

# COMMITTEE REPORT

**COMMITTEE:** Development & Planning (D&P)

**CHAIRPERSON:** Steve Rutz

**DATE/TIME:** September 22, 2015, 7:07 p.m.

**PRESENT:**

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

A quorum was established.

Other Board members: Dan Hughes

Others: Linda Delvaux, Lisa McCarthy, Chuck Pedersen and Dan Reimer

**1. Approval of Minutes**

- a) **Review and approve minutes for the July 28, 2015 Development & Planning Committee meeting** – Steve Rutz made a motion to approve the minutes of the July 28, 2015 Development & Planning Committee meeting. Seconded by John O'Boyle and motion passed.

**2. Citizens' Comments**

**3. Unfinished Business**

- a) FY2014 Strategic goals – The committee reviewed the current list of strategic goals.
- b) Update on Enterprise Zone – Merri Berlage reported that the Enterprise Zone has not met. The forty-nine enterprise zones previously awarded will not be certified by the Governor's office at this time. Lisa McCarthy met with the mayor of Warren regarding the Warren Cheese Plant. They are working on a business plan and beginning the enterprise zone application process.
- c) Discussion and possible action regarding the Jo Daviess County CEDS Committee – Merri Berlage reported that the State's Attorney recommends to leave the CEDS committee in place but not dissolve it in case there is a future need for the committee at the County level. **Steve Rutz made a motion to deactivate the Jo Daviess County CEDS Committee, but do not dissolve the committee at this time. Seconded by RJ Winkelhake and motion passed.**
- d) Update from Zoning Ad-Hoc Committee – Merri Berlage reported that the Zoning Board of Appeals reviewed the proposed text amendments at their last meeting except for home occupation which will be addressed tomorrow night. Linda Delvaux reported that the committee will recommend denial for Festivals/Events. The concept is definitely worthwhile in reviewing but they felt the content of it all should be reviewed again and possibly simplified. Everything else passed for recommendation to adopt.
- e) Discussion and possible action on committee assignments from the 2015 County Board retreat – The four committee assignments are: attract new businesses, find a way to more effectively promote agriculture in the County, propose hiring an economic development manager and subdivision ordinance review. Berlage suggested the addition of retain and enhance current businesses.

**4. New Business**

- a) Discussion and possible action regarding a request from Blackhawk Hills Regional Council for a letter of commitment to participate in a Regional Freight Study and contribute \$5,000 over a two year period (\$2,500 per year) – **Steve Rutz made a motion to approve a request from Blackhawk Hills Regional Council for a letter of commitment to participate in a regional freight study and contribute \$5,000.00 over a two year period (\$2,500.00 per year). Seconded by John O'Boyle and motion passed.**

- b) Discussion and possible action regarding personnel support and/or funding amount for TCEDA in fiscal year 2016 – John O’Boyle made a motion to provide TCEDA with administrative support services and contract a half time position in the amount of \$14,641 for FY2016 and make a \$15,000 contribution to TCEDA in FY2016. Motion seconded by RJ Winkelhake and motion passed.

## 5. Staff Reports

### a) Building & Zoning

- i. Monthly Report – Linda Delvaux reported that building permits are similar to last year and revenue is up due to several larger projects. Delvaux discussed concerns with a sign at an intersection near the Casey’s General Store location.

### b) Economic Development

- i. CVB Monthly Report – Merri Berlage reported the CVB will be reviewing marketing proposals next week.
- ii. TCEDA Monthly Report – Lisa McCarthy provided an update on TCEDA. AUSP Thomson has hired approximately 236 employees. Another round of 300 is to begin Oct 1. A second Chamber showcase for relocaters will be held in February in Thomson. The theme will be recreation and new hires will receive a special invitation. Neumiller Farms 0% loan through USDA Rural Development was submitted. They were notified that this grant program has about half the loan amount requested available. They are working to finish additional paperwork before confirmation of the loan proceeds. TCEDA and the partners are hosting another job fair on November 7 at River Ridge High School. TCEDA hosted its second Build It – Grow It program on August 13<sup>th</sup> at the Elizabeth Community Center. An education session was held for startups and existing businesses. Eight, one-hour private, individualized consulting sessions were held. There will be another education session on September 24<sup>th</sup>. All nine slots are booked and they are booking for October 21<sup>st</sup>. TCEDA now has 44 rental listings on its public database of rental properties for our region. Participants are responsible for maintaining the database for updates and removing properties as they are rented. Relocaters are having trouble finding pet-friendly rentals. National Manufacturing Day is October 2<sup>nd</sup>. 229 high school students are touring to date. Participating manufacturers include Honeywell, Signcraft Screenprint, Rentech Nitrogen, Elkay, Cotton, Mills Machine and Adkins. Be sure to visit the TCEDA web site to sign up for their newsletter.

## 6. Citizens’ Comments -- None

7. **Board Member Concerns** – Ron Smith discussed a telephone call he received from Reid Sullivan from Governor Rauner’s office.

The next Development & Planning Committee meeting will be Tuesday, October 27 2015, at 7:00 p.m.

The meeting adjourned at 9:20 p.m. following a motion made by John O’Boyle and seconded by Bob Heuerman, motion carried.