



Policy Review Committee Meeting Minutes

Meeting No.: 3
Date: July 8, 2003
Time: 6:00pm
Location: Chapel Hill Public Library

Committee Attendees: Donald Brewer Sharon Myers
Mark Cate Phil Post
Present: Meg Holton Alan Rimer
Ed Holland Judith Weseman

Absent: Phil Berke Milton Heath
David Brower Scott Radway
Mia Day Burroughs Jeff Cobb
Barbara Levine John French
Julie McClintock

Other Attendees: Town of Chapel Hill AMEC E&E
George Small Maureen Hartigan
Trish D'Arconte Keith Readling
Nancy Ferris Paula Thomas

Agenda and Discussion:

The meeting convened at 6:15 pm with a welcome from George Small, Town Director of Engineering. AMEC introduced the evening's agenda and reviewed the Mission Statement. There were no changes to the minutes of PRC Meeting #2 and they were accepted as written.

Next, discussion moved to review of the revised Roles document. The consultant pointed out edits and changes resulting from last meeting's input. This prompted additional discussion and led to additional revisions. These revisions included defining CIP, reordering the Services column, adding "meet or exceed" regulations to mirror the Mission Statement, grammatical corrections to Town's Role for CIP Services, and additions to the Community Stakeholders' Role for CIP Services. The Committee agreed on all changes to the Roles document, making it the final draft.

The Committee moved on to discussion of the draft Program Priorities. The consultant had large flipchart sheets of paper displayed around the room with the Priorities printed on them. These were used for discussion, for recording any revisions, additions/deletions and for the ranking process. After much discussion, several substantive changes were made including deletions and/or consolidation, additions, and wordsmithing. Once the group was satisfied with the modifications, the ranking process took place. Each Committee member "voted" by physically placing his/her 10 orange sticky dots by the priorities that they

deemed most important. A total of 80 orange dots (8 Committee members X 10 dots each) were used to determine the ranking of the Priorities. These are shown below in priority order indicated by the actual number of votes each priority received:

- 1. Develop and implement a comprehensive Master Plan that supports all of the stormwater program priorities.**
- 2. Address stormwater quantity (flooding) as an integral component within the overall program.**
- 3. Address stormwater quality as an integral function within the overall program.**
- 4. Protect and/or stabilize and/or restore stream corridors.**
- 5. Develop a formal public education and involvement program targeting key stakeholders.**
- 6. Define the level of service and performance standards for the Town's Stormwater Program.**
- 7. Ensure compliance with state and federal regulatory mandates. (**
- 8. Establish clear stormwater program leadership that the public recognizes.**
- 9. Integrate programs to utilize resources efficiently.**
- 10. Establish an understanding of the stormwater system as a "utility".**

It was agreed that the consultant would draft brief explanatory language for each priority for the Core Group and the PRC to review at the next meetings. The next Policy Review Committee Meeting is scheduled for Tuesday, August 12, 2003.

The meeting was adjourned at 7:55 pm.