



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: June 4, 2015
MEMO TO: S. Michael Rummel, Chair
Finance and Administrative Committee
FROM: Steve Neaman
Director of Finance
SUBJECT: Payment to Lake County for Services

Agenda Item# 9.1

RECOMMENDATION: Approve a Resolution authorizing payment of \$135,088.99 to Lake County for annual services.

BACKGROUND: Lake County provides various services to the Forest Preserve District for which the District compensates the County. The County invoices us annually for these services as follows:

•Health, Life and Dental benefit administration annual fee	\$ 1,847.78
•Payroll processing annual fee	3,200.35
•ERP/BOSS annual license (payroll software)	18,807.84
•IT Services annual cost	13,226.00
•Use of County facilities - Board meetings	2,950.00
•Use of County facilities – Committee meetings	590.00
•Ranger Dispatch Service annual fee	60,000.00
•Televised Forest Preserve meetings	7,050.16
•Contribution to Board costs/use of equipment	<u>27,416.86</u>
Total:	\$135,088.99

REASON FOR RECOMMENDATION: Committee and Board approval is required in accordance with District policy.

REVIEW BY OTHERS: Chief Operations Officer, Legal Counsel

FINANCIAL DATA: These payments for services were approved as part of the adopted FY 2014/15 Budget in the amount of \$135,090.00. The actual cost of \$135,088.99 will be charged to various organization codes and object code 708900.

PRESENTER: Steve Neaman

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AUTHORIZING PAYMENT OF \$135,088.99
TO LAKE COUNTY FOR SERVICES**

WHEREAS, the Lake County Forest Preserve District, Lake County, Illinois (the "District") has requested that certain administrative services (the "Services") be provided by Lake County, Illinois (the "County"), which are described in more detail below; and

WHEREAS, the District has elected to use the County's payroll software system to process payroll for District employees and provide administrative services to process health, life, and dental benefits; and

WHEREAS, the District has requested that the County provide various information technology support services; and

WHEREAS, the District uses the County Board Room for District Board meetings, which the District wishes to have televised for broadcast over the cable TV system and for webcasting; and

WHEREAS, the District has requested the use of County radio dispatch services and other communication services related to operation of the District Public Safety Division; and

WHEREAS, it is in the best interest of the District to compensate the County in the total amount of \$135,088.99 for the Services and the District has appropriated the necessary funds for such payment in the current budget; and

WHEREAS, pursuant to Article VII, Section 10 of the Illinois Constitution, units of local government, such as the District and the County, may associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function, in any manner not prohibited by law; and

WHEREAS, pursuant to Section 3 of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/3, any power, privilege, function, or authority exercised by one public agency, such as the District or the County, may be exercised, combined, transferred, and enjoyed jointly with any other public agency; and

WHEREAS, the District's Purchasing Manager has determined, and the Board of Commissioners hereby finds, that the County is the sole supplier of the Services;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, THAT:

Section 1: Recitals. The recitals set forth above are incorporated as part of this Resolution by this reference.

Section 2: Payments. The District Treasurer is hereby authorized and directed to pay \$135,088.99 to the County for the Services.

Section 3: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this _____ day of _____, 2015.

AYES:

NAYS:

APPROVED this _____ day of _____, 2015.

Ann B. Maine, President
Lake County Forest Preserve District

ATTEST:

Julie Gagnani, Board Secretary
Lake County Forest Preserve District

Exhibit # _____



INVOICE 120007675

Remit To Address:

Department of Finance & Administrative Services
18 North County Street
Waukegan, IL 60087

Stephen Neaman
Lake County Forest Preserve District
1899 West Winchester Rd
Libertyville, IL 60048

Invoice Date: 27-Mar-2015
Due Date: 26-Apr-2015
Customer #: 2017
P.O.#:

Comments:

Description	Quantity	Rate	Amount
H-L-D Administration - Annual Fee	1	1,847.78	1,847.78
Payroll Processing - Annual Fee	1	3,200.35	3,200.35
ERP/BOSS Cost - Annual License	1	18,807.84	18,807.84
IT Services - Annual Cost	1	13,226.00	13,226.00
Use of County Facilities - Board Meeting	10	295.00	2,950.00
Use of County Facilities - Committee Meeting	2	295.00	590.00
911 Dispatch Service - Annual Fee	1	60,000.00	60,000.00
Televised Forest Preserve Meeting - Board Meeting	12	587.513	7,050.16
Contribution to Board Costs/Use of Equipment	1	27,416.86	27,416.86
TOTAL:			135,088.99

Please detach and return this portion with your payment

Department of Finance & Administrative Services
18 North County Street
Waukegan, IL 60087

Customer #: 2017
Customer Name: Lake County Forest Preserve District
Invoice Number: 120007675
Invoice Date: 27-Mar-2015

Amount Enclosed \$

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Make checks payable to **Lake County Treasurer**