



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Economic Development Division

m e m o r a n d u m

TO: Mayor Diane Wolfe Marlin & City Council

FROM: John A. Schneider, MPA, Community Development Manager
Brandon S. Boys, AICP, Economic Development Manager

DATE: February 22, 2018

SUBJECT: **A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN ECONOMIC DEVELOPMENT AGREEMENT (Champaign County Economic Development Corporation, FY 2017-2018 & FY 2018-2019)**

Introduction

Pursuant to the City Council’s inclusion of funding for the Champaign County Economic Development Corporation (EDC) in the current City Budget for Fiscal Year 2017-2018, staff has prepared a renewed agreement for the provision of regional economic development services by the EDC for the benefit of the City and the regional economy. The proposed agreement follows the format of the agreement approved by City Council for Visit Champaign County. The EDC Board of Directors recently approved a significant change to its governing structure. The current Fiscal Year agreement with the EDC was delayed because of these pending changes. Given that the current Fiscal Year will soon end, the EDC has requested that the Council also consider the EDC’s funding for Fiscal Year 2018-2019.

The City Council is asked to consider a resolution adopting a two-year Economic Development Agreement for funding EDC (**Exhibit A: Draft Resolution including attached FY 2017-18 & FY 2018-19 EDC/City Economic Development Agreement**). This proposed agreement covers activities in the current and coming Fiscal Years, from July 1, 2017 to June 30, 2019. EDC’s contribution in each Fiscal Year would be \$28,763.

EDC has brought together community leaders to support economic development in Champaign County since its founding in 2001. During this time, the organization has sought to undertake activities and form public-private partnerships that benefit Champaign County businesses and the local economy. EDC’s activities have included direct technical support to local businesses by operating the Small Business Development Center (SBDC) and International Trade Center (ITC), promoting local manufacturers through the Made In Champaign County program,

highlighting regional creative talent by organizing the annual Innovation Celebration, supporting the growth of the regional airport with the #iFlyCU campaign, and promoting the region as a home of creative talent to young professionals with the You're Welcome CU marketing initiative.

EDC and SBDC staff provide a number of direct services that support Urbana's overarching economic development goals. These services include business visits with major employers, business counseling, confidential consultation with City staff, developer/business lead generation, coordination with state agencies, and regional public-private coordination.

Discussion

The proposed agreement includes reporting requirements to staff and elected officials including submittal of the EDC Work Plan (**Exhibit B: EDC 2018 Work Plan & 2013 Strategic Plan Overview**) and the annual EDC Budget (**Exhibit C: EDC 2017 Financial Report and Budget for FY2017-18**). EDC would also be required to submit an annual report on EDC's activities (**Exhibit D: EDC 2017 Annual Report and 2017 SBDC Overview**) as well as to make an annual presentation to the Mayor and City Council.

The 2018 Work Plan outlines a number of recent changes made to the EDC Board structure and pending changes to its leadership. The recently approved revision to the EDC Board structure reduced the governing board from 35 members to 21 members. The EDC Board intends to further reduce the total number of board members as terms expire over the next few years, however the City will continue to control one seat on the board. Under the revised, smaller board structure, the City's contribution level will result in one member on the EDC Board of Directors, down from two members under the prior structure. Urbana's Economic Development Manager Brandon Boys is proposed to continue to serve as the representative for the City on the EDC Board.

The EDC will also establish three new Advisory Committees, which will initially focus on the topics of Workforce Development Facilitation, Business / Industry Engagement, and Regional Promotion. Former members of the EDC Board are encouraged to serve on these committees. Other representatives of business, agencies and the community may also apply to serve on the Advisory Committees thereby allowing for broader representation in coordinating action on these important regional topics. On a quarterly basis, the EDC Board and the three Advisory Committees will all convene together as the Economic Development Council for the region.

Executive Director Craig Rost has announced he will retire in June 2018. The EDC Board intends to initiate the search for a new Executive Director in March and complete the hiring in July. The EDC is currently operating under its 2013 Strategic Plan, but will provide an update to the City upon approval of a new Strategic Plan by the EDC Board slated for July 2018.

Fiscal Impacts

The \$28,763 sponsorship for the current fiscal year is included in the current City budget from the General Fund. The proposed agreement would also commit the City to an expenditure of \$28,763 in the FY2018-19 budget from the General Fund.

Options

The City Council has the following options with respect to this proposed agreement:

1. The City Council may approve the resolution authorizing the Mayor to execute the proposed agreement as presented.
2. The City Council may approve the resolution with changes, understanding that any changes must be agreed to by EDC.
3. The City Council may deny the resolution.

Recommendation

Staff recommends that the City Council approve the attached resolution authorizing the Mayor to execute the proposed agreement.

Prepared By:



Brandon S. Boys, AICP
Economic Development Manager

- Exhibits:
- A – Draft Resolution with attached proposed FY 2017-18 & FY 2018-19 EDC/City Economic Development Agreement
 - B – EDC 2018 Work Plan & 2013 Strategic Plan Overview
 - C – EDC 2017 Financial Report and Budget for FY2017-18
 - D – EDC 2017 Annual Report and 2017 SBDC Overview

EXHIBIT A
RESOLUTION NO. 2018-02-011R

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF AN
ECONOMIC DEVELOPMENT AGREEMENT**

(Champaign County Economic Development Corporation, FY 2017-2018 & FY 2018-2019)

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Section 6 of Article VII of the State of Illinois Constitution of 1970; and

WHEREAS, the City of Urbana has determined that supporting regional economic development coordination and initiatives across Champaign County provides a benefit to the City; and

WHEREAS, the Champaign County Economic Partnership DBA Champaign County Economic Development Corporation (“EDC”) is well positioned to provide those regional economic development services for the City and the Champaign County region; and

WHEREAS, the City and the EDC have previously held a relationship related to regional economic development services; and

WHEREAS, the City and EDC believe that it would be mutually beneficial to the City and EDC to renew their agreement whereby EDC would provide regional economic development services for and on behalf of the City and the City would reasonably compensate EDC for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1.

An Economic Development Agreement by and between the City of Urbana, a Municipal Corporation, and the Champaign County Economic Partnership DBA Champaign County Economic Development Corporation, a 501c.6 Not-For-Profit Corporation, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2.

The Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is hereby authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this ____ day of _____, _____.

AYES:

NAYS:

ABSTAINED:

Charles A. Smyth, City Clerk

APPROVED BY THE MAYOR this ____ day of _____, _____.

Diane Wolfe Marlin, Mayor

ECONOMIC DEVELOPMENT AGREEMENT

This Economic Development Agreement (hereinafter, "Agreement") is entered into by and between the City of Urbana (hereinafter, the "City") and the Champaign County Economic Partnership DBA Champaign County Economic Development Corporation (hereinafter, "EDC") (collectively, the "Parties").

WHEREAS, the City is a home rule unit of local government pursuant to Section 6 of Article VII of the State of Illinois Constitution of 1970; and

WHEREAS, EDC is an Illinois not-for-profit corporation which has been granted tax-exempt status by the Internal Revenue Service pursuant to Section 501(c)(6) of the Internal Revenue Code (26 U.S.C. § *et seq.*) and which is certified by the Illinois Department of Commerce and Economic Opportunity as both the Illinois Small Business Development Center (hereinafter, "SBDC") and the International Trade Center (hereinafter, "ITC") for Champaign County; and

WHEREAS, the City seeks to provide financial support for ongoing economic development, business development and workforce development activities in the City of Urbana and Champaign County, as conducted by the EDC; and

WHEREAS, EDC seeks to promote Champaign County as an epicenter of entrepreneurship, innovation, and talent in Central Illinois and the Midwest; and

WHEREAS, EDC is experienced in the development of relationships between governments, businesses, employers and educational/research institutions in Champaign County to promote new business startups and business growth; retention and expansion of existing employers; improvements in the available workforce by working with schools, Parkland College, the University of Illinois, and employers; and promoting the economic and physical growth of the Champaign County; and

WHEREAS, EDC is also experienced in the marketing and promotion of Champaign County to geographic areas and populations outside of Champaign County by utilizing existing communication tools, such as the YourWelcomeCU website, specifically designed marketing campaigns and initiatives, such as the IFLYCU.com Willard Airport marketing program, and experienced in developing awareness campaigns within Champaign County such as "Made in Champaign County", recurring programs such as Tech Mix and annual celebrations such as Innovation Celebration; and

WHEREAS, EDC is experienced in coordinating and disseminating site selection RFPs and inquiries to local real estate developers and brokers, and managing real estate regional and site data to provide information to the public and professionals about development opportunities in Champaign County and to perform regional analysis that will inform decision makers and businesses about growth, employment and development options; and

WHEREAS, EDC is host to and manages the Small Business Development Center and International Trade Center supported by grants from the federal SBA and state DCEO to provide small business advising, promote start up and growth of small businesses in the county and promote and support the creation of businesses with international sales capabilities; and

WHEREAS, EDC is recognized as the regional point of contact for economic development in Champaign County; and

WHEREAS, the City and EDC seek to form a mutually beneficial arrangement whereby EDC undertakes the foregoing economic development activities for the benefit of Urbana as a key part of the county economy and coordinates such activity with the other municipalities, villages and county government as well as the University of Illinois to expand the regional marketplace for jobs and commerce and strengthen the economy of the City and Champaign County.

NOW for good, valuable and mutual consideration which each Party acknowledges as having in hand received and for the mutual exchange of the covenants, terms and conditions contained in this Agreement, the Parties agree as follows:

A. CITY OBLIGATIONS TO EDC:

1. City Funding and In-Kind Services to EDC:

a. City Monetary Funding to EDC: The City shall provide EDC with certain funding which EDC may use to operate its business and also perform its duties as the SBDC and ITC for Champaign County. The amount of funding which the City shall provide to EDC for such purpose in each of the following City fiscal years, each of which shall commence of July 1 and end on June 30 (hereinafter, “City FY” or “City FYs”) shall be:

FY 2017-2018:	\$28,763
FY 2018-2019:	\$28,763

b. City In-Kind Services to EDC: Separate and apart from the funding provided for in Sub-Paragraph A(1)(a) of this Agreement, the City may at its discretion provide in-kind services at no cost to EDC, but is under no obligation to provide any such in-kind services. The City shall value any in-kind services which it provides to, for, or for the benefit of EDC based on the rates which the City customarily charges for the provision of the same or similar services in connection with special public events held within the City’s corporate limits as described in Section 10.2 of the City of Urbana Policy & Procedure Manual.

c. Collective City Funding: Unless the context of any Paragraph or Sub-Paragraph in this Agreement provides or suggests otherwise, reference to “City Funding” or “City Funds” shall mean and include the monetary funding and any in-kind services provided for in Sub-Paragraphs (A)(1)(a) and (A)(1)(b) of this Agreement.

2. Disbursement of Funds: The Parties recognize and agree that it shall be a goal of EDC that, during the term of this Agreement, EDC shall undertake efforts within its own operations, marketing and other activities, as provided for in Sub-Paragraphs B(1) through B(5), to grow its membership of businesses and institutions as well as to increase expand its services to businesses. Thus, the Parties intend that EDC's receipt of City Funding shall be based in whole or in part on EDC's performance during the term of this Agreement. However, nothing herein shall be deemed or construed as barring the Parties from entering into one or more other written agreements for other EDC services which benefit the City and/or its business community and the City from compensating EDC on covenants, terms and/or conditions separate and apart from those provided for in this Agreement. To this end, EDC shall submit invoices to the City on a quarterly basis on or about July 1st, October 1st, January 2nd and April 1st with each invoice representing one-fourth (1/4th) of the City Funds due in the City FY. The City shall disburse City Funds to EDC within thirty (30) days of the City's receipt of an invoice from EDC within the term of this Agreement.

Notwithstanding anything to the contrary provided for in Sub-Paragraphs A(1) of this Agreement, EDC shall not use or expend any City Funds, whether as staff funding and/or operational funding, for political purposes and activities including, but not necessarily limited to, funding of any political action committee, funding any organization's, candidate's, or public office-holder's political campaign, lobbying activities, or other activities which are or may be contrary to EDC's IRS Section 501(c)(6) tax-exempt status. Nothing herein shall be deemed, construed or interpreted as prohibiting EDC from engaging in any of the aforesaid political activities or lobbying activities where such activities are clearly and plainly intended to benefit the City or Champaign County as whole rather than any particular political constituency.

3. Limits on City Funding: Nothing in this Sub-Paragraph shall be deemed, construed or interpreted as limiting the amount of additional funding, if any, which the City may, in its sole discretion, provide to EDC for any purpose, whether specific or general in nature and whether or not pursuant to one or more separate agreements entered into and executed by and between the Parties.

B. EDC'S OBLIGATIONS TO THE CITY:

1. Promotional, Marketing, and Sponsoring Activities: EDC shall undertake such efforts as reasonably possible and within the limits of funding provided by the City to promote and market the City as a vital part of the Champaign County economy and to coordinate and plan specific activities, events and materials that promote the City as a unique destination in Champaign County in concert with Urbana businesses, city staff and the Urbana Business Association. Such activities shall include but shall not be limited to: support of and participation in City and Urbana business events, promotion and support of businesses located within the City, planning and attending visits to employers identified by the City, holding promotional activities in Urbana businesses, planning and attending business openings or receptions, and including City programs, incentives and events in EDC website, emails, social media posts and printed promotional pieces. Such efforts shall also be complimentary to and consistent with EDC's regional efforts to promote all of Champaign County and improve the region's businesses, institutions and industries as a whole.

Notwithstanding anything to the contrary contained in this Sub-Paragraph B(1), all EDC promotional, marketing, staging, or sponsorship activities shall be undertaken in a manner which

- a. presents the City, its officials, and its business community in a favorable light;
- b. is presented in good taste and in such manner as to avoid offending the overall City residential and business community;
- c. does not promote any particular religious or political positions or persuasions;
- d. is presented or conducted in a manner so as not to endanger human life, health or safety.

EDC shall comply with all federal, state and City laws, rules and regulations in connection with any and all EDC activities.

2. Board Representation: The City shall designate one person and one alternate to sit on the EDC Board of Directors with full voting authority during the term of this Agreement as is consistent with the EDC bylaws.

3. EDC Work Plan: EDC shall develop a work plan for each of the City FYs provided for in Sub-Paragraph A(1)(a) of this Agreement and shall submit each said work plan to the City before June 1st preceding the start of the respective City FY, upon approval by EDC Board of Directors, or upon the effective date of this Agreement, whichever is latest. EDC's work plan submitted to the City for any given City FY shall include the following: (i) provide an overview of EDC's programmatic and organizational goals for the year; (ii) list specific activities and measurable objectives that EDC intends to complete over the course of the year; and, (iii) describe how such activities and objectives benefit the City and other communities being served. In the event, after presentation of each said work plan to the City, the EDC Board of Director's amends the work plan, EDC shall provide the City with any and all such amendments within seven (7) days after the EDC Board of Directors' adoption of any such plan amendment or amendments.

4. EDC Budget: EDC shall submit to the City an annual budget approved by the EDC Board of Directors and said budget shall be submitted at the same time EDC submits the work plan provided for in Sub-Paragraph B(3) of this Agreement. In the event EDC amends the aforesaid budget, EDC shall provide a copy of each such budget amendment to the City along with a statement of the reason therefor within seven (7) days of when EDC's Board of Directors approval of such amendment.

5. EDC Reports to City Council: EDC shall submit to the City, within ninety (90) days following the close of the City FY, its written annual partnership report which shall (i) describe the activities which EDC has undertaken for, on behalf of and/or for the benefit of the

City, of businesses located within the City, and of events located within the City during the immediate past City FY; (ii) provide a summarized accounting of all funds received by EDC during the aforesaid City FY, including but not limited to the City Funds provided for in Sub-Paragraph A(1) of this Agreement; and (iii) provide a summarized accounting of all expenditures and disbursements made by EDC during the aforesaid City FY.

EDC shall annually provide a representative of EDC to present the aforesaid annual partnership report to and address questions from the City Council at such time as the City may direct. All reports and accountings provided in this Sub-Paragraph B(5) shall be in writing and shall appear on the letterhead of EDC.

6. Dissolution of EDC: In the event that EDC should dissolve or elect to cease operations for any reason after any payment provided for in Sub-Paragraphs A(1)(a) and A(1)(b) of this Agreement has been made for a City FY not then completed, then EDC shall notify the City at least ninety (90) calendar days before ceasing operations and work in good faith with the City on a written plan for dissolution of the EDC. Such a plan shall be mutually agreed to by the Parties in writing and shall account for the payment of all just debts and obligation of the EDC including any refund to the City as may be agreed to by the Parties.

If within at least sixty (60) calendar days after ceasing operations the Parties do not mutually agree on such a written plan for dissolution as herein described, then EDC, after its payment of all just debts and obligations, shall refund to the City so much of the amount which the City provided to EDC in the City FY when it dissolves computed as a percentage of days within said City FY which have passed expressed as a fraction or percentage of the total number of days in the said City FY – i.e., 365 or 366 depending on whether the year of dissolution is a “leap-year.” For example and by way of example only, in the event that the City provided EDC with \$10,000 in the City FY 2017-2018 and EDC elects to dissolve on February 29, 2018, then the amount refunded to the City shall be computed as follows: $(\$10,000) \times (244 \div 365) = \$6,684.93$. However, EDC shall be relieved of its obligation to tender such refund should it be determined that state and/or federal law, rules or regulations bar the making of such refund. Separate and apart from the refund provided for in this Sub-Paragraph, in the event that EDC announces its intent to dissolve or cease operations, the City may, at its sole election and discretion cease to provide additional funds to EDC.

C. MISCELLANEOUS TERMS:

1. Term of Agreement: This Agreement shall commence on July 1, 2017 and shall expire at 11:59 p.m. on June 30, 2019.

2. Default and Opportunity to Cure: In the event that either Party believes that the other Party has defaulted on any covenant, term or condition contained in this Agreement, the non-defaulting Party shall provide written notice to the other Party of such default. The aforesaid written notice shall state or describe the nature of the default, whether by act or omission, and the Paragraph and/or Sub-Paragraph, as the case may be, which governs the obligation which is alleged to be in default. Within ten (10) calendar days of the effective date of such notice of default (as defined by Sub-Paragraph C(6) below), the recipient of such notice shall (i) cure the default

and provide documented evidence of the nature and/or manner of such cure; (ii) respond in writing to such notice which writing shall advise that the recipient reasonably believes that it is not in default and which describes the reasons for such belief; or (iii) provides a written plan of cure in those instances where cure of a default cannot be completed within the aforesaid ten (10) calendar day period.

3. Dispute Resolution: In the event that the Parties cannot resolve any dispute between them, they shall submit to mediation in an effort to resolve any such dispute. The Parties shall agree on the selection of the mediator and that mediator's rules and/or procedures shall govern any such mediation. The Parties shall share equally in the cost of the mediation. In the event that the Parties fail to resolve their dispute through mediation, then either or both Parties shall be free to initiate and maintain an action to construe, interpret and/or enforce this Agreement in the Circuit Court for the Sixth Judicial Circuit, Champaign County, Illinois.

4. Termination:

a. This Agreement may be terminated by the City immediately and without written notice if EDC –

(i) defaults on this Agreement without reasonable cure as provided for in Sub-Paragraph C(2) and which default/dispute is not resolved through mediation;

(ii) files a petition or is the subject of an involuntary petition for bankruptcy filed in a United States Bankruptcy Court;

(iii) files a notice of intent or other paper with the Secretary of State for the State of Illinois which evidences an intent to liquidate or dissolve;

(iv) loses its IRS 501(c)(6) status as a tax-exempt business league by reason of any act or omission on the part of EDC;

(v) loses its Illinois Department of Commerce and Economic Opportunity certification as either the SBDC or the ITC for Champaign County;

(vi) becomes involuntarily dissolved for any reason by the Secretary of State of the State of Illinois and where EDC fails to apply for reinstatement within ten (10) business days of notice of such involuntary dissolution;

(vii) enters into any arrangement with creditors which could reasonably be deemed, construed, or interpreted as a common law composition with creditors;

(viii) is placed in receivership by a lawful court order;

(ix.) acts or fails to act in such a manner as would injure or likely injure the City in any way, or cast the City or any business located within the City in a

negative light unless, in the case of a business, such negative light is reasonably supported by evidence (e.g., an announcement that a business has closed or moved from the City when in fact such business has moved or closed); and/or

(x) acts or fails to act in a manner which threatens or which may reasonably threaten human life, health or safety.

In the event that the City elects to terminate this Agreement for any one or more of the reasons provided in this Sub-Paragraph, the City's obligation to provide funding to EDC shall automatically cease and become wholly null and void. In addition to any other remedy which the City may have as a matter of law or right, the City shall be entitled to seek, obtain and recover a refund from EDC in an amount calculated as if EDC elected to dissolve as provided in Sub-Paragraph B(6) of this Agreement.

b. This Agreement may be terminated by either Party by giving written notice to the other Party of its intent to terminate and such termination shall be deemed effective thirty (30) days after the effective date of such written notice (as defined by Sub-Paragraph C(7) below). Any Party providing such notice of termination shall offer the other Party an opportunity to meet and discuss such termination prior to the effective date hereunder. In the event of such termination, EDC shall refund to the City so much of those funds which the City has provided to EDC in the fiscal year in which the termination occurs computed in the manner provided for in Sub-Paragraph B(6) of this Agreement.

5. Refund of Funds: If any event arises which triggers EDC's obligation to refund any moneys to the City as provided elsewhere in this Agreement, EDC shall tender to the City such refund in the amount provided for in this Agreement within sixty (60) calendar days of when the aforesaid event occurred. In the event EDC fails to tender such refund to the City within the timeframe provided herein, the City shall be entitled to interest on the said refund at the rate of nine percent (9%) per annum with interest commencing to run on the date when the City was first entitled to said refund.

6. Indemnification: EDC agrees to and will indemnify, defend and hold harmless the City, its elected and appointed officials, employees, agents, and assigns from and against any and all claims, suits, actions, causes of action, judgments, decrees, orders, liabilities, and defenses which arise or which may arise out of or which are or may be the direct or proximate result of any unlawful intentional, willful, wanton, grossly negligent, or negligent act or omission by EDC and/or any of its directors, officers, employees, agents, contractors, or representatives. Nothing herein shall require EDC to indemnify, defend and hold harmless the City, its elected and appointed officials, employees, agents, and assigns from and against any and all claims, suits, actions, causes of action, judgments, decrees, orders, liabilities, and defenses which arise or may arise out of or which are or may be the direct or proximate result of any intentional, willful, wanton, grossly negligent, or negligent act or omission by the City or any of its elected or appointed officials, employees, agents, or assigns.

7. Notices: All notices required to be given shall be in writing, and such notices shall be deemed proper and effective as hereinafter provided:

a. If by First Class U.S. Mail: All such notices shall be sent by registered or certified mail with a return receipt requested. If any such notice is placed in an envelope properly addressed to the intended recipient and bearing proper postage, such notice shall be deemed effective four (4) days from the date of placement with the United States Postal Service.

b. If by facsimile: All such notices shall be deemed effective if transmitted to the intended recipient's facsimile machine and the same shall be deemed effective on the next business day following transmission if the sender's facsimile machine provides a printed receipt that the facsimile was received by the intended recipient's facsimile machine. If no such printed receipt is provided, then the notice shall be deemed effective four (4) days after its transmission.

c. If by overnight courier: All such notices shall be deemed effective if placed in a properly addressed overnight courier envelope properly addressed to the intended recipient with delivery charges to be paid by the sender of such notice, and such notice shall be deemed effective the next business day following delivery of such notice.

d. If by personal delivery: All such notices shall be deemed effective if hand delivered by an employee of the sender to an employee of the intended recipient, and such notice shall be deemed effective on the next business day following delivery of such notice.

e. No other form of notice, including e-mail notice, shall be deemed effective whether or not such notice was in fact received by the intended recipient.

Notices shall be delivered to the following locations unless a Party informs the other Party in writing of a different location to where notices should be directed:

TO THE CITY:

Brandon Boys
Economic Development Manager
City of Urbana

400 S. Vine St.
Urbana, IL 61801

TO EDC:

Craig Rost
Executive Director
Champaign County Economic
Development Corporation
1817 South Neil Street
Champaign, IL 61820

8. Waiver: The failure of any Party to enforce any covenant, term or condition contained in this Agreement or to take action to enforce the same shall not be deemed to constitute a waiver of that Party's right to enforce or take action to enforce such covenant, term or condition. Notwithstanding the foregoing, if a Party fails to enforce or undertake any action to enforce any covenant, term or condition contained in this Agreement and knows that the other Party has relied on such forbearance to its financial detriment, then such knowledge shall constitute a waiver by

the Party which has or had the right to enforce or initiate an action to enforce such covenant, term or condition.

9. Assignment: Neither Party shall have the right to assign or otherwise transfer to any third person the Party's obligation to perform or the right to receive performance of any covenant, term or condition in this Agreement without the written consent of the non-assigning Party. If either Party consents to allow the other Party to assign or otherwise transfer its obligation to perform any covenant, term or condition contained in this Agreement or the right to receive the benefit of performance of any covenant, term or condition contained in this Agreement to or from a third person, then this Agreement shall be binding upon such third person as if such third person was a signatory to this Agreement, and such third person shall be deemed a "Party" as referred to in this Agreement.

10. Human Rights: EDC, in all respects, shall comply with the City's Human Rights Ordinance and, if requested in writing by the City, EDC shall provide such hiring information as requested by the City as if requested pursuant to the City's Equal Opportunity in Purchasing Ordinance.

11. Representations and Warranties: Each Party represents and warrants that the individual executing this Agreement is duly authorized to do so.

12. Supersedious: This Agreement shall supersede and replace any and all agreements respecting the subject matter of this Agreement, whether oral or in writing, entered into by and between the Parties heretofore.

[END OF AGREEMENT, SIGNATURES FOLLOW.]

FOR THE CITY:

FOR EDC:

Diane Wolfe Marlin, Mayor

Craig Rost, Executive Director

ATTEST:

ATTEST:

Charles A. Smyth, City Clerk

Bruce Knight, Board of Directors Chair

EXHIBIT B



EDC Mission and Value

The current Champaign County Economic Development Corporation Strategic Plan describes the mission of the EDC as: “Acting through public-private partnerships to continually grow the local economy by supporting local business and driving expansion and attraction”

The same document describes the value of the EDC as: Bringing together community leaders to support Champaign County economic development by aligning interests through productive relationships, open dialogue, and advocacy that supports primary employer job growth and retention. Our partners include: local and state government; education leaders including the University of Illinois, Parkland College and K-12 schools; utilities; business leaders and other organizations that play an important part in the development and growth of our county and its communities.

2018 EDC Work Plan

The Initiatives and programs in this work plan have target goals, dates and outcomes described where applicable. One of the guiding principles of EDC, is the role of facilitator and stimulator of local economic development. With a total budget of just over \$500,000 (\$364,000 when adjusted for grant match requirements) and a staff of 5 (2 of which are entirely dedicated to small business and international trade advising as required by the DCEO grant) the EDC will motivate, encourage and lead other organizations and businesses to perform many of the programmatic outcomes and activities described in this work plan.

Board Restructuring and Strategic Focus of EDC:

In late 2017, the EDC Board of Directors appointed a task force to examine the structure and makeup of the EDC Board and recommend changes if needed. The Task Force was also asked to identify the near term strategic priorities for the EDC both to inform the board restructuring process and determine strategic priorities for developing a new EDC Strategic Plan.

Board Restructuring, Strategic Planning Process: The Task Force recommended a revised board structure that is described in the attached Exhibit “A” that essentially reduced the size of the Board of Directors from 36 members to a core membership of 14 major funders of the EDC plus 4 additional members representing small business and industry and any officers not included in one of those two groups. By action on February 14, 2018, the existing EDC Board of Directors appointed 21 new members of the Board of Directors as well as by-law changes that created the Board Advisory Committees and Economic Development Council that are described in Exhibit “A”. The steps in this board restructuring

and strategic planning process and approximate dates are listed below. It is anticipated that this process will be completed as soon as possible – dates are estimates and will depend on board member and Task Force member availability:

- Approve revised board structure, new board members and by-laws: Feb 14, 2018
- Create and appoint members to Strategic Planning Task Force: Mar 2018
- First meeting of Strategic Planning Task Force: Mar/Apr, 2018
- Appoint members to Board Advisory Committees: Mar/Apr, 2018
- Regular meetings of Board Advisory Committees: Monthly in 2018
- First Economic Development Council Meeting: ASAP, 2018
- Discussion of economic development priorities with EDC Board: May/June, 2018
- Adoption of new EDC Strategic Plan: Jul, 2018

Hire New EDC Executive Director:

The Board Chair and EDC Executive Director recently announced the Executive Director’s last day of employment as June 30, 2018. The EDC will seek a new director and ideally have that person under agreement and ready to begin employment by the start of the EDC Fiscal Year, July 1, 2018.

- Create Executive Director Hiring Committee: Mar, 2018
- Advertise Executive Director position and job qualifications: Apr, 2018
- Interview candidates and involve stakeholders in selection process: Apr-June, 2018
- Start date of new Executive Director: Jul 2018

Ongoing EDC Activities:

Marketing and Outreach

- Social media: Events and Celebrations, awards and rankings: Throughout 2018
- You’re Welcome Campaign outreach and marketing: Monthly and as needed
- Coordination with Visit Champaign County, UBA, 40 North: Around events

Prospect Management

- DCEO/Intersect Illinois RFIs: As requested (4-6/yr.)
- Real Estate Broker Engagement: As opportunities occur
- Communication with agencies and search firms: As requested (2-6/yr.)
- Investigate RR, Utility and site challenges: NS RR, Apr/May
- Manage site databases and resources: Restructure May, 2018, then, throughout 2018

Retention and Workforce

- Follow up with local companies: As needed/requested
- Work with local agencies (WIOA, Parkland, RPC, EFE 330): 4 events, 2018
- Keep local employees local – act on layoffs, closures, job fairs: As needed/requested
- Coordinate plan and conduct retention visits with stakeholder cities and the University: 30 visits, 2018

High Tech / Research

- Work with UIRP on recruiting and expanding companies: 1-2 events/month
- Cultivate the network of tech companies, entrepreneurs – Catalize, Techmix, Round Tables: 6 events, 2018
- Grow the tech workforce – Round Tables, Company visits, etc: 4 events/visits

Medical Cluster Development

- Grow community support for the UI College of Medicine: Plan with UI/Carle
- Keep focus on medical workforce growth: Plan with OSF/Carle

Data Management

- Produce reports on local and regional resources, demographic and work force/employer reports annually, others as requested: Annual/as requested
- Collaborate with local data resources: In planning w/ RPC

Airport Growth

- Support UI and community on airport service growth: Hold events at Willard
- Include marketing of the airport into our messages – conventional and social media and You're Welcome messaging: Continuous and as needed
- Promote local residents and businesses to use CMI – regular Promotion of airport, events, accomplishments. Meetings with Businesses per Airport Advisory Committee schedule: Ongoing, 8-10 business visits in 2018

Host and manage Small Business and ITC Grants:

Note: Goals reporting and work plan are part of DCEO grant approval and Provided separately.

Attachments:

Exhibit "A"

Exhibit “A”

Recommendation of the Board Development Committee: The Board Structure and Strategic Direction Task Force was created by the EDC Board at the Oct 11 Board Meeting with the following purpose: “make a recommendation to the Board of Directors and major funders on the board size and makeup, and on the structure and makeup of committees to advise the Board on the best way to approach the mission of the EDC and carry out annual work plans”. Based on Task Force meetings on Oct 19, Oct 31, and November 20, and EDC Board direction, the Board Development Committee recommends the following changes to the EDC Board Structure:

Board of Directors (Governing Board): Meets every month. Elects officers, approves budget and finances, maintains By-Laws, approves Strategic Plan and other initiatives and evaluates EDC performance and Director. Members serve two year terms, alternates are identified by name by the funding entity. Standing Board Committees: 1. Board Development Committee - selects board members and officers annually, board training and calendar; and 2. Policy and Finance Committee – approves financials, bank transactions, agreements, by-law changes, for recommendation to Governing Board for approval. Officers not on the list of principal funders can be nominated to the board by the Board Development Committee and will serve until replaced as an officer or their two year term expires. Minimum Board investment is \$5,000, except as recommended by the Board Development Committee:

Board Advisory Committees: The EDC By-Laws will be modified to include Board Advisory Committees to carry out the mission of the EDC by developing plans and programs and recommending them to the Governing Board for implementation. The remaining members now on the board may be on one of the Board Advisory Committees, which will have a specific purpose, depending on the EDC strategic priorities. The advisory committees would meet on a regular schedule. At least one member of the Governing Board will be on every Advisory Committee and would report regularly to the Governing Board. Meetings of the Board Advisory Committees would be held at EDC with EDC staff support.

Economic Development Council: The Governing Board, Board Advisory Committees and sponsor organizations will form an Economic Development Council that will meet quarterly and serve as an advocacy group for economic development in Champaign County.

Board Development Committee Recommended Board Seats for FY 2018

Board Seats

City of Champaign
University of Illinois
City of Urbana
Village of Rantoul
Champaign County
Village of Mahomet
Parkland College
Village of Savoy
Busey Bank
Carle
Illinois American Water
Ameren
OSF
UI Research Park
Industry (up to 2)

Small Business (up to 2)

Vice Chair
Treasurer

2018 Board Members

Bruce Knight (Chair)
Pradeep Khanna
Brandon Boys
Rebecca Motley
Max Mitchell
Patrick Brown
Seamus Reilly
Dick Helton
Chris Shroyer
Mike Billimack
David Farrar
Steve Estes
Scott Love
Laura Frerichs
Mary McGrew
Mark Dixon
Mohammad Al-Heeti
Fred Coleman
Patrick Thompson
Betty Brennan
Steve Tock



Our Value:

EDC brings together community leaders to support Champaign County economic development by aligning interests through productive relationships, open dialogue, and advocacy that supports primary employer job growth and retention. Our partners include: local and state government; Education leaders including the University of Illinois, Parkland College, and K-12 schools; Utilities; business leaders and other organizations that play an important part in the development and growth of our community.

Our Mission: The Champaign County Economic Development Corporation acts through public-private partnerships to continually grow the local economy by supporting local business and driving expansion and attraction.

Our Priorities:

1. Business and Job Growth:

EDC influences the creation and retention of jobs by assisting new employers to locate in Champaign County and by actively supporting those employers already located here to help ensure that they stay and grow in our community. We highlight local business success by telling their stories, which also delivers a powerful message to any company considering an investment in our community. We ensure that our efforts will benefit the community by prioritizing our assistance to companies that provide sustainable wages for local employees.

3. Workforce Development:

Our connections to the local business community during the past several years has highlighted workforce as a significant concern for local employers. EDC is the connection to local education and training providers that create the skilled workforce needed to advance local employers. The EDC nurtures relationships between private business and public institutions for mutual benefit.

2. Champaign County Business Market Intelligence Experts:

Aggressively market local assets and partnerships to current and prospective companies by connecting them with our local partners and resources, and providing targeted business counseling services to businesses and entrepreneurs in the region. EDC is the recognized business market intelligence expert for Champaign County and will regularly present information to audiences across the county. This will provide valuable insights into business priorities, challenges, successes, and growth opportunities for the benefit of decision makers inside and outside our area.

4. Advocacy Issues: The EDC will be an advocate for projects and policies important to the economic health of the county on a case by case basis. Once a critical project or policy has been identified EDC will partner with allies in Champaign County on the message delivery and implementation.

Accountability: The return on the community's investment in this plan will be accomplished through the following goals by year end 2015. The goals provide a means of accountability to investors in EDC.

Our Two-Year Goals

1. Provide support to create 3,000 new jobs.

- A. Over the past 10 years Champaign County appears in the bottom half of the Midwestern community peer group for job growth. This goal puts the county in the top half.
- B. 1% annual job growth was the average in Champaign County leading up to the 2009 recession. This goal represents a 1.5% annual rate of job growth.

2. Attract \$225 million in new private investment.

- A. Includes real estate and equipment investment as well as workforce training investment.

3. Assist companies to grow payroll by \$132 million. This will ultimately increase per capita pay to \$26,000.

- A. Champaign County Falls in the bottom third of the Midwestern community peer group for per capita pay. \$26,000 moves the County to the top third from \$23,700.
- B. The total payroll target represents a sustainable wage at the family level for the average family size in Champaign County of 2.31 people. It is the wage rate that avoids pressure on public transfer payment programs.
- C. Target industries for payroll growth are those among the highest paying: Manufacturing, Distribution, Technology, and Agribusiness.

4. Increase private sector influence in EDC by doubling the number of private investors.

- A. This will increase the resources and influence available to EDC to accomplish its goals.

Sources: Illinois Department of Employment Security, U.S. Bureau of Labor Statistics, Champaign County Regional Planning Commission

Accountability will be measured via building permits, public data, and privately provided information and testimonials.

ACCOUNTANT'S COMPILATION REPORT

Board of Directors
Champaign County Economic Partnership
D/B/A Champaign County Economic Development Corporation
Champaign, IL

Management is responsible for the accompanying financial statements of Champaign County Economic Partnership (a nonprofit organization doing business as Champaign County Economic Development Corporation), which comprise the statement of financial position as of December 31, 2017, and the related statements of activities for the month and period ended December 31, 2017, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The expenses of the Organization are allocated entirely to program services. Costs associated with management and general and fundraising are not set forth separately in the accompanying financial statements as required by accounting principles generally accepted in the United States of America. It was not practicable to determine the effects on the financial statements relating to the allocation of expenses into management and general and fundraising functions.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, changes in net assets, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Champaign County Economic Partnership.



January 29, 2018

Champaign County Economic Development Corporation
Statement of Financial Position
December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1010 · BUSEY BANK - CHECKING	16,852.31
1020 · BUSEY INVESTMENT SERVICES- MM	209,048.61
Total Checking/Savings	225,900.92
Other Current Assets	
1111 · GRANT RECEIVABLE	75,875.00
1300 · PREPAID EXPENSE	
1350 · PREPAID BUSINESS INSURANCE	5,850.00
1380 · PREPAID EQUIPMENT COMPUTER	1,992.00
1390 · PREPAID POSTAGE	159.64
Total 1300 · PREPAID EXPENSE	8,001.64
1400 · ILLINI ITEC INVESTMENTS	52,566.00
Total Other Current Assets	136,442.64
Total Current Assets	362,343.56
Fixed Assets	
1500 · COMPUTER SOFTWARE/HDWE	52,606.49
1510 · AD - COMPUTER SW/HDWE	-52,606.49
1600 · FURNITURE & FIXTURES	17,071.30
1610 · AD - FURNITURE & FIXTURES	-17,071.30
1700 · LEASEHOLD IMPROVEMENTS	6,805.61
1710 · AA - LEASEHOLD IMPROVEMENTS	-3,686.14
Total Fixed Assets	3,119.47
TOTAL ASSETS	365,463.03
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · ACCOUNTS PAYABLE	1,905.85
Total Accounts Payable	1,905.85
Credit Cards	
Rost Credit Card	3,221.59
Total Credit Cards	3,221.59
Total Current Liabilities	5,127.44
Total Liabilities	5,127.44
Equity	
3100 · RESTRICTED NET ASSETS	75,772.00
3200 · UNRESTRICTED NET ASSETS	
3250 · UNDESIGNATED NET ASSETS	199,683.42
3225 · BOARD DESIGNATED NET ASSETS	150,000.00
Total 3200 · UNRESTRICTED NET ASSETS	349,683.42
Net Income	-65,119.83
Total Equity	360,335.59
TOTAL LIABILITIES & EQUITY	365,463.03

SEE ACCOUNTANT'S COMPILATION REPORT

Champaign County Economic Development Corporation
Statement of Activity
For the Month Ended and The Period Ended December 31, 2017

	Dec 17	Jul - Dec 17
Ordinary Income/Expense		
Income		
4075 · IN-KIND CONTRIBUTIONS	1,658.50	9,952.00
4000 · PUBLIC INVESTMENT		
4010 · CITY OF CHAMPAIGN	0.00	28,953.75
4013 · VILLAGE OF RANTOUL	0.00	15,000.00
4015 · VILLAGE OF MAHOMET	10,000.00	10,000.00
4031 · PARKLAND COLLEGE	10,000.00	10,000.00
4036 · UC SANITARY DISTRICT	2,500.00	2,500.00
4037 · CU MASS TRANSIT DISTRICT	2,500.00	5,000.00
4000 · PUBLIC INVESTMENT - Other	2,500.00	2,500.00
Total 4000 · PUBLIC INVESTMENT	27,500.00	73,953.75
4050 · PRIVATE INVESTMENT	27,000.00	39,500.00
4450 · PROGRAM INCOME		
4454 · SEMINARS AND ROUNDTABLES	50.00	398.25
4651 · SBDC EVENTS INCOME	0.00	-200.00
Total 4450 · PROGRAM INCOME	50.00	198.25
4700 · INTEREST & MISCELLANEOUS INCOME		
4701 · RESERVES INTEREST INCOME	8.86	52.60
4702 · CHECKING A/C INTEREST INCOME	0.15	2.57
4800 · MISCELLANEOUS INCOME		
4815 · REIMBURSEMENT INCOME	681.43	681.43
Total 4800 · MISCELLANEOUS INCOME	681.43	681.43
Total 4700 · INTEREST & MISCELLANEOUS INCOME	690.44	736.60
4650 · GRANT REIMBURSEMENTS & REVENUE		
4680 · SBDC FEDERAL GRANT	10,892.00	94,515.00
Total 4650 · GRANT REIMBURSEMENTS & REVENUE	10,892.00	94,515.00
Total Income	67,790.94	218,855.60
Gross Profit	67,790.94	218,855.60
Expense		
PERSONNEL (1001/4001)		
5000 · SALARIES	24,340.81	159,584.29
Total PERSONNEL (1001/4001)	24,340.81	159,584.29
FRINGE (1002/4002)		
5010 · PAYROLL TAXES	1,870.56	12,199.67
5020 · RETIREMENT	1,862.12	10,205.36
5033 · HEALTH INSURANCE PREMIUMS	2,611.64	15,670.08
5040 · INSURANCE - LIFE/AD&D/S-T/L-T	762.34	4,483.90
Total FRINGE (1002/4002)	7,106.66	42,559.01
TRAVEL (1003/4003)		
6370 · TRAVEL	417.04	1,708.72
Total TRAVEL (1003/4003)	417.04	1,708.72
SUPPLIES (1005/4005)		
6259 · INFORMATION TECH	1,179.38	67.25
6360 · SUPPLIES	339.09	2,393.28
Total SUPPLIES (1005/4005)	1,518.47	2,460.53
CONTRACTUAL (1006/4006)		
6030 · CLEANING/MISC REPAIR	311.00	1,866.00
6330 · FEES FOR SERVICES		
6335 · PROFESSIONAL FEES	1,854.00	11,326.00
Total 6330 · FEES FOR SERVICES	1,854.00	11,326.00

SEE ACCOUNTANT'S COMPILATION REPORT

Champaign County Economic Development Corporation
Statement of Activity
For the Month Ended and The Period Ended December 31, 2017

	Dec 17	Jul - Dec 17
6435 · EVENTS & PROGRAMS (EDC HOSTED)		
6439 · TECHMIX	23.56	23.56
6437 · SEMINARS AND ROUNDTABLES	0.00	2,313.76
6438 · YOU'RE WELCOME CAMPAIGN	0.00	483.40
6500 · MISC OTHER	88.64	1,070.71
Total 6435 · EVENTS & PROGRAMS (EDC HOSTED)	112.20	3,891.43
Total CONTRACTUAL (1006/4006)	2,277.20	17,083.43
CONSULTANT (1007/4007)		
6010 · ADVERTISING & PROMOTION	1,148.42	3,236.85
Total CONSULTANT (1007/4007)	1,148.42	3,236.85
OTHER (1014/4014)		
5050 · BUSINESS INSURANCE	396.00	2,373.11
5060 · OFFICE SPACE LEASE	4,173.00	25,344.00
6100 · DUES/SUBSCRIPTIONS	226.00	5,611.54
6200 · EQUIPMENT LEASE/MAINTENANCE	280.81	593.63
6205 · EQUIPMENT	171.00	1,003.40
6300 · OFFICE EXPENSES		
6310 · POSTAGE/SHIPPING	56.45	247.46
6320 · PRINTING	0.00	958.64
6365 · TELEPHONE	513.83	3,136.01
Total 6300 · OFFICE EXPENSES	570.28	4,342.11
6340 · PROFESSIONAL DEVELOPMENT	0.00	395.00
6414 · BUSINESS EXPENSE	283.74	3,558.10
Total OTHER (1014/4014)	6,100.83	43,220.89
PERSONNEL IN KIND MATCH (4601)		
6620 · DECATUR EDC HR OVERSIGHT	1,054.00	6,325.00
Total PERSONNEL IN KIND MATCH (4601)	1,054.00	6,325.00
OTHER COST IN KIND MATCH (4614)		
6625 · DECATUR EDC RENT/OCCUPANCY	604.50	3,627.00
Total OTHER COST IN KIND MATCH (4614)	604.50	3,627.00
NON-GRANT		
6040 · EDC GOVERNANCE	0.00	342.66
6460 · CITY OF CHAMPAIGN PROGRAM COSTS		
6463 · HOSTING & MAINTENANCE (VI)	25.00	150.00
6464 · MARKETING (VI +SBIP)	0.00	934.66
Total 6460 · CITY OF CHAMPAIGN PROGRAM COSTS	25.00	1,084.66
8000 · UCAN		
8013 · EVENTS	1,050.00	1,718.83
8008 · DUES/SUBSCRIPTIONS	0.00	875.00
Total 8000 · UCAN	1,050.00	2,593.83
Total NON-GRANT	1,075.00	4,021.15
Total Expense	45,642.93	283,826.87
Net Ordinary Income	22,148.01	-64,971.27
Other Income/Expense		
Other Expense		
5070 · DEPRECIATION	24.76	148.56
Total Other Expense	24.76	148.56
Net Other Income	-24.76	-148.56
Net Income	22,123.25	-65,119.83

SEE ACCOUNTANT'S COMPILATION REPORT

EDC FY2018 Budget

	Budget Total
EDC REVENUE	
PUBLIC INVESTMENT	273,690
PRIVATE INVESTMENT	93,416
PROGRAM INCOME	51,700
CITY OF CHAMPAIGN PROGRAMS	10,000
MACON COUNTY EDC PROGRAMS	19,904
RESERVES INTEREST INCOME	50
CHECKING A/C INTEREST INCOME	25
MISCELLANEOUS INCOME	6,000
ITEC REVOLVING	1,500
GRANT REIMBURSEMENTS	195,000
UCAN	34,000
TOTAL EDC REVENUES	685,285
EDC EXPENSES	
SALARIES	342,000
BENEFITS	58,354
PAYROLL TAXES/UNEMPLOYMENT	31,146
INSURANCE - BUSINESS	4,550
OCCUPANCY/LEASE	49,056
DEPRECIATION	300
ADVERTISING & PROMOTION	11,900
EDC GOVERNANCE	500
DUES/SUBSCRIPTIONS	7,850
FURNITURE & EQUIPMENT	4,500
EVENTS (NON-EDC HOSTED)	5,500
INFORMATION TECHNOLOGY	11,500
OFFICE EXPENSES	17,050
FEES FOR SERVICES	19,000
PROFESSIONAL DEVELOPMENT	3,500
BUSINESS EXPENSE	2,250
TRAVEL	6,900
CITY OF CHAMPAIGN PROGRAMS	10,000
MACON COUNTY EDC PROGRAMS	19,904
EVENTS (EDC HOSTED/SPONSORED)	54,500
UCAN	20,025
CHAMPAIGN COUNTY FIRST	5,000
TOTAL EDC EXPENSES	685,285

EXHIBIT D

Champaign County Economic Development Corporation

July 1, 2016 – December 31, 2017



MISSION & VALUE

Mission: Founded in 2001, the Champaign County Economic Development Corporation acts through public-private partnerships to continually grow the local economy by supporting local business and driving expansion and attraction.

Value: The Champaign County EDC brings together community leaders to support Champaign County economic development by aligning interests through productive relationships, open dialogue, and advocacy that supports primary employer job growth and retention.

STAFF

- Craig Rost, Executive Director
- Carly McCrory, Assistant Director
- Delre' Smith, Office Assistant
- Don Elmore, SBDC Director
- Kathie Cravens, SBDC International Trade Specialist

ECONOMY OVERVIEW – CHAMPAIGN COUNTY

- Population (2017): 209,744
Population grew by 5,857 over the last 5 years and is projected to grow by 4,689 over the next 5 years.
- Jobs (2017): 99,518
Jobs grew by 1,996 over the last 5 years and are projected to grow by 2,002 over the next 5 years.
- Median Household Income (2016): \$48.9K
- 22.0% of Champaign County, IL residents possess a Bachelor's Degree, 3.6% above the national average.

FY17 INVESTORS

Leader:

- Busey
- Carle

- Champaign County
- City of Champaign
- City of Urbana
- Illinois American Water
- Parkland College
- University of Illinois at Urbana-Champaign
- Village of Mahomet
- Village of Rantoul
- Village of Savoy

Presidential:

- Ameren
- Christie Clinic
- OSF HealthCare (formerly Presence Health)
- Ramshaw Real Estate

Partner:

- Champaign-Urbana Mass Transit District
- Urbana & Champaign Sanitary District

Contributor:

- A&R Mechanical Contractors, Inc.
- AT&T
- Bank *Champaign*
- Berns, Clancy & Associates
- CIBC of Illinois, Inc.
- Clifford Jacobs Forging Company
- Coldwell Banker Commercial Devonshire Realty
- Dodds Company
- ECI Building and Construction Trades Council
- Farnsworth Group
- Fehr Graham
- First Midwest Bank
- Grainger, Inc.
- Heartland Bank and Trust
- Hickory Point Bank
- JSM Commercial
- Martin Hood LLC
- Meyer Capel
- Parkhill Trust
- Serra Ventures
- Singleton Law Firm
- Smith/Burgett Architects, Inc.
- Taylor Studios, Inc.
- Village of Fisher
- Webber & Thies

FY18 BOARD OF DIRECTORS + OFFICERS

Officers:

- Chair: Bruce Knight, *City of Champaign*
- Vice Chair: Betty Brennan, *Taylor Studios, Inc.*
- Treasurer: Steve Tock, *Hickory Point Bank*
- Assistant Treasurer: Mike Billimack, *Carle*

Board of Directors:

- Mohammad Al-Heeti, *Strawberry Fields Natural Food Store*
- Mike Billimack, *Carle*
- Brandon Boys, *City of Urbana*
- Betty Brennan, *Taylor Studios, Inc.*
- Patrick Brown, *Village of Mahomet*
- Tom Bruno, *City of Champaign*
- Gary Burgett, *Smith/Burgett Architects, Inc.*
- Matt Cho, *[co][lab] / Broadway Food Hall*
- Fred Coleman, *Coleman & Associates, Inc.*
- Mark Dixon, *The Atkins Group*
- Nick Elder, *Education for Employment (EFE) System #330*
- Steve Estes, *Ameren*
- David Farrar, *Illinois American Water*
- Laura Frerichs, *University of Illinois at Urbana-Champaign*
- Karl Gnad, *Champaign-Urbana Mass Transit District*
- Jill Guth, *Guth & Associates*
- Quesnell Hartmann, *II-VI EpiWorks*
- Dick Helton, *Village of Savoy*
- Liz Kellner, *Singleton Law Firm*
- Pradeep Khanna, *University of Illinois at Urbana-Champaign*
- Bruce Knight, *City of Champaign*
- Scott Love, *OSF HealthCare*
- Rick Manner, *Urbana & Champaign Sanitary District*
- Diane Marlin, *City of Urbana*
- Mary McGrew, *Litania Sports Group*
- Max Mitchell, *RE/MAX Realty Associates*
- Rebecca Motley, *Village of Rantoul*
- Don Owen, *Urbana School District #116*
- Seamus Reilly, *Parkland College*
- Kevin Sage, *ECl Building and Construction Trades Council*
- Chris Shroyer, *Busey*
- Rick Snider, *Champaign County*
- Patrick Thompson, *VEYA Inc.*
- Steve Tock, *Hickory Point Bank*
- Bill Walter, *A&R Mechanical Contractors, Inc.*
- Susan Zola, *Champaign Unit 4 Schools*

ATTRACTION & RETENTION - BUSINESS & JOB GROWTH

EDC influences the creation and retention of jobs by assisting new employers to locate in Champaign County and by actively supporting those employers already located here to help ensure that they stay and succeed.

- 215+ Community Contacts (Business Retention Visits, Meetings, Communications)
- 19 RFPs – Responded To (Received 26)
- 37 Company / Project Presentations to the EDC Board of Directors
- 16 Community / Municipality Presentations
- 6 Business Roundtables: Ag Invest, Manufacturing, Early College & Career Academy, Exporting, and more



2017 Top 25 Employers – Champaign County, Illinois

*Data collected April 2017. View PDF [here](#).

University of Illinois at Urbana-Champaign	13,857
Carle	6,386
Champaign Unit 4 School District	1,624
Kraft Heinz	1,025
Champaign County	923
Christie Clinic	911
Urbana School District #116	830
Presence Health	803
Plastipak	780
Parkland College	707
FedEx	681
City of Champaign	535
SuperValu	515

Rantoul Foods	511
Busey	507
Vista Outdoor	440
Flex-N-Gate	426
JELD-WEN, Inc.	425
Hobbico, Inc.	415
Amdocs	412
Mahomet-Seymour School District #3	408
Champaign Park District	400
Wolfram	362
Champaign-Urbana Mass Transit District	345
Horizon Hobby	341

Company Success Stories

- II-VI EpiWorks – [November 2016 announcement](#)

II-VI EpiWorks has announced a major expansion in Champaign – a new state-of-the-art production facility. The expansion is expected to be complete by mid-2017 and will enable a quadrupling of capacity in Champaign over the next three years. This project will bring 100+ new high tech jobs to our area.

We had the pleasure of working with the II-VI EpiWorks team on their expansion plans, which included helping to secure an EDGE Tax Credit for the company through DCEO. View [photos & video](#) from the groundbreaking ceremony on November 28, 2016.



About II-VI EpiWorks:

II-VI EpiWorks develops and manufactures compound semiconductor epitaxial wafers for application in optical components, wireless devices and high-speed communication systems. The company's products provide these applications additional performance, such as greater

bandwidth, higher power efficiency and better reliability. To learn more about EpiWorks, visit www.epiworks.com.

- Clarkson Soy Products, LLC – [February 2017 announcement](#)

A new state-of-the-art 30,000 sq ft processing facility for organic and non-GMO sunflower and soy lecithin is slated to open in August 2017 at Titan Warehouse in northeast Champaign.

This is the second Midwest facility owned and operated by Clarkson Soy Products, LLC. In 2004, the company became the first in the worldwide market to produce Certified Organic soy lecithin, an ingredient found in chocolate, ice cream, infant formula and numerous other edible products. Their current processing facility is located in Cherokee, Iowa.

The new processing plant in Champaign will be the first of its kind in North America and will employ four people. Clarkson Soy Products, LLC, plans to seek Organic, Kosher, and SQF Food Safety Certification for the facility.

The City of Champaign, Champaign County Economic Development Corporation, and Coldwell Banker Commercial Devonshire Realty assisted Clarkson Soy, LLC, in finding a suitable site. Clarkson Soy Products, LLC, will be working with The Atkins Group to complete the project.

We [celebrated the grand opening](#) on Monday, October 23, 2017. Tours of the facility were provided. View event photos [here](#).



About Clarkson Soy Products:

Clarkson Soy Products, LLC was founded in 2002, offering the world's first certified organic soy lecithin. It used an entirely natural process without any synthetic solvents, offering commercial quantities with excellent quality.

During their first 10 years, they focused on growth in the certified organic food ingredient market. In their second decade of business, they continue to expand their ability to meet the needs of our customers by offering a growing list of lecithin products that meet their requirements for quality and food safety. Clarkson Soy Products, LLC is a subsidiary of

Clarkson Grain Company, Inc., an employee-owned company. Learn more at <http://clarksonsoy.com/>.

- Lodgic – [July 2017 announcement](#)

Moose International is embarking upon a brand-new, innovative concept designed specifically with modern working professionals and families in mind, and they are launching it in Champaign's Illini Plaza. The iconic fraternal service organization officially unveiled the new concept — Lodgic Everyday Community — at their annual convention in Tampa last week. The Lodgic name is a nod to the hallmark Moose lodges that have been the heart and soul of the organization's 129-year history, but the new Lodgic brand is a revolutionary way to engage the next generation in service and community.

Under one roof, Lodgic Everyday Community will seamlessly blend three services:

Lodgic workplace — Full-service, hospitality-forward coworking to serve independent workers, small-business owners, and other location-independent professionals, the fastest-growing segment of today's workforce.

Flexible, drop-in childcare — Play-based, early childhood learning curriculum with Mooseheart values of empathy, caring, respect, kindness, responsibility, and service embedded within the experience.

Healthy, delicious, affordable meals — Healthy, fast-casual, convenience-driven cafe with take-home meals and a full-service spitfire kitchen and bar.

We assisted Moose International in finding a suitable site. The project is expected to create 75+ jobs. Learn more at www.lodgic.org.

LODGIC EVERYDAY
COMMUNITYSM

COMING SUMMER 2018

2017 INNOVATION CELEBRATION

innovationcelebration.com - #INNCEL

Over 350 people gathered at Parkland College for the 12th Annual Innovation Celebration on the evening of Friday, March 3rd to recognize those individuals and organizations that have made significant contributions, taken risks, and provided leadership to ensure the continuing economic success of Champaign County, the ongoing success of the University's economic development mission, and the growth of entrepreneurial talent and energy in our community.

100+ Nominations / 24 Finalists / 10 Awards / 24 Videos / 7 Red Carpet Companies

Innovation Celebration is not merely an award for accomplishment, but a benchmark of success for those outstanding individuals, organizations and corporations who are nominated and selected to receive this prestigious award.

Innovation Celebration is hosted by the Champaign County Economic Development Corporation in partnership with the University of Illinois, Parkland College, and community sponsors. View the 2017 event program [here](#).

View event [photos](#) & [videos](#).

“It takes a village to raise a venture – and we have the community that does that.” - Lori Gold Patterson, CEO of Pixo

“Just looking around this room and having the chance to talk with a few people about the projects that are being honored here tonight, it is clear to me that our entire community is an engine of innovation and creativity.” - Robert J. Jones, Chancellor of the University of Illinois at Urbana-Champaign



Award Winners

Innovation Transfer Award—University of Illinois

Recognizes an individual or group from the University of Illinois whose research has resulted in either a discovery or a work with the potential for significant societal impact.

[Dr. Frederic Kolb](#)

Alexis Wernsing Innovation Award—University of Illinois

Recognizes an individual or team from the University of Illinois that has channeled their experience living with a disability into positive change through the creation of new products, environments, or protocols that enhance quality of life.

[Arielle Rausin](#)

Innovation in Engagement Award—Parkland College

Recognizes an individual or group at Parkland College who has shown support of the college's community engagement mission.

[Jenni Fridgen](#)

Entrepreneurial Excellence: Social Venture Award

Serve as change agents by creating and implementing sustainable solutions to reshape society, benefit humanity, and address social concerns.

[Young Entrepreneurship Program \(YEP\) – Champaign Unit 4 Schools](#)

Entrepreneurial Excellence: Student Startup Award

Formed by students in the last three years and demonstrates a commitment to continuing success through entrepreneurial talent, creativity and energy.

[Cast21](#)

Entrepreneurial Excellence: New Venture Award

Formed in the last three years, and demonstrates a commitment to continuing success through entrepreneurial talent, creativity and energy.

[PhotoniCare, Inc.](#)

Entrepreneurial Excellence: Paul Magelli Advocacy Award

Actively engage, encourage, coach and mentor entrepreneurs in the community, and provide extensive support to help them achieve success.

[Jed Taylor](#)

Innovation: Economic Development Impact Award

Has successfully commercialized innovations while demonstrating a commitment to positive, local, economic impact.

[II-VI EpiWorks](#)

Entrepreneurial Excellence: Management Award

Demonstrates expertise in assembling resources, creating an organization, and working to build and implement effective action plans.

[Laura Bleill – chambanamoms.com & University of Illinois Research Park](#)

Innovation: Longevity Award

Recognizes those enterprises whose sustained success is the direct result of continued innovation over many years.

[Litania Sports Group](#)

The EDC was pleased to work with the following sponsors of Innovation Celebration 2017: the University of Illinois' Technology Entrepreneur Center, Research Park, Office of Corporate Relations, and Office of Technology Management, along with Parkland College, Singleton Law

Firm, Serra Ventures, City of Champaign, Village of Rantoul, Bridge – Champaign County’s Virtual Incubator, Martin Hood LLC, Fox Development Corporation, Ramshaw Real Estate, Illinois Small Business Development Center at Champaign County EDC, Hanson Financial, AARP, Surface 51, Guth & Associates, Pixo, Carle, Illinois VENTURES, Huawei, II-VI EpiWorks, Adjacency, and Frasca International, Inc.

MADE IN CHAMPAIGN COUNTY

madeinchampaigncounty.org - #MadeInCC

Through our “Made in Champaign County” program, we’ve continued to highlight local success stories, recognize company achievements, and highlight products and innovation made here through our website, newsletters, and social media.



- Continued partnership with [Central Illinois Business Magazine](#) to highlight companies, products, and projects in each issue: Busey, KleenRite, Dillman Brothers, Flooring Surfaces Inc., II-VI EpiWorks, Michaels’ Catering, and MCORE Project

- Worked with Volition to celebrate the launch of their new game - Agents of Mayhem, released August 2017. The Volition team [welcomed the community to celebrate the launch](#) of the game on August 18 at One Main Plaza in downtown Champaign. Attendees could play the game, hang out with game developers, and enjoy Mayhem-themed food and drinks from local establishments. We partnered on a contest where people could find Agents of Mayhem character cutouts in local businesses around Champaign County, take a selfie with one, and post it on Twitter with #AOMSelfie to be entered in a giveaway to win cool Volition and Agents of Mayhem prizes.



Some fun facts about Volition + Agents of Mayhem the game:

- The studio has been in Champaign for 21 years.
 - Agents of Mayhem has ½ a million combinations of customizable elements (characters, weapons, skins, mods, etc.).
 - Agents of Mayhem has more than 30,000 lines of voice recorded. The text (not voice) has been translated into 6 languages beyond English.
 - Volition team members consumed more than 30,000 bagels in the time it took to build the engine, tools, and the Agents of Mayhem game.
 - Volition had over 720 people worldwide work on the game.
- National Manufacturing Day + Illinois Manufacturing Month - Manufacturing Day is a celebration of modern manufacturing meant to inspire the next generation of manufacturers. MFG DAY addresses common misperceptions about manufacturing by giving manufacturers an opportunity to open their doors and show, in a coordinated effort, what manufacturing is — and what it isn't. Learn more at <http://www.mfgday.com/>.

October is recognized as Manufacturing Month by the Illinois Department of Commerce & Economic Opportunity.

2016 National Manufacturing Day – October 7, 2016

- Released [a new video](#) to highlight products and innovation Made in Champaign County.
- We [teamed up with the Champaign County Chamber of Commerce to host a Manufacturing Roundtable](#) on Tuesday, October 4th at Parkland College. The discussion focused on the Early College and Career Academy (ECCA), a joint effort of Education for Employment System #330 and Parkland College. We had representatives from Parkland & EFE #330 in attendance, along with local companies + students enrolled in the program. Frasca International, Inc. was in attendance to share their experience of partnering with ECCA to sponsor a student.

As a direct result of feedback from this roundtable, we [created 3 new videos](#) to highlight the Early College and Career Academy (ECCA), focusing on an overview of the program, students enrolled in the Manufacturing program, and companies who have

partnered with ECCA to not only sponsor students in the manufacturing program, but offer positions for students through internships and part-time work.

2017 National Manufacturing Day – October 6, 2017

- 150+ community members & students toured: [Silgan Closures](#), [ECCA Open House at Parkland College](#), [ShapeMaster, Inc.](#), [Litania Sports Group](#), and [Advanced Filtration Systems Inc.](#)



YOU'RE WELCOME CU

yourewelcomecu.com - #YoureWelcomeCU

In partnership with the University of Illinois Research Park and several community organizations, we continue to manage You're Welcome CU, the community marketing campaign launched in September 2015 to brand Champaign-Urbana as a hub for innovation, attract top talent and companies, drive economic development and brag about our micro-urban community.



Management includes the website and job board + all social media accounts.

- In September 2016, together with Illinois American Water, we [celebrated the grand opening of their new one-million-gallon elevated water storage tank](#) located at 2814 Hundman Drive in Champaign. The water tower features the You're Welcome CU logo, with the following tagline: *Champaign-Urbana: The Heart of Innovation*. View photos from the event [here](#).

In December 2016, the water tower was [selected by Tnemec Company as one of the top 12 designs in the country](#) and was featured as the October 2017 water tower of the month in their annual calendar.



- Together with University of Illinois Research Park, we hosted [Catalyze, A Professional Networking Event](#) on May 18, 2017. The event featured 20+ local tech companies who were hiring FT or PT positions. View photos [here](#).

- Sponsored Young Professionals of Champaign Urbana (YPCU) [monthly social](#) on October 3, 2017.



- Recent community rankings:

University of Illinois at Urbana-Champaign ranked #10 on “The 10 Universities That Produce the Most Startup Founders” list, September 2016 (PitchBook)

University of Illinois at Urbana-Champaign ranked #14 on “25 Top Public Colleges With The Highest-Earning Graduates” list, August 2017 (Forbes)

University of Illinois at Urbana-Champaign ranked #6 on “The 14 best colleges in the Midwest” list, August 2016 (Business Insider)

Champaign-Urbana ranked #2 on “The 20 best college towns in America” list, January 2017 (Business Insider)

Curtis Orchard’s Honey named “2016 Best Tasting Honey in the World”, March 2017 (The Center for Honey Bee Research)

WILLARD AIRPORT: FLY CHAMPAIGN-URBANA

iflycu.com - #iFlyCU

We participated in several efforts for Willard Airport this year, including:

- Airport Advisory Board, a group of 15+ leaders dedicated to the success of Willard Airport, and various committees for specific initiatives such as marketing, ground transportation, and airport governance.



- Compiled 20+ support letters from companies and individuals to support new routes from CMI (included in a variety of packets to airline companies).

- In partnership with Visit Champaign County and the Champaign County Chamber of Commerce, we worked with Willard Airport to host United Airlines in town before their June 2017 launch of flights from CMI to ORD.

From the [February 2017 announcement](#):

United Airlines announced today that it plans to begin service between Champaign-Urbana (CMI) and Chicago O'Hare International Airport (ORD) starting June 8, 2017. The new service offers convenient flight times providing 150 additional daily seats for travelers to reach their final destination via Willard Airport. United will join American Airlines at CMI, both providing air service to and from the greater Champaign-Urbana area and Chicago. The United O'Hare hub will provide CMI with service to 27 unique one-stop destinations not currently served.

View photos from the press conference [here](#).



PROGRAMS & EVENTS

- Champaign County First: EDC joined the Champaign County Chamber of Commerce and other community stakeholders for the annual Champaign County First trip to Washington D.C. in April 2017. The trip included meetings with Senator Tammy Duckworth's office, Senator Richard Durbin's office, the U.S. Secretary of Transportation, Amtrak, Federal Aviation Administration, and more. The 2017 priority projects: high speed rail, passenger rail, I-57/74 interchange, Willard Airport, and more.



- Urbana-Champaign Angel Network (UCAN): Our angel network, comprised of 30+ accredited investors, provides a forum for accredited investors to access and review selected investment opportunities in a confidential, efficient and effective manner. The emphasis is to further economic development in the Champaign County area by matching capital providers with some of the best start-up business opportunities.

- 4 pitch meetings were held in 2016 & 2017
- Since 2011, UCAN has held pitch presentations for 65+ companies
- The Champaign County EDC, in conjunction with the UCAN Committee, manages the program by hosting pitch meetings, networking opportunities for angels and companies, and providing educational forums for people to learn more about local companies and angel investing.

- TechMix!: We as a networking opportunity for local technology professionals and companies to meet each other. These events are targeted for engineers, scientists, and entrepreneurs working in the tech sector to learn more about other companies in the industry locally.

Thanks to our hosts and sponsors: [Capital One Illinois Digital Campus Lab](#), [Caterpillar Data Innovation Lab & Grainger, Inc.](#), [Singleton Law Firm](#), and [Huawei R&D Champaign](#).

- 2016 Central Illinois Tour: Together with the EDC of Decatur & Macon County, Illinois Small Business Development Center at Champaign County EDC, and Midwest Inland Port, [we hosted a Central Illinois Tour of the Decatur and Champaign-Urbana communities](#) October 4-5, 2016.

Purpose: an opportunity for Chicago Consuls General and Trade Commissioners to tour the Central Illinois region to experience the rich resources, visit educational institutions, tour manufacturing companies, and view the Midwest Inland Port.

For the two-day event, we hosted 23 attendees, representing 14 different countries. Those countries included: Mexico, China, Finland, Belgium, Ecuador, Lithuania, South Africa, Philippines, Pakistan, Hungary, Canada, Macedonia, France, and Taiwan. View photos [here](#).



OTHER

- Decatur, Champaign EDCs Announce Partnership – [April 2017](#): Businesses in the Decatur area now have local access to the most comprehensive small business assistance network in the United States. Officials from the Economic Development Corporation (EDC) of Decatur – Macon County and Champaign County EDC announced the expansion of the Illinois Small Business Development Center and International Trade Center.



- Released [2 new videos](#) - Residents of Champaign-Urbana (& the surrounding area) share what it is they love about living, working, and running a business/organization in C-U.

- Worked with EDC of Decatur & Macon County to create a regional economic development group, comprised of Champaign County, Decatur, Tuscola, Peoria, Bloomington-Normal, and Ameren. The goal of the group is to work together more closely to promote Central Illinois as a place to do business and highlight / address our regional workforce needs.



- Participated in the process of opening [New American Welcome Center \(NAWC\) at the University Y](#), including serving on the Advisory Board and hosting co-hosting a [Citizenship Information Session](#) with University of Illinois Research Park (through You're Welcome CU) focused on navigating the citizenship process, highlighting a story of citizenship, and introducing initiatives working to make Champaign County a welcoming community on June 29, 2017.

- Attended the Champaign and Urbana community sessions + provided assistance for the City of Champaign's application for the [2017 Bloomberg Mayors Challenge](#), an initiative to help U.S. city leaders develop inventive ideas that tackle today's toughest problems.

- Partnered with Champaign County Regional Planning Commission (CCRPC) to invite companies and provide info for the Freight Movement Study for the Champaign-Urbana Urbanized Area.

- Attended 13 grand openings /celebrations at UI Research Park, including Huawei R&D Champaign, CME Group Innovation Center, AARP Tech Nest, Brunswick Innovation Laboratory, Syngenta Digital Innovation Lab, and more.

- Community Solutions Incubator (Community Foundation of East Central Illinois) – Founding Partner

ILLINOIS SMALL BUSINESS DEVELOPMENT CENTER AT CHAMPAIGN COUNTY EDC (SBDC)

cusbdc.org - #CUSBDC

The [Illinois Small Business Development Center at Champaign County EDC](#) is part of America's Small Business Development Center Network, the most comprehensive small business assistance network in the United States, and provides information, confidential business guidance, training and other resources to start-up and existing small businesses.

The Illinois Small Business Development Center at Champaign County EDC is funded through a cooperative agreement between the U.S. Small Business Administration, Illinois Department of Commerce, and the Champaign County Economic Development Corporation; with additional support provided by EDC of Decatur and Macon County and the Midwest Inland Port.

2017 (January – December) Highlights – Don Elmore:

- Total New Clients = 295 (1,242 total clients, but 762 active clients over last 5 years)
- Total Female Clients = 262 (21%)
- Total Minority Clients = 354 (28.5%)
- Total Counseling Hours = 1,018
- Average Hours per Client = 3.28
- Total Jobs Retained = 8
- Total Jobs Created = 17
- Business Starts = 52

2017 (January – December) Highlights – Kathie Cravens:

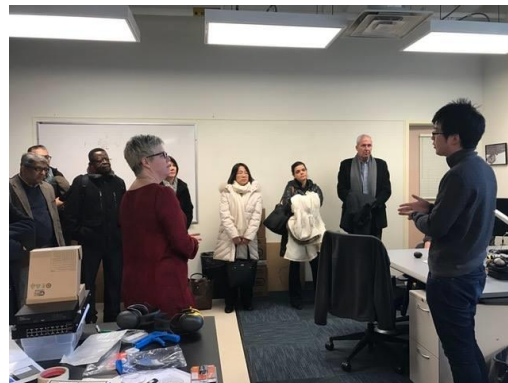
- Total New Clients = 12 (83 total clients)
- Total Female Clients = 4
- Total Minority Clients = 12
- Total Counseling Hours = 1,057
- Average Hours per Client = 13.45
- Total Jobs Retained = 26
- Total Number of ISTEP Grants = 9, totaling \$36,859.73
- Total Increase in Exports = \$3,561,617
- SBIR Grants Awarded = \$2,000,000
- Where Clients Exported to: Afghanistan, Angola, Argentina, Australia, Austria, Bangladesh, Belgium, Brazil, Bulgaria, Canada, Chile, Colombia, Costa Rica, Croatia, Denmark, Dominican Republic, Ecuador, Egypt, Ethiopia, Fiji, Finland, France, Germany, Ghana, Greece, Hong Kong, Hungary, India, Indonesia, Iraq, Ireland, Israel, Italy, Japan, Kenya, Kuwait, Lebanon, Madagascar, Malaysia, Mexico, Morocco, Netherlands, New Zealand, Nicaragua, Nigeria, Norway, Oman, Pakistan, Panama, Peru, Philippines, Poland, Portugal, Puerto Rico, Qatar, Republic of the Congo, Russia, Saudi Arabia, Singapore, South Africa, South Korea, Spain, Sri Lanka, Sweden, Switzerland, Taiwan, Thailand, Turkey, United Arab Emirates, United Kingdom, Venezuela, and Vietnam.

The SBDC hosted 37 workshops/seminars in 2017 – with a total of 471 attendees.

- Extension of PTAC Services - A Partnership with Western Illinois University - November 2016: We [announced the extension of PTAC services via Mary Turner, Center Director of the Illinois Procurement Technical Assistance Center at Western Illinois University](#), in 2017. Illinois Procurement Technical Assistance Centers (PTACs) are resources for small businesses looking to enter the world of government contracting. The centers provide one-on-one counseling, technical information, marketing assistance and training to existing businesses interested in selling their goods and services to local, state, and/or federal government agencies.

Small businesses in our area who need expert assistance with government contracting may schedule appointments with Mary, joining our office on the 3rd Wednesday of each month from 10 am – 4 pm, by contacting us at ptac@cusbdc.org or calling 217-378-8535.

- Champaign-Urbana Tour: State of Illinois Foreign Trade Offices & DCEO - December 9, 2016: On Friday, December 9th, our International Trade Center was pleased to host Directors from the State of Illinois Foreign Trade Offices and Illinois Department of Commerce staff to our community. Stops on the tour included EnterpriseWorks at University of Illinois Research Park, IntelliWheels, Inprentus, Blue Waters at National Center for Supercomputing Applications – NCSA, a University of Illinois at Urbana-Champaign driving tour of campus, and lunch at Big Grove Tavern. The following offices were represented: Hong Kong, Mexico, Israel, South Africa, Belgium, India, Japan, and Brazil. View photos & learn more [here](#).



- 2017 #SBDCDay - March 22, 2017: SBDC Day is a national, collective proclamation of the success and impact America's Small Business Development Centers (SBDCs) have across the nation in economic development and the small businesses community. SBDC Day united nearly 1,000 SBDC centers across the country and the hundreds of thousands of clients they serve by sharing, in real time, the success stories and notable impacts SBDCs collectively have on the small business community at large. This special day was celebrated with social media campaigns, public relations initiatives, online and in-person events and more.

Our center celebrated our own successes and those of the Illinois SBDC network. Learn more at <http://www.cusbdc.org/2017-sbdcdaily/>.

- 2017 National Small Business Week - April 30-May 6, 2017: Every year since 1963, the President of the United States has issued a proclamation announcing National Small Business Week, which recognizes the critical contributions of America's entrepreneurs and small business owners. More than half of Americans either own or work for a small business, and they create about two out of every three new jobs in the U.S. each year. As part of National Small Business Week, the U.S. Small Business Administration takes the opportunity to highlight the

impact of outstanding entrepreneurs, small business owners, and others from all 50 states and U.S. territories.

To celebrate National Small Business Week, we hosted a variety of events (9 events, 122 attendees):

- SBDC Workshop: Franchising – Is it the best way to start a business?
- SBDC Workshop: Get Found on Google Search & Maps and Grow Your Business Online
- SBDC Info Session: City of Champaign’s Small Business Incentive Program
- SBDC Info Session: City of Urbana – Business Grant Programs
- SBDC Info Session: Solar for Your Small Business – Solar Power Hour
- SBDC Workshop: Tips & Tools for Government Sales
- SBDC Workshop: Starting Your Business in Illinois
- International Trade Day – An Afternoon for Exporters
- SBDC Workshop: Digital Marketing Essentials

View photos & learn more [here](#). The 2018 National Small Business Week will take place April 29-May 5, 2018.



- InnovateHER 2017 Business Challenge - May-June 2017: The Illinois Small Business Development Center (SBDC) at Champaign County EDC hosted an initial round of the Small Business Administration’s InnovateHER 2017 Business Challenge, a \$70,000 prize competition designed to unearth innovative products and services that help impact and empower the lives of women and families.

In partnership with the U.S. Small Business Administration, the Illinois Small Business Development Center (SBDC) at Champaign County EDC announced PhotoniCare, Inc. as the local winner of the InnovateHER Business Challenge. A panel of judges selected PhotoniCare as the first place winner with Therapalz as the runner-up and Silver Solutions as the third place finalist. Seven applications were received for the local challenge. The following prize money was awarded:

- 1st place - \$750: PhotoniCare, Inc.
- 2nd place - \$500: Therapalz
- 3rd place - \$250: SilverSolutions

PhotoniCare's proposal was submitted to the SBA's semifinal round for the chance to compete for up to \$70,000 in cash prizes.



Local prize money was awarded thanks to our generous sponsors: First State Bank, Stephens & Stull P.C., Busey Bank, Serra Ventures, Champaign County Economic Development Corporation, and the Illinois Small Business Development Center (SBDC) at Champaign County EDC. View photos & learn more [here](#).

- 2017 Illinois Entrepreneurship and Small Business Growth Association (IESBGA) Conference - May 15-19, 2017: The Illinois Small Business Development Center at Champaign County EDC hosted the 2017 IESBGA Conference in Champaign, May 15-19. View the full program [here](#).

Several local programs and businesses/organizations were featured, including:

- EDA Entrepreneurship Programming to Support Small Business Development in Illinois
- Laura Frerichs and Marissa Siero, University of Illinois Urbana-Champaign
- Public Community College Act and Community College Purchasing - Bradley W. Henson, University of Illinois Urbana-Champaign
- SBIR—What You Need to Know for Advising Clients - Roland Garton, Garton Consulting Services
- Using Municipal Programs - T.J. Blakeman, AICP, City of Champaign & Libby Horwitz, City of Urbana
- Successful SBDC/Host Relationships — Benefits and How-To Ideas - Craig Rost, Champaign County Economic Development Corporation
- The State of Local Food in Illinois -Supporting Illinois Farmers and Strengthening the Local Food System - Cara Cummings, The Land Connection
- Intellectual Property Protection – Alan Singleton, Singleton Law Firm
- Digital Marketing Essentials – Scott Clanin, Clanin Marketing

We partnered with Visit Champaign County to host a 'Save the Flavor' event for conference attendees, an opportunity to experience the incredible culinary treats and exciting atmosphere in downtown Champaign, on Thursday evening. After the conference ended late Friday morning, a group of attendees stayed in town to tour EnterpriseWorks at University of Illinois Research Park, Blue Waters, and other places on the University of Illinois at Urbana-Champaign's campus.

The 2017 IESBGA Conference had an estimated \$58,000-\$65,000 economic impact. We will host the 2018 IESBGA Conference in Champaign, May 14-18. Don Elmore is the 2018 Conference Committee Chair.

- SBDC and City of Champaign Win Program Excellence Award - May 23, 2017: At the end of the 2017 Illinois Entrepreneurship and Small Business Growth Association (IESBGA) Conference, held May 17-19 in Champaign, the Illinois Small Business Development Center (SBDC) at Champaign County EDC was awarded the Roger Luman Program Excellence Award. The award recognizes the City of Champaign's Small Business Incentive Program, a collaborative effort by the City of Champaign and SBDC to target new and existing small businesses by offering financial assistance for legal, financial, marketing, and training expenses.



The Roger Luman Program Excellence Awards were created to recognize outstanding, innovative and best practices in the programs and services offered by member centers. These awards recognize specific programs developed by centers to meet a particular identified need and not the overall program or services offered by a center. It is intended that this awards program will facilitate the sharing of information regarding these programs with other IESBGA members resulting in their replication, and will be used to promote the excellence of Illinois small business assistance programs to small businesses and to similar small business assistance programs administered in other states.

The award is named in honor of Roger Luman who was the Managing Director of the Turner Center for Entrepreneurship in the Foster College of Business Administration at Bradley University. As a founding member of IESBGA, he coordinated the Program Excellence Awards for many years. The award looks to recognize those organizations that embody Mr. Luman's dedication to supporting small businesses in their communities. Learn more [here](#).

- SBDC Programs & Partnerships:

- Community Solutions Incubator (Community Foundation of East Central Illinois) – Founding Partner
- LAUNCH Business Assistance Center at Champaign Public Library
- iVenture Accelerator - <http://iventure.illinois.edu/>
- SocialFuse - <http://tec.illinois.edu/programs/socialfuse>

- Monticello Bootcamp - <http://www.cityofmonticello.net/index.aspx?NID=1276>
- Bridge, Champaign County's Virtual Incubator - <http://www.bridgeincubator.com/>
- 2017 PYGMALION TECH - <http://www.thepygmalionfestival.com/>
- City of Champaign – Small Business Incentive Program
- City of Urbana – Business Development Grant Program
- U.S. Small Business Administration - <https://www.sba.gov/>
- Illinois Department of Commerce - <https://www.illinois.gov/dceo/Pages/default.aspx>

SBDC and ITC

EDC Board Update for February 2018

2017 Internal Metrics

Business Types (new starts only)

Arts and Entertainment	8
Retail Dealer (includes online)	8
Service Establishment	7
Accommodation/Food Svc.	6
Professional/Technical	5
Choose not to respond	5
Construction Concern	3
Educational	3
Information	2
Manufacturer or Producer	2
Health Care	2
Real Estate	1

Total # of new clients: **295**

Reported business starts: **52 (17.6%)***

** (66% of new clients did not report a start date. A review of individual clients suggests at least 33 more started businesses in 2017 but did not report them. $52+33 = 85$ or **29%.**)*

Other data from this custom report is available on request.



**Illinois Small Business
Development Center**

SBDC and ITC

EDC Board Update for February 2018

- **Planning update for May Illinois SBDC conference in Champaign**
 - **Held at Hyatt Place**
 - **Sponsor opportunities**
 - **Finalizing session topics/speakers and keynotes**
 - **Savor the Flavor event in downtown Champaign**
 - **Luncheon at CityView (Illinois Terminal)**
- **Kathie -- STEP grants and applications in 2018**
 - **11 approved so far in 2018, \$45,674 reimbursed to clients**
 - **1 application pending**
 - **9 total in 2017 for \$36, 860**

