



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: _____

Person Requesting Action: _____

To Committee(s): _____

Committee meeting date(s): _____

Action Requested (Select One): Motion Resolution Ordinance

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

Requestor's Recommended Action:

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.



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SECTION 4: FINANCIAL IMPACT

Cost of Proposed Action: _____

Budgetary Status (check all that apply):

____ This action has no budgetary implications.

____ Funds have already been approved in this year's budget.

Line-item Description: _____ Line-Item Number: _____

____ This is an expenditure not currently budgeted.

Proposed source of funding: _____

____ If approved, funds will be requested for this action in next year's budget.

____ This action will bring in additional income.

____ This action will reduce expenditures and/or be budget neutral.

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.

**Lee County Board
Dixon, Illinois**

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING
TREASURER'S OFFICE SIGNATURE AUTHORITY**

WHEREAS, the County Board desires to update Lee County's banking resolutions to reflect current officers of Lee County, Illinois.

NOW THEREFORE BE IT RESOLVED by the County Board of Lee County, Illinois, as follows:

SECTION 1: The County Treasurer, Chief Deputy County Treasurer and Deputy County Treasurer are authorized to SIGN ANY AND ALL CHECKS, DRAFTS AND ORDERS, including orders or directions in informal or letter form, against any funds at any time standing to the credit of the County with any bank with whom the County maintains a depository relationship, and such banks are authorized to honor any and all checks, drafts and orders so signed or facsimile of signature thereof without further inquiry or regard to the authority of said officers or the use of said checks, drafts and orders, or the proceeds thereof.

SECTION 2: The following named persons are the officers of the County, duly qualified and now acting in the capacities set forth opposite their names below:

County Treasurer:	Paula S. Meyer
Chief Deputy County Treasurer:	Paul Rudolphi
Deputy County Treasurer:	Samantha Schmitt
Deputy County Treasurer:	Deborah Robertson

SECTION 4: The County Treasurer is authorized and directed to submit this Resolution to any bank with whom the County maintains a depository relationship and is further authorized to sign any banking resolutions required by such bank to the extent not inconsistent with this Resolution.

SECTION 5: The provisions and sections of this Resolution shall be deemed to be separable, and the invalidity of any portion of this Resolution shall not affect the validity of the remainder.

SECTION 6: All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION 7: This Resolution and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect from and after its final passage and adoption.

PASSED BY THE LEE COUNTY BOARD

THIS _____ DAY OF _____, 2022

ATTEST:

BY: _____
Lee County Board Chairman

BY: _____
Lee County Clerk