

ATTACHMENT B: MEETING MINUTES

GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING

Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room

Wednesday, August 1, 2007, 9:00 a.m.

MINUTES

FINAL

Call to Order - The meeting was called to order at 9:05 a.m.

Roll Call - Committee members present included Beth Baranski, Julie Bruser, Christine Larson, Rich Mattas, Dick Pouzar, Denise Sheehan, and Daryl Watson. Committee members absent included Ron Lawfer, Steve McIntyre, and John Schultz.

Also present was guest, Jim Goynier, Co-Director of Transportation and Planning, East Central Intergovernmental Association, Dubuque.

Committee Member Introductions and Establishment of Quorum – Introductions had taken place prior to the meeting. A quorum was present.

Committee's Mission, Authority, and Meeting Schedule – The Committee discussed the work and schedule laid out in the Greenways and Trails Planning Grant Application submitted to the Illinois Department of Natural Resources. A 14-month work plan is outlined in the application. It was noted that the state budget situation and actual availability of funding may delay the hiring of a consultant, but that much work could be done beforehand, including documentation of existing conditions and development of the RFP for the consultant. Julie Bruser explained that the committee which met to determine if the Greenways and Trails application should be submitted spent a great deal of time discussing and defining “greenways”. She provided the group with the written definition that was created (see attached).

Other pertinent projects and their schedules were discussed. Chris Larson noted that the Jo Daviess Conservation Foundation has received a grant to study 30 open land areas in Jo Daviess and Carroll counties and the feasibility of projects designed to make these areas more attractive to tourists - this study is expected to be completed by mid-2008 (she would like to see representation from our committee on the committee she is forming for that project). Jim Goynier described his involvement with the Tri-state Envision Trail Group which is working to create a map of desired trail routes in a 6-county area so that entities can use the map to apply for grant funding for trails – they expect to have a public hearing on the map in spring, 2008. Carroll County's Economic Development organization has hired an Americorps worker to create a Greenway and Trails plan. The Blufflands Alliance is in the process of mapping the bluffs.

The committee members discussed the importance of developing consensus of support for the greenways and trails plan throughout the county, so that it becomes a useful tool. Once available existing condition information has been documented, the committee will connect with communities and other pertinent entities to get their input.

List of Available Resources for Greenway Planning Effort – Rich Mattas noted the abundance of information available and suggested there is a need for a repository for the information and a system for managing it. The following documents/materials were among those available at the meeting for the committee members to reference:

Greenways and Trails Plan for Stephenson County and City of Freeport

Boone and Winnebago Regional Greenways Plan

Jo Daviess County Comprehensive Plan, including baseline data

The Driftless Area: An Inventory of the Region's Resources

Volume 1 – Geology

Volume 2 – Water Resources

Volume 3 – Living Resources

Volume 4, Socio-Economic Profile, Environmental Quality,
Archaeological Resources

Strategic Sub-Watershed Identification Process: Maximizing Benefits of
Ecosystem Management – Driftless Area

A Botanical and Herpetological Survey of the Galena River and East Fork of the
Galena River

Development of RFP – Committee members had received a copy of the RFP used by Lee County to hire a consultant for their Greenways and Trails Plan. Beth Baranski stated that the RFP would also need to include language requiring consultants to meet the county's insurance standards. Other sample RFPs will be sought out by the members, and the RFP will be worked on at the next meeting.

Committee Member Comments

Chris Larson explained that if roadways are marked for bike usage, then the owner of the roadway becomes liable for injuries to cyclists on the road according to Illinois law – which is why it is hard to get existing roadways marked as bike routes.

Daryl Watson asked about criteria for trail development. Jim Goynier offered to give us the criteria that his group has been referencing.

Julie Bruser noted that she was asked to represent the Galena Territory on the Greenways and Trails Committee and she will ask them about allowable uses of the trails in the Territory.

It was suggested that Ron Lawfer might be able to find out about the allowable uses of waterways in the county. Beth Baranski agreed to talk with the owners at Fever River Outfitters about this as well. Chris Larson will also connect with the owner of Trouts Unlimited about this subject.

Can we put the Greenways and trails information on the County website?

Can we get the state's CTAP maps in GIS format?

Chris Larson will obtain Stephenson County's trail criteria and the RFP they used to hire a consultant.

Dick Pouzar suggested that it would be helpful to receive an 11 x 17 map of the county showing the existing condition information currently available so that we can work on adding new information. This map should be sent to committee members prior to the next meeting.

Beth Baranski agreed to talk to the City of Galena and the Savanna Army Depot about their existing trails.

Beth will connect with the Jo Daviess County Planning Commission

Are snowmobile trails available for other uses?

Cry Cassens and Lester Johnson could help us define the benefits of non-accessible greenways

Citizen Comments – No Comments

Adjourn – The meeting adjourned at 10:30 a.m., and the next meeting was scheduled for 8:30 a.m. on September 11th at HCC West.

Respectfully submitted,

Beth Baranski

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room

Tuesday, September 11, 2007, 8:30 a.m.

MINUTES
FINAL

Call to Order - The meeting was called to order at 8:35 a.m.

Roll Call - Committee members present included Beth Baranski, Julie Bruser, Christine Larson, Rich Mattas, Steve McIntyre, Dick Pouzar, and Daryl Watson. Committee members absent included Denise Sheehan, Ron Lawfer, and John Schultz.

Also present was guest, Jim Gonyier, Co-Director of Transportation and Planning, East Central Intergovernmental Association, Dubuque.

Committee Member Introductions – Those present introduced themselves.

Approval of August 1, 2007 meeting minutes – It was noted that Jim Gonyier’s name had erroneously been written as “John” in two places. Julie Bruser moved that the minutes be approved as corrected. Chris Larson seconded the motion. The motion passed unanimously

Review of Existing Conditions Map– A baseline map of Jo Daviess County created by Bret Gempler in the County GIS office had been sent to the members prior to the meeting and it was reviewed at this time. The following comments were made:

- a. Add the Galena Territory and Apple Canyon Lake
- b. Add in all Jo Daviess Conservation Foundation (JDCF) Sites
- c. Add the Grand Illinois Trail and the Mississippi River Trail
- d. Include private/protected areas such as the Greenway space at the GTA
- e. Recommendation not to include Railroad property or right-of-way
- f. Plans to add in designated bike trail at the Savanna Army Depot – new Lost Mound Action team is being formed by Ed Britton of USFWS. First organizational meeting on November 1st
- g. City of Galena pursuing plans to extend Galena River Trail- news to follow
- h. Check with Chris Kirkpatrick @ JDCF to include as many waterways as possible
- i. Check to make sure all IL nature preserves, e.g., Wapello are included
- j. Contacted IL Assn of Snowmobile trails (usable with >4” of snow from Nov. 15 - Mar. 15) Dick Pouzar will do this
- k. Need to incorporate the detailed maps of each community to capture parks, rec areas, etc.
- l. Create a regional map

- m. What about historical sites, e.g., Apple River Point and the High Pointers Club, e.g., mounds. And points of interest Native mounds, Millville at Apple River Canyon
- n. Sensitive habitat areas on a broad scale to identify areas to encourage protection and discourage development
- o. Idea to separate Greenways from Trails – decision needed on regional, local scales, or both – this will support messaging to the public on the distinction between private vs. public greenspace
- p. Decision needed from the Boards of GTA and Apple Canyon Lake as to the uses of the equine and walking trails on their property – public vs. private

Review of Trail Criteria

Jim Gonyier distributed a list of criteria for trail development that had been referenced by groups in Iowa. Beth Baranski agreed to get trail definitions/criteria from the state as an additional reference. The group discussed including/identifying handicap accessible trails.

Development of RFP

Beth asked for several members to step up and draft an RFP – Julie Bruser and Chris Larson will work with Beth – need to schedule a sub-committee before next meeting. Need to contact Pat Leitzen Fye or Lynn Feber for access to the RFP used by Stephenson County

Committee Member Comments

Beth Baranski reported that the committee will be able to post information on the county website. We will approve list of information to be put on the website at the next meeting.

Hard copies of reference materials for the committee will be housed at the Jo Daviess Conservation Foundation office in Elizabeth.

An agenda item will be included for the next meeting to discuss a communication plan: the idea of a press release for the Greenways and Trails Committee Planning effort, the website, etc.

Dick Pouzar presented a sheet entitled “Comparing Greenways and Trails”. The group discussed the benefits of having two maps – one with greenways and one with trails, in order to more clearly differentiate between the two.

Citizen Comments

Jim Gonyier passed out copies of the newly-completed “Iowa’s East Central Regional Trails Plan Map: 2007” showing existing and proposed trails along with “water trails”, canoe and boat access points for a six-county area.

Adjournment – October dates that worked for those present for a next meeting date were October 11th and 15th. It was understood that the meeting would be in the afternoon. Beth Baranski will call the absent members to determine the best date. Daryl Watson moved that the meeting be adjourned. Dick Pouzar seconded the motion. The motion passed unanimously. The meeting adjourned at 10:00 a.m.

Respectfully submitted,

Beth Baranski and Chris Larson

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room

Monday, October 15, 2007, 1:30 p.m.

MINUTES
FINAL

Call to Order - The meeting was called to order at 1:40 p.m.

Roll Call - Committee members present included Beth Baranski, Ron Lawfer, Rich Mattas, Steve McIntyre, Dick Pouzar, Daryl Watson, Chris Larson and John Schultz. Committee members absent included Denise Sheehan and Julie Bruser.

Also present were guests, Deb Malone of Fever River Outfitters in Galena and Tammy Trebian

Committee Member/Guest Introductions – Those present introduced themselves.

Approval of September 11, 2007 Meeting Minutes Dick Pouzar moved that the minutes be approved as presented. Daryl Watson seconded the motion. The motion passed.

IDNR Grant Funding Status – George Bellovics, IDNR explained to Beth Baranski that the IDNR is waiting for the state to apply appropriation codes to the project. He believes it will be at least another month before the funding is available.

Development of RFP – A draft RFQ was reviewed and with much discussion, changes recommended. Beth Baranski agreed to make the changes and send it out for final review and approval. Rich Mattas moved that the RFQ be approved as revised, with committee members having an opportunity for final comment on the revised version, and sent to the County Development & Planning Committee. Steve McIntyre seconded the motion. The motion passed unanimously.

Review of Existing Conditions Map– A revised baseline map of Jo Daviess County created by Bret Gempler in the County GIS office was distributed and discussed. The following comments were made:

- q. Give the trails a line type that is easily distinguishable from roads, etc.
- r. The state and federal route symbols are not aligned with route numbers
- s. Graphic work needs to be done to make the map look less busy
- t. Should put the proposed U.S. 20 route on the map
- u. We may want to break the map into areas of the county to be able to show more detail
- v. Individual maps showing only bike trails, only water trails, horse trails etc. would be helpful
- w. What is the difference between DNR parks and natural areas?
- x. Are there any public horse trails? Chris Larson will check

- y. Witowsky can have horse trails, we need to know the allowable uses at each area, JDCF eco-tourism study will provide those answers shortly.
- z. Include the historic trail from Peoria to Galena
- aa. Other historic trails that don't follow roads, e.g. historic stagecoach trail
- bb. How do DNR floodzones relate to FIRM flood maps?
- cc. Have there been road or stream changes that should be shown? Show more streams?
- dd. Overall, the map is very good
- ee. For Existing Greenways use information including: highly erodable lands, waterways, U.S. Wildlife Data, sensitive habitat, and JDCF focus areas
- ff. What jurisdiction do communities have over use of trails going through them?

Review of Trail Criteria

Dick Pouzar agreed to look at the trail criteria list Jim Gonyier distributed at the last meeting, and other lists and create a short list for review at our next meeting.

Communication Plan

We can give the County Administrative Assistant information for our website in an outline format. Links can be provided. We can have our own web address: [jodaviess.org/_____](http://jodaviess.org/) ...Committee members were asked to come up with what to put in the blank for our next meeting – “greenways&trails” is too long. Rich Mattas volunteered to help with the website.

Committee Member Comments

The County Development & Planning Committee members would prefer to have the committee's reference library housed in a county building.

Because there are tourism development opportunities related to the mapping of greenways and trails, might it be possible to apply for CVB grant funds to assist with map printing costs?

We should consider the importance of an emergency plan for trails, so that they are accessible for emergency response equipment.

Need to talk with County Zoning Administrator about how Greenways & Trails Plan relates to zoning

Citizen Comments

Deb Malone said she could provide contact information for groups such as the League of Illinois Bicyclists and others that could be helpful to the planning process.

Tammy Trebian offered to provide contact information for her parents who are active in a group called “River Action” which is actively developing trails along the Mississippi.

Adjournment – November 12th at 1:30 p.m. was selected as the tentative time for the next meeting. Beth Baranski will check on the availability of the HCC West Conference Room and confirm the time and location with the committee. Dick Pouzar moved that the meeting be adjourned. Steve McIntyre seconded the motion. The motion passed unanimously. The meeting adjourned at 3:50 p.m.

Respectfully submitted, Beth Baranski

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizaabeth
Conference Room

Monday, November 12, 2007, 1:30 p.m.

MINUTES
FINAL

1. Call to Order - The meeting was called to order at 1:35 p.m.
2. Roll Call - Committee members present included Beth Baranski, Rich Mattas, Steve McIntyre, Dick Pouzer, and John Schultz. Not having a quorum, no action was taken at the meeting. Ron Lawfer arrived later.

Also present was guest, Jim Gonyier, Co-Director of Transportation and Planning, East Central Intergovernmental Association, Dubuque.

3. Committee Member/Guest Introductions – Those present introduced themselves.
4. Approval of October 15, 2007 Meeting Minutes No action was taken.
5. IDNR Grant Funding Status – No news yet on when funding will be made available to the County.
6. Development of RFP – Baranski reported that the County Development & Planning Committee reviewed and approved the RFQ with two additions “A contract will not be awarded until funding has been secured” added at end of 2nd par. under item 3, and “Proposals should clearly indicate which tasks will be performed by the Consultant and at what cost, and which tasks will be performed by the volunteer committee” added as 2nd sentence of 1st par. of item 5) and with caveat that insurance section will be reviewed and altered to meet approval of the county’s insurance carrier.

A list of consultants to send the RFQ to was distributed, and various publications suggested for advertising the project including: The Freeport Journal Standard, Telegraph Herald, Galena Gazette and appropriate American Planning Association publication. Committee members were asked to e-mail Baranski any additions to the list of consultants or publications.

The RFQ should be sent out whether the funding is released or not so that when funding is released, we are ready to hire the Consultant right away.

7. Meeting with Jo Daviess County Zoning Board/Planning Commission – Baranski reported that she has asked Mel Gratton to be placed on the November 28th meeting agenda for the Planning Commission in order to explain the work being done by the Committee and to ask for the planning Commission’s input. Baranski noted that the Committee writing the new zoning ordinance is coming to the end of their work and the Greenways & Trails Committee may have a

unique opportunity to integrate our work with theirs in a meaningful way. She recommended that the Committee members review the November 6th “Draft Zoning Ordinance” which can be found at www.jodaviess.org under “County Departments” “Building & Zoning.” It was suggested that it would be better to meet with the zoning re-write committee than the zoning board, and Baranski agreed to contact Mel Gratton.

- a. Existing Conditions Map – Baranski reported that of the \$3000 in-kind contribution to the project from the GIS office, \$379 has been spent so far, leaving a balance of \$2,621 available. Those present looked at the map to see if there should be any informational additions to the map before it is graphically cleaned up for presentation to the communities. Additions included: Proposed Rte. 20 4-lane, River Ridge School, Current railroads, public historic sites, Chestnut Mt., Blanding Landing, Woodbine Bend, Storybrook Golf Course, E. Dubuque Golf Course, and Galena Golf Course. At the next meeting we will finalize and approve the existing condition map to bring to the community meetings. It was suggested that campgrounds and contiguous growth areas should be shown on the larger scale area maps.
- b. Review of Trail Criteria-Dick Pouzar presented lists he developed of “Trail and Trail Location Criteria (Draft 11/1/07)” and “Greenway and Greenway Location Criteria (Draft 11/1/07)”. Those present discussed both lists, generally feeling that the trail criteria are excellent and ready to go to the public and ask people to add any additional criteria. It was felt that the committee should develop the initial definition of, and criteria for, greenways in Jo Daviess County with the Zoning Board/Planning Commission/Zoning Re-write Committee as they work with the concept.

8. Website Contents and Name - Rich Mattas reported that he has reviewed various websites pertinent to what we are doing, and recommends that the committee members take a look at Champaign County Regional Planning Agency’s website: (<http://www.ccrpc.org/planning/transportation/greenways/greenways.php>) as a model for ours. The following is a list of other sites he found that might be of interest:

<http://www.broward.org/greenways/welcome.htm>

<http://www.saludareedy.org/outreach/greenwayordinance.html>

<http://www.co.washington.pa.us/generalpage.aspx?menuDept=19&genPageID=193>

<<http://www.co.washington.pa.us/generalpage.aspx?menuDept=19&genPageID=193>>

<http://opis.co.pitt.nc.us/depts/planning/recreation/greenway.shtml>

<http://www.ccrpc.org/planning/transportation/greenways/greenways.php>

http://www.knoxcounty.org/current/parks_meetings.php

9. Committee Member Comments - Mattas reported on the first meeting of the Lost Mound Action Team at the Army Depot which is an effort to coordinate and facilitate the efforts of the entities involved there – trails and public access are an important part of that discussion. Baranski reported that the Eco-Tourism Grant Project Committee will be meeting to review the completed market survey about outdoor recreation and to review the draft survey of outdoor recreation sites. Baranski noted that the next meeting would focus on establishing the presentation to communities and other entities. We should put together a list of entities (townships, not-for profit organizations, etc.) that we want to meet with and their meeting schedules, and divide them up between the committee members. Though we would like to have the consultant as part of this process, there is concern about the expense that would be related to so many meetings. The meetings will be primarily an information-gathering process and then the Consultant will help us put it all together and will facilitate the large open meetings.
10. Citizen Comments – None
11. Adjournment – December 3rd or 17th at 1:30 p.m. was selected as the tentative time for the next meeting. Beth Baranski will check on the availability of the HCC West Conference Room, and check with missing committee members to determine which of the two dates accommodate the schedules of the most members, and confirm the time and location with the committee. The meeting ended at 3:15 p.m.

Respectfully submitted, Beth Baranski

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room
Monday, December 17th, 2007, 1:30 p.m.
MINUTES - **FINAL**

1. Call to Order – The meeting was called to order at 1:40 P.M. Roll call – Committee members present included Daryl Watson, Julie Bruser, Dick Pouzar, Chris Larson, Rich Mattas, Beth Baranski and Ron Lawfer. Also present was guest, Jim Gonyier, Co-Director of Transportation and Planning, East Central Intergovernmental Association, Dubuque.
2. Committee Member/Guest Introductions – No introductions were required.
3. Approval of October 11 and November 12, 2007 Meeting Minutes – Dick Pouzer moved that the minutes for both meetings be approved as presented. Rich Mattas seconded the motion. The motion passed unanimously.
4. IDNR Grant Funding Status – Dick Westfall, IDNR Manager of Greenways and Trails Section said he believes the County's funding will come through in January.
5. RFQ – Daryl Watson moved to approve the list of consultants to send the RFQ to, and publications to put notice in (see attached). The RFQ will also be posted on the website. Julie Bruser seconded the motion. Motion passed unanimously. It was agreed that the RFQ should be sent out after the 1st of the year and three weeks allowed before proposals are due. The committee will review the proposals and make a recommendation to the County Development & Planning Committee at their February meeting. The County could then approve the consultant at their March meeting.
6. Report on Meeting with Jo Daviess County Zoning Board/Planning Commission – Beth Baranski reported that she attended the County Zoning Board/Planning Commission meeting to explain the Greenways & Trails Committee work to date and to let them know that our committee would like to meet with them to discuss the plan. The Zoning Board/Planning Commission members said they would prefer to meet with our committee after we have gathered information out in the county. They believe the G&T Plan should be incorporated into the Comprehensive Plan, and then any desired amendments to the zoning ordinance could be made later. Ron Mapes expressed concerns about the Greenways & Trails Planning process, and later asked that the Development & Planning Committee have another opportunity to discuss the planning effort. The Development & Planning Committee meeting is at 7:00 P.M. on Dec. 20th in the Sheriff's Conference Room in the County Public Safety Building.
7. Website Contents and Name Rich Mattas presented a proposed county web page (see attached) that he developed using a Champaign County model. Administrative Assistant, Diane Williams, put his information into the County's website format. Minor suggestions were made. Rich will make the changes so that the site can be reviewed by the Development & Planning Committee. The Committee selected the following address: www.jodaviess.org/greenways&trails

8. Planning Meetings with Communities – The committee reviewed a proposed outline for presentations out in the county (see attached) and suggested changes and additions to the outline.

It was agreed that 5-10 minute introductory presentations should be made to each community and township to summarize the process and timeline, and to invite input on the existing condition maps and a goals list for greenways and trails in the county. We will give them a handout with additional information and maps. We will ask at this time if they have any questions or concerns about the plan. We should get the name of an appropriate contact representing them for the plan. We will direct them to our website. It was felt that after these introductory meetings, area work sessions would be scheduled, and which the consultant would attend. School district areas were proposed as a way to select the areas. It was felt the entities should be asked who they would like to meet with. A separate work session should be scheduled to which organizations are invited. The County yearbook was reviewed, and it was confirmed that elections would not take place until April of 2009, so the planning schedule will not be affected by turnover of local officials.

9. Committee Member Comments – Daryl Watson offered the following historic sites as possible additions to the map: the Peoria-Galena Trail and the historic Stagecoach Trail (Daryl will help to locate these on the map), historic school houses, cheese factories, and cemeteries.

Chris Larson suggested that the proposed 4-lane Hwy 20 mitigation areas be added to the map in green, and that we should check on the ownership of those.

Chris Larson described the Blufflands Alliance project to map environmentally important areas in accordance with the State Wildlife Action Plan, which seeks to establish a common vision for wildlife and habitat conservation in Illinois. There will be a meeting on this project on January 8th. Chris will let us know the criteria used to map the areas and we will try to coordinate GIS people to put this information on our map.

It was suggested that cross-hatching be used to distinguish greenway areas that allow public access from those that are not.

The Stockton, Lacoma, Apple Canyon Lake and Eagle Ridge golf courses need to be shown.

The state and federal route symbols should be added to the map.

Dick Pouzar noted that Rentech allows horseback riding on their property.

Beth Baranski will check status and details on legislation affecting liability on public property.

10. Citizen Comments – Jim Gonyier provided an article on trails being converted back to rail lines in southern Wisconsin (see attached).
11. Adjournment – The next meeting was scheduled for Monday, January 14th at 1:30 P.M. in the Conference Room at HCC West in Elizabeth. Daryl Watson moved that the meeting be adjourned. Rich Mattas seconded the motion. The motion carried unanimously. The meeting was adjourned at 3:10 P.M.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room
Monday, January 14th, 2008, 1:30 p.m.
MINUTES - FINAL

10. Call to Order – The meeting was called to order at 1:40 P.M.
11. Roll call – Committee members present included Daryl Watson, Chris Larson, Rich Mattas, Denise Sheehan, Steve McIntyre, John Schultz, Ron Lawfer and Beth Baranski. Also present was guest, Jim Gonyier, Co-Director of Transportation and Planning, East Central Intergovernmental Association, Dubuque, and Dan Reimer, Jo Daviess County Administrator.
12. Committee Member/Guest Introductions – Those present introduced themselves.
13. Approval of December 14, 2007 Meeting Minutes – Beth added the website name and Chris Larson’s comments on the Blufflands Alliance project to the minutes. John Shultz moved that the minutes be approved as revised. Steve McIntyre seconded the motion. The motion passed unanimously.
14. IDNR Grant Funding Status – The Grant agreement has arrived from the state. The County is the grant recipient. The December 31st deadline shown in the agreement can be extended if necessary.
15. RFQ – The RFQ went out with a deadline of January 31st. An addendum containing resumé/bio information about committee members will be sent out.
16. Report on Meeting with Jo Daviess County Development & Planning Committee – Ron Mapes had expressed concerns about the Greenways & Trails Planning process, and asked that the Development & Planning Committee have another opportunity to discuss the planning effort. At the December 20th Development & Planning Committee meeting Beth Baranski reviewed the planning process, and answered questions. It was agreed that the D&P committee would see the committee’s presentation before we go out into the County.
17. Website Contents and Name The website is up and running as www.jodaviess.org/greenwaysandtrails. Chris Larson moved that the sample plans from other counties, the IDNR grant agreement (once finalized), the presentation map and handout, and a means for people to send in questions be added to the site. Denise Sheehan seconded the motion and it carried unanimously. Chris offered to work on a Frequently Asked Questions section.

18. Planning Meetings with Communities – The committee reviewed and proposed changes to a presentation handout for meetings in the county (see attached). John Schultz moved that the presentation handout be approved as revised. Ron Lawfer seconded the motion and it carried unanimously. The committee reviewed the presentation map. Ron Lawfer moved that the map be approved as presented. Rich Mattas seconded the motion and it carried unanimously. A list of community and township board assignments was reviewed (see attached). It was agreed that a large county map and an area map would be left with each board. Committee members will each be provided with 50 handouts and 50 small county maps for distribution. It was hoped that these board meetings could be attended in February – March.
19. Update on Blufflands Alliance Mapping Project – Chris Larson shared a list of mapping layers currently being considered for the project. They will be meeting in February and expect to be looking at the available data and making some decisions about which data they want to use. She will keep us posted.
20. Presentation of Eco-Tourism Project Results – Chris Larson explained that the Jo Daviess Conservation Foundation received a DCEO (Department of Commerce and Economic Opportunity) grant to look at outdoor recreation in Jo Daviess and Carroll Counties. The foundation contracted with MSA to look at 30 open areas in and assess the readiness of these sites for visitors. They will be creating a prioritized list of recommended improvements to these sites. The Conservation Foundation also had a market research study done, in order to determine if there is an audience for the use of these sites and outdoor recreation. Using a CVB web survey to 15,000 people they received 832 responses. While the majority currently come for indoor activities (restaurants, shopping, historic sites) 84% are interested in outdoor recreation. Passive recreation was preferred. The 40% who are very interested in outdoor recreation tend to be younger, wealthier, physically active, and vacation often. A goal of the project is to eventually create a website where people can go to get information about outdoor recreational opportunities in the area.
21. Committee Member Comments – There were no comments.
22. Citizen Comments – There were no comments.
23. Next Meeting – The next meeting was scheduled for Monday, Feb. 4th at 1:30 P.M. at HCC West, Elizabeth.
11. Adjournment – Denise Sheehan moved that the meeting be adjourned. Daryl Watson seconded the motion and it carried unanimously. The meeting was adjourned at 3:20 P.M.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room
Monday, February 11th, 2008, 1:30 p.m.
MINUTES - **FINAL**

24. Call to Order – The meeting was called to order at 1:40 P.M.
25. Roll call – Committee members present included Daryl Watson, Ron Lawfer, Julie Bruser, John Schultz, Chris Larson, Steve McIntyre, Rich Mattas, and Beth Baranski.
26. Committee Member/Guest Introductions – No introductions were required.
27. Approval of January 14th, 2007, 2007 Meeting Minutes – Steve McIntyre moved that the minutes for the meeting be approved as presented. Daryl Watson seconded the motion and it passed unanimously.
28. IDNR Grant Funding Status – The grant agreement was approved by the Development & Planning Committee and it is on the County Board agenda for this evening..
29. Action on Proposals Received – Five proposals were received: ECIA, Fehr-Graham & Associates, MSA Professional Services, Sheaffer Landscape Architects, and T.Y. Lin International. The comparative merits of the five proposals were discussed at great length. Julie Bruser moved that the top three firms selected by the Committee (which were ECIA, Fehr-Graham & Associates, and MSA Professional Services) be invited for half-hour interviews on either Thursday February 21st beginning at 1:00 or Monday February 25th beginning at 3:00; and that letters be sent to the top three letting them know they have been selected to be interviewed and to the remaining two firms thanking them for their proposals and letting them know they have not been selected; and finally that a subcommittee comprised of Chris Larson, Steve McIntyre and Rich Mattas draft an interview process and criteria for evaluation. Steve McIntyre seconded the motion and the motion carried unanimously.
30. Meeting Presentations – Committee members received maps and handouts for presentations to governing bodies in the county. A draft script was provided and revised as a reference for presenters – you don't have to read it, but you can if you want to (see below). Committee members were asked to schedule their meetings as soon as possible and to let Beth know when they have been scheduled so that she can relay the information to the County Board members. Rich Mattas traded Thompson Township with Steve McIntyre for Nora Township.
31. Update on Blufflands Alliance Mapping Project – Chris Larson reported that they would be having a meeting on Feb. 26th and 27th and she will let us know the results of that meeting.
32. Committee Member Comments – None.
33. Citizen Comments – None.

34. Next Meeting – The next meeting was tentatively set for Thursday, February 21st, 1:00 P.M. in the Conference Room at the HCC West campus in Elizabeth.
35. Adjournment – Steve McIntyre moved that the meeting be adjourned. Chris Larson seconded the motion, and it carried unanimously. The meeting was adjourned at 2:30 P.M.

PRESENTATION SCRIPT

Hello, my name is _____ and I am a member of the Jo Daviess County Greenways & Trails Planning Committee. The Jo Daviess County Board appointed the committee and has a received a grant to hire a consultant to work on the plan.

As committee members, we are meeting with governing bodies throughout the county to let you know about the project and to invite you to join the planning process. I have a map here of the county and another larger scale map of your area which I will leave with you. The maps show the existing greenways and trails that we have identified so far. The handout gives you additional information about the planning process.

Please look the maps over and let us know if you see any additions or corrections that should be made. Please talk amongst yourselves and with others in the area about greenway and trail goals that you think are important for the county. Talk about potential projects that would best help to achieve those goals.

Once the Consultant has been hired, we will be inviting you to a work session in your area to talk about goals and objectives for the greenways and trails plan. Please bring the maps to the work session for your area.

Who should we contact about the scheduling of the work session?

Thank you for your time.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room

Thursday, February 21st, 2008, 1:00 p.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 1:05 P.M.
2. Roll call – Julie Bruser, Chris Larson, Beth Baranski, Rich Mattas, Ron Lawfer, Steve McIntyre and Daryl Watson were present, establishing a quorum.
3. Fehr-Graham & Associates The Interview was conducted at 1:00 P.M.
4. ECIA The Interview was conducted at 1:45 P.M.
5. MSA Professional Services The Interview was conducted at 2:30 P.M.
6. Discussion and Possible Action on Selection of Consultant – A lengthy discussion ensued about the priorities of the planning process and each firm’s comparative abilities to address those priorities. Steve moved that Fehr-Graham be selected pending reference checks by Rich Mattas and successful contract negotiation, and that if this is not successful that negotiations proceed with MSA Professional Services. Julie seconded the motion and it passed unanimously.
7. Approval of February 11th, 2008 Meeting Minutes – Chris moved that the minutes be approved as presented. Rich seconded the motion and the motion carried unanimously.
8. Committee Member Comments – Beth reported that the presentation scheduling is going very well. Julie noted that she had scheduled Guilford Township for March 10th.
9. Citizen Comments – None.
10. Next Meeting – The next meeting was tentatively scheduled for Wednesday, March 12th, 2008 at 1:30 P.M. in the Conference Room at the HCC West Campus in Elizabeth. We will work on negotiating the actual contract details with Fehr-Graham at this meeting.
11. Adjournment – Julie moved that the meeting be adjourned. Steve seconded the motion which passed unanimously. The meeting was adjourned at 3:40 P.M.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth, Conference Room
Wednesday, March 12th, 2008, 1:30 p.m.
FINAL MINUTES

1. Call to Order – The meeting was called to order at 1:40 P.M.
2. Roll call – Julie Bruser, Beth Baranski, Ron Lawfer, Steve McIntyre, John Schultz, Daryl Watson and Denise Sheehan were present, establishing a quorum. Bridgette Stocks and Adam Holder of Fehr-Graham arrived at 2 P.M.
3. Introductions No introductions were required.
4. Approval of February 21, 2008 minutes Daryl moved that the minutes be approved as presented. Julie seconded the motion and the motion carried unanimously.
5. Discussion about contract details The tasks as outlined in Fehr-Graham’s proposal were discussed, and potential changes were considered.
6. Fehr-Graham arriving at 2:00 to negotiate contract details – The content of the tasks outlined in the Fehr-Graham proposal was discussed. Various changes were agreed upon. Steve moved that the contract be approved as amended and altered. John seconded the motion and it passed unanimously. The County Administrator and States Attorney will review the contract and it will then go to the Development & Planning Committee and then to the County Board.
7. Presentations in County – The last scheduled presentation is April 30th. Committee members commented on how the various bodies are responding to the presentations.
8. Work Sessions – It was agreed that 5 work sessions would be held in the county covering the following areas:
 - Area 1
East Dubuque, Dunleith Twp., Menominee, Menominee Twp – 4 bodies (at E. Dubuque District Library)
 - Area 2
Vinegar Hill Twp., Rawlins Twp., West Galena Twp., Galena, East Galena Twp. – 5 bodies (at Galena Middle School, Galena H.S.)
 - Area 3
Council Hill Twp., Scales Mound, Scales Mound Twp., Galena Territory, Guilford Twp., Apple River, Apple River Township, Apple Canyon Lake, Thompson Twp. – 9 bodies (at Scales Mound Twp.)
 - Area 4
Rice Twp., Hanover, Hanover Twp., Elizabeth, Elizabeth Twp., Woodbine Twp., Derinda Township – 7 bodies (at River Ridge H.S. or at HCC)

Area 5

Warren, Warren Twp., Rush Twp., Nora, Nora Twp., Stockton, Stockton Twp., Pleasant Valley Twp., Wards Grove Twp., Berreman Twp. – 10 bodies (at Stockton H.S., Stockton Middle School, Stockton Elementary School)

9. Stakeholder Contact Information – Beth asked that everyone review the stakeholder list and forward any contact information they might have to her by e-mail (for example, the contact person you were given at your presentations). Also send contact information for any additional stakeholders. I've highlighted the ones I already have info for)

1. Jo Daviess County Board (members and Administrator, Zoning Administrator, Highway Engineer, Economic Development Director, CVB Director, Health Dept. Administrator, Board of Health)
2. Village of Apple River
3. City of East Dubuque
4. Village of Elizabeth
5. City of Galena (Mark Moran & Mayor Brusch)
6. Village of Hanover
7. Village of Menominee
8. Village of Nora
9. Village of Scales Mound
10. Village of Stockton
11. Village of Warren
12. Township Boards
 - Apple River
 - Berreman
 - Council Hill
 - Derinda
 - Dunleith
 - Elizabeth
 - East Galena
 - Guilford
 - Hanover
 - Menominee
 - Nora
 - Pleasant Valley
 - Rawlins (Dorothy Petitgout 9607 W. Buckhill Rd. Galena; 777-1368)
 - Rice
 - Rush
 - Scales Mound
 - Stockton
 - Thompson
 - Vinegar Hill
 - Wards Grove
 - Warren
 - West Galena (Charlie Quick, 607 Gear St., Galena; 777-2228)
 - Woodbine

13. ~~Unincorporated Areas~~

14. Apple Canyon Lake Property Owners Association
15. Galena Territory Property Owners Association
16. Equestrian Land Conservation Resource
17. Apple River Fort Historic Foundation (Susan Gordy)
18. Jo Daviess Conservation Foundation (Chris Larson)
19. University of Illinois Extension (Mark Maidak)
20. Jo Daviess County Farm Bureau
21. Jo Daviess County Association for Home and Community Education
22. Great Mississippi River Ridge Association
23. Prairie Enthusiasts
24. Pheasants Forever
25. Savanna Army Depot LRA (Diane Comiskey)
26. Illinois Department of Natural Resources
27. Conservation Guardians
28. Galena/Jo Daviess Historical Society and Museum
29. State and Federal Legislators
30. Regional and Area School Superintendent
31. U.S. Fish & Wildlife
32. Northwest Illinois Snowmobile Association
33. Soil & Water Conservation District/Natural Resource Conservation Service
34. State Historic Sites
35. Community Development Fund of Galena
36. Convention and Visitors Bureau
37. Park District Officials
38. Farm Service Agency
39. USDA Rural Development
40. Natural Land Institute
41. IL Nature Preserves Commission
42. Others????????

10. Committee Member Comments – Beth asked if it would be acceptable to have a Greenways & Trails informational booth at the Earth Day Fest in Galena and at the Green Fair at the end of June, and it was felt this would be a positive.

Committee members agreed to e-mail ideas for broad greenways & trails planning goals to Bridgette (bstocks@fehr-graham.com) in the next week so she can bring a draft to our next meeting.

Denise will contact the East Dubuque Library to see if we can hold a work session there. Beth will contact the other locations suggested. A rough calendar layout suggests that the survey will be started in May, and the work sessions held in June-July. It was confirmed that the 1-year project period commences with the execution of the contract (the contract says the project shall be completed no later than May 1st, 2009) Bridgette will bring a draft survey, a draft Communication Plan and a proposed Project schedule to our next meeting.

Beth will get the committee's e-mail addresses and the current zoning map to Bridgette.

Denise noted that the Dunleith Twp. Meeting time changed to 8 P.M. Steve will be presenting in Warren at 7 P.M. on March 24th.

Steve noted that golf course fairways are taxed at a lower rate, and are accessible to the public.

11. Citizen Comments – None.
12. Next Meeting – The next meeting was scheduled for Monday, April 21st, 2008 at 1:30 P.M. in the Conference Room at the HCC West Campus in Elizabeth.
13. Adjournment – Julie moved that the meeting be adjourned. Steve seconded the motion which passed unanimously. The meeting was adjourned at 3:30 P.M.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room
Monday, April 21st, 2008, 1:30 p.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 1:35 P.M.
2. Roll call – Julie Bruser, Chris Larson, Beth Baranski, Ron Lawfer, Steve McIntyre, and Daryl Watson were present, establishing a quorum. Bridgette Stocks of Fehr-Graham was also present.
3. Introductions - No introductions were required.
4. Project Schedule – Bridgette presented a project schedule to which additions were made. Chris moved that the schedule be approved as revised (see attached). Julie seconded the motion and it passed unanimously.
5. Communication Plan - Bridgette presented a communication plan to which additions were made. Daryl moved that the communication plan be approved as revised (see attached). Chris seconded the motion and it passed unanimously. The following papers were identified for submittal of press releases: The Flash, the Galena Gazette, the Dubuque Telegraph Herald, the Freeport Journal Standard, the Apple Core and the Territory Times.
6. Survey – Bridgette presented a draft survey. The committee discussed general goals for the survey and specific questions. Bridgette will incorporate the comments into a new draft that she will e-mail to the committee for review prior to the next meeting. Chris will send Bridgette the Eco-Tourism survey as a reference. Sending the map and presentation handout out with the survey document was discussed. The survey will be made available on the website and at the work sessions in addition to a mailing.
7. Stakeholder Information – The stakeholder mailing list is being developed. Once the full schedule has been developed, notices should be mailed to the stakeholders. Committee members who have not yet submitted the contact information for the governing bodies they made presentations to should e-mail that information to Beth.
8. Presentations – Down to the scheduling of just two townships. Anticipate presentations will be completed by May 12th.

8. Work Sessions – Bridgette can facilitate work sessions on Mondays and Wednesdays. Beth has a tentative schedule laid out for June 9, 11, 16, 18 & 30 and is working on securing locations. Draft narrative information will be made available on the web site prior to the work sessions. The Existing Greenways & Trails map will be available along with a regional map, a DNR map and Blufflands Alliance map, and a table containing information about Existing Greenways & Trails. Bridgette provided a compilation of the Goals & Objectives she has received from Committee members to date (see attached).

9. Draft Narrative – Committee members will e-mail draft narrative information to Beth by May 9th on the following topics:
 - Chris – Blufflands Alliance + DNR mapping projects, conservation easements
 - Julie – Equestrian trails, Grand Illinois Trail
 - Rich – liability/legislation re: on-road biking and open space
 - John – Snowmobile trails
 - Ron – CRP buffer strips
 - Steve – Golf courses (description, acreage, public use)
 - Daryl – Historic trails
 - Denise – Mississippi River Trail, East Dubuque parks, boat launch
 - Beth – Table of existing greenways & trails, Galena River Trail, Savanna Depot Park Trail

10. Committee Member Comments – None.

11. Citizen Comments – None.

12. Next Meeting – The next meeting was scheduled for Thursday, May 22nd, 2008 at 1:30 P.M. in the Conference Room at the HCC West Campus in Elizabeth.

13. Adjournment – Steve moved that the meeting be adjourned. Julie seconded the motion which passed unanimously. The meeting was adjourned at 3:10 P.M.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room
Monday, May 22nd, 2008, 1:30 p.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 1:40 P.M.
2. Roll call – Chris Larson, Beth Baranski, Ron Lawfer, Rich Mattas, and Daryl Watson were present, establishing a quorum. Bridgette Stocks of Fehr-Graham and Scott Sanders (Landscape Architect) of Sanders Design Group were also present.
3. Introductions – All present introduced themselves. Scott Sanders is working with Fehr-Graham.
4. Approval of March 12, 2008 and April 21, 2008 meeting minutes – Daryl moved that the minutes of both meetings be approved as presented. Chris seconded the motion and it passed unanimously.
5. Presentations in County – As of May 12th, Committee members have completed introductory presentations on greenways and trails planning to the 10 municipalities, 23 townships and 2 resort communities. The governing bodies of these entities were given a handout describing the planning process, a map of the county showing existing greenways and trails, and a blow-up map of their area.
6. Survey – Bridgette presented a draft survey. The committee discussed modifications to the survey. Bridgette will present the survey to the Development & Planning Committee at their meeting on May 27th and then begin mailing the surveys. They will be sent out with the county map showing existing greenways & trails and a cover letter. A stamped, return envelope will be provided. Bridgette will work with Diane Williams (County GIS Office) to put the survey on the website. Surveys will be mailed to a random sampling of residents, be made available at the work sessions in June, and on the website. The deadline for returning surveys will be June 30th. Rich moved that the survey be approved as modified (see attached) and that Bridgette be given authority to incorporate any suggestions from the Development & Planning Committee into the survey before sending it out. Ron seconded the motion and it passed unanimously.
7. Work Session Schedule – The work sessions have been scheduled and public notices sent out to the recommended papers, where they have been appearing (see attached notice). Notices for individual work sessions will also be sent out to appropriate papers. Bridgette will be facilitating the work sessions. A committee member will be on hand to assist Bridgette at each work session.

8. Work Session Format and Materials – The various locations are reserved from 6:30 to 9:00 with the meetings scheduled from 7-9:30. The first 20 minutes or so will be spent on introductions, a summary of the planning process, a summary of existing greenways and trails and any corrections or additions to existing conditions. Then separate lists of broad greenway goals, broad trail goals, and specific greenway and trail projects will be listed. Participants will prioritize the items in each list. The county existing condition map will be displayed along with a blow-up of the area related to each work session and a regional map showing the tri-state area. Handouts of the county and blow-up maps will be provided to participants. 5 broad goals were suggested for the greenway and for the trail list (see attached) to help start the process. Chris moved that the work session format and materials be approved as discussed. Daryl seconded the motion and it passed unanimously.
9. Committee Member Comments – Rich will talking about the Greenways & Trails project at the Leadership Forum and Chris will be talking about outdoor recreation and the EcoTourism project. There will be a Greenways & Trails table at the Green Fair June 27th & 28th at HCC West.
10. Next Meeting – It was agreed that there would be no regular meeting in June. Once Bridgette has been able to summarize the work session results, a meeting will be scheduled in July.
11. Adjournment – Ron moved that the meeting be adjourned. Rich seconded the motion which passed unanimously. The meeting was adjourned at 3:15 P.M.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth
Conference Room
Wednesday, August 20th, 2008, 1:30 p.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 1:35 P.M.
2. Roll call – Beth Baranski, Ron Lawfer, Rich Mattas, Daryl Watson, and Julie Bruser were present, establishing a quorum. Bridgette Stocks of Fehr-Graham was also present.

Guests included Sandi Helgerson, the new Executive Director of the Jo Daviess Conservation Foundation and Nicole Turpin of East Central Intergovernmental Association (ECIA).
3. Introductions – All present introduced themselves.
4. Approval of May 22, 2008 meeting minutes – Daryl moved that the minutes be approved as presented. Ron seconded the motion and it passed unanimously.
5. Survey Results – Bridgette reviewed the “Jo Daviess County Greenways & Trails Planning Survey Results” (see attached), noting various points of interest and referring to the “Written Responses” (attached). She was very pleased by the high response rate to the mailed surveys. Only 3 surveys were submitted on-line. She will add bar graphs and pie charts where appropriate, and delete percentages where multiple responses were allowed. She will weight the responses to question 20 and list them from most to least important. Rich moved that Bridgette e-mail the revised survey summary for committee member review prior to placing it on the website. Julie seconded the motion and it passed unanimously.
6. Work Session Results – Bridgette presented the “Work Session Results” (see attached).
7. Map Update – Beth and Bridgette will update the Existing Greenways & Trails plan to include information that was gathered at the work sessions. The committee will have one or more worksessions to generate a *Proposed* Greenways & Trails plan.
8. Narrative Update – There was discussion about the need for a concise narrative to go with the plan. It was felt that this narrative could be developed as the proposed plan is being worked on, and that other plans could be referenced for appropriate content. Background information used as a basis for the plan and plan narrative will necessarily be more lengthy and could be made available on the website.
9. Funding Research – Bridgette has begun to put together information on potential sources of funding for Greenway and Trail projects, which she presented (see attachment “Jo Daviess County Greenways & Trails Funding Research”). She will continue to develop this.

Nicole mentioned the “Complete Street” program in Illinois that requires the state to consider bike lanes when doing road projects. She recommended suggesting that communities adopt a similar program. Asbury requires developers to include green space with sidewalks or trails in their projects by ordinance. The Iowa Natural Heritage Foundation has helped identify greenway areas in Iowa.

10. Citizen Comments – none.
11. Next Meeting – The next meeting was scheduled for Thursday, September 11th at 10:00 a.m. at HCC West. The meeting will be a work session to place greenways on the plan. If time allows, we will begin to identify potential trails on the plan. There was a general discussion on how best to portray the projects identified at the work sessions. One idea was to show the projects on community maps as illustrations of the work session results. It was felt that the following individuals should be invited to the work session: Jeff Henzel (DNR), George Bellovics (DNR), Chris Kirkpatrick (JDCE), and Scott Sanders (Landscape Architect working with Fehr-Graham). Other sample plans will be available for reference at the work session.
12. Adjournment – Julie moved that the meeting be adjourned. Rich seconded the motion and it passed unanimously. The meeting was adjourned at 3:20 p.m.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth, Conference Room
Thursday, September 11th, 2008, 10:00 a.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 10:00 a.m.
2. Roll call – The following committee members were present: Daryl Watson, Julie Bruser, Steve McIntyre, Rich Mattas, Ron Lawfer and Beth Baranski, establishing a quorum.

Also present were Nicole Turpin (ECIA), George Bellovics (IDNR), Chris Kirkpatrick (JDCF), and Lester Johnson (NRCS).
3. Introductions – those present introduced themselves.
4. Approval of August 20th, 2008 meeting minutes – Rich moved that the minutes be approved as presented. Julie seconded the motion and it passed unanimously.
5. Discussion about and development of draft greenway plan – a powerpoint presentation of mapped data from the Illinois Department of Natural Resources, US Fish and Wildlife, US Geological Survey, the Illinois Wildlife Action Plan and others showing natural and historic resources was presented and discussed. Discussion centered on how best to use the available data to create the greenway plan.

The following were among the discussion points:

- idea that anyone who owns land in the County is involved in greenway management to a degree
- the greenway areas currently incorporated into agricultural practices
- prioritization of areas not necessary, just describe various areas
- Poor riparian laws in Illinois – Wisconsin as a possible reference
- Lack of glaciation results in intact ecosystems in our area
- Forest Legacy Program and life estates as conservation aids
- Create short-, mid- and long-term goals
- Relationship between the Greenways & Trails Plan, the County Comprehensive Plan & Zoning
- The importance of maintaining water quality
- Use data collected to document logic of greenway area
- Create a few simple maps based on ideas discussed – three area types (e.g. land, water & people)

The next meeting will focus on land resources – locations, needs and recommendations. This will be followed with discussions on water resources and public access.

6. Discussion about and development of draft trail plan (as time permits) – time did not permit.

7. Citizen Comments – none
8. Next Meeting – The next meeting was scheduled for 10:00 a.m. Thursday, October 16th, in the conference room at Highland Community College West in Elizabeth.
9. Adjournment – Julie moved that the meeting be adjourned. Ron seconded the motion and it passed unanimously.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth, Room 133
Thursday, October 16th, 2008, 10:00 a.m.
FINAL MINUTES

1. Call to Order – The meeting was called to order at 10:10 a.m.
2. Roll call – The following committee members were present: Daryl Watson, Julie Bruser, Steve McIntyre, Rich Mattas, Ron Lawfer and Beth Baranski, establishing a quorum.

Also present were Bridgette Stocks (Fehr-Graham), George Bellovics (IDNR), Chris Kirkpatrick (JDCF), and Lester Johnson (NRCS).
3. Introductions – not necessary.
4. Approval of September 11th, 2008 meeting minutes – Daryl moved that the minutes be approved as presented. Julie seconded the motion and it passed unanimously.
5. Mapping of land resources, and discussion on needs and recommendations for land resources

The definition of greenways was reviewed. Julie Bruser moved that the committee’s original definition of greenways be maintained: “Greenways are corridors of open space designated for conservation and recreation purposes. Greenways often follow natural land or water features. They usually link together natural areas, parks, historic sites, and cultural features such as farmland. Greenways are usually a combination of privately and publicly owned land. They may or may not entail public access. Some greenways include trails, while others do not. Some appeal to people, while others attract wildlife, and some appeal to both.” Rich seconded the motion and it passed unanimously.

Recommendations were agreed upon as follows:

The issues related to various types of greenways differ. For the purpose of this plan, 2 primary area types were identified: Water, and Land (quality habitat, agricultural, scenic vistas and Cultural resources areas). When discussing the land and water areas, it was agreed that the difference between public and private areas should be emphasized.

Land: Quality Habitat

- Develop ways to educate public and private landowners about the value and management of habitat areas and promote the restoration and management of those habitats.
- Encourage developers to set aside land in their developments for greenways, including the use of greenways as buffers between distinctly different land uses. *(It was felt that a definitions page should be created and include a definition for “developers”)*.
- Promote the coordination of maintenance efforts for public lands to establish a sufficient and sustainable program

Land: Agricultural

- Support sustainable agricultural practices such as conservation buffers (filter strips, field borders, grassed waterways, field windbreaks/shelterbelts, contour grass strips, riparian buffers).
- Explore and promote incentive programs (e.g. CRP, Purchase of Development Rights) to preserve critical and sensitive land (e.g. natural/scenic areas).

Scenic Vistas & Cultural Assets – it was felt these items could be discussed in the narrative under “land”

Water – A recommendation “Promote Best Management Practices for riparian buffers” will be included for discussion of waterways at next meeting.

The methodologies used in the C2000 report entitled *Strategic Sub-Watershed Identification Process: Maximizing Benefits of Ecosystem Management* to map quality habitat areas, and the *Illinois Comprehensive Wildlife Conservation Plan/Strategy* to map “Conservation Opportunity Areas” were discussed, along with elevated areas, waterways and the location of cultural assets. After much discussion, Julie made a motion to identify areas to be shown as greenways in Jo Daviess County as the waterways, elevated areas as shown on the Jo Daviess County Land Use Plan, and subwatershed areas shown to have habitat quality scores of 22 and above in the areas of the county designated as quality habitat in the C2000 report, *Strategic Sub-Watershed Identification Process: Maximizing Benefits of Ecosystem Management*. Rich seconded the motion and it passed unanimously.

It was noted that we should check the map of forested areas in the county against the area selected to confirm coverage. Bridgette will create map samples with various graphic approaches for the committee’s review. Beth noted that once Jo Daviess County completes its Greenways & Trails plan, the 6-county area would like to do a regional plan. The idea of relating to the graphic quality and legend information used in the Stephenson County/Freeport plan was discussed. George recommended that committee members take a look at the graphic quality of maps shown at www.openlands.org Beth visited with Brian Maiers at Johnson Graphics and learned that 1,000 poster plans could be printed for about \$2,000. Printing of the plan or perhaps a map/brochure promoting the public access areas would probably be eligible for CVB grant funding. George noted that the National Parks Service Trails and Conservation Program might also have grant funds for printing.

Rich Mattas volunteered to work on greenway narratives.

6. Discussion about and development of water resource and public access portion of plan (as time permits)

This will be put on next month’s agenda. Beth suggested committee members might want to take a look at the work done on riparian buffers in Wisconsin:

(www.nelson.wisc.edu/people/nowak/wbi/reports/nrbFinalReport.pdf)

and in Connecticut:

(www.crcj.org/riparianbuffers.htm)

7. Citizen Comments – none

8. Next Meeting – The next meeting was scheduled for 7:00 p.m. Monday, November 17th, in the conference room at Highland Community College West in Elizabeth.
9. Adjournment – Julie moved that the meeting be adjourned. Steve seconded the motion and it passed unanimously. The meeting was adjourned at 12:10 p.m.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
300 N. West Street, Elizabeth, Conference Room
Monday, November 17th, 2008, 7:00 p.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 7:05 p.m.
2. Roll call – The following committee members were present: Daryl Watson, Steve McIntyre, Rich Mattas, John Schultz and Beth Baranski, establishing a quorum.

Also present were Bridgette Stocks (Fehr-Graham), George Bellovics (IDNR), Chris Kirkpatrick (JDCF), and Kyle Embry (NRCS).
3. Introductions – those present introduced themselves.
4. Approval of October 16th, 2008 meeting minutes – Rich moved that the minutes be approved as presented. John seconded the motion and it passed unanimously.
5. Funding Options – Bridgette hasn't received any comments on the funding information she sent out. It will be resent, and members are asked to look it over and send comments to Bridgette. This will be discussed at the next meeting.
6. Plan format, graphics and printing - The committee viewed the forested areas covered within the proposed greenway area (as recommended at the last meeting), and were satisfied with the coverage.

Bridgette presented two proposed greenways & trails maps for consideration of the information shown and the graphic quality. One had a 3-D topographic base and the other was similar to the graphics of the Freeport-Stephenson County plan. It was agreed to proceed with the latter version and use the topographic map in the back-up report. It was agreed to have one plan with back-up maps showing other information.

The following suggestions were made: eliminate the snowmobile trails, change the color of the proposed trails so they show up (perhaps use the color that had been used for the snowmobile trails), shade in the communities and contiguous growth areas; refer to the roadway trails as “multi-purpose trails”; use thinner and lighter lines (green, grey?) for the elevated areas; increase the riparian buffer widths until they are clearly visible; add the names of the streams; and show the navigable waterways.

Lester Johnson had created a GIS layer showing waterways in the county along with FEMA floodplains and flood soil areas. It was agreed to use the pdf of this map in the backup information and maintain the current level of stream information on the plan for simplicity and clarity.

There was discussion about the use of this plan primarily as a reference for governing bodies, and a need for a promotional piece/website that would be designed for use by the public – the Rivers to Ridges eco- tourism project will probably do this. CVB grant funding to support the project should be considered.

7. Water resource and public access portion of the plan – The committee viewed a powerpoint presentation providing an overview of the survey and worksession input collected regarding trails, information about existing trails and trail plans in the county, road surfaces, abandoned railways, snowmobile trails, and potential routes to connect communities to the Grand Illinois and Mississippi River Trails.

Bridgette presented aerial images of each community showing desired trail routes identified in the worksessions and other trail opportunities based on existing conditions. Additional discussions will need to take place with some communities, particularly Stockton and East Dubuque to clarify and confirm their plans.

In discussions it was agreed to show routes on existing roadways to connect communities and areas of the county. Back up information on other potential trail opportunities (abandoned railways, snowmobile routes) will be provided for reference. Navigable waterways as determined by the state should be shown, and narrative provided to explain the current limitations and potential for expanding the state designations.

George explained the Grand Illinois Trail route – the purple areas are the best for biking and are part of the main trail, while the green alternates to the purple area are better for hiking. George also noted that IDOT has maps showing the bikable level of service of roads.

Rich has a digital map of the Galena Territory trails and noted that they can be used for hiking, horseback riding and cross-country skiing but not biking. The Territory received federal funding to improve the trails, and it is believed that because of this, they may be available for public use.

A plan with the proposed changes and routes will be presented at the next meeting. The possibility of mailing the plan summary and map to the governing bodies for review and possible approval (by resolution) will be discussed at the next meeting.

8. Citizen Comments – None.
9. Next Meeting - The next meeting was scheduled for 7:00 p.m. Tuesday, October 16th, in the conference room at Highland Community College West in Elizabeth.
10. Adjournment – Daryl moved that the meeting be adjourned. Steve seconded the motion and it passed unanimously. The meeting was adjourned at 9:00 p.m.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
Public Safety Building, 330 North Bench, Galena, Sheriff's Conference Room
Monday, December 22nd, 2008, 7:00 p.m.
FINAL MINUTES

1. Call to Order – The meeting was called to order at 7:10 p.m.
2. Roll call – The following committee members were present: Daryl Watson, Steve McIntyre, Julie Bruser, Ron Lawfer and Beth Baranski, establishing a quorum.

Also present were Bridgette Stocks (Fehr-Graham), Chris Kirkpatrick (JD CF), and Kyle Embry (NRCS).
3. Introductions – none required.
4. Approval of November 17th, 2008 meeting minutes – Julie moved that the minutes be approved as presented. Steve seconded the motion and it passed unanimously.
5. Funding Options – Bridgette reviewed the expanded funding and implementation section and comments were noted for minor revisions to be made.
6. Narrative Summary and Recommendations - The committee reviewed the narrative summary and recommendations page by page, editing as needed. It was agreed that the changes identified would be incorporated along with any comments e-mailed in and sent out for committee review prior to mailing the narrative to the communities and townships for their review and comment.
7. Plan Format, graphics and printing – Bridgette presented the plan and comments on the graphics were noted for incorporation into the plan before submittal to the communities and townships for review and comment. Bret Gempler (County GIS) is completing the plans for the individual communities.
8. Plan Review by the governing bodies – the narrative and proposed greenways and trails map plan will be sent to the communities and townships for review and comment prior to presenting the plan to the Development and Planning Committee. It was agreed that a presentation should be made at the Planning Commission meeting on December 30th so that any comments from that committee could be incorporated into the plan. The revised IDNR grant deadline is April 30th.
8. Citizen Comments – None.
9. Next Meeting – The revised narrative and plan will be sent to the communities and townships and a meeting scheduled in February to review those comments.
9. Adjournment – Julie moved that the meeting be adjourned. Daryl seconded the motion and it passed unanimously. The meeting was adjourned at 10:00 p.m.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus, Conference Room
Monday, February 9th, 2009, 6:30 p.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 6:45 p.m.
2. Roll call – The following committee members were present: Julie Bruser, Rich Mattas, Ron Lawfer and Beth Baranski. Those present did not constitute a quorum, so no action was taken at the meeting.

Also present were Bridgette Stocks (Fehr-Graham), Chris Kirkpatrick (JD CF), and Kyle Embry (NRCS).
3. Introductions – none required.
4. Approval of December 22nd, 2008 meeting minutes – No action taken.
5. End-game Project Calendar – Efforts will be made to complete work to present to the Development & Planning Committee for approval at their February 24th meeting.
6. Review of document sent out to governing bodies & follow-up efforts – Bridgette had responses to the document from Elizabeth Village President Helen Kilgore noting corrections to corporate boundaries which Bridgette relayed to Bret; from ACL Manager Paula Lange who wanted to confirm that the multi-purpose trails shown are on the existing roads which Bridgette assured her they were; and the CEDS committee suggested that ambulance/EMT service providers be asked to look the plan over and comment. Those present reviewed e-mail comments received and Beth reported on generally positive conversations she had with Development & Planning Committee members who had received the document at their January meeting. Bridgette and Beth will call the communities, and committee members will call the townships that they visited at the start of the process to see if they have questions or concerns, and to see if they would be willing to send a letter supporting the approval of the plan as an amendment to the Comprehensive Plan. Ron has given the Farm Bureau Board the narrative for discussion at their meeting February 12th, Kyle has given the narrative to the NRCS board for discussion at their meeting on the same date.
7. Appendices – Those present reviewed the proposed attachments to the narrative. They will be presented at the next meeting for approval.

8. Plan Format, graphics and printing – The narrative w/appendices are intended for the County Board, Townships and Communities. They will also receive the fold-out plan, and the fold-out plan will be available to the public with the narrative w/appendices available to the public on-line and possibly on disk for a fee. Johnson Graphics is the only printer in the county who can print this large format – they estimated that 1000 full color, 28” x 40” plans would cost between \$1,600 and \$2,000. There was a question about what the process might be if an outside organization was interested in printing more of the plans.

Bridgette, Julie and Beth will put together the plan layout for the committee’s approval at the next meeting. Rich, Chris and Kyle will e-mail photos for the plan.

9. 15 minute presentation to Development & Planning Committee on February 24th – Bridgette presented an outline of the presentation she will be making on the 24th, including Planning Process Overview, Public Input (meetings w/governing bodies, survey, work sessions), Greenways (definition, proposed greenway areas, public vs. private land, greenway recommendations), Trails (definition, existing trails in Jo Daviess County, trail recommendations), and Funding & Implementation.
10. Plan Approval – This committee will be asking the County Board to pass a resolution adopting the Greenways & Trails Plan as an addendum to the Comprehensive Plan, and giving permission to proceed with printing of the fold-out plan, and confirmation that the G&T web page will be continued so it can be referenced in the plan.
11. Other Items – None.
12. Citizen Comments – None.
13. Next Meeting – The next meeting will be at 7:00 p.m., Monday, January 16th in the HCC West Conference Room.
14. Adjournment –The meeting ended at 8:15 p.m.

JO DAVIESS COUNTY
GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING
Highland Community College West Campus
Monday, February 16, 2009, 7:00 p.m.

FINAL MINUTES

1. Call to Order – The meeting was called to order at 7:05 p.m.
2. Roll call – The following committee members were present: Daryl Watson, Rich Mattas, John Schultz, Julie Bruser, Ron Lawfer, Denise Sheehan and Beth Baranski, establishing a quorum.

Also present were Bridgette Stocks (Fehr-Graham), Chris Kirkpatrick (JDCE), Kyle Embry (NRCS) and Andre Schultz.
3. Introductions – those present introduced themselves.
4. Approval of December 22, 2008 and February 9, 2009 meeting minutes – Rich moved that the minutes be approved as presented. Julie seconded the motion and it passed unanimously.
5. Discussion about feedback received – Bridgette read a note from Vince Hasken expressing concern about use of Badger Road as a multi-purpose trail. Jim Goken had similar concerns about road conditions and safety. Dan Reimer expressed similar concerns. After discussion it was decided to add language to the narrative and to the map to clarify the intent of the designated roadways. The new narrative is to read “Please note: The multi-purpose trails are proposed routes, based on public input gathered at work sessions around the county. The safety of these routes must be assessed. As they are currently delineated, not all of these routes are open to the public or ready for use.”

Denise has had people express concern about the eminent domain information in the funding and implementation strategy table. After discussion it was agreed that it would be misleading to not include it in the table because it is a legal option, however language should be added to the description of disadvantages to read “In spite of having this power, the State of Illinois has not used it to acquire land for greenways or trails. It is not a recommended tool for Jo Daviess County.”

Wards Grove Twp. had no issues. The Berreman Twp. Supervisor wanted a statement in the plan saying it would not be used to restrict development. After discussion it was agreed that the plan has been written with positive greenways and trails recommendations, and that it would not be appropriate for the plan itself to define how it will be used as a reference. The information in the plan should be used along with other available information to evaluate development proposals.

The Farm Bureau has approved of the plan and will be sending a letter.

Other boards are meeting and will send comments to Bridgette or to committee members who will then send them on to Bridgette.

6. Final approval of narrative with appendices – The narrative and attachments were reviewed, and some changes made. Julie moved that the narrative and attachments be approved as revised. John seconded the motion and it passed unanimously.
7. Final approval of poster plan – Those present reviewed and commented on a mock-up for the poster plan. Some revisions were suggested and recommendations for new photographs made. Julie moved that the basic layout and the concept of a collage of images with the GIS office working out the layout design be approved. Daryl seconded the motion and it passed unanimously.
8. February 24th presentation to Development & Planning Committee – Bridgette is prepared to make the presentation on the 24th.
9. Review of project expenses, and printing requirements – Three print quotes will be required according to county policy. Beth will get the quotes. Given our expenses, we have at least \$2,500 available for printing. In kind contributions will be documented to report to the county and to the IDNR.
10. Request to Development & Planning Committee – Julie moved that the Development & Planning Committee be asked to recommend that the County Board pass a resolution adopting the Greenways & Trails Plan as an addendum to the Comprehensive Plan, give permission to proceed with printing of the poster plan, and confirm that the G&T web page will be continued so it can be referenced in the plan. Rich seconded the motion and the it passed unanimously.
11. Other Items – None.
12. Citizen Comments – None.
13. Next Meeting – the next meeting is scheduled for 6:45 p.m., February 24th, just before the Development & Planning meeting to review any new feedback and decide if any changes should be made known to the Development committee.
14. Adjournment – John moved that the meeting be adjourned. Julie seconded the motion and it passed unanimously. The meeting was adjourned at 9:05 p.m.

DRAFT MINUTES

These minutes are not the official record until final approval at the next County Board or committee meeting and all minutes may be changed until officially approved.

JO DAVIESS COUNTY GREENWAYS AND TRAILS PLANNING COMMITTEE MEETING

Jo Daviess County Courthouse
330 North Bench Street, Galena
County Board Room (3rd Floor)
Tuesday, February 24th, 2009, 6:30 p.m

1. Call to Order – The meeting was called to order at 6:35 p.m.
2. Roll call – The following committee members were present: Daryl Watson, Rich Mattas, John Schultz, Julie Bruser, Steve McIntyre and Beth Baranski, establishing a quorum.

Also present were Bridgette Stocks (Fehr-Graham), Chris Kirkpatrick (JD CF), And Kyle Embry (NRCS).
3. Approval of February 16, 2009 meeting minutes – Julie moved that the minutes be approved with an addition showing that Rich seconded the motion for item 10 and it passed unanimously. Steve seconded the motion and it passed unanimously.
4. Discussion about feedback received – Bridgette reported that letters supporting the plan had been received from East Dubuque and Galena. Townships have had few comments, though they have taken the plan to their meetings.
5. Final approval of any changes to plan narrative, maps or poster – Graphic changes, photo title corrections, and a lighter weight paper for printing the poster were recommended. The committee that met to determine whether the application should be submitted to IDNR should be added to the acknowledgements. John moved that the changes be made. Julie seconded the motion and it passed unanimously.
6. Printing Recommendation – It was agreed that 100 booklets would be printed for G&T Committee members (9), County Board (17), Municipalities (10), Resort Communities (2), Townships (23), Fehr-Graham (1), Planning Commission (6), County Administrator (1), Zoning Administrator (1), Highway Engineer (1), CVB Director (1), IDNR (25), Jo Daviess Conservation Department (1), Soil & Water Conservation District (1), Farm Bureau (1). Fehr-Graham will be creating the booklets in-house. Rich moved to accept the printing recommendation. Daryl seconded the motion and it passed unanimously.
7. Other Items – None.
8. Citizen Comments – None.
9. Next Meeting – This is the final committee meeting.
10. Adjournment – Julie moved that the meeting be adjourned. Rich seconded the motion and it passed unanimously. The meeting was adjourned at 6:55 p.m.