

## Meeting Plan

Community Information Meeting on Municipal Services Center

September 7, 2017 5:30-7:30 PM

Magnolia Room, Giles F. Horney Building

**Expected Attendees (~25-40):** Open meeting, with expected attendance from 15-30 Elkin Hills residents and property owners, 5-7 Town staff (*Mary Jane Nirdlinger, Aaron Frank, Judy Johnson, Kay Pearlstein, Jabe Hunter, and Chris Jensen*), University staff (*Linda Convissor*), general public, Andy Sachs (facilitator).

### Desired Outcomes:

- Public attendees understand the Town's objectives for the proposed Municipal Services Center, and how alternative properties have been evaluated by the Town to support those objectives.
- Public attendees understand conceptually (not design) how the Town is likely to approach stormwater management at the proposed Estes Drive site,
- Public attendees understand the Town's Development Agreement process in this context, the State's and University's roles, and future opportunities for community engagement.
- Town staff understands ideas from public attendees regarding all of the above in preparation for staff presentation to the Council on September 27.

### Guidelines

- Begin and end on time
- Listen attentively to each other
- One speaker at a time
- Stick to the tasks and topics that are on the agenda
- Share the floor with each other
- It is OK to disagree with each other...please do so respectfully

### Agenda

#### **5:30 Convene**

- Refreshments will be provided by the Town.
- Introductions
- Facilitator and group clarify the facilitator's role, and review/clarify (as needed) the meeting's desired outcomes, agenda, and guidelines.

#### **5:45 How alternative properties were evaluated**

- Presentation by Town staff and/or consultants on the Town's objectives for the proposed Municipal Services Center, and how alternative properties have been evaluated by the Town to support those objectives. *15 minutes*
- Notes: Presenters are advised to describe the conceptual plan narratively while showing the plan, for those too far from the screen to see it clearly, and to highlight the first phase of the plan (the full build-out is important but so would be to see the likely first phase
- Q&A with attendees/Ideas from attendees.

**6:15 Stormwater management**

- Presentation by Town staff on how the Town is likely to approach stormwater management conceptually (it is too early for design) at the proposed Estes Drive site. *20 minutes*
- Q&A with attendees/Ideas from attendees.

**6:50 Future opportunities for community engagement**

- Presentation by Town staff on how the Town's Development Agreement process would be applied to the proposed project, points of intersection between the Town's project and the State's and University's processes, and future opportunities for community engagement. *10 minutes*
- Q&A with attendees/Ideas from attendees.

**7:10 Next Steps**

- Remarks by Mary Jane Nirdlinger on what the interested public can expect at and from the Council's consideration of this matter on September 27. When might neighbors hear again from Town staff and about what? *10 minutes*
- Q&A with attendees/Ideas from attendees, as time allows.

**7:30 Adjourn**