

Strategic Planning Committee Meeting Minutes May 4, 2022

Call to Order

Chairman John Ferguson called the meeting to order at 3:00 PM and welcomed all in attendance.

Members Present: Chairman John Ferguson, Mayor John Brodman, Commissioner Robert Cox, Michelle Powers, Suzanne Wheatcraft and Jimmie Beckom.

Members absent: George Greene

Staff Present: Town Manager Brian Kramer, Town Clerk Charlie Rocci and Town Planner Kevin Reed

Others present: Commissioner Clark Edwards and Penny Holland - CAC

Approval of Agenda

Mayor Brodman made a motion to approve the agenda. It was seconded by Michelle Powers and passed unanimously.

Approval of Absentees

Jimmie Beckom made a motion to excuse George Greene from today's meeting. It was seconded by Michelle Powers and passed unanimously.

Approval of the Minutes

A motion was made by Michelle Powers and seconded by Commissioner Cox to approve the March 2., 2022 minutes. The motion passed unanimously. Michelle Powers noted a change to the April minutes as part of her PB report. Commissioner Cox made a motion to approve the amended minutes for the April 6, 2022 meeting. The motion was seconded by Mayor Brodman and passed unanimously.

Liaison Updates

- **Board of Commissioners – Robert Cox**
 - Budget deliberations remain a focus of the Board and on May 11 further decisions will be made on the draft budget. Goal is adoption in late May or June.
 - BOC has been discussing water rates as part of the budget and the last time there were any adjustments was 2010.
- **Planning Board – Michelle Powers**
 - PB is continuing its review of draft Article for the UDO.
 - UDO discussion by PB included the importance of the Strategic Plan being a guide, along with the CAMA Land Use Plan.
- **Community Appearance Commission – Penny Holland**
 - CAC will be renamed the Appearance Commission as part of the UDO process in order to be consistent with NC General Statutes.

- Arbor Day tree giveaway was a success.
- CAC continues to process a lot of tree permits.
- **Town Staff Update**
- Manager Kramer indicated he had nothing specific to report at this time.

Old Business

Recruitment

Chairman Ferguson discussed the need for advertising vacancies for boards and commissions including the SPC. He also mention Dr. Christine Voss as a potential SPC member and her ability to bring a resiliency focus because of her academic work. Mayor Brodman made a motion to recommend to the BOC that Dr. Voss be appointed to the SPC. Michelle Powers seconded the motion. The SPC then discussed the previous protocol used in recruitment and the need to advertise vacancies. After discussing the need to “reset” the recruitment process, Mayor Brodman withdrew his previous motion. Suzanne Wheatcraft stated we need to advertise the two SPC vacancies. Chairman Ferguson noted that Suzanne Wheatcraft had agreed to assume the role of vice-chair of the SPC. It was also noted that the Chair along with Suzanne Wheatcraft and George Greene needed to be reappointed by the BOC.

CAT Update and Potential Projects

Planner Reed provided an update of the RCCP process and indicated that Phase III applications would be due on June 3. The Town does anticipate submitting a Phase III application for the #1 ranked project which was “Implement nature-based solutions to address stormwater issues on Town streets to decrease flooding”.

Discussion of Mission Statement Recommendation

Chairman Ferguson reviewed draft changes to the Town’s mission statement. It was the consensus of the SPC to present those changes to the BOC for adoption as follows:

*It is the mission of the Town of Pine Knoll Shores to provide for the safety and well-being of all residents and visitors in an efficient and well-organized manner; and develop and implement plans for the continuous improvement of the town, its services, **preservation of its natural environment**; and encourage the participation of residents in service to the Town and community.*

Status of Implementation Strategies

Chairman Ferguson noted the need to work on a dashboard to track SPC progress and stated we should discuss further at the June meeting.

Next Meeting

Chairman Ferguson noted the next meeting would be on June 1, 2022 at 3:00 PM

Motion to Adjourn

A motion was made by Jimmie Beckom to adjourn the meeting. Commissioner Cox seconded the motion and it passed unanimously with the meeting being adjourned at 4:33 PM.