

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)
CHAIRPERSON: Ron Smith
DATE/TIME: January 23, 2018 @ 7:04 p.m.

PRESENT:

<input checked="" type="checkbox"/> Ron Smith	<input type="checkbox"/> Brandon Behlke	<input checked="" type="checkbox"/> Rick Dittmar
<input type="checkbox"/> Robert Heuerman	<input checked="" type="checkbox"/> Steve McIntyre	<input checked="" type="checkbox"/> John Schultz
<input type="checkbox"/> RJ Winkelhake		

A quorum was established.

Other Board members: None

Others: Merri Berlage, Lisa McCarthy, Dan Reimer and Eric Tison

1. Approval of Minutes

- a) Review and approve minutes for the November 02, 2017 Special Development & Planning Committee meeting – **Rick Dittmar made a motion to approve the minutes for the November 02, 2017 Special Development & Planning Committee meeting. Seconded by John Schultz and motion passed.**
- b) Review and approve minutes for the November 28, 2017 Development & Planning Committee meeting – **John Schultz made a motion to approve the minutes for the November 28, 2017 Development & Planning Committee meeting. Seconded by Rick Dittmar and motion passed.**

2. Citizens' Comments - None

3. Unfinished Business

- a) FY2017/FY2018 Strategic Goals & Plans – Timelines/Responsibilities – The committee passed over this item.
- b) Update on Enterprise Zone – Merri Berlage – Merri Berlage, Jo Daviess County representative to the Northwest Illinois Enterprise Zone (E-Zone) reported that the E-Zone will be having a meeting the first part of February. No date has been selected yet; the last E-Zone meeting was in August. The E-Zone will be starting the application process for a new enterprise zone. The current Enterprise Zone expires December 31, 2020. There are nine zones left to award. Berlage asked if the County has received any notification or updates on Prairie Ridge. We will ask Joe Kratcha, IT/GIS Director, if the accurate enterprise zone map has been recorded.
- c) Update on Ag promotion/support – Merri Berlage – Merri Berlage reported that the Beyond the Barn tour is again being plan for 2018. They are looking for a new lead organizer as Berlage has other commitments this year but she will continue to help. It will focus on the west side of the county this time. Berlage discussed dairy farming is changing and milk quotas are now becoming the norm. Farmers are allowed to produce and market only a set amount of milk or they will be penalized on their milk check. Prairie Farms has already started this and others are following suit.
- d) Discussion and possible action on cost/fee study associated with the Planning & Development Department – Eric Tison, Development & Planning Administrator discussed his recommendations from the comprehensive cost study. Fees are based on annual demand. Tison asked the committee to continue to encourage people to seek permits and not set costs and fees and permits to a point where it discourages people from seeking permits. We want to insure public health and safety and we can do that through the inspection process. **Steve McIntyre made a motion to approve the cost/fee study associated with the Planning & Development Department as presented: Guest Accommodation license initial fee \$400 from \$350, Guest Accommodations license annual fee \$325 from \$300, Guest Home/House Initial fee \$400 from \$350. Guest Home/House annual fee \$325 from \$300. Seconded by John Schultz. Steve McIntyre amended the motion to include the Rate per \$1,000**

construction value \$4 for year one, \$4 for year 2 and \$4 for year 3 from \$3. Seconded by John Schultz. The amended motion was voted on and passed by voice vote. Then the original motion was voted on as amended and passed by voice vote.

4. New Business

5. Staff Reports

a) Building & Zoning

- i. Monthly Report – Eric Tison, Planning & Development Administrator, reported that 110 guest accommodations licenses have been issued. There are 144 licenses pending. The expansion at Ag-Tech in Stockton is still ongoing. They are adding some space behind the building for office and a lab.

b) Economic Development

- i. TCEDA Monthly Report – Lisa McCarthy, TCEDA Executive Director, reported that three quarters of the freight study has been completed with work beginning on priority projects and forecasting. The next meeting date is in Springfield on January 30th. TCEDA has been invited to attend this meeting to share the bi-state freight study and advocate for funding the results. If anyone would like the 46-page draft report emailed to them, email McCarthy. TCEDA's recent proposal to a query from DCEO for a \$30-\$40M project with 20-30 employees passed State screening and was forwarded to the prospect. Our region did not make the short list. One region's proposal provided free land to the prospect. Our proposal was with private land and not free. Not having appropriate commercial/industrial properties with the proper infrastructure available is an issue the Planning & Development Committee should address. Build it Grow it has shown \$409,000 in year-over-year sales increases beginning Q1 2016. Their 2018 plans consolidate Warren into Elizabeth and include offering the beginning Build it Grow it sessions in Savanna. Their first class had 15 business owners with February and March consulting booked. Elizabeth's sessions will move to Galena. They are raising the bar for the educated businesses by offering a new FastTrac Growth from the Kauffman Foundation. This entrepreneurial program is intensive with a 400+ page workbook. They are doubling the education session hours to three per month with one to two hours of homework in between. Businesses will commit to all ten sessions for a cost of \$400 per business. They have 14 confirmed business owners to date. The Business Attraction Committee has been working on re-branding for their organization in preparation for a trade show in April to represent our region and meet with business prospects. They appreciate the \$2,000 grant from Dairyland Power via Jo-Carroll Energy for their new web site and YouTube channel which will be previewed at their Annual Meeting on March 15. TCEDA's marketing coordinator for the trade show has tickets available at a 65% discount for businesses they recommend attend. They can also submit names of companies on their wish list to meet at the event and they will be invited to attend. Mara Roche, Executive Director of Savanna Depot Park, has agreed to join McCarthy at the booth. They will be meeting with a minimum of three businesses with similar interests. Matches will be made within six weeks of the event date. The second meeting of the Healthcare Collaborative was held on October 10 with participants reviewing the competencies and credentials survey data for Strategies 2 and 3. Strategy 4 requiring back-mapping for a two year period to determine where the best talent is sourced is completed. The Collaborative will discuss when to make the data public and when to invite providers after selling measurements for evaluating talent providers January 29 by conference call. They launched their next collaborative for hospitality January 8. Nine businesses will participate. With the knowledge gained from the Healthcare Collaborative, they anticipate fewer bugs in the software portal and quicker response times for data collection. TCEDA is piloting an Entrepreneurial Scholarship to a student in the three county region who is interested in becoming an entrepreneur. The scholarship will be \$1,000 and include six private, one-hour sessions with Brian McIntyre to learn the process of creating a business. Applications have been available since January 2 and will be awarded at

the TCEDA Annual Meeting on March 15. Three judges from each county have volunteered to select the best application. We've had over 1,500 views and 19 shares on Facebook since posting for one 24-hour period! TCEDA is continuing to supply data to consultants for the LRA contract with Weston Solutions. They anticipate a draft report in February. Their work with crating a marketing plan will begin once a business plan is completed. The Supply Chain trade show is a part of the marketing effort. THE TCEDA Annual Meeting theme will be *Lessons From Century Club Companies in NW Illinois*. They are looking for one to two additional 100-year old businesses in our three-county region. This event sold out last year, so get your tickets early as they will limit seating to 100 this year. The invitations have not been mailed yet and 75 tickets have been reserved. TCEDA is also asking for suggestions for TCEDA Awards for 2017 by February 1. The categories are: Business Collaboration, Nonprofit Collaboration and Volunteer Collaborator. TCEDA has a dozen volunteers who are promoting NW IL on social media twice a week using #growNWIL. TCEDA is awarding the best post of the month a small prize. TCEDA is still looking for a full-time hire. If you know of anyone who would like to interview for the Administrative Assistant position, please let McCarthy now. The next TCEDA Board meeting is scheduled for Wednesday, March 8 from 5:30 pm to 7:15 pm at the TCEDA office at 1 Commercial Drive, Hanover. Bob Tschiggfrie, Plant Manager, East Dubuque Nitrogen Fertilizers, has retired from the TCEDA Board. Visit TCEDA's web site to sign up for their newsletter, like their Facebook page and follow them on Twitter for updates on economic development activities in our region. They often use #growNWIL and #ruraldevelopment in their tweets for easy searches and sharing of content.

6. Citizens' Comments – None

7. Board Member Concerns – None

The next Development & Planning Committee meeting will be Tuesday, February 27, 2018 at 7:00 p.m.

The meeting adjourned at 8:29 p.m. following a motion made by Steve McIntyre and seconded by John Schultz, motion passed.