

**FINAL**

# MMC Meeting regarding Greene Tract

October 25, 2023 / 9:30 – 11 am / Orange County Solid Waste Administration Building

## Purpose

For Orange County, Carrboro and Chapel Hill to continue to collaborate around the future of the Greene Tract.

## Participants

### Carrboro

Damon Seils, Mayor

Marie Parker, Assistant Town Manager

Trish McGuire, Planning Director

Marty Roupe, Development Review Administrator

### Chapel Hill

Pam Hemminger, Mayor

Chris Blue, Town Manager

Britany Waddell, Planning Director

Judy Johnson, Assistant Planning Director

Jacob Hunt, Planning Department

### Orange County

Jamezetta Bedford, Chair

Bonnie Hammersley, County Manager

Travis Myren, Deputy County Manager

Cy Stober, Planning Director

Perdita Holtz, Deputy Director – Long-Range Planning & Administration

### DSC Facilitation Team

Maggie Chotas & Laura Swartz

## Meeting Goals

1. Confirm Notes process
2. Updates on Master Plan Process
3. Updates on Community Engagement services contract
4. Format of MMC meetings moving forward
5. Identify next steps

## Meeting Summary

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### **This meeting addressed the following topics:**

1. Update on the Master Plan process
2. Update on Community Engagement services contract
3. Format of MMC meetings moving forward

## Shared agreements out of this meeting

### ***The MMC decided to recommend...***

- To review bids for the Master Plan process no later than November 17, 2023.
- To prepare for leadership transitions as there will be new Mayors in Chapel Hill and Carrboro.
  - Current Mayors will conduct individual succession planning.
  - The Assembly of Governments meeting on January 23, 2024 will include an orientation to the Greene Tract.
- MMC Greene Tract meetings be open to the public for observation, including:
  - Posting agendas.
  - Meetings will not include time for public remarks.
  - Following MMC meetings, note summaries will continue to be posted to the Orange County website for the Greene Tract.
  - Audio recordings of meetings will be made for the purposes of meeting summaries only. They will be kept for a time determined by the Clerk, for however long other recordings are kept.
  - It is possible for the public to request the audio recordings and they will be supplied, if still available.
- MMC Greene Tract group will meet again sometime after the January 23, 2024 Assembly of Governments meeting. Details to be confirmed once new leadership is in place.

## Details per Topic Area

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### 1. Confirm process for posting MMC Greene Tract meeting notes

The group confirmed the process for maintaining and sharing summary notes from MMC meetings. After group review and revisions, detailed notes will continue to be shared with Boards and note summaries will be posted on the Greene Tract Information website.

#### Key points

- On June 27, 2023 this group added in a ground rule to “post final notes summary on the County’s Greene Tract Information page.” The summary includes: meeting attendees and shared agreements for recommended actions.
- On September 18, 2023, Chair Bedford emailed the group noting that the underlying document(s) are public records and must be provided to a member of the public if requested within a reasonable time allowing for any necessary redaction.
- At this meeting, the group discussed how the elected officials share the full notes with their Board members. Any information about private property acquisitions will be redacted as that is a confidential issue.

### 2. Updates on the Master Plan Process

#### Key points

- Cy Stober shared that staff received six statements of qualifications, two of which were worthy of interviews. They have requested a bid for design services from the preferred vendor.
  - This vendor has substantial experience with school site development, with a focus on issues of accessibility and safety.
  - This vendor is familiar with the area, and they previously worked on the Rogers Road plan.
  - The projected timeline would put the draft master plan to review for the summer recess (ready by May/June) with a tentative adoption date of September 2024.
  - The County will need to approve the bid, and Chair Bedford can arrange a meeting to do so.
- Mayor Hemminger celebrated that it is exciting to be at this point, thanks to the very hard work of the staff.
- Chapel Hill, Carrboro and Orange County all need the final bid number *no later than November 17, 2023*.
  - Cy Stober will follow up with the vendor and communicate the final bid number.

### 3. Updates on the Community Engagement services contract

#### Key Points

- Cy Stober shared that Gensler is the recommended firm and they have primary offices in Atlanta, Baltimore and Raleigh.
  - Gensler has experience working in Chapel Hill and Orange County.
- Based on feedback from the BOCC, Cy Stober spoke with Gensler to redefine the scope of the project in the following ways:
  - Shortened timeline for the project.
  - Elimination of Greene Tract Community Steering Committee/ Compass group.
  - Creation of a Staff Steering Committee.
  - Gensler will give regular updates to the Staff Steering Committee.
  - Gensler and the Design Consultant will be required to present to the elected boards 2-3 times over the course of the project.
  - Gensler will continue to communicate with the public via monthly newsletters, messaging to the community, and other opportunities.
- Cy Stober presented a draft document from Gensler, not final but close to final.
  - New scope of work eliminates the Community Compass Group, Listening Sessions and Survey.
  - New scope of work still includes Stakeholder Interviews and Design Workshops.
- Mayor Hemminger asked if there will be opportunities for public engagement?
  - It would be good for Gensler to meet with the affordable housing coalition.
    - The Design team should also meet with the affordable housing stakeholders.
  - **Mayor Seils, Mayor Hemminger and Chair Bedford confirmed that they would like to see separate engagement with the affordable housing group.** This engagement will be guided and assisted by staff.
- Mayor Hemminger reminded the group that “we are not just building housing, we are building community.” Community is a lens we are using, and connectivity.
  - It is important to make people feel like they are living in a community, not just a housing development.
- Mayor Seils asked how this process folds into the master plan process?
  - Will allow the design consultant to focus on design, including natural and regulatory constraints.
  - Will buffer the design consultant from doing all the community engagement.
  - The timeline of this process should fit in well with the overall timeline.
    - Once the contract has final adoption, staff will work to match up the timelines.

- Consensus check for the elected officials. Using the scale of 1-5, with the following definitions:
  - 5 – Strongly agree and support
  - 4 – Minor concerns, but still support
  - 3 – Concerns but can live with it
  - 2 – Major concerns and do not support
  - 1 – Actively oppose

Elected officials were asked to indicate their level of support for the updated scope of the Community Engagement Services Contract. Responses below:

- Chair Bedford – 5/5
- Mayor Hemminger – 4/5
  - Concerns about staff capacities and newly elected officials. Concerned about timeline getting stalled out.
- Mayor Seils – 4/5
  - Good to establish momentum now, and we are relying on professional judgment of staff to let us know if these plans will work.
- What would help with the transition of newly elected officials? How could we get them up to speed?
  - It is helpful to anticipate what the successors will need to know. The group will consider some orientation for them.
- **NEXT STEPS:**
  - Mayors Hemminger and Seils will conduct individual succession planning for future Mayors.
  - The Assembly of Governments meeting on January 23, 2024, will include an orientation to the Greene Tract, including relevant slide deck.

#### **4. Format of MMC Greene Tract meetings moving forward**

The group discussed whether these MMC meetings should be open to the public, and what meeting information could be shared with the public.

##### **Key Points**

- Chair Bedford shared that she has received requests for MMC meetings to be open to the public.
- Orange County Board of Commissioners thinks it would be good to make the meetings public.

- Chair Bedford confirmed with County attorneys that the MMC meetings are *not* subject to Open Meeting Laws.
- Consensus check for the elected officials. Are you in agreement to make MMC meetings open to the public?
  - Chair Bedford – 5/5
  - Mayor Hemminger – 4/5
  - Mayor Seils – 4/5
- Trish McGuire noted that the Mayors Managers and Chairs often put on their “owner-hats” during these meetings. It is not unusual for owners to have private meetings about properties.
- Bonnie Hammersley, County Manager, added that even if the meeting is open to the public, there will be times when the group discusses private issues and during those times, the meeting will not be open to the public.
  - The MMC was established for the Greene Tract only and not for anything else.
- Elected officials indicated their strong support for opening the meetings, with the stipulation that the public is welcome to observe, not participate. Consensus check:
  - Chair Bedford – 4/5
  - Mayor Hemminger – 5/5
  - Mayor Seils – 5/5
- Brittany Waddell added that these meetings are handled like “work sessions” and all meeting agendas should share the purpose of the meeting and the rules.
- The group discussed whether to have audio recordings of the meetings:
  - Mayor Seils agrees with recording the meetings but does not want to transcribe the meeting notes as that would not be a good expense.
  - Audio recordings of meetings will be made for the purposes of meeting summaries only. They will be kept for a time determined by the Clerk, for however long other recordings are kept.
  - It is possible for the public to request the audio recordings and they will be supplied, if still available.
  - It was not determined who would be responsible for recording meetings.
- **This group will meet again after the Assembly of Governments Meeting on January 23, 2024.**
  - Exact details of meeting location and time to be determined once new leadership is in place.

**The meeting adjourned at 11:05 am.**