

## COMMITTEE REPORT

**COMMITTEE:**       Development & Planning (D&P)  
**CHAIRPERSON:**   John Schultz, Vice-Chairman  
**DATE/TIME:**       July 23, 2019 @ 7:03 p.m.

**PRESENT:**

<input type="checkbox"/> Vacant	<input checked="" type="checkbox"/> John Schultz	<input checked="" type="checkbox"/> Robert O'Connor
<input checked="" type="checkbox"/> Robert Heuerman	<input type="checkbox"/> Staci Duerr	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Scott Toot		

A quorum was established.

Other Board members: None.

Others: Beth Baranski, Debbie Boden, Emily Legel, Dan Reimer and Eric Tison

1. **Introductions:** Debbie Boden introduced Emily Legel, the new Executive Director of NW Illinois Economic Development. Legal began her new position about two weeks ago and plans to attend future Development & Planning Committee meetings and provide Economic Development reports. Beth Baranski is here as a private coordinator with the League of Women Voters of Jo Daviess County and she will be describing some projects she has been working on and see if the County would be interested in participating in some way.
2. **Approval of Minutes**
  - a) Review and approve minutes for the June 25, 2019 Development & Planning Committee meeting – **Scott Toot made a motion to approve the minutes for the June 25, 2019 Development & Planning Committee meeting. Seconded by Bob Heuerman and motion passed.**
3. **Citizens' Comments** - None
4. **Unfinished Business**
  - a) FY2019/FY2020 Strategic Goals & Plans – Timelines/Responsibilities – The committee bypassed this item at this time.
  - b) Update on Enterprise Zone – Ron Smith reported that he received an email from Keith Moran regarding the Enterprise Zone application. DCEO has altered its schedule for the Enterprise Zone scoring and discussion process. Justin Heather, DCEO, will attend all meetings to answer questions that may arise about our application. There is usually not much interaction with the EZ Board. The meeting will be simulcast in Chicago when they are held in Springfield and the opposite when in Chicago. The first meeting is scheduled for August 14<sup>th</sup>. The key will be how many Zones in total receive an award.
  - c) Update, discussion and possible action on the Revolving Loan Application request from Dittmar Farms, LLC – Eric Tison reported that public hearing for a special use permit for Dittmar Farms, Inc. is scheduled tomorrow before the Jo Davies County Zoning Board of Appeals. Because it is a special use permit Tison anticipates that it should come to the County Board for a recommendation at the August County Board meeting.
  - d) Discussion and possible action regarding the Cannabis Regulation and Tax Act – Eric Tison reported that last week IML sent out a model ordinance that had some definitions in it. He hasn't had a chance to review it thoroughly to be comfortable bringing it to this committee. He will plan on next month's meeting. It identified some possible zoning suggestions for the placement of different types of facilities. There are at least four or five different licenses.

There are a limited number of licenses available for each category for this first go round but in the next iteration that number does increase significantly.

## 5. New Business

- a) Discussion on a Jo Daviess County Karst Feature Database – Beth Baranski commented that the first three items are all hers and that she has a Power Point presentation that touches on all of them. Baranski is working under the auspices of the League of Women Voters of Jo Daviess County as a project coordinator on water resource management. Things have really been moving in an amazing way and she feels it is because water resource management is a topic of concern and interest to a lot of people. There are some things that Baranski feels the County might be interested in so she just wants to introduce these three items and have the committee start to think about it and let her know if it is worth her pursuing working with the committee or staff on some of these. Baranski explained the Karst Feature Database and the data being collected. She imagines it could be helpful in planning and development to have knowledge of these things.
- b) Discussion on a Countywide Water Resource Management update – Beth Baranski updated the committee on the Countywide /Water Recourse Management Plan that was completed in 2016. There are three broad and general goals. There is also a menu of practices that would help achieve those goals. There is an action plan and one of the items was to identify a smaller area to study in great detail. They picked the lower Galena River sub-water shed and they worked on a plan for that from 2016 to 2018. They just met to update the countywide plan. Since the Galena River was finished they recommended looking at the Sinsinawa River water shed. Baranski wonders if the County would be willing to host the database because they also want to include a GIS mapping component. There is a gentleman at the geological survey who is extraordinarily good at this. Baranski asked the committee to consider her working with the GIS department to see what it would take to do this and what would be the ramifications. The committee felt Baranski should talk to Jo Kratcha about this. Baranski is also wondering if the County would be interested in applying for some grants. She has gotten two grants previously which are all closed out. They have another project that they are just finishing up and will need to be closed out by October. They are now operating under a new grant for the Karst Feature Database and they have just started a grant with the EPA for sampling on the Galena River. The U.S. Geological Survey has also put funds into that project which has just started and will go for a year. The local League of Women Voters work with the grants through the state League and they have an education fund which is a 501c3 and that is how we are able to apply for grants through them. However they are overwhelmed at this time. Baranski wonders if the County would have any interest in assisting. Baranski has been doing the grant administration, she just needs someone to be the grant host and do the bookkeeping. Baranski is also looking at a Fishers and Farmers grant and a cover crop program. She is also interested in pursuing funding to do the next watershed base plan. If the County had any interest Baranski would put something together and bring it back for consideration. Dan Reimer suggested Baranski speak with Trina Orr, JDC grants administrator.
- c) Discussion on potential grant applications for water resource management – This was discussed in the previous items.
- d) Discussion and possible action on a resolution to amend the Fee Schedule for the Planning & Development Department for Address Number Assignments, repairs and replacements – Eric Tison commented that this has two parts to it and was initiated by our sign installer. The address numbering ordinance is part of the County code. The ordinance has been in place since 2008. The sign installation contract is with a local gentleman named Steve Koester. We have an agreement where he is paid a rate of \$40 for his portion of the sign installation. The address fee that is paid to the County is \$80 total. Due to contractors insurance, commercial truck insurance required by the County and fuel prices, Koester is requesting an increase of \$10 for his portion of the sign installation. That will increase the fee paid to Koester from \$40 to \$50. The total fee will go from \$80 to \$90. This was a signed agreement and it was amended as part of a fee schedule resolution. **Ron Smith made a motion to approve a resolution to amend the Fee Schedule for the Planning &**

**Development Department for Address Number Assignments, repairs and replacements and increase the fee from \$80 to \$90. Seconded by Scott Toot and motion passed.** The agreement with Steve Koester will need to be amended as well. It is not on the agenda this evening. A special meeting will be held on August 13, 2019 at 6:30 p.m. prior to the County Board meeting for a possible recommendation.

## **6. Staff Reports**

### **a) Building & Zoning**

- i. Monthly Report – Eric Tison, Planning & Development Administrator, reported that building permits are a little bit behind last year's pace. This was the first month in a while that we haven't had a new home permit. We are holding steady on our guest accommodations licenses. We did send out a number of violations online related. Tison did speak to two of the property owners today so we are trying to keep up to date with that. He expects both of those to seek compliance. Tison reviewed the building permit report for the committee. Tison reported that there has been an increase in residential solar permits and he will begin to track this type of permit separately.

### **b) Economic Development**

- i. NW Illinois Economic Development Monthly Report – Emily Legel, NW Illinois Economic Development Executive Director, reported we will revive our Talent Pipeline Management (TPM) Manufacturing Collaborative joining Stephenson and Green Counties' Executives. We have reached out to three high school counselors at River Ridge, Scales Mound, and Galena to ask for their participation in TPM and are waiting for their responses when school resumes. NWILED is participating on the Steering Committee for the project. WSP, which includes prior Bi-State freight study consultants, won the bid for the 14-month study to increase capacity at Dubuque and East Dubuque ports. Economic Growth Corp. presented their plans to redevelop the Campbell Center to Mt. Carroll's City Council April 30. Economic Growth Corp. worked with Mt. Carroll and reviewed Mayfest at the campus May 24-26. The Enterprise Zone application has been submitted. The State of Illinois will award the zones in September 2019, which begin January 2020. 14 applications were submitted for 14 slots so the odds are good we will get an Enterprise Zone. When the zone is awarded NWILED will host a series of lunch ad learns for business and community members who are interested on learning more. Honeywell will offer a job fair for its employees in September. Several businesses have expressed interest and we will contact local businesses once the details are known. The plant is scheduled to close by the end of 2019. Honeywell does not have a price for the building. When we receive it, we will list it on our website at no charge. The Build It –Grow It is an educational program held at the Stockton Township Library on the 2<sup>nd</sup> Thursday of the month, Jan-Oct, 8:30 - 10:00 a.m. Brian McIntyre will have five hours of private consulting available each month from 10:15 – 3:30 p.m. at <http://www.nwiled.org/builditgrowit>. All these services are at no charge to the business owner or manager. Next month, on August 8<sup>th</sup>, the Build It Grow It Pitch Competition will be hosting the third annual seed money competition where up to five businesses will present a new product or service concept for evaluation and an award of \$1000.00! Please email Debbie Boden at [dboden@nwiled.org](mailto:dboden@nwiled.org) if you know of someone who would like to complete or if you would like to join us as a judge. Build It – Grow It's Entrepreneurial Mastermind Forum is held on the 4<sup>th</sup> Thursday of the month, Jan. – Oct., 8:00 – 9:00 a.m. at Prairie Ridge in Galena. All businesses in the region are welcome. The next BIGI Mastermind is this Thursday July 25<sup>th</sup>. In this session, we're excited to have Alana Turner of Poopsie's give us some tips to make strategic collaborations part of your everyday repertoire. Each session is only \$15 per person. Email [info@nwiled.org](mailto:info@nwiled.org) for more information. Hour of Code-plans have begun to create curriculum to continue this program in the new school year. Similar to last year we will be hosting a series of coding classes with elementary students from across the county. It has become increasingly clear that IT and coding skills will be necessary for every student in the future. As the State of Illinois has not yet included computer science in the state

curriculum, we see this opportunity to give kids a head start. NWILED has finalized its contract this month and has launched a new website and You Tube channel for the Savanna Industrial Park. We hosted an invitation-only tour of the property April 26 that was well received. You can read the survey details here: <https://www.surveymonkey.com/results/SM-BDC5T9GBV>. A second tour will be scheduled for fall of this year with a wider reach into the Midwest. We co-sponsored a session on retaining Millennials May 21 at the City of Galena, working with NIU. The Ad Hoc Committee is now working on this project. For more information email [bbehlke.@jodaviess.org](mailto:bbehlke.@jodaviess.org) John Schultz added that Brandon Behlke is no longer on the Ad-Hoc Economic Development Committee and that Diane Gallagher is eager to serve as the new chairperson. Like our Facebook page and follow us on Twitter for updates on economic development activities in our region. We often use #GrowNWIL and #ruraldevelopment in our tweets for easy searches and sharing of content. The next NWILED Board meeting is August 15, 5:30 – 7:30 p.m. at the NWILED office in Hanover. NWILED Board would like to welcome our new Executive Director Emily Legel. Emily comes to us with her Bachelor of Science in Economics & Policy and a Master's Degree in City, Urban, Community, and Regional Planning from University of Iowa, Iowa City, IA. Emily is eager to work on attracting new and outside businesses to NWILED's service area. You can reach Emily at [eleleg@nwiled.org](mailto:eleleg@nwiled.org) and (815) 297-7361.

**c) LRA Board**

- i. Update on LRA/Port Authority Discussions - Ron Smith had nothing new to report at this time.

**7. Citizens' Comments – None.**

**8. Board Member Concerns –** John Schultz commented that he is sorry to see our chairman of this committee, is no longer on the County Board.

The next regular Development & Planning Committee meeting will be Tuesday, August 27, 2019 at 7:00 p.m.

The meeting adjourned at 8:05 p.m. following a motion made by Bob Heuerman and seconded by Scott Toot, motion passed.