



# American Rescue Plan Act (ARPA) Committee

## Meeting Minutes

Lee County, Illinois

Jul 7, 2022 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor, 112 E 2nd St, Dixon, IL 61021

### I. Call to Order

Meeting called to order at 9:00 a.m., by committee member Tim Bivins.

### II. Roll Call - Board Members - Bob Olson, Chair, Jim Schielein, John Nicholson, Chris Norberg, Rick Humphrey, and Tim Bivins

Chair Bob Olson was absent. Mike Koppien was appointed to the committee by the Chair to provide for a quorum due to potential conflicts during the vote on the small business topic on the agenda. All other members were present in person.

### III. Committee Members - John Simonton, Kevin Lalley, Charley Boonstra, Sara Leisner, Patty Rudolphi, Paul Rudolphi, Wendy Ryerson

John Simonton (Sheriff) attended via Zoom video conferencing. All other members attended in person.

Also present: Doug Farster (Board Member), Greg Saunders (Maintenance Supervisor), Mike Book (9:20-9:53) and Tom Wilson (9:40-9:53)(Board Members) and Becky Brenner (Board Secretary) all attended in person. Lirim Mimini (Board Member) attended via Zoom video conferencing.

### IV. Approval of Minutes (June 9, 2022)

**Motion** to approve the minutes from the June 9, 2022, American Rescue Plan Act (ARPA) meeting. **Moved** by John Nicholson. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

### V. Visitors

David Bingaman, Philip Atilano, Liz Bedford, Ryan Buskohl, and Sid Aurand.

### VI. Old Business - No old business items

There were no items listed under New Business.

### VII. New Business

#### A. PowerPoint Presentation

Sara Leisner walked the committee through the monthly PowerPoint presentation. The presentation reported in detail, New Business items A and B below along with the ARPA staff pro-rated recommendation for funding the program. This information will be included as an attachment to the minutes in the July County Board agenda packet.

- B. Review of Funds Allocated/Obligated and Funds Remaining  
Covered in full in the PowerPoint Presentation.

- C. ARPA Small Business Program-Review and Approval of Applications - ACTION ITEM

Sara Leisner explained that the ARPA staff had met earlier in the week to brainstorm recommendations to present to the committee since the \$500,000 allocated to the Small Business Program was well short of the \$943,850 in eligible requests that had been received. 62 applications were received, 49 of the which were being considered for funding from this program. Three (3) of the requests were moved to the Service/Non-Profit category for funding. Eleven (11) of the request were not considered because of the following reasons:

- One (1) business had changed ownership after the COVID shutdown
- Eight (8) businesses that applied were not required to close according to the Governor's mandate
- Two (2) of the businesses that applied had previously received ARPA funds

The funding recommendation presented to the committee, for the 49 eligible requests, was as follows:

1. Fund one (1) request at \$5,000
2. Fund one (1) request for \$6,000
3. Pro-rate remaining forty seven (47) requests at \$10,404 each

**Motion** to approve the staff recommendations to pro-rate the available Small Business Program funds, as presented, with the exception of the three (3) applications that were moved to the Community Service/Non-Profit Category, and move to the Finance Committee for approval. **Moved** by Jim Schielein.

**Second** by Chris Norberg. **Roll call:** Jim Schielein - Yes, John Nicholson - abstained, Chris Norberg - No, Rich Humphrey - abstained, Tim Bivins - Yes, Mike Koppien - Yes. **Motion passes** 3 Yes, 2 Abstained, 1 No.

- D. Review and Approval of Small Business Award Agreement - ACTION ITEM

**Motion** to approve the Small Business Award Agreement and move to the Finance Committee for approval. **Moved** by Chris Norberg. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

E. Abandoned Properties ARPA Request - ACTION ITEM

Charley Boonstra and Wendy Ryerson explained that recently the County had been working with local attorney's to identify dangerous and abandoned properties throughout the County. Once identified and prioritized in regards to severity, the properties could be processed through the court system, a judicial deed could be assigned and the property could legally be secured, abated, and demolished. Charley reported that there are grants available that would contribute funds to the process, but the grants would not be able to cover the cost of all the properties that need to be addressed.

**Motion** to approve the Abandoned Properties ARPA Request for \$100,000 out of the ARPA general request line item and move to the Finance Committee for approval. **Moved** by John Nicholson. **Second** by Mike Koppien. **Motion** passed 4 Yes, 2 No.

F. Old Courthouse HVAC - Funding from ARPA - ACTION ITEM

Sara Leisner and Wendy Ryerson explained that the Old Courthouse HVAC project had been approved for \$299,900 during the December 2021 County Board Meeting, but no funding source had been identified in the motion.

**Motion** to approve \$299,900 from the ARPA general fund line item for the Old Courthouse HVAC Project. **Moved** by Jim Schielein. **Second** by John Nicholson. **Motion** passed unanimously by voice vote.

VIII. Next Meeting Date (August 11, 2022)

IX. Adjournment

**Motion** to adjourn at 9:53 a.m. **Moved** by Mike Koppien. **Second** by Jim Schielein. **Motion** passed unanimously by vote vote.



# American Rescue Plan Act State & Local Fiscal Recovery Funds Committee Meeting

JULY 7, 2022

# Funds Allocated/Obligated

<b>Total Award</b>	<b>\$ 6,622,748</b>			
<b>Category</b>	<b>Allocation</b>	<b>Approved</b>	<b>Balance Remaining</b>	<b>Unapproved Requests</b>
<b>2023 Reserve</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>
<b>2024 Reserve</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>
<b>Community Service Program</b>	<b>\$ 250,000</b>	<b>\$ 89,392</b>	<b>\$160,608</b>	<b>\$ -</b>
<b>Small Business Program</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$500,000</b>	<b>\$1,193,313</b>
<b>Business &amp; Economic Dev.</b>	<b>\$ 500,000</b>	<b>\$ 255,000</b>	<b>\$245,000</b>	<b>\$ -</b>
<b>Lee County Capital Projects</b>	<b>\$ 1,500,000</b>	<b>\$ 605,360</b>	<b>\$894,640</b>	<b>\$ -</b>
<b>General Requests*</b>	<b>\$ 1,872,748</b>	<b>\$ 1,186,959</b>	<b>\$685,789</b>	<b>\$ 6,558,887</b>
<b>Totals</b>	<b>\$ 6,622,748</b>	<b>\$ 2,136,711</b>	<b>\$4,486,037</b>	<b>\$7,752,200</b>
<b>*General Request allocation is the difference between total ARPA award and all previous categories</b>				

# Small Business Program

- ▶ **Qualifications:**
- ▶ **Located within Lee County.**
- ▶ **Employs up to 25 employees**
- ▶ **Entity must have existed in business as of March 16, 2020 and is still open to date.**
- ▶ **Costs incurred and obligated between the dates of March 3, 2021 to December 31, 2024. Project must be completed, and funds fully expended by December 31, 2026.**
- ▶ **Must be a business in the highly impacted industries of Tourism, Hotel/Motel Industry, Child Care Industry, Restaurant, Bar, Tavern, Event venue, Performing Arts, Music or Movie/Theatre venue, Indoor Recreation, Health & Fitness Center, Retail**
- ▶ **Businesses who demonstrate significant COVID19 expenses or disruptions in business**

# Small Business Program

- ▶ Application opened April 2022, deadline June 30, 2022
- ▶ Max request of \$20,000/per business
- ▶ Allocation of \$500,000 to this category
- ▶ Received 62 applications that met application eligibility
- ▶ Total requests received \$1,194,313

# Small Business Program

## ▶ ARPA Staff review

- ▶ Verified ownership during COVID shutdowns in 2020
- ▶ Small Business (versus non-profit)
- ▶ Required to close per Governor's Order
- ▶ Collected information on PPP funding & City of Dixon Grants



# Small Business Program

- ▶ Using ARPA Staff review criteria:
  - ▶ 1 business not the owner during COVID shutdowns
  - ▶ 8 businesses that were not required to close
  - ▶ 2 requests that the entity has previously received ARPA funds
  - ▶ Move 3 requests to the Community Service/Non-Profit Category and fund at \$10,000/max request in that category
- ▶ Remaining 49 applications for total funding request of \$943,850.00

# Small Business Program Recommendations

- ▶ Pro-rate remaining applications for funding-One request for \$5k, one request for \$6k-all remaining (47) pro-rated to \$10,404.00

# Small Business Program

## ACTION ITEMS

- ▶ Denial & Award of Applications
- ▶ Approval of Small Business Award Agreement

# ACTION ITEMS

- ▶ Abandoned Properties ARPA Request
- ▶ Old Courthouse HVAC funding from ARPA



# Questions, Comments, Feedback

**NEXT MEETING DATE**

**THURSDAY AUGUST 11, 2022**

**9:00 AM**

# ARPA - SMALL BUSINESS FUNDING REQUESTS

## UNAPPROVED

	Business/Contact Person	Amount Requested	Eligible Amount	Pro-rated amount	Use	Additional Information
1	3's Company LTD/Donna Jungels	\$ 20,000	\$ 20,000	\$ 10,404	Loss of Income; Building structural Items/replace fixtures	
2	Al & Leda's Pizzeria/Linda Napier	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/replace cooler/ice machine, sewer line repair	
3	Alley Loop Saloon & Deli/Linda Durhum	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income;Bldg Restoration, tuck-pointing/painting	
4	Amboy Long Branch LLC/Ashley Brokaw	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/demolish neighboring bldg create outdoor dining space	
5	Anois Studios LLC/Anne Hermes	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/pivot business to offer laser cutting & engraving machine	
6	Anytime Fitness/Jay Krick	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income, membership/Purchase of new equipment	
7	Asterisk /Judy Brantley	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/expland line if bath & body products	
8	Astro-Ven Distributors/Robert Groth	\$ 20,000	\$ -	\$ -	Funds used to increase business/sales	Not required to close
9	Baker Street/Margie Wildman	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; flooring, cappuccino machine; refridgerator	
10	Basil Tree Ristorante/Jetmir Dalipi	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/upgrade to point of sale system	
11	Beaver Den Tavern & Grill/Christine Bend	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income	
12	Bogey's/Timbercreek Golf/B. Humphrey	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; equipment replacement	
13	Books on First/Carolyn Chin Dempsey	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/repairs & renovations	
14	Caribbean Tan/Sandi Reinhold	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; replace roof; equipment repair	
15	Clipper Kiddies Christian Preschool/Liz Bedford	\$ 5,000	\$ 5,000	\$ 5,000	Referred to Small Business Program to apply for remaining \$5,000 request	
16	Coupe's Bar & Grill/Scott Johnson	\$ 20,000	\$ -	\$ -	Loss of income; plumbing and HVAC upgrades	New owner 11/08/2021
17	Crystal Cork /TCC1 /Eric Brantley	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/install deck for outdoor seating	
18	Dixon Elks/Marilyn Koster, Ronda Hicks	\$ 20,000	\$ -	\$ -	Loss of income; new roof	Non-profit
19	Dixon Paint Co/Mitch Tucker	\$ 16,850	\$ -	\$ -	Loss of income/updates to building	Not required to close
20	Dixon Theater/Timothy Boles	\$ 20,000	\$ -	\$ -	Loss of income	Prior \$100,000 donation
21	Drifters Saloon/Patrick Venier	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; replace roof and HVAC	
22	Flynnie's Diner/Marion Younger	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/repay debt incurred from COVID	
23	Fr Creek Conservation/Heather Herakovich,Mgr	\$ 20,000	\$ -	\$ -	Loss of Income	Non-profit
24	Fusion Salon/Kami Lappin	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/updates to business due to delays caused by COVID	
25	Gambling Grape DBA Brandywine/Matt Prescott	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income	
26	Ginko Tree/Sebero Basillo	\$ 17,000	\$ 17,000	\$ 10,404	Rent, Food Expenses, Utilities, Repay Debt	
27	Huddle Café/ Adelina Mimini	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; repay SBA loan	
28	Kaleel's Clothing/Renee Kaleel	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income	
29	Lincoln Way Café/Flamure Rushiti	\$ 20,000	\$ 20,000	\$ 10,404	Food costs, Payroll, building maintenance, utilities	
30	Loveland Community/Steve Wilson	\$ 20,000	\$ -	\$ -	Loss of income/repair main entrance stairs	Non-profit
31	Mama Cimino's/Jim Gallentine	\$ 19,000	\$ 19,000	\$ 10,404	Loss of income/training new employees	

## ARPA - FUNDING OVERVIEW

32	McKenny Group/Lance Schaefer	\$ 6,000	\$ 6,000	\$ 6,000	Loss of income due to moratorium on tenant evictions	Eviction moratorium
33	Meraki Spa Salon/Vanessa Rubright	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/Improve HVAC & windows	
34	Meusel's Dairy Delite/Mooselips Inc/Mary Meusel	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; property investment	
35	Mimini's General Store	\$ 20,000	\$ -	\$ -	Loss of income; repay SBA loan	Not required to close
36	Morrisey Properties of IL/Wes Morrisey	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income due to moratorium on tenant evictions	Eviction moratorium
37	My Play Village/Ashley Venier	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/expand retail, upgrades to space, marketing	
38	Nichols Greenhouse/Lori Sheridan	\$ 20,000	\$ -	\$ -	loss of income caused by lack of supply; green house repairs	Not required to close
39	Palmyra Pub/ Matt Prescott	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income	
40	Pam's Hallmark/Britni Dvorak	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/rising costs of supplies	
41	Paper Escape/Kerri Smith	\$ 20,000	\$ -	\$ -	Loss of incomes/updates to business	Not required to close
42	Premier Rental Purchase/John Sprayberry	\$ 20,000	\$ -	\$ -	Purchase furniture inventory	Not required to close
43	Quick Quality Signs/Teresa Blackburn	\$ 20,000	\$ -		Loss of income/upgrade printer	Not required to close
44	Railside Bar & Grill/Christa Hicks	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/pay operating expenses	
45	Ralphie & Lulu's/David Balch	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income	
46	Red Apple Dixon/Esat Bajrami	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/operating expenses, repairs, updates, maintenance	
47	River's Edge Inn/Richard & Julie Tunk	\$ 20,000	\$ 20,000	\$ 10,404	Parking lot, Riverfront, Food Costs	
48	Royal Palms/Bill Eastman	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; new roof/exterior repairs	
49	Rte 52 Roadhouse/Darrel Hess	\$ 20,000	\$ 20,000	\$ 10,404	Loss of Income/Hire staff, pay bills, make changes requested by LCHD	
50	Smoking Deal LLC DBA Triple P BBQ II/Jen Schwindenham	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/catch up on past due invoices	
51	Stone Bridge Running/Grace Crowe	\$ 20,000	\$ 20,000	\$ 10,404		
52	Sunset Inn Restaurant/Toni Mimini	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income	
53	The Last Stop/Rick Quaco	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; Ice machine; parking lot/flooring	
54	The Next Picture Show	\$ 9,463	\$ -	\$ -	Loss of Income; HVAC and flooring replacement	Non-profit/prev rec'd \$9,538
55	Tipsy, LLC/Linda Burkitt	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; Cooler; building façade; exterior door	
56	Town & Country Restaurant/Billy Bajramoski	\$ 20,000	\$ 20,000	\$ 10,404	Loss of Income/new roof	
57	Traditional Wellness Center/Carol Krueger	\$ 20,000	\$ 20,000	\$ 10,404	Loss of Income/repay debt incurred from COVID shutdowns	
58	Travel Consultants/Colleen Brechon	\$ 20,000	\$ 20,000	\$ 10,404	Loss of Income	
59	Treins/Eric Brantley	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/update gem lab	
60	Two Sisters on Main LLC/M. & N. Willahan, S. Koch	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income; coolers; equipment; business promotions	
61	Val's Place	\$ 20,000	\$ 20,000	\$ 10,404	Loss of Income	
62	Zero's Tap/Gina Christofferson	\$ 20,000	\$ 20,000	\$ 10,404	Loss of income/repay debt incurred from COVID/business loan	
<b>62 Applications Total</b>		<b>\$ 1,193,313</b>	<b>\$ 947,000</b>	<b>\$ 499,988</b>		

**3 Total proposed to move to Non-Profit (\$10,000 cap) \$ 60,000**

**10 proposed ineligible \$ 186,313**

**49 proposed eligible requests remaining \$ 947,000**