



LAKE COUNTY FOREST PRESERVES  
www.LCFPD.org

Preservation, Restoration, Education and Recreation

Date: December 6, 2018

Memo To: Bill Durkin, Chair  
Rules Committee

From: Alex Ty Kovach  
Executive Director

Subject: Rules of Order and Operational Procedures 2018-2020

**RECOMMENDATION:** Recommend approval of an Ordinance adopting the Rules of Order and Operational Procedures of the Lake County Forest Preserve District for 2018-2020.

**STRATEGIC DIRECTION SUPPORTED:** Leadership

**FINANCIAL DATA:** No financial impact

**BACKGROUND:** As provided in the Downstate Forest Preserve District Act, the District has the power to adopt rules and regulations consistent with its legislative mandate for the conduct of its business and the management of its property. The District has adopted Rules of Order and Operational Procedures that govern, among other matters, the conduct of Board meetings, the election and appointment of officers, the appointment and authority of standing committees, and the use of District property and funds.

With each Board reorganization, the Rules are reviewed for their content and clarity, and to ensure that the District has the ability to continue to conduct its business in accordance with then current laws and regulations. Attached are staff's recommended revisions to the Rules, including revisions to the Board's committee structure, for review by the Rules Committee and Board of Commissioners.

**REVIEW BY OTHERS:** Corporate Counsel

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF LAKE )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
SPECIAL MEETING  
TUESDAY, DECEMBER 11, 2018**

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

Your **Rules Committee** presents herewith "An Ordinance Adopting Rules of Order and Operational Procedures," and requests its approval.

**RULES COMMITTEE:**

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

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

**AN ORDINANCE ADOPTING RULES OF ORDER AND OPERATIONAL PROCEDURES**

**WHEREAS**, the Lake County Forest Preserve District (the “District”) is authorized by Section 8 of the Downstate Forest Preserve District Act to adopt all necessary ordinances, rules, and regulations for the management of its property and the conduct of its business, 70 ILCS 805/8, and pursuant to such authority the District has adopted Rules of Order and Operational Procedures regarding District Board meetings, committees, finances, property, and other matters; and

**WHEREAS**, on December 3, 2018, the President of the District appointed a Rules Committee for the purpose of reviewing and recommending modifications to the District’s Rule of Order and Operational Procedures; and

**WHEREAS**, the Rules Committee met on December 6, 2016 to review the Rules of Order and Operational Procedures for December 2016 through December 2018 and recommends adoption of this Ordinance, including the Rules of Order and Operational Procedures attached hereto;

**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 a part of this Ordinance by this reference.

**Section 2: Approval of Rules of Order and Operational Procedures.** The Rules of Order and Operational Procedures attached hereto are hereby approved.

**Section 3: Effective Date.** This Ordinance shall be effective upon its passage and approval in the manner provided by law.

PASSED this 11<sup>th</sup> day of December, 2018

AYES:

NAYS:

APPROVED this 11<sup>th</sup> day of December, 2018

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

ATTEST:

\_\_\_\_\_  
Julie Gragnani, Board Secretary  
Lake County Forest Preserve District

Exhibit #\_\_\_\_\_