



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) December 12, 2024

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

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

Requestor's Recommended Action:

\$18,965.59 remains as available and unobligated ARPA Funds. We request that these funds be moved to Capital funds for use on future projects.

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 and remaining balance of unobligated ARPA funds totaling \$18,965.59. We request that the \$18,965.59 of ARPA funds be moved to Capital funds for use on future projects.

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	ARPA Approval	Board Approval	Complete Date	Approved Value	Expended	Balance remaining
2021-ARPA - 1	GR	Driveway Maintenance, Kitchen, Deliveries	9/9/2021	9/23/2021	8/1/2022	\$17,775.00	\$17,775.00	\$0.00
2021-ARPA - 2	GR	Election Equipment	9/9/2021	9/23/2021	12/17/2021	\$197,750.00	\$197,750.00	\$0.00
2021-ARPA - 3	CS	Next Picture Show	12/9/2021	12/23/2021	1/14/2022	\$10,000.00	\$9,537.50	\$0.00
2021-ARPA - 4	GR	Regional Office of Education	11/4/2021	11/18/2021	11/1/2022	\$25,334.00	\$25,334.00	\$0.00
2021-ARPA - 5	GR	County Board Technology Upgrades	11/4/2021	11/18/2021	1/27/2022	\$250,000.00	\$248,574.59	\$0.00
2022-ARPA-1	GR	Sauk Valley Ag Program	1/6/2022	1/20/2022	11/16/2022	\$100,000.00	\$100,000.00	\$0.00
2022-ARPA-2	GR	Lee County Tourism	1/6/2022	1/20/2022	8/4/2022	\$22,000.00	\$22,000.00	\$0.00
2022-ARPA-3	BE	Health Dept Fees (\$60K for 2 years)	2/10/2022	2/17/2022	9/13/2024	\$120,000.00	\$105,931.00	\$0.00
2022-ARPA-4	GR	Dixon Historic Theatre	5/5/2022	5/19/2022	11/10/2022	\$100,000.00	\$100,000.00	\$0.00
2022-ARPA-5	BE	Matching funds for Rochelle/Steward Grant	5/5/2022	5/19/2022	5/18/2023	\$75,000.00	\$75,000.00	\$0.00
2022-ARPA-6	BE	IDOT Planning Grant for Bike Paths(raise grant)	5/5/2022	5/19/2022	4/20/2023	\$60,000.00	\$4,732.15	\$0.00
2022-ARPA-7	GR	LCSD Portable & Mobile Radios	5/5/2022	6/23/2022	8/4/2022	\$24,399.75	\$24,399.75	\$0.00
2022-ARPA-8	GR	Old Courthouse HVAC	7/7/2022	7/21/2022	8/1/2022	\$299,900.00	\$299,900.00	\$0.00
2022-ARPA-9	GR	Fire Dept's	8/11/2022	8/25/2022	8/25/2023	\$100,000.00	\$99,053.89	\$0.00
2022-ARPA-10	GR	Fair Grounds	8/11/2022	8/25/2022	5/28/2024	\$236,000.00	\$236,000.00	\$0.00
2022-ARPA-11	GR	Highway Dept Culvert project	8/11/2022	8/25/2022	11/16/2023	\$250,000.00	\$250,000.00	\$0.00
2023-ARPA-1	BE	Tourism Grant Match	1/12/2023	1/19/2023	1/12/2023	\$40,000.00	\$40,000.00	\$0.00
2023-ARPA-2	GR	Sheriff's Dept Polycom Suite	1/12/2023	1/19/2023	8/4/2023	\$12,500.00	\$11,175.00	\$0.00
2023-ARPA-3	BE	LCIDA - 2 Year commitment \$35K each year	2/16/2023	2/23/2023	4/23/2024	\$70,000.00	\$70,000.00	\$0.00
2023-ARPA-4	CP	Engineering Development for HVAC Project		11/21/2023	11/28/2023	\$188,132.00	\$188,132.00	\$0.00
2024-ARPA-1	CP	Courts HVAC Equipment		1/18/2024	1/19/2024	\$381,186.74	\$381,186.74	\$0.00
2024-ARPA-2	CP	Courts HVAC Equipment		4/18/2024	4/18/2024	\$460,225.58	\$460,225.58	\$0.00
2024-ARPA-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-ARPA-SS-1	CS	Social Service Agencies	11/4/2021	3/24/2022	10/6/2022	\$150,000.00	\$129,392.00	\$0.00
2022-ARPA-SB-1	SB	Small Business Program	7/1/2022	7/21/2022	9/28/2022	\$500,000.00	\$489,584.00	\$0.00
2022-CP-ARPA-1	CP	Boiler - Courts Addition	8/11/2022	8/25/2022	2/9/2023	\$209,800.00	\$209,800.00	\$0.00
2022-CP-ARPA-2	CP	Board Chair Conference Room		2/23/2023	9/8/2023	\$28,879.00	\$28,535.24	\$0.00
2022-CP-ARPA-3	CP	Move IT Servers to Courts Building		8/25/2022	9/22/2022	\$47,773.00	\$21,278.71	\$0.00
2022-CP-ARPA-4	CP	Network Switches		4/21/2022		\$9,626.00	\$0.00	\$0.00
2022-CP-ARPA-5	CP	Lead Abatement		4/21/2022	7/31/2022	\$5,500.00	\$1,018.00	\$0.00
2022-CP-ARPA-6	CP	Courts Building Elevator		6/23/2022	11/20/2023	\$300,000.00	\$249,768.72	\$0.00
2022-CP-ARPA-7	CP	Asbestos removal (Former LEC)		7/21/2022	9/8/2022	\$29,940.00	\$29,940.00	\$0.00
2022-CP-ARPA-8	GR	Abandoned Properties	7/7/2022	7/21/2022 & 7/1	2/8/2024	\$155,267.85	\$44,526.70	\$110,741.15
2022-CP-ARPA-9	CP	Old Courthouse Elevator Repairs	10/18/2022	10/18/2022		\$132,500.00	\$120,985.64	\$0.00
Admin Fees	GR			7/11/2024		\$218,009.80	\$143,665.53	\$74,344.27
Boardmember Fees	GR					\$1,080.00	\$1,080.00	\$0.00
						\$6,810,993.97	\$6,418,696.99	\$185,085.42