

Meeting Date/Time: December 11, 2013; 6:00 pm

Members present: Matt Witsil; Pam Herndon; George Sparling; Julie McClintock; Terry Crook; George Retschle; Alan Rimer; Ed Harrison (Council Liaison)

Members absent: Ron Wells (exc)

Staff: Sue Burke; Mike Taylor; Jay Gibson

Guests: Sally Hoyt

Agenda Item	Discussion points	Motions/Votes	Action
Meeting called to order	N/A	N/A	Meeting began at 6:08 pm. A quorum was present.
Introductions	Mr. Witsil noted that Sally Hoyt was present; Sally has submitted her application for appointment as the UNC representative to the Stormwater Advisory Board.	N/A	N/A
Announcements	None	N/A	N/A
Petitions	None	N/A	N/A
Approval of Meeting Notes from October 22, 2013	Staff noted a minor change to the October meeting notes - Mr. Rimer's absence was an excused absence.	A motion to accept the October 2013 meeting notes was made by Ms. Herndon and seconded by Mr. Sparling. Passed unanimously.	N/A
OLD BUSINESS			
LUMO RCD Revisions	a. LUMO meetings - Mr. Witsil contacted John Richardson for an update about the schedule. Mr. Richardson responded that the LUMO Update timetable has been shifted so that the draft is now anticipated in March. Mr. Witsil noted that after the kick-off meeting he did not get a commitment that Mr. Einsweiler would meet with the Stormwater Advisory Board separately. Mr. Witsil did get a commitment that the Board would have engagement opportunities to participate in the process. b. LUMO Topic Area surveys - Staff forwarded the links to these surveys after the October meeting.	N/A	N/A
Stormwater Master Plan – status	Staff reported that three pages remained to be reviewed. Next steps will be to get on the Council's agenda to begin the public hearing process and to set a public information meeting date.	N/A	N/A
Update of recent stormwater issues	Library rain garden: Repairs and remedial work have been completed. Mr. Gibson noted that the bio-retention basin is still under warranty as part of the larger Library construction project.	N/A	N/A

NEW BUSINESS			
Legislative update	No information to report.	N/A	N/A
Communication and Outreach	<p>A small group of Board members met in November to discuss and brainstorm ideas for the presentation to the Town Council. Mr. Witsil summarized the discussion in a bulleted list. Ms. McClintock added detail to the outline, which was emailed to Board members yesterday along with a presentation made by the City of Durham staff.</p> <p>The Board discussed the purpose of the presentation. It should lay out the basics as a lead-up to the Stormwater Master Plan; the concepts need to be presented in non-technical terms and tell the story; and the presentation should be made by Board members. Mr. Rimer and Mr. Retschle will collaborate on the slides.</p> <p>Mr. Witsil will contact the Town Clerk's office about getting the presentation on the Council's agenda.</p> <p>Another planning meeting needs to be scheduled before January's regular Board meeting on 1/28/14. Tuesday, January 14th was proposed. Staff will reserve a room for the meeting and provide the meeting notice.</p>	N/A	N/A
Focus Areas	<p>a. Ephesus Church/Fordham – The Planning Board did not make a recommendation at its 11/19/13 meeting. Staff was scheduled to return to the 12/3/13 Planning Board meeting to provide responses to questions raised about the form-based code.</p> <p>Ms. McClintock asked if staff could provide a link to the traffic study.</p> <p>b. Central West –The Central West plan was adopted by the Town Council and included recommendations for traffic and stormwater management studies.</p> <p>c. Obey Creek – The final report is in process and includes 6-7 elements related to stormwater management.</p>	N/A	N/A
Advisory Board restructuring process	No new information to report.	N/A	N/A
New Orange County Flood Insurance Study	Staff reported that the State provides updates to the Flood Insurance Rate Maps approximately every five years. An open house is scheduled for 12/18/13 from 4:00-7:00 p.m. at the library. Staff will be present to answer questions and assist residents with checking the preliminary maps. The 90-day appeal period is anticipated to begin in January.	N/A	N/A

Stormwater Master Plan - next watershed studies	The Stormwater Master Plan has prioritized the remaining subwatersheds for study. It will be a budget decision to determine how long it will take to complete the studies.	N/A	N/A
Upcoming Stormwater issues before Council	The Stormwater Master Plan and the floodplain maps will come before the Council in the near future.	N/A	N/A
Town design criteria and stormwater design practices	Staff did a brief Powerpoint presentation about stormwater management design and the Town's stormwater management requirements.	N/A	Staff will provide a copy of the presentation to the Board members.
Adjournment	N/A	Motion to adjourn was made by Mr. Crook and seconded by Ms. Herndon. Passed unanimously.	Meeting adjourned at 7:55 pm.