



# Lake County Forest Preserves

General Offices  
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**DATE:** October 2, 2023

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

Paras Parekh, Chair  
Planning Committee

Gina Roberts, Chair  
Finance Committee

**FROM:** Steve Neaman  
Director of Finance

**Agenda Item #** 10.1

**RECOMMENDATION:** Recommend approval of an Ordinance amending the 10-year Capital Improvement Plan (CIP) for the 2024 fiscal year and adopting the Annual Budget for Fiscal Year January 1, 2024 through December 31, 2024 .

**STRATEGIC DIRECTIONS SUPPORTED:** Organizational Sustainability; Leadership; Public Access and Connections; Conservation; Communication, Education and Outreach

**FINANCIAL DATA:** The proposed Fiscal Year 2024 Budget expenditures total \$66,825,199. There is no change in the total dollar amount of the CIP, only a re-allocation of the “Repair Existing Road/Parking” project line and the “Habitat Restoration” project line.

**BACKGROUND:** This proposed budget developed by staff, with guidance from the Board through the previously adopted Budget Development Policy, continues to maintain the Lake County Forest Preserve District’s strong financial position with a balanced operating budget, sound reserves, long-term replacement funds and moderate debt. The proposed budget provides for appropriate ongoing and preventative maintenance, public safety, public access, education and natural resource management for the District’s existing preserves. It provides for an expenditure and revenue plan that meets the requirements of the Illinois Property Tax Extension Limitation Law (Tax Cap). The total proposed budget expenditures are \$66,825,199 which is a decrease of \$23,663,503 (26.2%) from the previous fiscal year’s modified budget. The principal reason for this decrease is a decline in capital project expenses.

Included in the proposed budget is an amendment to the Capital Improvement Plan (CIP) that was adopted by the Board on June 14, 2023. The proposed amendment involves a reallocation of \$50,000 between two capital maintenance lines in the CIP. The amendment would allocate \$50,000 from the Repair Existing Roads/Parking project line to the Habitat Restoration line. Next year, the District plans to remove a number of acres of farmland from farming. This will result in less revenue from farming, which is reflected in the proposed 2024 budget, and will decrease the amount of funding available for habitat restoration. At the same time, to reduce costs, the District has reduced the amount of paved surfaces that it must maintain (and will continue to look at its inventory of paved surfaces). This reduced cost figure has made funding available from the road/parking capital maintenance line of the CIP available for reallocation to restoration projects. The change will not increase or decrease the total amount approved in the CIP, it will only reallocate funding between these two lines and staff recommends its approval.

**REVIEW BY OTHERS:** Executive Director, Chief Operations Officer, Department Directors, Manager of Board Operations and Corporate Counsel.

STATE OF ILLINOIS)  
  ) SS  
COUNTY OF LAKE )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
REGULAR OCTOBER MEETING  
OCTOBER 11, 2023**

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

Your **OPERATIONS COMMITTEE, PLANNING COMMITTEE, and FINANCE COMMITTEE** present herewith “an Ordinance Amending the 10-Year Capital Improvement Plan for Fiscal Year 2024 and Approving the Annual Budget for Fiscal Year 2024 (January 1, 2024 through December 31, 2024)” and request its approval.

**OPERATIONS COMMITTEE:**

Date: 10-2-2023                       Roll Call Vote: Ayes: \_\_\_ Nays: \_\_\_  
 Voice Vote Majority Ayes; Nays: 0

**PLANNING COMMITTEE:**

Date: 10-2-2023                       Roll Call Vote: Ayes: \_\_\_ Nays: \_\_\_  
 Voice Vote Majority Ayes; Nays: 0

**FINANCE COMMITTEE:**

Date: 10-2-2023                       Roll Call Vote: Ayes: \_\_\_ Nays: \_\_\_  
 Voice Vote Majority Ayes; Nays: 0

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

**AN ORDINANCE AMENDING THE 10-YEAR CAPITAL IMPROVEMENT PLAN FOR  
FISCAL YEAR 2024 AND APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR  
2024 (JANUARY 1, 2024 THROUGH DECEMBER 31, 2024)**

**WHEREAS**, the Lake County Forest Preserve District (the "District") Rules of Order and Operational Procedures, adopted December 13, 2022 and amended from time to time, require the District Board of Commissioners to adopt an Annual Budget Ordinance on or before the beginning of each fiscal year; and

**WHEREAS**, at their joint meeting on October 2, 2023, the Finance Committee, Operations Committee, and Planning Committee reviewed and recommended a budget for the District for the 2024 fiscal year, in accordance with a resolution adopted by the Board of Commissioners on June 14, 2023, titled "A Resolution Adopting the Annual Budget Policies and Annual Strategic Action Plan for Fiscal Year Ending December 31, 2024", in the total amount of \$66,825,199;

**WHEREAS**, on June 14, 2023, the District's Board of Commissioners (the "Board"), by resolution, approved the District's 10-Year Capital Improvement Plan for the 2024 Fiscal Year Budget (the "2024 CIP"); and

**WHEREAS**, it is in the best interest of the District to amend the 2024 CIP to reallocate \$50,000 from the Repair Existing Roads/Parking project line to the Habitat Restoration line; and

**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 2024 CIP.** The 2024 CIP is hereby amended to:

- (i) reduce by \$50,000 the amount allocated for Project No. 60009, titled "Repair Existing Roads/Parking," so that the total amount allocated for such Project is \$450,000.00 and
- (ii) increase by \$50,000 the amount allocated for Project No. 60004, titled "Habitat Restoration," so that the total amount allocated for such Project is \$450,000.00.

The Executive Director or his designee is hereby authorized and directed to make any further amendments to the 2024 CIP necessary or appropriate to reflect the amendments provided in this Section.

**Section 3: Approval of Budget.** The "Proposed 2024 Annual Budget," attached to and incorporated in this Ordinance as *Exhibit A* by this reference, containing an estimate of revenues and expenditures of the District for the period January 1, 2024 through December 31, 2024, and including the amendment of the 2024 CIP as set forth in Section 2, is hereby approved and adopted. The following is a summary of such budget.

- I. **Estimated Balances December 31, 2023**  
Estimated combined fund balances for all funds as of December 31, 2023. \$72,676,200
- II. **Estimated Revenue:**

Estimated non-tax revenues .....	\$14,167,114
Estimated tax levy requirements.....	<u>50,979,600</u>
Total Estimated Revenue .....	\$65,146,714

III. Estimated Expenditures:

General Corporate Fund.....	\$24,062,973
Insurance Fund.....	1,554,996
Audit Fund .....	203,918
Land Development Levy Fund .....	7,887,783
Enterprise Fund.....	5,816,101
Development Bond Projects .....	0
Land Preservation Bond Projects.....	0
Capital Facilities Improvement Fund.....	0
Easements and Special Projects .....	12,000
Donation and Grant Fund.....	235,774
Retirement Fund - IMRF/FICA .....	2,564,947
Debt Service Fund.....	22,057,700
Equipment Replacement Fund.....	446,000
Information Technology Replacement Fund .....	221,350
Vehicle Replacement Fund .....	1,245,000
State Forfeiture Fund .....	0
Fort Sheridan Cemetery Fund.....	19,970
Wetlands Management Fund .....	0
Tree Replacement Fund .....	32,387
Land Preparation Fund.....	100,000
Farmland Management Fund.....	<u>364,300</u>
Total Estimated Expenditures .....	\$66,825,199

IV. Estimated Fund Balance December 31, 2024:

Estimated fund balances for all funds as of December 31, 2024.....	\$70,997,715
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**Section 4: 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  
 Lake County Forest Preserve District

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

## **Exhibit A**

[2024 Proposed Annual Budget \(including the 2024 CIP Amendment\)](#)