

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)
CHAIRPERSON: Merri Berlage
DATE/TIME: February 24, 2015

PRESENT:

<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> Robert Heuerman``	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Steve Rutz	<input checked="" type="checkbox"/> John O'Boyle	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Rick Dittmar		

A quorum was established.

Other Board members:

Others: Linda Delvaux, Lisa McCarthy, Dan Reimer and Katherine Walker

1. **Review and approve minutes for the January 13, 2015 Special Development & Planning Committee meeting – Steve Rutz made a motion to approve the minutes of the January 13, 2015 Special Development & Planning Committee meeting. Seconded by RJ Winkelhake and motion passed.**
2. **Review and approve minutes for the January 27, 2015 Development & Planning Committee meeting – John O'Boyle made a motion to approve the minutes of the January 27, 2015 Development & Planning Committee meeting. Seconded by Robert Heuerman and motion passed.** Merri Berlage reported that she received a message from Linda Delvaux regarding the May 27, 2015 Development & Planning Committee meeting. There is a conflict due to the Zoning Board of Appeals Committee meeting which is scheduled for the same date and time. The committee will have to consider a date change for the May meeting.
3. **Citizens' Comments**
4. **Unfinished Business**
 - a) **FY2014 Strategic goals**
 - b) **Update on Enterprise Zone** – Merri Berlage discussed HB1346 which amends the Illinois Enterprise Zone Act. Provides that in a zone designated by a single municipality or county, the Zone Administrator must be an officer or employee of that municipality or county. Provides that in a zone designated by multiple municipalities or counties, the local governing body of that zone may select an officer or employee of a participating municipality or county as its Zone Administrator, or the governing body may conduct a competitive Request for Proposals process to select a person or organization experienced in economic development to be its Zone Administrator. Berlage encouraged the entire committee to call Representative Brian Stewart and ask him to vote for HB1346.
 - c) **Discussion and possible action regarding the Jo Daviess County CEDS Committee** – Berlage discussed that the Jo Daviess County CEDS Committee has not met for several months. What currently is in place is the Regional CEDS Committee which is a six county CEDS which works with the Blackhawk Hills Regional Council. Individual counties can still maintain a local CEDS Committee. The Regional CEDS Committee meets twice a year. Berlage suggested input from the State's Attorney before making a decision. **RJ Winkelhake made a motion to postpone action regarding the Jo Daviess County CEDS Committee until the March 24, 2015 Development & Planning Committee meeting. Seconded by Rick Dittmar and motion passed.**
 - d) **Update from Zoning Ad-Hoc Committee** – RJ Winkelhake reported that Linda Delveau has been working on the last item which is Festivals and Events. As soon as she is done we will have another committee meeting to review as a whole before sending back recommendations to this committee. Delvaux is waiting on a response from the State's Attorney on a few items.

5. New Business

- a) **Discussion and possible action on Zoning Department taking on weed commissioner duties** – Randy Jobgen reported that at the Public Works Committee meeting on February 23, 2015 and a motion was approved to move forward a recommendation to incorporate duties of a weed commissioner into the Code Enforcement Officer position description and to pay Carlson-Dettman for a position reclassification. An employee of the Building and Zoning Department would take over the duties of the weed commissioner. Merri Berlage read the motion: *to incorporate the duties of the Jo Daviess County Weed Superintendent position into the Jo Daviess County Code Enforcement Officer position and to pay the \$250 fee for position reclassification study of the County Code Enforcement Officer position to be conducted by Carlson-Dettman from the Weed Commissioner line item in the Miscellaneous budget of the General Fund.* Berlage explained reasons why the County needs to have a weed commissioner. Linda Delvaux expressed her concerns and will work to implement this change if approved. This item will be moved forward as a recommendation from the Public Works Committee to the County Board on March 10, 2015.
- b) **Discussion and possible action concerning billboard advertising per County mayors meeting** – Merri Berlage reported that Elizabeth Mayor Mike Dittmar brought forward a request regarding billboard advertising to brand the Jo Daviess County area. The information was included in the Development & Planning Committee packet. The billboard advertising would be located around the Thompson prison market and promote doing business in Jo Daviess County. The whole idea is to get people to look a little further than the Thomson/Clinton area. After much discussion the consensus was to get more information on the idea and bring back to the next committee meeting.
- c) **Discussion and possible action regarding Enterprise Zone application preparation and notification to Villages/Cities through the County** – At the last Freeport/Stephenson County Enterprise Zone meeting there was discuss regarding the enterprise zone application process and getting information from cities and villages that are interested in being part of the application. One of the items needed is a map that designates an area that each city or village would like see included in the enterprise zone. The committee discussed the possibility of sending a letter to each community inviting their participation. The letter should include a map of each communities incorporated area. The total area of an enterprise zone is limited to approximately 15 square miles. There are also certain criteria that each enterprise zone application must meet. **RJ Winkelhake made a motion to send a letter to each of the villages and cities throughout Jo Daviess County in preparation of an Enterprise Zone application asking for their participation and giving them a chance to come up with a map to designate an area in their city limits and attach criteria for an Enterprise Zone with the letter. Seconded by Rick Dittmar and motion passed.**

6. Staff Reports

a) Building & Zoning

- i. **Monthly Report** – Linda Delvaux reported there are on-going investigations regarding nuisance violations and her department continues to work with the State's Attorney's office on these. One new home permit, a commercial permit and some accessory and floodplain permits were issued during the month of January. A total of 8 permits were issued in January. Almost all of the 2015 guest accommodations renewals have been completed. There are approximately 580 licenses. The quest accommodation revisions approved by the County Board have been well received and are working very well for both the applicants and the Building & Zoning office. The ZBA February meeting was cancelled. There are several items that will be ready for the March meeting. Several County staff members met to discuss recommendations for festivals and events.

b) Economic Development

- i. **CVB Monthly Report** – Merri Berlage reported that the CVB has moved forward with a possible plan to request a proposal for destination marketing agreement with

the City of Galena. The State's Attorney will review and if the City does send out a request for proposal we will be ready to go with that. The CVB Board will be discussing the One Voice action plan tonight.

- ii. **TCEDA Monthly Report** – Lisa McCarthy, TCEDA Executive Director reported that she attended the Upper Mississippi River System Ports, Terminals, Operators Workshop and provided two booklets for the committee to review. Our locks and dams along the Mississippi River are in terrible shape and are not necessarily safe anymore. Most of them were built in 1930 and they had a fifty year life. This plan for rebuilding and renovating the lock and damn system has been in place for a number of years; since 2004. It has never been appropriated for funding by the federal government. The Thompson prison has hired over 100 employees. Thompson and Savanna are running out of rental units. There is an opportunity for potential development. TCEDA is working with a foreign company looking to expand in the area and are assisting six existing businesses with expansion. TCEDA submitted a proposal to DCEO for a query regarding a foreign manufacturer locating in Savanna. Governor Rauner awarded the grower licenses and dispensaries for medical marijuana to companies in Stephenson County and Lee County. TCEDA's Political Advocacy Committee met with Rep. Stewart and Rep. Verschoore to discuss ways to improve economic development. TCEDA has created a public database of rental properties for our region. TCEDA's Education/Workforce Development Committee discussed internships, apprenticeship and summer jobs programs and is working on a pilot summer jobs program with several of our partners. The II Office of Trade & Investment's schedule is now available. TCEDA's 2015 Annual Meeting will be held on Thursday, March 19, 2015 at Woodbine Bend Golf Course. The next board meeting will follow the annual meeting. The TCEDA intern has completed her internship and they will be hiring a part-time position for administrative assistance. Sign up for TCEDA social media accounts.

8. Citizens' Comments

9. **Board Member Concerns** – John O'Boyle asked if it is possible to set a specific meeting start time and end time. The reason committee chair, Merri Berlage, set this meeting time back fifteen minutes is because of a conflict with an earlier CVB Board meeting this evening. Berlage has requested that the CVB make a change to their meeting date and/or time. Ron Smith encouraged the committee to read the Capital Report which contains a lot of good information on legislative proposals. Smith also commented that on March 3 and March 5 there will be employee health insurance informational meetings. All County Board members are welcome to attend. Dan Reimer reminded the committee of requirements associated with open meetings act training. Open meetings training is per term, copies of training certificates should be sent to the County Administrators office.

The next Development & Planning Committee meeting will be Tuesday, March 24, 2015 at 7:00 p.m.

John O'Boyle made a motion to adjourn at 9:08 pm, seconded by Robert Heuerman and motion passed.