

**Wildwood Park District  
Regular Board Meeting  
33325 N. Sears Boulevard, Wildwood, IL 60030  
Monday, October 16<sup>th</sup>, 2023, | 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**

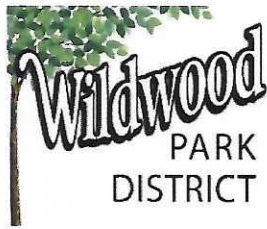
- I. Call to Order - Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda – Regular Board Meeting – Monday, October 16<sup>th</sup>, 2023**
- IV. Approval of Minutes**
  - A. Minutes of the Regular Board Meeting – Monday, September 18<sup>th</sup>, 2023**
- V. Matters from the Public**
- VI. Eagle Project Boy Scout Troop 671 Cove Park Paver Steps**
- VII. Financial Report**
- VIII. WSRA**
- IX. GLCC Report**
- X. Valley Lake Report**
- XI. Staff Reports**
  - A. Recreation/Administration**
    - I. Harvest Fest Report
    - II. Summer Programs Report
  - B. Maintenance**
  - C. Marketing/Promotions**
- XII. Unfinished Business**
  - A. Valley Lake Stormwater Improvements DCEO/SMC Intergovernmental Agreement (IGA)
  - B. Gages Lake Channel Piers Inquiry
  - C. Wildwood Park District Mission/Vision Statement and Core Values Update Approval
  - D. Wildwood Park District Staff Appreciation Night
  - E. Harvest Fest Beer Purchase President Jante
- XIII. New Business**
  - A. Wildwood Park District Revised Program Scholarship/Financial Aid Policies
  - B. Open Enrollment Plan Selection PDRMA Health Insurance for Park District Manager Magnini
  - C. Tentative Tax Levy
  - D. IPRA/IAPD Soaring to New Heights 2024 Conference Registration
- XIV. Other Business**
- XV. Matters from the Public**
- XVI. Executive Session**
  - A. Personnel 5 ILCS 120/2(c)(1)**
- XVII. 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: October 16<sup>th</sup>, 2023

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Good afternoon, Commissioners,

Please find below brief explanations on the following Board attachments that correlate with the agenda items for the Monday, October 16<sup>th</sup>, 2023, Regular Board Meeting:

**Eagle Project Boy Scout Troop 671 Cove Park Paver Steps:**

Please see attached project proposal and two visual sketches put together by Zack Moore with Troop 671 for a small, discreet access point with paver steps proposed for an entry point into the channel off of Cove Park. I have been meeting with Zack a couple of times to work through some ideas. Zack will be presenting this information at Monday's meeting for Board review.

**Valley Lake Report:** Please find attached Maj Kowalski's volunteer lake monitoring report for Valley Lake from September. I have also attached Black Lagoon's copper sulfate treatment report from 9/20 (targeting some snails and the 2<sup>nd</sup> preventative swimmer's itch treatment for the season).

**Staff Reports: Recreation/Administration – Harvest Fest Report**

Please find attached a detailed summary of Harvest Fest along with an in-depth financial analysis of the event along with post-event survey feedback.

**UNFINISHED BUSINESS**

**Wildwood Park District Mission/Vision Statement and Core Values Update Approval**

As discussed at the September meeting, I have attached the proposed updates to the Park District's Mission and Vision Statement as well as modified language in the "Equal Opportunity" core value in respect to recreation program scholarships.

**Wildwood Park District Staff Appreciation Night**

This agenda item was tabled at the September meeting as President Jante was not present. Please find attached a Sam's Club receipt in the total of \$113.40 that President Jante purchased and used for a Wildwood Park District Staff Appreciation Night at her home on Friday, September 8<sup>th</sup>, 2023. Park District staff and some significant others were present and had snacks and hamburgers and got together to



socialize and get to know one another better. The individuals present at this gathering are listed on the actual receipt in the Board Packet. I recommend the Board approve the reimbursement of the expense to President Jante as staff appreciation is a budgeted line-item and had available funds to use.

## **NEW BUSINESS**

### **Wildwood Park District Revised Program Scholarship/Financial Aid Policies**

As briefly discussed during the Mission/Vision statement item of the September Regular Meeting; I have attached a new and revised Park District Recreation Program Scholarship Policy and Application document for review and approval. I have also attached the section on page 26 of the District Policy and Procedure Manual where this change is noted and my recommended amount to budget for scholarships for FY 2024-2025. I also attached the Gurnee Park District scholarship policy that I used as a template for the one that I recommend the WPD adopt. This proposed policy update comes after lengthy conversations with the Directors of Recreation at the Gurnee and Mundelein Park Districts.

### **Open Enrollment Plan Selection PDRMA Health Insurance for Park District Manager Magnini**

Attached you will find the health insurance plan selection form that I recommend be approved by the Board for my health/vision/dental/basic life insurance for 2024. Estimated cost tables per month per coverage area are also attached for 2024. As before, I would recommend adopting the HMO RX-1 health plan, Dental (with Ortho), and Vision \$400 allowance plan.

### **Tentative Tax Levy**

As sent to you electronically from Kathy, I have attached her documentation to the Board Packet with the resources she has provided.

### **IPRA/IAPD Soaring to New Heights 2024 Conference Registration**

Attached you will find the registration sheet and pricing for IPRA/IAPD 2024 Conference in Chicago in January (25-27). Typically, both Staff and Board members have chosen the "No Frills" package which includes the Thursday-Saturday Exhibit Hall, Friday and Saturday Classes, Friday night social, and Saturday morning Keynote Speaker. I am recommending that I and Michael Dykes (Maintenance Lead) once again attend in 2024 with the No Frills package per person. The Board will need to decide by December 11<sup>th</sup> if they want to attend (early bird pricing) or January 15<sup>th</sup> for a hard deadline. Housing will be at the Hyatt Regency Chicago for \$132 per night.

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  
September 18<sup>th</sup>, 2023, at 7:00pm**

**Minutes**

**I. Call to Order:** The meeting was called to order at 7:00pm. The Pledge of Allegiance was recited.

**II. Roll Call:**

**Present:** Commissioners Anna Nelson, Frank Bruno, Dan Corrigan, Matt Brueck

**Absent:** Commissioner Becky Jante

**Park District Staff Present:** Brandon Magnini, Park Dist. Manager; Katherine Atkins, Accountant, Michael Dykes, Maintenance Lead

**NOTE:** Commissioner Brueck presided over the meeting in his capacity as Vice President of the Board in President Jante's absence.

**III. Approval of Consent Agenda – Regular Board Meeting – Monday, September 18<sup>th</sup>, 2023**  
Commissioner Brueck entertained a motion to approve the Consent Agenda of the Regular Board Meeting of Monday, September 18<sup>th</sup>, 2023. So moved, Commissioner Corrigan. Seconded, Commissioner Bruno. All in favor, motion carries.

**IV. Approval of Minutes**

**A. Minutes of the Regular Board Meeting - Monday, August 21<sup>st</sup>, 2023**

Commissioner Brueck entertained a motion to approve the Minutes of the Regular Board Meeting of Monday, August 21<sup>st</sup>, 2023. So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. All in favor, motion carries.

**V. Matters From the Public**

-Wildwood Resident Maj Kowalski was present. She was pleased with the input on the current Valley Lake area stormwater projects and how the construction is looking so far. She asked if (as part of the ongoing SMC Stormwater Management Project around Valley Lake) if the contractor could make sure to mark off where the lake level normally is off of Valley North Park outflow structure for comparison sake when the project is complete (as part of her volunteer lake monitoring work); and what the plan is for the outflow dam on the north end of the lake. Park District Manager Magnini explained the dam replacement part of the project and made note of marking off the water level and will bring to discuss at next Stormwater Project Meeting.

**VI. Financial Report**

The Financial Report was read. Discussion. Commissioner Brueck entertained a motion to accept the Financial Report. So moved, Commissioner Corrigan. Seconded, Commissioner Nelson. Roll Call: Commissioner Bruno, aye, Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Brueck, aye. All in favor, motion carries.

**A. Wildwood Park District SBOTL Check Signers Update and Approval**

Commissioner Brueck entertained a motion to authorize Commissioner Dan Corrigan as appointed Treasurer per the May 15<sup>th</sup>, 2023, Regular Meeting Annual Nomination of Officers to be a check signer on the Wildwood Park District checks/State Bank of the Lakes account; and to remove Commissioner Anna Nelson as a check signer on the State Bank of the Lakes account as a transition

from her former role as Treasurer. So moved, Commissioner Nelson. Seconded, Commissioner Bruno. Roll Call: Commissioner Bruno, aye, Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Brueck, aye. All in favor, motion carries.

## **VII. WSRA**

Commissioner Nelson stated the next meeting will be November 13<sup>th</sup>. Six new programs have been added in recent months. In 2021, they only had 18 programs running compared to 43 now. They have a good problem to have with no other space or time slots for additional recreation programming. Programs are full and have waitlists. WSRA is working on their Shining Star Foundation event on March 8<sup>th</sup>, 2024, at the Warren Senior Center. There is no current time set. Trunk or Treat event is in full swing with many applying to be a part of the event. Trunk or Treat is on October 22<sup>nd</sup> from 1-3pm. WSRA has recently received their completed audit report which will be discussed at the November WSRA Board meeting. At the previous WSRA meeting a big topic was the word "Inclusion" and what parameters that all encompasses.

## **VIII. GLCC**

Park District Manager Magnini reported in a detailed summary on GLCC's happenings and their last meeting notes. Commissioner Brueck thanked Rob Flood for being on top of getting an estimate for the hatchery earlier in the year to ensure the availability of Smallmouth Bass. Park District Manager Magnini stated at the last GLCC meeting he voiced his concern and desire for the GLCC to have a stronger online presence to help the community know what the GLCC is working on/planning. The WPD is planning on helping them create a GLCC page on the WPD website, help run their Facebook page, and get their information on initiatives and long-term plans available to let the residents know.

### ***A. Keystone Hatcheries Gages Lake Fall Fish Stocking***

Commissioner Brueck entertained a motion to approve estimate #24523 from Keystone Hatcheries for the stocking of 100 Northern Pike 9-12", 250 Smallmouth Bass 4-6", 250 Walleye 5-7" and 250 Walleye 6-8" for a total of \$4,386.50 as presented with forthcoming reimbursement of the full amount from the GLCC once payment is complete. So moved, Commissioner Corrigan. Seconded, Commissioner Bruno. Roll Call: Commissioner Bruno, aye, Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Brueck, aye. All in favor, motion carries.

## **IX. Valley Lake Report**

Park District Manager Magnini presented Maj Kowalski's volunteer lake monitoring reports from August with water quality and dissolved oxygen levels. Black Lagoon lake treatment reports and explanations from 8/29 and 8/10 were included in the Board Packet. Black Lagoon will return on 9/20 to complete their Copper Sulfate treatment (targeted some snails that have been observed). Commissioners Corrigan and Nelson reiterated that aquatic weeds need to be the heavy focus moving forward and there should be a "no fishing in the beach area" sign added.



**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.

**D. Park Safety**

The Park Safety Report was read. Discussion. Commissioner Nelson thanked Park District Manager Magnini and Maintenance Lead Dykes for their quick response to cleaning up the burnt down Little Free Library at Sunset Park. Commissioner Nelson and Park District Manager Magnini also shared with the Board that at our last summer concert at Willow Point Park (8/29) that a Resident had used their golf cart in the park to transport individuals closer to the concert area and had spoken with the Resident to please remove their golf cart from the park grounds. Will need to continue to monitor attempted use of golf carts inside the park grounds as it goes against the Park Ordinance.

**XI. Unfinished Business**

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

Park District Manager Magnini mentioned that construction work is well underway on Valley Lake South Plunge Pool along with storm drain work around the surrounding streets. Commissioner Nelson shared with the Board a picture of the original plunge pool (2009) which showed the deterioration and lack of upkeep on the original project when it was done years ago. Reiterating the importance of constant maintenance on the new Plunge Pool when it is complete and making it a top priority.

Park District Manager Magnini spoke with Resident Richard Wodek about fish stocking in Valley Lake. Richard has closely followed the fish levels and quantities in the lake over the years and shared his thoughts with Park District Manager Magnini. His other concerns on the SMC Stormwater Improvement Project was oils getting into the stormwater going into the lake. Park District Manager Magnini reiterated that the project was targeting storm water quality and nutrient levels. Park District Manager Magnini directed him to contact Bleck Engineering and Lake County Stormwater Management to address his engineering questions.

**B. Gages Lake Channel Piers Inquiry**

Park District Manager Magnini circled back to this item as the Park District continues to await counsel review to get to the bottom of the issue. Will remain on agenda until counsel provides final guidance.

**XII. New Business**

**A. Wildwood Park District Mission/Vision Statement and Core Values Update Approval**

Discussion. Commissioner Nelson requested the District's recreation program scholarship/financial assistance program be clarified and amended to be approved at the October Regular Meeting. Item will be tabled to the October Regular Meeting.



- B. Wildwood Park District Oak Room Rental Time Limits Approval**  
Commissioner Brueck entertained a motion to approve an update to the Wildwood Park District's Room Rental Policies to set room rentals times at a maximum of 5 hours in length beginning at 10:00am and ending no later than 6:00pm. So moved, Commissioner Corrigan. Seconded, Commissioner Bruno. All in favor, motion carried.
- C. Wildwood Park District Staff Appreciation Night**  
Item was tabled to the October Regular Meeting due to President Jante's absence.
- D. Harvest Fest Beer Purchase President Jante**  
Park District Manager Magnini presented the beer selections that will be available for consumption at the Harvest Fest Beer Tent on September 23<sup>rd</sup>. Commissioner Brueck entertained a motion to have Becky Jante purchase the beer for Harvest Fest where she will be reimbursed by the Park District at a later date once the receipt is turned in. So moved, Commissioner Bruno. Seconded, Commissioner Corrigan. Roll Call: Commissioner Bruno, aye, Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Brueck, aye. All in favor, motion carries.
- E. Approval of Clean-Cut Tree Service Rule Park Damaged Tree Removal**  
A large shag-bark hickory tree split down the middle and fell over the Van Erden garden at Rule Park in the weeks leading up to Harvest Fest. Clean Cut Tree Service recommended the full removal of the tree. Commissioner Brueck entertained a motion to approve the Clean-Cut Tree Service tree removal work at Rule Park for \$1,200.00 as presented. So moved, Commissioner Nelson. Seconded, Commissioner Bruno. Roll Call: Commissioner Bruno, aye, Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Brueck, aye. All in favor, motion carries.
- F. OMNIA Grasshopper Front Mount Powervac Model 15B Leaf Collection System Quote Review**  
Park District Manager Magnini explained this was for a second leaf collection system for the Grasshopper mower(s) to increase efficiency and speed of leaf collection across all 11 parks as previously had been discussed and budgeted for when the FY budget was put together and approved. Commissioner Brueck entertained a motion to approve the OMNIA Grasshopper front mount Powervac Model 15B leaf collection system purchase for total of \$3,418.75 as presented in QuikQuote #27620N00417. So moved, Commissioner Bruno. Seconded, Commissioner Nelson. Roll Call: Commissioner Bruno, aye, Commissioner Nelson, aye, Commissioner Corrigan, aye, Commissioner Brueck, aye. All in favor, motion carries
- G. Proposed 2024 Regular Board Meeting Dates Calendar for Review**  
Commissioner Brueck entertained a motion to approve the proposed 2024 Regular Board Meeting dates as presented. So moved, Commissioner Nelson. Seconded, Commissioner Bruno. All in favor, motion carries.

### **XIII. Other Business**

- Commissioner Nelson asked that registration for IPRA/IAPD Soaring to New Heights Conference be added to the October Agenda.
- Commissioner Brueck reiterated the importance of taking up measures to prevent silt build up on the Pebble Beach Boat Ramp. 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 Corrigan moved to adjourn the Regular Board Meeting of Monday, September 18<sup>th</sup>, 2023, at 8:08pm. Commissioner Bruno seconded the motion. 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**



# Eagle Scout Service Project Proposal



BOY SCOUTS OF AMERICA®

**Eagle Scout candidate's full legal name** Zachary David Moore

**Please give a name to your project** Cove park kayak launch

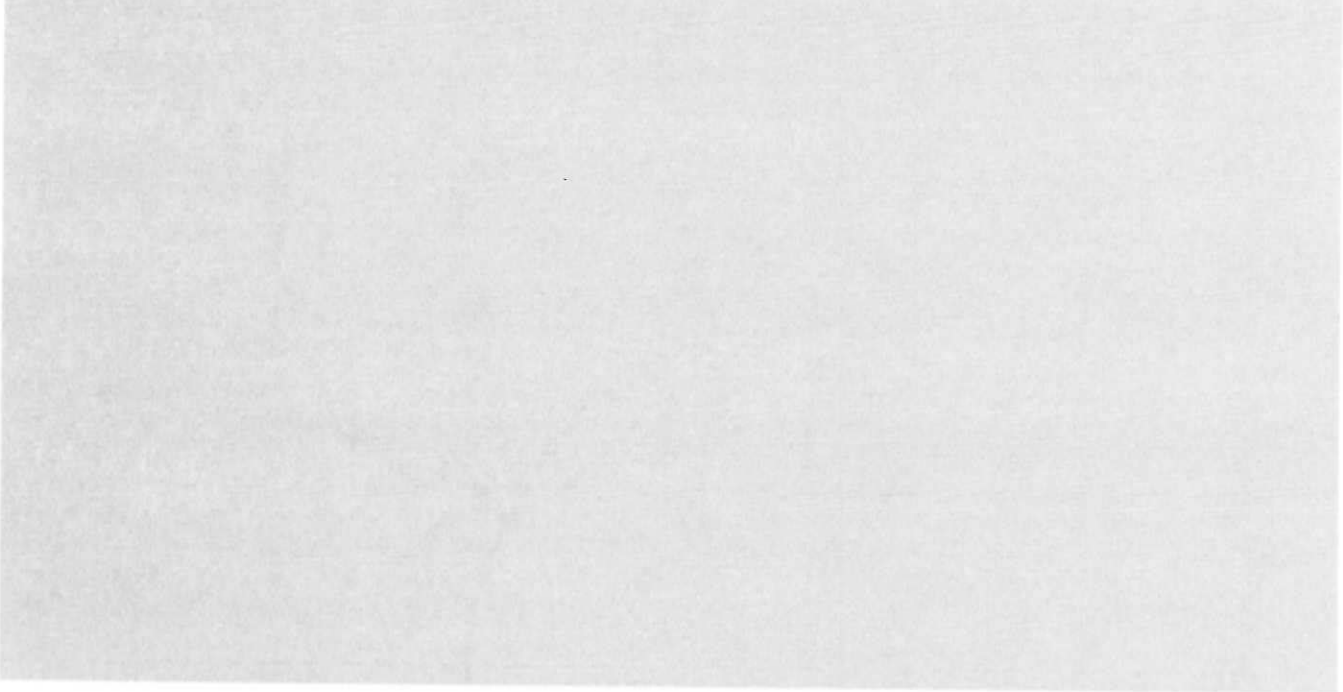


## Project Description and Benefit

Briefly describe your project

vision-Easy access kayak launch with visually pleasing butterfly garden.

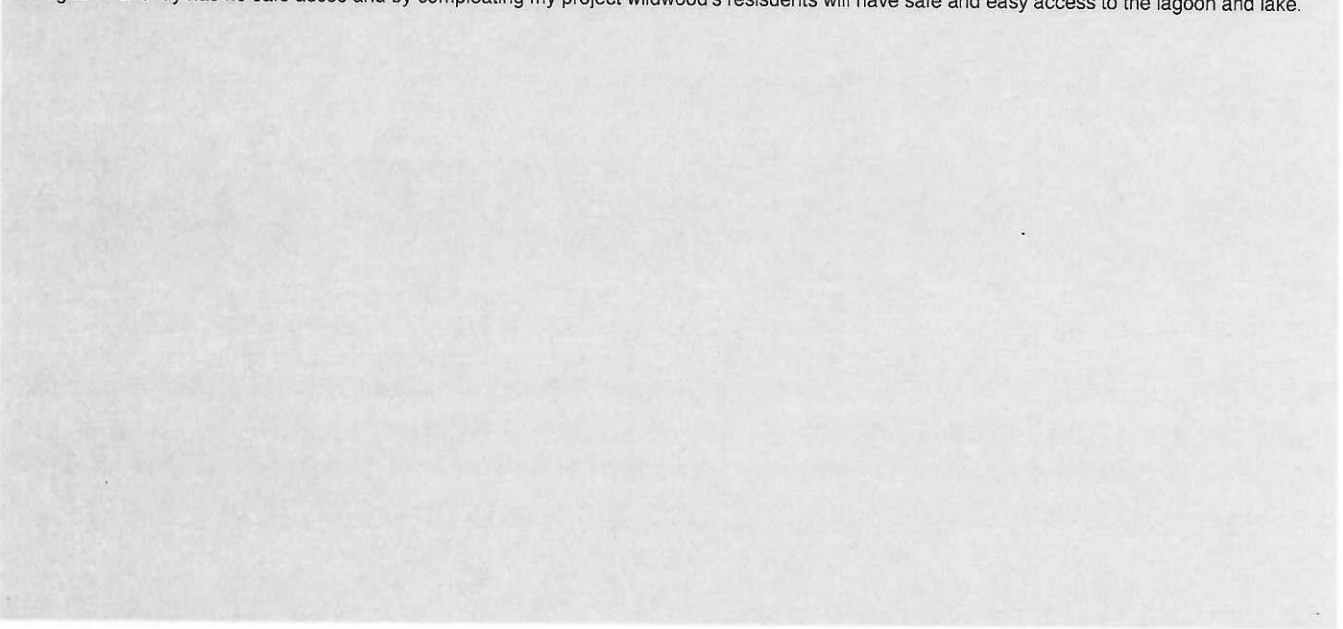
goal- Create natural stone steps to enter Cove lagoon with a hard surface base in the water. Make a timber launch for kayaks and adjacent butterfly garden.



***Include images on an additional document.***

Tell how your project will be helpful to the beneficiary. Why is it needed?

The lagoon currently has no safe acces and by compleating my project wildwood's residents will have safe and easy access to the lagoon and lake.



When do you plan to begin carrying out your project?

early to mid october

When do you think your project will be completed?

early to mid october

## Giving Leadership

Approximately how many people will be needed to help on your project?

Where will you recruit them (unit members, friends, neighbors, family, others)?

most of the volunteers will come from the troop and I will ask some neighbors to help as well as my family

What do you think will be most difficult about leading them?

finding something for everyone to do withing their capabilities.

## Materials

*Materials are things that become part of the finished project, such as lumber, nails and paint.*

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, use basic dimensions such as 2x4 or 4x4.

5 stone steps 4' wide x 16" deep x 6"  
geotextile fabric 1 roll 3' x 50"  
paver base 15-20 bags  
2 8' cedar poles  
4 2x4x12 treated lumber  
bagged mulch (5-8 bags)  
bagged topsoil(5-8 bags)  
2' x 2' x 1.5" bluestone paver(8 pavers)

### PLANTS

3 Buterfly bushes

18 purple cone flowers

## Supplies

*Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies and garbage bags.*

What types of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

garbage bags  
snacks  
water  
first aid kit for small injuries  
tarps  
craft bags for recycling organincs  
gloves  
table

## Tools

*Include tools, and also equipment, that will be borrowed, rented, or purchased.*

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

Drill+bits  
4 long handle pointed shovel  
4 short handle pointed shovel  
sledge hammer  
pry bars  
crow bar  
rakes  
weel barrows 3-4  
small front loader for moving stones

## Other Needs

*Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc..*

What other needs do you think you might encounter?

sacks  
water

## Permits and Permissions

*Note that property owners should obtain and pay for permits.*

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

according to the park sistrict maneger we do not need any additional permits or permisions



## Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated materials, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter your estimated expenses below  
(include sales tax if applicable)

Materials:	\$1788.08
Supplies:	0
Tools:	339
Other:	0
<b>Total Costs:</b>	<b>2127.08</b>

**Fundraising:** Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.

I have met with the owner of Lurveys and he has donated a lot of materials. I also plan on going to home depot to see if I can get materials donated or disscouned. For the remaining items I intend to ask friends and family for donations to cover the remaining cost.

## Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient. If you have more than 10 phases, attach a separate page with your continued phase list.

1	finalize project plans
2	seek donations/fundraise
3	get matierials and make stakes
4	setup times for volunteers/ get volunteers
5	dig out the broken concrete and make room for the steps
6	place steps and pavers and make room for plants
7	put plants in and mulch add the kayak ramp
8	final touches
9	review project
10	finish workbook

## Logistics

How will you handle transportation of materials, supplies, tools, and helpers?

my grandpa has a big car that can fit all the tools and supplies and we can get the stones delivered to the site. for the helper I am hoping that their parents can drop them off and pick them up

## Safety Issues

*The Guide to Safe Scouting is an important resource in considering safety issues.*

Describe the hazards and safety concerns of which you and your helpers should be aware.

Read the "[Age Guidelines for Tool Usage](#)" at Scouting.org

We will always have a first aid kit, gloves and safety glasses on site. In the event of a minor injury, I will have a first aid kit on site. In the event of a major injury I will call 911 or have the injured person taken to the ER.

Nearest hospital: Northwestern Medicine Emergency Center Grayslake

## Project Planning

*You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.*

List some action steps you will take to prepare your project plan. For example, "Complete a more detailed set of drawings."

After my plans are finalized I will see what I can get donated or borrow from the park district. I will stop at a landscaping company and review cost/donation possibilities for materials. I will stop at home depot for cost/ discounting of materials.



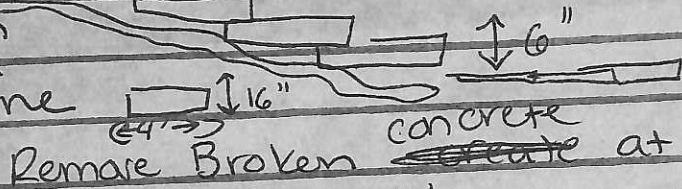
Using easy access kayak launch with visually pleasing butterfly garden

Goal: create natural stone steps to enter cove lagoon w/ a hard surface ~~base~~ <sup>base</sup> in water for kayak & adjacent butterfly garden

Plan sketches:

Material: blue stone or limestone

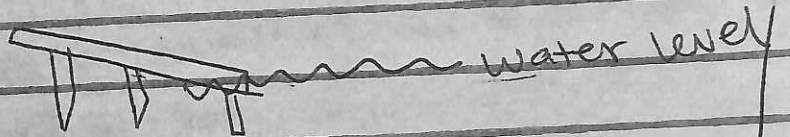
geotech fabric with 2 crushed limestone



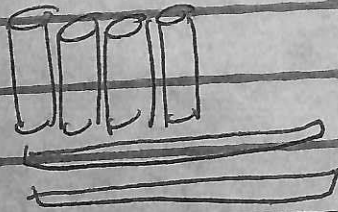
6"-8" boulder along step stairs

5" round cedar piles x 8' long along side of steps

treated wood stairs



← spread at bottom to hold kayak while entering







Black Lagoon Pond Mgmt, LLC  
 468 Randy Road  
 Carol Stream, IL 60188  
[www.blacklagoon.us](http://www.blacklagoon.us)

**Field Operations Inspection Sheet - Service**

**Customer Name:**  
 Valley Lake

**Date of Service:**  
 9/21/23

**Tech Name:**  
 TG

**Start Time:**  
 8:45 AM

**End Time:**  
 9:50 AM

<b>Wind:</b>	<b>Depth:</b>
ESE 2	3

<b>Air Temp:</b>	<b>Precipitation:</b>
66°F	Drizzle

**Site 1**

**Site 2**

<b>DO:</b>	<b>Irrigation:</b>
8.0	N/A

<b>DO:</b>	<b>Irrigation:</b>

<b>Ph / Water Temp:</b>	<b>Alkalinity:</b>
18°C	

<b>Ph / Water Temp:</b>	<b>Alkalinity:</b>

Plants/Algae:	Amount Used:
Swimmers Itch	

Plants/Algae:	Amount Used:

Product Used:	Amount Used:
Copper Sulfate (Fine)	100/lbs

Product Used:	Amount Used:

## VOLUNTEER LAKE MONITORING PROGRAM-SECCHI MONITORING

DIRECTIONS: Anchor boat at each monitoring site. Fill out form as completely and neatly as possible.

Lake Name: Valley Date (mm/dd/yy): 09-29-23  
 County: Lake Lake Code: RGZM Telephone: 224-321-6159  
 Please list First and Last names of ALL individuals that assisted with this monitoring trip.

Volunteer Name(s): Marian Kowalski

Site	Time 24 hr. (hh:mm)	Secchi Depth (nearest inch)	Secchi Visible		Secchi Hidden		Aquatic Plants at Site (circle one)				Color	Total Depth (nearest 1/2 ft.)	DO/Temp taken?		
			on Bottom?		by Plants?		1	2	3	4			Y	N	
1	11:52	24	Y	(N)	Y	(N)	(0)	1	2	3	4	12	8.5	(Y)	N
2	12:08	26	Y	(N)	Y	(N)	(0)	1	2	3	4	12	6.5	(Y)	N
3	12:20	24	Y	(N)	Y	(N)	(0)	1	2	3	4	12	6.0	(Y)	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N

<b>General Weather Conditions</b>		<b>Cloud Cover (check one)</b>		<b>Waves (check one)</b>	
Wind Direction (out of): <u>S</u>	<input type="checkbox"/> Sunny	Overcast <input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Calm/Ripple	Small <input type="checkbox"/>	
Amount of Rain (last 48 hrs.): <u>.55</u> inches	<input type="checkbox"/> Partly Cloudy/Partly Sunny	Hazy <input type="checkbox"/>	<input type="checkbox"/> Moderate	White Caps <input type="checkbox"/>	

<b>Lake Level is:</b>		<b>Volunteer Hours</b>		<b>Aquatic Plant Coverage (check only one)</b>	
<input type="checkbox"/> "Normal" or Full Pool	Above normal by _____ inches	(to nearest 1/2 hour)		Percentage of the entire lake area containing surface and submerged aquatic plants.	<input type="checkbox"/> Less than 5%
<input checked="" type="checkbox"/> Below normal by <u>12</u> inches		include preparation, monitoring & paperwork time			<input checked="" type="checkbox"/> 5 to 25%
Gage Reading: _____	Number of Volunteers: <u>1</u>	Number of Hours per Volunteer: <u>1.5</u>	Total Volunteer Hours: <u>1.5</u>	<input type="checkbox"/> 26 to 50%	<input type="checkbox"/> 51 to 70%
(if applicable) (gage units)				<input type="checkbox"/> Greater than 70%	

<b>Additional Observations</b> (including recent weather conditions, noticeable lake changes, aquatic plants present, recreational usage, etc.)	<b>Lake/Watershed Management</b> (list techniques ongoing or applied since last monitoring; include dates & details when possible)
<u>it has rained several times in the past 2 weeks</u>	<u>lake is still being drained so they can work on the storm sewers</u>

<b>Harmful Algal Bloom Watch</b>		<b>Aquatic Exotics: (check all suspected exotics)</b>	
Is a cyanobacteria (blue-green algae) bloom present?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	<input type="checkbox"/> Eurasian Watermilfoil	Zebra Mussel <input type="checkbox"/>
If Yes: a) have a Bloom Report form & photos been submitted to IEPA?	Y <input type="checkbox"/> N <input type="checkbox"/>	<input checked="" type="checkbox"/> Curlyleaf Pondweed	Quagga Mussel <input type="checkbox"/>
OR b) has the bloom been reported using the bloom Watch app?	Y <input type="checkbox"/> N <input type="checkbox"/>	<input type="checkbox"/> Hydrilla	Common Carp <input type="checkbox"/>

<b>Water Quality and Chlorophyll Sampling</b> (s = surface, b = bottom)							
(check applicable boxes)	1s	1b	2s	3s			
1 L HDPE bottle (TSS/VSS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
250 mL HDPE bottle (Alkalinity, Chloride)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
500 mL HDPE bottle w/Acid (Nutrients)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chlorophyll sample collection depth (ft.) =	n/a						
Chlorophyll sample volume filtered (mL) =	n/a						

Date Cooler Mailed: \_\_\_\_\_  RFLAs (lab sheets) are inside cooler

Datasheet entered online? Yes  No



## Dissolved Oxygen / Temperature Profile - Illinois EPA Lake Monitoring

Lake Name <b>Valley</b>	County Name <b>Lake</b>	Volunteer Name(s): <b>Marian Kowalski</b> Date: <b>09/29/2023</b> <small>(mm:dd:yyyy)</small>
Program: <b>Volunteer Lakes</b>	Barometer Reading: <b>735</b> mm Hg	Meter Brand/Model or IEPA Case/Meter #: <b>29</b>

Station Code: <b>RGZM-1</b>	Station Code: <b>RGZM-2</b>	Station Code: <b>RGZM-3</b>
Time: <b>14:52</b>	Time: <b>12:08</b>	Time: <b>12:20</b>

Depth (feet)	DO (Round to nearest 10th)	Temp	Depth (feet)	DO (Round to nearest 10th)	Temp	Depth (feet)	DO (Round to nearest 10th)	Temp
0	7.5	21.0	0	8.2	21.2	0	9.6	21.4
1	7.5	20.9	1	8.4	21.1	1	8.1	20.7
3	7.4	20.7	3	7.0	20.5	3	7.3	20.4
5	7.1	20.7	5	5.9	20.3	5	6.1	20.2
7	5.5	20.3	7	5.3	20.3	7	5.3	20.3
9	5.1	20.2	9	.	.	9	.	.
11	.	.	11	.	.	11	.	.
13	.	.	13	.	.	13	.	.
15	.	.	15	.	.	15	.	.
17	.	.	17	.	.	17	.	.
19	.	.	19	.	.	19	.	.
21	.	.	21	.	.	21	.	.
23	.	.	23	.	.	23	.	.
25	.	.	25	.	.	25	.	.
27	.	.	27	.	.	27	.	.
29	.	.	29	.	.	29	.	.
31	.	.	31	.	.	31	.	.
33	.	.	33	.	.	33	.	.
35	.	.	35	.	.	35	.	.
37	.	.	37	.	.	37	.	.
39	.	.	39	.	.	39	.	.
41	.	.	41	.	.	41	.	.
43	.	.	43	.	.	43	.	.
45	.	.	45	.	.	45	.	.
47	.	.	47	.	.	47	.	.
49	.	.	49	.	.	49	.	.



## VOLUNTEER LAKE MONITORING PROGRAM-SECCHI MONITORING

DIRECTIONS: Anchor boat at each monitoring site. Fill out form as completely and neatly as possible.

Lake Name: Valley Lake Date (mm/dd/yy): 09/12/23  
 County: Lake Lake Code: RGZM Telephone: 224-321-6159  
 Please list First and Last names of ALL individuals that assisted with this monitoring trip.

Volunteer Name(s): Marian Kowalski

Site	Time 24 hr. (hh:mm)	Secchi Depth (nearest inch)	Secchi Visible		Secchi Hidden		Aquatic Plants at Site (circle one)				Color	Total Depth (nearest 1/2 ft.)	DO/Temp taken?		
			on Bottom?		by Plants?		1	2	3	4			Y	N	
1	12:18	20	Y	(N)	Y	(N)	(0)	1	2	3	4	3	8.5	(Y)	N
2	12:35	20	Y	(N)	Y	(N)	(0)	1	2	3	4	3	6.5	(Y)	N
3	12:45	20	Y	(N)	Y	(N)	(0)	1	2	3	4	3	6.0	(Y)	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N
	:		Y	N	Y	N	0	1	2	3	4		.	Y	N

<b>General Weather Conditions</b>		<b>Cloud Cover (check one)</b>		<b>Waves (check one)</b>	
Wind Direction (out of): <u>N</u>		<input checked="" type="checkbox"/> Sunny	Overcast <input type="checkbox"/>	<input type="checkbox"/> Calm/Ripple	Small <input checked="" type="checkbox"/>
Amount of Rain (last 48 hrs.): <u>1.5</u> inches		<input type="checkbox"/> Partly Cloudy/Partly Sunny	Hazy <input type="checkbox"/>	<input type="checkbox"/> Moderate	White Caps <input type="checkbox"/>

<b>Lake Level is:</b>		<b>Volunteer Hours</b>		<b>Aquatic Plant Coverage (check only one)</b>	
<input type="checkbox"/> "Normal" or Full Pool		(to nearest 1/2 hour)		Percentage of the	<input type="checkbox"/> Less than 5%
<input type="checkbox"/> Above normal by _____ inches		(include preparation, monitoring & paperwork time)		entire lake area	<input checked="" type="checkbox"/> 5 to 25%
<input checked="" type="checkbox"/> Below normal by <u>6</u> inches		Number of Volunteers	<u>1</u>	containing surface and	<input type="checkbox"/> 26 to 50%
Gage Reading: _____		Number of Hours per	<u>1.5</u>	submerged aquatic	<input type="checkbox"/> 51 to 70%
(if applicable) (gage units)		Volunteer		plants.	<input type="checkbox"/> Greater than 70%
		Total Volunteer Hours =	<u>1.5</u>		

<b>Additional Observations</b> (including recent weather conditions, noticeable lake changes, aquatic plants present, recreational usage, etc.)	<b>Lake/Watershed Management</b> (list techniques ongoing or applied since last monitoring; include dates & details when possible)  <p style="text-align: center; font-size: 1.2em;">The dam on the north side is open</p>
---	--

<b>Harmful Algal Bloom Watch</b>		<b>Aquatic Exotics: (check all suspected exotics)</b>	
Is a cyanobacteria (blue-green algae) bloom present?	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	<input type="checkbox"/> Eurasian Watermilfoil	Zebra Mussel <input type="checkbox"/>
If Yes: a) have a Bloom Report form & photos been submitted to IEPA?	Y <input type="checkbox"/> N <input type="checkbox"/>	<input checked="" type="checkbox"/> Curlyleaf Pondweed	Quagga Mussel <input type="checkbox"/>
OR b) has the bloom been reported using the bloomWatch app?	Y <input type="checkbox"/> N <input type="checkbox"/>	<input type="checkbox"/> Hydrilla	Common Carp <input type="checkbox"/>

Water Quality and Chlorophyll Sampling (s = surface, b = bottom)							
(check applicable boxes)	1s	1b	2s	3s			
1 L HDPE bottle (TSS/VSS)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
250 mL HDPE bottle (Alkalinity, Chloride)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
500 mL HDPE bottle w/Acid (Nutrients)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chlorophyll sample collection depth (ft.) =		n/a					
Chlorophyll sample volume filtered (mL) =		n/a					
Date Cooler Mailed: _____ <input type="checkbox"/> RFLAs (lab sheets) are inside cooler							
Datasheet entered online? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>							

## Dissolved Oxygen / Temperature Profile - Illinois EPA Lake Monitoring

Lake Name <b>Valley</b>	County Name <b>Volunteer</b>	Lake Name(s): <b>Marian Kowalski</b>
Program: <b>Volunteer Lakes</b>		Date: <b>09/12/2023</b> <small>(mm:dd:yyyy)</small>
Barometer Reading: <b>73.4</b> mm Hg		Meter Brand/Model or EPA Case/Meter #: <b>29</b>

Station Code: <b>RGZM-1</b>	Station Code: <b>RGZM-2</b>	Station Code: <b>RGZM-3</b>
Time: <b>12:18</b>	Time: <b>12:35</b>	Time: <b>12:45</b>

Depth (feet)	DO (Round to nearest 10th)	Temp	Depth (feet)	DO (Round to nearest 10th)	Temp	Depth (feet)	DO (Round to nearest 10th)	Temp
0	7.9	21.8	0	8.8	21.9	0	10.0	22.1
1	7.9	21.9	1	8.7	22.0	1	10.0	22.1
3	7.1	21.3	3	8.3	21.7	3	9.6	22.0
5	5.8	21.2	5	6.5	21.7	5	7.9	21.7
7	5.6	21.1	7	5.4	21.0	7	5.8	21.6
9	5.5	21.0	9	.	.	9	.	.
11	.	.	11	.	.	11	.	.
13	.	.	13	.	.	13	.	.
15	.	.	15	.	.	15	.	.
17	.	.	17	.	.	17	.	.
19	.	.	19	.	.	19	.	.
21	.	.	21	.	.	21	.	.
23	.	.	23	.	.	23	.	.
25	.	.	25	.	.	25	.	.
27	.	.	27	.	.	27	.	.
29	.	.	29	.	.	29	.	.
31	.	.	31	.	.	31	.	.
33	.	.	33	.	.	33	.	.
35	.	.	35	.	.	35	.	.
37	.	.	37	.	.	37	.	.
39	.	.	39	.	.	39	.	.
41	.	.	41	.	.	41	.	.
43	.	.	43	.	.	43	.	.
45	.	.	45	.	.	45	.	.
47	.	.	47	.	.	47	.	.
49	.	.	49	.	.	49	.	.



**Wildwood Park District**  
**Recreation/Administration Report**  
**October 16<sup>th</sup>, 2023**

1. Routine administrative tasks such as sorting through bills, payroll, depositing funds, PDRMA reporting requirements, and assisting Kathy with various financial tasks.
2. Continuing to speak with residents about Valley Lake Stormwater Project.
3. Continuing to meet weekly with SMC staff, Warren Township Highway Department, and other stakeholders to move along Valley Lake Stormwater project.
4. Spoke with a few residents about engineering plans and the current status of Valley Lake Stormwater Improvements Project.
5. Website management and board duties.
6. Continuing to await counsel update on Gages Lake Channel piers inquiry.
7. Fall Preschool has 4 enrolled for the 3's class and 12 enrolled for the Pre-K Class (at capacity). We will continue to push every week for additional sign ups as our marketing has helped us bring in several new participants since August.
8. Willow Pavilion Rentals: 28. Outdoor pavilion rentals end October 31 for the season.
9. Sunset Pavilion Rentals: 18
10. Another successful fall adult Zumba session will end on 10/11.
11. Co-ed Kickball League nor Bags League ran due to zero enrollment.
12. Dog Obedience class has 4 enrolled and will continue to meet through the first week of November.
13. Pumpkin decorating event took place on 10/3 at Rule. We had 13 sign up!
14. Glow in the Dark Scavenger Hunt event set for 9/29 was a massive success! We had 12 teams sign up and partake in a new and unique event!
15. Touch a Truck event at Rule House on 10/7 was also very popular with a large crowd. We had trucks from WPD (Mule, 2023 Gator, Ford Pickup), Highway Department plow truck, Fox Valley towing company flatbed, Lake County Sherriff's squad car, Durham School Bus, and Grayslake Fire District fire truck.
16. Continuing to work on PDRMA Slip, Trip, and Fall analysis of Park District building entrances for fall safety and yearly safety goal completion as agreed to with PDRMA safety representative.
17. Met with two surveillance camera companies for cameras at Sunset Park for "ballpark" proposals and recommended location of cameras for park safety. If we opt to go for grounded electric, the Park District will need to invest in the addition of electric (and trenching the lines) at Sunset Park by the pavilion as well as trenching an additional line at Rule Park to the fishing gazebo. Also looking into solar powered battery-operated camera options that we could install in-house.
18. Preschool had the Grayslake Fire Protection District out on 10/10 and 10/11 as part of their fire safety learning week.
19. Post-Harvest Fest tasks and reporting with Maggie, Kathy, and Becky.
20. Will be attending IPRA Professional Development School November 5-8 in Galena, IL.
21. Continued to meet with Scout from Troop 671 for proposed paver steps project for kayaks at Cove Park.
22. Working on performance reviews for seasonal maintenance staff with Mike.
23. Organizing and storing away supplies and equipment from Harvest Fest and summer season. Organizing attic.





The following pages include an overall event recap for 2023's Harvestfest complete with staff recaps/reports. Also included is an overall financial analysis breaking down overall event expenses, income, sponsorship revenue, profit/loss/break even data pulled from Quickbooks and Square. Next, you will find an Excel document detailing by minute detail ticket and entertainment data in addition to T-Shirt, Koozie, alcohol sales and the 50/50 raffle results. Finally, Maggie Woznick our Marketing & Events Coordinator and I included quantitative and qualitative data from our post-event Harvestfest survey responses from 35 event attendees, 10 vendors, and 2 event sponsors. Please peruse this report at your leisure and I will be prepared to answer questions you may have at Monday's meeting on the contents of this report.

Sincerely,

*Brandon Magnini*

Brandon Magnini  
Park District Manager

## **PROS of the Event**

- Event was extremely well attended, estimated 1000+ people. Beautiful weather certainly helped.
- Very solid vendor turnout with 22 paid vendors plus our Boy Scouts, WSRA, GLCC, Garden Club, Lake County Forest Preserves (Ann Maine and Carissa Casbon), partner vendors free of charge for a total of 27 overall.
- Vendors were able to fit all their cars easily and park away from any activities on the grass by Sears Boulevard. We had a good variety of vendors this year.
- Signage was great. First aid table had clear informational signage and tents met fire codes and had "No Smoking" signage throughout. We had a new yard sign made this year indicating what events were ticketed and what the ticket values were in front of the front office deck in clear view. A-frame signs also at both ends of park with "no alcohol beyond this point". We again posted our "handicap drop off" at the Rule entrance by the arch. We added event parking directional arrow signage around streets

to direct people to park at Willow as well as those signs within Willow Point Park guiding people up to Rule Court and into Rule Park.

- Partner organizations such as Boy Scout Troop 671, WSRA, GLCC, Garden Club, Lake County Forest Preserves (Ann Maine and Carissa Casbon), and Troop 672 got great exposure and help their brands and recruitment based on their feedback. Troop 671 added to their Rope Bridge attraction by bringing in their Venture Troop which did a mini “catapult” building craft for the younger attendees made of popsicle sticks and red pom-pom balls.
- Lions Club did very well with food sales of a little over \$4,000.00
- Kiki’s Cotton candy did very well with carnival snacks as usual.
- Our alcohol sales setup was again very well organized by using our WWPDP trailer to house the beer and serve as a backdrop to our beer tent surrounded by snow fencing and appropriate alcohol signage.
- Glunz Family Winery did well once again.
- The tent and stage for the musical entertainment, ticket tent, beer tent, and fall photo op area was nicely decorated by Anna Nelson, Christie Stochl providing mums and banners, and Jen Brueck with her skillset decorating all those areas; and especially the fishing gazebo photo op area with hay bales/mums/pumpkins/corn stalks. All hay bales, corn stalks, and pumpkins that we had left were able to be used as fall decorations around Rule Park and the parking lot light posts in the weeks following the event.
- We had adequate portable toilets to meet the number of attendees.
- The Buffalo Grove Police Department with TOPS Kennel put on a great K-9 show. Many children were very interested in what they had to say once again.
- Stu the Piano Guy and Matt Meyer band played entertaining musical sets and had nice crowds by the main stage for both performances.
- Gary Kantor magic show went very well once again.
- The antique car show had many more cars than last year with about 44 cars!
- The overall event layout was solid. Having the food and alcohol in the main parking lot near the general ticket and information table was a recipe for success. The Pony Rides and Petting Zoo fit nicely into their slot of the park; and all the other kids’ activities were easy to spot and partake in.
- The Boy Scouts continue to be a reliable helping hand and provided us with many volunteers who assisted with the following: parking at Rule and Willow Point Park, Rope Bridge, Wild, Wild, West game, Pony Rides and Petting Zoo, kids’ games, and more.
- Pumpkin painting was a huge hit! We ran out of pumpkins again (275 bought) and the Grayslake Pageant Queens were very helpful in running this area. Thank you to Mark Harold, Linsy Jante, and Sebastian Chrzanowski for assisting with the pumpkins after the pageant queens had to leave early.
- We did well on ticket sales for WWPDP popcorn and water selling \$110.00 worth of water and \$142.00 worth of popcorn. We sold out of our popcorn supply with about an hour and a half to go in the event.
- It was a good idea to continue to bring the WTHS with Amy Sarver’s crew for their touch a truck opportunity. Kids liked it and honked the horn a lot.



## **Ticket Sales & Children/Family Activities**

Please see breakdown of ticket statistics on the following spreadsheet attached to this summary. We did a nice job organizing tickets into bundles of 25 tickets for \$20 or people could buy a single ticket for a dollar. The Pony Rides/Petting Zoo was an absolute hit. We nearly broke even on the petting zoo/pony rides (\$1775 for rental cost and we made \$1,573.00 total in ticket value turned in for the petting zoo/pony rides. Pumpkin painting cost us \$260.00 for the pumpkin purchases and we made a ticket value of \$1,203.00 on the pumpkin painting. 275 pumpkins were bought (more than double last year) and we still ran out of new pumpkins to paint with about an hour to go in the event. Boy Scout led Wild, Wild, West and Rope Bridge continue to be unique and attracted many adventurous children. The Dunk Tank also was a hit with a more varied list of people being dunked (myself, Amy Sarver, Jim Fry, and two representatives from the Warren Township Teen Center). Commissioner Brueck also was a last-minute addition to the dunk tank, and we thank him for being a good sport and being dunked again this year. Face Painting was again very popular, and we had very long lines again. We will be seeking a second face painter for next year to accommodate the demand and increase ticket prices for that area. We were overall very happy with the quality and friendliness of our face painter this year and she did very well. We estimated about 96-100 kids got their faces painted. GLCC did well with 255 minnow racing tickets. Non-ticketed attractions such as pumpkin bowling and pumpkin tic tac toe were available for those who wanted to partake.

Commissioner Nelson did an excellent job organizing and running the group/family games in the northwest corner of the park adjacent to the car show. The winners of the group games were published on our Facebook and website. The web page where that information was published is attached to this Harvest Fest report. The group water balloon toss game was the most popular and the remaining water balloons were used in a friendly water balloon fight after the toss was over. The other games included an egg spoon race and bag toss challenge. Will seek to advertise these sorts of games in a greater capacity for next year's event.

## **50/50 Raffle**

Overall, solid response for people participating in the raffle. Matt Brueck and our other 50/50 roaming volunteer did a nice job walking around the event and gathering 50/50 tickets throughout. Please find the breakdown of the 50/50 Raffle on the spreadsheet following this summary.

The winner of our 50/50 raffle walked away with a total of \$335.00 (of the \$670 overall pot); a \$75 increase from the \$260.00 last year's winner walked away with. Will look to find ways to increase the amount of 50/50 tickets sold and a larger pot next year.

## **T-Shirts/Koozies Stats**

Given the low sales of Koozies and T-Shirts from 2022, we decided not to purchase any new koozies and t-shirts this year. Instead, we re-sold a few koozies and the 2022 Harvest Fest T-Shirts from last year. We made \$85.00 on T-Shirts this year. We did give about 20 shirts from 2022 to event volunteers at our volunteer orientation meeting. Will discuss with Committee if we want to make new shirts for next year or continue to sell our remaining stock from 2022. We also have quite a bit of koozies left that we can continue to sell for the next couple Harvest Fest events.

## **Technical/Logistics & Safety Summary**

Our electrical was very well organized this year. We had no power surges, loss of power, or tripping hazards. We had a very safe event with the Grayslake Fire Department inspecting the premises the day before and ensuring all tents were flame proof and proper fire extinguishers and other measures were in place. Health Department inspection passed with flying colors the morning of for our popcorn machine setup. They also passed the Lions Club with no issues. We had adequate rubber cord covers for extension cords across walking areas along with cones, barriers, and sawhorses that marked off ADA parking areas and ingress/egress controls.

We were fortunate to have 3 representatives from the Lake County Sheriff's Explorers program providing traffic control and basic event security at no cost to the Park District. I felt (and likely others felt) their presence was helpful and nice to see. Our park security was onsite throughout the event helping with parking, security, band setup, event take-down, and garbage cleanup. I felt their presence was important and brought a sense of control to the event. Our Park Security staff were able to use the Mule to check on Willow Point parking and around the perimeter of the event. Fortunately, there was no safety issues that arose. I ran a pre-event volunteer orientation that covered active shooter, event logistics, volunteer assignments, weather, and emergency situations and provided an emergency action plan to volunteers and key staff. Either way, we were prepared to deal with any issues. Our EAP and, AED, and First Aid equipment table were centrally located at our front ticket booth. We did deal with a bee sting issue (we had sting relief pads) and a few band-aids and an ice pack were used for minor bumps and cuts.

Logistically, we will be looking at moving the face painter(s) away from the bounce house area as to avoid causing confusion with the lines for each activity and giving the bounce house visibility and "breathing room". As we are seeking to have a second face painter involved for 2024, we will need to find a new location for face painting that is centrally located and visible. Will also need to place more garbage containers around the vendor area as that was a common suggestion for next year.

Having the previously purchased portable picnic tables set up within the food court area in the parking lot was very key. The benches were being constantly used for people to eat, drink, and converse all day in a central location.

Doppler Audio once again took care of our PA/Audio needs and provided a wireless headset mic this year for Gary the Magician. Doppler Audio played around with the sound towers and moved one tower away from the ticket tent in the front and staged it between the path by the beer tent so sound would cover both sides of the building there. Moving the main stage much closer to the food/beer and in a central location was also key for sound quality, location of the main entertainment, and ease of access for the entertainers. In terms of event layout, I really cannot think of any big improvements that need to be made. Dan Van Erden also had a pop-up tent next to the main stage that operated as his HQ and was easily visible to the crowd.

## **Signage/Marketing:**

This year, we purchased a few more save the date yard signs to place at the key entrances of Wildwood (Mill and 120, Mill and Gages Lake Road, 45 and Sears, Deerpath and 45 along with signs and banners at all 11 parks. This year we incorporated event layout map signage in strategic locations within Rule Park with a map image to show people where everything was located. We had additional signs made for the times and information for the group games (water balloon



toss, bag toss, egg spoon races). We had two 8' banners made for our schedule of events and our \$500 level stage sponsors which were placed on each side of the main stage/tent with PVC framing. We once again had our \$250 level Beer Garden Sponsor Banner near the beer tent. As before, we had wooden stakes with laminated sheets at each event/activity indicating the ticket value for each activity as well as signage for vendor/staff parking, food vendor parking, and pony rides parking. We continued to have event flyers, a dedicated website page for Harvest Fest, and promotion on Facebook/Instagram and our E-Newsletter. Harvest Fest flyer and details were included in our Fall 2023 Brochure that had 8,000 copies distributing throughout the District. Boulder Park signboard once had Harvest Fest details displayed. Strong word of mouth and advertisement from our sponsors/vendors to their networks also helped attendance. Signage for restrooms locations was also set up in the main food court area.

This year, we opened up sponsor payment via credit card on ACTIVE Net which was well received and provided quicker and easy to verify payment.

### **Sponsors/Vendors:**

We brought in \$2,700.00 in sponsorship funds this year which was a nice improvement from last year. I had budgeted \$2,000.00 in sponsor funds for this current FY budget for Harvest Fest; so, it was nice to exceed that threshold. We had many new sponsors this year including First Student (bus company), Ellie Mental Health (social work), Bonnie's Chic Boutique Ace Hardware of Grayslake, Premier Chiropractic, State Line Sports Cards (sports memorabilia company), Steve Ostrowski State Farm Agent (\$500 level sponsor), Woody's Tree Service, B & B Restaurant, and Warren Township Center. Some returning sponsors included Right at Home Home Health Care, Donna and Jennifer Radke with Home Smart Connect Realty, and Joe Weiler Insurance Agency. Returning In-Kind Sponsors included Einstein's Bagels providing free bagels to staff/event volunteers, Wayne's Pizza providing 12 free pizzas post-event for staff/volunteers, Troop 671/672 for their contributions, Warren Township Highway Department, and TOPS Dog Kennel providing a free K9 dog show. New In-Kind sponsors this year included Signarama of Grayslake who donated \$239.98 worth of signage off of our main invoice for event banners/signage, and Bella Vie Studio of Grayslake who ran a (free of charge) fall décor photo op at the Rule fishing gazebo for families. Our Committee was very pleased with the variety of sponsors this year. We setup the 6 sponsor booths along the walking path adjacent to the playground and beer tent. We wanted to ensure that the sponsor booths were distinct and separated from the main craft vendor booths.

This year, we had 27 total vendors (22 paid). It was again very nice to have our partners such as GLCC, WSRA, Troop 671, Garden Club, and a new partner with Lake County Forest Preserves (Ann Maine and Carissa Casbon) attend and promote themselves. Many new vendors attended this year including Monica Fischer with Old Plank Woodworking, Robin Atkins with Rozart (crocheted stuffed animals, keychains, purses, shawls), Katie and Richard Delafont with Black Jacks Leather (leather leashes and collars for dogs), David and Lisa Pilkington with Not the Butcher Not the Baker (unique hand turned candlesticks and beverage accessories), Laura Soto with Tattered Bags to Riches (Myra bags, hats, vintage tags, vintage lip balms, key fobs), Rachel McLinden with Sunny Blossom (shirts, glass cups, keychains, koozies, tote bags), and Tricia Furch with Blinke Wreaths (knitted seasonal and décor wreaths). The layout was more conducive to business this year as we made sure no vendor booth was behind another. Our two food bakery vendors we moved to the food court parking lot area to drum up their businesses which was well received.

## General Improvements for Next Year

- Additional food vendors per attendee feedback. Lions Club ran out of food several times before making food runs and stopped serving at 4:30pm for the day. Likely want to have a general food truck as a second option for meals for people. Still will keep Kiki's Cotton Candy and WPD popcorn as snack options.
- Ensure we have apple cider option.
- Invest in additional signage for parking. Put specific address for Willow Point Park along with park name along Sears/Deerpath/John Mogg. Have Boy Scouts or volunteers stationed along street lengths pointing people in right direction.
- Somehow find a way for more ADA parking. Consider hay rides from Willow Point to Rule.
- Additional handwashing stations to rent. Could consider using foot-pedal hand washing stations similar to what is found at County Fair.
- Add 2<sup>nd</sup> face painter and increase pricing for face painting tickets. Many attendees indicated they would pay higher price for face painter if more face painting was available quicker, so the lines are shorter. Move face painters away from bounce house area.
- Ensure there are more garbage cans throughout park. Easy fix that was overlooked.
- Suggestion to have Gages Lake/Wildwood history area to view.
- Make craft vendor credit card payment option online through ACTIVE Net as option.



## Congratulations to the 2023 Harvest Fest 50/50 Raffle Winner!

Congratulations to Kathy Harold, the lucky winner who took home half of the \$669 pot!

## Congratulations to the 2023 Harvest Fest Group Games Winners!

### Adult Water Balloon Toss

**1st Place** - Jessica Szuzerowski and Lisa Orban.

**2nd Place** - Brian Szuzerowski and Kenzie Szuzerowski.

**3rd Place** - Jamie Schaefer and Emma Perry.

### All Ages Egg-Spoon Races

**Age 10-** 1st - Honey / 2nd Mia

9 - 1st- Lee / 2nd Layla / 3rd Lily

8- 1st - Devon

7 - 1st - Richard

6 - 1st -Isaac / 2nd Harper

5 - 1st - Amelia

### Bean Bag Toss

**Age 9** - 1st - Mia

7 - 1st - Aaliyah

6 - 1st - Maddox

5 - 1st - Nathan

**Adult** - Carlos

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## About Harvest Fest

## HARVEST FEST 2023

T-Shirt Sales		\$	85.00
Bar Sales		\$	3,945.00
Event Tickets		\$	4,455.00
<b>50/50 Raffle</b>			
Total Tickets Sold		\$	669.00
Half of Total Ticket Sales given to winner:		\$	335.00
Name of person who won:	<input type="text" value="Kathy Harold"/>		
<b>Net Profit on 50/50 Raffle</b>		<b>\$</b>	<b>334.00</b>
<b>Cash Donations Received at Event</b>		<b>\$</b>	<b>78.00</b>
<b>Cash Recap</b>			
Total Cash Counted		\$	5,786.00
Starting Cash in Cash Boxes		\$	450.00
Cash Collected at Event		\$	5,414.00
Gross Amount on Cards		\$	2,493.00
<b>Total Event Proceeds</b>		<b>\$</b>	<b>7,907.00</b>
<b>Booth vendor payments</b>	22 in total	\$	1,160.00
Kiki's Cotton Candy Food Truck		\$	100.00
Event Sponsors		\$	2,700.00
Like Kind Donation from Sign A Rama		\$	239.98
		\$	12,106.98
Payout to GLCC for Minnow Races		\$	(255.00)
	Net Income	<b>\$</b>	<b>11,851.98</b>
Total Expenses - see QB listing		\$	9,532.58
Event Profit (Loss)		<b>\$</b>	<b>2,319.40</b>



**Wildwood Park District**  
**Transaction Detail By Account**  
 August 1 through October 30, 2023

Date	Name	Memo	Amount
6000 · RECREATION EXP			
6200 · PROGRAM EXP			
620095 · SPECIAL EVENTS			
620095B · Special Events-Harvest Fest			
08/16/2023	Lake County	temporary use special event and tent permit for 2023 Harvest Fest	287.00
08/21/2023	Lake County	Inv#00074768 County Liquor Permit Harvest Fest	76.50
08/22/2023	Amazon.com	592 pcs water balloons	22.99
08/31/2023	Illinois Liquor Contro...	State Liquor Permit for Harvest Fest 2023	25.00
09/11/2023	Amazon.com	6 pack black plastic table cloths	14.99
09/11/2023	Amazon.com	assorted paint for painting pumpkins	16.13
09/12/2023	Sign A Rama	Deposit on Harvest Fest signage made with MDykes card	-286.15
09/12/2023	Sign A Rama	Deposit on Harvest Fest signage	286.15
09/15/2023	Sign A Rama	Yard Signs (10)Save the Date/(3)Schedule of Events/(3)Event Map/(2)Restroom/(1)Ticket Prices	376.28
09/15/2023	Sign A Rama	96"x36" Beer Tent Banner	66.66
09/15/2023	Sign A Rama	Qty 2 of 48"x96" Schedule of Events Banner	173.32
09/15/2023	Sign A Rama	Qty 1 48"x96" Stage Sponsor Banner & Qty 1 74"x96" Stage Sponsor Banner	173.32
09/18/2023	Doppler Audio	Add'l headset for Harvest Fest (Magician)	75.00
09/21/2023	voided error check	VOID:Binny's wouldn't accept checks	0.00
09/22/2023	Michael Stoinski	Musical Entertainment at Harvest Fest 2023 9/23/23	350.00
09/22/2023	Matt Meyer	Musical Headliner performance at Harvest Fest 9/23/23	500.00
09/22/2023	Magic of Gary Kantor	Magic performance at Harvest Fest 9/23/23	350.00
09/22/2023	Angela Terracciano	Face Painting at Harvest Fest 9/23/23	750.00
09/22/2023	Bella's Bouncies	Dunk Tank for Harvest Fest 9/23/23	451.00
09/22/2023	Doppler Audio	sound system for Harvest Fest 9/23/23	750.00
09/22/2023	Sarah's Pony Rides ...	6 hours petting zoo & ponies for Harvest Fest 9/23/23	1,775.00
09/22/2023	Arlington Rental	Contr# 71176 20'x40' frame tent, qty 9 4'x8' stage sections, skirt,	1,723.50
09/25/2023	Nelson, Anna	Large SUV carload of pumpkins for Harvest Fest	130.00
09/25/2023	Ace Hardware	Invoice#107678/3 corn stalks8, straw bales 5 lg/5 sm for Harvest Fest	141.82
10/11/2023	Menards	Inv# 91110 various PVC piping for event signs	159.07
10/11/2023	Menards	Inv# 91124 return various PVC piping	-43.96
10/11/2023	Antioch Liquors	8479773615 #450 Qty 14 White Claw 12 pk cans	251.86
10/11/2023	Nelson, Anna	Party City - Original \$58.32 Less \$38.88 returns	19.44
10/11/2023	Becky Jante	Sam's Club - Ice & water for event	46.54
10/11/2023	Becky Jante	Qty 10 22lb bags ice from Shell	53.45
10/11/2023	Becky Jante	Large SUV pumpkins from Thompson strawberry Farm	130.00
10/11/2023	Becky Jante	Michael's - Vinyl to update banners	10.76
10/11/2023	Becky Jante	Walmart - tablecloth for beer tent, ribbon for corn stalks	16.83
10/11/2023	Becky Jante	Binny's Beverage Depot - Beer & white claw	926.09
10/11/2023	Becky Jante	Binny's Beverage Depot - Angry Orchard Hard Cider	108.95
10/11/2023	Becky Jante	Binny's Beverage Depot - product returns	-374.96
Total 620095B · Special Events-Harvest Fest			9,532.58
Total 620095 · SPECIAL EVENTS			9,532.58
Total 6200 · PROGRAM EXP			9,532.58
Total 6000 · RECREATION EXP			9,532.58

**Harvest Fest 2023**

Price per Ticket \$1.00

**Activities Charging Tickets**

	# Tickets Charged	# Tickets Collected	\$ Amount Redeemed
Paint a Pumpkin	5	1203	\$ 1,203.00
Bounce House	1	0	\$ -
Rope Bridge	1	0	\$ -
Wild, Wild, West	1	163	\$ 163.00
Minnow Racing - to GLCC	1	255	\$ 255.00
Pony Rides	3	909	\$ 909.00
Petting Zoo	3	664	\$ 664.00
Face-Painting	2	287	\$ 287.00
Water		110	\$ 110.00
Popcorn & Water	1	142	\$ 142.00
Koozies	2	48	\$ 48.00
Dunk Tank	2	674	\$ 674.00
Pumpkin Tic Tac Toe	1	0	\$ -
Pumpkin Bowling	1	0	\$ -

**Total Value of Tickets Redeemed\***

**\$ 4,455.00**

\*There will be some people who went home without redeeming their tickets!

**Cash and Credit Card**

	Frequency	\$ Amount
Buy 25 for \$20		\$ -
Single Tickets		\$ - \$ - \$ 4,455.00
50/50 Raffle 25 for \$20		\$ -
50/50 Raffle 12 for \$10		\$ -
50/50 Raffle		\$ 669
Koozies		\$ -
<b>Alcoholic Beverages via Credit Card - \$5 each</b>		
Blue Moon	60	\$ 300
Miller Light	71	\$ 355
White Claw	60	\$ 300
Leinenkugel's Oktoberfest	110	\$ 550
Angry Orchard	59	\$ 295
Coors Light	100	\$ 500
Alcoholic Beverages - Cash (not run through Square)		1645
Uncategorized		
<b>Total Bar Sales</b>		<b>\$ 3,945</b>

**T-Shirt Sales - \$15 each \*\*No new shirts for 2023 - sold 2022 Tees for \$5 each**

Starting Inventory		
Given Away to Volunteers/Staff		
Available to Sell	0	
Unsold Balance		
Quantity Sold	17	\$ 85.00
Cost to Purchase T-Shirts		
<b>Profit/(Loss) on T-Shirt Sales</b>		<b>\$ 85.00</b>

No new shirts for 2023 - sold those from 2022 for \$5 each

T-Shirt Sales by Size			\$ Sold
Bought	Remining	# Sold	
Youth Large			\$ -
Medium		7	\$ 35
Large		6	\$ 30
XL		4	\$ 20
2XL			\$ -
	0	0	17 \$ 85

Information will help purchase sizes next year.

**HARVEST FEST 2023**

T-Shirt Sales	\$ 85.00
Bar Sales	\$ 3,945.00
Event Tickets	\$ 4,455.00
<b>50/50 Raffle</b>	
Total Tickets Sold	\$ 669.00
Half of Total Ticket Sales given to winner:	\$ 335.00
Name of person who won:	Kathy Harold
<b>Net Profit on 50/50 Raffle</b>	<b>\$ 334.00</b>
<b>Cash Donations Received at Event</b>	<b>\$ 78.00</b>



## Your Item Sales

TOTAL ITEMS SOLD

**1,352**

TOTAL ITEM SALES

**\$5,525.00**

TOP-SELLING CATEGORY

**Uncategorized**

TOP-SELLING CATEGORY SALES

**\$5,525.00**

TOP-SELLING ITEMS

Kids Activity Tickets (25) × 169	\$3,380.00
Kids Activity Ticket (1) × 956	\$956.00
Beer Tent (1) Leinenkugel's Oktoberfest × 48	\$240.00
Beer Tent (1) Coors Light × 44	\$220.00
50/50 Raffle 25 Tickets × 8	\$160.00
Beer Tent (1) White Claw × 28	\$140.00
Beer Tent (1) Blue Moon × 18	\$90.00
Beer Tent (1) Miller Lite × 16	\$80.00
Beer Tent (1) Angry Orchard Hard Cider × 16	\$80.00
50/50 Raffle 12 Tickets × 6	\$60.00

\$5,525.00

\$0.00

TIPS

AVERAGE TIP RATE

\$0.00

0.00%

FEES<sup>1</sup>

EFFECTIVE FEE RATE<sup>2</sup>

(\$83.87)

3.36%

TOTAL COLLECTED

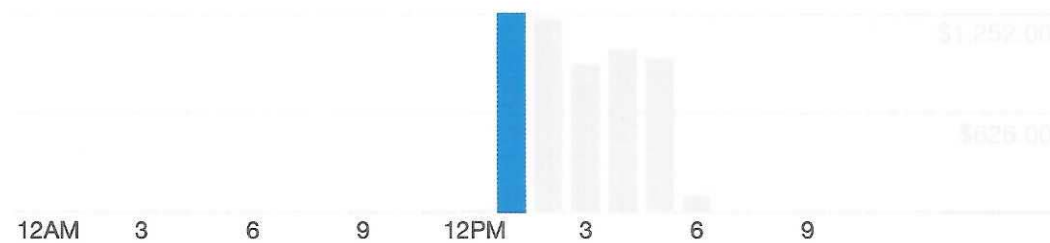
\$5,525.00

+ Does not include transfers; partial, uncompleted, or unsettled payments; or sales taken with no internet connection

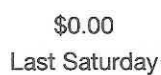
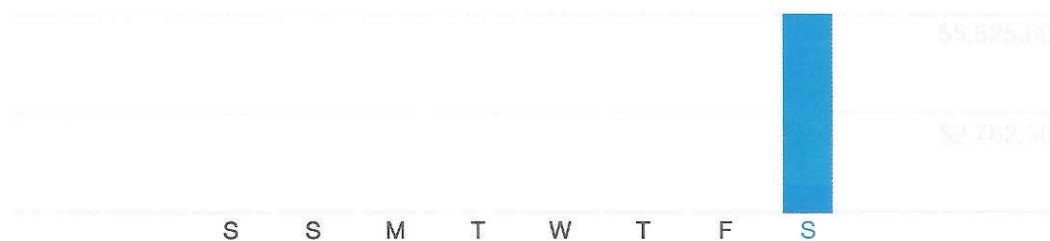
<sup>1</sup> Includes Square processing fees and any third-party fees (e.g. courier fees)

<sup>2</sup> 2.6% + \$0.10 (182 Payments), 3.5% + \$0.15 (3 Payments)

HOURLY SALES



SEP 23 VS. LAST 7 DAYS





## Your Item Sales

TOTAL ITEMS SOLD

**290**

TOTAL ITEM SALES

**\$1,450.00**

TOP-SELLING CATEGORY

**Uncategorized**

TOP-SELLING CATEGORY SALES

**\$1,450.00**

TOP-SELLING ITEMS

Beer Tent (1) Leinenkugel's Oktoberfest x 62	\$310.00
Beer Tent (1) Coors Light x 56	\$280.00
Beer Tent (1) Miller Lite x 55	\$275.00
Beer Tent (1) Angry Orchard Hard Cider x 43	\$215.00
Beer Tent (1) Blue Moon x 42	\$210.00
Beer Tent (1) White Claw x 32	\$160.00

## Tools to make tomorrow even better



It's your money. Access it instantly — even on the weekend.

With Square Checking, get instant access to your Square sales with no monthly fees and no minimums. Pair it with a Square Debit Card and spend right away on all the things your business needs to keep moving.

[SEE WHAT SQUARE CHECKING HAS TO OFFER](#)

\$1,450.00

\$0.00

TIPS

AVERAGE TIP RATE

\$0.00

0.00%

TOTAL COLLECTED

FEES<sup>1</sup>

\$1,450.00

\$0.00

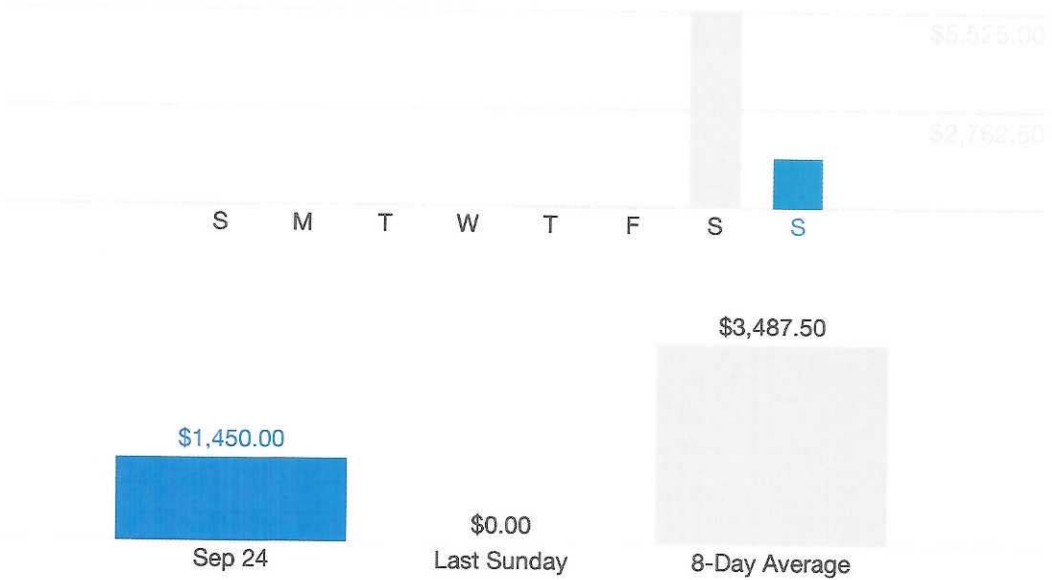
+ Does not include transfers; partial, uncompleted, or unsettled payments; or sales taken with no internet connection

<sup>1</sup> Includes Square processing fees and any third-party fees (e.g. courier fees)

HOURLY SALES



SEP 24 VS. LAST 7 DAYS





# 2023 Harvest Fest Post Event Survey

All Responses

Question 1: What was your favorite experience or attraction of the event?

Question 2: What activities did you participate in at the event?

Print all responses and charts

Question 1 has 30 answers (Open Text)

## “What was your favorite experience or attraction of the event?”

Unknown contact said:

"Loved it all. The photos were great! "

Unknown contact said:

"Booze and food while enjoying the event"

Unknown contact said:

"Horse rides"

Unknown contact said:

"Kids activities"

Unknown contact said:

"The whole event was perfect -lot's of things for everyone to do"

Unknown contact said:

"Daughter is 3, she loved the horses and petting zoo area. "

Unknown contact said:

"The entire event was perfect in every way. It was my first time attending, and I will be back every year now. Fantastic!"

Unknown contact said:

"Live music"

Unknown contact said:

"The live music and craft vendors"

Unknown contact said:

"The many varied vendors"

Unknown contact said:

"Didnt really have one."

Unknown contact said:

"Vendors  
Lots of other stuff to do  
Seemed lots of ppl from outside of Wildwood too!"

Unknown contact said:

"Overall experience was great! Between the many vendors, live music and other fun, I think it was your best one yet."

Unknown contact said:

"The band was good."

Unknown contact said:

"Lions food truck"

Unknown contact said:

"Boy scouts rope bridge"

Unknown contact said:

"Stu"

Unknown contact said:

"We especially liked the car and craft show."

Unknown contact said:

"Bands and animals"



Unknown contact said:  
"Painting pumpkins "

Unknown contact said:  
"Live music "

Unknown contact said:  
"Photos by the lake"

Unknown contact said:  
"Dunk tank with coach Jim "

Unknown contact said:  
"Matt Myers Band was awesome !  
Rutledge and Brock are another great band they perform at Northpoint Marina  
too. Tom Rutledge and Jim Brock. Let me know, I can give you contact  
information. "

Unknown contact said:  
"Music "

Unknown contact said:  
"Petting zoo and pony rides"

Unknown contact said:  
"As a vendor, it was all fun!!"

Unknown contact said:  
"Weekend festivities with music, food, activities for children and car show."

Unknown contact said:  
"The petting zoo"

Unknown contact said:  
"Group events. Water ballon toss was great"

**Question 2 has 25 answers (Open Text)**

## “What activities or attractions would you like to see added to the event next year?”

Unknown contact said:

"Corn on the cob!, corn hole set up, "

Unknown contact said:

"Bags, adult games as well . "

Unknown contact said:

"More than one face painter"

Unknown contact said:

"Nothing else, it was great!"

Unknown contact said:

"Additional food truck options"

Unknown contact said:

"I liked that there wasn't an overwhelming amount of things going on. My kid was able to enjoy each activity scattered throughout "

Unknown contact said:

"I missed the live music."

Unknown contact said:

"More live music"

Unknown contact said:

"I thought it was very well done, would a bounce house work?  
More vendors is always good as well."

Unknown contact said:

"More stuff for older kids, more variety of vendors."



Unknown contact said:

"More food options.  
Maybe more tween/teen events like silly races or competitions....could turn into "fundraiser" too.  
Better signage for parking, especially at Willow Point to get to Rule.  
Better yard signs- bigger print for date/time.  
Bounce house and bounce activities like velcro wall or sumo joust that teens/adults could do too."

Unknown contact said:

"Another food truck or two would be great. And fall drinks like apple cider and pumpkin lattes would be fantastic"

Unknown contact said:

"More kids games and perhaps even some free games that don't require tickets."

Unknown contact said:

"Adult games and activities like ax throwing or ski ball. "

Unknown contact said:

"Baggo Tournament  
Tops dog training exhibit  
Local artist exhibit "

Unknown contact said:

"Water skiing show"

Unknown contact said:

"More little kid games. Bubble station, rings to toss on buckets or pumpkins something like that! "

Unknown contact said:

"Nothing "

Unknown contact said:

"An ice cream truck wkd be great, maybe there was one and I missed it?"

Unknown contact said:

"Earlier hours"

Unknown contact said:

"N/A"

Unknown contact said:

"Everything was great!"

Unknown contact said:

"Congratulations on a successful event "

Unknown contact said:

"Corn sandbox, hay rides, more bands, harvest fest parade, more Wildwood/Gages Lake history"

Unknown contact said:

"More group activities "

### Question 3 has 34 answers (Radio Buttons)

**“Do you think the number of food and beverage options were adequate for the event?”**

Yes, I think there were enough food and beverage options.

 18 (52.9%)

No, I would like to see more food and beverage options.

 16 (47.1%)

### Question 4 has 35 answers (Radio Buttons)

**“Do you feel that the food was priced fairly?”**

Yes, I feel that pricing was fair.

 29 (82.9%)

No, I feel that pricing was too high.

 6 (17.1%)

I feel that food pricing was inexpensive and expected to pay more.

 0 (0.0%)

**Question 5 has 35 answers (Radio Buttons)**

**“If applicable, do you feel that the alcohol was fairly priced?”**

Yes, I feel that alcohol was priced fair.	24 (68.6%)
No, I think that alcohol was priced too high.	3 (8.6%)
I feel that alcohol was inexpensive and expected to pay more.	0 (0.0%)
Not applicable.	8 (22.9%)

**Question 6 has 35 answers (Radio Buttons)**

**“If applicable, do you believe the game/activity tickets were priced fairly?”**

Yes, I feel that tickets were priced fair.	24 (68.6%)
No, I think that tickets were priced too high.	2 (5.7%)
I feel tickets were priced inexpensively and expected to pay more.	0 (0.0%)
Not applicable.	9 (25.7%)

**Question 7 has 35 answers (Radio Buttons)**

**“Do you think the number of restrooms provided were adequate for the event?”**

Yes, I think there were enough restrooms.	31 (88.6%)
No, I think there should be more restrooms.	4 (11.4%)



**Question 8 has 35 answers (Radio Buttons)**

**“Do you believe the restrooms were conveniently located?”**

Yes, I think the restrooms were conveniently located.	22 (62.9%)
No, I think they should be moved.	0 (0.0%)
I think the restrooms were conveniently located but would like to see more in a secondary location.	13 (37.1%)

**Question 9 has 35 answers (Radio Buttons)**

**“If applicable, was event parking easy to navigate?”**

Yes, event parking was easy to navigate and there was plenty of attendants and signage.	14 (40.0%)
No, event parking was difficult to navigate and needs more attendants and signage.	8 (22.9%)
Not applicable.	13 (37.1%)

**Question 10 has 34 answers (Radio Buttons)**

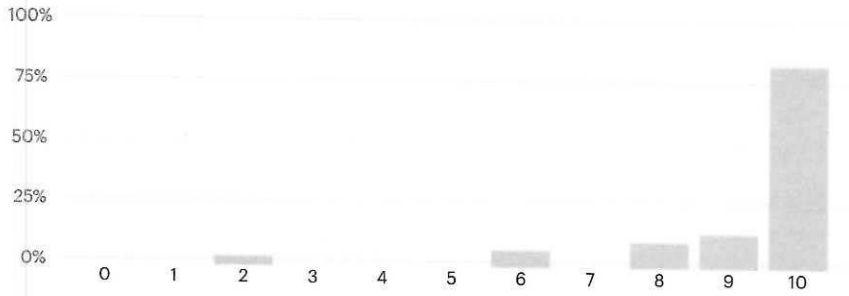
**“Were activities and entertainment easy to locate and clearly marked?”**

Yes, I was able to locate everything easily and there was plenty of directional signage.	29 (85.3%)
No, it was difficult finding what I was looking for and the event could use more signage.	5 (14.7%)

Question 11 has 34 answers (Range) Avg rating: 9.2



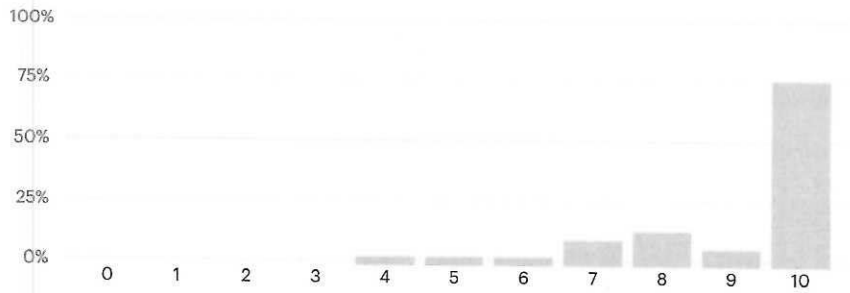
“How helpful was the event staff/volunteers?”



Question 12 has 34 answers (Range) Avg rating: 9.0



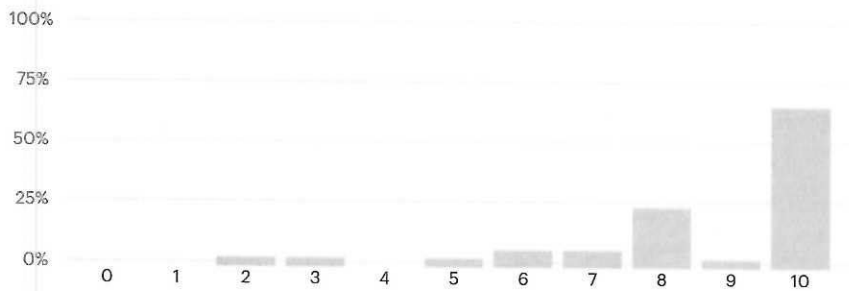
“How well organized was the event?”



Question 13 has 34 answers (Range) Avg rating: 8.6

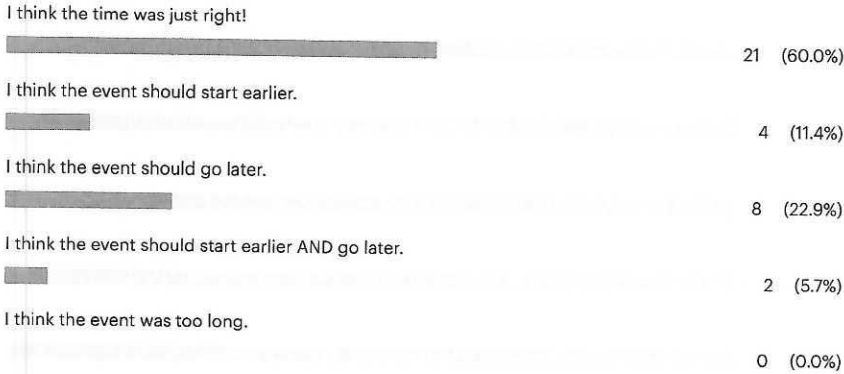


“How well were the event details marketed to the community leading up to the event? ”



### Question 14 has 35 answers (Radio Buttons)

“The event was from noon-6pm, do you believe the event hours were adequate?”



### Question 15 has 35 answers (Range) Avg rating: 4.6



“How would you rate your overall experience at the event?”



### Question 16 has 18 answers (Open Text)

“What, if anything, did you dislike about the event?”

Unknown contact said:

“There should have definitely been at least one more facepainter. It took us 1.5 hours to get our face painted. Having multiple face painters ”



Unknown contact said:

"Not enough trash cans. Should have one by exits and around a little more. Wine was expensive for a small glass. Wish there was more vendors . "

Unknown contact said:

"We had people show up at 4pm and everything was basically done. The face painter was closed, the burgers were gone, there was no pumpkins to paint, and they stopped making the popcorn you could buy with tickets. The activities should be available for the entire event."

Unknown contact said:

"Parking help - we parked on a street that said no parking at all times. My husband and I disagreed about parking there, so we compromised to only stay a short time "

Unknown contact said:

"I am honestly shocked at how much I enjoyed this event. It's incredible seeing others from the community gathered together to have fun!"

Unknown contact said:

"Not enough trash cans, specifically near the vendor booths. "

Unknown contact said:

"The magician, he was awful. "

Unknown contact said:

"N/A"

Unknown contact said:

"There wasn't near enough room for the pumpkin painting and there were not enough kids activities."

Unknown contact said:

"Didn't like we couldn't use motorized scooters. I have one I use and it's not a handicap but I couldn't get around because it's hard for me to walk. "

Unknown contact said:

"Parking in ditches or on people's lawn :( "

Unknown contact said:

"Nothing. It was perfect"

Unknown contact said:

"Put cones over the pieces of wood corners of bounce house!!!! Hurt myself so badly tripping over one trying to walk around other side to house to see toddler.

SO unorganized with 5 in a time. The younger scouts were not in enough control with how many kids wanted to rush in. Also had no idea the bounce line was as short as it was, very confusing with face paint line.

PLEASE get some more food options. We ate around 3 and were already out of cheese for burgers. \$8 for a well done, dried out burger- was SO bummed we waited to eat there instead of at home. Would have rather donated to the event or purchased a couple dollar ticket than been so disappointed in the over priced food for how bland it was. We're with our family group of 15 and everyone agreed.

Maybe we missed it, but had no idea you needed closed toe shoes for petting zoo so my kiddos missed out on that.

Thank you all so much, such a blessing to have this right in the neighborhood! All just suggestions, with love and respect! :)"

Unknown contact said:

"Not enough garbage cans, the cans were overflowing and there weren't enough. I was saddened to see people throwing their trash on the ground. I did notice recycling cans, but many were using those as garbage cans. "

Unknown contact said:

"Everything was good "

Unknown contact said:

"Need more face painters. This year the bounce house line and face painting line were too close to one another. Ran out of hot dogs which was a disappointment when attending later in the afternoon. Ran out of pumpkins to paint or purchase w tickets. I think the crowd this year was much larger than anticipated so a shortage of items occurred. Certainly a good thing and hard to plan for in advance. Overall it was a great time and wish it would've lasted longer. W the waits in line we weren't able to do much other than bounce house, face paint, petting zoo and ponies, and eat. We arrived around 2:30, would have been nice if it continued later to experience the entire event."

Unknown contact said:

"No"

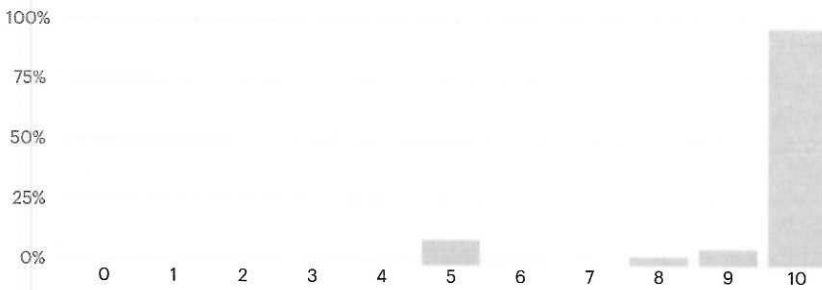
Unknown contact said:

"I think more evening bands for adults and more earlier events for kids. But overall loved it. "

Question 17 has 34 answers (Range) Avg rating: 9.4



### "How likely are you to attend Harvest Fest 2024?"





Question 18 has 8 answers (Open Text)

**“Are you interested in being on the 2024 Harvest Fest planning committee? If yes, please provide your first and last name, telephone number, and email address.”**

Unknown contact said:

"No thank you."

Unknown contact said:

"No"

Unknown contact said:

"Yes, Jeanette Baum 847/363-6439 Jeanettecorp@yahoo.com"

Unknown contact said:

"No"

Unknown contact said:

"Samantha Vrtis-Bentz 2246564442 vrtisbentzs0811@gmail.com"

Unknown contact said:

"NA"

Unknown contact said:

"Meghan Ainscough 847.309.3151 m.ainscough9@gmail.com "

Unknown contact said:

"No"

Question 19 has 15 answers (Open Text)

**“Please share any additional comments, thoughts, suggestions, or experiences for future events.”**

Unknown contact said:

"I truly believe the event could be amazing if it lasted the entirety of the event."

Unknown contact said:

"Thank you!"

Unknown contact said:

"It was a wonderful event! Thank you so much for all your time and planning. Looking forward to attending next year! "

Unknown contact said:

"Such an awesome community event, great job to all who were involved! ❤️"

Unknown contact said:

"N/A"

Unknown contact said:

"Maybe add music after 6pm? Turn into adult time after 6pm? Keep alcohol and food sales, now you have a party!"

Unknown contact said:

"You guys did a GREAT job. I saw neighbors I have never seen before."

Unknown contact said:

"Offer fishing at gazebo. 30 minutes for \$10. Provide poles and bait. "

Unknown contact said:

"Thank you for a pleasant experience and all of your hard work. It was greatly appreciated by the Wildwood Residents and families! "

Unknown contact said:

"Put matt brueck in the dunk tank"

Unknown contact said:

"Thank you for all the effort and hard work that went into this. "

Unknown contact said:

"I had a great time! The crowd was pleasant the entertainment was joyful and the staff was helpful! Been with the havevest fest since the beginning and this was by far the best one! "

Unknown contact said:

"None "

Unknown contact said:

"Face painting line was 2 long. Should have more than one face painter.

Thanks for the amazing event. It was awesome overall. "

Unknown contact said:

"Thank you to everyone involved 🙌🙌🙌 "



# 2023 Harvest Fest Post Event Vendor Survey

All Responses

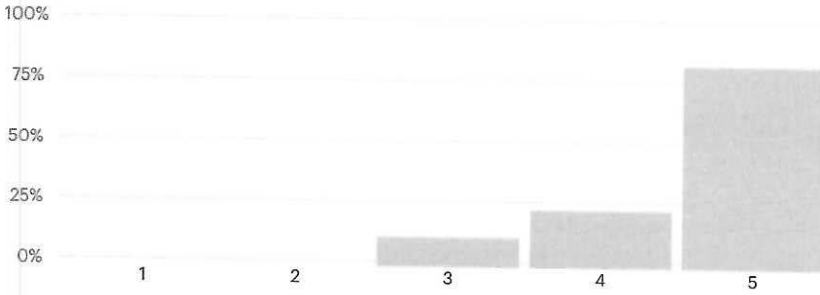
Question 1: How easy/difficult was the vendor registration and payment process?

> Question 2: If applicable, how can the Wildwood Park District make the vendor registration and payment process easier?

Question 1 has 10 answers (Range) Avg rating: 4.6



### “How easy/difficult was the vendor registration and payment process?”



Question 2 has 3 answers (Open Text)

### “If applicable, how can the Wildwood Park District make the vendor registration and payment process easier?”

Unknown contact said:

"By offering invoice payment via credit card"

Unknown contact said:

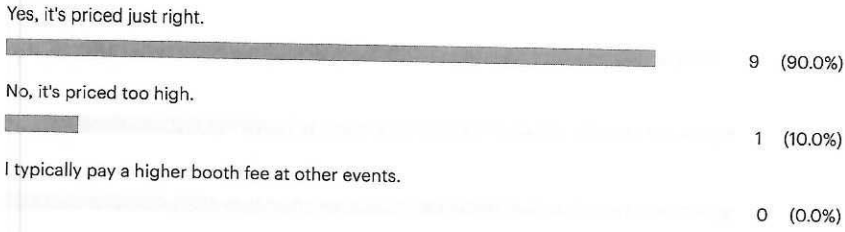
"Everything in my opinion went GREAT, very organized!"

Unknown contact said:

"Paying Online would be a good option"

Question 3 has 10 answers (Radio Buttons)

**“Do you feel that the \$50 vendor booth fee is fairly priced?”**



Question 4 has 10 answers (Range) Avg rating: 4.3

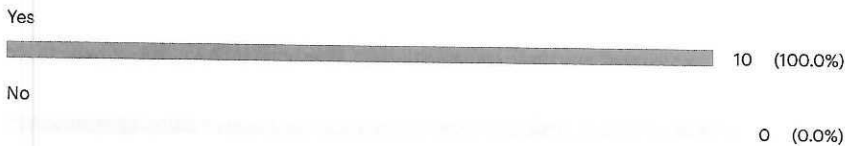


**“How would you rate communications from the Wildwood Park District leading up to the event?”**



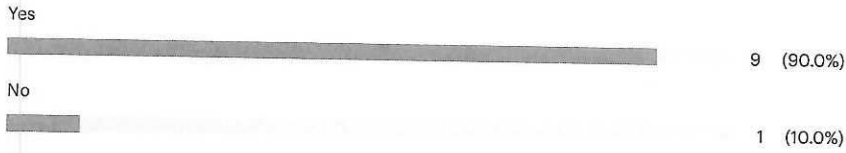
Question 5 has 10 answers (Radio Buttons)

**“Do you feel that vendor arrival, material drop-off, and parking details were clear and well communicated?”**



Question 6 has 10 answers (Radio Buttons)

“Do you feel that vendor booth break-down and exiting the park at the conclusion of the event was well communicated, organized, and controlled?”



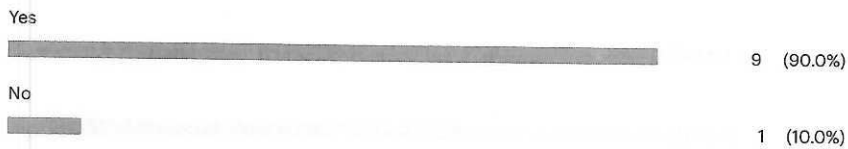
Question 7 has 10 answers (Radio Buttons)

“Do you feel that the event layout was conducive for being a vendor?”



Question 8 has 10 answers (Radio Buttons)

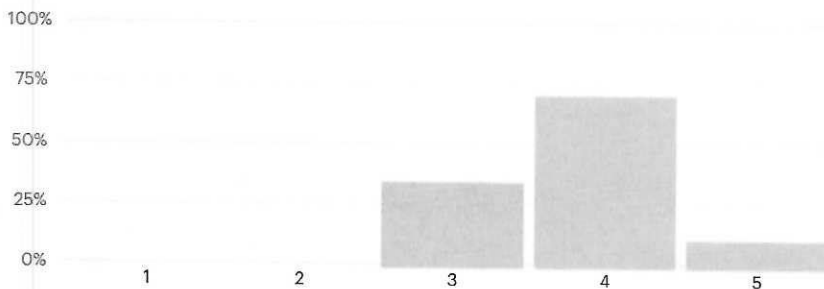
“Were you satisfied with the location of your booth?”



Question 9 has 10 answers (Range) Avg rating: 3.8



“How was your booth traffic/visits based on your expectations for the event?”

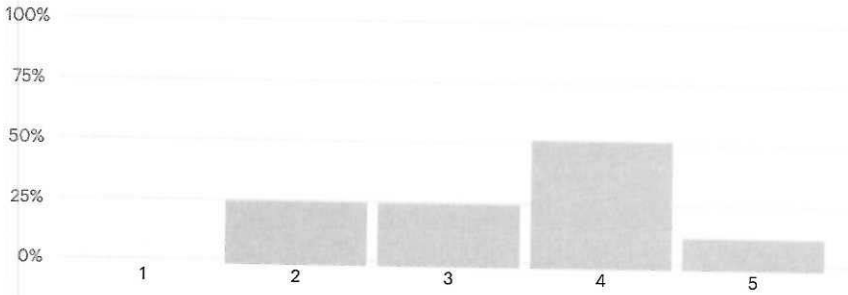




Question 10 has 9 answers (Range) Avg rating: 3.4

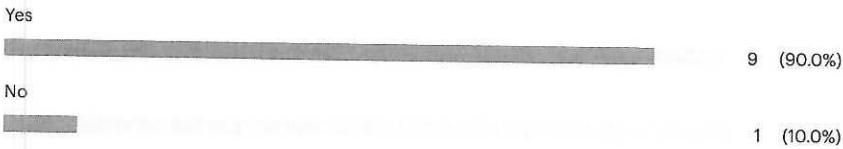


“How were your sales based on your expectations for the event?”



Question 11 has 10 answers (Radio Buttons)

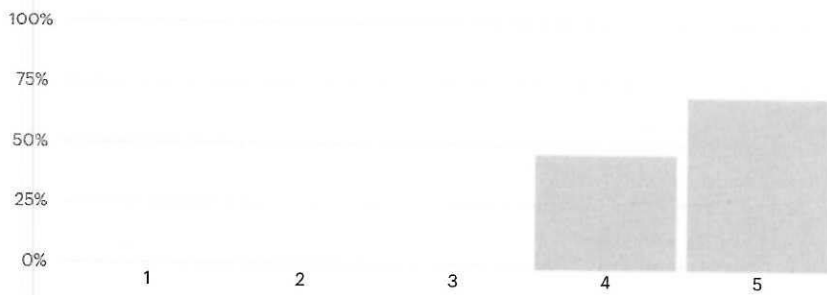
“Do you feel that attending the event as a vendor was beneficial for your business and worth the investment?”



Question 12 has 10 answers (Range) Avg rating: 4.6



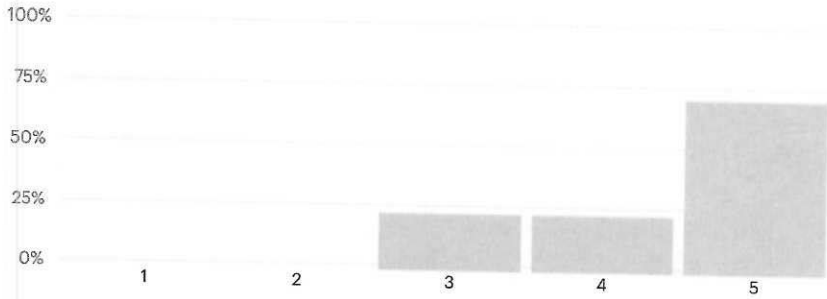
“How likely are you to return as a vendor for Harvest Fest 2024?”



Question 13 has 10 answers (Range) Avg rating: 4.4



**“How satisfied were you with the overall experience at Harvest Fest?”**



Question 14 has 3 answers (Open Text)

**“Please provide any other comments, feedback, suggestions, and/or safety concerns regarding your experience as a vendor.”**

Unknown contact said:

"We've always enjoyed this event. We hope to be a part of it next year!"

Unknown contact said:

"Our booth was over near the dunking booth. It was on a bit of an incline, which made setting up our tables and product something of a challenge. Some of our displays tipped over too easily because...gravity.

Also, most of the foot traffic between the east side and west side was closer to the building, and we in the booths were across the parking lot a good 20-30 feet away. A lot of people just walked by and hardly noticed we were there. Putting tents in the parking spaces instead of the grass would bring us closer to the foot traffic, give us greater visibility, and provide a more level surface on which to set up."

Unknown contact said:

"The two change I would like to see is a later start time and end time. And have the live music play further away from vendors. I was near the front side of the office and the singer and dog trainer were so loud I could not hear my customers clearly. "

# 2023 Harvest Fest Post Event Sponsor Survey

All Responses

Question 1: How did you hear about becoming a Harvest Fest event

> Sponsorship Levels (\$100, \$250, and \$500+) are fairly priced

Question 1 has 2 answers (Open Text)

### “How did you hear about becoming a Harvest Fest event sponsor?”

Unknown contact said:

"Through Christie Stochl who is our client with COUNTRY Financial. "

Unknown contact said:

"Amy at Warren Township Highway"

Question 2 has 1 answers (Radio Buttons)

### “Do you feel the sponsorship levels (\$100, \$250, and \$500+) are fairly priced?”

Yes, they're priced just right.



No, they're priced too high.



I typically pay a higher sponsor fee at other events.



Question 3 has 2 answers (Radio Buttons)

### “Do you feel that the sponsor benefits (i.e. 10 X 10 sponsor booth space, company logo on Wildwood Park District website, etc.) were appropriate and beneficial?”

Yes



No



Feedback



Question 4 has 0 answers (Open Text)

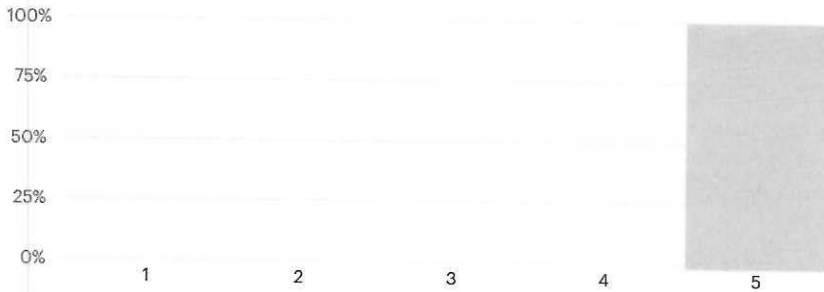
“Are there any additional sponsor benefits you would like to see added for next year?”

No responses yet

Question 5 has 2 answers (Range) Avg rating: 5.0



“How would you rate communications from the Wildwood Park District leading up to the event?”




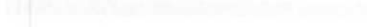

Question 6 has 2 answers (Radio Buttons)

“If you attended Harvest Fest, do you feel that sponsor arrival, material drop-off, and parking details were clear and well communicated?”

Yes	1 (50.0%)
No	0 (0.0%)
N/A	1 (50.0%)




**Question 7 has 2 answers (Radio Buttons)**

**“If you attended Harvest Fest, do you feel that sponsor booth break-down and exiting the park at the conclusion of the event was well communicated, organized, and controlled?”**

Yes		1 (50.0%)
No		0 (0.0%)
N/A		1 (50.0%)





**Question 8 has 2 answers (Radio Buttons)**

**“If applicable, were you satisfied with the location of your booth?”**

Yes		1 (50.0%)
No		0 (0.0%)
N/A		1 (50.0%)

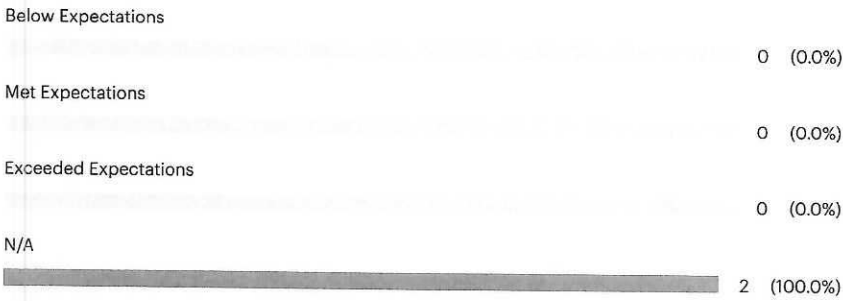
**Question 9 has 2 answers (Radio Buttons)**

**“If applicable, how was your booth traffic/visits based on your expectations for the event?”**

Below Expectations		0 (0.0%)
Met Expectations		1 (50.0%)
Exceeded Expectations		0 (0.0%)
N/A		1 (50.0%)

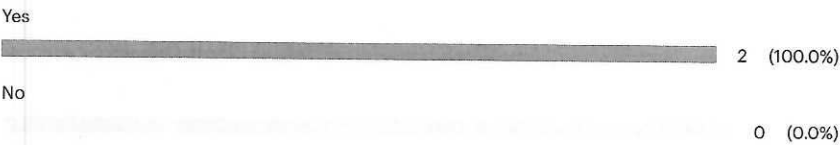
Question 10 has 2 answers (Radio Buttons)

**“If applicable, how were your sales based on your expectations for the event?”**



Question 11 has 2 answers (Radio Buttons)

**“Do you feel that being a Harvest Fest event sponsor was beneficial for your business and worth the investment?”**



Question 12 has 1 answers (Open Text)

**“Is there a best time of year to reach out to you to become an event sponsor? i.e. before April 1st due to my organizations fiscal year and budgeting.”**

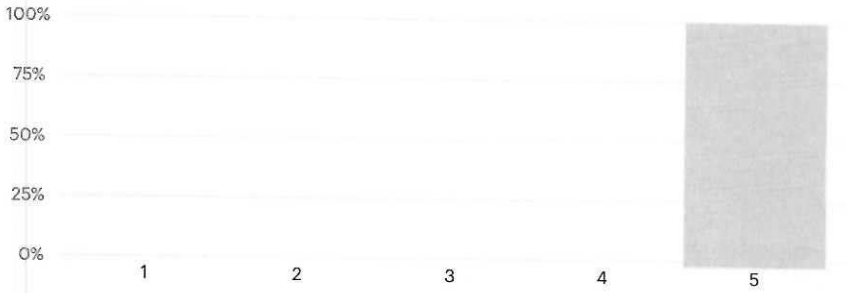
Unknown contact said:  
"2 months before event"



Question 13 has 2 answers (Range) Avg rating: 5.0



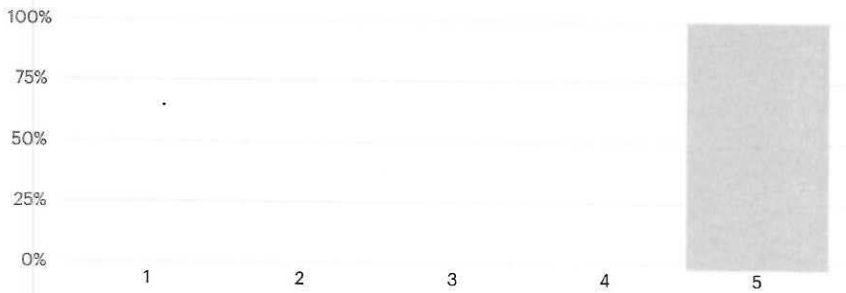
**“How likely are you to return as a sponsor for Harvest Fest 2024?”**



Question 14 has 2 answers (Range) Avg rating: 5.0



**“How satisfied were you with the overall experience at Harvest Fest?”**



Question 15 has 1 answers (Open Text)

**“Please provide any other comments, feedback, suggestions, and/or safety concerns regarding your experience as an event sponsor.”**

Unknown contact said:

"Working with Maggie is an easy process and very accommodating! Thank You Maggie!"