

Village of Roanoke Community Development Committee

Meeting Minutes 9/12/17

Meeting was called to order at 7pm

Caleb Leman was acting chairperson. Keith Klein was absent.

Members in attendance were Jeremy Hilton, Mike Smith, Wade Sauder, Cathy Bilow and Brandon Bachman.

Caleb outlined the top 5 items for the Town Hall Meeting held in August.

1. Grocery store
2. Evening Restaurant
3. Promote Shop Local
4. Business development
5. Special events

These items were discussed and it was decided that this committee will not be able to have much impact on the top 4 items.

Eric Miller from the Tri County Planning Commission and Ray Lees Regional Planning Director were introduced by Jeremy Hilton and Mike Smith. They spoke about updating the Village comprehensive plan and the importance of having a plan.

They explained that a comprehensive plan is an important component of any grant application. They also explained that they had \$10,000.00 in funding to help the Village of Roanoke update the plan. The only cost to Roanoke would be a commitment from the community development committee to help with its development. They mentioned it was also an "insurance policy" for unwanted growth

They talked about the positive aspects of the village...the appearance, curbed streets, schools, faith communities etc. "Branding" Roanoke was discussed. We discussed what was "Unique" about Roanoke and what regional interest there may be. Vipers and John Deere were mentioned. Jeremy Hilton motioned that we move forward with the comprehensive plan update process. Motion was seconded by Cathy Bilow and was approved by a unanimous vote.

Jeremy and Cathy will present the plan to the Village Board at their next meeting to get their approval.

Duane Schroder, representative from the Roanoke Civic Center committee spoke about the Community Civic Center project. He said they sent a survey and received little response.

The next meeting was set for October 10, 2017 at 7pm at Roanoke Village Hall.

Cathy Bilow motioned to adjourn meeting, Brandon Bachman and Wade Sauder seconded the motion. Meeting was adjourned at 8:20pm.

Village of Roanoke Community Development Committee
Meeting October 10, 2017

Attendees: Jeremy Hilton, Wade Sauder, Caleb Leman, Cathy Bilow

At 7:00 pm Caleb Leman called the meeting to order. Roll was taken.

Jeremy motioned to approve minutes from last meeting. Caleb seconded, motion passed.

Update on the Comprehensive plan...Jeremy said that we should wait for the planning team to let us know what we are to do and that any discussion should be delayed until then. All agreed.

Dog Park: Wade reported that he has contacted Hohulin fence for pricing on fence installation. He is checking into the legal and liability issues. Upkeep of the park and its location were discussed. Vacant lot on Front Street was the choice of the committee. Wade is putting together a proposal and will go to the Village board for approval.

The idea of public relations and marketing strategies for the Village of Roanoke was discussed. We all agreed that promotion of positive stories and a more effective way to get the word about community events and important Village news is important. We discussed ways to do this. Facebook, text messages, newspaper, email newsletter, fliers and an electronic sign were all mentioned. We also discussed the labor and cost of this endeavor and the liability the Village would possibly incur. All committee members thought this was an important idea worth pursuing. Jeremy was going to check into the electronic sign. Cathy was going to check into a community newsletter like the Minonk Talk.

Caleb reported that he would like to see a beautification of the area along rt 116 between the old barber shop and the Club 116 and the entrance to the downtown area. He will be working on this project.

Cathy reported that she will pursue the idea of a community garden.

To recap: the projects that the committee will be working on are:

- Dog park
- Marketing and PR strategies
- Landscape beautification to the downtown area
- Electronic message board
- Community Garden

The committee also briefly discussed its membership, who are current members and how to get new members.

Cathy motioned to adjourn the meeting at 8pm. Wade seconded the motion. Motion passed.

Village of Roanoke Community Development Committee

Meeting Minutes November 14, 2017

Caleb Leman called the meeting to order.

Caleb Leman, Wade Sauder, Jeremy Hilton and Cathy Bilow were present.

Ray Lees and Ryan Harms from the Tri County Planning Commission were in attendance.

Jeremy motioned to approved minutes from last meeting, Wade seconded the motion. Minutes were approved.

Dog Park update:

Wade Sauder reported that he received a quote from Hohulin Fence. Approximately 738' feet for 6 foot chain link fence installed would be \$19,728.00. With a \$2960.70 saving if we have the material.

Committee agreed that at this price the dog park would not be viable. Wade will get more bids.

Wade also checked with the Eureka City Administrator, Melissa Brown, to find out about their signage, liability, funding etc. Eureka's dog park was privately funded. They have signage stating rules for park users.

Jeremy said the Village insurance would not be impacted by building a dog park on Village property.

It was decided to wait until more pricing comes in, put together a proposal for the Village and present the idea to the Village Board when appropriate. Fundraising was mentioned.

COMPREHENSIVE PLAN UPDATE

Ray Lees and Ryan Harms spoke about the process for the update of the Village of Roanoke Comprehensive Plan. Ryan will be the lead Project Manager on this project with two others from the office also working with the committee. Ray is the coordinator.

The process of updating the plan was explained.

It will be the task of the committee to reach out to citizens for ideas. Ask the question "Where do I see Roanoke 15 years from now? Where do I want to see Roanoke 15 years from now?"

The planning commission will take care of the basic stuff like updating statistics, population, land use etc.

The committee will be responsible for the "20 year Vision". Holding another town hall meeting was suggested to get residents ideas.

New committee members will be welcomed.

It was decided that the current CDC will be the steering committee for this project and that work on the Comprehensive Plan will be a part of the regular monthly meeting. The Planning Commission will attend our regular meetings to present progress. They will keep track of the budget.

The committee members were asked to come to the next meeting with ideas for the 20 year vision.

OTHER BUISINESS

Keith Klein resigned as chairman of the committee. Caleb Leman accepted the position as chairman.

New Resident Package: the idea of putting together a NEW Resident package that included information on businesses, services, community groups, churches etc. was mentioned. Committee agreed that that was a good idea.

Jeremy reported that an electronic message board would cost between \$3000 and \$10,000. The Village would pay for electricity also if attached to a privately owned downtown building.

Caleb reported that any landscaping or improvements along Rt116 would need approval of building owners.

The next meeting date was set for December 12, 2017 at 7pm Roanoke Village Hall.

Meeting was adjourned at 8:15pm.

Village of Roanoke Community Development Committee

Meeting Minutes

January 8, 2018

Chairman, Caleb Leman called the meeting to order at 7pm

Roll was taken. Village President Mike Smith, Chairman Caleb Leman, Cathy Bilow and Wade Sauder were present.

Reema and Michael from the Tri County Planning Commission were also in attendance. They gave an update on the comprehensive plan and the town hall meeting was discussed.

The town hall meeting will be an Open House style meeting with 6 informational stations for residents to participate.

- 1. What is the Comprehensive Plan and why is it important?** This station provides an overview of the comp plan process, the goals of the new plan and the completed goals of the 2003 plan.
- 2. Mapping station** Residents will use markers to highlight areas of town that they appreciate, think are important or would like to see improved.
- 3. Money Game** Using information from the 2017 Town Hall meeting. Attendees are given \$100.00 in fake money and are asked to allot their money to each improvement as they see fit.
- 4. Community Survey** TCRPC will provide ipads with digital versions of a community survey for attendees to fill out.
- 5. SWOT Analysis** Attendees are asked to list **S**trengths, **W**eaknesses, **O**pportunities and **T**hreats facin the Village of Roanoke in the next 25 years.
- 6. What do you value about living/working/playing in Roanoke?** Attendees are given pens/markers and are asked to write or draw the aspects of Roanoke that they value the most. This exercise may be helpful in developing a brand or image for the Village.

Cathy and Wade will bring easels. TCRPC will bring all other necessities.

There will be a guessing game and attendees can enter for a change to win \$75.00 off there water bill. Cathy will provide the game.

Community Development Committee Meeting
Tuesday, January 23, 2018

Meeting started at 7:00 with a welcome and introduction by Ryan Harms of the Tri-County Regional Planning Commission.

A brief overview of the meeting was given, as well as an explanation of the 7 stations that were set up around the room. Residents were encouraged to stop at each station and share their opinions and thoughts.

At the end of the meeting the winner of the guess the popcorn kernel contest was announced. Resident Greg Churchill received a \$75 credit towards his water bill by guessing the closest.

Submitted by:

Caleb Leman

TCRPC will visit Methodist church and develop a flier to be posted throughout town.

For the new survey it was decided to mimic the previous survey. A copy of the German Town Hills survey was given as an example.

DOG PARK

Wade provided more numbers for the dog park fencing. Hohulin fence quote was 14,000.00. Custom Surroundings was 11,000.00. Fence will be a 4' tall, black chain link. It was decided to present the plan to the Village Board on Feb 19th so that funds could be used from this budget cycle. A fundraiser of some type was discussed to get community involvement and cover costs over Village budget allotment.

COMMUNITY GARDEN

Cathy reported that several residents have expressed interest in starting a community garden. The nursing home has shown interested in hosting. There are a few Village properties and private lands that are also under consideration. Mike Smith suggested to look at the Park District property on the corner of Main and Front as well. Cathy will meet with the interested residents and the nursing home administrator. A proposal will be drafted and presented to the Village on Feb 19th.

Meeting was adjourned at 8pm

Village of Roanoke, Community Development Committee

Meeting 2-13-18

Chairman Leman Called meeting to order at 7pm.

Village president Mike Smith, Chairman Caleb Leman and Cathy Bilow were present.

Ryan and Reema from the Tri County Planning Commission were there to give us the report on the town hall meeting. 29 people attended, rocky start with some questions from attendees but worked through those and overall it was a successful meeting and residents were engaged. The results were presented in a printed report.

We decided we needed more feedback from the survey. We would like to get 80 to 90 responses from residents. Another incentive of \$75.00 off water bill was agreed upon. Everyone who fills out the survey will be entered to a drawing to win the \$75.00 water credit. The deadline will be March 23rd. A link on FB, the village text message system, note on the water bill, notice in church bulletins and pass out info at school were all discussed as ways to get the word out about the survey and drawing.

Other progress on the Comprehensive plan were reported....land use maps current and future are being worked on.

Caleb will update the Village board on the Town hall meeting and progress on the Comprehensive plan at their meeting. Feb 19th.

Cathy updated everyone on the community garden progress. Nursing Home has offered space with a land lease of \$1.00 per year. Water was discussed. Village will provide water from the hydrant to fill a donated 500 gal water tank as needed. It is anticipated that the garden will use approx. 3000 gal per year. Cathy will present the plans for the community garden to the Village Board on Feb 19th to get approval for the Land Lease.

The dog park was discussed and Wade is approaching the Park District to see if they will allow it to be on their property.

Meeting was adjourned at 8ish.

Submitted by:

Cathy Bilow

**Village of Roanoke CDC meeting
March 13, 2018**

-Wade Sauder, Caleb Leman, Jeremy Hilton, Cathy Bilow were present.

-Minutes approved

-Tri County Planning Commission update

140 responses to the survey, good demographic cross section, deadline March 23

They will have analysis at next meeting so we can start making goals and objectives.

\$75.00 incentive really helped! Each respondent was given a code number so computer will spit out a code number to choose the winner.

Current land use maps were presented along with the future land use map from 2003 plan. We agreed the 2003 plan will still be accurate for this plan except adding more green space. Jeremy is marking up a map and they will update.

Prepare future land use. Each of indicate areas we would like to see used different...opportunity for development.

We need to map out the cruise lap/walking path.

Review survey results before next meeting.

-Cathy reviewed the community garden plan and progress with everyone and presented a budget of 1500.00

-Illinois institute for Rural Affairs conference. TCPC paid for

Summary of classes Caleb attended.

Craft Brewing only area growing in IL. 10 to 15 employees best chance of success. Death rate outpacing birth rate.

Fostering Community Change... get community input have a better chance of project to last.

Rural school district predicting significant teaching shortage. Teacher scholarship...pay for school if work for 5 years. Involve high school kids in

the community, get their input to see what they would want to see and what would make them want to stay.

-Meeting adjourned 8pm.

Roanoke Community Development Community Meeting
April 23, 2018

Called to order 7:15pm.

Chairman Caleb Leman, and community members Wade Sauder, Jeremy Hilton and Cathy Bilow attended.

Tri County Planning Commission was to go over results of survey, they were a no show so it will be scheduled for next month, May 8th.

Community Garden Update: Beds are filled and ready to plant, water tank is up there just needs a stand. Looking for picnic tables too.

Dog Park up date: Wade spoke with the Park District they are receptive to the idea of putting the park on the vacant lot at the corner of Front and Main. Wade will look into the county plans for widening the road and set back requirements for the fence. Park would mow if Village would weed eat or spray around the fence and pick up the garbage. Jeremy will check with Village to make sure they'll take care of fence.

Next meeting Kirby Wagner, Farm Bureau will give a presentation at our next meeting.

Next meeting May 8th 7pm at Village Hall.

Wade motion to adjourn, Jeremy seconded motion approved.

There was no meeting April 11, TCPC could not make it.

Submitted by:

Cathy Bilow

CDC Meeting May 8th

Caleb called the meeting to order

Minutes approved

Roll Wade, Caleb Leman, Jeremy Hilton and Cathy Bilow

Kirby Wager from the Farm Bureau Illinois institute for Rural affairs.

Mapping program they offer. They drive the process of community involvement to improve the town in any way ie...marketing, downtown renovation, economic development. There would need to be a committee of 25 people to work on the Mapping. Housing, utility services, business and cooperatives programs.

He also works with the USDA, who gives many grants. Trefzers, got a grant through USDA with the help of the city of Peoria Heights and got a loan for their new building. USDA gives grants for downtown revitalization. Adopt a pot programs, Nombe.

Kirby will get us in contact with the people who would help .

IDOT has grant and loan programs

Jerry will get in touch with Kirby about USDA GRANTS.

Tri county planning commission called to cancel again this week.

Community Garden update: water tank will be installed this week, and beds are ready to plant. We can use some of the money for plants for the border.

Wade will try to get in touch with someone from the township about the road.

Next meeting is June 11.

Submitted by:

Cathy Bilow