



The Town of Hilton Head Island
Our Plan Development Team Meeting

Monday, November 18, 2019 at 4:00 p.m.

Living Lab at Town Hall

AGENDA

As a courtesy to others please turn off / silence ALL mobile devices during the Meeting. Thank You.

1. Call to Order

2. FOIA Compliance - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Approval of Agenda

4. Approval of the Minutes – Meeting of October 7, 2019

5. New Business

- a. Review Our Plan timeline and schedule, *Presented by Taylor Ladd*
- b. Adopt 2020 Meeting Schedule
- c. Recap Our Plan Principles and Process and Development Team role, *Presented by Jennifer Ray*
- d. Our Plan Discussion, *Presented by Taylor Ladd and Jennifer Ray*
 - i. Overview of Our Plan connection to Our Future Vision and Strategic Action Plan
 - ii. Review expectations for Development Team December 2 meeting
 - iii. Review Final Work Group Staff Report template

6. Appearance by Citizens

7. Staff Report

- a. Announcements

8. Adjournment

*Please note that a quorum of Town Council may result if a majority of their members attend this meeting.
Please not that a quorum of Planning Commission may result if a majority of their members attend this meeting.*



Town of Hilton Head Island
Our Plan Development Team

Monday, October 7, 2019 at 4:00 pm
Benjamin M. Racusin Council Chambers at Town Hall

MEETING MINUTES

Present From the Development Team: Chairman Judd Carstens, Vice-Chairman Peter Kristian, Jean Beck, Morris Campbell, John Carroll, David D'Amico. Michael Scanlon

Present from Town Council: Tamara Becker, Glenn Stanford

Present from Town Staff: Taylor Ladd, Jennifer Ray, Anne Cyran, Shea Farrar, Jayme Lopko, Sheryse Dubose

Present from Media: None

1. Call to Order

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

2. FOIA 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

Chairman Carstens asked for a motion to approve the agenda. Mr. Kristian moved to approve. Mr. Scanlon seconded. The motion passed with a vote of 7-0.

4. Approval of Minutes

Chairman Carstens asked for a motion to approve the minutes of the August 19, 2019 meeting. Mr. Carroll moved to approve. Mr. Kristian seconded. The motion passed with a vote of 7-0.

5. New Business

a. Our Plan Terminology Review

Taylor Ladd reviewed for the Development Team the terminology for goals, strategies and tactics for Our Plan as follows:

- Goal: an aspiration; a desired outcome
- Strategy: a plan of action
- Tactic: a tool or action item

Ms. Ladd discussed the purpose of this meeting for discussion of the draft goals presented by each work group for Our Plan.

b. Discussion of Draft Goals for Our Plan Work Groups

(Referenced Draft Goals reports for each work group are attached to these minutes and the recording of this meeting is available on the Town’s website)

Chairman Carstens reviewed for attendees that public comment would be received at the conclusion of the work group presentations at the end of the meeting. He then invited staff to the podium to present the goals for each work group. During each presentation, staff reviewed the goals drafted by each work group and then received comments from the Development Team regarding the goal content and suggestions for strategies.

- i. *Build a Connected and Collaborative Community Fabric* was presented by Shea Farrar.
- ii. *Revitalize and Modernize the Economy* was presented by Jayme Lopko.
- iii. *Redefine Environmental Sustainability* was presented by Anne Cyran.
- iv. *Relentless Pursuit of Excellence* was presented by Taylor Ladd.

At the conclusion of the Excellence presentation, Chairman Carstens asked for a 10 minute recess to provide a break for the Development Team and meeting attendees.

- v. *Foster an Inclusive Multi-Dimensional Community* was presented by Sheryse Dubose.
- vi. *Innovative Approach to Create ‘Right-Sized’ Infrastructure* was presented by Anne Cyran.
- vii. *Expand to Embrace an Integrated Regional Focus* was presented by Jayme Lopko.

6. Appearance by Citizens

Chairman Carstens requested from staff to move the “Appearance by Citizens” portion of the meeting to before the “Staff Report.” The public was then invited to the podium for comments.

Mr. Ric Blaine of the Environment Work Group, Mr. Chris Christon of the Infrastructure Work Group, Ms. Amber Kuehn with the Environment Work Group and Mr. Charles Wohl with the Regional Work Group provided comment.

7. Staff Report

Ms. Ladd provided an overview of up-coming Open Houses being offered in October for the public to review draft goals, as well as the Parks and Recreation Master Plan survey being run in October. Ms. Ladd also discussed the next steps for the work groups in review of the Development Team comments and refining the goal statements.

8. Adjournment

The meeting was adjourned at 6:25 p.m.

Submitted by: Taylor Ladd

Approved:

DRAFT

Town of Hilton Head Island Our Plan Development Team 2020 Regular Meeting Schedule

Meetings are generally held in the Living Lab at Town Hall at 4:00 pm on the **first & third** Mondays of each month, subject to change with notice.

PUBLIC MEETING DATES*
January 6, 2020**
February 3, 2020
February 17, 2020
March 9, 2020
March 23, 2020
April 6, 2020
April 20, 2020

* Note: The Development Team will meet as needed through April 2020 until their recommendation for Our Plan is forwarded to the Comprehensive Plan Sub-Committee of Planning Commission.

**Note: January has only one meeting due to the MLK Day Holiday.