



BOARD ACTION REQUEST FORM

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SECTION 1: PURPOSE

The BOARD ACTION REQUEST FORM is designed to 1) enhance the orderly and efficient conduct of Committee and Board meetings; 2) serve as prior notice to all interested parties; 3) aid the Committee Chairs in meeting preparation; 4) provide the Departments with a mechanism for formal communication with the Board; and 5) aid in the creation of the official record of the meeting.

To request an item be added to a committee agenda, submit the completed FORM and all supporting documentation to the applicable Committee Chair for consideration at least 5 days prior to the meeting date/time.

SECTION 2: OVERVIEW

Subject: LCIDA Annual Contribution **Requested by:** LCIDA Board/W.Ryerson

To Committee(s): Finance/Full Board **Meeting Date(s)** Feb. 16/23, 2023

Action Requested (Select One): **Motion** **Resolution** **Ordinance** **Contract Approval**

Executive Session **YES** **NO** **5 ILCS 120/2(c) Exception:** _____

Requestor’s Recommended Action:

Motion to approve an annual contribution to the Lee County Industrial Development Association in the amount of \$50,000 for FY 2023 and FY 2024.

SECTION 3: PROPOSAL

Describe the action requested, including relevant background information, applicable statutory references, potential impact to the County and/or any other departments, and the proposed implementation timeline. Attach additional pages if needed.

The current part-time LCIDA Director, Kevin Marx has announced his retirement from the position. The LCIDA Board considered several options including a potential reorganization/restructuring of the organization with other regional economic organizations. The final recommendation was to hire Tom Demmer for the position of full-time economic developer. Tom's future plans include the development of a website, recruitment of all cities, towns, and villages, a comprehensive revision of the existing by-laws to ensure fair representation on the LCIDA Board, and the development of a program to bring in other funding sources for future expansion, projects, and growth. The LCIDA Board has requested a total annual contribution of \$50,000 which is equal to the contribution from the City of Dixon. KSB will contribute office space and equipment.

SECTION 4: FINANCIAL IMPACT

Provide specific financial details including revenue or expenses associated with the request and if this is a one-time or recurring expense. If this is an unanticipated (unbudgeted) expense, explain the catalyst for the request. Attach relevant documents such as revenue/expense projections or vendor bids/quotes.

Budgetary Status (check all that apply): **Cost of Proposed Action:** \$ 35,000

- This action has no budgetary implications.
- Funds are available in this FY budget. Line-item Description/Number _____
- Funds are not budgeted in this FY. Proposed funding source: County Board Econ Dev. 001-015-530202
- If approved, funds will be requested for this action in next year’s budget.
- This action will bring in additional revenue of \$_____ Line-item _____
- This action will reduce expenditures and/or be budget neutral.

We have already budgeted \$15,000 for FY 2023. This request would be for an additional \$35,000 for the next 2 fiscal years. The proposal is to pay the contribution from the appropriate Co Board line-item, and make a budget adjustment later in the FY, if needed. This line-item has a total of \$55,000 budget for FY 2023, which also covers payments to Blackhawk Hills (\$20,000) and SVCC (\$10,000).

Alternatively, ARPA funds could be allocated for the request.