

**Notice and Agenda for Special Meeting**  
**Lake County Forest Preserve District**  
**Rules Committee**

Lake County Forest Preserves General Offices  
1899 West Winchester Road, Libertyville, Illinois  
Friday, December 6, 2024  
9:00 a.m.

**AGENDA**

Join Zoom Meeting

<https://us02web.zoom.us/j/86488164117?pwd=CNZi7KdN4pgKe8Pvd7cXuDvAFI6m0w.1>

Meeting ID: 864 8816 4117

Passcode: 876580

One tap mobile +13126266799,,86488164117# US (Chicago)

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

Zoom instructions are attached.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Addenda to the Agenda
5. Public Comment
6. [Review Modifications to the Rules of Order and Operational Procedures](#) of the Lake County Forest Preserve District for 2024-2026.
7. [Recommend approval of an Ordinance adopting the Rules of Order and Operational Procedures](#) of the Lake County Forest Preserve District for 2024-2026.
8. Adjourn

The Lake County Forest Preserve 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, Ms. Mary Kann, at (847) 968-3214 promptly to allow the District to make reasonable accommodations.

## **Instructions for attending Meeting 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.

You will have three options as follows (you must have the Zoom application loaded on your device):

- a. On computer/laptop: Click on the URL address for the Zoom meeting provided on the meeting agenda titled “Join Zoom Meeting”. You can also paste the URL into your web browser. Clicking on the URL 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. .
- b. By phone: This option will allow you to participate only by audio unless you are using a smartphone. To connect, dial the number for the Zoom meeting provided on the meeting agenda under the URL address. With a smartphone, 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. With an iPad/tablet: Using the Zoom for Cloud app, 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.

All meeting attendees on Zoom will be muted when the meeting is called to order. If you are attending via computer, there is a tool bar at the bottom of your screen; drag the cursor to the bottom to see the controls. The mute button is on the far left. Please keep your computer or phone connection muted, unless you are speaking.

Public comment will be allowed and is limited to 3 minutes per speaker. 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 regarding a matter on the agenda, you will have an opportunity when that matter is discussed. When it is your turn to speak you will be unmuted by the host to speak.

- a. Computer attendees: Click 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. Zoom will activate a raised hand icon and wait for the meeting chair to recognize you to speak.

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](http://www.LCFPD.org/contact) and the appropriate person will contact you regarding your question or other public comment topic.