



DATE: March 9, 2023

MEMO TO: 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 (a) \$9,500.00 for replacement projectors in the lobby of the General Offices building and (b) \$24,000.00 for shipping costs for the *Marvelocity* Traveling Exhibition and (ii) revenue by \$24,000.00 for the reimbursement of such shipping costs.

STRATEGIC DIRECTION SUPPORTED: Communication, Education and Outreach

FINANCIAL DATA: The projectors will be charged to account 14104100-805100 Computer Hardware. The shipping expense of the *Marvelocity* Traveling Exhibition will be charged to account 14723800-606000 and the reimbursement funds will be placed in into the 14722000-406000 Shipping Revenue.

BACKGROUND: The two projectors in the lobby of the General Offices building were first installed in 2018 and have reached the end of their useful life. The projectors failed after the 2023 budget was approved and could not be repaired. This amendment will adjust the Education Department budget to reflect both the purchase and installation of the projectors. The cost of the projectors and installation is \$9,500.00. The projectors have an expected life of (5) years. The new projectors will be added to the IT equipment replacement fund for future replacement.

The *Marvelocity* Traveling Exhibition is scheduled to be shipped three times in 2023. The District arranges for the shipping and initially pays the shipping charges. As part of the contract, the venue receiving the exhibition reimburses the District for the shipping charges. Both the expenses and offsetting revenues were left out of the FY2023 because of a misunderstanding in accounting practices when the budget was submitted. This change will increase both the expense and revenue budgets of the General Fund by an equal amount of \$24,000.00.

REVIEW BY OTHERS: Chief Operations Officer, Director of Education, 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 **FINANCE COMMITTEE** presents herewith “An Ordinance Amending the Fiscal Year 2023 Budget for Revenue and Expenses from Replacement Projectors in the General Offices and shipping the *Marvelocity* Traveling Exhibition” and requests its approval.

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 REPLACEMENT PROJECTORS
IN THE GENERAL OFFICES AND
SHIPPING THE *MARVELOCITY* TRAVELING EXHIBITION**

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 (a) \$9,500.00 for replacement projectors in the lobby of the General Offices Building and (b) \$24,000.00 for shipping costs for the *Marvelocity* Traveling Exhibition and (ii) revenue by \$24,000.00 for the reimbursement of such shipping costs;

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 (a) \$9,500.00 (in account 14204100-805100 Computer Hardware) to facilitate the replacement of projectors for the lobby of the General Offices building and (b) \$24,000.00 (in account 14723800-606000 Postage) for shipping costs for the *Marvelocity* Traveling Exhibition and (ii) revenue by \$24,000.00 (in account 14722000-406000 Shipping Revenue) for the reimbursement of such shipping costs.

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. _____