

**MACOUPIN COUNTY BOARD
RESOLUTION No. 2013.xx**

A Resolution Granting the Transportation & Development Committee the power-to-act on appointing an Enterprise Zone Administrator

WHEREAS, Macoupin County exists as a partner with the City of Carlinville and City of Gillespie in the Macoupin County Enterprise Zone; and

WHEREAS, the Executive Committee and Transportation & Development Committee met prior to the February Board meeting to discuss the need to appoint an Enterprise Zone Administrator in order to assist in complying with state law mandating all Zones in the state to re-apply for approval as well as to provide continued maintenance of the Zone in the future; and

WHEREAS, current state guidelines suggest that the first steps required to be met by all Zones in the re-application process will be subject to a potential deadline at the end of March, 2013; and

WHEREAS, the City of Carlinville is currently considering a proposal regarding the appointment of an Enterprise Zone Administrator; therefore

BE IT RESOLVED, in the essence of time-sensitivity related to the new state law and guidelines of the re-application process for the Enterprise Zone, the Macoupin County Board grants the power-to-act to the Transportation & Development Committee regarding the appointment of an Enterprise Zone Administrator.

SIGNED this 19th day of February, 2013.

Voting Yes: _____

Voting No: _____

Mark Dragovich
Chairman of the Board
Macoupin County, Illinois

Pete Duncan
Clerk
Macoupin County, Illinois



MARK DRAGOVICH
CHAIRMAN

MACOUPIN COUNTY BOARD

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January 31, 2013

The Honorable Bob Schwab
Mayor, City of Carlinville
550 N. Broad St.
Carlinville, IL 62626

The Honorable John Hicks
Mayor, City of Gillespie
115 N. Macoupin Street
Gillespie, IL 62033

Dear Mayor Schwab and Mayor Hicks:

As Enterprise Zone partners, I write to request your consideration of a proposal to appoint an Enterprise Zone Administrator in the near future. Because of a new state law, all existing Enterprise Zones in the state are required to re-apply for approval of their individual zones. The first deadline that current Management Organizations must meet exists at the end of March, 2013, providing a short timeline for our organization to preserve this important economic development tool.

In the attached pages, you will find a brief proposal that outlines the appointment of an Enterprise Zone Administrator and charges that individual with: a) leading the effort to file necessary documentation for re-application and b) continued maintenance and administration of the Zone should it be approved through the state-mandated re-application process. In addition to a brief background and outline of what lies ahead for the Enterprise Zone, the proposal also suggests funding mechanisms for the appointed position as well as a prepared job description.

I plan to be present at the Monday, February 4th meeting of the Carlinville City Council to present the proposal and answer any questions if necessary. If we are able to move forward with a proposal, I would hope to also soon meet with the City of Gillespie. Please feel free to contact me any time at the Board office – (217) 854-3341.

Sincerely,

Mark Dragovich
Chairman, Macoupin County Board

cc: Alderman Dave Steiner, MEDP Executive Director Shari Albrecht

Attachments: Proposal to Contract with City of Carlinville for services of Aaron Coe, Job Description



Mark Dragovich
Macoupin County Board Chairman

Proposal to Contract with City of Carlinville for Services of Aaron Coe as Macoupin County Enterprise Zone Administrator

Proposed Job Description: See attached memo.

Proposed Stipend: \$1,500 for the remainder of the current county fiscal year which would be paid in full by Macoupin County to the City of Carlinville. For future years, if the Enterprise Zone is approved and renewed, Macoupin County would cover 50% of the annually paid \$1,500 stipend (or \$750) with the City of Carlinville and City of Gillespie covering 25% each (or \$375 annually). The stipend would be paid directly by Macoupin County and the City of Gillespie to the City of Carlinville for the services of Aaron Coe as EZ Administrator.

Other paid costs: \$200 for IEZA Membership cost as well as any EZ-related mileage costs would be covered by the County annually.

Method of payment: Macoupin County would propose to pay for the services of the Enterprise Zone Administrator by directly remitting a check to the City of Carlinville for those services. The County would propose that in future years, other municipalities involved also pay their share directly to the City.

Other Information: New state law provides that all Enterprise Zones in the state re-apply for approval with the first deadline for requested documentation being the end of March, 2013. With this in mind, the Management Organization governing the Enterprise Zone understands that there is work necessary to submit the application in order to keep our Enterprise Zone current and intact. This scope of work would be covered under the cost structure for the current year.

Macoupin Economic Development Partnership



January 29, 2013

From: Shari Albrecht
Executive Director

To: Mark Dragovich, Macoupin County Board Chairman
Gabe Springer, Macoupin County CFO

Re: Macoupin County EZ Administrator's Duties

MEMO

Routine Duties

- Submit quarterly EZ activity report to DCEO.
- Maintain up-to-date EZ map.
- Serve as point of contact for persons verifying EZ parcels.
- Review/Approve EZ projects for property owners.
- Coordinate EZ Management Organization (EZMO) meetings as determined by the EZMO.
- Stay current on issues/legislation surrounding IL EZ activity
- Submit applications to modify EZ as necessary.
- Serve as the local representative for IL EZ Association
- Maintain complete records of EZ activity.
- Work with MEDP and other appropriate organizations to market EZ benefits.

Issues Pertaining to Current EZ

- Coordinate all local taxing bodies renewal of EZ property tax abatements.
- Complete EZ mapping project including on-line availability.
- Compile comprehensive EZ files.

*NOTE: I have no information regarding the work necessary to submit the 2013 EZ application.

**NOTE: I suggest that the Administrator research the ability of adding new communities to the EZ, if the EZMO decides to move forward with the 2013 application. If possible, MEDP could work with the Administrator to determine interest among MEDP communities.

***NOTE: I suggest that the EZMO consider an entirely new zone application (if legislation allows) instead of a renewal of the current EZ. It is my opinion that the EZMO should consider growth trends and submit an application that reflects such.