



BOARD OF COMMISSIONERS

Regular November Meeting

1899 West Winchester Road, First Floor Meeting Room, Libertyville, Illinois

Wednesday, November 13, 2024

9:00 a.m.

Join Meeting on Zoom:

<https://us02web.zoom.us/j/81893928847?pwd=W6T1Xy56NgZK3ZDoLWvFZC16imDGaZ.1>

Meeting ID: 818 9392 8847

Passcode: 121563

Join via Phone:

One tap mobile +13126266799,,81893928847# US (Chicago)

Dial by your location +1 312 626 6799 US (Chicago)

Additional instructions attached

AGENDA

- 1.0 Call to Order**
- 2.0 Roll Call of Commissioners**
- 3.0 Moment of Silence**
- 4.0 Pledge of Allegiance**
- 5.0 Addenda to Agenda**
- 6.0 Public Comment** (matters not on agenda; one 3-minute comment per person)
- 7.0 President's Report, Special Recognition, and Committee Appointments**
- 8.0 Unfinished Business**
- 9.0 New Business - Consent Agenda**
 - 9.1 Approve Minutes: October 9, 2024 open and closed session
 - 9.2 [Approve a Resolution Approving a License, SaaS \(Software as a Service\), and Related Services Agreement for Bid and Contract Management and eProcurement Module Additions](#) to Financial Software to Tyler Technologies, Inc., MUNIS Division, in the Contract Price of \$69,751.00.
 - 9.3 [Approve a Resolution Awarding a Contract for Tree Removals along the Des Plaines River Corridor](#) to Evergreen Solution USA, Inc., in the Contract Price of \$106,500.00.
 - 9.4 [Approve a Resolution Awarding a Contract for Small Invasive Tree and Shrub Control Program](#) at Multiple Preserves to Integrated Lakes Management, Inc., in the Contract Price of \$414,400.00.

10.0 New Business - Reports of Standing and Special Committees:

- **Finance Committee:**

- 10.1 [Approve an Ordinance Amending Personnel Policy 2.1 - Equal Employment Opportunity and Personnel Policy 8.7 - Harassment.](#)
- 10.2 [Approve an Ordinance Adding Personnel Policy 8.15 – Use of Artificial Intelligence-Driven Tools.](#)
- 10.3 [Approve an Ordinance Amending the Policy for Reimbursement of Travel, Meal, and Lodging Expenses.](#)

- **Operations Committee:**

- 10.4 [Approve a Resolution Awarding Contracts for the Purchase and Delivery of Gasoline and Diesel Fuel](#) to Petroleum Traders Corporation and JT Barrier, LLC.

- **Planning Committee:**

- 10.5 [Approve a Resolution Awarding a Contract for Hydrologic Analysis and Design Services](#) for Multiple Preserves to Hey and Associates, Inc., in the Contract Price of \$120,600.00.
- 10.6 [Approve a Resolution Approving an Intergovernmental Agreement with the Lake County Stormwater Management Commission](#) for a Water Quality and Compensatory Storage Project at Rollins Savanna Forest Preserve.
- 10.7 [Approve a Resolution to Purchase an approximately 9.4-acre Property in Deer Park known as the Bowers Property](#) for \$725,000.00 as an Addition to Cuba Marsh Forest Preserve.

11.0 Petitions and Correspondence

12.0 Miscellaneous Business

13.0 Closed Session

14.0 Potential Action following Closed Session

15.0 Adjournment

The Lake County Forest Preserve District (the “District”) is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact ADA Coordinator, Mary Kann (847) 968-3214 promptly to allow the District to make reasonable accommodations for those persons.

Instructions for attending Lake County Forest Preserve District Board and Committee meetings via video and/or audio access

The audio/visual platform for attending the meetings will be Zoom. Zoom allows you to attend remotely from either a computer, telephone or iPad. Please note that by joining this meeting by video or audio conference, your name or phone number may be visible (in whole or in part) to others participating in the meeting.

1. You will have three options as follows:
 - a. Attend by computer/laptop: This option will allow you to participate by video and audio. To connect this way, click on the URL address for the Zoom meeting provided on the meeting agenda titled “Join meeting on Zoom”. You can also type or paste that address into your web browser. If you are a first time user of Zoom, you will need to download the Zoom Application. When you click on the URL it should take you straight to the meeting. If you are asked for the Meeting ID, it is the nine-digit number found on the meeting agenda under the URL address. If you are asked for a password, type in the password. You will get a prompt asking you if you want to turn on the Video and another prompt asking you if you want to turn on the Audio. You should turn on both.
 - b. Attend by telephone: This option will allow you to participate only by audio. To connect this way, dial the number for the Zoom meeting provided on the meeting agenda under the URL address. If you have a smartphone, you can join by dialing the “one tap mobile” number, in which case you will not need to enter the Meeting ID. If you are calling from a landline, after dialing the phone number, when prompted you must enter the nine-digit Meeting ID provided on the meeting agenda.
 - c. Attend from iPad: Download the Zoom for Cloud app from the iTunes store. Once installed, select Join Meeting. Input the Meeting ID and Type your participant name. Click Join. Enable iPad Audio and Video. When you first begin you will show Presenter Screen (a single viewer – whomever is speaking. To change to Gallery View. Touch the screen and select Gallery View on the left side of the screen. To view the Participants list, select Participants at the top right of the screen.
2. All meeting attendees on Zoom will be muted when the meeting is called to order. If you are attending via computer, you will be able to pull up a tool bar at the bottom of your screen by dragging your cursor to the bottom. There you will see the controls. The mute button is on the far left. Please keep your computer or phone connection muted, unless you are speaking.
3. Public comment will be allowed. If you desire to speak on a matter not on the agenda, you will have an opportunity to do so near the beginning of the meeting. If you desire to speak on a matter on the agenda, you will have an opportunity to do so when that matter is discussed. When it is your turn to speak you will be unmuted by the host to speak. Here is how you will be given an opportunity to speak:
 - a. Computer attendees: If you desire to speak on an item, please raise your hand. This can be done by either physically raising your hand if you are on video or by clicking on the “raise your hand” tool provided by Zoom. To click on “raise your hand” you will need to have the participants list on the right of your screen. You can activate the participant list by pulling up your tool bar and clicking on it. Then, you will see a “raise your hand” option at the bottom of the participant list.
 - b. Phone attendees: If you desire to speak on an item, please press *9 on your phone and then the Committee Chair or Board President will see you have your hand up.

The public comment portions of Committee and Board meetings are not “question and answer” sessions and are limited in time, so that the Committees and Board can proceed with the business items on their agendas. As such, if your public comment includes a question, you might not receive an answer to your question immediately. If you would like follow-up contact from your District Commissioner or a staff member, please provide us with your contact information through our website at www.LCFPD.org/contact and the appropriate person will contact you regarding your question or other public comment topic.