



AGENDA MEMORANDUM

DATE: October 22, 2024

TO: Forest Preserve District Finance & Administration Committee

FROM: Jennifer Clough, Director of Human Resources
Benjamin Haberthur, Executive Director

SUBJECT: Presentation and Discussion of the Forest Preserve District's Organization Ordinance: Chapter III-Officers of the District: Section C – Compensation of President and Commissioners

PURPOSE:

The purpose of this memorandum is to provide the Committee with information to review and discuss proposed revisions to the District's Organization Ordinance.

BACKGROUND:

At the direction of the Board, staff brought the Organization Ordinance through the Committee process and presented the Full Commission with revisions to the policy document at its meeting in October.

The ordinance was amended to add clarifying language to its policy related to the compensation of commissioners' attendance at committee meetings. The revision confirmed the District's current practice of compensating commissioners who attend meetings remotely, and those who appear in person for meetings that are canceled due to a lack of quorum. In addition, limited modifications were made to the document to correct errors and update records.

When staff presented the revised ordinance to the Full Commission, an additional question was raised regarding the District's longstanding practice of not providing per diem stipend payments for attendance at regularly scheduled Full Commission meetings that immediately precede regularly scheduled Full County Board meetings. The question specifically was whether this practice was in conflict with the language of the Organizational Ordinance. The ordinance was returned to the Committee process for further review.

The Board has the full discretion to consider and establish District policies, including to set the compensation of its members. The attached draft Organizational Ordinance includes the clarifications originally directed by the Committee process in September, as well as further modification to Chapter II, Section C(1-2) to define the District's current practice on the payment of per diem stipends for attendance at regularly scheduled Full Commission meetings.

FINANCIAL IMPACT:

The FY 2024-2025 annual budget includes funds totaling \$9,100.00 in account 01.12.12.4050 for per diem expenses. No other revisions have associated financial implications.

RECOMMENDATION:

Staff recommends the Committee approve the revisions to the Organization Ordinance as presented.

ATTACHMENTS:

Draft Organization Ordinance