

**Wildwood Park District
Regular Board Meeting
Rule House 33325 N. Sears Boulevard Wildwood, IL 60030
April 17th, 2023, at 7:00pm**

Minutes

- I. Call to Order:** The meeting was called to order at 7:01pm. The Pledge of Allegiance was recited.
- II. Roll Call:**
Present: Commissioners Becky Jante, Matt Brueck, Frank Bruno, Dan Corrigan, Anna Nelson.
Absent: None
- Park District Staff Present:** Brandon Magnini, Park Dist. Manager; Katherine Atkins, Accountant,
- III. Approval of Consent Agenda – Regular Board Meeting – Monday, April 17th, 2023**
Commissioner Jante entertained a motion to approve the Consent Agenda of the Regular Board Meeting of Monday, April 17th, 2023. So moved, Commissioner Corrigan. Seconded, Commissioner Brueck. All in favor, motion carries. All in favor, motion carried.
- IV. Approval of Minutes**
A. Minutes of the Regular Board Meeting - Wednesday, March 22nd, 2023
Commissioner Jante entertained a motion to approve the Minutes of the Regular Board Meeting of Wednesday, March 22nd, 2023. So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. All in favor, motion carries.
- V. Matters From the Public**
-No Public Comment
- VI. Financial Report**
The Financial Report was read. Discussion. Commissioner Jante entertained a motion to accept the Financial Report. So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. Roll Call: Commissioner Bruno, aye, Commissioner Brueck, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.
- VII. WSRA**
Commissioner Nelson stated the WSRA Board Meeting will next take place May 8th at 3:30pm. The Shining Star event was a nice fundraiser event for WSRA.
- VIII. GLCC**
-Commissioner Brueck stated the Carp Derby will be June 10th. A May meeting is anticipated, and the GLCC will discuss bio-mapping and lake weed treatment. Treatment is expected the Monday or Tuesday before Memorial Day Weekend. Discussion.
- IX. Valley Lake Report**
-Maintenance Staff were working on an electrical issue with the Valley Lake aerator compressors. It should be a minor fix and the compressors are expected to be up and fully running as soon as possible. Beneficial Bacteria for in-house treatment will be purchased in early May for a May treatment.

X. Staff Reports

A. Recreation/Administration

The Recreation/Administration Report was read. Discussion.

B. Maintenance

The Maintenance Report was read. Discussion.

C. Marketing/Promotions

The Marketing/Promotions Report was read. Discussion. Park District Manager Magnini shared the new Capital Planning and Projects (draft) page for the Wildwood Park District website to the Board. Discussion. The Board commented positively on the design of the page and the breakdown of each park and what projects have taken place/will take place along with the fillable maintenance request form.

XI. Unfinished Business

A. Valley Lake Stormwater Improvements DCEO/SMC Intergovernmental Agreement (IGA) Review and Discussion

Park District Manager Magnini and President Jante reiterated with the Board that the Park District portion of the project for Valley South is still projected for late August to minimize impact to recreational programs and recreational use of Valley Lake during peak Summer season. The Park District is still waiting on the final draft of the engineering plans to be finalized as well as the final draft of the intergovernmental agreement (IGA) to sign with Lake County DOT. Discussion.

B. Budget Reallocation

Discussion. Kathy Atkins asked the Board to keep this item on the Agenda for the May Regular Meeting.

XII. New Business

A. Rule House Offices and Lobby Flooring Replacement Proposals Review

Park District Manager Magnini presented to the Board three quotes for carpet replacement and LVT flooring replacement for the Rule House office spaces and lobby entry area. Floor Décor of Lake County came in at \$3,597.00, Carpets in the Park came in at \$6,428.00, and Empire came in at \$6,774.40. Discussion. Park District Manager Magnini recommended going with Floor Décor of Lake County. He will make calls to the Gurnee Park District (who had work done with Floor Décor) to check work quality references. Commissioner Jante entertained a motion to approve an up to amount of \$6,500.00 for the Rule House Offices and Lobby Flooring Replacement Proposal. So moved, Commissioner Corrigan. Seconded, Commissioner Bruno. Roll Call: Commissioner Bruno, aye, Commissioner Brueck, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

B. Approval of Amendment to Policy and Procedure Manual for Park District Manager Execution of Recurring Yearly Contracts

Park District Manager Magnini presented to the Board amended language to the Wildwood Park District Policy and Procedure Manual to approve the Park District Manager having the authority to approve the execution of contracts that are considering a yearly recurring District service or expense in excess of \$1,000 (i.e., seasonal brochure production and printing, lifeguard services, temporary pier installation and removal services, port o let seasonal contracts, etc.) with the caveat that no contract presented by the contractor that is valued at more than a 5% overall price increase from the previous fiscal year's or season's contract shall be approved until the Board can hold an official vote for approval at a Public Meeting.

Commissioner Jante entertain a motion to approve the Amendment to the Policy and Procedure Manual for the Park District Manager's power to sign/approve budgeted yearly recurring contracts/services at or above \$1,000.00 (requiring Board Approval if new quotes are 5% higher than previous fiscal year) as presented under Appendix B "Purchasing Policy". So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. Roll Call: Commissioner Bruno, aye, Commissioner Brueck, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

XIII. Other Business

-Commissioner Nelson discussed the consideration of another Commissioner taking over the Treasurer role on the Board of Commissioners for the Wildwood Park District – up for discussion when the Nomination of Officers would take place during the May Regular Board Meeting on Monday, May 15th, 2023. Discussion.

-Commissioner Brueck asked the Park District to continue looking into the possibility of permanent piers at Sunset Park to help minimize the cost (estimated at \$5,500 per year for two seasonal services of install/removal) of the temporary piers currently in place. Discussion.

-Commissioner Jante discussed the possibilities for granite/stone for shoreline maintenance around Pebble Beach Park. Discussion. Commissioner Jante asked the Board to consider creating a "Pebble Beach Park Restoration Committee" as a Committee of the Board to address several planning improvements around Pebble Beach Park such as shoreline maintenance, regrading and possible additional gravel path, small fishing pier replacement, and more. Discussion.

-Park District Manager Magnini shared with the Board the upcoming requirement and procedures to form the Decennial Committee on Local Government Efficiency. Discussion.

XIV. Matters from the Public

- No further matters from the Public.

XV. Executive Session

-The Board did not move into Executive Session.

XVI. Adjournment

Commissioner Brueck moved to adjourn the Regular Board Meeting of Monday, April 17th, 2023, at 8:40pm. Commissioner Nelson seconded the motion. All in favor, motion carried. Meeting adjourned.



Secretary
Board of Park Commissioners

5-15-2023
Date



President
Board of Park Commissioners

5-15-23
Date