

**DRAFT SUMMARY MINUTES OF A COUNCIL RETREAT
OF THE CHAPEL HILL TOWN COUNCIL
SATURDAY, FEBRUARY 5, 2011, AT 11:00 AM**

Council Members Present: . Mayor Mark Kleinschmidt, Mayor pro tem Jim Ward, Council Member Donna Bell, Council Member Matt Czajkowski, Council Member Laurin Easthom, Council Member Sally Greene, Council Member Ed Harrison, Council Member Gene Pease, Council Member Penny Rich.

Staff members present: Town Manager Roger Stancil, Deputy Town Manager Florentine Miller, Assistant Town Manager Bruce Heflin, Town Attorney Ralph Karpinos, Town Clerk Sabrina Oliver, Economic Development Officer Dwight Bassett, Sustainability Officer John Richardson, Mayoral Aide Mark McCurry, Director of Business Management Ken Pennoyer, Interim Chief Technology Officer John Bjurman, Fire Chief Dan Jones, Housing Director Tina Vaughn, Library Director Kathy Thompson, HRD Interim Director Frances Russell, Parks & Recreation Director Butch Kisiah, Planning Director JB Culpepper, Police Chief Chris Blue, Public Works Director Lance Norris, Festivals & Community Celebrations Assistant Supervisor Matt Carusona, Acting Deputy Town Clerk Amy Harvey, Communications Technician Tyler Madsen, Planning Assistant Director Mary Jane Nirdlinger, and David Owens.

Opening Remarks

Mayor Mark Kleinschmidt reopened the retreat and set the tone for a practical, inclusive discussion focused on goals, community engagement, and the Comprehensive Plan.

Agenda Review

Facilitator Vi Lyles reviewed the agenda and confirmed that the retreat would build direction for a two-year cycle, with evaluation steps. She restated that decisions would come later through Council business meetings.

Manager Recommended 2011-12 Goals

Town Manager Roger Stancil presented recommended goals and explained the policy focus for the cycle. Council members discussed aligning downtown work with the Chapel Hill Downtown Partnership and connecting economic development to land use and transportation. Council discussed aligning Town and Downtown Partnership goals and requested accountability tied to Town funding. They also discussed maintaining “Champion Downtown” as a standing goal and continue work on the barriers study with the Economic Development Committee.

Council discussed library funding and collaboration with Orange County. Members debated equity for non-Chapel Hill users and asked for clear options and consequences if fees were considered. Council Members Greene and Pease are to confer with County officials and bring a

proposal to the next Council business meeting; prepare analysis of repercussions if non-resident fees are introduced.

Comprehensive Plan Discussion

University of North Carolina at Chapel Hill's School of Government professor David Owens advised that North Carolina law grants flexibility in planning and that success depends on Council ownership and specific, usable guidance. Council members voiced priorities for: clear tradeoffs in growth decisions, a community vision for how Chapel Hill should look and feel, integration of resiliency and sustainability throughout the plan, and predictable policy guidance that improves clarity for neighbors, investors, and the staff will schedule a Council workshop to set the Comprehensive Plan framework; define how the plan will guide public investment, regulatory updates to the Land Use Management Ordinance (LUMO), and coordination with UNC, UNC Healthcare, and the Schools.

Council took a short break.

Mr. Owens continued the planning discussion, emphasizing process design, continuous Council engagement, and the need for implementation steps, not just high-level vision. Council affirmed that predictable guidance reduces ad-hoc decisions and strengthens public trust. Next steps include: developing a project design phase that keeps Council actively informed; stating clear implementation steps (zoning updates, capital investments, and department plans) within the Comprehensive Plan.

Council Discussion of Critical Issues

Council revisited economic development, transit, and regional coordination. Council members highlighted the Orange and Wake County transit tax context and the need to protect Chapel Hill's infrastructure while advancing county-level planning. Next steps include bringing transit awareness strategies forward and coordinating with county partners on timing and messaging.

Agreements Wrap Up

Ms. Lyles and Mr. Stancil summarized agreements and consensus signals recorded during the retreat. Key agreements included scheduling a Comprehensive Plan workshop; aligning Town goals with the Downtown Partnership; preparing a library funding proposal with County partners; and tying the annual budget to a multi-year work plan that advances Comprehensive Plan priorities. Council also supported adding an asset management policy aligned with the Comprehensive Plan and coordinating land-use planning with UNC, UNC Healthcare, and the School system.

Closing Remarks

Mayor Kleinschmidt thanked participants, noted progress, and encouraged the group to brace for sustained follow-through.

The meeting adjourned at 4:00 p.m.