

COUNTY BOARD MEETING
February 12, 2018

ORDINANCE
of the
COUNTY BOARD OF THE COUNTY OF WINNEBAGO, ILLINOIS

Submitted by: Operations and Administrative Committee

2018 CO 007

**ORDINANCE AMENDING THE HOST FEE
ALLOCATION & AWARD POLICY**

WHEREAS, the County of Winnebago and the Winnebago Landfill Company have entered into a Host County Agreement to pay the County a Host Fee based on the operation of the Landfill Company's facility in Winnebago County; and

WHEREAS, the County has a long standing commitment to the residents of Winnebago County to use Host Fee revenue to fund projects that enhance county-wide economic development initiatives; and

WHEREAS, the Winnebago County Board desires to update its policy which defines the County's approach to economic development by definition, category, and provision.

NOW, THEREFORE BE IT ORDAINED, by the County Board of the County of Winnebago, Illinois, that the Host Fee Allocation and Award Policy is hereby amended as attached (see Exhibit A.)

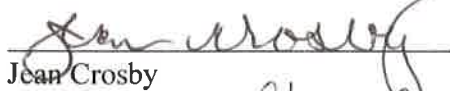
BE IT FURTHER ORDAINED, that this Ordinance shall be in full force and effect on February 8, 2018.

BE IT FURTHER ORDAINED, that the Clerk of the County Board is hereby directed to prepare and deliver a copy of this Ordinance to the County Administrator, Director of Finance, and the Winnebago County Auditor.

Respectfully submitted,
**OPERATIONS & ADMINISTRATIVE
COMMITTEE**

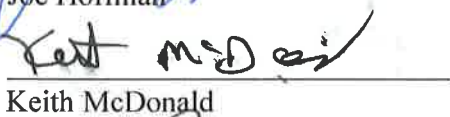
AGREE

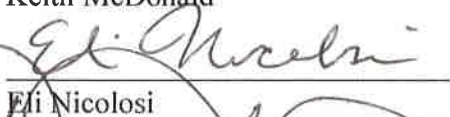

Gary Jury, Chairman

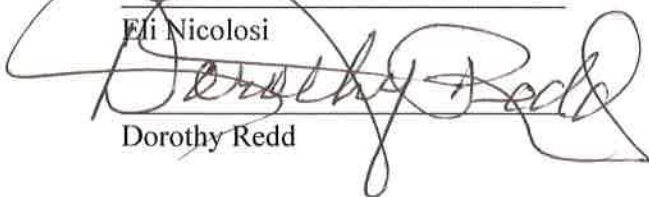

Jean Crosby


Angie Goral


Joe Hoffman


Keith McDonald


Eli Nicolosi


Dorothy Redd

DISAGREE

Gary Jury, Chairman

Jean Crosby

Angie Goral


Joe Hoffman

Keith McDonald

Eli Nicolosi

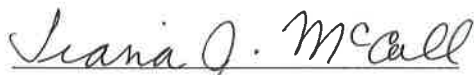
Dorothy Redd

The above and foregoing Ordinance was adopted by the County Board of the County of Winnebago, Illinois, this 12th day of February, 2018.



Frank Haney
Chairman of the County Board
of the County of Winnebago, Illinois

Attested by:


Tiana McCall
Clerk of the County Board
of the County of Winnebago, Illinois

Host Fee Fund Allocation and Economic Development Grant Award Policy

1. POLICY

205 – CR – 125 approves a Host County Agreement (the “Agreement”) providing host fee revenues to the County from the Winnebago County Landfill. This policy directs that Host Fee funds are to be awarded for economic development initiatives, programs, and projects. The Winnebago County Board, its Committee(s), and administrative staff are responsible for ensuring that there is a procedure by which to award these funds and to monitor the impact of the awarded projects in the County.

2. SCOPE

This policy applies to revenues generated by the Host Fee Agreement. This policy is effective for the 2018 Fiscal year, beginning on October 1, 2017, and includes all Host Fee commitments approved by the County Board prior to the implementation of this policy.

3. DEFINITIONS

A. Economic Development.

For the purposes of this policy, economic development is defined as growth-oriented community investment that benefits Winnebago County citizens and improves economic well-being and quality of life in the County. The four categories of economic development encompassed by this policy are as follows:

1. Capital Development
2. Workforce Development
3. Infrastructure
4. Community Development

B. Host Fee Administration.

1. Annual pre-award allocation to cover the cost of managing Host Fee awards, conducting financial audits of Host Fee accounts, and distribution of public information. Public information costs may include fees for design, print, web development, data analysis, and administration.

C. Host Fee Reserves.

1. Host Fee Fund equity balance sufficient to ensure the County can pay 18 months of projected multi-year commitments.

D. Village of New Milford Host Fee Sharing Agreement.

1. Per the Host Fee Sharing Agreement entered into between Winnebago County and the Village of New Milford, approved by 2005-CR-143, dated July 28, 2005, and all subsequent agreements, Winnebago County has agreed to share an amount of the Host Fee with the Village on a quarterly basis as referenced in the Agreement.

4. GENERAL PROVISIONS

A. Host Fee Budget Model

1. The Winnebago Landfill Company distributes Host Fee revenue to the County on a quarterly basis based on the terms of the Agreement. Although the County can project approximate revenue, specific revenue fluctuates based on actual activity at the landfill. Therefore, budget projections for

Host Fee related revenues and expenses referenced in this policy are variable according to actual revenues.

2. Administration will present an estimated Host Fee budget to the Winnebago County Board as a part of the overall County budget and process assigned within this policy.
3. Administration will report quarterly to the Economic Development Committee regarding changes to estimated revenue and the associated potential impact on the pre-award and award allocations.
4. Administration will reconcile projected-to-actual spending in the third quarter of the fiscal year. Any additional revenue identified in the third quarter over and above existing budgeted allocations will be assigned to Host Fee Reserves.

B. Pre-Award Allocations

1. Pre-Award allocations are budget line items that will be allocated prior to Grant Award allocations. Pre-award allocations include the following items which will be budgeted on a year-to-year basis:
 - a) Village of New Milford Host Fee Sharing Agreement – Estimated based on projected tonnage and terms of Host Fee Sharing Agreement
 - b) Host Fee Fund Administration – Administrative fees may be allocated as part of the budget approval process, not to exceed 2% (*cross reference Section 2.B.1.*)
 - c) Host Fee Reserves - Beginning with fiscal year 2019, 5% of projected revenue to be retained annually until the reserve minimum is accumulated. (*cross reference Section 3.C.1.*)

C. Economic Development Grant Award (“Grant Award”) Allocations

1. Grant award recommendations will demonstrate the investment diversification across the four categories of Economic Development (post-award allocation):
 - a) Capital Development
 - b) Workforce Development
 - c) Infrastructure
 - d) Community Development

D. Grant Award Process

1. All Grant Awards are subject to the terms of this policy and shall be reviewed by the Economic Development Committee and approved by the Winnebago County Board. An award application process will be developed and managed by Administration.

E. Award Eligibility

1. Eligibility for Grant Awards will be based on numerous factors, including, but not limited to, the applicants’ projected economic growth and development outcomes, fund availability, fund portfolio, strategic priorities, and other necessary comparative analysis.

F. Accountability

1. Awardees will be required to enter into a Grant Award Agreement requiring semi-annual reporting.
2. Reports will be monitored by Administration and submitted to the Economic Development Committee on a semi-annual basis

(As adopted February 12, 2018)