

Comprehensive Plan Steering Committee Meeting
June 6, 2013
Lord Spencer Compton Conference Room

Present:

Steering Committee Members	Linda Pearce
Carlos Braxton	Tom Pollard
Howard Capps	Randy Reeves
Deb Hays	Jennifer Rigby
Elizabeth Hines	Robert Rosenberg
J. Clark Hipp	Frank Smith
Paul Lawler	Kevin Smith

Staff Members
Glenn Harbeck – Dev Svs
Christine Hughes

Others Present: Ryan McAllister

The meeting was called to order at 4:09 by Robert Rosenberg.

Minutes from the April 23, 2013 and May 14, 2013 meetings were approved.

The committee reviewed the purpose of a comprehensive plan and the role of the steering committee. The committee requested an executive summary of the city's planning efforts to date.

Glenn Harbeck reviewed the online planning efforts in the region, Focus, Cape Fear Public Utility Authority (CFPUA), New Hanover County, Wilmington Metropolitan Planning Organization (WMPO), and the city. Ongoing coordination between all five groups will be a part of the planning processes.

The committee reviewed the tasks and timeline (attached), including the target dates.

The committee reviewed the input from the 5/14/13 kickoff meeting and each committee member was asked to develop at least three themes based on the public input to date. A worksheet to help assist in the generation of themes was provided (attached).

City Council's involvement in the plan development process was discussed. The committee reached consensus that members of council should be invited to attend various meetings, including meetings in a box, steering committee meetings, lunch and learn events, and other public input meetings. It was also agreed that council members would be asked to lead a Meeting in a Box. Further, it was agreed that the steering committee would provide ongoing reports to the council at City Council meetings.

Ongoing outreach opportunities were reviewed, including Meeting in a Box, Lunch and Learn, Planning on Tap, Man on the Street, and handouts/web-based information. The possibility of utilizing the city's public service announcement slot on digital billboards was discussed.

Interaction with the New Hanover County School Board (specifically the superintendent), the CFPUA, and Cape Fear Community College was discussed as a need. The committee requested that staff arrange for representatives from these organizations speak to the committee.

The next citywide meeting, at which the vision statement(s) will be presented was scheduled for September 24. The Steering Committee will convene its meeting at 5:00 and the public input meeting will convene at 6:30. The location is to be determined.

The next steering committee meeting is June 25, 2013 at 4:00 in the Lord Spence Compton room.

The steering committee adjourned at 5:40 PM.