

**MCHEMRY COUNTY CONSERVATION DISTRICT  
ORDINANCE #17-935**

**AN ORDINANCE AMENDING THE ADMINISTRATIVE POLICY SECTION 100, 200 AND 400  
AND CREATING THE COMPREHENSIVE ADMINISTRATIVE POLICY & PROCEDURAL  
MANUAL BEGINNING WITH CHAPTERS 1 THROUGH 5  
AS PRESENTED JUNE 22, 2017**

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**WHEREAS**, under section 12 of the Conservation District Act, 70 ILCS 410/12 (West, 2000)(The “Act”), a district is authorized and empowered “To adopt by-laws, adopt and use a common seal, to enter into contracts, acquire and hold real and personal estate and take such other actions as may be necessary for the proper conduct of its affairs”; and

**WHEREAS**, the District is authorized “to make and publish all ordinances, rules, and regulations necessary for the management and protection of its property and the conduct of its affairs”; and

**WHEREAS**, the District has determined that it is reasonable, necessary and desirable to set forth policies to clarify the organization and administration of the District; and

**WHEREAS**, the District had previously created Policy 100.00 through 900.00 on various dates beginning December, 1989 and revised by ordinance at various times prior to June 1, 2017; and

**WHEREAS**, the District has found it reasonable, necessary and desirable to amend this policy to incorporate changes to comply with changes to the laws of the State of Illinois and best management practices.

**NOW, THEREFORE**, be it resolved by the President and the Board of Trustees of the McHenry County Conservation District that the District Administrative Policy Section 100, 200 and 400 be deleted and replaced with Chapters 1 through 5 of the Comprehensive Administrative Policy & Procedural Manual.

**FURTHERMORE**, be it ordained that the Secretary for the District and the Executive Director are hereby authorized and directed to prepare and place on file the revised Comprehensive Administrative Policy & Procedural Manual Chapters 1 through 5.


**PASSED AND APPROVED** by the President Pro Tempore and Board of Trustees of the McHenry County Conservation District the 22nd day of June, 2017.

Ayes: 5

Nays: 0

Absent: 1

Abstain: 0

Approved:   
STEVE BARRETT, PRESIDENT PRO TEMPORE  
BOARD OF TRUSTEES

Attest:   
DAVID KRANZ, SECRETARY  
BOARD OF TRUSTEES