

Village of Germantown Hills
Comprehensive Plan Meeting Minutes

November 13, 2024, 4:30 p.m.

1. **Call to Order/Roll Call**-Karl Figg called the meeting to order at 4:30 p.m.

Comprehensive Plan Committee	Roll Call	1	2	3	4	5
Karl Figg-Village President/Chair	Present	Y	Y			
Nathan Henricks	Present	Y	Y			
Heather Armistead	Absent	-	-			
Dan Mair	Present	Y	Y			
Ann Doubet	Present	Y	Y			
Marc Wright	Present	Y	Y			
John Taylor	Present	Y	Y			
A.J. Friedrich	Present	Y	Y			
Stephanie Chaon	Present	Y	Y			
Justin Krager	Absent	-	-			
Katie Rohman	Present	Y	-			
Nicole Wilson	Present	Y	Y			

Also, in attendance:

Debbi La Rue, Tri-County Planning Commission
 Else Hayes, Tri-County Planning Commission

2. **Public Comments on Agenda Items**-There was no public in attendance. Introductions were made by the committee members.

Debbi La Rue explained the agenda items for the meeting.

3. **Overview of Engagement Plan Elements**

Debbi noted there would be at least one open house as we need strong public input for the comprehensive plan.

4. **Identify Engagement Strategies**

Different engagement strategies were identified. They included open house, pop-up events, a survey, project webpage, school engagement, stakeholder interviews, and focus groups.

The committee discussed different ways to promote the survey and open house. They included: a label on the sewer bill, Facebook groups, website, village text list, homeowners associations notifications, message on the LED signs in the village, and communication through the school district. A direct mailer could be utilized to send out a QR code and information about the open house. Ann will get a cost estimate.

The survey would be available both electronically and on paper.

The committee discussed having the open house at the Germantown Hills fire house from 4-6 in February with the survey being distributed in January.

The pop-up events would be staffed by committee members. The committee members will think about what pop-up events will be happening in January to attend.

Debbi noted they will have a link to a project webpage.

The school engagement portion has already been completed. Debbi stated the school, and kids were great to work with.

5. Review Draft Survey

The committee reviewed the draft survey and made several recommendations.

6. Identify Interviewees (Up to Eight Subject Matter Experts)

The committee identified key stakeholder interviewees within the community based on different groups recommended by Tri-County.

Katie Rohman had to leave at 5:40 p.m.

7. Next meeting

Debbi will send out proposed meeting dates, so the committee can be polled.

8. Adjournment-A motion was made by Nathan Henricks to adjourn the meeting at 6:05 p.m.

The motion was seconded by Stephanie Chaon. Motion passed #2.

Ann Doubet
Village Clerk