

COMMITTEE REPORT

COMMITTEE: Development & Planning (D&P)

CHAIRPERSON: Ron Smith

DATE/TIME: February 27, 2018 @ 7:00 p.m.

PRESENT:

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

A quorum was established.

Other Board members: None

Others: Mike Dittmar, Lisa McCarthy, Dan Reimer and Eric Tison

1. Approval of Minutes

- a) Review and approve minutes for the January 23, 2018 Development & Planning Committee meeting – **Steve McIntyre made a motion to approve the minutes for the January 23, 2018 Development & Planning Committee meeting. Seconded by John Schultz and motion passed.**
- b) Review and approve minutes for the January 29, 2018 Special Development & Planning Committee meeting – **Brandon Behlke made a motion to approve the minutes for the January 29, 2018 Special Development & Planning Committee meeting. Seconded by Steve McIntyre and motion passed.**

2. Citizens' Comments - None

3. Unfinished Business

- a) FY2017/FY2018 Strategic Goals & Plans – Timelines/Responsibilities – The committee reviewed their strategic goals and plans.
- b) Update on Enterprise Zone – Lisa McCarthy, Tri-County Economic Development Alliance (TCEDA), reported that she got an email from Dave Young from NIDA in Freeport. The decision was made to not hire a consultant to do the Enterprise Zone application. The new City Manager in Freeport has done an enterprise zone application before that was successful, so the board made a decision to have him oversee it. They have taken the parts of the application and divided them up, so for TCEDA, they have been tasked with interviewing about twenty businesses about what their projected benefit could be if the zone is renewed for a 20 – 30 year period. And then talking with businesses that haven't used the zone if they would potentially be able to use it if it was renewed and creating some data for labor markets and other things. Right now, TCEDA is stretched because they still do not have a full time person and they have been without them since July so they currently aren't able to take that task on. McCarthy did meet with a contractor who started her own company. She used to have Lee Trotter's position in Rockford, so she worked for DCEO and she also ran their foreign trade in Rockford. She is very knowledgeable. The good news is she has time since she just started her business recently. It is someone McCarthy would feel comfortable turning that project over to just because we don't have enough staff. She will come up with a project price because it will be almost a yearlong project. We have to decide if there is enough money from what they would have paid a consultant to cover these costs. Ron Smith will be attending the Enterprise Zone meeting on March 1st. Merri Berlage is unable to attend.
- c) Update on Ag promotion/support – Bob Heuerman reported that he was unable to attend the last Ag promotion meeting due to two other meetings scheduled that same night. Brandon Behlke commented that he feels it is important if this ag group could work with GGMI in the promotion of agri-tourism. They are seeing a lot of interest in agri-tourism in the travel business.

4. New Business

- a) Discussion and possible action on the Jo Daviess County Revolving Loan Fund Program – Ron Smith reported that the revolving loan fund application package was included in the informational packet. This item came up at the last special meeting of Development & Planning. Dan Reimer added that this originates with the banks. We do not want to be the lender, but we do want to continue to partner with the banks. Reimer gave the committee background on the history of this program. After much discussion the consensus of the committee is to have Ron Smith contact area bankers regarding revolving loan fund suggestions for changes. This committee will review the suggestions and invite bankers to the March Development & Planning Committee meeting.
- b) Discussion and possible action on the Jo Daviess County Economic Development page on the Jo Daviess County website – Lisa McCarthy and Eric Tison are willing to take a look at the economic development page on the County website and suggest changes. **Brandon Behlke made a motion to ask Joe Kratcha, GIS/IT Director, to review the Economic Development page on the Jo Daviess County website and suggest changes with review by Lisa McCarthy and Eric Tison and bring back to the Development & Planning Committee and make live if possible. Seconded by John Schultz and motion passed.**

5. Staff Reports

a) Building & Zoning

- i. Monthly Report – Eric Tison, Planning & Development Administrator, reported that permits were down quite a bit for January. It started to get cold and snowy the end December and didn't stop for fifteen to twenty days. This afforded them to be able to catch up on guest accommodations inspections. Approximately half of the guest accommodations licenses are inspected every year. That has been ongoing. We have had Andy Mensendike out three to four days a week for the better part of a month doing these inspections. It is a basic life safety inspection making sure. Tison expects the building permit activity to rise steadily as the weather improves. Tison believes that most of the township and county roads have been posted for weight limits which is a good sign of anticipated activity. Tison added that there will be two special use cases on the Zoning Board of Appeals agenda tomorrow night. One is a commercial dog kennel with a variation about three miles south of the Hanover County offices. The other is Weber Concrete on Badger Road near East Dubuque.

b) Economic Development

- i. TCEDA Monthly Report – Lisa McCarthy, TCEDA Executive Director, thanked Dan Reimer for a referral that came in through the website. They followed up on that and Reimer had suggested some acreage that could be available in the County. TCEDA talked to the mayor of that particular village who referred them to the property owner's attorney who they have been working with to see if they are interested in selling property to a prospect. This is ongoing and they are in the process of negotiating so hopefully that will come out to locating a business. McCarthy reported that the Bi-State Freight Study is nearly completed with forecasting priority projects. The Steering Committee met with Secretary Blankenhorn, II Dept. of Transportation, in Springfield on January 30th. The Secretary asked good questions about the study and said that safety is their number one concern. He tasked his staff with trying to find creative ways to get a detailed safety and improvement study completed for Hwy. 20. Build it – Grow it has shown \$402,500 in year-over-year sales increases beginning Q1 2016. TCEDA consolidated Warren into Elizabeth and moved Elizabeth classes to Galena. They are offering the beginning Build it – Grow it sessions in Savanna with 16 business owners participating. TCEDA raised the bar for the existing 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 16 confirmed participants. TCEDA's marketing coordinator for the Business Attraction trade show has tickets available at a 65% discounts for businesses they recommend attend. They can also submit names of companies on our wish list to meet at the event and they will be invited to attend. Mara Roche, Executive Director of Savanna Depot Park, will 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. TCEDA is in the final stretch with the new web site and will begin creating the marketing materials for the Supply Chain trade show April 9 – 11 in Dallas. TCEDA's Healthcare Collaborative completed Strategy 4 requiring back-mapping for a two year period to determine where the best talent is sourced. The Collaborative will discuss when to make the data public and when to invite providers after setting measurements for evaluating talent providers. The Hospitality Collaborative launched January 8. Five businesses are participating and have completed their first survey for new and replacement positions. They are working on competencies and credentials for the top four critical occupations. TCEDA plans more job shadows in 2018 at Eagle Ridge Resort & Spa, East Dubuque Nitrogen Fertilizers, Jo-Carroll Energy and Tessengerlo Kerley. Timing for Eagle Ridge is during the next two months and for TKI in the fall. The others are to be determined. TCEDA is piloting an Entrepreneurial Scholarship to a student in the three county region who is interested in becoming an entrepreneur. The scholarship is \$1,000 and includes private, one-hour sessions with Brian McIntyre to learn the process of creating a business. Four judges have volunteered to select the best application. Eight applications were received and judged. The scholarship will be awarded at the TCEDA Annual Meeting March 15. They have 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/March. Their work with creating 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 is *Lessons from Century Club Companies in NW IL*. They are sold out for this event for the third year in a row. They look forward to their keynote speaker, their fourth annual awards, their entrepreneurial scholarship winner, and previewing their new identity. 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 know. The next TCEDA Board meeting is scheduled for Wednesday, May 16, 5:30 – 7:15 p.m. at the TCEDA office. Vicky Trager, Village President of the Village of Thomson, has resigned from the TCEDA Board but is available to TCEDA for special consulting.

6. **Citizens' Comments** – Mike Dittmar thanked Chairman Smith for letting him participate in the meeting tonight. Dittmar also commented that in 2008 Elizabeth had a record in sales tax of \$118,000 which is \$11.8 million in sales. In 2009 it dropped to \$83,000 because of the great recession. That is when we lost our grocery stores. The Village, TCEDA and tourism groups have worked really hard to help us improve. As of now through November we are at \$120,000 and we don't have December in yet. Dittmar added that he feels the Savanna Army Depot being developed is our best shot for our area. There is a group of people that are trying to stop that from happening. We are going to need money to advocate for that with lobbyists.
7. **Board Member Concerns** – RJ Winkelhake commented that he feels if staff members are not involved in any other action items, we move their staff reports to right after the approval of minutes so that they can leave earlier. Brandon Behlke asked if the committee wanted to set the date for the next special meeting. Ron Smith suggested waiting until after the TCEDA Annual Meeting in March and the trade show in April.

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

The meeting adjourned at 8:39 p.m. following a motion made by Steve McIntyre and seconded by John Schultz, motion passed.