

## COMMITTEE REPORT

**COMMITTEE:**        **Development & Planning (D&P)**  
**CHAIRPERSON:**    **Ron Mapes**  
**DATE/TIME:**        **June 26, 2012**

**PRESENT:**

<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> Kim Monk	<input checked="" type="checkbox"/> Ron Mapes
<input checked="" type="checkbox"/> Steve Rutz	<input checked="" type="checkbox"/> Ron Smith	<input checked="" type="checkbox"/> Marvin Schultz

Other Board members:

Others: Dan Reimer, Linda Delvaux and Katherine Walker

1. **Minutes.** Kim Monk made a motion to approve the minutes of the May 22, 2012 meeting. Seconded by Steve Rutz and motion passed.
2. **Citizens' Comments.**
3. **Staff Reports**
  - a) **Building and Zoning.** Building and Zoning Administrator, Linda Delvaux reported that there are currently several outstanding nuisance/zoning violations. A couple of citations that were written will be going to court in July and August. Delvaux reported that her staff continues to discuss possible revisions to the guest accommodation licensing process. Delvaux presented progress pictures of the Gavilon grain terminal project. Delvaux reported that Rentech has some small projects going on right now and is working on permitting the larger project. Delvaux reported that she is working with the IT department and has hired Jane Goodman to convert the data out of the Black Bear Paradox system to Access and develop a program to run the data. Delvaux discussed that she had a resolution to amend the existing fee structure included in the committee packet but this was not an agenda item. Delvaux reported that she has been working with Mike Reibel and providing any information he has requested for the update of the Comprehensive Plan. Reibel is planning to have a draft document available for the sub committee to review in July. Ron Mapes asked that Reibel provide the subcommittee with at least a weeks notice prior to scheduling a review meeting.
  - b) **Economic Development.** Ron Mapes reported that Katherine Walker, CVB Director, will be attending the Development & Planning committee meetings and that she will be providing the committee with reports on items important to economic development in Jo Daviess County. Walker discussed several programs and activities that the CVB are currently working on and how they coincide with local economic development. Walker discussed that the CEDS committee met on June 18<sup>th</sup> and they were working on updating the projects list in the Jo Daviess County Overall Economic Development Plan.
4. **Unfinished Business**
  - a) **FY2012 Committee goals.** The Committee reviewed the list of strategic goals for the committee and made a revision to the goal, Jo Daviess County Revolving Loan Fund application and guidelines, the timeline was revised from May 2012 to July 2012. The goal of Investigate a Regional Planning Commission should be revised to- completed. Marvin Schultz reported that one of the list goals for the Development & Planning Committee is to investigate grant opportunities for the JDC capital improvement plan. Schultz stated that he is working with County Representatives on an EDA Disaster Program Grant and he is also working with Joe Kratcha to establish a shovel ready projects list. Schultz reported that EDA grant is an 80/20 matching grant. The County is working with Blackhawk Hills Regional Economic Coordinator, Theresa Wittenauer and grant writer Nancy Lewis in the preparation of a 2 page summary document that will be sent to the EDA. The summary discusses the importance of tourism to economic development in Jo Daviess County. Schultz would like to see the County move forward with the actual grant application

- b) **Update on DeBruce Grain/Gavilon, Inc project.** See Building and Zoning staff report above. Ron Mapes reported that Gavilon is in the process of scheduling an open house on August 28<sup>th</sup> and has asked the County Administrator's office to provide a list of attendees. Ron Mapes will contact Charles Bartell at Gavilon to discuss the list of attendees for the open house..
  - c) **Update on the renewal of the Jo Daviess County cable television franchise agreement with Mediacom.** Steve Rutz reported that he has reviewed the most recent draft agreement received from Mediacom. Rutz noted five items. Section 7b.1 should have the number 30 instead of 40 for the number of occupied dwelling units per cable mile. Section 10 Security fund, while Rutz would like to see this section remain he suggested that this could be a bargaining section. Section 15 Customer Service Standards was not changed and Steve felt this would be ok to leave as is. Section 19a was just changed by being capitalized. Section 23 N listed the Public Works Committee and it should be Development and Planning Committee. **Merri Berlage made a motion to approve revisions to the Cable Television Franchise Agreement between MCC Illinois LLC and Jo Daviess County as presented by Steve Rutz and direct Steve Rutz to communicate the revised agreement to Mediacom representative Lee Grassley. Kim Monk seconded the motion and motion passed.**
  - d) **Update on the Jo Daviess County Comprehensive Plan.** See above.
  - e) **Discussion and possible action on amendments to the text of the Jo Daviess County Zoning Ordinance addressing County Zoning Ordinance Title 8: Chapter 2e-2 Authority to Amend/Who May File.** This item will be replaced with an agenda item on next month's committee agenda for the fee structure resolution to amend the existing Jo Daviess County fee structure.
  - f) **Assigning and issuing of street numbers in the unincorporated areas of Jo Daviess County.** This item can be removed from the agenda. This item has been placed on the Information and Technology Committee agenda.
  - g) **Update on the Jo Daviess County Economic Development Revolving Loan Fund Application Package.** Ron Mapes reported that he has been in contact with Dave Winter and Winter plans to schedule a meeting with local bankers to discuss possible revisions to the loan guidelines for the Jo Daviess County Economic Development Revolving Loan Fund Application.
4. **New Business.**
- a) **Discussion and possible action on mileage reimbursement for County appointed member to QCREDA (Quad City Regional Economic Development Authority)** Ron Mapes discussed that Dr. Bill Tonne is the appointed representative for Jo Daviess County to the Quad City Regional Economic Development Authority (QCREDA) and he has been attending meetings in the Quad Cities without any compensation from the County. Mapes discussed that Jo Daviess County should consider mileage reimbursed for the County appointed representative to QCREDA. **Steve Rutz made a motion to approve mileage reimbursement at the current Jo Daviess County mileage rate for the Jo Daviess County appointed member of QCREDA (Quad City Regional Economic Development Authority). Seconded by Ron Smith.** The committee discussed where mileage reimbursement will be paid from and the committee determined that this should come from the Economic Development Investment Fund. **Steve Rutz made an amended motion to approve mileage reimbursement at the current Jo Daviess County mileage rate for the County appointed member to QCREDA (Quad City Regional Economic Development Authority) to be paid from the Economic Development Investment Fund. Seconded by Ron Smith and motion passed.**
5. **Other Business.** Marvin Schultz discussed the new structure of the Blackhawk Hills Regional Council and at the recent County Board Chairs meeting suggested that the Blackhawk Hills Regional Council be the economic development clearing house for the six county Black Hawk Hills region. Blackhawk Hills has requested to attend a County Board meeting and give a short presentation of their past year accomplishments and their future goals. Schultz suggested that a presentation from Black Hawk Hills be placed on the July 10<sup>th</sup> County Board meeting agenda. Steve Rutz suggested that the Blackhawk Hills Regional Council consider publishing a

quarterly newsletter. Schultz reported that he has openings on the CEDS Committee and would like suggestions of individuals who maybe be interested in serving on the CEDS Committee.

**6. Citizens' Comments.**

**7. Board Member Concerns.**

Next meeting on Tuesday, July 24, 2012 @ 7:00 pm

**Merri Berlage made a motion to adjourn at 8:52 pm, seconded by Kim Monk and motion passed.**