

## COMMITTEE REPORT

**COMMITTEE:** Development & Planning  
**CHAIRPERSON:** Ron Mapes  
**DATE/TIME:** September 26, 2005. 7:00 p.m.

**PRESENT:**

Baranski  
 Berlage

Bielenda  
 Hasken

Mapes  
 Stoffregen

Other Board Members: Jody Carroll, Marvin Schultz

Others: Betsy Eaton, Mel Gratton, Monica Notheis, Nancy Breed, Pat Leitzen-Fye

### MINUTES

The meeting was called to order by the chairperson at 7:00 p.m.

**1. Minutes**

Joanne Bielenda moved to approve the minutes of the August 22<sup>nd</sup> and September 1, 2005 minutes as presented. Terry Stoffregen seconded the motion. The motion passed unanimously.

**2. Old Business**

- a) Greenway Planning – Merri Berlage attended the September 22, 2005 Greenway Planning meeting in Stoffregen’s place and reported that Dave Dornbusch (RC&D) and Pat Leitzen-Fye (JDCo Economic Development) attended the meeting. Berlage stated the group has been working well together and are ready to make a recommendation to the board. They are having what will probably be their last meeting on Thursday, September 29<sup>th</sup> at 7:30 p.m. at the Farm Bureau.
- b) Scenic Byways – Beth Baranski reported that the Scenic Byway Committee met on Thursday, September 22<sup>nd</sup>, 2005. Roger Carmack and Pam Murphy came from Macomb to attend the meeting. They are responsible for reviewing and ranking projects prior to the state and federal transportation reviews. They recommended that the County buy the land directly and time the purchase so that the expenditure serves as part of the County’s matching funds. They recommended a funding approach for the project construction using the Scenic Byway program, the Illinois Transportation Enhancement Program and the Tourism Attraction Program. In response to a question from Berlage, Baranski stated that Federal dollars can be used as a match for State programs and vice versa. Baranski and Breed drove with Carmack and Murphy between Galena and Elizabeth to look generally at property along the route. Carmack and Murphy advised that parcels within the Elizabeth corporate limits were too far from the Scenic Byway to be eligible for funding. After some discussion, it was agreed that the Scenic Byway Committee would refine its current numbers for project cost and current site selection information and present it at the next Development & Planning meeting.

**3. New Business**

- a) Vince Hasken moved to recommend that the County Board pass the resolution and ordinance amending the boundaries of the joint City of Freeport-County of Stephenson Certified Enterprise Zone. Berlage seconded the motion. The motion passed unanimously.

**4. Staff Reports**

- 1. Economic Development - Pat Leitzen-Fye was not present, but was expected to come, so the Economic Development report was postponed until the time she should arrive.
- 2. CVB
  - a) Recommendation for 2005 Local Promotion Grant Round #4, new product development and events – Betsy Eaton presented the projects to be funded, which totaled \$15,788.39. This is the 4<sup>th</sup> and final round of the year. In response to a question from Baranski, Eaton explained that the Julia Grant statue is eligible for funding because it is considered a capital improvement not a capital expense like the replacement of a roof, and that other capital improvement projects would also be eligible for funding through the program. Baranski moved to recommend approval of the 2005 Grant Round #4 funding, Bielenda seconded the motion. The motion passed unanimously.
  - b) Consideration of FY006 Grant Guidelines - Betsy Eaton presented the changes to the grant guidelines which were approved by the CVB Advisory Board. In response to a question from Berlage, Eaton said that the Advisory Board had discussed the number of years to allow funding support for “new product” to become established and that 3 years was felt to be too short, and 7 years too long. Five years was agreed upon. Baranski moved to recommend that the FY06 Grant Guidelines be approved with Option B (5 years) under “Funding Limitations.” Bielenda seconded the motion. The motion passed unanimously.
  - c) Event Management Agreement with Lakeshore Athletic Services – Betsy Eaton presented the proposed agreement. In response to a question from Hasken, Eaton that she did not know of other entities that could bid on the triathlon event, that Lakeshore Athletic Services had been doing a good job, and that the event has been making money the last couple of years. Hasken moved to recommend that we enter into the agreement with Lakeshore Athletic Services. Baranski seconded the motion. The motion passed unanimously. It was agreed that research should be done to identify others who could also provide the service.
  - d) Consideration and recommendations of CVB budgets for preliminary approval and placement into the draft comprehensive budget document. - Baranski moved to table this item until the next meeting. Baranski moved to amend her motion to postpone rather than table this item. Hasken seconded the amendment. The amendment passed unanimously. Hasken seconded the motion to postpone this item. Baranski expressed concern that the budget figures contained changes related to the revised job

- e) Discussion and possible action on CVB Director of Operations job description – The current Director of Operations job description and the new job description (now called Administrative Assistant) were presented by Betsy Eaton. Eaton explained that the tasks in the Director of Operations are primarily clerical in nature and should be a grade 5 rather than the current grade 9 and that the work performed can be completed as a part-time position. Mapes asked if the duties could be combined with the full-time Office Manager position. Eaton said they possibly could. Baranski moved to postpone this item until the next meeting. Hasken seconded the motion. The motion carried (Berlage and Bielenda were opposed).
  
- c) Pat Leitzen-Fye presented her report of activities over the past month. Hasken asked if there were any job creations expected soon. She responded that she has been primarily meeting with communities and entities and she feels they are looking forward to working with her to create jobs. She hopes to spend two full days a week in Jo Daviess County on a regular basis so that she is accessible to people. Berlage noted that there may be an office space available for Leitzen-Fye in the HCC building in Elizabeth, and that she is waiting for a rent figure. Leitzen-Fye passed out an information summary sheet and map of Savanna Army Depot/Eagles Landing, and described her tour of the property with Bob Skurla and LRA Executive Director Dave Ylinen. She was interested in the Officer's Club which had a working restaurant, and believes there may be potential for a corporate retreat center. She attended a teleconference meeting on the new Strengthening American Communities initiative, and noted that the initiative supports a move to more regional economic development efforts. Hasken asked that she review the County's current economic development programs and see if she would recommend any changes. Shultz asked if the property tax abatement program might be changed to allow assistance to existing local businesses that need help, say after a fire.
  
- d) Building & Zoning
  - i. Zoning Ordinance Review – Ron Mapes asked that the committee look at allowing the zoning review committee to have a meeting to complete the AG portion of the ordinance and then give the material to Dave Ackemann to review. Mel Gratton expressed concern that the

work of the committee not be altered in meaning, and that the review be only a legal review. He noted that to a great degree, the amount of time that the effort has taken is due to a lack of legal support. He noted that the document is currently a consensus document and that he would like it to stay that way. Monica Notheis, consultant to the project, has come to the end of the funds that were allowed by her extended contract. Gratton stated that they would like her to continue working with them. After much discussion, it was agreed that the Zoning Review Committee would meet to complete the AG section, and Notheis would put the complete document on a disk for Ackemann to review. Notheis would also talk with Ackemann and bring a figure that would cover her time to work with the Committee and with Ackemann to complete the ordinance. Gratton noted that GIS mapping work will also need to be done to complete the work. It was agreed that once Ackemann has completed his review, the document would go back to the Zoning Review committee for their review and approval before going to the County Board. Hasken moved to recommend proceeding with the process of legal review. Berlage seconded the motion. The motion passed unanimously.

- ii. LESA Presentation – Mel Gratton explained that the LESA system (Land Evaluation and Site Assessment) is a tool for determining when a zoning change should be made. It is a scoring system with a maximum of 100 points for the Land Evaluation portion and a maximum of 200 points for the Site Assessment portion. LESA is used throughout Illinois and the U.S. and it is felt it can be used to support the goals in the Comprehensive Plan. The proposed LESA system must be sent to the IL Dept. of Agriculture for review and approval. Tom Heidenriech has chaired the LESA committee and Jerry Misek, District Conservationist has been working closely with the project.

Jerry Misek explained that the LESA system is objective. He referred to the handout, Table 1 Soils of Jo Daviess County, IL: List of Soil Series and Evaluations. He explained that the very best soil in the County is given a score of 100, and the lesser soils are given lower scores. The Land Evaluation portion of the score will be taken directly from this table. If a parcel has varying proportions of soil types, the score is calculated on a proportionate basis relative to the acreage of each soil type. A handout showing an example of this method was provided.

Tom Heidenriech ran 2 sample parcels located on prime farmland near Stockton to show how the complete LESA system works. A total of 300 points are possible (100 for Land Evaluation and 200 for Site Assessment). The handout “Site Assessment Factors, Values and

Descriptions of Factors” provided the scoring information for the Site Assessment portion of the LESA score. The first parcel received a score of 202 points. The second parcel, located 1/4 mile further from Stockton received a score of 229 points. Heidenriech explained that if a parcel receives a score approaching or at 200, then the zoning should not be changed. The first parcel is actually an example that was approved by the Board. Heidenriech explained that an adjacent parcel had been approved therefore they felt the zoning change should not be denied. The second parcel, with a score of 229 would be denied. Heidenriech explained that the 200 reference point could be changed (say to 190 as a cut-off for allowing changes) or the various scores could be weighted differently, thereby allowing for refinement of the system at a later date. Heidenriech noted that they had originally based the LESA system on McLean County’s LESA system which is considered the model in the state. The IL Dept. of Agriculture people who have seen drafts of the proposed LESA system have said that this new system will become the new state model, primarily because the scoring is tied to objective references. Anyone should be able to run a parcel through the LESA system and come up with a score the same or very close to anyone else’s scoring of the same parcel. Hasken moved to recommend approval of the LESA system. Bielenda seconded the motion. The motion passed unanimously.

5. **Other Business – none.**
6. **Citizens Comments – none.**
7. **Board Member Concerns – none.**
8. **Adjournment** – Hasken moved that the meeting be adjourned. Stoffregen seconded the motion. The motion passed unanimously. The meeting was adjourned at 10:40 p.m.