



Board of Commissioners / General Session Minutes

May 10, 2023 / 6:40 p.m.

1. **Call meeting to order / Roll Call / Pledge of Allegiance**
 - President Carlson calls the meeting to order at 6:40 p.m.
 - Roll Call: President Carlson (Present), Vice President Castro (Present), Commissioner Nichols (Present), Commissioner Baker (Present), Commissioner S. Carlson (Present)
 - President Carlson asked Commissioner Baker to lead the Pledge of Allegiance.

2. **President's Report – Administration & Government Reporting (President Carlson)**

Report consisted of following topics: installation of walking path signs completed, Budget & Appropriations Ordinance filed with County Clerk, received our official inventory list of park district records from State's Attorneys office, and President Carlson will work on sidewalk markings for walking paths throughout community.

3. **Public Comment**

Chris Morehead: due to the continuing issues with renters not staying within the rules, Mr. Morehead stated he has no incentive to agree to any type of agreement with the park district. Documentation of the recent incident of someone driving across his lawn, presumably a renter, has been documented with his lawyer, and until things change sufficiently to his satisfaction, any further negotiations of the contract between him and the park district are off the table.

4. **Meeting Minutes (Leslie Cassidy)**

President Carlson calls for a motion to accept the April 12, 2023, special session minutes. So moved by Commissioner Baker, seconded by Commissioner S. Carlson. Motion carried.

President Carlson calls for a motion to accept the April 12, 2023, general session minutes. So moved by Commissioner S. Carlson, seconded by Commissioner Baker. Motion carried.

5. **State / County Officials / WSRA**

None

6. **Treasurer's Report (Kathy Atkins)**

Treasurer's Report presented to the Board. President Carlson calls for a motion accept the treasurer's report, pending audit, for April 2023. So moved by Commissioner Baker, seconded by Commissioner S. Carlson. Motion carried.

- 7. Parks & Grounds (Vice President Castro)**

Report consisted of following topics: tree maintenance is needed in The Shires, Adam's Park and behind the community center, looking for a part-time grounds employee, portable toilet will be placed in Lake Park before Music by the Lake begins, and the Kubota will need regular maintenance.
- 8. Building & Maintenance (Commissioner Nichols)**

Report consisted of following topics: lighting upgrade at community center completed, information regarding the cameras that will be installed at the pole barn given to the Board, update of cleaning being done in the pole barn.
- 9. Community Engagement, Special Events, & GPCA (Commissioner S. Carlson)**

Report consisted of following topics: upcoming events – Adopt a Highway planned for May 20, Touch a Truck scheduled for June 2nd, Food Truck Nights, Blood Drive scheduled for June 28, Fall Fest scheduled for September 9th.
- 10. Rentals, Programs, & Marketing (Commissioner Baker)**

Report consisted of following topics: May rentals scheduled, and issues with the May 6th rental.
- 11. Grandwood Park Website / Newsletter (Leslie Cassidy)**
 - Website Status Report – April 2023. Discussion on what type of information would be useful in the reports.
- 12. Land Improvements - 36622 N. Hutchins Rd. Property (Kathy Atkins)**

President Carlson and Commissioner Nichols have a meeting scheduled for May 11th with Lake County to discuss parking lot project and next steps.
- 13. Facilities Expansion Planning Committee (President Carlson)**

Walking path discussion regarding the path across Grand Avenue that we would like to attach to, however a crosswalk across Grand Avenue is needed. Commissioner S. Carlson will send a letter to Joyce Mason, and copy Carissa Casbon requesting assistance.
- 14. Old Business**
 - Proposals for a fence right outside the side door of the community center discussed. Decision made not to go forward with the fence.
 - Review/approve expense of postcard mailing to residents discussed. Commissioner Nichols makes a motion to go ahead with the printing and mailing of the postcard at a cost not to exceed \$750, seconded by President Carlson. Motion carried.
- 15. New Business**
 - Jerry Baker leaves his seat to join the audience, as his term is officially ended.
 - Oath of Office administered to David Nichols, Steve Carlson
 - Appointment of President: Commissioner Nichols nominates Nancy Carlson for the position of President, seconded by Commissioner S. Carlson. Vice President Castro nominates himself for the position of President, no second – motion fails. President Carlson calls for a vote on the motion to appoint Nancy Carlson as President. After many outbursts throughout the meeting by Vice President Castro, President Carlson advised him that he is being inappropriate, and she would have to ask him to leave the meeting if

he cannot follow protocol. President Carlson again calls for a vote on the motion to appoint Nancy Carlson as President. Commissioners Nichols, Baker, and S. Carlson vote aye, Vice President Castro votes against. Motion carries.

- Appointment of Vice President: President Carlson nominates Commissioner Nichols for the position of Vice President. Angel Castro leaves the meeting at this time – stating he will be back next month. President Carlson calls for a vote on the nomination of Commissioner Nichols as Vice President. Commissioners Nichols and S. Carlson, and President Carlson vote aye. Motion carried.
- Discussion regarding re-appointing Jerry Baker as a commissioner until someone can be found to be appointed to the Board. Jerry agrees. Vice President Nichols makes a motion to appoint Jerry Baker as a commissioner, seconded by Commissioner S. Carlson. Motion carried. Oath of Office will be taken at the June meeting.
- Determine Areas of Responsibility for each Commissioner
 - Admin & Gov't Reporting – President Carlson
 - Parks & Grounds – Vice President Nichols in the absence of Commissioner Castro
 - Building & Maintenance – Vice President Nichols
 - Rentals, Programs, & Marketing – will be assigned to Jerry Baker when he is sworn in at the June meeting.
 - Community Engagement, Special Events – Commissioner S. Carlson
- Appointment of Legal Counsel – Ancel Glink
- Appointment of Secretary / Treasurer back-up – Leslie Cassidy
- Appointment of Treasurer / Secretary back-up – Michelle Rieber
- Determination of Park District Meeting Dates/Times for FY2023 – second Wednesday of each month, held in the community center conference room at 6:30pm

Vice President Nichols makes a motion to approve all the decisions of the Board under item #15 of this agenda, seconded by Commissioner S. Carlson. Motion carried.

- Appointment of Efficiency Committee members (min. 2 residents): No residents have come forward volunteering to be on this committee. Topic/Decision will be deferred to the June 14th meeting.

16. Executive Session

President Carlson calls for a motion to enter executive session for the purpose of discussing employee compensation – exemption 5 ILCS 120/2 (c)(1) of the Open Meetings Act. So moved by Vice President Nichols at 8:04pm, seconded by Commissioner S. Carlson. Roll call: President Carlson – aye, Vice President Nichols – aye, Commissioner S. Carlson – aye. Motion carries.

General Session resumes at 8:09 pm.

17. Items from Executive Session to be voted on:

President Carlson calls for a motion to approve the employee compensation as discussed and agreed upon in executive session. So moved by Vice President Nichols, seconded by Commissioner S. Carlson. Roll call: President Carlson – aye, Vice President Nichols – aye, Commissioner S. Carlson – aye. Motion carries.

18. Adjournment

President Carlson calls for a motion to adjourn the meeting. So moved by Commissioner S. Carlson at 8:12 p.m., seconded by Vice President Nichols. Motion carried.

Respectfully submitted,

Leslie Cassidy
Secretary

Nancy Carlson
President, Board of Commissioners