

TOWN OF HILTON HEAD ISLAND
Public Planning Committee Special Meeting
Thursday, September 8, 2016
4:00 p.m. – Conference Room 3

Committee Members Present: Chairman Tom Lennox, Kim Likins, David Ames and John McCann (as alternate)

Committee Members Absent: None

Town Council Present: Bill Harkins

Town Staff Present: Charles Cousins, Director of Community Development; Tom Fultz, Director of Administrative Services; Jill Foster, Deputy Director of Community Development; Jayme Lopko, Senior Planner; Teresa Haley, Administrative Assistant

Others Present: Alex Brown, Chairman of the Planning Commission

1. Call to Order

Chairman Lennox called the meeting to order at 4:00p.m.

2. Freedom of Information Act Compliance

Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

3. Approval of Agenda

The Public Planning Committee **approved** the agenda as submitted by general consent.

4. Approval of the Minutes – August 4, 2016 and August 18, 2016

The minutes of the regular Public Planning Committee Meeting held on August 4, 2016 were **approved** as submitted by general consent. The minutes of the special Public Planning Committee Meeting held on August 18, 2016 were **approved** as submitted by general consent.

5. Unfinished Business

6. New Business

a) Recommendation of a Vision Consultant

Chairman Lennox asked for feedback on the three Vision Consultant interviews. Each consultant provided an interesting presentation, including unique perspectives, skills, approaches and methodologies to complete the project for the Town. Upon the conclusion of the interview process, the selection team continued discussions and evaluation of the proposals and firms against the project requirements and expectations. The selection team reached consensus on Future iQ Partners as the firm whose proposal most closely met the needs of the project and Town expectations. There were several areas where their presentation highlighted features of their process that were both unique and exceeded those of the other two firms.

- Their methodology, which is highly focused on a scientific approach, was compelling. It provides a structured, integrated, data-driven decision making system.
- Their process provides for full transparency, open and inclusive input options and also provides flexibility in the outreach effort. The products and outputs outlined in the

presentation and recommended in the proposal demonstrated a reality check mechanism, including a plausible futures scenarios which provides opportunities to be creative but in the context of what is possible.

- This process facilitates a policy framework for a community vision that is much easier to understand, and ultimate actions and decisions are more easily defined, supported and defensible.

The Selection Team for RFP 2016-0010 requests that the Public Planning Committee recommends Town Council approve the selection of Future iQ Partners as the Community Visioning Process Consultant in which to enter a contract.

Ms. Likins made a **motion** that the Public Planning Committee recommends Town Council **approve** the selection of Future iQ Partners as the Community Visioning Process Consultant with which the Town enters a contract. Mr. Ames **seconded** the motion. The motion **passed** with a vote of 3-0-0.

b) Recommendation of Project Vision Management Team Members

The Committee discussed concerns and considerations for recommending the Project Vision Management Team Members at this time. The Committee is interested in feedback from the Vision Consultant regarding this team prior to announcing its members. Ms. Likins made a **motion** to defer the recommendation of Project Vision Management Team Members. Mr. Ames **seconded** the motion. The motion **passed** with a vote of 3-0-0.

7. Executive Session

a. Personnel Matters

Appointments to Boards and Commissions:

- (1) Discussion of matters related to recommending potential appointments to the Vision Project Management Team

b. Contractual Matters

Discussion of negotiations incident to:

- (1) Proposed contractual arrangements for Vision Consultant.

The Committee did not enter into Executive Session. The entirety of the meeting was conducted in Open Session.

8. Adjournment

The meeting was adjourned at 5:23p.m.

Submitted By:

Approved By: January 12, 2017

Teresa Haley
Senior Administrative Assistant

David Ames
Chairman