

**DRAFT SUMMARY MINUTES OF A COUNCIL RETREAT  
OF THE CHAPEL HILL TOWN COUNCIL  
FRIDAY, FEBRUARY 3, 2012, AT 5:30 PM**

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

**Staff members present:** Town Manager Roger Stancil, Deputy Town Manager Florentine Miller, Assistant Town Manager Bruce Heflin, Town Attorney Ralph Karpinos, Public Information Officer Catherine Lazorko, Mayoral Aide Mark McCurry, Planning Director J. B. Culpepper, Assistant Planning Director Mary Jane Nirdlinger, Police Chief Chris Blue, Fire Chief Dan Jones, Library Director Kathy Thompson, Public Housing Director Tina Vaughn , Parks and Recreation Director Butch Kishia, Transit Director Steve Spade, Human Resources Director Frances Russell, Public Works Director Lance Norris, Economic Development Officer Dwight Bassett, Business Management Director James Baker, Assistant Business Management Director Amy Oland, Communications and Public Affairs Director/Town Clerk Sabrina Oliver, CH2020 co-chair Rosemary Waldorf, and CH2020 co-chair George Cianciolo.

### **Call to Order**

Mayor Mark Kleinschmidt called the retreat to order at 5:15 p.m. He asked Council to stay on task and said the retreat would test the progress of the Chapel Hill 2020 process as Council enters a difficult budget year.

### **Opening Remarks**

Town Manager Roger Stancil set the focus on the 2020 Plan. He outlined the evening's learning goals and said theme leaders would summarize their work. He emphasized clear guidance to staff, as Council did at the prior retreat.

### **Friday Night Agenda Review**

Facilitator Vi Lyles reviewed the agenda and thanked the committee for preparation. She previewed topics about citizen engagement, timeline, and how the plan integrates into Council goals.

### **Review of Chapel Hill 2020 Plan Themes**

Council heard brief overviews from the theme leaders and visited stations. CH2020 co-chair Rosemary Waldorf contrasted this process with the 2000 Comprehensive Plan and highlighted broad community outreach, including engagement with Burmese residents. CH2020 co-chair George Cianciolo said the process is working and will deliver usable guidance. Staff and leaders noted an estimated 28,000 contacts through outreach and online tools. Council members asked about small area plans, services residents want, and how the plan handles trade-offs (like affordable housing and neighborhood preservation).

### **Dinner**

Council and staff recessed for dinner.

### **Review of the Chapel Hill 2020 Plan Process**

Staff and CH2020 co-chairs described decision-making models, resources, roles, and the plan timeline. They explained that the plan would go to advisory boards in April–May, with Council review targeted for June if ready. Council discussed how priority budgeting would connect to the plan, the pace of timeline, and the need to keep citizen engagement strong.

### **Wrap Up**

Ms. Lyles summarized next steps and confirmed ground rules for Saturday.

### **Closing Remarks**

The meeting recessed at 7:30 p.m. to reconvene at 8:30 a.m. on February 4 at the Town Operation Center.