELATING TO SOLAR SETBACKS

The purpose of this agenda item was for the Board of Aldermen to consider setting a public hearing on potential text amendments relating to solar setbacks.

MOTION WAS MADE BY ALDERMAN HAVEN-O'DONNELL, SECONDED BY ALDERMAN SEILS TO ADOPT THE RESOLUTION BELOW:

A RESOLUTION SETTING A PUBLIC HEARING ON AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO MODIFY PROVISIONS RELATING TO SOLAR SETBACKS

WHEREAS, the Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed amendments to the Land Use Ordinance;

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen sets a public hearing on March 25, 2014, to consider adopting "An Ordinance Amending the Carrboro Land Use Ordinance to Modify Provisions Relating to Solar Setbacks."

BE IT FURTHER RESOLVED that the draft ordinance is referred to Orange County, the Town of Carrboro Planning Board and the following Town of Carrboro advisory boards and commissions for consideration and recommendation prior to the specified public hearing date:

- 1) Appearance Commission
- 2) Environmental Advisory Board

This the 18th day of February, 2014

The motion carried by the following vote:

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

REQUEST-TO-SET A PUBLIC HEARING ON LAND USE ORDINANCE AMENDMENTS TO ALLOW ADDITIONAL USES IN THE M-1 ZONING DISTRICT WITH A CONDITIONAL USE PERMIT

The purpose of this item was for the Board to consider setting a public hearing on potential text amendments to the Land Use Ordinance to allow additional uses in the M-1 zoning district with a conditional use permit, subject to certain criteria.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ADOPT THE RESOLUTION BELOW:

A RESOLUTION SETTING A PUBLIC HEARING ON AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO ADD FREESTANDING AUTOMATIC TELLER MACHINES, AND CERTAIN TYPES OF RESTAURANTS TO THE LIST OF USES THAT ARE PERMISSIBLE IN THE M-1 DISTRICT WITH A CONDITIONAL USE PERMIT, SUBJECT TO CERTAIN CRITERIA

WHEREAS, the Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed amendments to the Land Use Ordinance;

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen sets a public hearing on March 25, 2014, to consider adopting “An Ordinance Amending the Carrboro Land Use Ordinance to Add Freestanding Automatic Teller Machines, and Certain Types of Restaurants to the List of Uses that are Permissible in the M-1 District with a Conditional Use Permit, Subject to Certain Criteria.”

BE IT FURTHER RESOLVED that the draft ordinance is referred to Orange County, the Town of Carrboro Planning Board and the following Town of Carrboro advisory boards and commissions for consideration and recommendation prior to the specified public hearing date:

- 1) Transportation Advisory Board
- 2) Economic Sustainability Commission

This the 18th day of February, 2014

The motion carried by the following vote:

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

ADOPTION OF THE BRANDING GUIDELINES FOR THE TOWN'S NEW LOGO AND SLOGAN

The purpose of this agenda item was for the Board to consider adoption of the guidelines for the use of the new logo and slogan.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ADOPT THE GUIDELINES AS PRESENTED. VOTE: AFFIRMATIVE ALL

REQUEST-TO-SET A PUBLIC HEARING ON LAND USE ORDINANCE AMENDMENTS RELATING TO DESIGN STANDARDS FOR BIKE AND PEDESTRIAN PATHS

The purpose of this agenda item was for the Board of Aldermen to consider setting a public hearing on potential text amendments clarifying design standards for bike and pedestrian paths.

MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN SEILS TO ADOPT THE RESOLUTION BELOW:

A RESOLUTION SETTING A PUBLIC HEARING ON AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO CLARIFY THE DESIGN STANDARDS FOR BIKE AND PEDESTRIAN PATHS INTENDED FOR RECREATIONAL FACILITIES

WHEREAS, the Board of Aldermen seeks to provide ample opportunities for the public to comment on proposed amendments to the Land Use Ordinance;

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen sets a public hearing on March 25, 2014, to consider adopting “An Ordinance Amending the Carrboro Land Use Ordinance to Clarify the Design Standards for Bike and Pedestrian Paths Intended for Recreational Facilities.”

BE IT FURTHER RESOLVED that the draft ordinance is referred to Orange County, the Town of Carrboro Planning Board and the following Town of Carrboro advisory boards and commissions for consideration and recommendation prior to the specified public hearing date:

- 1) Transportation Advisory Board
- 2) Recreation and Parks Commission

This the 18th day of February, 2014

The motion carried by the following vote:

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

AN ORDINANCE AMENDING TOWN CODE SECTION 6-19(B)

The purpose of this item was to delete Town Code Section 6-19(b) as it pertains to the prohibition of parking between the hours of 3:00 a.m. and 5:00 a.m. During the February 11, 2014 Board of Aldermen meeting a motion was passed to delete this section of the Town Code. Staff prepared an ordinance as a procedural follow-up to that motion.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ADOPT THE ORDINANCE BELOW:

AN ORDINANCE AMENDING TOWN CODE SECTION 6-19(b)
Ordinance No. 16/2013-14

THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Town Code Section 6-19(b) is amended to delete subparagraph (11) which prohibited parking between the hours of 3:00 a.m. and 5:00 a.m. in all Town parking lots.

Section 2. All provisions of any Town ordinance in conflict with this Ordinance are repealed.

Section 3. This Ordinance shall become effective upon adoption.

This the 18th day of February, 2014

The motion carried by the following vote:

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

AN ORDINANCE AMENDING TOWN CODE SECTION 6-37 REGARDING BICYCLISTS ON TOWN ROADWAYS

The purpose of this item was to delete Section 6-37 (3) and (4) from the Town Code. During the February 4, 2014 Board of Aldermen meeting a motion was passed to delete Section 6-37 (3) and (4) from the Town Code.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ADOPT THE ORDINANCE BELOW:

**AN ORDINANCE AMENDING TOWN CODE SECTION 6-37
REGARDING BICYCLISTS ON TOWN ROADWAYS
Ordinance No. 16/2013-14**

THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Subparagraphs 3 and 4 of Town Code Section 6-37 are hereby deleted in their entirety, and current Section 6-37 subparagraph (5) is re-designated as Section 6-37 subparagraph (3).

Section 2. All provisions of any Town ordinance in conflict with this Ordinance are repealed.

Section 3. This Ordinance shall become effective upon adoption.

This the 18th day of February, 2014

The motion carried by the following vote:

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

**REQUEST TO APPROVE CAPITAL PROJECT ORDINANCE FOR THE
HOMESTEAD-CHAPEL HILL HIGH SCHOOL MULTI-USE PATH**

The purpose of this item was to consider approval of an amendment to the capital project ordinance for the Homestead-Chapel Hill High School Multi-use Path . The amendment recognizes additional funding for the project.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ADOPT THE ORDINANCE BELOW:

**AMENDMENT TO BOLIN CREEK GREENWAY PHASE 1-B CAPITAL
IMPROVEMENT PROJECT ORDINANCE NO. 14/2010-2011
Ordinance No. 18/13-14**

WHEREAS, the Board of Aldermen adopted Capital Improvement Project Ordinance No. 14/2010-2011 for the Bolin Creek Greenway Phase 1-B (referred to as the Homestead-Chapel Hill HS Multi-Use Path) on March 1, 2011; and,

WHEREAS, additional funding in the amount of \$192,184 has been made available for this project by the North Carolina Department of Transportation (NCDOT) under the Surface Transportation Program-Direct Attributable (STP-DA) program; and,

WHEREAS, local funds in the amount of \$48,046 are available from payment-in-lieu funds from the Claremont South development; and,

WHEREAS, the Town Manager has been authorized to execute a Supplemental Municipal Agreement with NCDOT for this project;

NOW, THEREFORE PURSUANT TO N.C.G.S 159-13.2, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO THAT:

1. The Bolin Creek Greenway Phase 1-B (referred to as the Homestead-Chapel Hill HS Multi-Use Path) Capital Improvement Project is hereby authorized to be undertaken until all project activity is completed.

Federal STP-DA Funds	\$	782,184.00
Town Bond Funds	\$	147,500.00
Payment-in-Lieu Claremont South Development	\$	48,046.00
Total	\$	977,730.00

2. The following revenues are anticipated to be available to the Town of Carrboro to complete the project:

3. The following amount is appropriated for design, environmental documentation and construction costs:

PE, Environmental Documentation	\$	153,260.00
R/W Acquisition	\$	6,354.00
Construction	\$	636,200.00

Construction Engineering	\$	95,430.00
Construction Contingency	\$	86,486.00
Total	\$	977,730.00

4. Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this ordinance with the Finance Director and Planning Director.

This the 18th day of February, 2014

The motion carried by the following vote:

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

UPDATE ON TRAFFIC CALMING ON OAK AVENUE

The Board of Aldermen was asked to consider an update on traffic calming efforts on Oak Avenue.

In response to a question from Alderman Slade, Jeff Brubaker stated that since the installation of traffic calming measures there has been a reduction in average speeds and that data continues to be collected.

Alderman Slade asked that information be included to show what measures work the best.

Alderman Haven-O'Donnell stated that she would like for all citizens that live along Oak Avenue be contacted.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN SEILS TO ADOPT THE ORDINANCE BELOW:

A RESOLUTION RECEIVING AN UPDATE ON TRAFFIC CALMING ON OAK AVENUE

WHEREAS, in 2011 and 2012, the Oak-Poplar Neighborhood Traffic Study was developed, providing recommendations for improved traffic safety and traffic management; and,

WHEREAS, the Board of Aldermen heard comments from the public on the studies on March 27, 2012, and received a follow-up report on October 16, 2012; and,

WHEREAS, per Board direction, input was gathered from the neighborhood on various traffic calming strategies, with a focus on Oak Ave; and,

WHEREAS, on May 21, 2013, the Board of Aldermen adopted a resolution authorizing staff to proceed with temporary traffic calming measures, generally guided by a Trial Traffic Calming Plan, allowing for flexibility in the design of the temporary measures to test the effectiveness of variations, and associated traffic data collection; and,

WHEREAS, temporary measures have been deployed since September 2013;

NOW, THEREFORE, BE IT RESOLVED by the Carrboro Board of Aldermen that the Board accepts the staff report on traffic calming on Oak Ave.

This the 18th day of February, 2014

The motion carried by the following vote:

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

ESTABLISHMENT OF STOP CONTROLS AND SPEED LIMIT ON BIKE ALLEY

The Board of Aldermen is asked to approve an ordinance establishing stop conditions on Bike Alley, per Sec. 6-4 of the Town Code, and a speed limit, per Sec. 6-16 of the Town Code. Based on Board comments, changes to the ordinance have been made to reduce the speed limit to 10 MPH.

MOTION WAS MADE BY ALDERMAN SLADE, SECONDED BY ALDERMAN HAVEN-O'DONNELL TO ADOPT THE ORDINANCE BELOW:

AN ORDINANCE AMENDING CHAPTER 6 OF THE CARRBORO TOWN CODE TO ESTABLISH STOP CONDITIONS AND A SPEED LIMIT ON BIKE ALLEY

THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Article II of Chapter 6, Section 6-4(a), of the Carrboro Town Code is amended by inserting the following new rows to the table of stop streets and through streets, in appropriate alphabetical order:

Stop Street	Through Street
Bike Alley	Boyd Street
Bike Alley	East Main Street

Section 2. Article III of Chapter 6, Subsection 6-16(b) of the Carrboro Town Cod, is amended by renumbering subdivisions (1) through (8) of that subsection as subdivisions (2) through (9), respectively, and by adding thereto a new subdivision (1) as follows:

(1) Ten (10) miles per hour :

Bike Alley

Section 3. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 4. This ordinance shall become effective upon adoption.

This the 18th day of February, 2014

The motion carried by the following vote:

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

PRESENTATION OF COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) FOR FISCAL YEAR ENDING JUNE 30, 2013

The purpose of this agenda item was for the Town’s independent auditor, Dixon Hughes Goodman LLC, to present the Board of Aldermen with the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2013.

Representatives from Dixon Hughes Goodman, the Town's independent auditing firm, made the presentation to the Board.

MOTION WAS MADE BY ALDERMAN HAVEN-O’DONNELL, SECONDED BY ALDERMAN SLADE TO ADOPT THE ORDINANCE BELOW:

A RESOLUTION ACCEPTING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT AND INDEPENDENT AUDITOR’S SAS 114 LETTER FOR THE FISCAL YEAR ENDING JUNE 30, 2013

WHEREAS, the Carrboro Board of Aldermen have received the Comprehensive Annual Financial Report including independent auditor’s opinion and SAS 114 Letter for fiscal year ending June 30, 2013; and

WHEREAS, the Aldermen were informed by the Town’s independent auditors, Dixon Hughes Goodman LLP, that the Town’s financial statements are free of material misstatement and that the audit tests conducted by the firm did not uncover any material weaknesses;

NOW THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO;

Section 1: Accept the Comprehensive Annual Financial Report with independent auditor’s opinion and SAS 114 Letter for fiscal year ending June 30, 2013.

This the 18th day of February, 2014

The motion carried by the following vote:

Aye: Mayor Lavelle, Alderman Johnson, Alderman Gist, Alderman Seils, Alderman Haven-O’Donnell, and Alderman Slade

PERMIT EXTENSION REQUEST FOR PREVIOUSLY ISSUED CONDITIONAL USE PERMIT FOR THE SHOPPES AT JONES FERRY AT 405 JONES FERRY ROAD

The Board was asked to review a request for an extension of the date when a Conditional Use Permit would otherwise expire for The Shoppes at Jones Ferry at 405 Jones Ferry Road.

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN JOHNSON TO

ADOPT THE RESOLUTION BELOW:

**A RESOLUTION APPROVING THE EXTENSION OF THE DATE ON WHICH
A CUP WOULD OTHERWISE EXPIRE FOR THE SHOPPES AT JONES FERRY AT
405 JONES FERRY ROAD**

WHEREAS, the Carrboro Board of Aldermen approved a Conditional Use Permit for The Shoppes at Jones Ferry at 405 Jones Ferry Road on September 25, 2007; and

WHEREAS, the current expiration date for the permit was November 21, 2013, and

WHEREAS, Section 15-62(a) of the Town of Carrboro Land Use Ordinance states that a CUP will expire automatically within two years of the issuance date if less than ten percent (10%) of the total cost of the project has been completed on site, unless the permit-issuing authority extends the expiration date pursuant to the findings found in Section 15-62(c) of the Land Use Ordinance;

WHEREAS, the Board of Aldermen finds, per Section 15-62(c) of the LUO, that: 1) the CUP has not yet expired 2) the permit recipient has proceeded with due diligence and in good faith, and 3) conditions have not changed so substantially as to warrant a new application.

NOW, THEREFORE BE IT RESOLVED that the Carrboro Board of Aldermen hereby extend the date on which the CUP for the Shoppes at Jones Ferry project otherwise would expire. The new expiration date is November 21, 2014.

This the 18th day of February, 2014

The motion carried by the following vote:

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

DISCUSSION OF POSSIBLE CHANGES TO TOWING REGULATIONS

The purpose of this agenda item was to provide the Board of Aldermen information on the concerns of the Tow Operators about the current and proposed towing regulations.

Chief Walter Horton made the staff presentation to the Board.

Alderman Gist stated that she is not willing to back down on the required acceptance of credit cards or the signage requirements.

In response to a question from Alderman Seils, Bob Hornik, the Town Attorney, stated that the firm is comfortable with the legality of the proposed ordinance.

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN HAVEN-O'DONNELL FOR STAFF TO PREPARE AN ORDINANCE PROVIDING FOR A MAXIMUM TOWING FEE OF \$125.00 AND TO BRING IT BACK TO THE BOARD FOR ADOPTION. VOTE: AFFIRMATIVE ALL

DISCUSSION OF ADVISORY BOARD APPOINTMENTS

This item was postponed until the February 25, 2014 meeting.

MATTERS BY BOARD MEMBERS

The Mayor and Board of Aldermen provided a brief update from their respective advisory boards and subcommittees.

CLOSED SESSION

MOTION AS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN GIST TO ENTER INTO CLOSED SESSION TO DISCUSS AN ECONOMIC DEVELOPMENT MATTER PURSUANT TO NCGS § 143-318.11 (4). VOTE: AFFIRMATIVE ALL

OPEN SESSION

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN JOHNSON TO ENTER INTO OPEN SESSION. VOTE: AFFIRMATIVE ALL

ADJOURNMENT

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