



***AGENDA***  
**REGULAR MEETING OF THE**  
**CAROLINA BEACH TOWN COUNCIL**  
**Municipal Administration Building**  
**1121 N. Lake Park Blvd.**  
**Carolina Beach, NC 28428**

***Tuesday – January 10, 2012***

***6:30 P.M.***

***ESTIMATED  
TIMES***

***ITEMS OF BUSINESS***

6:30 p.m.	ITEM #1	Call to Order
6:35 p.m.	ITEM #2	Invocation
6:40 p.m.	ITEM #3	Pledge of Allegiance
6:45 p.m.	ITEM #4	Adopt the Agenda

***SPECIAL PRESENTATIONS***

6:50 p.m.	ITEM #5	Presentation and Request to hold the Special Olympics Polar Plunge Event in Carolina Beach on February 18, 2012
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**ACTION: Approved unanimously**

7:00 p.m.	ITEM #6	Presentation and Request for Funding from the Pleasure Island Chamber of Commerce and the Boardwalk Makeover Group
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**ACTION: Approved \$77,800 for the Chamber of Commerce and \$42,500 for the Boardwalk Makeover Committee.**

***ESTIMATED  
TIMES***

***SPECIAL PRESENTATIONS CON'T***

7:10 p.m.      ITEM #7      Presentation and Request by Steve Stanton Regarding Traffic Concerns on Spencer Farlow Drive

***ACTION:*** *Approved unanimously to install a 3-way stop sign subject to MPO review unless they have strong objections.*

7:20 p.m.      ITEM #8      Update and Preview of 2012 Carolina Beach Farmer's Market Located at the Carolina Beach Lake

***ACTION:*** *Council unanimously agreed they are receptive to keeping the Farmer's Market and for staff to consider the request and to create a budget and see how that might work, and to keeping an eye toward the fresh market, and that it be a positive cash flow and not a negative. The town manager will contact the Fresh Market representatives and he will bring back this request to Council.*

7:30 p.m.      ITEM #9      Carolina Beach Committee Report (***This time is allotted for chairman and/or representative from various town committees to present topics of interest, updates, etc. Due to the number of items of business that must be conducted this evening we respectfully request that you limit your comments to 5 minutes per person.***)

***PUBLIC DISCUSSION***

7:45 p.m.      ITEM #10      Public Discussion (***Citizens who have signed in prior to the meeting will be called to the podium to speak. Due to the number of items of business that must be conducted this evening we respectfully request that you limit your comments to 5 minutes per person.***)

***CONSENT AGENDA***

***(See agenda packet for detailed items.)***

8:00 p.m.      ITEM #11(a)      Approval of the Minutes:

Regular Meeting	December 13, 2011
Special Meeting	December 20, 2011

***Recommendation:*** *Approve minutes as presented.*

***ACTION:*** *Unanimously approved the minutes.*

***ESTIMATED  
TIMES***

***CONSENT AGENDA CON'T***

- (b) Consider Amending Appendix A Zoning, Section 3.8-1 Table of Permitted Uses, Section 7.1 Off-Street Parking Standards, Section 12.2 Development Standards for Particular Uses, and Section 23.3 Definitions to Add Animal Care Facilities with Indoor and Outdoor Areas as an Allowable Use in the HB and I-1 Zoning District

*Recommendation: Set a public hearing date for February 14, 2012 at 7:30 p.m. or soon thereafter.*

**ACTION: Unanimously approving setting the public Hearing date as recommended.**

- (c) Consider Amending the Subdivision Ordinance, Section 12-106 to Eliminate the Requirement for Corner Lots to be Designed and Platted with at Least Ten (10) Feet of Extra Width Over and Above the Minimum Required for the Zoning District

*Recommendation: Set a public hearing date for February 14, 2012 at 7:30 p.m. or soon thereafter.*

**ACTION: Unanimously approved setting the public hearing date as recommended.**

- (d) Request for Budget Amendment – Fire Department

*Recommendation: Approve the budget amendment for the Fire Department for the SAFER Grant (refer to agenda packet for details).*

**ACTION: Unanimously approved setting the public hearing date as recommended.**

**ESTIMATED  
TIMES**

**PUBLIC HEARINGS CON'T**

8:05 p.m.      ITEM #12      **Public Hearing** – Request for an Amendment to the Carolina Beach Code of Ordinances to Repeal Chapter 6 Titled “Harbor and Marina” and Adopt New Regulations that Incorporate: (1) The jurisdictional authority granted to Carolina Beach by the General Assembly, and (2) Regulations Concerning the Municipal Mooring Field that is Currently Under Construction

**ACTION:** Voted unanimously to continue this item to February 14, 2012 at 7:30 p.m.

8:15 p.m.      ITEM #13      **Public Hearing** – Consider Changes to the Freeman Park Fee Structure

**ACTION:** Voted unanimously to stay where we are with the caveat to task staff to bring to workshop meeting some suggestions on Freeman Park fee structure, occupancy structure and different structures for pass such as the number people in the vehicle.

**NEW BUSINESS**

8:25 p.m.      ITEM #14      Adopt a Resolution of Intent to Close and Re-Route a 170’ Portion of Carolina Beach Avenue North that Extends North from the Intersection of Harper Avenue

**ACTION:** Council delayed action until after the closed session. See Item #24 for action.

8:35 p.m.      ITEM #15      Consider Holding a Joint Meeting with the Planning and Zoning Commission to Discuss Commercial Sign Regulations

**ACTION:** Called a special meeting with the Planning and Zoning Commission to be held on 2/9/12 at 7:00 p.m.

***ESTIMATED  
TIMES***

***NEW BUSINESS CON'T***

- 8:40 p.m.      ITEM #16      Discussion and Direction Regarding a Workshop to Discuss Properties Owned by CBP3, Inc. and the Future of the Park/Pier Project
- ACTION: Called a special meeting to be held on 1/8/12 at 4:30 p.m. (Later in the meeting Council decided to withdraw this action and to continue this meeting to 1/18/12 at 4:30 p.m. to meet with CBP3 and to discuss Council's short term and long term budget goals for FY 2012/2013.)
- 8:45 p.m.      ITEM #17      Discussion and Direction Regarding Verbatim Minutes and the Recording of Closed Session Items
- ACTION: Council voted 3-2 (Mayor Rothrock and Council Member Lashley voted no) to record by audio all closed session meetings upon adoption of a policy by Council that follows something similar to the procedures for closed sessions and written minutes that Mr. Coggins drafted and that doesn't unduly burden staff with verbatim transcription.
- 8:55 p.m.      ITEM #18      Discussion Concerning the Status of the Ad-Hoc Committees
- ACTION: This item was continued to February 14, 2012 at 6:30 p.m. or soon thereafter.
- 9:00 p.m.      ITEM #19      Discussion and Direction of Filling Committee Vacancies:
- (A) Police Advisory Committee (1 Vacancy)
  - (B) Board of Adjustment (1 Vacancy)
  - (C) Arts and Activities Ad-Hoc Committee (1 Vacancy)
- ACTION: Council voted unanimously to reappoint Jean Bond to the Police Advisory Committee. Council voted unanimously to reappoint Rob Pomeranz to the Board of Adjustment. Council voted unanimously to move the appointment to the Arts and Activities Committee to February 14, 2012 at 6:30 p.m. or soon thereafter.

***ESTIMATED  
TIMES***

***NEW BUSINESS CON'T***

- 9:05 p.m.      ITEM #20      Discussion Regarding the Creation of a Policy on Town Council Meeting Timelines
- ACTION:** Council voted unanimously to have the agenda cut off the Monday 10:00 a.m. one week prior to the scheduled Council meeting with an agenda package prepared by the close of business on Tuesday and in the event the Monday is a holiday the cut off will occur the Friday before.
- 9:10 p.m.      ITEM #21      Presentation of Changes to the Personnel Policy
- ACTION:** A draft policy was presented to Council to review and consider for 30 days.
- 9:15 p.m.      ITEM #22      Discussion Regarding Budget Timeline and Upcoming Meetings
- ACTION:** A motion was made to call a special meeting On February 13, 2012 at 9:00 a.m. at which time the Department heads will present preliminary budgets for FY 2012/2013. (Note: After the Council meeting the special meeting was cancelled and rescheduled for February 16, 2012 at 9:00 a.m.)
- 9:25 p.m.      ITEM #23      Non Agenda Items:
- Town Council  
Town Manager and/or Department Heads  
Town Clerk  
Finance Officer  
Town Attorney
- 9:40 p.m.      ITEM #24      Request for a Closed Session to Consult with the Town Attorney and to Discuss a Personnel Matter in Compliance with [NCGS 143-318.11a(3)(5)]
- ACTION:** Council voted unanimously to go into a closed Session to consult with the town attorney concerning the Town of Carolina Beach vs Seaview and Town of Carolina Beach vs Thinc Management, and to discuss a personnel matter.

***ESTIMATED  
TIMES***

***NEW BUSINESS CON'T***

Following the closed session, Council voted unanimously to adopt a resolution to provide to council members serving 20 continuous years as an elected official to the Town of Carolina Beach lifetime medical and prescription coverage at 100% provided that it is covered by the insurance carrier and that it is a option for the member.

A motion was made to not adopt the proposed Resolution of Intent to close a portion of Carolina Beach Avenue North. Motion Carried (Vote 4-1 with Councilman Lashley voting no).

***ADJOURNMENT***

9:55 p.m.      ITEM #25      Adjournment

ACTION: Council continued the meeting to January 18, 2012 at 4:30 p.m.