



TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr.
Boulevard
Chapel Hill, NC 27514

Legislation Details (With Text)

File #: [21-0390] **Version:** 1 **Name:**
Type: Discussion Item **Status:** Agenda Ready
File created: 4/20/2021 **In control:** Town Council
On agenda: 5/5/2021 **Final action:**
Title: Open a Public Hearing for Downtown Municipal Service District Services.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Draft Staff Presentation, 2. Chapel Hill Downtown Partnership Proposal, 3. Staff Presentation, 4. Council Questions with Staff Response

Date	Ver.	Action By	Action	Result
5/5/2021	1	Town Council	closed the public hearing	Pass

Open a Public Hearing for Downtown Municipal Service District Services.

Staff:

Maurice Jones, Town Manager
Ross Tompkins, Assistant to the Town Manager

Department:

Manager’s Office

Overview: In North Carolina, municipalities are authorized to define a service district and provide services within the district to a greater extent than those provided to the entire town. In 1989, the Town established a downtown service district with a dedicated tax rate to designate financial resources for capital improvements and other programs that support the downtown businesses and property owners.

The Town’s current contract for services to the Downtown Municipal Service District (MSD) has been in place since July 2016 and expires June 30, 2021. The Town published a [Request for Proposals <https://www.townofchapelhill.org/home/showpublisheddocument?id=48587>](https://www.townofchapelhill.org/home/showpublisheddocument?id=48587) (RFP) on April 1, 2021 for services during the fiscal year starting July 1, 2021. The submittal period closed at noon on Monday, April 19, 2021. The Town received one response to the RFP. The public hearing provides the Council and the public a chance to review the proposal prior to awarding a contract.

☆ **Recommendation(s):**

That the Council open the public hearing, receive public comment for 24 hours after the close of the hearing, and offer feedback on the vendor proposal for services.

Decision Points:

- Based on the response to the RFP, the Town must decide whether to enter into a contract with the Chapel Hill Downtown Partnership to provide services that promote, maintain, and enhance the Town’s Downtown MSD. Without a contract in place, the Town would need to dedicate staff and other internal resources to delivering these services.

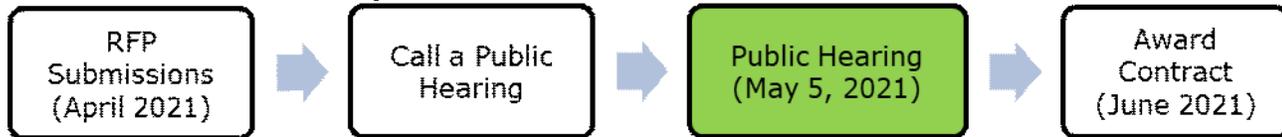
Key Issues:

- North Carolina General Statute 160A-536

<https://www.ncleg.net/EnactedLegislation/Statutes/PDF/BySection/Chapter_160A/GS_160A-536.pdf> establishes requirements which municipalities must follow when deciding to contract with a private agency to provide services to an MSD. These include using a bid process to determine which agency is best suited to achieve the needs of the service district, entering into a contract not to exceed five years in length, and holding a public hearing prior to entering into a contract for services.

Fiscal Impact/Resources: The current annual contract amount for these services is \$210,376. Staff expects there will be about \$220,000 available for this contract in Fiscal Year 2021-22, subject to budget approval.

Where is this item in its process?



Attachments:

- Draft Staff Presentation
- Chapel Hill Downtown Partnership Proposal

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

PRESENTER: Ross Tompkins, Assistant to the Town Manager

- Introduction and preliminary recommendation
- Comments from the public
- Comments and questions from the Mayor and Town Council
- Motion to close the Public Hearing and receive written public comment for 24 hours following the closed public hearing
- Consider approving the Conditional Zoning application at the June 9, 2021 meeting.

RECOMMENDATION: That the Council open the public hearing, receive public comment for 24 hours after the close of the hearing, and offer feedback on the vendor proposal for services.