



City Council Study Session Agenda
April 22, 2024 - 6:00 PM
City Council Chambers, City Hall, 3rd Floor,
1528 Third Avenue, Rock Island, IL

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- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
- 4. Presentations**
 - a. Presentation from DARI on the Service Agreement Workplan.
- 5. Adjourn**
 - a. Motion: Motion to adjourn.
VV Voice vote is needed.

This agenda may be obtained in accessible formats by qualified persons with a disability by making appropriate arrangements from 8:00 am to 5:00 pm, Monday through Friday, by contacting the City Clerk's Office at (309) 732-2010 or visiting in person at: 1528 Third Avenue, Rock Island, IL 61201.



SERVICE AGREEMENT
CITY OF ROCK ISLAND AND DARI
Scope of Services
Work Plan 2024-2027

City-DARI Service Agreement 2020-2023



HIGHLIGHTS

Highlights 2020-2023

Business Resources

- Created one location for business information and resources in FORWARD.
- Over **1,000** Rock Island business profiles developed.
- **Ninety-eight** different financial resources are listed in the database.
- How to start a Business in Rock Island guide created.

Economic Development

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- **284** Economic Development projects managed.
- **Forty-two** new businesses to Rock Island
- Facilitated support to Rock Island businesses that resulted in **\$27 million** , regional and state resources.
- **\$205** Million in business investment planned or underway in Rock Island.
- Assisted in developing the programs and policies for ARPA PEP, GRIT, and HIP programs.
- Implemented marketing campaigns - Why Rock Island, Rock Island Resilience Videos, Business promotions through social media, Organized Holiday Shopping Pop Ups.

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Workforce Housing

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Service Agreement Adopted by City Council

December 2023

ECONOMIC DEVELOPMENT PARTNERSHIP AGREEMENT BETWEEN THE CITY OF ROCK ISLAND AND THE DEVELOPMENT ASSOCIATION OF ROCK ISLAND 2024-2027

THIS AGREEMENT, made and entered into this ____ day of _____, 2023, by and between The City of Rock Island, Illinois, hereinafter referred to as the "City", a Municipal Corporation, and The Development Association of Rock Island, Inc. hereinafter referred to as "DARI".

WHEREAS, DARI was formed as a non-profit organization in 1986 and was created to work to bring industrial, recreational, workforce, and other growth to the City of Rock Island; and

WHEREAS, the City and DARI recognize the need for economic development within and for the City of Rock Island; and

WHEREAS, the City and DARI define economic development as creating the conditions for economic growth and improved quality of life by expanding the capacity of individuals, businesses, and communities to maximize the use of their talents and skills to support innovation, job creation, and private investment; and

WHEREAS, such economic development enhances the public interest by bringing new business to the City of Rock Island along with increased revenue, improved quality of life, and greater value for existing assets; and

WHEREAS, the City has received funding approval from City Council under the terms and conditions of the City of Rock Island budgeting process to fund an Economic Development Partnership Agreement with DARI; and

WHEREAS, pursuant to this Agreement, the City and DARI enter into a co-equal partnership to perform economic development services (as defined below);

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the City and DARI agree as follows:

I. TERMS AND CONDITIONS

- A. **Purpose:** The purpose of this Economic Development Partnership Agreement (the "Agreement") is to outline the delivery and funding of economic development services provided by DARI in partnership with the City of Rock Island. Services provided by DARI will supplement, support, and complement the economic development efforts of City of Rock Island. DARI's efforts will focus on technical assistance to small business, lead generation, business attraction, and expansion, and retention in partnership with City of Rock Island.
- B. **Goals of Partnership:** DARI shall provide the services outlined in the Work Plan which will be developed and attached to this agreement as Exhibit A. Staff from the City and DARI will work together to enhance public and private sector collaboration toward the development and execution of strategies to increase the number of quality jobs and capital investment in the City of Rock Island.

Association of Rock Island



Service Agreement – Scope of Services

- A. Serve as the **initial point of contact** in sharing information regarding business assistance programs available in the City of Rock Island.
- B. Identify preferred **sites, improve site readiness, and promote availability** of those sites in the City of Rock Island.
- C. **Attract and expand new investment** in Rock Island through Business Retention and Expansion (BRE), Business Attraction (BA), and Business Creation (BC).
- D. **Facilitate business assistance programs** to help expand and grow businesses in Rock Island through outreach and engagement with primary and non-primary employers.
- E. Coordinate with the City of Rock Island, and other partners, to **increase awareness and promotion of Rock Island assets**.
- F. Collaborate with City Staff to maintain a comprehensive **business directory** for the City of Rock Island.
- G. Create an **annual budget to achieve the goals of the agreement and work plan** as adopted by both the Rock Island City Council and DARI Executive Board.
- H. Work with the Rock Island Assistant to the City Manager/ Economic Development Director and the DARI Executive Board to **formulate a strategic vision for Economic Development efforts** for the City of Rock Island.

Economic Development Team



Elizabeth Tallman
DARI – Vice President



Tom Flaherty
City of Rock Island – Economic
Development Director



Stacey McIntosh
DARI – Program Director



Tarah Sipes
City of Rock Island – Economic
Development Manager

**SERVE AS THE INITIAL POINT OF CONTACT IN SHARING INFORMATION
REGARDING BUSINESS ASSISTANCE PROGRAMS AVAILABLE IN ROCK ISLAND**

- **Serve as the initial point of contact sharing information on all business assistance programs available in Rock Island.**
- **Collaborate with economic development team on the coordination of resources for business inquiries.**
- **Provide direct technical assistance to businesses with completing assistance and resource applications.**
- **Develop and maintain business assistance information on CivicServe platform.**
- **Implement CivicServe platform as a communication tool.**

COLLABORATE WITH CITY STAFF TO MAINTAIN A COMPREHENSIVE BUSINESS DIRECTORY FOR ROCK ISLAND.

- **Develop and maintain information on each Rock Island business through the CivicServe platform.**
- **Compile and maintain a business directory using CivicServe Platform. Customize information in CivicServe to provide a searchable function on businesses in Rock Island.**
- **Use CivicServe platform as a communication tool to provide information on programs and services available in Rock Island.**
- **Use CivicServe platform for data analysis and programming purposes.**

**IDENTIFY PREFERRED SITES, IMPROVE SITE READINESS, AND PROMOTE
AVAILABILITY OF THOSE SITES IN ROCK ISLAND.**

- Collaborate with real estate brokers, developers, construction companies, site consultants, and economic development partners to identify key sites for industrial and commercial development.
- Improve site readiness on selected industrial and commercial sites by applying industry site certification criteria collecting information on property physical characteristics, infrastructure, utility access, zoning, land use and environmental issues, site clearance and developability, and site design.
- Promote availability of the sites to industrial and commercial business prospects by designing property profiles and marketing materials that can be used via LOIS, Zoom Prospector, MLS, and other real estate platforms.

**ATTRACT AND EXPAND NEW INVESTMENT IN ROCK ISLAND THROUGH
BUSINESS RETENTION AND EXPANSION (BRE), BUSINESS ATTRACTION (BA),
AND BUSINESS CREATION (BC).**

BUSINESS RETENTION AND EXPANSION

BUSINESS ATTRACTION

BUSINESS CREATION

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- COLLABORATE WITH CITY STAFF AND ECONOMIC DEVELOPMENT PARTNERS BY CONDUCTING A ROBUST BUSINESS RETENTION AND EX OUTREACH PROGRAM.
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- PRIORITIZE BUSINESS CALL PROGRAM LIST BASED ON TOP EMPLOYERS, TOP SALES AND PROPERTY TAX GENERATING BUSINESSES, DA RIDA MEMBERS, NEIGHBORHOOD/CLUSTERS (I.E., HILLTOP 11TH STREET, SW INDUSTRIAL, SUNSET BUSINESS PARK)

BUSINESS ATTRACTION

- PROVIDE TECHNICAL ASSISTANCE ON “HOW TO START A BUSINESS IN ROCK ISLAND.”
- PROVIDE BUSINESS PLANNING ASSISTANCE, IDENTIFICATION OF RESOURCES, AND REFERRALS TO ECONOMIC DEVELOPMENT PARTNERS (I.E., SBDC, SCORE, EDUCATIONAL INSTITUTIONS, ETC.)
- COLLABORATE AND REFER POTENTIAL BUSINESSES TO KEY ENTREPRENEURIAL AND INNOVATION ORGANIZATIONS.
- FACILITATE RESOURCE PACKAGING TO HELP WITH START UP BUSINESS OPERATIONS.

BUSINESS CREATION

- COLLABORATE WITH QC CHAMBER AND ASSISTANT CITY MANAGER/ECONOMIC DEVELOPMENT DIRECTOR AND INTERSECT ILLINOIS ON PROSPECT
- LEAD GENERATION FOR ATTRACTING NEW BUSINESS INVESTMENT TO ROCK ISLAND.
- MANAGE BUSINESS ATTRACTION PROSPECTS BY RESPONDING TO REQUESTS FOR PROPOSALS, PACKAGING INFORMATION ABOUT THE COMMUNITY AND MANAGING THE SITE SELECTION PROCESS.
- ASSIST WITH SITE VISITS AND PROVIDE TECHNICAL ASSISTANCE WITH IDENTIFYING LOCAL ASSETS, INCENTIVE PACKAGING, COMMUNITY INFORMATION AND FOLLOW-UP.
- FACILITATE RESOURCE CONNECTIONS WITH LOCAL, STATE, AND FEDERAL PARTNERS.

FACILITATE BUSINESS ASSISTANCE PROGRAMS TO HELP TO EXPAND AND GROW BUSINESSES IN ROCK ISLAND THROUGH OUTREACH AND ENGAGEMENT WITH PRIMARY AND NON-PRIMARY EMPLOYERS.

- **Develop and maintain comprehensive information on business assistance programs and have available through CivicServe.**
- **Serve as a resource for economic development funding opportunities. Communicate state and federal loan programs available and provide links to access state and regional financing opportunities for local business expansions.**
- **Package financial assistance and incentives.**
- **Identify and recommend new financial assistance programs and policies.**

COORDINATE WITH THE CITY OF ROCK ISLAND, AND OTHER PARTNERS, TO INCREASE AWARENESS AND PROMOTION OF ROCK ISLAND ASSETS.

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- Develop a marketing brochure and community fact sheet to support Rock Island, in collaboration with economic development partners.

**WORK WITH THE ROCK ISLAND ASSISTANT TO CITY MANAGER/ECONOMIC
DEVELOPMENT DIRECTOR AND THE DARI EXECUTIVE BOARD TO
FORMULATE A STRATEGIC VISION FOR ECONOMIC DEVELOPMENT EFFORTS
FOR ROCK ISLAND.**

- **Provide support to the Assistant to City Manager/Economic Development Director in formulating a strategic plan for economic development efforts in Rock Island.**
- **Build, maintain and leverage relationships with key private and public sector leaders to advance DARI and City economic development goals.**
- **Ensure systems are in place to track and report economic development progress to public officials, private investors, members, and others on a regular basis.**

NEXT STEPS

- **Provide support to the Assistant to City Manager/Economic Development Director in strategic organizational plan for economic development team and program**
- **Develop annual action plan based on priorities**

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