



Date: December 8, 2022

Memo To: Paras Parekh, Chair  
Rules Committee

From: Alex Ty Kovach  
Executive Director

Subject: Rules of Order and Operational Procedures 2022-2024

**RECOMMENDATION:** Recommend approval of an Ordinance adopting the Rules of Order and Operational Procedures of the Lake County Forest Preserve District for 2022-2024.

**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 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 amended Rules for 2020 through 2022, for review by the Rules Committee and Board of Commissioners. For the Committee's convenience, we have included a clean version of the proposed amended Rules, along with a "redline" showing the changes vs. the current version of the Rules.

**REVIEW BY OTHERS:** Corporate Counsel

STATE OF ILLINOIS )  
   ) SS  
COUNTY OF LAKE    )

**BOARD OF COMMISSIONERS  
LAKE COUNTY FOREST PRESERVE DISTRICT  
SPECIAL MEETING  
TUESDAY, DECEMBER 13, 2022**

**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 adoption.

**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 5, 2022, the President of the District appointed a Rules Committee for the purpose of reviewing and recommending amendments to the District’s Rule of Order and Operational Procedures; and

**WHEREAS**, the Rules Committee met on December 8, 2022 to review the Rules of Order and Operational Procedures for December 2020 through December 2020 and recommended 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 (i) incorporated into this Ordinance as if fully set forth herein and (ii) approved.

**Section 3: Effective Date; Repealer.** This Ordinance shall be effective upon its passage and approval in the manner provided by law. All Rules of Order and Operational Procedures previously approved by the District are hereby repealed.

PASSED this \_\_\_\_ day of December, 2022

AYES:

NAYS:

APPROVED this \_\_\_\_ day of December, 2022

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

ATTEST:

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

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