

MINUTES
OAK ISLAND TOWN COUNCIL
PUBLIC HEARING & REGULAR MEETING
FEBRUARY 19, 2019 – 6 P.M.
COUNCIL CHAMBERS - OAK ISLAND TOWN HALL

Present: Mayor Cin Brochure, Mayor Pro Tempore Jeff Winecoff, Council members John. W. Bach, Sheila M. Bell, Charlie K. Blalock and Loman Scott, Town Manager David Kelly, Town Attorney Brian Edes and Assistant Manager/Town Clerk Lisa P. Stites, MMC.

Mayor Cin Brochure called the meeting to order at 6 a.m. Council member Charlie Blalock gave the invocation and led the Pledge of Allegiance.

Mayor Brochure noted that the Oak Island community recently lost three special citizens – Mary Brewer, Bob Racine and Ben Brooks; she asked for a moment of silence in remembrance.

PUBLIC HEARING I: The purpose of the Public Hearing was to receive citizens' comments on proposed amendments to Sec. 2.15 of the UDO (Height Limit Exceptions).

Helen Cashwell, 3407 E. Yacht Drive: Ms. Cashwell said that this public hearing was an end around the height limit that was approved by the General Assembly and has been jealously protected by the citizens of Yaupon Beach, Long Beach and the Town of Oak Island. Ms. Cashwell said that citizens have voiced in many ways that they do not want to change the height limits. She said that this was a way to protect Lucas Cove, after the fact, since the developer has already built a structure that is 52 feet high in a 35-foot zone. She said it has heated space, is 12x12 and once approved, it could be used as an additional room. Ms. Cashwell said that passing this ordinance would only prove what citizens will openly express – that corruption of rules exists at all levels for a favored few. Ms. Cashwell asked when Development Services had left protection of our ordinances to a staff member who has tried to take enforcement and approval from the Council and give that power to the administrator of the UDO (Unified Development Ordinance) in Development Services. Ms. Cashwell said Council members should view this Public Hearing as a challenge to their authority to enforce all ordinances within the Town limits. She said if this passed, it would be a precedent for all, not only Lucas Cove, but the entire town, to have a structure above the rooftops and exceeding the height limits. Ms. Cashwell said that when Shannon Fire Station was built, there was a cupola that was challenged by the citizens then because it exceeded the height limit, and it was justified by the Council as a way for the Fire Department to drain hoses, but she was not sure when it was removed because it no longer exists today. Ms. Cashwell asked Council to not approve the amendment, to sanction Development Services staff for permitting the building of the existing structure, and rule the developer of Lucas Cove to bring the building under code. She said that only by taking this action will Council prove to the citizens that fairness does exist.

Betty Hupp, 7916 E. Yacht Drive: Ms. Hupp said that not at any time did anyone say that there might be a way to circumvent the height limits. She said that not at any time did anyone in our city government say that building anything higher than 41 feet was, or is, legal. Ms. Hupp said that even before our UDO, height was 35 feet and 41 feet. She said a room with windows is being built higher than 41 feet. She asked who allowed this and said it is wrong.

Councilor Bell made a motion to close the Public Hearing at 6:08 p.m. Councilor Bach seconded the motion and it passed unanimously.

Mr. Edes said that based on information provided to him, he would recommend going into Closed Session so that he can provide legal advice to Council. Councilor Bach asked if the information was confidential,

and Mr. Edes said it concerned potential litigation. Councilor Bell made a motion to go into Closed Session to consult with the Town Attorney on potential litigation pursuant to N.C.G.S. 143-318.11(a)(3) at 6:09 p.m. Mayor Pro Tempore Winecoff seconded the motion and it passed unanimously.

Council returned to open session at 6:38 p.m.

PUBLIC HEARING I ACTION: Mayor Pro Tempore Winecoff made a motion to remove from Sec. 2.15 of the UDO “towers, observation towers, domes” from the exceptions, effective immediately. Councilor Bach said that it was important to have codified decisions by the voters be respected in an unwavering way. He said he would make a motion to direct staff to draft a more stringent ordinance which eliminates all possible exceptions. Councilor Bach seconded Mayor Pro Tempore Winecoff’s motion, and it passed unanimously. Councilor Bach made a motion to direct staff to reexamine the ordinance just passed and to continue to effectively defend the 41-foot rule by removing all possible exceptions in a legal manner. Mayor Pro Tempore Winecoff clarified that the motion included the 35-foot height limit as well; Councilor Bach said it did. Mayor Pro Tempore Winecoff seconded the motion and it passed unanimously.

Development Services Director Steve Edwards explained the effect of the action taken tonight, saying that removing those exceptions, it would no longer allow towers higher than roof height. He said staff would bring Council language to remove any unnecessary items regarding building height. Councilor Bach asked Mr. Edwards how many exceptions there were in the UDO; Mr. Edwards said it was more than a dozen. Councilor Bach reiterated that his motion was to remove as many of them as possible.

PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS

1. Oak Island Beautification Club: Betty Hupp said that she joined the Beautification Club in 1995, just so she could “play in the dirt” at the triangle (Country Club Drive) and she introduced Club President Deb Faus. Ms. Faus gave a brief presentation on plans to revamp the triangle garden at East Oak Island Drive and Country Club Drive. The Club would like to install a fountain, but the NC Department of Transportation needs the Town to request an encroachment agreement. Money for the fountain has been donated. Mr. Kelly said that the Town has to apply for the encroachment with NCDOT. **Councilor Scott made a motion to direct staff to work with NCDOT to make this happen. Mayor Pro Tempore Winecoff seconded the motion and it passed unanimously.**

2. Presentations on Proposals for Paid Parking Management Services:
Lanier Parking: Isiah Mouw and Tina Reid with Lanier Parking: They have 1,100 locations and more than 7,000 employees. Ms. Reid said they have locations from Beaufort, NC to Folly Beach, SC and lots in between. She said they are one of the leaders in operations. Ms. Reid said the company likes to be a part of the community. Mr. Mouw spoke about the proposal the company provided. He said that in implementing paid parking, the Town should go with someone experienced in that area. Ms. Reid spoke about how many employees the company would use, about employee training, and said that they would be ambassadors for the Town. The company proposed a \$2,600/month administration fee and a percentage of the revenue from parking fees. The company does not ask for a percentage of revenue from ticket fines. Councilor Bach said they were projecting a gross revenue of \$693,270, expenditures of \$364,000 and a net profit of \$329,000. Answering a question from Councilor Bach, Ms. Reid said that the only fulltime year-round employee would be the manager. Councilor Bach asked how the projected revenue was calculated. Mr. Mouw explained their process for calculating projected revenue, saying they used current revenues from other clients as a starting point. Councilor Bach asked about the issues in implementing paid parking for the first time. Mr. Mouw said usually it is communication, what the goals are, where the money is going, etc. Councilor Bach asked about how the company would deal with

growth of the Town as the mainland starts to develop and alternative transportation ideas. Mr. Mouw said that they could work with bike sharing, ride sharing, drop off spots, etc. Mayor Brochure asked how many years they were proposing for a contract. Mr. Mouw said the RFP asked for three years with two years additional possible. Mayor Brochure asked if that was negotiable; they said it was. Councilor Blalock asked if all of our street ends didn't make it a logistical nightmare. Ms. Reid said that they handle paid parking for Myrtle Beach, and that is a much larger area; there, they even use people on bicycles for enforcement. She said she would break the Town down into sections for enforcement. They also said they could adjust to free parking being available on certain days or in certain areas. Mayor Brochure asked how they would allow free parking for veterans or handicapped, etc. Mr. Mouw said that could be handled with the software used. Mayor Pro Tempore Winecoff said the workforce is getting thin, and asked if the company was having trouble hiring employees. Ms. Reid said that they have some creative solutions in place; they hire veterans, do job fairs and advertise on social media.

NC Parking Co: Dan McNutt said the company started in New England and now has more than 250 locations, including some locations in Wilmington and Myrtle Beach. Mr. McNutt said that education would be important so that everyone has the necessary information. He said that they propose a revenue split approach as they prefer to earn fees through performance. He said they were confident in their projected revenue numbers. Asher Chappell said the goal is not to ticket everyone who comes to the beach. They plan to use redundancy so that the system guides people to what they need to do. He said that they would use solar-powered meters, so there would be no need for a concrete pad or digging. The meters could be custom designed for Oak Island to fit our color scheme. Mr. McNutt said the company would cover the upfront cost for infrastructure 100 percent and then be reimbursed monthly. The company plans a strong presence of parking ambassadors to assist the public. Mr. Chappell said that residents' and weekly renters' tags could be entered in the system. Mr. McNutt said that they were confident in their projected revenues and that was why they were offering a guaranteed minimum for the Town. Councilor Bach reviewed the staffing proposals. Answering a question from Councilor Bach, Mr. McNutt said that the company would bring all the infrastructure upfront and then there are fees per pay station per month, etc. Councilor Bach asked if their guarantee would be in writing. Mr. McNutt said it would be. Councilor Bach asked how they came up with their revenue projections. Mr. McNutt said that they based it on their other locations' performances. Councilor Bach asked if they would be willing to renegotiate the revenue split. Mr. McNutt said they would be and said they would cap their earnings potential. Mr. Edes asked if the guarantee would be included in the contract; Mr. McNutt said that it would be. He also said it was flat guarantee. Mr. Edes asked if they had ever had to make good on a guarantee; Mr. McNutt said they take pride in making good on their guarantees. He said in seven years in business, they have had a 100 percent client retention rate. Councilor Bach asked about their locations in New Hanover County; Mr. McNutt said their locations in New Hanover are privately-owned locations. Councilor Bach asked how they would introduce their system to the public. Mr. McNutt said that they would meet with Council and community leaders to start the education process and then identify what the best strategy would be for getting the word out. Councilor Scott asked if they could be ready to go for the next tourist season. Mr. McNutt said they could be active by mid-March or April 1. He said that if they could start April 1, they would still guarantee the base minimum. Councilor Blalock asked how they use license plate numbers. Mr. Chappell said that to maximize revenues (avoid passing a receipt or tag from one person to another) and minimize mistakes, tying payments and online permits to license plates works best. Mayor Pro Tempore Winecoff asked about their plan to remove equipment ahead of a storm. Mr. Chappell said that they have a heavy presence in Florida, and they have plans for dealing with equipment before and after storms. Mayor Brochure asked if the term was negotiable for the contract. Mr. McNutt said that it was; he said they would prefer at least a three-year term to start but include the ability for the Town to terminate with notice. Mr. McNutt said the company can use a variety of pay applications, including pay by phone and pay stations/kiosks. He said they can install temporary pay stations as needed for special events.

ADJUSTMENT/APPROVAL OF THE AGENDA

Councilor Bach made a motion to approve the agenda as presented. Councilor Blalock seconded the motion and it passed unanimously.

PUBLIC COMMENTS - GENERAL TOPICS & AGENDA ITEMS

Steve Johnston, NW 23rd Street: Regarding paid parking, Mr. Johnston said that he had not heard anything about a fine for people who go over the limit. He asked if it would be \$2/hour or if there would be a discount for an all-day fee. He said that he had concerns about people removing a portable pay station and breaking into it. Mr. Johnston said that he didn't think paid parking was a good idea and that it didn't send a good message to visitors.

Helen Cashwell, 3407 E. Yacht Drive: Ms. Cashwell suggested that people attend budget meetings. She thanked the police officers and their efforts as is has made a difference on our streets. She said she was also encouraged to see that the water problem was cleaned up on NE 11th Street. She said there are still some bad drainage problems on Yacht and Holly, however. She thanked Council for their efforts.

Rosanne Fortner, for the Beach Preservation Society: Ms. Fortner said that the annual wine-tasting fundraiser is coming up on April 6. The spring newsletter is now out, and the first annual report will soon be available. Some bike racks need replacing, and she asked for donations to do that. The group is working on new projects, based on feedback from the survey done last year, such as guest lectures, a patch program for children and making kiosk information available in other areas, working with town departments for additional rinse stations, and educational materials at the Pier complex. A spring beach cleanup will be scheduled before the start of the tourist season.

Bill Millard, 110 SE 10th Street: Mr. Millard said that he knew Council was getting ready to consider operations at the Pier Complex. He asked that all things being equal, consideration be given to local people, such as Kai-Joe's and Swain's Seafood.

Mike Defeo, 902 West Yacht Drive: Mr. Defeo said that they should consider recent development of the Dollar General store an example of the changing demographics of Oak Island. While it may be good for the tax base, it does present a problem for our culture. He said that most residents and tourists love the laid-back beach feel, family-oriented atmosphere and the unique small businesses that Oak Island offers. Mr. Defeo said that it was apparent we are becoming more attractive to big business, such as the Dollar Generals, the TGIFs, McDonald's, etc. If nothing changes, we could easily see a rash of big businesses scooping up open commercial lots and existing businesses to bring their big box store to the island, but this can be avoided. Mr. Defeo asked Council to direct staff to modify the UDO and Table of Uses to restrict the big box stores to mainland commercial districts. He said that would allow us to benefit by having big box stores nearby without taking away from the island we love. He said there was already a precedence for doing this. He said that the UDO restricts sexually-oriented businesses to the industrial zone on the mainland and that it was not much of a leap to restrict other types of businesses to commercial districts on the mainland. Mr. Defeo said he'd be willing to work with staff and Council to get this accomplished.

Council took a brief recess and returned at 8:04 p.m.

COUNCIL REPORTS (MAYOR AND COUNCIL)

Mayor Pro Tempore Winecoff said that the death of Bob Racine was a great loss to the community; there will be a Memorial Ride to Veterans Park on Saturday and it would a great way to honor Mr. Racine. He said that he and the Mayor and Mr. Kelly would be going to Raleigh to ask for funds, again, for the beach.

Councilor Blalock said that Bob Racine was a very dedicated man and believed very much in supporting veterans.

Councilor Scott said that that Mary Anne Brewer would be very much missed by the Parks and Recreation Advisory Board – if the door was open or an event was going on, she was there. She could always be depended upon, and everyone would miss her.

Councilor Bell echoed her fellow Council members' comments about Bob Racine and Mary Anne Brewer.

Councilor Bach said that he was pleased that they were able to pass a strategic plan and make progress on all three elements. They have passed two tree ordinances, are closer to a beach nourishment plan and are considering ordinance enforcement in the right-of-way tonight. He said he hoped they would select vendors for the Pier and that in a year, they have made progress.

Mayor Brochure said that she would also miss Ms. Brewer, saying she was upfront and was always there.

REGULAR MEETING:

I. CONSENT AGENDA

1. Approval of Minutes -- January 8, 2019 (Regular Meeting)
2. Approval of Minutes -- January 22, 2019 (Regular Meeting - Annual Retreat)
3. Approval of Budget Ordinance Amendment (Dedicate funding for SE 11th Street stormwater work)
4. Approval of Installing a 4-Way Stop at SE 46th Street and Dolphin Drive and a 3-Way Stop at SE 49th Street and Dolphin Drive
5. Approval of a Memorandum of Understanding with the United States Marine Corps
6. Approval of Ordinance Amendments to regulate police response to false alarms and amend the FY 2018-19 Fee Schedule

Councilor Bell motion to approve the Consent Agenda as presented. Councilor Bach seconded the motion and it passed unanimously.

II. COMMITTEE APPOINTMENTS

1. Beach Preservation Trust Fund Advisory Board (one term ending Sept. 2021): **Council unanimously confirmed Ms. Linn's appointment.**
 - a. Terance Dunn
 - b. Karen Linn (was tentatively appointed at the Jan. 8, 2019 Council meeting)
2. Par 3 Golf Course Advisory Board (one term for a resident not in South Harbour, ending Jan. 2020): **Council did not make an appointment to this Board.**
 - a. John Falk

Councilor Bach said that he wanted to acknowledge Mr. Falk's service on this Board and said he was a passionate advocate.

3. Parks & Rec Advisory Board (one unexpired term ending March 2020): **With votes from Mayor Pro Tempore Winecoff and Councilors Bell and Scott, Bill Craft was appointed to the Board.**
 - a. Bill Craft
 - b. Sarah Hoss

III. ADMINISTRATIVE REPORTS

1. Town Manager

a. Department Reports: Mr. Kelly said that they had broken ground on the splash pad. Work would begin on the pump house as well, and the softball field was being relocated. They would be working with vendors on installation of an amphitheater, and lights for the ballfields, tennis and pickleball courts. Work on the Pier continues, though the weather is affecting that. The land at 604 Ocean Drive has been surveyed and we will apply for the stormwater permit so we can get that parking lot opened up this summer. At East Oak Island Drive and SE 11th Street, Mr. Kelly said the Town was working with NCDOT to make some stormwater improvements. Mardi Gras in on March 9. Bids for an ADA ramp and paving will be re-advertised. Mr. Kelly said that he has appointed W.L. Ingram as Police Chief for Oak Island. He introduced Speedy, as he is known.

2. Town Attorney: Mr. Edes did not have a report.

IV. OLD BUSINESS

1. Consideration of Proposals for Paid Parking Management Services: Councilor Bell asked Mr. Hatten how much one penny of tax costs: Mr. Hatten said for a \$250,000 house, one extra penny on the tax rate would cost \$25/year. Councilor Bell asked how much one penny of taxes generates in revenue; Mr. Hatten said it was approximately \$266,000. Councilor Bell that a two-cent tax increase would equal the proposed revenues from paid parking, and that she would rather have a tax increase instead of implementing paid parking. Mayor Pro Tempore Winecoff said that he thought they put enough on the taxpayers and that everyone needs to contribute to the beach. Councilor Bach said that there were other issues, such as traffic, public safety and private property rights, and that as we grow and have more visitors, more people parking indiscriminately, it's going to become a major issue. Councilor Bach said that he hoped that Council would make a decision on this tonight. Mayor Pro Tempore Winecoff asked if the revenues raised from paid parking could be dedicated solely for the beach. Mr. Edes said Council could earmark it for that. **Councilor Bell made a motion to increase tax rate by 2 cents to cover the revenues that could be generated for paid parking. Councilor Blalock seconded the motion.** Ms. Stites reminded Council that a tax rate could only be set once a year. She said they could consider that when they set a tax rate in June. Mayor Brochure asked if they could take action to increase the rate by two cents for the next fiscal year; Ms. Stites said that Council may want to wait until after it has reviewed the proposed budget for next year. Mr. Edes said that an increased tax rate wouldn't take effect until the next fiscal year anyway, so setting it now doesn't give them the opportunity to consider what else may be needed for the coming fiscal year. **Councilor Bell withdrew her motion. Councilor Bach made a motion to accept the NC Parking Co. proposal. Councilor Scott seconded the motion and it passed 3-2 with Mayor Pro Tempore Winecoff and Councilors Bach and Scott in favor and Councilors Bell and Blalock opposed. Mayor Pro Tempore Winecoff asked Councilor Bach to amend his motion to state that the revenue would be restricted to the beach. Councilor Bach clarified that revenue would be used for beach improvements, sand, etc. Councilor Scott seconded the amendment. The amended motion passed 3-2 with Mayor Pro Tempore Winecoff and Councilors Bach and Scott in favor and Councilors Bell and Blalock opposed.** Mr. Edes said acceptance of the proposal was the first step, and the second step would be to draft a contract and that he would work on that. Regarding the length of the initial term, Council consensus was for three years.

2. Consideration of Policy for Enforcement of Right-of-Way Ordinance Violations: Councilor Blalock asked Planning and Zoning Administrator Jake Vares to explain how to measure the right-of-way (ROW). Mr. Vares said that the typical town street ROW is 60 feet (including the street), and that the street itself is 20 feet, as is the ROW on both sides of the road. Councilor Bell said that an easy way to see where the ROW ended was to look at the property stakes. Mr. Vares said that fire hydrants, etc. would also be included in the ROW. Councilor Bach asked about the prioritization policy in the packet. He said

that staff should focus on safety issues and public access issues and he was concerned that “other violations” was too “elastic.” Mayor Pro Tempore Winecoff said that this policy is not what Council previously discussed. Mr. Kelly said that there had been several proposals for ordinance amendments, and he reviewed some of the previous considerations, like allowing things in the ROW seven feet from the edge of pavement, 10 feet from the edge of pavement, specific items that could be allowed, safety issues if an officer has someone pulled over, etc. He said that obstructions in the ROW that are safety issues would be staff’s priority at first. Mr. Kelly said staff has been asked to enforce the ordinance, and the ordinance states that there is to be nothing in the ROW, so we need to either change the ordinance to allow things in the ROW, or at some point with enforcement, we’re not going to have anything in the ROW. He said that staff understands that things have been put in the ROW over many years, and said that they have had the attorney look at the policy. Councilor Bell said that the ordinance has said for many, many years that nothing is allowed in the ROW. Mr. Kelly said that if it’s Council desire to allow people to leave decorative items in the ROW, then they need to direct staff to do that. Mayor Pro Tempore Winecoff said he thought the discussion was that if someone had a shrub that had been there for years eight feet off the road, that’s something he thought they would consider “grandfathered.” Councilor Bell said that then nothing would be allowed in the ROW closer than eight feet to the road, except if it was a shrub that been there a long time, and then staff will have to determine how long it had been there. Mayor Pro Tempore Winecoff said that the point was, if the rules were going to be enforced, they should have been enforced from the beginning instead of letting them slide. Councilor Bell said she agreed with that. Councilor Blalock said that this Council would have to be the “bad guys.” Councilor Bach said that at one point, Council was ready to adopt something at the eight-foot level, and Councilor Blalock said he thought that was not enough room for police so then it was 10. He said there was a longer abatement period considered previously. He said that the implication was that if there is vegetation beyond the 10 feet and it is less than four feet tall, it would be acceptable. Mr. Edes said that he assisted in drafting the policy, and as he recalled, the focus was to be that we can’t recreate history, but what we should be looking at was safety issues and ingress/egress issues. He said the policy was designed to prioritize enforcement with that in mind. Mr. Edes said the policy was not designed to say staff will start ripping up landscaping, but to the extent we have to prioritize it since it is a town-wide, historical issue, we have to look at the things that are most important to the public, such as ingress/egress and safety. Councilor Bach asked why the abatement period was shortened. Mr. Kelly said that staff was directed to come up with a plan to prioritize enforcement. He said that the plan recognized time to get through the summer season; it didn’t mean that everything would be taken care of within the first six months. Mr. Kelly said that it would also be discussed in a Town Hall meeting and there would be other public education efforts. Councilor Blalock asked if that meant the 10 feet still stands. Mr. Kelly said the ordinance does not say anything about 10 feet. Councilor Bell said the ordinance says nothing in the ROW. Mr. Kelly said if they want to allow things in the ROW they could change the ordinances. Councilor Scott said that in the summer of 1969, we put a man on the moon and that this Council should be able to settle this ROW issue. Mr. Edes said the policy presented was workable. **Councilor Bell made a motion to adopt the Right-of-Way Prioritization Policy that has gone through our Town Attorney, through Council, through Development Services, as presented. Councilor Bach seconded the motion and it passed 4-1 with Council members Bach, Bell, Blalock and Scott in favor and Mayor Pro Tempore Winecoff opposed.**

V. NEW BUSINESS

1. Consideration of Proposals Received for Operations of the Oak Island Pier Complex: Mr. Kelly said that the Pesky Pelican has withdrawn their proposal to run the restaurant. He said that they wanted to amend their proposal but that Council needed to consider what was in front of them. Also, there have been additional people who wanted to make proposals, but those have not been accepted as this was still pending. Councilor Bach said he was disappointed there were no bids for 801 Ocean Drive or

consolidated management for all three sites. He said that he liked the proposal from Ruby's by the Sea. Mayor Pro Tempore Winecoff said that he agreed. He said that the Town needs to move forward to operate the Pier, with proceeds to go to Pier maintenance and the beach. He said that he would also like to pursue a proposal for a private club in the building at 801 Ocean Drive. Councilor Bell said that she wanted to consider the Town running that building. **Mayor Pro Tempore Winecoff made a motion to negotiate with Ruby's by the Sea to run the restaurant area and the retail areas, Councilor Bach seconded the motion, and it passed unanimously. Mayor Pro Tempore Winecoff made a motion to proceed with hiring staff to oversee operation of the Pier. Councilor Bell seconded the motion and it passed 4-1 with Mayor Pro Tempore Winecoff and Councilors Bell, Blalock and Scott in favor and Councilor Bach opposed. Mayor Pro Tempore Winecoff made a motion to get the equipment and open the Pierhouse and Pier by April 1. Councilor Bell seconded the motion and it passed 4-1 with Mayor Pro Tempore Winecoff and Councilors Bell, Blalock and Scott in favor and Councilor Bach opposed.** Council consensus was to rebid operations of 801 Ocean Drive. Mayor Pro Tempore Winecoff asked for bids to be back in time for the March 12 meeting.

2. Consideration of Proposals for Paving: This has been re-advertised as not enough bids were received.

Council consensus was to schedule a Special Meeting on March 5 at 6 p.m. for paid parking.

Councilor Bell made a motion to go into Closed Session to consult with the Town Attorney on potential litigation pursuant to N.C.G.S. 143-318.11(a)(3) at 8:44 p.m. Councilor Blalock seconded the motion and it passed unanimously.

Council returned to open session at 8:52 p.m. Mayor Brochure stated that no action had been taken in either of the meeting's Closed Sessions.

Councilor Bell made a motion to adjourn at 8:53 p.m. Councilor Blalock seconded the motion and it passed unanimously.

Cin Brochure, Mayor

Attested: _____
Lisa P. Stites, MMC
Assistant Manager/Town Clerk

Clerk's Statement: Minutes are in compliance with the open meetings laws. The purpose of minutes per the open meetings laws is to provide a record of the actions taken by a Council or a Board and evidence that the actions were taken according to proper procedures. All actions of the Council are recorded in the official minutes. Not all portions of Town of Oak Island meetings are recorded verbatim in the official minutes, with general discussion items, reports, presentations, and public comments being paraphrased or summarized in many instances. Public comments in writing should be submitted to the clerk via hard copy, electronic mail, or other means so as to ensure an exact verbatim account. The Town of Oak Island provides full coverage of meetings on Government Channel 8 so that the Citizens and the Public may view and listen to the meetings in their entirety.