



# TOWN OF CHAPEL HILL

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

## Legislation Text

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File #: [19-0633], Version: 1

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### **Approve a Framework for Chapel Hill's Participation in the Orange County Intergovernmental Work Group, Convey this Framework and Designate the Town's Representatives. (Reissued from June 19, 2019)**

**Staff:**

Pam Hemminger, Mayor  
Jeanne Brown, Mayor's Aide

**Department:**

Mayor's Office

**Overview:** There is a desire to improve collaboration and cooperation with the municipalities within the County. The Orange County Board of Commissioners had several discussions and approved a framework for a pilot program to create an Intergovernmental Work Group with two representatives from each jurisdiction within the County. The Town is proposing some additional considerations.



**Recommendation(s):**

That the Council designate representatives to the Orange County Intergovernmental Collaborative Work Group, agree to a framework for participation and convey requests for several additions to the group's workflow to the Board of County Commissioners as well as the Carrboro and Hillsborough boards.

**BACKGROUND:** During the Orange County Board of County Commission's annual retreat, one of the themes that emerged was a desire to improve collaboration and cooperation with the municipalities within the County. This type of intergovernmental collaboration has historically been facilitated through a joint meeting process. However, some feedback to staff suggested that some elected officials felt the joint meeting framework lacked a clear purpose and few deliverables.

At the April 9, 2019 budget work session, the Board of Commissioners discussed using a new framework for intergovernmental collaboration that relies on smaller work group meetings rather than full joint meeting sessions. Based on this discussion, the Board resolved to proceed with an alternative, work group framework as a pilot project that would be evaluated for its effectiveness at the end of the pilot period.

On [May 2, 2019, the Board of County Commissioners voted to approve a framework <http://server3.co.orange.nc.us:8088/weblink8/0/doc/58491/Page1.aspx>](http://server3.co.orange.nc.us:8088/weblink8/0/doc/58491/Page1.aspx) for these meetings which outlined opportunities for the Board to give input on agenda items, review meeting notes and participate in an assessment of the pilot program.

To ensure that all members of the Chapel Hill Town Council are given similar opportunities, the following framework is proposed:

1. The pilot project will continue for a twelve (12) month period starting in September, 2019.
2. The County will contract with a professional facilitator to coordinate and facilitate agendas and meetings, prepare meeting notes, and help conduct an evaluation of the new framework.
3. The County will be represented by the Chair and Vice Chair of the Board of Commissioners.

4. The Town will designate the Mayor and Mayor Pro Tem as their representatives to the Work Group.
5. A minimum of two weeks prior to the Work Group Meeting, an item will be added to the Town Council agenda or, in off-meeting months, an email will be sent to solicit input from member of the council.
6. Meetings will be posted to the Town calendar along with links to the meeting agenda and materials at least 48 hours prior to the meeting.
7. Following each work group meeting, the work group meeting notes will be included as an information item on the Town Council's regular meeting agenda. The Mayor and/or Mayor Pro Tem may also report on the outcomes of each meeting.
8. Prior to the end of the twelve month pilot, the members of the Town Council will provide input to the Mayor and Mayor Pro Team relating to the effectiveness of the process and whether the Work Group framework should continue, be modified or be replaced.



**Attachments:**

- Resolution
- June 19, 2019 Draft Letter to BOCC Regarding Pilot Program Framework Requests

**A RESOLUTION DESIGNATING REPRESENTATIVES TO THE ORANGE COUNTY INTERGOVERNMENTAL COLLABORATIVE WORK GROUP AND AGREEING TO A FRAMEWORK FOR PARTICIPATION (2019-06-26/R-11)**

WHEREAS, there is a desire to improve collaboration and cooperation with the municipalities within the County. This type of intergovernmental collaboration has historically been facilitated through a joint meeting process. However, some feedback to staff suggested that some elected officials felt the joint meeting framework lacked a clear purpose and few deliverable; and

WHEREAS, at the April 9, 2019 budget work session, the Board of Commissioners discussed using a new framework for intergovernmental collaboration that relies on smaller work group meetings rather than full joint meeting sessions. Based on this discussion, the Board resolved to proceed with an alternative, work group framework as a pilot project that would be evaluated for its effectiveness at the end of the pilot period; and

WHEREAS, on [May 2, 2019, the Board of County Commissioners voted to approve a framework <http://server3.co.orange.nc.us:8088/weblink8/0/doc/58491/Page1.aspx>](http://server3.co.orange.nc.us:8088/weblink8/0/doc/58491/Page1.aspx) for these meetings which outlined opportunities for the Board to give input on agenda items, review meeting notes and participate in an assessment of the pilot program; and

WHEREAS, the Council has a desire to ensure that all members of the Chapel Hill Town Council are given similar opportunities.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council agrees to the following framework for participation:

1. The pilot project will continue for a twelve (12) month period starting in September, 2019.
2. The County will contract with a professional facilitator to coordinate and facilitate agendas and meetings, prepare meeting notes, and help conduct an evaluation of the new framework.
3. The County will be represented by the Chair and Vice Chair of the Board of Commissioners.
4. The Town will designate the Mayor and Mayor Pro Tem as their representatives to the Work Group.
5. A minimum of two weeks prior to the Work Group Meeting, an item will be added to the Town Council agenda or, in off-meeting months, an email will be sent to solicit input from member of the council.
6. Meetings will be posted to the Town calendar along with links to the meeting agenda and materials at least 48 hours prior to the meeting.
7. Following each work group meeting, the work group meeting notes will be included as an information item on the Town Council's regular meeting agenda. The Mayor and/or Mayor Pro Tem may also report on the outcomes of each meeting.
8. Prior to the end of the twelve month pilot, the members of the Town Council will provide input to the Mayor and Mayor Pro Team relating to the effectiveness of the process and whether the Work Group framework should continue, be modified or be replaced.

BE IT FURTHER RESOLVED that the Council designates the Mayor and Mayor Pro Tem as their representatives to the Orange County Intergovernmental Collaborative Work Group.

BE IT FURTHER RESOLVED that the Mayor will send the attached letter to the Orange County Board of County Commissioners Regarding the Pilot Program Framework Requests.

This the 26<sup>h</sup> day of June, 2019.

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

PRESENTER: Pam Hemminger, Mayor

RECOMMENDATION: That the Council designate representatives to the Orange County Intergovernmental Collaborative Work Group, agree to a framework for participation and convey requests for several additions to the group's workflow to the Board of County Commissioners as well as the Carrboro and Hillsborough boards.