



# DU PAGE COUNTY

## Economic Development Committee

### Regular Meeting Agenda

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

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Tuesday, February 20, 2024

8:30 AM

Room 3500A

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1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

3.A. [24-0716](#)

Economic Development Committee - Regular Meeting Minutes - January 16, 2024

4. CHAIRWOMAN'S REMARKS - CHAIR LAPLANTE

5. PUBLIC COMMENT

6. BUDGET TRANSFERS

6. A. [24-0519](#)

Transfer of Funds from Account 5000-2840-53806, Software Licenses, to 5000-2840-51000, Benefit Payments, in the amount of \$5000 to provide funds to cover benefit payments (vacation & sick time payouts) to specific employees and to cover compensated absences accrual for FY23.

7. CHANGE ORDERS

7. A. [24-0649](#)

Decrease purchase order #6456-0001 SERV, issued to Central States SER, Jobs for Progress, Inc., in the amount of \$156,760.41, a 50.51% decrease, for a new contract amount of \$153,582.59, based on remaining anticipated billings. Sub Grantee has incurred/billed less than budgeted to date. Reduction in contract will allow for Workforce Development to re-allocate funds to other potential youth sub-recipient partners. In accordance with 720 ILCS 5/33E-9(A).

8. RESOLUTIONS

8. A. [ED-R-0001-24](#)

DuPage Convention and Visitors Bureau, Designation of Representation for Grant Purposes, FY 2025, July 1, 2024 to June 30, 2025.

8. B. [FI-R-0042-24](#)

Correction of a Scrivener's Error in Resolution FI-R-0016-24, Illinois Department of Commerce and Economic Opportunity PY24 State Supplemental Funds Grant, Company 5000 – Accounting Unit 2840, referenced in Resolution FI-R-0016-24, be changed to reflect the new Accounting Unit of 2841.

9. **PRESENTATION**

9.A. DuPage Convention & Visitors Bureau

10. **OLD BUSINESS**11. **NEW BUSINESS**12. **ADJOURNMENT**



# Minutes

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 24-0716

**Agenda Date:** 2/20/2024

**Agenda #:** 3.A.

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# DU PAGE COUNTY

## Economic Development Committee

### Final Summary

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

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**Tuesday, January 16, 2024**

**8:30 AM**

**Room 3500A**

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**1. CALL TO ORDER**

The 8:30AM meeting was called to order by Chair Lynn LaPlante at 8:30 AM.

**2. ROLL CALL**

Chair LaPlante read the language allowing remote participation for Members Yoo and Covert to participate remotely under 7(A) of the Open Meetings Act. Member Rutledge made a motion and Member Galassi seconded the motion, motion carries.

Also in attendance for the meeting were Members Cronin-Cahill, Deacon-Garcia, and Evans.

<b>PRESENT</b>	Childress, Galassi, LaPlante, and Rutledge
<b>REMOTE</b>	Covert, and Yoo

**3. APPROVAL OF MINUTES**

3.A. [24-0384](#)

Economic Development Committee Minutes - November 21, 2023, for approval.

**Attachments:** [Economic Development Committee Minutes - November 21, 2023](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Sheila Rutledge
<b>SECONDER:</b>	Kari Galassi

**4. CHAIRWOMAN'S REMARKS - CHAIR LAPLANTE**

Chair LaPlante welcomed the Committee and introduced presenter Lora Kim Kwan from Re:new. The Chair was excited to share this presentation with the committee as this is a woman owned and operated organization in Glen Ellyn, helping refugee and migrant women, while impacting the economic development of DuPage County.

Chair LaPlante also addressed the Committee regarding the reading of motions. The Chair requested that she is able to completely finish reading the motion prior to any Committee member making a second, this is both respectful to the Chair as well as other Committee members.

**5. PUBLIC COMMENT**

No public comments were offered.

**6. BUDGET TRANSFERS**

6.A. [24-0386](#)

Transfer funds from account 5000-2840-53806 (Software Licenses) to account 5000-2840-51000 (Benefit Payments), in the amount of \$5,300, to provide funds to cover benefit payments (vacation & sick time payouts) for specific employees for FY23.

**Attachments:** [Econ Dev Budget Transfer for Committee\\_Redacted](#)

<b>RESULT:</b>	APPROVED
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Sheila Rutledge

**7. RESOLUTIONS**

7.A. [FI-R-0016-24](#)

Acceptance and Appropriation of the Illinois Department of Commerce & Economic Opportunity PY24 State Supplemental Funds, Inter-Governmental Agreement No. 24-071006, Company 5000 - Accounting Unit 2840, \$65,165. (Human Resources Department)

**Attachments:** [Budget Page - Atch 1](#)  
[24-071006 Grant Agreement-AttachmentII\\_Redacted](#)

<b>RESULT:</b>	APPROVED AND SENT TO FINANCE
<b>MOVER:</b>	Lynn LaPlante
<b>SECONDER:</b>	Kari Galassi

**8. PRESENTATION**

8. A. Re:new Project - Lora Kim Kwan

Lora Kim Kwan, Executive Director of Re:New, presented to the Committee members about the nonprofit organization that serves refugee women resettled in and around DuPage County. Re:new provides a space for community members to build relationships with refugee women, assist with challenges refugees encounter in the resettlement process, and helps them find full time employment. The shop offers job coaching and case management, in addition to its ESL and sewing classes, and finds refugee women employment in DuPage County. Re:new Project is a faith-based non-profit providing dignified work for refugee women.

**9. OLD BUSINESS**

No old business was discussed.

**10. NEW BUSINESS**

No new business was discussed.

**11. ADJOURNMENT**

With no further business, the meeting was adjourned by Chair LaPlante at 9:03AM.



# Budget Transfer

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 24-0519

**Agenda Date:** 2/20/2024

**Agenda #:** 6. A.

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FY23

DuPage County, Illinois  
 BUDGET ADJUSTMENT  
 Effective May 3, 2023

From: 5000  
 Company #

WORKFORCE INVEST ACT PROG GRTS  
 From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2840	53806	0	SOFTWARE LICENSES	\$ 5,000.00	45,877.64	40,877.64	1/30/24
Total				\$ 5,000.00			

To: 5000  
 Company #

WORKFORCE INVEST ACT PROG GRTS  
 To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2840	51000	0	BENEFIT PAYMENTS	\$ 5,000.00	(4,436.73)	563.27	1/30/24
Total				\$ 5,000.00			

Reason for Request:

To provide funds to cover benefit payments (vacation & sick-time payouts) to specific employees and to cover compensated absences accrual for FY23.

Department Head   
 Chief Financial Officer 

1/16/24  
 Date

Activity 23-681006  
 (optional)

Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*Please sign in blue ink on the original form\*\*\*\*

Finance Department Use Only

Fiscal Year 23 Budget Journal # \_\_\_\_\_ Acctg Period \_\_\_\_\_

Entered By/Date \_\_\_\_\_ Released & Posted By/Date \_\_\_\_\_

ED - 2/20/23  
 FIN/CB - 2/27/23

8





## Change Order

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
[www.dupagecounty.gov](http://www.dupagecounty.gov)

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**File #:** 24-0649

**Agenda Date:** 2/20/2024

**Agenda #:** 7. A.

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# Request for Change Order

## Procurement Services Division

Attach copies of all prior Change Orders

Consent  
EDC 2/20 CB 2/27

Date: Feb 2, 2024

MinuteTraq (IQM2) ID #: \_\_\_\_\_

<b>Purchase Order #:</b> 6456-0001 SERV	<b>Original Purchase Order Date:</b> Jun 1, 2023	<b>Change Order #:</b> 1	<b>Department:</b> Workforce Development
<b>Vendor Name:</b> Central States SER, Jobs For Progress, Inc.		<b>Vendor #:</b> 41879	<b>Dept Contact:</b> Jamie Brown

**Background and/or Reason for Change Order Request:**

Reduce contract value by \$156,760.41 based on remaining anticipated billings. Subgrantee has incurred / billed less than budgeted to date. Reduction in contract will allow for WDD to re-allocate funds to other potential youth-subrecipient partners.

Decrease Line 1 by \$91,417.57 (to close out remaining balance of Line 1)  
Decrease Line 2 by \$65,342.84  
(Total reduction: \$156,760.41)

### IN ACCORDANCE WITH 720 ILCS 5/33E-9

- (A) Were not reasonably foreseeable at the time the contract was signed.
- (B) The change is germane to the original contract as signed.
- (C) Is in the best interest for the County of DuPage and authorized by law.

### INCREASE/DECREASE

A	Starting contract value		\$310,343.00
B	Net \$ change for previous Change Orders		
C	Current contract amount (A + B)		\$310,343.00
D	Amount of this Change Order	<input type="checkbox"/> Increase <input checked="" type="checkbox"/> Decrease	(\$156,760.41)
E	New contract amount (C + D)		\$153,582.59
F	Percent of current contract value this Change Order represents (D / C)		-50.51%
G	Cumulative percent of all Change Orders (B+D/A); (60% maximum on construction contracts)		-50.51%

### DECISION MEMO NOT REQUIRED

- Cancel entire order       Close Contract       Contract Extension (29 days)       Consent Only
- Change budget code from: \_\_\_\_\_ to: \_\_\_\_\_
- Increase/Decrease quantity from: \_\_\_\_\_ to: \_\_\_\_\_
- Price shows: \_\_\_\_\_ should be: \_\_\_\_\_
- Decrease remaining encumbrance and close contract       Increase encumbrance and close contract       Decrease encumbrance       Increase encumbrance

### DECISION MEMO REQUIRED

- Increase (greater than 29 days) contract expiration from: \_\_\_\_\_ to: \_\_\_\_\_
- Increase ≥ \$2,500.00, or ≥ 10%, of current contract amount       Funding Source \_\_\_\_\_
- OTHER - explain below:

\_\_\_\_\_

LS _____	630-955-2066	Feb 2, 2024	AE _____	630-955-2045	Feb 2, 2024
Prepared By (Initials)	Phone Ext	Date	Recommended for Approval (Initials)	Phone Ext	Date

### REVIEWED BY (Initials Only)

Buyer _____	Date _____	Procurement Officer _____	Date <u>2/8/2024</u>
Chief Financial Officer _____ (Decision Memos Over \$25,000)	Date _____	Chairman's Office _____ (Decision Memos Over \$25,000)	Date _____



Economic Development Resolution

421 N. COUNTY FARM ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

File #: ED-R-0001-24

Agenda Date: 2/20/2024

Agenda #: 8. A.

DU PAGE CONVENTION AND VISITORS BUREAU  
DESIGNATION OF REPRESENTATION FOR GRANT PURPOSES

WHEREAS, in 1987 the DuPage County Board adopted Resolution CA-1-87 establishing the DuPage Convention & Visitors Bureau; and

WHEREAS, in June of 1989 the DuPage Convention & Visitors Bureau was formally certified by the State of Illinois to represent all areas of the County of DuPage in the promotion of tourism for this County on the local, state, national and international level; and

WHEREAS, a requirement of this Grant Program is the adoption by the County Board of a resolution designating the DuPage Convention & Visitors Bureau’s area of representation.

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the DuPage Convention & Visitors Bureau shall continue to be designated as the only authorized convention bureau to represent all areas of the County of DuPage within its jurisdictional boundaries; and

BE IT FURTHER RESOLVED, that the County Clerk transmit a certified copy of this resolution to Beth Marchetti, Executive Director, DuPage Convention & Visitors Bureau, 915 Harger Road, Suite 240, Oak Brook, Illinois 60523.

Enacted and approved this 27<sup>th</sup> day of February, 2024 at Wheaton, Illinois.

DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD

Attest: \_\_\_\_\_

JEAN KACZMAREK, COUNTY CLERK

**BOARD OF DIRECTORS**

**Executive Officers**

**Brett Hintz**

State of Play Hospitality  
**Nathan Karsten**

Chicago Marriott Naperville

**Beth Marchetti**

DuPage CVB

**Diana Martinez**

McAninch Arts Center

**Alderman Robert Rada**

City of Oakbrook Terrace

**Presidential Advisory Committee**

**Mike Feigenbaum**

Past Chair

**Larry Forsberg**

Westmont Chamber of Commerce

**Jonathan Stein**

Inland Real Estate Group

**Board Members**

**Nicole Aranas**

Village of Lombard

**Greg Bedalov**

Choose DuPage

**Mayor David Brummel**

City of Warrenville

**Mark Doles**

DuPage Airport Authority

**Eric Ertmoed**

Village of Lisle

**Tim Geiges**

Brookfield Properties

**Mayor Ron Gunter**

Village of Westmont

**Adam Henrikson**

Hyatt Lodge Oak Brook Chicago

**Representative Terra Costa Howard**

State Representative, 42<sup>nd</sup> District

**Michael Jacobson**

Illinois Hotel & Lodging Association

**Jonathan Kruger**

Science of Spirituality Meditation Center

**Matt LaFond**

Cantigny Park

**Lynn LaPlante**

DuPage County Board

**Alicia LaVire**

Morton Arboretum

**Kym Myers**

Westin Chicago Lombard

**Tonya Parravano**

Andrew's Garden

**Mayor David Pileski**

Village of Roselle

**Tammy Rodgers**

Fairfield Inn & Suites Marriott Chicago Lombard

**Kassandra Schref**

City of Elmhurst

**Mark Stangle**

Hampton Inn & Suites

**Ed Stevenson**

DuPage Forest Preserve

**Mayor Richard Veenstra**

Village of Addison

**Evan Walter**

Village of Burr Ridge

February 8, 2024

Chair Lynn LaPlante  
DuPage County Board  
421 N. County Farm Road  
Wheaton, Illinois 60187

Dear Chair LaPlante:

The DuPage Convention & Visitors Bureau (DCVB) and the DuPage Sports Commission will apply to the Department of Commerce and Economic Opportunity/Illinois Office of Tourism for recertification for fiscal year 2025, July 1, 2024-June 30, 2025. Applications are due in Springfield at end of day on March 31, 2024. To qualify, a resolution must be adopted in writing by the DuPage County Board and submitted with our application. The DuPage County Board has issued this resolution to DCVB since 1987.

DuPage CVB is the only certified agency that is able to receive the DuPage portion of state hotel tax in the form of a matching grant, and is the designated, regional organization authorized to represent the County of DuPage. The members of the DCVB Board of Directors respectfully ask that the DuPage County Board include this request on the upcoming EDC committee meeting on February 20, 2024.

A few of FY 2024 highlights of DCVB's successful efforts include:

- Selected as the sole, suburban bureau to work with PGA Tour and Medinah Country Club on marketing, packaging, and joint tradeshow participation in the international market. DCVB is on the steering committee for planning and is creating activations for Montreal in partnership with the Presidents Cup executive team for the Medinah delegation.
- DuPage Sports Commission was recognized by *Sports Destination Management* for consecutive hosting of one of the largest e-gaming events, Frosty Faustings, which generated over 3,000 room nights and \$575,000 in economic impact in the typically slow and high-need month of January. Awarded as a Champion of Economic Impact in the large market category, this places DuPage in the same caliber as some of the country's hottest sports markets including Dallas, Orlando, and Tulsa.
- Led legislative efforts to garner additional funding for Chicagoland meetings, plus allocations for tourism/festival and events grants for tourism partners in DuPage.
- Authored and managed six additional grants with partners including the restoration of Veggie Fest and a new art installation, Olmec, in partnership with the Mexican Cultural Center DuPage.

The DuPage Convention & Visitors Bureau works diligently, using far-reaching sales, promotional and marketing efforts to secure visitors to DuPage. In FY 2023, DuPage County tourism generated four million hotel stays, over \$2.9 billion in visitor expenditures, 25,000 jobs and \$298 million in state and local tax. For every dollar spent, tourism generates over \$11 in return. In fact, every Illinois household would pay an additional \$1,300 in taxes if not for the hospitality industry.

By providing this necessary resolution, your support will assist the DuPage CVB in promoting DuPage as a destination of choice for meetings and visitors, providing strong economic impact for our county and its communities, and contribute to the quality of life for the nearly one million DuPage County residents.

Thank you for your ongoing support of tourism — a job creator and economic driver.

Brett Hintz  
Chair DCVB Board



Beth Marchetti  
Executive Director DCVB





## Finance Resolution

421 N. COUNTY FARM  
ROAD  
WHEATON, IL 60187  
www.dupagecounty.gov

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**File #:** FI-R-0042-24

**Agenda Date:** 2/20/2024

**Agenda #:** 8. B.

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**CORRECTION OF A SCRIVENER'S ERROR  
IN RESOLUTION FI-R-0016-24**

(Under the administrative direction of  
the Human Resources Department)

WHEREAS, the Illinois Department of Commerce and Economic Opportunity PY24 State Supplemental Funds Grant, Company 5000 - Accounting Unit 2840, was approved and adopted pursuant to Resolution FI-R-0016-24 on January 16, 2024; and

WHEREAS, the Accounting Unit should be revised to Illinois Department of Commerce and Economic Opportunity PY24 State Supplemental Funds Grant, Company 5000 - Accounting Unit 2841.

NOW, THEREFORE, BE IT RESOLVED that the Illinois Department of Commerce and Economic Opportunity PY24 State Supplemental Funds Grant, Company 5000 - Accounting Unit 2840, referenced in Resolution FI-R-0016-24, be changed to reflect the new Accounting Unit of 2841.

Enacted and approved this 27<sup>th</sup> day of February, 2024 at Wheaton, Illinois.

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**DEBORAH A. CONROY, CHAIR  
DU PAGE COUNTY BOARD**

Attest: \_\_\_\_\_

**JEAN KACZMAREK, COUNTY CLERK**

ATTACHMENT I

APPROPRIATION TO REVISE THE  
ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY  
PY24 STATE SUPPLEMENTAL FUNDS  
INTER-GOVERNMENTAL AGREEMENT NO. 24-071006  
COMPANY 5000 – ACCOUNTING UNIT 2840  
(\$65,165)

REVENUE

41400-0006 - State Operating Grant - IDCEO \$ (65,165)

TOTAL ANTICIPATED REVENUE \$ (65,165)

EXPENDITURES

PERSONNEL

50000-0000 - Regular Salaries \$ (4,387)

51010-0000 - Employer Share I.M.R.F. (361)

51030-0000 - Employer Share Social Security (336)

51040-0000 - Employee Med & Hosp Insurance (4)

TOTAL PERSONNEL \$ (5,088)

CONTRACTUAL

53820-0000 - Grant Services \$ (60,077)

TOTAL CONTRACTUAL \$ (60,077)

TOTAL ADDITIONAL APPROPRIATION \$ (65,165)

ATTACHMENT II

APPROPRIATION TO ESTABLISH THE  
ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY  
PY24 STATE SUPPLEMENTAL FUNDS  
INTER-GOVERNMENTAL AGREEMENT NO. 24-071006  
COMPANY 5000 – ACCOUNTING UNIT 2841  
\$65,165

REVENUE

41400-0006 - State Operating Grant - IDCEO \$ 65,165

TOTAL ANTICIPATED REVENUE \$ 65,165

EXPENDITURES

PERSONNEL

50000-0000 - Regular Salaries \$ 4,387

51010-0000 - Employer Share I.M.R.F. 361

51030-0000 - Employer Share Social Security 336

51040-0000 - Employee Med & Hosp Insurance 4

TOTAL PERSONNEL \$ 5,088

CONTRACTUAL

53820-0000 - Grant Services \$ 60,077

TOTAL CONTRACTUAL \$ 60,077

TOTAL ADDITIONAL APPROPRIATION \$ 65,165