

## **Carolina Beach Town Council Strategic Planning Retreat Agenda**

August 22, 2023

RETREAT ADDRESS: 1121 North Lake Park Blvd. Carolina Beach NC 28428, Multi-Purpose Room

Facilitators: Bruce Oakley, Town Manager and Ed Parvin Deputy Town Manager

08:30 Review current budget status and goals.

09:00 Overview of the Town's long term Capital Improvement Plan

09:30 Review progression on achieving identified goals in the Strategic Plan

10:30 Break

10:45 Identify any new priorities that were not included in the Strategic Plan

11:15 Update and analysis of options for building inspections

11:45 Lunch

12:30 Short Term Rental updates \*Depending on legislative progress

12:45 2025 Lake Park Blvd paving plan

1:15 Cape Fear / Canal Streetscape

1:30 Council Feedback

1:45 Closed Session Real Estate Matter

2:00 Adjourn

## **GUIDELINES FOR PRODUCTIVE MEETINGS**

The following ground rules have helped make meetings more productive:

1. **Participate fully.** It's alright to disagree. Everyone should have the opportunity to state his or her own views, regardless of rank or other differences.
2. **Work on the problem.** Put other issues aside, including personalities, offices, or other differences. Show respect for each other.
3. **Focus on interests, not positions.** Explain why you favor a particular course of action. Invite questions so you can explain your reasons fully. Balance advocacy and inquiry.
4. **Share all relevant information.** Be specific. Agree on what important words mean. Discuss "undiscussable" issues.
5. **Stay focused.** Discuss a topic long enough for everybody to be clear about it.
6. **Decide how the group will make decisions.** Strive for consensus.

Adapted from *The Skilled Facilitator: Practical Wisdom for Developing Effective Groups* by Roger Schwarz.