



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: ARPA Expenses-Reallocation **Requested by:** Sara Leisner & Patty Rudolphi

To Committee(s): Finance Committee **Meeting Date(s):** October 10, 2024

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

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

Requestor's Recommended Action:

Approved ARPA Expense, Health Department Fees, that have unexpended approved funds after the project was completed. We are requesting the unexpended approved funds be reallocated back to ARPA Capital for use on future _____

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.

See attached spreadsheet for approved ARPA Expenses. The highlighted item is approved funds that were unexpended upon completion of the project. This request totals \$210.00 of unexpended approved ARPA funds be reallocated back to ARPA Capital to be used for future expenditures.

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: _____

- ☒ 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: _____
- ☐ 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.

		Request	ARRA Approval	Board Approval	Complete Dat	New Approved	Expended	Balance remaining
2021-ARRA-1	GR	Driveway Maintenance, Kitchen, Delivered	9/9/2021	9/23/2021	8/1/2022	\$17,775.00	\$17,775.00	\$0.00
2021-ARRA-2	GR	Election Equipment	9/9/2021	9/23/2021	12/17/2021	\$197,750.00	\$197,750.00	\$0.00
2021-ARRA-3	CS	Next Picture Show	12/9/2021	12/23/2021	1/4/2022	\$9,537.50	\$9,537.50	\$0.00
2021-ARRA-4	GR	Regional Office of Education	11/4/2021	11/18/2021	11/1/2022	\$25,334.00	\$25,334.00	\$0.00
2021-ARRA-5	GR	County Board Technology Upgrades	11/4/2021	11/18/2021	11/27/2022	\$248,574.59	\$248,574.59	\$0.00
2022-ARRA-1	GR	Sauk Valley Ag Program	1/6/2022	1/20/2022	11/16/2022	\$100,000.00	\$100,000.00	\$0.00
2022-ARRA-2	GR	Lee County Tourism	1/6/2022	1/20/2022	8/4/2022	\$22,000.00	\$22,000.00	\$0.00
2022-ARRA-3	BE	Health Dept Fees (\$50K for 2 years)	2/10/2022	2/17/2022	9/13/2024	\$106,141.00	\$105,931.00	\$210.00
2022-ARRA-4	GR	Dixon Historic Theatre	5/5/2022	5/19/2022	11/10/2022	\$100,000.00	\$100,000.00	\$0.00
2022-ARRA-5	BE	Matching funds for Rochelle/Steward Gie	5/5/2022	5/19/2022	5/18/2023	\$75,000.00	\$75,000.00	\$0.00
2022-ARRA-6	BE	IDOT Planning Grant for Bike Paths(raise	5/5/2022	5/19/2022	4/20/2023	\$4,732.15	\$4,732.15	\$0.00
2022-ARRA-7	GR	LOSD Portable & Mobile Radios	5/5/2022	6/23/2022	8/4/2022	\$24,399.75	\$24,399.75	\$0.00
2022-ARRA-8	GR	Old Courthouse HVAC	7/7/2022	7/21/2022	8/1/2022	\$239,900.00	\$239,900.00	\$0.00
2022-ARRA-9	GR	Fire Dept's	8/11/2022	8/25/2022	8/25/2023	\$99,053.89	\$99,053.89	\$0.00
2022-ARRA-10	GR	Fair Grounds	8/11/2022	8/25/2022	5/28/2024	\$236,000.00	\$236,000.00	\$0.00
2022-ARRA-11	GR	Highway Dept Culvert project	8/11/2022	8/25/2022	11/16/2023	\$250,000.00	\$250,000.00	\$0.00
2023-ARRA-1	BE	Tourism Grant March	1/12/2023	1/19/2023	1/12/2023	\$40,000.00	\$40,000.00	\$0.00
2023-ARRA-2	GR	Sheriff's Dept Polycom Suite	1/12/2023	1/19/2023	8/4/2023	\$11,175.00	\$11,175.00	\$0.00
2023-ARRA-3	BE	LCIDA - 2 Year commitment \$35K each ye	2/16/2023	2/23/2023	4/23/2024	\$70,000.00	\$70,000.00	\$0.00
2023-ARRA-4	CP	Engineering Development for HVAC Project		11/21/2023	11/28/2023	\$138,132.00	\$138,132.00	\$0.00
2024-ARRA-1	CP	Courts HVAC Equipment		1/18/2024	1/19/2024	\$381,186.74	\$381,186.74	\$0.00
2024-ARRA-2	CP	Courts HVAC Equipment		4/18/2024	4/18/2024	\$460,225.58	\$460,225.58	\$0.00
2024-ARRA-3	CP	Courts HVAC Equipment	6/13/2024	6/20/2024	6/20/2024	\$1,982,415.25	\$1,982,415.25	\$0.00
2022-ARRA-SS-1	CS	Social Service Agencies	11/4/2021	3/24/2022	10/6/2022	\$129,392.00	\$129,392.00	\$0.00
2022-ARRA-SB-1	SB	Small Business Program	7/1/2022	7/21/2022	9/28/2022	\$489,584.00	\$489,584.00	\$0.00
2022-CP-ARRA-1	CP	Boiler - Courts Addition	8/11/2022	8/25/2022	2/9/2023	\$209,800.00	\$209,800.00	\$0.00
2022-CP-ARRA-2	CP	Beard Chair Conference Room		2/23/2023	9/8/2023	\$28,535.24	\$28,535.24	\$0.00
2022-CP-ARRA-3	CP	Move IT Servers to Courts Building		8/25/2022	9/22/2022	\$21,278.71	\$21,278.71	\$0.00
2022-CP-ARRA-4	CP	Network Switches		4/21/2022		\$0.00	\$0.00	\$0.00
2022-CP-ARRA-5	CP	Lead Abatement		4/21/2022	7/31/2022	\$1,018.00	\$1,018.00	\$0.00
2022-CP-ARRA-6	CP	Courts Building Elevator		6/23/2022	11/20/2023	\$249,768.72	\$249,768.72	\$0.00
2022-CP-ARRA-7	CP	Asbestos removal (Former LEC)		7/21/2022	9/8/2022	\$29,940.00	\$29,940.00	\$0.00
2022-CP-ARRA-8	GR	Abandoned Properties	7/7/2022	21/2022 & 7/11/2024	2/8/2024	\$155,267.85	\$44,526.70	\$110,741.15
2022-CP-ARRA-9	CP	Old Courthouse Elevator Repairs	10/18/2022	10/18/2022		\$120,985.64	\$120,985.64	\$0.00
Admin Fees	GR			7/11/2024		\$218,009.80	\$142,333.70	\$75,676.10
Boardmember Fee	GR					\$1,080.00	\$1,080.00	\$0.00
Total ARRA						\$6,622,748.00	\$6,417,365.16	\$186,627.25
Total Approved						\$6,603,992.41		
Total Available						\$18,755.59		