



VILLAGE OF DOWNS
DEVELOPMENT COMMITTEE
MEETING MINUTES

Village Hall
211 S. Seminary St.
PO Box 18
Downs, IL 61736

November 21, 2017
6:00 pm @ Village Hall

1. Call to Order at 6:00 pm
2. Roll Call
 - a. Brian Myers, Steve Hancock, Toby Twyford, Mike James, David Silver, Marla Brotherton– present;
 - b. Tony Soper Fred Myers – absent
3. Pledge of Allegiance
4. Discussion
 1. MAPPING program from the IL Institute for Rural Areas past presentation
 2. The Village will move forward with contracting this service
 3. Program will schedule exploratory sessions with 25-30 village residents to build a strategic visioning, planning and doing process whereby local residents of rural communities create an action plan for creating the community they envision. The community identifies the goals, strategies and projects necessary to move the community forward as well as a plan for implementation.
 4. Will schedule 5 sessions – Apr 9, 16, 23, 30, May 7 with timing of 6-9 PM for the discussions
 5. Preparatory sessions by committee will be 6 weeks in advance of sessions
 6. Committee is responsible for each providing a list of suggested participants, encouraged to think of farmers, clergy and high schoolers. Marla Brotherton will gather and compile the listing to provide as input in the Dec 19, well ahead of the Feb 20 and Mar 20 discussion. Good to have at least 80 individuals on the overall listing. Each listing with name, address, phone number and email address if possible) is due by Dec 12 to Marla Brotherton (mr_broton@hotmail.com).
 7. Committee is responsible for gathering sponsorship fees to cover the expenses of the program. This includes food and drink for all 5 sessions, really good to ask all of the local restaurants. Have the



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food in place 30 minutes ahead. The participants register, get their food and the program begins promptly at 6 PM.

8. The Steering Committee Guide was reviewed on the additional tasks. Discussion on invitations ranged from very formal to a standard letter, work the informal routes as well to invite the entire public through social media, water bill, newsletter, school avenues, etc... Can start now with this to raise public awareness.
9. Brian Myers will coordinate the logistics of either the Middle or High School location.
10. Mike James will complete the Community Profile
11. David Silver will compile the list of businesses for potential sponsorships to ensure there is no duplication.
12. Call Giselle at (309)333-5065 at any time to answer questions the committee may have.
13. "Rack cards" will be left for the committee to use for sharing in public places.

b. Downs Streetscape Project

1. Based on October's meeting discussion, the outline includes wider sidewalks, along with parking areas(needs highlighted for the packet) and improved streets with safety reflectors
2. Preserve the history that Downs offers, as well as improve the down town for business owners and citizens is the overall goal.
3. Discussion on extending the sidewalks and fire hydrants to the south past the railroad tracks was a way to extend the downtown to future growth areas.
4. Temporary steps could include painting lines for parking and signage for the parking, along the handicap spots.
5. The next step is to Mike James will update the map and bring back to the Dec meeting to finalize the packet to present in an upcoming board meeting.

c. Other

5. Public Comment – none.

6. New Business

- a. Motion to Approve October 24, 2017 Meeting Minutes (Steve / Toby 5-0)



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- b. No motion was made to approve recommendation to village board additional committee members.
 - 7. Old Business – No vote on the motion to approve recommendation of the Downs Streetscape Project to the Village Board
 - 8. Motion to Adjourn at 7:35 pm (Marla / Toby 5-0)