



City of Rock Falls

Comprehensive Plan Committee Meeting Minutes

Date: 05/13/09 Time Meeting Started: Noon
12:55pm

Time Meeting Ended:

Members		Also Attended	
Gayla Kolb-Standing in for Sandy Henrekin (acting chairperson)	P		
Matt Lilipop	P		
Deb Burke	P		
Keith Adams	P		
Dave Leonard	A		
Mayor Blanton	P	Richard Downey, City Administrator	P
P-Present A-Absent			

Ordinance/Topic	Discussion	Plan of Action
1. Call to Order @ Noon	<ul style="list-style-type: none"> Committee called to order at Noon. 	No action.
2. Establish meeting schedule	<ul style="list-style-type: none"> Committee discussed establishing a meeting date. After a short discussion the committee determined that the second Wednesday at Noon would be posted as the regular meeting date. 	Committee approved the meeting date.
3. Expectations for results	<ul style="list-style-type: none"> Committee discussed the expectations for the results. Gayla handed out some information to the committee to discuss. Committee discussed. Mayor suggested getting the items under the community profile and then assigning them to different people for collection. Mayor discussed about education information as well. Committee discussed table of contents and decided to take the old table of contents and combine it with the sample plans to come up with a final table of contents. Committee requested for the next meeting the table of contents be completed. Once that is done the date could be collected. 	Committee approved steps.
4. Update on CCI application	<ul style="list-style-type: none"> Committee discussed the CCI application and determined that the committee would be better off not doing an application at this time as most of the information that would be gathered from it. Committee agreed to decline a CCI application. 	Committee declined a CCI application at this time.
5. Timeline Determination.	<ul style="list-style-type: none"> Next meeting would be review table of contents, and ensure that all of the components that are needed are included in the table of contents. Committee discussed about having the plan done within a year from the current date. 	Item would be added to the agenda.

6. Next Steps- Gathering and updating information.	<ul style="list-style-type: none"> Gayla informed committee about getting the vision statement from the previous 1963 plan and would pull it out of that plan and send it to the members to review and comment on at their next meeting. City Administrator brought up the idea of adding any more members. Committee discussed, and after a discussion it was determined that if individual people wanted to be invited for the different sections they could be invited in when those sections are being discussed, but not become full members as to not waste their time. 	No action.
7. Committee Member Discussion Items	<ul style="list-style-type: none"> None. 	None.
8. Approve Minutes	<ul style="list-style-type: none"> The minutes of the meeting were presented and accepted as presented. 	Minutes approved and accepted as presented.
9. Adjournment	<ul style="list-style-type: none"> Meeting was adjourned at 12:55pm 	Meeting adjourned at 12:55pm

Richard Downey, Recorder, Rock Falls Comprehensive Plan Committee