



Town of Chapel Hill

AMERICAN LEGION TASK FORCE

Tuesday, April 25, 2017, at 02:00 p.m.
Chapel Hill Public Library, Meeting Room C
100 Library Dr., Chapel Hill, NC 27514

Meeting Agenda

Members: Mayor Pam Hemminger, Council Member Donna Bell, Council Member Nancy Oates, Michael Andrews, Neal Bench, Dan Cefalo, Joan Guilkey, Pat Heinrich, Ryun Miller, Laurie Paolicelli, Scott Radway, Rachel Schaevitz, Lew Brown (Alternate), Wesley McMahon (Alternate)

Staff Liaison: Corey Liles

- 1. Opening**
 - a. Roll Call**
 - b. Approval of Agenda**
- 2. Welcome and Introductions**
- 3. Public Comment**
- 4. Business**
 - a. Task Force Charter and Charge from Town Council**

Background: The Town Council approved the charge of the American Legion Task Force at its meeting on March 13, 2017, and subsequently appointed the members of the task force at its meeting on April 5, 2017. The work of the task force is to participate in the public engagement process for the American Legion property and work with the project consultant to develop future land use recommendations for the property. The Town Council anticipates a community report-out in May 2017 and recommendations to the Council for review in late May 2017, prepared by the project consultant based on guidance from the task force.

Action Item: Review and discuss the charter and charge from the Town Council, goals and objectives, deliverables, background on the American Legion property, and a proposed work plan.

b. Election of Task Force Chair

Background: The task force charter calls for a Chair to lead the task force, represent and liaise with the Town of Chapel Hill Council; facilitate discussion and decision-making, while endeavoring to maintain equal opportunity for all members to participate in discussion; and coordinate Town staff support to the task force.

Action Item: Elect a Task Force Chair

c. Presentation on Public Input and Concept Sketches

Background: Coulter Jewell Thames is serving as the Town's consultant for the public engagement process. Members of the consulting team will share refined sketches of the land use concepts that were developed during the April 8 charrette, along with a summary of public feedback received.

Action Item: Receive information. Provide feedback to consulting team on concept sketches and information to include in the reports to the community and to Council.

d. Other Task Force Discussion

e. Establish Future Meeting Dates

Background: The current timeline calls for a community report-out in May 2017 and recommendations to the Council for review in late May 2017, prepared by the project consultant based on guidance from the task force.

Action Item: Determine the number of additional meetings needed for the task force to complete its work, and set a meeting schedule through at least May 2017.

5. Public Comment

6. Adjournment

Meeting Materials

- [Task Force Charter](#)
- [Memo on Task Force Communications](#)
- [American Legion Design Charrette Report to the Task Force](#)
- [Design Charrette Appendix](#)
- [Stakeholder Group Submissions](#)

Opportunity Statement: The Town purchased the 36-acre American Legion Post 6 property in March of 2017. A consultant engaged by the Town will be leading a public engagement process to produce conceptual options for future use of the property that reflect the community's interests. The Task Force is a body representative of the community that can offer feedback on the design work done by the consultant and assist with finalizing the report for Council consideration. The Task Force can also advise on next steps in the overall planning process. This contribution is needed to help the Town achieve Council Goals and determine the most fitting and appropriate uses of the American Legion Property.

Goal: The American Legion Task Force will participate in the public engagement process and work with the project consultant to develop future land use recommendations for the American Legion property, along with next steps in the planning process, that uphold the Council's Guiding Principles for development of the property.

Resources:

- Project Web Page: <http://www.townofchapelhill.org/americanlegion>
- Board Web Page: <http://www.townofchapelhill.org/town-hall/government/boards-commissions>
(Scroll to American Legion Task Force)

Unless otherwise noted, please contact [Corey Liles](#) in the Office of Planning & Sustainability for more information.