



Town of Carrboro

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

Meeting Minutes Board of Aldermen

Tuesday, February 9, 2016

7:30 PM

Board Chambers - Room 110

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

Also Present: David Andrews, Town Manager, Catherine Dorando, Town Clerk, Nick Herman, Town Attorney

APPROVAL OF PREVIOUS MEETING MINUTES

**A MOTION WAS MADE BY ALDERMAN GIST, SECONDED BY ALDERMAN HAVEN-O'DONNELL, TO APPROVE THE MEETING MINUTES OF JANUARY 26, 2016.
VOTE: AFFIRMATIVE ALL**

PROPERTY TAX REVALUATION PRESENTATION

The purpose of this item was to receive a presentation from Orange County Tax Administrator on Orange County Tax Revaluation process.

Dwane Brinson, Orange County Tax Administrator, detailed the revaluation process for 2017 and answered questions from the Board.

Mayor Lavelle asked that the Town distribute information that is available on the County's site.

ANNUAL REPORT FROM THE TOURISM DEVELOPMENT AUTHORITY AND BUDGET DISCUSSION

The purpose of this agenda item was to update the Board of Aldermen on the activities of the Tourism Development Authority and to get feedback on the upcoming budget process.

Phaedra Kelly, the chairperson of the Carrboro Tourism Development Authority, provided the annual report to the Board of Aldermen.

Alderman Gist asked if the TDA could reach out to groups in the community that know of good graffiti artists that could be used as artists for the proposed mural project.

Alderman Haven-O'Donnell asked for the TDA to discuss the redevelopment of a trolley with the Chapel Hill Visitors Bureau. She stated that she also loved the idea for a bike bar in Carrboro.

Alderman Slade requested that the TDA review the Board's recent discussion regarding graffiti and murals.

Alderman Seils asked what percentage of Town events is covered by the TDA's contribution to those events.

Alderman Chaney suggested that the TDA look into funding for a staff position to supplement the cost of Town staff work that is related to supporting the TDA. She suggested that certain funding be allocated to upkeep on the Town Commons. Annette Stone, the Town's Economic Community and Economic Development Director, explained that statutorily the TDA is limited to expending 1/3 of revenues on infrastructure and that amount has been allocated to fund the parking garage lease. Alderman Chaney also suggested that the TDA look into funding an African-American History Walk and to reprint the Town's maps as necessary. She also stated that she would like to see additional information on the economic impact of the Town's events to determine what the most effective way is to expend the tourism dollars.

Alderman Gist asked if a graduate level intern could be used to develop an economic development impact.

Alderman Haven-O'Donnell requested that the Carrboro Business Alliance work on gathering information on the economic impact of special events. She also asked for staff to look into purchasing software that allows a calculation of economic impacts.

Mayor Lavelle asked that the walking tours be merged into one document that highlights the various walking tours.

DISCUSSION OF CONDITIONAL ZONING PROCESS

The purpose of this item was for the Board of Aldermen to discuss the conditional zoning process and how it relates to public input.

Tina Moon, the Town's Planning Administrator, made the staff presentation to the Board.

The Board discussed communication protocols amongst themselves.

Alderman Seils suggested that Town staff look into creating a web page that is specific to each project in the Town.

Alderman Chaney asked for staff to provide the Board with the necessary tools to appropriately handle each conditional zoning project.

Alderman Gist stated that she would like to have more openness when a developer is meeting with staff.

Alderman Seils stated that it is important for the applicants to maintain the large picture of the project and maintain consistency with their plans.

Alderman Haven-O'Donnell stated that she wants the mediation tool to remain in the Board's toolbox.

Alderman Johnson asked if applicants are provided with guidelines to assist a developer with community meetings. Marty Roupe, the Town's Zoning Administrator, stated that developers are provided with guidelines and stated that the meetings are transforming from developer led to staff led in the near future. Alderman Johnson suggested that best practices of developer information be used to assist with future neighborhood meetings.

Alderman Chaney stated that the Board needs to work on small area planning or a comprehensive plan that will develop a starting point that is much clearer for everyone.

RESPONSE TO LEGISLATION LIMITING LOCAL STREAM BUFFER REGULATION

The purpose of this agenda item was to respond to legislation recently enacted that limits the Town's ability to exceed minimum State requirements for riparian buffers.

Randy Dodd, the Town's Environmental Planner, made the staff report.

Alderman Haven-O'Donnell asked staff to look into an update on the geomorphic streambank study regarding Bolin Creek. She also asked that staff provide a copy of the PowerPoint to the Board.

Alderman Slade asked to look into the use of experts for the buffer requirements. He also asked staff to look into a watershed overlay zone.

Alderman Gist asked if there would be a way of collaborating with the Town of Chapel Hill for a scientific study regarding Bolin and Morgan Creek.

MOTION WAS MADE BY ALDERMAN SEILS, SECONDED BY ALDERMAN CHANEY TO AUTHORIZE STAFF TO SUBMIT THE LETTER TO THE ENVIRONMENTAL MANAGEMENT COMMISSION, THAT STAFF WORK WITH CHAPEL HILL TO COLLABORATE ON THIS EFFORT AND THAT STAFF CONSIDER THE POSSIBILITY OF CREATING A WATERSHED OVERLAY ZONE AND THE FEASIBILITY OF A STREAMBANK STUDY. VOTE: AFFIRMATIVE ALL

BRIEF UPDATE FROM THE RETREAT SUBCOMMITTEE

Alderman Chaney and Alderman Johnson provided a brief update from the retreat subcommittee.

ADJOURNMENT

MOTION WAS MADE BY ALDERMAN JOHNSON, SECONDED BY ALDERMAN SEILS TO
ADJOURN THE MEETING. VOTE: AFFIRMATIVE ALL