

DRAFT

MMC Meeting regarding Greene Tract

May 16, 2023 / 3:30- 4 pm / Virtual

Purpose

Check in on the timelines for the RFQs for community engagement and technical services design elements for the Master Plan of the Greene Tract.

Participants

Carrboro:

Trish McGuire, Planning Director

Marty Roupe, Development Review Administrator

Chapel Hill:

Chris Blue, Interim Town Manager

Pam Hemminger, Mayor

Judy Johnson, Assistant Planning Director

Britany Waddell, Planning Director

Orange County:

Jamezetta Bedford, Chair Orange Board of County Commissioners

Bonnie Hammersley, County Manager

Ashley Moncado, Special Projects Planner

Travis Myren, Deputy County Manager

Cy Stober, Planning Director

Meeting Goals

1. Share updates since the last meeting on April 25, 2023.
2. Discuss Potential Property Purchases to Enhance Greene Tract Access
3. Identify next steps.

Meeting Summary

This meeting addressed the following topics:

1. Updates since the meeting on April 25, 2023
 - a. Recombination Plat & Deeds
 - b. Greene Tract Conservation Management Plan
2. Discuss Potential Property Purchases
3. New Proposed Timelines for RFP & RFQ Processes

Shared agreements out of this meeting

Move forward with...

1. Re: RFPs & RFQs: revising the processes to be close coordination, with the community engagement consultant starting first.
2. Re: Potential Property Purchase – Boards consider purchasing property, with the hope of votes happening before June 30th.

What's Next / Action Items

1. Staff will revise draft timelines for the RFP & RFQ processes, adding in more touch-points between the two processes.
2. Trish McGuire and Marty Roupe will follow up with Richard White to determine when Carrboro will share plans for potential Property purchase with their Board. Carrboro will share this information with Chapel Hill and Orange County.
3. All jurisdictions will communicate necessary information with respective Boards to get approval of Property purchase, with the hope for this happening by June 30.
4. This MMC group will meet again virtually from 3:30 – 4:30 pm on Tuesday, June 27, 2023. Anita Badrock will facilitate the meeting.
 - Discussion topics will include finalizing a plan for Property purchase and updates regarding the RFP & RFQ processes.
 - Everyone agreed that Maggie Chotas can share the recording of this meeting with Anita so she can best prepare to facilitate.

Details per Topic Area

1. Updates since the last meeting on April 25, 2023

Key points

- Ashley Moncado noted that the recombination plat and deeds have now been officially recorded. All the documents are up on the Orange County Register of Deeds website, and the property lines have been modified and are reflected in the Orange County GIS system.
- Ashley Moncado shared that the Conservation Management Plan has been initiated with the Orange County DPR staff who will work on plans, outlines and framework development over the next 30 days.

2. Potential Property Purchases to Enhance Greene Tract Access

Key Points

- Cy Stober showed a slide of the properties under consideration and what would be used for right-of-way. Images presume extension of the right of way all the way to the property line. There are no wetlands noted on the properties, but they could yet be discovered. However, the environmental assessment didn't note any wetlands. Since we are not sure if the town has a stubbing right of way, we conservatively presumed that the right of way would go all the way to the property line shared with the Greene Tract.
 - Judy Johnson added that assuming everything is perfect, we would want to stub it to the property line.
 - Currently, we are just discussing purchasing the property; we are not yet discussing construction of a road.
- Mayor Hemminger asked for an update on an easement on an adjacent property. Judy Johnson responded the easement has been dedicated and we do not have to pay for it. The road will only be built as part of the Greene Tract development agreement, which would address where the road goes. The road could cut off that .2 - .3 acres and it may go to the west. The road would be delineated in the development agreement and it would be the entitlement to the property.
 - Chapel Hill Town Council would decide whether or not to approve this. We would be on one side and Chapel Hill Town Council would be negotiating with this group. It could be a bit awkward.
 - No one else can tell us "no" other than our own inter-governmental groups.

3. New Proposed Timelines for RFPs & RFQs

Staff shared new draft timelines for the processes for the RFP for community engagement and the RFQ for design services.

Key Points

- Ashley Moncado recapped that at the last meeting, the group discussed splitting the process into two: (1) RFPs for community engagement and (2) RFQs for design services. The staff created two timelines for the two different processes.
- Draft Community Engagement RFP process:
 - RFPs out on June 9, 2023
 - Proposals due July 17, 2023
 - Possible contract award in mid-August with an effective date of mid-September
 - Community engagement would start the process in October 2023
- Draft Design Services RFQ process:
 - Issuing RFQ in October/ November
 - Hopeful contract award in November/ December 2023
- The community engagement consultant would initiate the process, form the steering committee, and then the consultant for design services would participate and listen before leading the master planning process which would start in March and end in May of 2024.
- Once the master plan is drafted, then, in June 2024, there would be in-person presentations to the steering committee, MMC and community. The design consultant would do this with the community engagement consultant.
- Ultimately, we would have a final draft master plan to be presented to the three Boards in September 2024. The consultants would stay on contract and likely finish up their work in December of 2024.
- Mayor Hemminger asked whether staff was able to determine why other groups didn't submit RFPs earlier?
 - Judy Johnson reached out to several people who did not even know about the RFP. When we get the new RFPs out, we will all need to share it with all of our contacts. None of the biggest firms we do business with knew about the previous RFP.
- Mayor Hemminger asked why do community engagement up-front and then design later?

- Ashley Moncado explained that staff needs to discuss this further, specifically when is the most appropriate time to start the design RFQ process; it could be pushed up into September to bring them into the process sooner.
- The design consultants will need to hear what the community has to say, but they also need to show something for the community to react to. It would behoove us to figure out how to give the community something to review.
- It would be good to move up the design component and have the two processes overlap more.
- The community engagement piece would need targeted stakeholder engagement. Possible stakeholder groups include:
 - The Rogers Road community and
 - Affordable housing coalition
- Judy Johnson added that she is meeting later this week with Minister Campbell and some other people to get this conversation started.
- Cy Stober shared that one of the key concerns with the previous RFP was a large disparity between what was provided for community engagement and what would have been given to community members to be a part of the process. It had the veneer of being grassroots, but really was a top-down approach.
- What is the timing for bringing information to the Boards about the Potential Property Purchase?
 - Bonnie Hammersley shared that Orange County would bring it to the closed session on June 1, 2023.
 - Carrboro has not yet determined a date. They are checking to see if they can get it there this Spring.
 - *Trish McGuire & Marty Roupe will check in with Richard White to set a date.*
 - Chapel Hill has already allocated the money.