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MARGARET NORDSTROM
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MEMORANDUM

To: RMP Update Committee
From: Margaret Nordstrom, Executive Director
Subject: Record of RMP Update Committee Meeting of January 5, 2016
Date: January 15, 2016

The RMP Update Committee met on Tuesday, January 5, 2016 at the Highlands Council office in Chester. Committee Members present: Committee Chair Alstede, Member Vohden, and via phone, Council Chairman Rilee and Member Sebetich.

Highlands Council Staff Members present: Margaret Nordstrom, John Maher, Chris Danis, Judy Thornton, Corey Piasecki, Jim Hutzelmann, Carole Ann Dicton, and Annette Tagliareni.

Also present via phone: Lisa LeBoeuf, Assistant Counsel, Governor's Authorities Unit.

Committee Chair Alstede called the meeting to order at 1:09pm.

The following topics were discussed:

Monitoring Program Recommendation Report (MPRR)

Staff reported that the first round of Technical Advisory Committee (TAC) meetings were recently held over four days, with the Natural Resource TAC taking a full day. Staff noted that generally we had positive feedback and were able to gather the information needed to move forward. Staff reported that the most common suggestion made by TAC members was that the number of indicators be significantly reduced in order to ensure that the final product is reasonably actionable. Staff anticipates receiving the TAC meeting summaries from the RPA consultant team by January 8, 2016. Once staff reviews these TAC summaries, they will be sent to Committee members after which the full Council will receive them. Ultimately, the TAC summaries will be posted on Council's website.

Public Outreach Sessions

The next three (3) public outreach sessions are scheduled for February 4, 9, and 11, 2016. The format will be slightly different from that of the stakeholder outreach workshops held early last year and will include an overview presentation. The public will have an opportunity to review display materials that explain what each section of the indicator reports will address; where we are in the MPRR process, and what draft Tier 1 indicators for each of the 10 topic areas have been selected for full analysis at this time.

Committee Member Vohden asked if the dates of the public outreach sessions are online. Staff responded that a public notice will go out shortly. It was also noted that Council members may attend any or all of the sessions as observers/participants. Staff emphasized that the public outreach sessions are different from the public hearings (which are tentatively scheduled for late summer/early fall).

MPRR - Next Steps

Staff indicated that after the public outreach sessions, a final indicator list will be compiled utilizing the information obtained through TAC meetings, public outreach sessions, consultant reports, and staff review. RPA will also be providing an online portal for purposes of communicating with TAC members as the process moves forward. This will allow for exchange of information with Highlands Council staff and gathering of any additional TAC member input.

Fiscal Impact Assessment (FIA)

Committee members received in their packets the full phase 2 report from PlaceWorks, titled “Socioeconomic and Real Estate Report.” Staff noted that the phase 2 report, as well as phase 1 report (“Regional Economic Evaluation”), are still in draft form and remain confidential. Staff anticipates that the phase 2 report will be provided to the full Council for review at Council’s next meeting. Staff emphasized that the report will not be discussed at this time.

Phase 3 of the FIA: Fiscal and Financial Report

Staff reported that Mr. Gunnells is working on gathering data for the phase 3 report (“Fiscal and Financial”). However, Mr. Gunnells has been instructed to complete the update of the phase 1 report as a priority since the completion of that report will dictate the start of the peer review. Staff suggested to the committee that a work session be held on all three reports of the FIA at Council’s April meeting. Committee Chair Alstede thought this was a good idea.

RMP Update Committee – Next Steps

At our last committee meeting on November 10, 2015, committee members agreed that a draft policy statement should be developed, ultimately for consideration and adoption by the full Council, to address the criteria for, and the process to be undertaken with respect to future amendments to the RMP. Staff anticipates providing a draft of this policy to the committee in the coming months. Once finalized by the committee, the policy would be presented to the full Council as an item for adoption along with the MPRR, FIA, and Peer Review.

Staff anticipates that several companion documents to the RMP will be presented to the Highlands Council for adoption as the MPRR, FIA, and Peer Review come to a close. These companion documents (guidance or policy) are being created as part of this process. The documents include:

- Highlands Redevelopment Area Designation Guidelines
- Highlands TDR Planning Guidelines
- Highlands Designated Center Planning Guidance
- RMP Amendment Policy
- The MPRR
- FIA
- Peer Review of the FIA

February Council Meeting

Due to the various topics discussed at today's committee meeting, staff suggested that the full Council receive a presentation at its February meeting. This presentation would be consistent with what is being presented at the Public Outreach Sessions (an update on process and timing for completion of the project). The presentation would also include a slide or two detailing the various companion documents that will accompany the MPRR and FIA during the public hearing and adoption phase.

Next Meeting

The next two committee meetings were scheduled for:

Tuesday, February 16, 2016 at 1:00pm

Friday, March 11, 2016 at 2:00pm

The meeting adjourned at 2:04pm.