



**DATE:** March 6, 2023

**MEMO TO:** Jessica Vealitzek, Chair  
Operations Committee

Gina Roberts, Chair  
Finance Committee

**FROM:** Steve Neaman  
Director of Finance

**RECOMMENDATION:** Recommend approval of an Ordinance amending the Fiscal Year 2023 budget to increase (i) expenses by \$30,000.00, for inventory and consultant services and (ii) revenue by \$25,000.00, for revenue to be received from the District's Native Plant Sale.

**STRATEGIC DIRECTION SUPPORTED:** Communication, Education and Outreach

**FINANCIAL DATA:** The purchase of plants (\$28,500.00) will be charged to account 144338000-643000-42050 Native Plant Operating Supplies and the on-site consultation services (\$1,500.00) will be charged to 14434000-709000-42050 Native Plant Misc. Contractuals. Revenue from the plant sale (estimated to be \$50,000.00) will be deposited to account 14432000-403200-42050 Native Plant Misc. Revenue. The existing Native Plant Sale revenue budget is \$25,000.00. This amendment will bring it to \$50,000.00 in total.

**BACKGROUND:** The operation of the District's Native Plant Sale is being restructured beginning in 2023. The District's multi-year contract with Possibility Place Nursery (PPN) expired in December 2022. Under that contract, PPN provided the plants and most of the logistics for the Annual Native Plant Sale. PPN asked District staff to negotiate new contract terms for 2023, because they lost money under the structure of the prior contract.

The District staff wants to continue using PPN as the District's single plant source and has negotiated an on-site Annual Native Plant Sale contract with PPN, under which PPN will sell plants to the District for the sale and provide a plant expert on-site during the sale to help give advice to customers. However, District staff will handle the on-site logistics of the sale that were previously handled by PPN. As a result, the District will receive 100% of the net profits of the sale that will off-set the expense of the inventory, on-site consultation services and staff time.

As a point of information, District staff has also negotiated a separate contract with PPN to continue the successful online Native Plant Sale, which the District and PPN started during the pandemic.

**REVIEW BY OTHERS:** Director of Education, Chief Operations Officer and Corporate Counsel

STATE OF ILLINOIS     )  
  ) SS  
COUNTY OF LAKE     )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
REGULAR MARCH MEETING  
MARCH 15, 2023**

**MISTER PRESIDENT AND MEMBERS OF THE BOARD OF COMMISSIONERS:**

Your **OPERATIONS COMMITTEE** and **FINANCE COMMITTEE** present herewith “An Ordinance Amending the Fiscal Year 2023 Budget for Revenue and Expenses from the Annual Native Plant Sale” and requests its approval.

**OPERATIONS COMMITTEE:**

Date: \_\_\_\_\_  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_\_  
 Voice Vote Majority Ayes; Nays: \_\_\_\_\_

**FINANCE COMMITTEE:**

Date: \_\_\_\_\_  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_\_  
 Voice Vote Majority Ayes; Nays: \_\_\_\_\_

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

**AN ORDINANCE AMENDING THE FISCAL YEAR 2023 BUDGET FOR REVENUE  
AND EXPENSES FROM THE ANNUAL NATIVE PLANT SALE**

**WHEREAS**, pursuant to the Rules of Order and Operational Procedures of the Lake County Forest Preserve District (the “District”), the Finance Committee is responsible for recommending budget ordinances to the District’s Board of Commissioners; and

**WHEREAS**, on October 11, 2022, the District’s Board of Commissioners, by ordinance, approved the District’s 2023 Fiscal Year Budget (the “2023 Budget”); and

**WHEREAS**, it is in the best interest of the District to amend the 2023 Budget to increase (i) expenses by \$30,000.00 for the purchase of inventory and services for the District’s Annual Native Plant Sale and (ii) revenue by \$25,000.00 for additional expected revenue from the District’s Annual Native Plant Sale;

**NOW, THEREFORE, BE IT ORDAINED** 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 Ordinance by this reference.

**Section 2: Amendment of 2023 Budget.** The Executive Director or his designee is hereby authorized and directed to amend the 2023 Budget by increasing (i) expenses by \$30,000.00 for the purchase of plant inventory (\$28,500.00 in account 144338000-643000-42050 Native Plant Operating Supplies) and for on-site consultation services (\$1,500.00 in account 14434000-709000-42050 Native Plant Misc. Contractuals) and (ii) revenue by \$25,000.00 (in account 14432000-403200-42050 Native Plant Misc. Revenue), all for the District’s Annual Native Plant Sale.

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

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

AYES:

NAYS:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Angelo D. Kyle, President  
Lake County Forest Preserve District

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Secretary

Exhibit No. \_\_\_\_\_