

**MCHENRY COUNTY REGIONAL PLANNING COMMISSION
MEETING MINUTES
JANUARY 11, 2007**

Call to Order

The meeting was called to order at 6:00 p.m. by Chairman Eldredge.

Roll Call

Commissioner's Present: Charles Eldredge; Chairman, Dennis Dreher, James McNutt, Ronald Bauman, James Coughlin, Timothy Culbertson, Jerry Davenport, Frank Harrison, Craig Hubert, John Jung Jr., Nancy Schietzelt, Jeremy Shaw, C. William Swenson, RB Thompson.

Staff Present: SuzAnne Ehardt, Maryanne Wanaski, Matthew Hansel and Cindy Sassaman.

Approval of Minutes

Motion by Mr. Thompson, seconded by Mr. McNutt to approve the minutes with minor changes. Mr. Thompson requested that it be noted that Mr. Eldredge arrived late at the previous meeting, correct the spelling of the word "bylaws", and that he did not attend the Florida Statewide Planning Commission meeting, but saw it on television. Mr. Dreher asked that the category "Groundwater Resources" be changed to "Water Resources". All members present voting aye. Motion carried.

Public Participation

None

Directors Remarks

Ms. Ehardt asked for clarification on Groundwater Resource subcommittee and if it should be changed to Water Resources. The change will be noted.

Ms. Ehardt also reminded Commissioners that all e-mails outside of normal meetings are subject to the FOIA (*Freedom of Information Act*). She requested that staff, both Matt Hansel and Maryanne Wanaski be copied on e-mails so records can be kept.

Subcommittee meetings should be established as on-going meeting date. This will ensure that noticing requirements are met. Ms. Ehardt noted that it is easier to notice a meeting and cancel it rather than not having it noticed properly.

It was requested that the Commission come up with a "tag line" for the webpage. Ms. Wanaski stated she will be sharing notes about themes, goals and visions. She explained that the theme should be constant on the webpage along with all press releases, meetings, etc.

Ms. Ehardt announced that subcommittees should be working on goals and strategies. The County Board would like to review these items. Shortly after the February meeting they will be submitted to the Planning and Development Committee for review and then forwarded to the County Board to ensure consistency between the Commission, County Board and constituents.

Presentations

There was a presentation by the LEAM Team; Brian Deal, Wayne Hartel and Tom Heavisides. The presentation is attached to the minutes.

[The Commission logged onto laptops to complete the demonstration. The laptops were unable to download excel files and the demonstration was completed on the overhead.]

After the presentation, the Commission asked questions and was provided a website address to access the program at home. The Commission thought the LEAM Program could be very useful for updating the land use plan.

The Commission asked about the cost of the program. Dr. Deal stated cost of the program for the County would be "not much less than 6 figures". An option for the Commission is to apply for Community Development Block Grant (CDBG) funds. Since the budget year begins on December 1st, no funds are available at this time, but the CDBG funding round is approaching for the 08' monies. If the Commission agrees, staff will work with LEAM to create a scope of work.

Chairman Eldredge found the model very interesting. Ms. Ehardt explained that scenarios would not be run until closer to FY 08. Mr. Davenport likes traditional planning, but also sees the value of this as a tool, not a substitute. Mr. Dreher noted there are several other grant programs and other entities to help with funding.

It was the consensus of the Commission to try out the program and be able to log on and "test drive" the system. The Chairman requested that staff and LEAM develop a scope of work for the next meeting since the cost is based on the scope of work.

Ms. Ehardt reminded the Commission that this program will not predict the future but will help support the decisions made by the Commission since factual data is used in the model.

The Commission thanked the LEAM Team for their presentation.

Old Business

Mr. Hubert was not in attendance when subcommittee members were selected.

He chose to be added to Water Resources, Open Space, Economic Development and Intergovernmental Coordination subcommittees.

Sub-Committee Reports

Agriculture

Mr. Bauman reported that this subcommittee will meet on the 4th Wednesday at 5:00 p.m.

Communications

Mr. Dreher reported that the subcommittee does not yet have a meeting date. They will be coordinating the website and will be thinking about creating a press release and also a list server.

Community Character

Mr. Coughlin reported that the subcommittee will meet on the 4th Tuesday at 6:00 p.m. and will coordinate with the Infrastructure Subcommittee meeting.

Economic Development

Mr. Harrison reported that dates had not been set.

Water Resources

Mr. Harrison added himself to the subcommittee. Water Resources will meet on the 4th Thursday at 6:00 p.m.

Infrastructure

Mr. Swenson added himself to the subcommittee. This meeting will be scheduled to follow the Community Character meeting.

Intergovernmental Coordination

Mr. Davenport reported that this subcommittee met on December 28, 2006 to set out a course of action. A continuous date has not been established.

Open Space & Environmental/Natural Resources

Ms. Scheitzelt reported that she created a "goals sheet" and provided copies to the members of her subcommittee. Finalization will take place at the next meeting. She also asked if historical, cultural and heritage items could be moved to the Community Character Subcommittee. The change was noted.

Ms. Ehardt stated that a boiler plate agenda will be made for subcommittees unless there are special items. If copies need to be made for a meeting, staff can provide them. Forty-eight hours is needed for a change in meeting time.

Ms. Wanaski informed the Commission that she will include a copy of the *Open Meetings Act* in the next packet. In order to conform to the requirements, any e-mails, telephone conversations, audio, visual information, must be accounted for with copies. She requested that all phone conversations are by conference call from within the Administration Building with a staff person present to record the conversation in writing.

The Intergovernmental Coordination Subcommittee Commission had a concern with not being able to meet at local municipal buildings to discuss items with other officials and present a spreadsheet that has been created by the subcommittee. Ms. Ehardt noted that the spreadsheet needs to be approved by the Commission. The appropriate way to handle a situation would be to ask to be placed on the municipality's meeting agenda. Minutes are taken by their staff. Ms. Ehardt reminded subcommittees to get approval from the Commission before moving forward with items.

Ms. Wanaski reminded the Commission to keep the goals and objectives focused. What can you do in 25 years? Give direction. Protect the community.

Motion by Mr. Thompson, seconded by Mr. Harrison to adjourn the meeting. All members present voting aye. Motion carried.

Meeting adjourned at 9:40 p.m.