



Board of Commissioners / General Session Minutes

July 14, 2021 / 6:30 p.m.

1. Call meeting to order / Roll Call / Pledge of Allegiance

- President Carlson calls the meeting to order at 6:30 p.m.
- Roll Call: President Carlson (Present), Vice President Miller (Absent), Commissioner Castro (Present), Commissioner Nichols (Present), Commissioner Baker (Present)
- President Carlson asked Steve Carlson to lead the Pledge of Allegiance.

2. Approve the Agenda

Commissioner Baker makes a motion to approve the agenda, seconded by Commissioner Nichols. Motion carried.

3. President's Report (President Carlson)

- President Carlson's report consisted of information for the new Commissioners of the history of our project at Grandwood Lake Dam, the items that need maintenance on the dam, recent acts of vandalism, need for security cameras, and discussed duties and expectations for each new Commissioner on their areas of responsibility.
- Approve expense for rip rap in Lake Park surrounding dam: submitted proposals for rip rap and installation reviewed. Discussion. Commissioner Nichols makes a motion to approve the Campanella quote of \$9420. Discussion. Motion seconded by Commissioner Baker. Motion carried.
- Approve expense for epoxy crack injection repairs in spillway: submitted proposals reviewed. Discussion. Commissioner Nichols makes a motion to approve the proposal from Cornerstone Restoration for \$8260, seconded by Commissioner Castro. Motion carried.
- Approve expense for electrical repairs in Lake Park (damage from fire and a light that is out): Discussion. Commissioner Castro makes a motion to approve the expense for electrical repairs of \$3150 by Winston Electric, seconded by President Carlson. Motion carried. Commissioner Nichols makes a motion to approve the quote of \$650 from Winston Electric to replace the light on the flag pole at Hutchins Athletic Field, seconded by President Carlson. Motion carried.
- Internet/security camera update/approval: submitted proposals reviewed and discussed. Commissioner Baker makes a motion to approve the Sonic Low Voltage quote at an amount not to exceed \$5000 for security cameras at Lake Park only, seconded by Commissioner Nichols. Motion carried. Commissioner Baker makes a motion to approve internet at Lake Park from Comcast at an amount not to exceed \$200 per month for a 24-month contract, seconded by Commissioner Castro. Motion carried.

- Appoint Auditing Officer (for whistleblower claims): Discussion. Commissioner Nichols makes a motion to appoint Commissioner Miller as Auditing Officer, seconded by Commissioner Baker. Motion carried.

4. Public Comment
None

5. Grandwood Park Civic Association (Darleen Gano)

No one present. Commissioner Nichols reported that they would like to make an announcement at Music by the Lake regarding Oktoberfest. President Carlson stated that all events in the community are a combined effort and GPCA is always welcomed to make announcements, or have a membership table at all events.

6. Meeting Minutes

Commissioner Nichols makes a motion to accept the June 2, 2021 special session minutes, seconded by Commissioner Baker. Motion carried. Commissioner Nichols makes a motion to accept the June 9, 2021 general session minutes, seconded by Commissioner Baker. Motion carried.

7. State / County Officials / WSRA

President Carlson reported that WSRA has appointed a new Executive Director. Discussion followed on the role of WSRA in the community.

8. Treasurer's Report (Kathy Atkins)

Treasurer's Report: Kathy presents a brief recap of the financial reports. Commissioner Nichols makes a motion to accept the treasurer's report, pending audit, for June 2021, seconded by Commissioner Baker. Motion carried.

9. Parks & Grounds (Vice President Miller)

- Monthly Report – in Vice President Miller's absence, Leslie Cassidy reported: trash, litter, and flag duties are on-going, July 9th staff meeting with grounds crew, update on fence at Hutchins Athletic Field, update on sign at Unity Park, trash receptacle needed at Unity Park before picnic tables can be placed there, and a tree came down behind the community center and will be removed.
- Approve expense for trash receptacle in Unity Park: discussion. Commissioner Nichols makes a motion to approve the purchase of a trash receptacle in Unity Park, seconded by Commissioner Castro. Motion carried.
- Approve expense for John Deere parts: telephone quotes submitted to board discussed. Commissioner Nichols makes a motion to approve the purchase of parts from Buck Brothers in Libertyville, seconded by Commissioner Castro. Motion carried.

10. Building & Maintenance (Commissioner Castro)

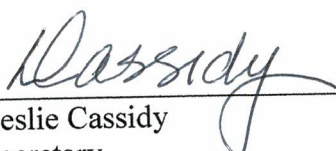
Monthly Report – exterminator called in to handle an ant problem.

11. Community Engagement, Special Events, & GPCA

- Monthly Report – Commissioner Nichols reported on recent GPCA Oktoberfest planning meeting and their regular monthly meeting which was more Oktoberfest planning, update by President Carlson on walking path map, and Music by the Lake. Adopt-a-Highway event was held on July 11th and was very successful – a lot of trash was picked up.

12. **Rentals, Programs, & Marketing (Commissioner Baker)**
- Monthly Report –working on signing bands for Music by the Lake, and updates on taekwondo, yoga, scrapbook crops and rentals.
 - Music by the Lake – approve expenses for bands: Commissioner Nichols makes a motion to approve the expense to hire bands at a total cost not to exceed \$1,600, seconded by Commissioner Baker. Motion carried.
13. **Grandwood Park Website / Newsletter (Leslie Cassidy)**
- Website Status Report –June 2021
14. **Land Improvements - 36622 N. Hutchins Rd. Property (Kathy Atkins)**
No report at this time
15. **Facilities Expansion Planning Committee**
President Carlson provided an update on the completion of the walking path map that will be used in the tri-fold, and reported on the progress for the fliers, and painting of symbols on sidewalks.
16. **Old Business**
None
17. **New Business**
- Review of executive session minutes – PD Manager recommendation: all executive session minutes were reviewed by the Manager, and none were recommended for release. Commissioner Nichols makes a motion to follow the recommendation of the Manager, seconded by Commissioner Castro. Motion carried.
 - Approve changes to the Board Policy Manual-Purchasing Policy: change to allow PD Manager to schedule repairs that are required to continue normal operations, or constitute a safety issue, and clarification of quotes needed under "Process for getting a detailed estimate". Commissioner Nichols makes a motion to approve the changes, seconded by Commissioner Castro. Motion carried.
18. **Executive Session**
None
19. **Adjournment**
Commissioner Nichols makes a motion at 9:04 pm to adjourn the meeting, seconded by Commissioner Baker. Motion carried.

Respectfully submitted,



Leslie Cassidy
Secretary



Nancy Carlson
President, Board of Commissioners