

**Comprehensive Plan
Steering Committee (SPSC)
Village of Godfrey
Meeting Minutes of 3/18/2019**

Meeting was called to order by Jim Mager at 6:30 p.m. at the Village Hall, 6810 Godfrey Road, Godfrey, Illinois 62035

Attendees:

Lowell Beuttel, Amy Cress, Gerard Fischer, John Keller, Steve Koeller, Tim Kuebrich, Jill Lane, Rick Lauschke, Tom Long, Mark Lorch, Karen McAtee, Dennis O’Neal, George Provenzano, John Roberts, Jennifer Russell, Linda Wheaton, Jim Mager, and Mary Mager (Scribe). Village of Godfrey Department Heads: Jim Lewis, Todd Sturbhart, Laura Dixon, Rich Beran, and Chris Sichra; and, Eric Kambarian, Chief Godfrey Fire Protection District.

Roll Call:

Introduction of Department Heads:

Jim Mager stated that as the Comprehensive Plan Steering Committee (SPSC) moves forward with its work, it may be necessary to seek information and insight from the various department heads. As such, each department head took a few moments to introduce themselves to the committee.

Introduction of CPSC members:

Mager thanked the group for their willingness to serve on the committee and asked that each member personally introduce themselves.

Committee Purpose:

Tom Long explained the comprehensive plan is a statutory requirement by the State of Illinois. He stated the importance of the plan is to serve as a “bible” for setting direction of the Village. The plan is often referenced when applying for grants to various agencies. While the comprehensive plan has no “enforcement” authority, it used to provide guidance in developing ordinances for the Village. Additionally, the plan should be developed with broad input from the community and stakeholders. While the SPSC will develop the comprehensive plan, it will be passed on to Planning and Zoning, be subject to public hearing; and ultimately, must be approved by the Board of Trustees. Tom Long had developed a document of “Authority for Municipalities in Illinois to Adopt a Comprehensive Plan” and a copy was given to each committee member. Tom made several references to this document as he delivered his remarks.

Mager advised the group’s task is to update the Plan that was developed in 2008. There has been no update and; therefore, the Plan is over 10 years old. He stated a digital copy had been emailed to the CPSC members. He also stated the department heads have recently reviewed the 2008 Plan and have evaluated what had been completed/accomplished.

Operating methodology:

Mager stated the purpose of the evening's meeting was to "plan to plan." Given the magnitude of the task to develop the Plan, Mager asked the group what might be the best committee structure? It was suggested that subcommittees would be necessary in order to efficiently and effectively accomplish the plan development. In considering how to assign work to the subcommittees, George Provenzano, asked for clarification of Sec. 2 of "What Should A Comprehensive Plan Include" of the "Authority for Municipalities in Illinois to Adopt a Comprehensive Plan." Tom Long gave clarification to the following:

"2. The Plan should also include surveys and studies of existing conditions and future projections, maps, charts and descriptive analysis of the following:

- A. History, population and physical site conditions of the Village.*
- B. Land use including public versus private structures, specifications for built up areas, and population densities.*
- C. Community centers and neighborhoods.*
- D. Redevelopment area and desired projects.*
- E. Public ways*
- F. All utilities including the future use and location of sustainable energy sources.*
- G. Pollution, flood control and drainage.*
- H. Surface, water and transportation facilities and mass transit availability.*
- I. Parks and recreation facilities*
- J. Land utilization and land cover*
- K. Conservation areas*
- L. Other social, economic, or social conditions identified by the community."*

In order to develop assignments for the subcommittees, Tom passed around a "sign-up" sheet and asked individual's to give their preferences (listed in order of 1 to 3) of what areas each would be most interested in working. It was also suggested there was some commonality to various sections could be combined. With that suggestion, subject areas were combined as follows:

- ★ [E. Public ways; and,
H. Surface, water and transportation facilities and mass transit availability.
- ★ [I. Parks and recreation facilities,
J. Land utilization and land cover; and,
K. Conservation areas.
- ★ [C. Community centers and neighborhoods; and,
L. Other social, economic, or social conditions identified by the community.
- ★ [B. Land use including public versus private structures, specifications for built up areas, and
population densities.
D. Redevelopment area and desired projects.

- ✿ [F. All utilities including the future use and location of sustainable energy sources.
- G. Pollution, flood control and drainage.

Mager agreed to tabulate the survey of preferences and assign individuals to subcommittees.

Set Meeting Schedule:

Mager stated that he would attempt to limit the full committee meeting to 1 or 2 per month and would, hopefully, hold the meetings to, no more than, one and one-half hours. There was a group consensus that Monday evenings at 6:00 p.m. would be a favorable meeting time for most individuals. Mager will schedule the next meeting once subcommittees have been established.

Mager thanked everyone for their time and meeting was adjourned.

*No parliamentary rules were followed for this organization meeting.

Respectfully submitted by:

Jim Mager

Director of Economic Development