

Meeting Minutes

Job: Wither's Swash District Plan
 Meeting: Director's Meeting #2
 Location: City of Myrtle Beach Conference Room
 Date: October 5, 2009
 Start Time: 1:30 pm

Attendees

Name	Company	Abbreviation
Janet Wood	City of Myrtle Beach	JW
Jack Walker	City of Myrtle Beach	JOW
Jimmie Walters	City of Myrtle Beach	JRW
John Pedersen	City of Myrtle Beach	JP
Michael Guthrie	inFORM Studio	MG
Robert Miller	inFORM Studio	RM

Old Business

- 0.01 Action Items (previous meeting)**
- A1.1 MG waiting on response Marion Foxworth
 - A1.2 JP waiting on response from Mayor's office
 - A1.3 JW waiting on response from Susan Libes
 - A1.4 JOW has contacted Leigh Meese and she is interested in participating
 - A1.5 JP to attend Maple Street meeting tonight
 - A1.6 JOW has contacted Bayliss Spivey and he is out of town for October
 - A1.7 MG is preparing Executive Summary
 - A1.8 JOW provided inFORM with requested inFORM studio
 - A1.9 JW waiting on RFI list from inFORM studio
 - A1.10 JW providing info
 - A1.11 JW providing info
 - A1.12 Minutes sent out
 - A1.13 Schedule generated
 - A1.14 Stakeholders list begun

Email list generated and sent out.
 FTP site generated and access info sent out.

New Business

1.01 Project Calendar Review

Key Dates:

October 9	Confirm DPAC members
October 9	RFI's uploaded to FTP site
October 9	Website started
October 12	Study Group members confirmed
October 13	Group meeting letters sent out
October 23	Mass mailing for remaining attendees to workshops
October 23	Website launched
November 2	Environmental Impact Group meeting from 4-6 pm
November 2	Commercial Impact Group meeting from 7-9 pm
November 4	City Impact Group meeting from 10-12 am
November 4	Residential Impact Group meeting from 7-9 pm
November 11	City Holiday

1.02 Impact Group Identification

(4) separate groups to be identified as and containing:

Residential Impact Group

- Withers Neighborhood
- Ramsey Acres
- South Park
- Maple Street Group

Commercial Impact Group

- 3rd Avenue South Corridor
- King's Highway Corridor
- Broadway Street Corridor
- KOA
- Ocean Blvd directly adjacent to project site

City Impact Group

- Fire Department
- Police Department
- Construction Services
- Parks and Rec
- Public Works
- Traffic
- Planning
- Chamber of Commerce
- DRC

Environmental Impact Group

- CCU
- Audubon Society
- Sierra Club
- OCRM

Surfrider Foundation
Green Keepers
Wither's Estuary Community Collaborative
USGBC
DHEC
DNR

1.03 Meeting Locations

All public meetings will be held at the Myrtle Beach Train Depot and JRW to reserve the building
All DPAC meetings to be held in large conference room at city offices

1.04 General Information

inFORM to generate letter for invite to impact group meetings **(AI.2)**
prepare letters relevant for impact groups and for website uploading
inFORM to generate questionnaire for merchants **(AI.3)**
Kelly Mezzapelle from Zoning can assist as needed
Badges can be made for inFORM employees **(AI.6)**

1.05 Action Items (AI)

AI.1 RM to update calendar
AI.2 MG to develop letters for impact groups
AI.3 MG / RM to generate questionnaire for merchants
AI.4 RM to contact Mark Krueua for website design
AI.5 RM to contact RTA for transit information

1.06 Meeting Dates

Next meeting Monday, October 12, 2009 at 2:00 pm at the city conference room.

The preceding is assumed to be a complete and correct account of the items discussed, directions given, and conclusions drawn, unless this office is notified to the contrary by the next regular meeting. If no notification is received, these minutes will be deemed an accurate account of the meeting.

End of Minutes

Prepared by: Robert Miller of inFORM Studio