



LAKE COUNTY FOREST PRESERVES  
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Preservation, Restoration, Education and Recreation

**DATE:** June 24, 2019

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

Terry Wilke, Chair  
Finance Committee

**FROM:** James E. Ballowe  
Director of Facilities

**REQUEST:** Provide policy direction regarding the intergovernmental use of District office space by a Special Task Force Division of the Lake County Sheriff's Department.

**STRATEGIC DIRECTION SUPPORTED:** Organizational Sustainability

**FINANCIAL DATA:** To be determined based on Committee direction.

**BACKGROUND:** The District has been approached by the Lake County Sheriff's Department for the possible use of a quadrant of floor space in the General Offices for one of their Special Task Force Divisions. The Task Force would use the space for administrative and meeting functions. The Sheriff's Department would like the District to build out the quadrant selected and provide secure access that would be used only by the Task Force. The Sheriff's Department plans to attend the June 24 Operations Committee meeting to explain further their proposed use of the space.

**REVIEW BY OTHERS:** Executive Director, Chief Operations Officer, Corporate Counsel.