

**Wildwood Park District  
Regular Board Meeting  
33325 N. Sears Boulevard, Wildwood, IL 60030  
Monday, April 15<sup>th</sup>, 2024, | 7:00pm  
In-Person at Rule House**

Consistent with the requirements of the Illinois Compiled Statutes  
5 ILCS 120/1 through 120/6 (Open Meetings Act), notices of this meeting were posted.  
Location of the meeting: Rule House, 33325 N. Sears Boulevard, Wildwood, IL 60030

**AGENDA**

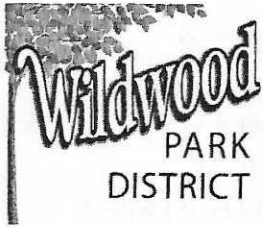
- I. Call to Order - Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda – Regular Board Meeting – Monday, April 15<sup>th</sup>, 2024**
- IV. Approval of Minutes**
  - A. Minutes of the Regular Board Meeting – Monday, March 18<sup>th</sup>, 2024**
- V. Matters from the Public**
- VI. Financial Report**
- VII. WSRA**
- VIII. GLCC Report**
- IX. Valley Lake Report**
- X. Staff Reports**
  - A. Recreation/Administration**
  - B. Maintenance**
  - C. Marketing/Promotions**
  - D. Park Safety**
    - I. Lake County Sheriff Office Police Presence Special Services Detail Discussion**
- XI. Unfinished Business**
  - A. Valley Lake Stormwater Improvements DCEO/SMC Intergovernmental Agreement (IGA)**
  - B. Sunset Piers**
  - C. Commissioner Vacancy**
  - D. FY 2024-2025 Tentative Budget**
- XII. New Business**
  - A. Rule House/Security Shed Sourcewell Roofing Replacement Project Scope**
  - B. Willow Point Park Memorial Tree Donations Approval**
- XIII. Other Business**
- XIV. Matters from the Public**
- XV. Executive Session**
  - A. Personnel 5 ILCS 120/2(c)(1)**
- XVI. Adjournment**

The Wildwood Park 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 facilities, are asked to contact the Park District at 847.223.7275 or email [info@wildwoodparkdistrict.com](mailto:info@wildwoodparkdistrict.com).

**The Board of Park Commissioners welcome public comments during all meetings.**

**Key rules governing participation**

All comments will be limited to three (3) minutes per person and no longer than 30 minutes for all comments.



33325 N. Sears Blvd.  
Wildwood, IL 60030  
Phone: 847.223.7275  
Fax: 847.223.2820  
www.wildwoodparkdistrict.com

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TO: Board of Commissioners  
CC: All Staff  
FROM: Brandon Magnini, Park District Manager  
SUBJECT: Board Packet Attachments and Agenda Items  
DATE: April 15<sup>th</sup>, 2024

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Good afternoon, Commissioners,

Please find below a brief explanation on the following Board attachments that correlate with the agenda items for the Monday, April 15<sup>th</sup>, 2024, Regular Board Meeting:

**NEW BUSINESS:**

**I. Rule House/Security Shed Sourcewell Roofing Replacement Project Scope:**

Please find attached documents detailing the cost breakdown, materials, and project scope for Rule House and Rule Security Shed roofing work that is advised to be done. The contractor who completed this estimate (Leopardo) for the Park District was awarded this bid for this type of work for municipal governments through Sourcewell Illinois (government cooperative purchasing body). Proof of bid advertising, award of bid, and bid contract between Sourcewell and Leopardo are attached. Thus, the Park District would be able to avoid the bidding process as this work would have already been awarded through the standard bidding process.

We also had Sourcewell/Leopardo observe the Maintenance Shop roof at Twin Lakes while they met us on 4/7/2024 for the Rule project scope. Tim McCracken of Leopardo will be attending Monday's meeting to discuss the potential project scope of the Rule Buildings and a suggested estimate for the full replacement of the Maintenance Shop roof (not included in Board Packet as Tim will discuss in person).

**II. Willow Point Park Memorial Tree Donations Approval:**

Please find attached two Memorial Tree/Bench Donation Program application forms filled out by one of our residents Maggie Woznick. She is requesting that one swamp white oak and one autumn blaze maple tree be planted at Willow Point Park (see attached map location in packet). As part of the memorial tree/bench program, the applicant

must pay \$400 per tree. That fee also goes into the Park District purchasing a memorial plaque in which the applicant can choose their wording. Also attached is a quote for these two trees from J & E Nursery of Libertyville. For \$1,015.00, they will deliver the trees, professionally plant/install them, and add hardwood mulch (along with a one-year warranty on all materials). As part of our Community Needs Assessment Survey, several residents were expressing concern that the Park District needs to have more young trees planted throughout the parks. I am seeking full approval of the trees and location so that the trees may be planted appropriately in the spring.

As always, please let me know if you have any questions, comments, or concerns.

Sincerely,

*Brandon Magnini*

Brandon Magnini, Park District Manager

**Wildwood Park District  
Regular Board Meeting  
Rule House 33325 N. Sears Boulevard Wildwood, IL 60030  
March 18<sup>th</sup>, 2024, 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 Anna Nelson, Dan Corrigan, Becky Jante, Matt Brueck.  
**Absent:** None
- Park District Staff Present:** Brandon Magnini, Park Dist. Manager; Katherine Atkins, Accountant, Michael Dykes, Maintenance Supervisor
- III. Approval of Agenda – Regular Board Meeting – Monday, March 18<sup>th</sup>, 2024**  
President Jante entertained a motion to approve the Agenda of the Regular Board Meeting of Monday, March 18<sup>th</sup>, 2024 as presented. So moved, Commissioner Corrigan. Seconded, Commissioner Nelson. All in favor, motion carries.
- IV. Approval of Minutes**  
**A. Minutes of the Regular Board Meeting - Tuesday, February 20<sup>th</sup>, 2024**  
President Jante entertained a motion to approve the Minutes of the Regular Board Meeting of Tuesday, February 20<sup>th</sup>, 2024 as presented. So moved, Commissioner Brueck. Seconded, Commissioner Corrigan. All in favor, motion carries.
- V. Matters From the Public**  
-No further Matters from the Public.
- VI. Financial Report**  
The Financial Report was read. Discussion. Commissioner Nelson made a note that the two uncashed checks that Commissioner Jante returned to the Park District for her per diem (to attend the IPRA/IAPD Soaring to New Heights Conference in January) that the Park District voided upon return were not reflected on the February financial report to the Board. Commissioner Jante was not able to attend this year's Conference and returned her unused per diem checks back to Park District Manager Magnini to void. Kathy Atkins noted this return of the checks and void was not reflected in this particular February financial report through Quickbooks as the checks were never deposited/processed. Kathy Atkins explored the Quickbooks software further and noted that a different journal entry should have been made to make the voided checks appear on the report. Specifically, checks #4741 and #4744 were voided and returned to the Park District by Commissioner Jante. The Park District was also able to recoup a \$235.00 refund for the regular Conference registration fee for Commissioner Jante upon her notification that she could no longer attend. President Jante entertained a motion to accept the Financial Report with the changes of the voided checks #4741 and #4744 for her Conference per diem fees noted into the record. So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. Roll Call: Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Jante, aye, Commissioner Brueck, aye. All in favor, motion carries.

**VII. WSRA:** Commissioner Nelson reminded the Board that the WSRA (Friends of the WSRA) Shining Star Fundraiser Event at the Warren Township Senior Center has been rescheduled to April 19<sup>th</sup> (due to WSRA Special Olympics Basketball schedule) from 6:00pm-8:00pm. The last WSRA Board Meeting took place on March 11<sup>th</sup> at 3:30pm. WSRA has signed the intergovernmental agreement (IGA) with the Warren Township's HR staff person to help out WSRA. Spring programs continue to fill up and seek expansion space for programming at member agencies like Grandwood Park Park District and Lindenhurst Park District. The next meeting will be May 13<sup>th</sup>, 2024 at 3:30pm and budget will be discussed.

**VIII. GLCC**

Park District Manager Magnini reported that he, Maintenance Supervisor Dykes, and President Jante attended the March 14<sup>th</sup> GLCC meeting. The agenda, financials, minutes from their February meeting, and Tigris lake treatment proposal and pricing were included in the WPD Board Packet. Discussion. GLCC approved Tigris's Gages Lake Management program as it was presented at their March 14<sup>th</sup> meeting. Discussion.

Discussion was had on the Park District signing off on the GLCC/WPD services agreement for FY 2024-2025. Agreement will be tabled and not signed until GLCC has a better idea of what treatment will cost this year once bio mapping is done by Tigris and the amount of acres/treatment zones are finalized (should be finalized by May GLCC meeting). Discussion.

The next meeting will be April 11<sup>th</sup> at 7:00pm.

**IX. Valley Lake Report**

- Park District Manager Magnini noted that Valley Lake is looking greener early in the Spring so far this year partially due to the mild winter with little ice cover. The aerators are not currently running but can get going as soon as possible.

**I. 2024 Treatment Proposals**

Park District Manager Magnini presented three treatment proposals for Valley Lake in 2024. The companies were ILM (\$12,440.00), Tigris at \$9,875.00 (formerly Black Lagoon), and McCloud Aquatics, Inc. (\$9,035.00) Discussion. Tigris and McCloud indicated on their proposal that the two preventative swimmers itch treatments were additional treatments on top of the 8 treatments that are built into the base proposal (making their proposal 10 total treatments). Commissioner Jante noted that is the Board was to go with Tigris that she would want the applicator to come out as soon as possible to look at the lake to ensure they would be ready to treat properly for the season. Commissioner Corrigan asked if Tigris (formerly Black Lagoon) would have the same problems the Park District had with Solitude like last year since there was some turnover in key staffing from Clarke → Solitude → Black Lagoon(which is the same company rebranded as Tigris). Park District Manager Magnini indicated that we have a strong working relationship with the applicator, and she has always looked out for the Park District and is a great communicator. Discussion. President Jante entertained a motion to approve the Tigris proposal for Valley Lake treatment in the amount of \$9,875.00 as presented. So moved, Commissioner Brueck. Seconded, Commissioner Nelson. Roll Call: Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Jante, aye, Commissioner Brueck, aye. All in favor, motion carries.

## **II. Fish Stocking**

Park District Manager Magnini had reached out to the IDNR and Travis Grana with Tigris (fisheries expert) again and confirmed that channel catfish nor largemouth bass would not be good for the lake at this time to stock. Both sources recommended the stocking of 15 count of Triploid Grass Carp and about 100 bluegill 4"- 6". Discussion. Commissioner Nelson stated again that stocking red ear sunfish spawning size would be ideal as well based on conversations with residents. Discussion.

## **X. Staff Reports**

### **A. Recreation/Administration**

The Recreation/Administration Report was read. Discussion.

### **B. Maintenance**

The Maintenance Report was read. Discussion. Commissioner Corrigan noted that on item 17 "CO2 detectors" should be changed to "CO" in respect to Carbon Monoxide detectors.

### **C. Marketing/Promotions**

The Marketing/Promotions Report was read. Discussion.

### **D. IAPD/IPRA Soaring to New Heights Conference Report**

The IAPD/IPRA Soaring to New Heights Conference Report was read. Discussion. Commissioner Nelson, Commissioner Bruno, and Park District Manager Magnini/Maintenance Supervisor Dykes recapped their experiences, classes attended, and overall takeaways from the 2024 IAPD/IPRA Soaring to New Heights Parks and Recreation State Conference.

## **XI. Unfinished Business**

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

Nothing additional to report.

### **B. Sunset Piers**

Commissioner Jante spoke with representatives from McHenry Piers about possibilities for a roll-in temporary pier system as well as a temporary pier system that is professionally installed by a barge for an upgraded system than the current temporary piers that are installed each season. Discussion. Item will continue to be tabled as we await quotes and more information.

## **XII. New Business**

### **A. Approval of 2024 AquaGuard Lifeguard Contract Willow Point Beach Camp/Swim Lessons:**

President Jante entertained a motion to approve the 2024 AquaGuard lifeguard proposal in the amount of \$8,096.00 as presented. So moved, Commissioner Brueck. Seconded, Commissioner Corrigan. Roll Call: Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Jante, aye, Commissioner Brueck, aye. All in favor, motion carries.

**B. Approval of 2024 Fox Locks Seasonal Boat Keys Production and Padlocks Replacement Quote**

President Jante entertained a motion to approve the 2024 Fox Locks seasonal boat keys production and boat ramp padlock replacements in the amount of \$2,303.75 as presented. So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. Roll Call: Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Jante, aye, Commissioner Brueck, aye. All in favor, motion carries

**C. FY 2024-2025 Tentative Budget and Capital Projects List Review**

Discussion. The Board gave tentative approval for the budget as presented to be posted to the public for inspection and review. Kathy Atkins and Park District Manager Magnini will post the prepared Budget and Appropriations Ordinance Document for public viewing on the District's website and outdoor display Board for at least 30 days; in addition to publishing in the Daily Herald said notice and notice of public hearing for the tentative Budget and Appropriation Ordinance - which will be officially voted on at the May 20<sup>th</sup>, 2024 Regular Meeting.

**D. Commissioner Vacancy**

Park District Manager Magnini included in the Board Packet the public notice of seeking applicants for appointment that went out to the community notifying of a Commissioner Vacancy after former Commissioner Bruno submitted his resignation at the February meeting. Included in the notice was the Appointed Commissioner application and questionnaire. The notice went out on February 26<sup>th</sup> on Facebook, Instagram, NextDoor, the WPD E-Newsletter, the WPD website in several locations, the outdoor bulletin notice board at the office, and was noted in the summer brochure that was already in the midst of production. At least one additional reminder of the vacancy was posted on social media during the application period. The application period officially ended at 4:00pm on Monday, March 18<sup>th</sup>.

During that application period, the Park District received one total application for the appointed position from Doug Dietzen. The Board set a date of April 10<sup>th</sup>, 2024 at 7:30pm for an official interview to speak with Doug in a Closed Session Special Meeting of the Board per 5 ILCS 120/2 ( C ) (3). Park District Manager Magnini would confirm this date with Doug and get back to the Board. If the Board approves of the interview and would like to move forward with the candidate after conducting the interview, an official majority Board vote would need to take place affirming the applicant in the appointed role during the Regular Open Meeting of Monday, April 15<sup>th</sup>, 2024. If affirmed, the appointed applicant would take the Oath of Office and begin official duties at the May 20<sup>th</sup>, 2024 Regular Meeting.

**XIII. Other Business**

-Park District Manager Magnini updated the Board on the status of the ComEd Sunset Security LED light project. ComEd will be officially installing the lights on 3/20/2024.

-Commissioner Jante noted that the Park District will be looking to work with Stone Fire Grill of C'mon Inn for serving food at Harvest Fest (as a complement in addition to the Gagewood Lions Club), and several other District events/concerts this summer. Agreement could potentially have the



District taking a percentage revenue cut from all Stone Fire Grill sales at each event. More information will be forthcoming.

**XIV. Matters from the Public**

No further matters from the Public.

**XV. Closed Session**

The Board did not move into Closed Session.

**XVII. Adjournment**

President Jante moved to adjourn the Regular Board Meeting of Tuesday, February 20<sup>th</sup>, 2024, at 8:38pm. So moved, Commissioner Brueck. Seconded, Commissioner Corrigan. All in favor, motion carried. Meeting adjourned.

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**Secretary**  
**Board of Park Commissioners**

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**President**  
**Board of Park Commissioners**

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**Date**

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**Date**

# GLCC Meeting Minutes

March 14, 2024

## ATTENDANCE:

NAME	TITLE
Rob Flood	President
Marianne Porreca	Treasurer
Rachael Klabunde	Secretary
Brandon Magnini	WPD Manager
Michael Dykes	WPD Maintenance Supervisor
Becky Jante	President, WPD Board of Commissioners
Joe Losser, Doug Dietzen, Steve Gerzel, Jack Straka, Guenther Lembach, Brad Pawlowski, Joe Aeverman, Garry Grzelak, Skip and Sue Neiburger, Bill and Sandra Moss, Dru Carlson, Tony Kvittek	

- Meeting called to order at 7:00pm
- Pledge of Allegiance
- Introductions

## SECRETARY REPORT:

- Passed out 2/8/24 meeting minutes – reviewed by attendees
- Motion for Approval of minutes by Joe Losser, seconded by Rachael Klabunde and approved by all at 7:31pm

## TREASURER REPORT:

- Balance:

Balance as of 2/24:	\$16,506.93
Expenses:	\$ 10.50
Income:	\$ 3,305.00
Balance as of 3/24:	\$19,801.43
- Motion to approve Treasurer's Report by Todd Schara, seconded by Joe Losser and approved by all at 7:33pm

## OLD BUSINESS:

1. Fall fish stocking
2. Invasive species signs to post at boat ramps have been received
  - a. Signs delivered to Waters Edge, Dady & Decker and WPD
  - b. Post at all Gages Lake boat ramps

3. GLCC Information/Social Media Update
  - a. WPD offered GLCC a page on the WPD Website
  - b. Page will be updated to show meeting dates and other important events
  - c. New GLCC email address: [GagesLakeCC@gmail.com](mailto:GagesLakeCC@gmail.com)
  - d. Facebook page – like “Gages Lake Conversation Committee”
4. Adopt-A-Highway Spring Cleanup 2024
  - e. April 10<sup>th</sup> @ 6pm
  - f. Meet at JoJo’s parking lot
  - g. Vests and garbage bags provided
  - h. Volunteers need to bring a picker
  - i. Hats and boots are recommended
5. Any Other Old Business: None

**NEW BUSINESS:**

1. 2024 Weed Control
  - a. Presentation and discussion on aquatic plant control from Jennifer Biancalana with Tigris
  - b. Review of proposed costs and budget
  - c. Anticipate a two-treatment program (spring and mid-summer)
  - d. Additional treatment of Lilly Pads if necessary
  - e. Approval of contract with Tigris
  - Motion to approve Tigris contract motioned by Joe Losser, seconded by Garry Grzelak and approved by all at 7:50pm
2. Update GLCC Bylaws
  - a. GLCC to meet on April 4<sup>th</sup> to discuss and revise bylaws
3. Carp Derby
  - a. Scheduled for June 1, 2024 from 9am-12pm
  - b. Coordinate with WPD, Lions Club and Greater Chicago Bass Club
  - c. Continue discussion at May 2024 meeting
4. Invasive species signs received
  - a. Cost \$34.00 per sign
  - b. Post at all Gages Lake boat ramps
5. Other new business
  - a. Carp removal – partner with IDNR to remove invasive carp at no cost
    - i. Electroshocking technique utilized
    - ii. To hire a consultant to complete the removal would cost ~ \$2,500

**GLCC PROJECTS & GOALS FOR 2024:**

<b>Goal</b>	<b>Status</b>
Weed control Spring '24 (May/June)	Meeting with applicator in March
Carp Derby	June 1, 2024
Shoreline clean-up	TBD at May Meeting
Adopt-A-Highway clean up spring/fall	April 10, 2024
WPD Harvest Fest	September 28, 2024
Fish stocking (Fall 2024)	October/November
Public relations/education – GLCC section on WPD Website	Ongoing

**ADJOURNMENT:**

Joe Losser made the motion to adjourn, Doug Deitzen seconded the motion and was it approved by all at 7:57pm

**NEXT MEETING:**

April 11, 2024 @ 7pm



Keystone Hatcheries LLC  
 11409 Keystone Road  
 Richmond, Illinois 60071  
 p 815.678.2537 f 815.678.2437  
 info@keystonehatcheries.com  
 keystonehatcheries.com

# Estimate

Date	Estimate #
3/25/2024	25197

Name / Address
Wildwood Park District 33325 Sears Blvd Wildwood, IL 60030

Ship To
Gages Lake Use this address for GPS: 33401 North Sears Blvd Gages Lake, IL

Terms	Permit Type/Exp.	Contact Person	Cell #	Text Yes/No
Net 30				

Item #	Quantity	Description	Unit Price	Total
CANCEL FISH-ORDER		<p>**pricing assumes \$3K+ fall order**            **delivery rate quote expires if order is not placed by April 1st. Please ask for a new delivery quote after April 1st**            Grass Carp orders cannot be cancelled. Other fish may not be cancelled once Keystone contacts customer to schedule delivery.            TO ORDER: Either sign &amp; date estimate and send back with deposit check OR send email approval and call in with credit card for deposit. YOU DO NOT HAVE AN ORDER UNTIL you approve order and pay the deposit. Deposit waived with PO</p> <p>If you complete order as outlined above within a week of receiving quote, the fish will be ready approximately in April/May. We will notify you as outlined below.</p>	0.00	0.00T
BLG46	100	Bluegill 4-6" **Estimated size, subs may be needed**(min order 25 ea)	3.00	300.00T
RES23	100	Redear Sunfish, 1.5-3" (min order 50 ea)	1.00	100.00T
TGC811	15	Triploid Grass Carp 8-11" (IL only) (min order 1 ea)	21.50	322.50T
DISCOUNT		50% off fish, volume discount	-361.25	-361.25
TGC-PERMIT-FEE		Permit Application Fee (charged by KSH. Fee is non-refundable if permit is denied by DNR). By signing this estimate, I agree to hold Keystone Hatcheries harmless for any problems caused by Triploid Grass Carp or their impact on the aquatic environment. Also, I understand that Triploid Grass Carp are a Restricted Species in Illinois and that I will not take or transplant the Triploid Grass Carp to any location other than the one described below. The information below is needed by Keystone Hatcheries to apply for the permit. This information MUST BE FOR THE ACTUAL STOCKING LOCATION: Physical Address: _42.349351335304426, -87.9828286439201_  County: _Lake_  Approximate Pond Size (in Surface Acres): _15_	10.00	10.00
DEL TERMS-FISH-DEL		Do you own 100% of the pond? If not, do all owners approve: _yes_ Delivery fee. **Conditional Rate..See below for details** Estimate is based on volume pricing and a change in quantity may change unit price.	99.00	99.00 0.00

OFFICE USE ONLY			<b>Subtotal</b>	
PO or Order OK	Deposit	E/C	<b>Sales Tax (0.0%)</b>	
Order Entered	Order Revised		<b>Total</b>	



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# Estimate

Date	Estimate #
3/25/2024	25197

Name / Address
Wildwood Park District 33325 Sears Blvd Wildwood, IL 60030

Ship To
Gages Lake Use this address for GPS: 33401 North Sears Blvd Gages Lake, IL

Terms	Permit Type/Exp.	Contact Person	Cell #	Text Yes/No
Net 30				
Item #	Quantity	Description	Unit Price	Total
		<p>Fish sizes quoted are estimates, and actual sizes may vary. We will contact you with updated cost quote and options if there is a substantial size difference. Fish quantities are estimated based on weights and could be slightly more or less than what is listed. Delivery rate stated above requires customer to receive delivery on the date offered and assumes delivery to the Name/Address listed above in lieu of a "Ship to" address. A change in the delivery address may result in a change of the delivery fee. Notice of delivery date is provided at least 2 days in advance, but we cannot provide an estimated time of arrival until the day before delivery. We cannot guarantee delivery on a specific date or time unless customer pays Special Delivery Rates. If you do not accept delivery on the date or time first offered, a higher rate for special delivery may be assessed. See attached Stocking Instruction sheet for pond access requirements. Keystone Hatcheries strives to provide superior quality fish in good health. However, we cannot and do not warrant the suitability or survival of any fish. If you experience any difficulty with your purchase, contact us immediately. No claim will be considered if more than a week after the stocking date. Keystone Hatcheries shall not be liable for any loss, damage, injury, or claim suffered by customer unless such loss, damage, injury, or claim is the direct result of a negligent or willful act of Keystone Hatcheries. In such case, damages shall be limited to the purchase price paid by customer to Keystone Hatcheries for the product. Once loaded on our truck for delivery, fish may not be returned or exchanged for any reason and customer shall be responsible for the entire purchase price for such fish. All orders require a non-refundable deposit, in the amount specified. Any order reduced or cancelled after it is received by Keystone Hatcheries will result in forfeiture of this deposit. To place your order and to signify your acceptance of the terms set forth herein, please sign below and return this signed form, along with your deposit, legal name and full address, to the address listed above. Orders submitted more than 30 days after the date listed above or without the required deposit and information may not be processed. This estimate does not constitute a binding contract until signed and returned with required deposit and accepted by Keystone Hatcheries. Fish prices are subject to change because of their market based nature, but customer has the right to change order if prices do increase after acceptance of estimate. In the event of any law, order or requirement of government, act of God, or any other event beyond our reasonable control that makes delivery of the ordered product impossible, in our sole discretion, Keystone</p>		
OFFICE USE ONLY			<b>Subtotal</b>	
PO or Order OK	Deposit	E/C	<b>Sales Tax (0.0%)</b>	
Order Entered	Order Revised		<b>Total</b>	



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Name / Address
Wildwood Park District 33325 Sears Blvd Wildwood, IL 60030

Ship To
Gages Lake Use this address for GPS: 33401 North Sears Blvd Gages Lake, IL

Terms	Permit Type/Exp.	Contact Person	Cell #	Text Yes/No
Net 30				

Item #	Quantity	Description	Unit Price	Total
		<p>Hatcheries shall be released from any obligation contained herein and any deposit paid by Customer shall be refunded.</p> <p>Sign Here to Accept Estimate <i>Brandon Magnini</i></p> <p>Date Signed <u>3/27/2024</u></p> <p>Contact person and cell # for delivery scheduling            Brandon Magnini Park District Manager. 224-723-2795.</p>		

OFFICE USE ONLY			<b>Subtotal</b>	\$470.25
PO or Order OK	Deposit	E/C	<b>Sales Tax (0.0%)</b>	\$0.00
Order Entered	Order Revised		<b>Total</b>	\$470.25

**Wildwood Park District**  
**Recreation/Administration Report**  
**April 15<sup>th</sup>, 2024**

1. Routine administrative tasks such as sorting through bills, payroll, depositing funds, PDRMA reporting requirements, meeting with Treasurer Corrigan for bi-weekly financials, and assisting Kathy with various administrative tasks and reports.
2. Assisting office with program registrations, room rentals, parking stickers, and other administrative work as needed. Assisted office with start of pavilion rentals and boat key sales April 1<sup>st</sup>. So far, we have 8 boat keys sold and about 8 pavilion rentals officially paid for with 3 additional pending.
3. Continued to take lead on special projects including Pebble Beach Park shoreline stabilization permit process and Sunset LED security cameras. ComEd is scheduled to return on 4/10 in redirect one of the lights and add hoods/shrouds to the lights to limit light pollution and decrease the intensity of the light across the lake. So far, so good with the feedback with the new security lights less the adjustments ComEd will make 4/10.
4. Website management and board duties.
5. Working on information for last Decennial Committee Meeting 4/15 and February Minutes.
6. Continued requests for room rentals into May/June.
7. Hired Park Safety Coordinator Roberto Cambrany (Rob) for 2024 season. Rob has been great so far and his report is attached to this Board Packet. Rob has background with Six Flags security and Howe private security along with a Criminal Justice degree from Trinity.
8. Have successful re-hired all Swim Lesson Staff from 2023 and will look to bring in a substitute swim instructor for weeks that core staff are out of town.
9. Executed contract with AquaGuard Lifeguards for 2024 season.
10. Have successfully rehired the vast majority of Camp Staff from 2023. Will need to hire 1-2 more staff to fill in gaps. Looking forward to another successful camp season!
11. Finalized 2024 camp forms and parent packets.
12. WPD is still seeking hired instructors for basket weaving, tot soccer, and intro to t-ball.
13. Executed Egg Hunt event for 3/23. It was another great success this year (in the snow!) We had a nice turnout for both people and dogs.
14. Prepping for 4/27 Park Appreciation service day at Rule Park. Communicating with some college students at CLC to let them know this date is a good opportunity to help with service hours.
15. Continue to work with President Jante to look into options for upgraded year-round pier system at Sunset.
16. Executed Tigris contract for Valley Lake Treatment in 2024. Communicating with residents about current lake conditions and monitoring the effectiveness of the new construction at Valley Lake North/South.
17. Executed Valley Lake fish stocking for 2024 through Keystone Hatcheries (pricing and details attached to the Board Packet). They had the best price, and they were also recommended by Travis from Tigris. We received commercial bulk pricing discount on this smaller order thereby saving some money (assuming we/GLCC meet at least \$3,000.00 order amount for regular fall stocking). Delivery date is TBD.
18. Staff Safety Committee Meeting on 4/3. Discussed current building inspections and roof proposals at Rule House, PDRMA mowing safety plan that Staff have developed, 2024 PDRMA Loss Control Review, and Park Safety topics.
19. Continuing to work with Boy Scouts to continue improving the safety of their garage that the Park District owns at Twin Lakes.



**Wildwood Park District**  
**Recreation/Administration Report**

**April 15<sup>th</sup>, 2024**

20. Continuing to work with Maintenance Lead Dykes on a daily basis for current and future project planning and execution.
21. Secured TOPS Kennel dog show for Harvest Fest Main Stage.
22. Secured "School of Rock" musical act for Harvest Fest Maint Stage 4-6pm.
23. Secured Warren Township Highway Department Touch a Truck for Harvest Fest.
24. Secured dunk tank for Harvest Fest.
25. Secured stage and tent rental for Harvest Fest.
26. Secured PA system for Harvest Fest.
27. Secured Kiki's Cotton Candy for Harvest Fest.
28. Officially invited 2023 Harvest Fest vendors back for 2024 with the application form and need for payments. Will open up vendor applications for new vendors past May deadline (if any spots remain).
29. Attended GLCC meeting on April 11<sup>th</sup>.
30. Working on gathering apparel/uniform order for staff for 2024.
31. Working on looking community needs for playground replacements/upgrades at Willow Point Park and Old Plank Park. Sent out Community Needs Survey specifically asking questions about those playgrounds and changes that the residents would like to see. Survey questions are attached to the Board Packet. Discussed briefly with Harold Flood the possibility of the Lions Club helping out with these upgrades beyond what the District is budgeting in reserve for FY 24-25. Will gather information and ballpark price estimates to bring to present at Lions Club meeting on 4/22.

## Wildwood Park District

### Maintenance Report

April 15<sup>th</sup>, 2024

1. Ongoing park garbage control and maintenance/Mutt Mitts replacements.
2. Working through process of securing mutt mitts from new supplier who will give us more quantity at a slightly lower price per box.
3. Routine maintenance and upkeep of equipment.
4. Clean Rule bathrooms, community rooms, floors, and office spaces as needed - re-stock paper towels and soap.
5. Deep cleaned Rule House floors, windows, countertops, tables, bathrooms while preschool was absent 3/25-3/29. Also completed spot painting and touch ups of baseboard heating grates, trim, ceilings, walls, ledges, vent covers. Installed 3 additional CO alarms in Rule House. Removed and framed in existing chalkboard in Oak Room and applied chalk board paint to restore board's usability and look. Staff found an unused brand-new whiteboard in the attic and replaced existing scuffed up white board. New whiteboard was also framed into the wall opening with the chalkboard and white trim was added to complete the look.
6. Deep cleaned and pressure washed all large preschool rugs, floor runners, and entry mats throughout Rule House.
7. Spray painted brown newly installed PVC air conditioner unit condensation pipe on the roof to match the roof color.
8. Installed smoke detector in Maintenance Shop along with CO alarm.
9. Spray-painted glossy black additional sitting benches and picnic table legs at Boulder, Sunset, and Lake Shore Drive Parks. 4 newly refurbished and fully painted picnic tables brought back to Sunset in early April.
10. Scheduled to spray paint glossy black Willow Point Park volleyball net anchor poles.
11. Will schedule return of refurbished grills to the parks shortly.
12. Nearly completed new concrete anchors for buoys (spray painted orange). All large standing buoys that needed replacement have had their replacements delivered and labels applied. All round ball buoys had previously been repainted red with reflective tape added.
13. Park, playground, building inspections - corrective actions as needed.
14. Surveyed parks for sitting benches that have their concrete footings exposed (due to age, weather, use, etc.). Will be addressed to straighten, reset, and landscape around as the schedule allows.
15. Continued planning for 2024 projects and timelines.
16. Hired new PT maintenance staff person for the morning shift to compliment Mike, Marc, Jesse, and Enrique. He will begin 4/22. We are also looking to fill our afternoon 3pm-7pm/ 4pm-7:30pm shift with another part-time hire.
17. Continue to log for 2024 Work Order System, Inspections, and maintenance logs.
18. Park District Manager met on Zoom with PDRMA Safety Rep on 3/12 and discussed new WPD mowing safety plan and procedures, safety accomplishments from the past year, and 2024 safety goals and trainings. Our PDRMA Safety Rep will make an onsite visit in July to our maintenance facilities.
19. Received first roof inspection estimate for Rule House/Security Shed back from M & M Home Services. WPD sought out additional opinions and met with Leopardo (contractor) through Sourcewell representative (joint government purchasing entity) on site twice to

## Wildwood Park District

### Maintenance Report

April 15<sup>th</sup>, 2024

get additional estimate. Contractor also visited Maintenance Shop to assess roof integrity. We will discuss this at length under New Business.

20. Signed up three Staff for April 23<sup>rd</sup> PDRMA Mowing Safety Class at Crystal Lake Park District.
21. Virtually attended free April 2nd PDRMA building inspections training webinar through Zoom.
22. Continued updating new park informational signage (from 2023 order) as schedule allows. New Park Safety Coordinator Roberto (Rob) Cambrany and PDM Magnini got around to removing all old signs at Valley North and South and installed their replacements. All new Wildwood Service towing signs were installed at all appropriate parks while removing the old, faded ones.
23. PDM Magnini met with another Boy Scout seeking an Eagle Project. PDM Magnini met Scout and his father at Pebble Beach Park to discuss scope of potential drainage project west side of the park (river rock/dry river bed/small wooden bridge/rain garden) that would help drainage issues along with possible drain tile install by a contractor.
24. Warren Township Highway Department/Bleck Engineering completed through contractor the re-direction and restoration of the blocked pass-through stormwater pipe (under Island Ave.) connecting the end of the channel to the main part of the lake by Sunset Boat launch. Thankfully, the project did not involve tearing away any of our steel seawall or disrupting the park. Additional rip rap was installed on all ends of the pipe and the section of tall cattails and old sign by the launch was removed and ground regraded.
25. Received first of two deliveries of ground tree mulch from the Highway Department for free. Expected second delivery shortly. Full amount will be about 10 cu yards.
26. Maintenance Lead Dykes priced out and put in order for aggregate stone/gravel and river rock through SiteOne that should sustain us for our planned projects this summer.
27. Tuning up equipment (leaf blowers, weed whips, vehicles, mowers, vehicles, pressure washer, rototiller, etc.) for the summer and purchasing replacement spark plugs, filters, scheduling oil changes.
28. All zero-turn mower blades have been sharpened with new ergonomic sharpening tool purchased in the Fall.
29. Removed salt spreader and plow from vehicles for the season. Will be removing orange plowing stakes and snowmobile signs from the parks.
30. Power washing and detailing mowers, gators, Mule, and other mobile equipment for season.
31. Assisted with setup of Egg Hunt Event on 3/23.
32. Cleared minor debris away from new outflow structure at Valley North. Flow of water was greatly improved after clearing away debris.
33. Attended Harvest Fest Meeting and gave input on Maintenance operations and garbage control planning for this year's event.
34. Office Administrator Melissa Roman secured Service Sanitation portable toilets for parks beginning 4.15.2024 and removed 11.1.2024.

## Marketing Report April 2024

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### Website

- Routine Maintenance- keeping website up to date with current announcements, events, news, and programs, as well as removing old content.
- Updates
  - Uploaded all April events and programs to homepage slider.
  - Posted update and information/application link for Commissioner Vacancy on home page slider, Board of Commissioners page, and latest news.
  - Completely revamped Board of Commissioners page layout and added individual Commissioner biographies.
  - Posted Part-Time Maintenance, Boat Ramp Monitor, Park Safety Staff, Camp Counselor, Swim Instructor, T-Ball, Tot Soccer positions on home slider and under “employment opportunities”.
  - Posted notice of April Local Government Efficiency meeting notices/information.
  - Adjusted and removed previous March Special Events.
  - Updated Special Event page with upcoming summer events.
  - Updated all programming pages with upcoming summer programming and camps.
  - Updated Capital Projects and Planning Page with updated pictures and project updates around the parks.
  - Updated all camps and preschool paperwork for 2024 on site.
  - Added under “Latest News” Sunset Security Lights update and request for survey for Old Plank/Willow Point Park playground replacements initiatives.
  - Promoting Lions Club Arbor Tree Giveaway on 4/20.
  - Published 2024 Harvest Fest landing page.
  - Published 2024 Summer Concerts landing page.
- Metrics (last 30 days)
  - Sessions: a session is the browsing session of a single user to our website
    - 1517- down 17% from previous 30 days.
  - Pageviews: a view of a page on our site that is being tracked by the Analytics tracking code.
    - 3,325 – up 13% from previous 30 days
  - Average Session Duration: total duration of all sessions, in seconds
    - 51 seconds – up 59% from previous 30 days
  - Total Users: the number of distinct tracked users
    - 1,078- down 33% from previous 30 days
    - 1,022 New Users down 35% from previous 30 days
  - New vs Returning Visitors
    - New- 95%, Returning- 5%
  - Device Breakdown
    - Desktop- 34%, Tablet- 3%, Mobile- 63%
  - Top Referrals: the top websites that send your website traffic, known as referral traffic.
    - 1. Facebook
    - 2. Facebook
    - 3. Facebook
    - 4. bringfido.com
    - 5. Facebook

- Top Pages

- 1. Home
- 2. Program Brochure
- 3. Employment Opportunities
- 4. Calendar
- 5. Pavilion and Room Rentals
- 6. Special Events
- 7. Board of Commissioners and Board Meetings
- 8. Wildwood Park District
- 9. Parks and Facilities
- 10. Summer Camps

### Social Media

- Routine Maintenance- checking social media pages daily for comments, messages, etc. and responding accordingly.
- Posts- posting weekly to drive program registration, event attendance, engagement, follows, and to remain visible in people's newsfeeds. Also, information sharing and raising public awareness regarding Park District initiatives and projects.
- Created Facebook event pages for all summer events.
- Posted pictures from Egg Hunt event.
- Posted sneak previews and teasers from Summer Brochure.
- Posted update and link for residents to check out the new Board of Commissioners website page and Board member biographies.
- Posted link to take Old Plank/Willow Point Park playground upgrades needs assessment survey.
- Shared Warren Township post about new garbage service in Wildwood.
- Posted reminders for Local Government Efficiency Meetings.
- Posted job opening for Camp Counselors, Swim Staff, T-Ball instructors, Tot Soccer instructors, Park Safety Staff, Boat Ramp Monitors, and PT Maintenance Staff.
- Analytics
  - Facebook
    - Total page followers: 1,900- up 73 additional followers in last 30 days
    - Total page visits: 574- down 23.8% in the last 30 days
    - Post Reach- The number of people who saw any of our posts at least once.
      - 3,200- up 21.9% last 90 days prior
    - Post Engagement- reactions, comments & shares
      - 580, up 80% last 28 days prior
    - Audience: 24% men, 76% women
  - Instagram
    - Accounts Reached: 112- up 16.7% in the last 30 days.
    - Accounts engaged: 11- up 22.2% in last 30 days.
    - Total followers: 249- up 2.9% in last 30 days

### Monthly E-Newsletter

- We are up to 598 people/emails in our database (9 from last month). 523 (+7) of those are subscribers to our monthly e-newsletter emails.

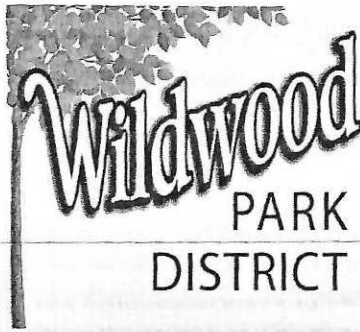
- Since creating an e-newsletter subscribe landing page, we have had 162 (+12 from last month) new people subscribe to our e-newsletter.
- Average Open Rate (% of people who open the emails we send) is 52% (current industry average is 24%).
- Average Click Rate (% of people who open our emails AND click on a link) is 4.7%. A bit higher from February.
- April e-newsletter included:
  - News & Announcements
    - April (4/15) Local Government Efficiency Meeting reminder
    - April 11<sup>th</sup> GLCC Meeting
    - April 15<sup>th</sup> Regular Board Meeting
    - April 15<sup>th</sup> Summer Program Registration Begins
    - 2024 Summer Brochure sneak peek and availability of Digital Brochure
    - Job postings for Camp Counselors, Swim Staff, T-Ball instructors, Tot Soccer instructors, Park Safety Staff, Boat Ramp Monitors, and PT Maintenance Staff.
    - 2023-2024 Preschool spots still available
    - 4/27 Park Appreciation Day
    - Flower Pot Decorating Class
    - Baggo Tournament Night
    - Lions Club Arbor Day Tree Giveaway
    - WNPL Bookmobile dates at Twin Lakes
    - Sponsorship Opportunities
    - Staff Reports
    - A few key May dates and programs.
  - Save the Dates for April events, programs, and important dates.
  - Email highlights
  - All upcoming April events and programs details.

### **2024 Summer Program Brochure**

- Digital Brochure was posted online near end of March
- Hardcopy brochure was delivered to office on April 8<sup>th</sup> and is expected to be to residents homes by end of week (4/12).

### **Old Plank Park and Willow Point Park playgrounds needs assessment survey:**

- Survey posted on 4.5.2024 has already garnered 60 responses! Survey will be open until 4.19.2024.



Wildwood Park District Willow Point & Old Plank Park Playground  
Equipment Needs Assessment Survey

Dear Wildwood Residents,

The Wildwood Park District wants to hear from you!

At the end of 2023 into early 2024, the Park District conducted a Community Needs Assessment Survey to obtain current feedback identifying strengths, areas of improvement, needs within the community, and otherwise gather ideas, interests, and opinions from our residents.

As part of our continuous improvement strategy process, the Park District sought specific feedback within the Community Needs Assessment in respect to our parks and playgrounds as one key aspect of the Needs Assessment. Specific common feedback in this area of operations revolved around the upgrading/replacement of aged playground equipment and playsets at both Old Plank Park (18833 N. Old Plank Road) and Willow Point Park (33666 N. Cove Road).

The main playground at Willow Point Park was installed in the year 2000 and is near/past it's useful life cycle after 24 years. Replacement parts for equipment may become harder to obtain in an expedient manner

over time. This play set has experienced UV degradation, considerable patron use, fading of the plastic over time, and lacks some amenities and design elements that are common in the modern day. The play equipment at Old Plank Park is also aged and is lacking in options for different ages to use the equipment that is presently there.

In order to properly continue the process of determining what the desired wants/needs are for replacement equipment, type and desired age usage of equipment, project scope, accessibility concerns, and potential cost; the Park District has opened a brief survey for Residents to give their feedback! The survey contains both open ended and multiple-choice options.

The survey is completely anonymous and does not collect any identifying information. You should be able to complete this survey in about 5 minutes. The survey will be open from Friday, April 5th through Friday, April 19th 4:00PM.

We sincerely thank you again for your time and feedback, as it is vital to the WPD's continuous improvement and fulfilling our mission and vision.

### **Section 1: Non-Identifying Demographic Information.**

Demographic data gives us insight to certain background characteristics of our community, allowing us to tailor our offerings and activities to better serve our residents.

What is your age?

Under 18 years of age.

18-24 years old.

25-34 years old.



35-44 years old.

45-54 years old.

55-64 years old.

65+ years old.

I prefer not to answer.

What is your gender?

Male.

Female.

Other gender identity.

Prefer not to answer.

How many people live in your home?

1

2

3

4

5

6

7+

I prefer not to answer.

Ages of people in your household. Please select all that apply.

0-5 years old.

6-10 years old.

11-15 years old.

16-18 years old.

18-24 years old.

25-34 years old.

35-44 years old.

45-54 years old.

55-64 years old.

65+ years old.

I prefer not to answer.

How long have you lived within the Wildwood Park District boundaries?

0-5 years.

6-10 years.

11-15 years.

16-20 years.

21-30 years.

31+ years.

I prefer not to answer.

## **SECTION 2: Old Plank and Willow Point Parks Playground Equipment**

If you **have not** visited Old Plank Park or Willow Point Park playgrounds in the past 12 months, please let us know what keeps you from using this playground equipment. *Please check all that apply.* \*If you **have** used the equipment in the past 12 months, please click "N/A".

Use other playgrounds outside of Wildwood.

Not Interested

---

Quality/condition/age of playground equipment

Design and layout of playground equipment

Lacking certain types of equipment

Parks are too busy.

Current swing sets lacking or not in a desired location

Lack of convenient parking.

Safety concerns.

Lack of ADA accessibility or inclusivity.

Playground mulch play area borders lacking or not clearly defined

Desire for alternative playground surfacing

Slides (or lack thereof)

Climbing and Swinging Elements (or lack thereof)

Signage (or lack thereof)

N/A

Other- please explain.

If you **have** visited Old Plank Park or Willow Point Park playgrounds in the past 12 months, please let us know why you use the current playground equipment and what positive elements of the current designs are desirable. *Please check all that apply.* **\*If you have not used the equipment in the past 12 months, please click "N/A".**

Parking availability

Age appropriate equipment

Playground set/equipment layout and design

Proximity to home

Interactive elements (i.e. steering wheels, climbers, etc.)

Ease of equipment use

Swings (styles/types and quality of structure)

Playground surfacing (currently engineered wood fiber mulch)

Slides

Climbing and Swinging Elements

N/A

Other- please explain.

If you **have** visited Old Plank Park or Willow Point Park playgrounds in the past 12 months, which of the playgrounds have you visited/used? *Please check all that apply.* **\*If you have not used Wildwood Park District playground equipment in the past 12 months, please click "N/A"**

Old Plank Park (18833 N. Old Plank Rd.)

Willow Point Park (33666 N Cove Rd.)

Another Wildwood Park District Playground

N/A

If applicable, in the past 12 months, how many times have you visited Old Plank Park or Willow Point Park playgrounds or used on-site play equipment?

More than 25 times.

11-25 times.

6-10 times.

1-5 times.

None.

While using the playground equipment at Willow Point Park and Old Plank Park; which current play elements have you most frequently used and/or would desire to see in a new playground design/replacement? *Please check all that apply.* **\*If you have not used the equipment in the past 12 months, please click "N/A".**

See-Saw (Old Plank)

Frog Slide (Old Plank)

Tires (Old Plank)

Swings (Old Plank)

Riding Horses (Old Plank)

Swings (Willow Point)

Toddler Swings (Willow Point)

ADA Bucket Swing (Willow Point)

Large Playground (Willow Point)

Dinosaur (Willow Point)

N/A

Other- please explain.

Would you be willing to attend Community Meetings and partake in further online surveys to vote and give feedback on potential equipment design plan options for these playgrounds when presented?

Yes

No

What specific changes/upgrades and/or replacement would you like to see at Willow Point Park and Old Plank playgrounds?

### Section 3: Closing

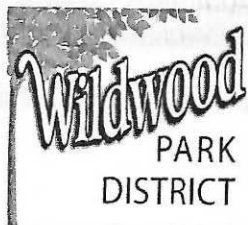
Please use this open text field to provide any additional thoughts, comments, feedback, ideas, safety concerns or potential design elements for potential playground equipment upgrades at Old Plank Park and Willow Point Park.

Submit

Wildwood Park District  
Park Safety Report  
April 15<sup>th</sup>, 2024

1. 8 Boat Keys have been sold so far with 1 extra decal sold.
2. New Park Safety uniform look to be distinguished from other maintenance and event staff. Will include utility belt and possibly flashlight with tucked in polo.
3. Focus will be on uniform cleanliness, presentation, and overall heightened standard of professionalism.
4. New uniform text "Park Safety" without word "Staff" will be implemented on high visibility polos in effort to distinguish park safety officers and boat ramp monitors from maintenance and other event staff. "Boat Ramp Monitors" text will be replacing "Staff" on Boat Ramp Monitor staff high visibility t-shirts.
5. Aim to implement new standardized patrol routes and methods.
6. New towing signs were placed Willow Point, Valley South, Sunset, and Pebble along with updated signage for Valley South park entry sign. Completed install of all new signs at Valley North (entry rules, fishing, etc.) and removed old, damaged signs. Will be finishing up remainder of signs for small parks as schedule allows.
7. New parking violation warning flyers created in effort to ensure those who are in violation are aware of the violation.
8. New vehicle information cards created, in order to have a log of vehicles who have been given a prior warning of a violation.
9. New witness statement forms for accidents/incidents in the parks.
10. New lost/stolen items form created for lost and stolen items picked up in the parks from staff.
11. New training presentation and plan to train both boat ramp monitors and park safety officers in more detail and specifics in community interaction, policy enforcement, customer service, safety procedures, plus more.
12. Prepared 2024 staff paperwork, staff manuals, and was oriented to WPD office equipment and office procedures.
13. Training focus in verbal judo and de-escalation techniques, in an attempt to have better and more positive interactions with the community, even when under pressure and stress.
14. Continue to ensure all park safety staff(officers, boat ramp monitor, coordinator) are CPR/AED certified.
15. New in-house incident report for internal record keeping and organization created and modified.
16. Placed request for updated walkie-talkie radios for park safety staff.
17. Placed request for an amber light bar on top of Security Mule for visibility, distinction, and safety.
18. Overall, we hope to improve the Wildwood Park District Safety Team, in order to ensure safety, service, and security for all the Wildwood residents and guests enjoying the parks. We aim for a heightened standard of professionalism and competency for our entire safety team.

**Brandon Magnini**  
Park District Manager  
Wildwood Park District  
33325 N. Sears Boulevard Wildwood, IL 60030  
[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)  
847.223.7275



**From:** "Kaiser, Keith E." <[KKaiser@lakecountyil.gov](mailto:KKaiser@lakecountyil.gov)>  
**Date:** Tuesday, March 26, 2024 at 12:18 PM  
**To:** Brandon Magnini <[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)>  
**Subject:** RE: LCSO presence near Sunset Beach Park Wildwood Park District on Gages Lake

Hello Brandon,

First, my apologies for the delayed response. Your email got lost in my inbox... I do remember the problems last year at Sunset Park.

Anecdotally, the 4<sup>th</sup> of July is the busiest day of the year for our deputies. There is no way to pay on-duty deputies to patrol the park. The patrol district in which encompasses the Wildwood Park District has only two deputies who are cover a large area from Route 173 to Route 137 and Route 83 to Route 41. You can request extra patrols for them to be in the area, but if another call comes in they will have to leave.

If you would like coverage at the park, I would recommend a special detail. The special detail rate for off-duty deputies in 2024 is the same as it was in 2023, \$90/hour for one deputy with a 2 hour minimum.

Hopefully this answers your questions.



**Keith Kaiser | Lieutenant**  
Lake County Sheriff's Office  
25 S. Martin Luther King Jr. Ave.  
Waukegan, IL 60085  
847.377.4244  
[www.lakecountyil.gov/sheriff](http://www.lakecountyil.gov/sheriff)



**Subject:** RE: LCSO presence near Sunset Beach Park Wildwood Park District on Gages Lake  
**Date:** Thursday, April 11, 2024 at 1:17:14 PM Central Daylight Time  
**From:** Kaiser, Keith E. <KKaiser@lakecountyil.gov>  
**To:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**Attachments:** image008.png, image009.jpg, image010.png, image011.jpg, image012.jpg, image013.png, image014.jpg, image015.jpg

Brandon,  
 If you decide to request an extra patrol, there is no need for an agreement. You can call our communications center at 847-549-5200 and request an extra patrol with the dates and times.

Thanks,  
 Keith



Keith Kaiser | Lieutenant  
 Lake County Sheriff's Office  
 25 S. Martin Luther King Jr. Ave.  
 Waukegan, IL 60085  
 847.377.4244  
[www.lakecountyil.gov/sheriff](http://www.lakecountyil.gov/sheriff)

**From:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**Sent:** Friday, March 29, 2024 9:58 AM  
**To:** Kaiser, Keith E. <KKaiser@lakecountyil.gov>  
**Subject:** Re: LCSO presence near Sunset Beach Park Wildwood Park District on Gages Lake

**WARNING - EXTERNAL EMAIL**  
 If unknown sender, do not click links/attachments. Never give out your user ID or password.

Good morning, Keith,

No apologies necessary!

I also understand the situation and context of the 4<sup>th</sup> of July. If we were to request extra patrols to be in the general area of Wildwood (pending availability) around/on the 4<sup>th</sup>; do we need a separate Special Services Detail for that or just an informal phone call/email request since they are not being paid extra to patrol the park itself on the 4<sup>th</sup>?

Thank you for the information on the 2024 rates for off-duty officers Special Detail. I do recall that around the weekend of the Lake County Fair and other major county events filling the Special Detail is difficult or not at all possible on weekends. Based on the same rate from 2023, I will discuss with my Board if the Park District wants to pursue the additional Special Detail shifts on select weekends and what sort of coverage/dates we want to be put into an agreement, (of course understanding the detail is voluntary and not expected to be 100% filled each date requested). I will follow up when I have that update.

You have answered all of my previous questions. Thank you again for the response.

Sincerely,  
 Brandon Magnini

## Work Order Signature Document

Contract No.:IL-R1-GC-122122-LEO

New Work Order

Modify an Existing Work Order

Work Order #: 127056.00

Work Order Date: \_\_\_\_\_

Owner PO No: \_\_\_\_\_

Title: Wildwood Park District - Roofing Repairs

Owner Name: SOURCEWELL - ILLINOIS -  
Wildwood Park District

Contractor  
Name:

Leopardo Companies Inc

Contact: \_\_\_\_\_

Contact:

Tim McCracken

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

### Work to be Performed

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of EZIQC Contract No IL-R1-GC-122122-LEO.

Brief Work Order Description:

Small roofing projects.

□

Work Order Firm Fixed Price: \$29,438.87

Owner Purchase Order Number: \_\_\_\_\_

### Approvals

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

## Detailed Scope of Work

**Date:** 4/8/2024  
**Work Order #:** 127056.00  
**Title:** Wildwood Park District - Roofing Repairs  
**Contractor:** Leopardo Companies Inc  
**Contractor Number:** IL-R1-GC-122122-LEO  
**Job Order Value:** \$29,438.87

---

**Location:** Wildwood Park District - Roofing Repairs

**Brief Scope:**

Small roofing projects.

---

Dear Brandon Magnini,

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work:

**Detailed Scope:**

**Scope of Work:**

Install 1,000 S.F. Approx 60 Mil White TPO Fully Adhered Roofing System on Main Building and 300 S.F. Approx Shingle Roofing on Storage Shed Building.

Furnish all Labor, Materials, and Expenses necessary to perform work as specified below:

- Mechanically Fasten 0.5" Coverboard using Approved Fasteners.
- Install 0.060 TPO Membrane using TPO Bonding Adhesive.
- Flashing Walls, Penetrations, and Curbs as per manufacturers specifications.
- Provide Crane and Operator to hoist roofing materials on roof elevation.
- Install all Roof Related Sheet Metal as per specifications.
- Provide Dumpster for Cleanup and Trash Removal.
- Provide Contractor 2-year warranty on labor and workmanship.

**Requirements:**

Should you have any questions, please do not hesitate to contact me at 224.523.3801.

## Contractor Price Proposal Summaries - Category

**Date:** 4/8/2024  
**Work Order #:** 127056.00  
**Title:** Wildwood Park District - Roofing Repairs  
**Contractor:** Leopardo Companies Inc  
**Contractor Number:** IL-R1-GC-122122-LEO  
**Job Order Value:** \$29,438.87

**Proposal Name:** Wildwood Park District - Roofing Repairs  
**Proposal Value:** \$29,438.87

**To:** Project Manager

**From:** Tim McCracken  
Leopardo Companies Inc

Category	LineTotal
Main Office	\$25,860.63
Storage Shed	\$3,578.24
<b>Grand Total:</b>	<b>\$29,438.87</b>

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

**The Percent of NPP on this Proposal:** 0.00

## Contractor Price Proposal Details - Category

**Date:** 4/8/2024  
**Work Order #:** 127056.00  
**Title:** Wildwood Park District - Roofing Repairs  
**Contractor:** Leopardo Companies Inc  
**Contractor Number:** IL-R1-GC-122122-LEO  
**Job Order Value:** \$29,438.87

**Proposal Name:** Wildwood Park District - Roofing Repairs  
**Proposal Value:** \$29,438.87

CSI Number	Mod	UOM	Description	LineTotal
<b>Main Office</b>				
1	01 22 23 00-0982	DAY	6 Ton Lift, Truck Mounted Hydraulic Crane With Full-Time Operator	\$1,647.54
			Qty      Unit Price      Factor      Total	
			Installation      1.00      X      \$1,525.36      X      1.0801      \$1,647.54	
			Contractor Notes: <i>Truck mounted crane for delivery and placement of roofing materials.</i>	
2	01 55 26 00-0013	CLF	1", 4 Mil Polyethylene Printed Barricade Tape, Fluorescent Orange	\$1.75
			Qty      Unit Price      Factor      Total	
			Installation      0.14      X      \$11.27      X      1.0801      \$1.75	
			Contractor Notes: <i>Caution tape.</i>	
3	01 74 19 00-0016	EA	40 CY Dumpster (5 Ton) "Construction Debris" Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$793.87
			Qty      Unit Price      Factor      Total	
			Installation      1.00      X      \$735.00      X      1.0801      \$793.87	
			Contractor Notes: <i>Dumpster for disposal.</i>	
4	02 41 16 13-0003	GSF	Up To 2,000 SF Commercial Building Interior Demolition, Gutting And Placing Into Dumpster Or Truck	\$11,331.19
			Qty      Unit Price      Factor      Total	
			Installation      799.00      X      \$13.13      X      1.0801      \$11,331.19	
			Contractor Notes: <i>Line item used to cover the Demolition and disposal of existing roofs on (2) buildings.</i>	
5	06 16 33 00-0004	SF	1/2" Thick CDX Plywood Roof Decking Applied to wood rafters.	\$2,495.03
			Qty      Unit Price      Factor      Total	
			Installation      1,000.00      X      \$2.31      X      1.0801      \$2,495.03	
			Contractor Notes: <i>Mechanically fastened coverboard on main building flat roof areas (1000 SF) and shed roof (300 sf).</i>	
6	06 16 33 00-0004	0006 MOD	For Exterior CC Grade Plywood, Add	\$129.61
			Qty      Unit Price      Factor      Total	
			Installation      1,000.00      X      \$0.12      X      1.0801      \$129.61	

CSI Number	Mod	UOM	Description	LineTotal
<b>Main Office</b>				
7	06 16 33 00-0004	0007	MOD For Application To Metal Studs, Joists, Or Rafters, Add	\$334.83
			Qty Unit Price Factor Total	
			Installation 1,000.00 X \$0.31 X 1.0801 \$334.83	
8	07 54 23 00-0004	SQ	60 Mil, Single Ply TPO Roofing Membrane, Fully AdheredIncludes adhesive.	\$4,977.75
			Qty Unit Price Factor Total	
			Installation 10.00 X \$460.86 X 1.0801 \$4,977.75	
			Contractor Notes: <i>Install 0.060 TPO membrane using TPO Bonding Adhesive. 1000 SF/ 100 = 10 SQ</i>	
9	07 63 00 00-0040	EA	2" Vent Through Roof, Galvanized Metal Flashing With Neoprene Collar, Shingle Roofing	\$169.60
			Qty Unit Price Factor Total	
			Installation 2.00 X \$78.51 X 1.0801 \$169.60	
10	07 63 00 00-0042	EA	4" Vent Through Roof, Galvanized Metal Flashing With Neoprene Collar, Shingle Roofing	\$90.34
			Qty Unit Price Factor Total	
			Installation 1.00 X \$83.64 X 1.0801 \$90.34	
11	07 63 00 00-0043	EA	6" Vent Through Roof, Galvanized Metal Flashing With Neoprene Collar, Shingle Roofing	\$94.08
			Qty Unit Price Factor Total	
			Installation 1.00 X \$87.10 X 1.0801 \$94.08	
12	07 71 26 00-0030	LF	0.050" Thick, Up To 12" Wide, Mill Finish, Aluminum Counter Flashing With Reglet	\$3,795.04
			Qty Unit Price Factor Total	
			Installation 240.00 X \$14.64 X 1.0801 \$3,795.04	
			Contractor Notes: <i>Flashing of walls, penetrations, and curbs per manufacturer specs.</i>	
<b>Subtotal for Main Office:</b>				<b>\$25,860.63</b>
<b>Storage Shed</b>				
13	06 16 33 00-0004	SF	1/2" Thick CDX Plywood Roof DeckingApplied to wood rafters.	\$748.51
			Qty Unit Price Factor Total	
			Installation 300.00 X \$2.31 X 1.0801 \$748.51	
14	07 05 13 00-0003	EA	>1 To 2 SQ, Mobilization Of Crew For Small Quantity Of Roof Work	\$1,022.83
			Qty Unit Price Factor Total	
			Installation 1.00 X \$946.98 X 1.0801 \$1,022.83	
			Contractor Notes: <i>Line item used for the mobilization of the roofing crew.</i>	
15	07 31 13 13-0014	SQ	300 LB/SQ, 5" Exposure, Reflective Two Layer Laminated Fiberglass Reinforced, Asphalt Composition Shingle (CertainTeed Landmark Solaris)	\$1,617.65
			Qty Unit Price Factor Total	
			Installation 3.00 X \$499.23 X 1.0801 \$1,617.65	
			Contractor Notes: <i>300 SF shingle roof replacement on shed.</i>	

CSI Number	Mod	UOM	Description	LineTotal
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**Storage Shed**

16	07 34 00 00-0003	SQ	30 LB, Asphalt Saturated Organic Felt Roofing Underlayment, Mechanically Fastened	\$189.23
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	Qty		Unit Price	Factor	Total
Installation	3.00	X	\$58.40	X 1.0801	\$189.23

Contractor Notes: *Roofing underlayment for shed shingle roof.*

**Subtotal for Storage Shed: \$3,578.24**

**Grand Total: \$29,438.87**

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

**The Percent of NPP on this Proposal: 0.00**



**IFB #IL-122122**  
**Invitation for Bids**  
**for**  
**Indefinite Delivery-Indefinite Quantity**  
**Construction Contracts**  
**in the**  
**State of Illinois**

**Bid Due Date: December 21, 2022, 4:30 p.m., Central Time**

Sourcewell, a State of Minnesota local government entity and public agency, is issuing this Invitation for Bids (IFB) on behalf of its participating entities to create indefinite delivery-indefinite quantity construction (IDIQ) contracts that may be used by those participating entities for projects related to construction or the repair, alteration, modernization, or renovation of buildings, structures, or other real property.

This IFB consists of the following parts:

1. Invitation for Bids, including Map of Regions
2. Template IDIQ Construction Contract
3. IDIQ Contract General Terms and Conditions
4. Construction Task Catalog
5. Technical Specifications

A full copy of the IFB can be found on the Sourcewell Procurement Portal (<https://proportal.sourcewell-mn.gov>), and only bids submitted through the Sourcewell Procurement Portal will be considered. Bids are due no later than December 21, 2022, at 4:30 p.m. Central Time, and late bids will not be considered.

**Solicitation Schedule**

Notice of Solicitation Published:	November 7, 2022
Pre-bid Conference:	November 29, 2022, 10:00 a.m., Central Time
Question Submission Deadline:	December 13, 2022, 4:30 p.m., Central Time
<b>Bid Due Date:</b>	December 21, 2022, 4:30 p.m., Central Time Late responses will not be considered.
Opening:	December 21, 2022, 6:30 p.m., Central Time See Article VII. G. for more information.



IFB #1L-122122  
Invitation for Bids  
for

**Indefinite Delivery-Indefinite Quantity  
Construction Contracts  
in the State of Illinois**

**Bid Due Date: December 21, 2022, 4:30 p.m., Central Time**  
Sourcewell, a State of Minnesota local government entity and public agency, is issuing this Invitation for Bids (IFB) on behalf of its participating entities to create indefinite delivery-indefinite quantity construction (IDIQ) contracts that may be used by those participating entities for projects related to construction or the repair, alteration, modernization, or renovation of buildings, structures, or other real property.

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Published in Daily Herald Nov 7, 14, 21, 2022 (4590748)

## CERTIFICATE OF PUBLICATION

Paddock Publications, Inc.

Lake County

# Daily Herald

Corporation organized and existing under and by virtue of the laws of the State of Illinois, DOES HEREBY CERTIFY that it is the publisher of the **Lake County DAILY HERALD**. That said **Lake County DAILY HERALD** is a secular newspaper, published in Libertyville and has been circulated daily in the Village(s) of:

Antioch, Bannockburn, Deerfield, Fox Lake, Fox River Grove, Gages, Lake, Grandwood Park, Grayslake, Green Oaks, Gurnee, Hainesville, Hawthorn Woods, Highland Park, Highwood, Indian Creek, Ingleside, Island Lake, Kildeer, Lake Barrington, Lake Bluff, Lake Forest, Lake Villa, Lake Zurich, Lakemoor, Libertyville, Lincolnshire, Lindenhurst, Long Grove, Long Lake, Mundelein, North Barrington, Prairie View, Riverwoods, Round Lake, Round Lake Beach, Round Lake Park, Third Lake, Vernon Hills, Volo, Wadsworth, Waukegan, Wauconda, Wildwood

County(ies) of Lake

and State of Illinois, continuously for more than one year prior to the date of the first publication of the notice hereinafter referred to and is of general circulation throughout said Village(s), County(ies) and State.

I further certify that the Lake County DAILY HERALD is a newspaper as defined in "an Act to revise the law in relation to notices" as amended in 1992 Illinois Compiled Statutes, Chapter 715, Act 5, Section 1 and 5. That a notice of which the annexed printed slip is a true copy, was published 11/07/2022, 11/14/2022, 11/21/2022 in said Lake County DAILY HERALD.

IN WITNESS WHEREOF, the undersigned, the said PADDOCK PUBLICATIONS, Inc., has caused this certificate to be signed by, this authorized agent, at Arlington Heights, Illinois.

PADDOCK PUBLICATIONS, INC.  
DAILY HERALD NEWSPAPERS

BY Daule Baltz  
Designee of the Publisher and Officer of the Daily Herald

Control # 4590748



## Indefinite Delivery-Indefinite Quantity Construction Contract

Contract Number: IL-R1-GC-122122-LEO

Service Type: General Construction

This Indefinite Delivery-Indefinite Quantity Construction Contract (Contract) is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 and Leopardo Companies Inc, 120 S Riverside Plaza, Suite 2150, Chicago, IL 60606 (Contractor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state and municipal governmental entities, K-12 and higher education entities, nonprofit entities, tribal governments, and other public entities located within the United States.

The Contractor desires to contract with Sourcewell to provide construction services to entities that access Sourcewell's indefinite delivery-indefinite quantity (IDIQ) construction contracts within the Service Region.

### I. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract, including the General Terms and Conditions incorporated by reference, is effective upon the later of January 25, 2023 or the date of the final signature below.

B. EXPIRATION DATE AND EXTENSION. This Contract expires **January 24, 2024**, unless it is terminated sooner pursuant to Article XX of the General Terms and Conditions, which are incorporated into this Contract by reference. This Contract may be extended up to three additional one-year periods upon request of Sourcewell and with written agreement by the Contractor, not to exceed a total of five years.

### II. REGION AND SERVICES

The Contractor's Region is: Region 1. The Contractor's IDIQ construction service type is: General Construction. The Contractor has agreed to perform work outside the Region.

### III. ADJUSTMENT FACTORS

The Contractor will perform any or all Tasks in the Construction Task Catalog for the Unit Price appearing therein multiplied by the following Adjustment Factors. See the General Terms and Conditions for additional information.

A. **Normal Working Hours Projects**: Work performed from 7:00 a.m. until 4:00 p.m. Monday to Friday, except Holidays. The Contractor will perform Tasks during Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of: 1.0801.

B. **Other Than Normal Working Hours Projects**: Work performed from 4:00 p.m. to 7:00 a.m. Monday to Friday, and any time Saturday, Sunday, and Holidays. The Contractor will perform Tasks during Other

Than Normal Working Hours for the Unit Price set forth in the CTC multiplied by the Adjustment Factor of: 1.0901.

C. **Non pre-priced Adjustment Factor:** To be applied to Work determined not to be included in the CTC but within the general scope of the work: 1.1001.

**VI. AUTHORIZED REPRESENTATIVE**

A. Sourcewell's Authorized Representative is its Chief Procurement Officer.

B. The Contractor's Authorized Representative is Peter G. Oldendorf. If the Contractor's Authorized Representative changes at any time during this Contract, Contractor must promptly notify Sourcewell in writing.

Sourcewell

Leopardo Companies Inc

DocuSigned by:  
Jeremy Schwartz  
C0FD2A139D06489...

By: \_\_\_\_\_

Jeremy Schwartz

Title: Chief Procurement Officer

Date: 1/25/2023 | 12:52 PM CST

DocuSigned by:  
Peter G. Oldendorf  
4AB9CCF177B842E...

By: \_\_\_\_\_

Peter G. Oldendorf

Title: Vice President

Date: 1/25/2023 | 12:23 PM EST

# AGREEMENT TO MODIFY AND EXTEND SOURCEWELL CONTRACT #IL-R1-GC-122122-LEO

THIS AGREEMENT TO MODIFY AND EXTEND, Sourcewell Contract #IL-R1-GC-122122-LEO, is effective upon the date of the last signature below.

Sourcewell and Leopardo Companies Inc ("Contractor") have entered into an Indefinite Quantity Construction Contract, Contract Number **IL-R1-GC-122122-LEO**, with an initial term ending January 24, 2024, and three bilateral options to extend for an additional one-year term ("Contract"). The parties agree to modify and extend the Contract as stated below.

### CONTRACT MODIFICATION

The following is adopted as the new CTC for the Contract effective January 25, 2024:

### Region 1 Northern Illinois

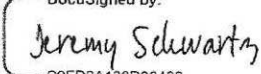
Pursuant to the Contract, Contractor's Adjustment Factors remain fixed for the duration of the contract term and are unaffected by this modification.

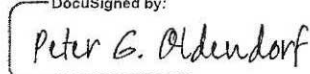
### EXERCISE OF OPTION: EXTENSION

Contractor and Sourcewell hereby desire and agree to extend the Contract, with the above modification, for the period of January 25, 2024 through January 24, 2025.

Sourcewell

Leopardo Companies Inc

DocuSigned by:  
  
C0FD2A139D06489...  
By: \_\_\_\_\_  
Jeremy Schwartz

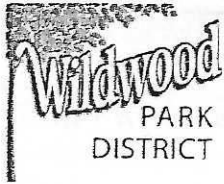
DocuSigned by:  
  
4AB9CCF177B842E...  
By: \_\_\_\_\_  
Peter G. Oldendorf

Title: Chief Procurement Officer

Title: Vice President

Date: 1/23/2024 | 8:56 AM CST

Date: 1/23/2024 | 8:44 AM EST



WILDWOOD PARK DISTRICT  
TREE & BENCH DONATION PROGRAM

The Wildwood Park District welcomes gifts to restore and improve parks. Donating a tree or park bench is a unique way to honor special occasions such as birthdays, anniversaries or remembrances.

Please note:

- Your donation will be recognized by a 3.5" x 5" bronze plaque provided by the Park District with wording specified below, subject to space limitations and approval of the Park District.
- You are responsible to provide the Park District with updates to contact names and addresses.
- Donated items will be maintained with the same methods as all other park features of that type.
- If the tree dies within the first year after planting, the Park District will replace it at no charge. Replacements after one year are optional, and the donor is responsible for the cost.
- The Park District retains the right to relocate a donated item at any time.
- Trees will be planted in the spring or fall. It is not possible to specify an exact date of planting.
- To protect the tree from damage and disease, donors may not decorate the tree or leave personal mementos at the planting site.

Maggie Woznick, Kyle Parmelee, Brandon  
Name(s) of Donor(s): Parmelee, & Georgette Parmelee Date: 4/3/24

Address: \_\_\_\_\_

City: Wildwood State: IL Zip: 60030

Phone \_\_\_\_\_ Email: \_\_\_\_\_

Desired wording for plaque: TBD

Desired Park Location: 1st Choice: Willow Point 2nd Choice: \_\_\_\_\_ 3rd Choice: \_\_\_\_\_

Item to donate:

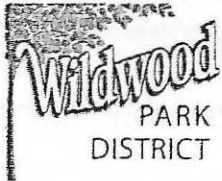
- Tree \$400 - swamp white oak
- Shade Trees** - Commonly taller than 50 feet at maturity, these trees provide shade, wildlife habitats and contribute an array of fall color to the autumn season.  
(Red Maple, Red Oak, Sugar Maple, State Street Maple)
- Ornamental Trees** - Intermediate in size, most ornamental trees reach a height of 15 to 30 feet and have flowers or varying color. (Black Alder, Red Bud)
- Evergreen** - These cone bearing trees grow to heights greater than 50 feet and have needles. (Eastern White Pine, Norway Spruce, Douglas Fir)

Bench \$2,000

Donor's Signature: Maggie Woznick

Return form with payment to: Wildwood Park District  
33325 N. Sears Blvd.  
Wildwood, IL 60030

If you have any questions, please contact the Wildwood Park District at 847-223-7275.



WILDWOOD PARK DISTRICT  
TREE & BENCH DONATION PROGRAM

The Wildwood Park District welcomes gifts to restore and improve parks. Donating a tree or park bench is a unique way to honor special occasions such as birthdays, anniversaries or remembrances.

Please note:

- Your donation will be recognized by a 3.5" x 5" bronze plaque provided by the Park District with wording specified below, subject to space limitations and approval of the Park District.
- You are responsible to provide the Park District with updates to contact names and addresses.
- Donated items will be maintained with the same methods as all other park features of that type.
- If the tree dies within the first year after planting, the Park District will replace it at no charge. Replacements after one year are optional, and the donor is responsible for the cost.
- The Park District retains the right to relocate a donated item at any time.
- Trees will be planted in the spring or fall. It is not possible to specify an exact date of planting.
- To protect the tree from damage and disease, donors may not decorate the tree or leave personal mementos at the planting site.

Name(s) of Donor(s): Maggie Woznick Date: 4/3/24

Address: \_\_\_\_\_

City: Wildwood State: IL Zip: 60030

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Desired wording for plaque: TBD

Desired Park Location: 1st Choice: Willow Park 2nd Choice: \_\_\_\_\_ 3rd Choice: \_\_\_\_\_

Item to donate:

- Tree \$400 Autumn Blaze Maple
- Shade Trees** - Commonly taller than 50 feet at maturity, these trees provide shade, wildlife habitats and contribute an array of fall color to the autumn season.  
(Red Maple, Red Oak, Sugar Maple, State Street Maple)
- Ornamental Trees** - Intermediate in size, most ornamental trees reach a height of 15 to 30 feet and have flowers or varying color. (Black Alder, Red Bud)
- Evergreen** - These cone bearing trees grow to heights greater than 50 feet and have needles.  
(Eastern White Pine, Norway Spruce, Douglas Fir)

Bench \$2,000

Donor's Signature: Maggie Woznick

Return form with payment to: Wildwood Park District  
33325 N. Sears Blvd.  
Wildwood, IL 60030

If you have any questions, please contact the Wildwood Park District at 847-223-7275.



**J&E NURSERY, LTD.**

18852 W. Peterson Rd.  
Libertyville, IL 60048

Proposal

**Proposal**

Date	Proposal #
3/27/2024	135676

Name / Address
Wildwood Park District 33325 N. Sears Blvd. Wildwood, IL 60030

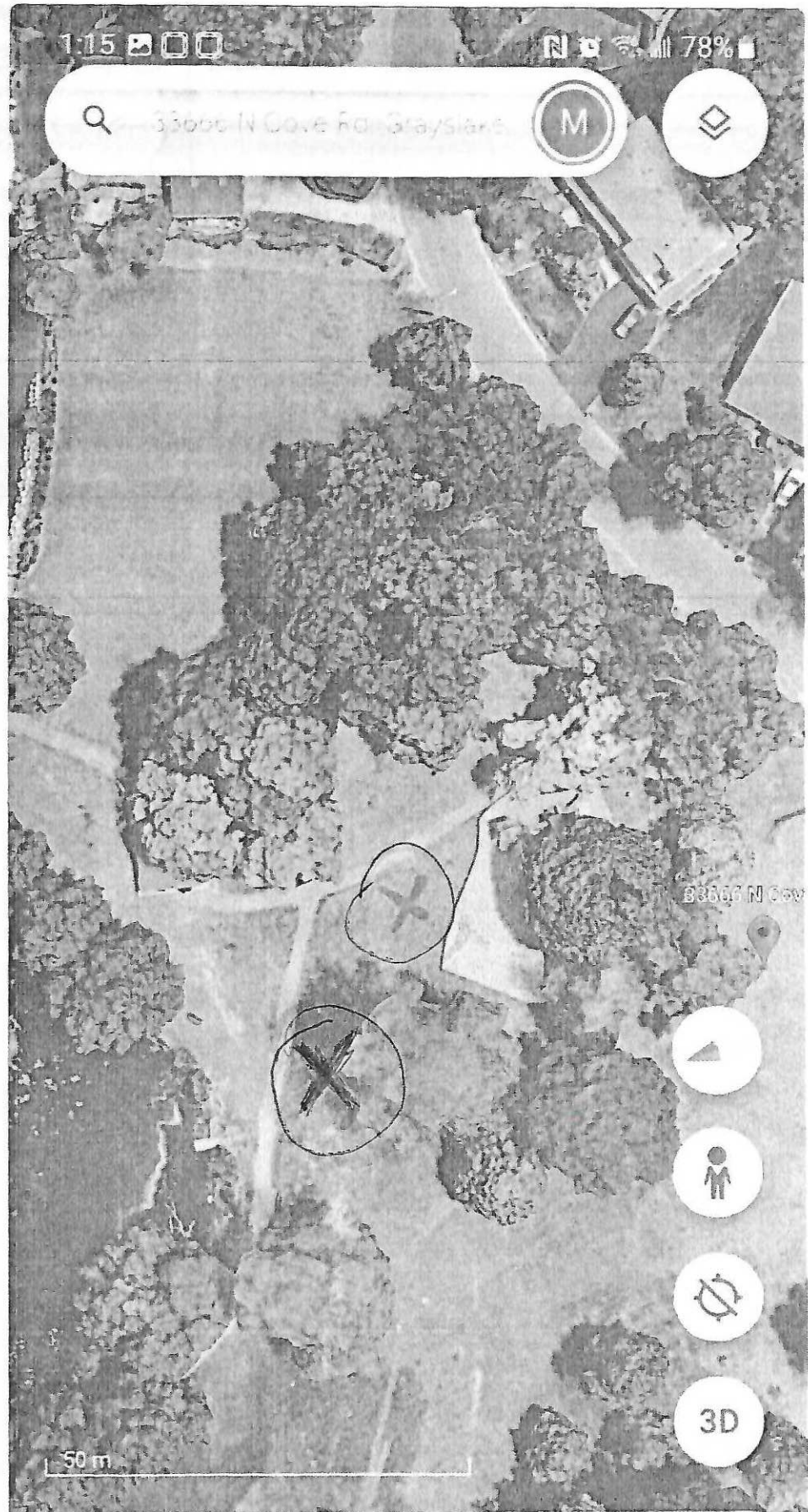
Rep	Terms	Project
JH	50/50% plan	

Description	Qty	UM	Cost	Total
Install two trees in Wildwood Park located at 33666 N. Cove Road Wildwood, IL 60030				
Autumn blaze maple 2" BB	1	2" BB	350.00	350.00
Swamp white oak 2" BB	1	2" BB	350.00	350.00
Installation and One year Warranty on all materials installed by J & E Nursery.	1	per	225.00	225.00
Delivery	1	per	65.00	65.00
Hardwood Mulch Spread	1	per	25.00	25.00
Please sign this proposal and send it in with the total amount due so we may schedule your project			<b>Subtotal</b>	\$1,015.00
			<b>Sales Tax (7.0%)</b>	\$0.00
			<b>Total</b>	\$1,015.00

1:15

78%

33000 N Cove Rd, Grayslake



33000 N Cove

50 m

