



Policy Review Committee Meeting Minutes

Meeting No.: #1
Date: April 23, 2003
Time: 6:00pm
Location: Chapel Hill Public Library

Committee	David Brower	Meg Holton
Attendees:	Mia Day Burroughs	Barbara Levine
	Mark Cate	Julie McClintock
	Jeff Cobb	Sharon Myers
	John French	Scott Radway
	Milton Heath	Alan Rimer
	Ed Holland	Judith Weseman

Absent: Phil Berke
Donald Brewer
Phil Post

Other Attendees:	Councilman Ed Harrison	Maureen Hartigan
	Flo Miller	Elizabeth Treadway
	Fred Royal	Paula Thomas
	Robert Sykes	

Agenda and Discussion:

Flo Miller, Assistant Town Manager, Town of Chapel Hill, opened the meeting at 6:05 pm by conveying the Town Council's appreciation to the Committee and recognizing the dedication and commitment of its members. Town Council member Ed Harrison addressed the Committee stating his longtime involvement in stormwater related matters and offering his appreciation to the Committee in advance for its hard work. Committee member introduced themselves by addressing three things: brief background, interest/excitement about stormwater and one expected accomplishment of this committee's work

Agenda packets were distributed. Fred Royal, Stormwater Management Engineer for the Town gave a brief overview and history of the Town's stormwater management program. Mr. Royal explained that the Town Council voted on June 24, 2002 to establish a stormwater utility as the means of funding a comprehensive stormwater management program for the Town of Chapel Hill. AMEC Earth and Environmental, Inc. was the firm selected by the Town to provide consulting. The creation of this public stakeholder Policy Review Committee was one of the steps recommended by the consultant. He also reviewed the current local, state and federal regulations regarding stormwater.

AMEC staff members present, Maureen Hartigan, Project Manager; Elizabeth Treadway, Project Director; and Paula Thomas, Senior Consultant; were introduced.

The consultant gave background to the role of the Stormwater Policy Review Committee in the project. Ground rules for future meetings were discussed and agreed upon. The role of the Policy Review Committee was explained {reference the document dated April 16, 2003 titled "Role of Policy Review Committee"}.

Next, the Policy Paper-to-Policy Statement process was explained and discussed by the Committee. This iterative process is the focus of the Policy Review Committee's work. The Committee is charged with discussing seven draft policies papers submitted to them, reaching consensus on them and providing input and recommended policy statements that will be used by Staff as guidance in their development of the program. The Committee's recommendations will also be forwarded on to the Town Council for consideration.

The consultant explained that for the purpose of this effort, consensus means "informed consent"; in other words, while a decision may not be one's personal preference, the person accepts it in the best interest of the community. The Committee members determined their preferred form of communication for future information is by e-mail..

The Committee reviewed the first draft Policy Paper, Mission. The consultant described the Mission as the over-all purpose of the program; the "big picture" view of the effort and that it would be the long-term guide for the development of the more specific program priorities and elements. Various committee members responded to the draft Mission paper with the following specific comments and revisions:

- re-ordering the Mission to change the hierarchy of community values
- moving state and federal regulations to the bottom of the list
- wanting the stormwater program to cover both new and existing development,
- taking out the phrase "utility-based"
- stating the program would be implemented "in a fiscally responsible way"
- dropping the phrase "public education" from the Mission.

The Mission policy paper will be redrafted to reflect the Committee's discussions and will be an agenda item at the next Policy Review Committee meeting.

A preliminary draft of the second Policy Paper, Program Priorities, was distributed to review in preparation for discussion at the next PRC Meeting. No meeting date for the next meeting was decided upon. Instead, the Committee asked that the consultant electronically poll the members for their preferences, choosing Tuesdays as the best day to meet. The meeting was adjourned at 8:00 pm.