



EXECUTIVE ORDER 2020-4

Issued by

**TONI PRECKWINKLE, PRESIDENT,
FOREST PRESERVE DISTRICT OF COOK COUNTY BOARD OF COMMISSIONERS**

Cook County, Illinois

March 20, 2020

WHEREAS, pursuant to the Cook County Code of Ordinances, Sections 26-36 and the Illinois Emergency Management Agency Act, 20 ILCS 3305/11, on March 10, 2020, County Board President Toni Preckwinkle found that the circumstances surrounding COVID-19 constitute a public health emergency and issued a proclamation of disaster for Cook County; and

WHEREAS, in accordance with Illinois law, on March 16, 2020, the Cook County Board of Commissioners through Resolution 20-2195, extended the March 10, 2020 Proclamation of Disaster through May 31, 2020; and

WHEREAS, the Forest Preserve District of Cook County (“Forest Preserve District”) is covered under Cook County’s Emergency Operations Plan as a result of the Proclamation of Disaster; and

WHEREAS, the March 16, 2020 Resolution 20-2195 further recognized and supported the issuance of Executive Orders by the President to account for the continuity of operations, institute necessary closures and implement any rules or regulations that may benefit Cook County workforce and residents during this extended Proclamation of Disaster; and

WHEREAS, Executive Order 2020-3 provided for the continued operation of essential functions of Forest Preserve District government while protecting the public and the Forest Preserve District employee population through a reduction of the footprint on-site in Forest Preserve District buildings; and

WHEREAS, in order to reduce the on-site footprint and implement social distancing standards, Forest Preserve District Board and Committee meetings as well as Conservation and Policy Council meetings have been cancelled for the month of March, 2020; and

WHEREAS, while the above noted meetings are cancelled in March, 2020, it is necessary to grant limited authority to officials in Forest Preserve District government to ensure the continuity of government functions.

NOW THEREFORE, by virtue of the authority vested in me by the Constitution of the State of Illinois, the laws of the State of Illinois, the Ordinances of Cook County and the Forest Preserve District and the March 10, 2020 Proclamation of Disaster, that was extended by the Board of Commissioners through May 31, 2020 on March 16, 2020,

I, TONI PRECKWINKLE, President of the Forest Preserve District of Cook County, **DO HEREBY ORDER**, as follows:

1. Procurement Authority.

The Forest Preserve District of Cook County Board of Commissioners approval shall not be required to approve procurements, contracts or contract amendments for procurements or expenditures that would otherwise require the advance approval of the Board of Commissioners in accordance with Section 1-8-2 (Contracts and Purchases) of the Forest Preserve District's Code of Ordinances.

Subject to the limitations provided in this Section 1, effective March 20, 2020 through May 1, 2020, the General Superintendent or designee of the General Superintendent shall have the authority to approve all essential Forest Preserve District procurements and approve and execute Forest Preserve District contracts and contract amendments. To the extent possible, contract extensions shall be limited to a 90-day extension.

Prior to applicable General Superintendent approval, such procurements, contracts and contract amendments must first require the written concurrence of the Chief Financial Officer, the Comptroller and the department head of the using department. Concurrence will be required to review the essential nature of the procurement and determine budgetary authority. Non-essential procurements may be suspended with the written approval of the General Superintendent and Chief Financial Officer or their respective designees.

The Chief Financial Officer shall issue a report on all procurements, contracts or contract amendments processed under this authority on the 15th of each month to the Forest Preserve District Board of Commissioners.

2. Grant Authorization.

Through May 1, 2020, the Chief Financial Officer is authorized to apply for and accept grants on behalf of the Forest Preserve District that may otherwise require the pre-approval of the Forest Preserve District Board of Commissioners. Matching grants will also require the written concurrence of the Forest Preserve District's Chief Financial Officer ("CFO") or the CFO's designee.

The CFO shall issue a report on any such grants on the 15th of each month to the Forest Preserve District Board of Commissioners.

3. Invoice Payment and Processing.

The CFO or CFO's designee shall continue to be granted the authority to process and pay invoices; effective March 20, 2020, court ordered payments, workers compensation claim payments, invoices and settlements that may require the pre-approval of the Finance Committee or Finance Subcommittee of the Forest Preserve District Board of Commissioners may be paid by the CFO or CFO's designee without the advance approval of the Finance Committee or Finance Subcommittee.

The CFO shall issue a report on any such payments processed pursuant to the authority granted herein on the 15th of each month to the Forest Preserve District Board of Commissioners.

BE IT FURTHER ORDERED, that, this order shall take effect upon its execution and filing with the Secretary of the Board and that immediate notice of this order be delivered by the Secretary to the Board to the seventeen members of the Forest Preserve District Board of Commissioners and General Superintendent.



Toni Preckwinkle
President

Dated: March 20, 2020

ATTEST:



Matthew B. DeLeon
Board Secretary

Received and Filed: March 20, 2020