

**Wildwood Park District  
Regular Board Meeting  
33325 N. Sears Boulevard, Wildwood, IL 60030  
Monday, June 19<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, June 19<sup>th</sup>, 2023**
- IV. Approval of Minutes**
  - A. Minutes of the Regular Board Meeting – Monday, May 15<sup>th</sup>, 2023**
  - B. Minutes of the Budget and Appropriation Hearing – Monday, May 15<sup>th</sup>, 2023**
- V. Matters from the Public**
- VI. Financial Report**
  - I. Rainy Day Fund**
- VII. WSRA**
- VIII. GLCC Report**
- IX. Valley Lake Report**
- X. Staff Reports**
  - A. Recreation/Administration**
  - B. Maintenance**
  - C. Marketing/Promotions**
  - D. Park Safety**
- XI. Unfinished Business**
  - A. Valley Lake Stormwater Improvements DCEO/SMC Intergovernmental Agreement (IGA)**
- XII. New Business**
  - A. Gages Lake Channel Piers Inquiry**
  - B. Greenbook Lake County Property 33239 North Island Avenue**
  - C. Approval of Pebble Beach Park Pier Replacement Quotes**
- XIII. Other Business**
- XIV. Matters from the Public**
- XV. Executive Session**
  - A. Personnel 5 ILCS 120/2(c)(1)**
- XVI. Adjournment**

The Wildwood Park District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are asked to contact the Park District at 847.223.7275 or email [info@wildwoodparkdistrict.com](mailto:info@wildwoodparkdistrict.com).

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

**Key rules governing participation**

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

**Wildwood Park District**  
**FY 2023-2024 Budget and Appropriation Hearing**  
**Rule House 33325 N. Sears Boulevard Wildwood, IL 60030 In-Person**  
**Monday May 15<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, Becky Jante, Dan Corrigan, Frank Bruno

**Absent:** Commissioner Matt Brueck

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

**III. Approval of Consent Agenda – FY 2023-2024 Budget and Appropriation Hearing – Monday, May 15<sup>th</sup>, 2023**

Commissioner Jante entertained a motion to approve the Consent Agenda of the FY 2023-2024 Budget and Appropriation Hearing of Monday, May 15<sup>th</sup>, 2023. So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. All in favor, motion carries.

**IV. Matters From the Public**

-Richard Nelson, Wanda Gerzel, Steve Gerzel, and Vicki Erickson were present. No public comment.

**XIV. FY 2023-2024 Budget and Appropriation Hearing**

-No further review or comments from the public

**XV. Matters from the Public**

-Richard Nelson, Wanda Gerzel, Steve Gerzel, and Vicki Erickson were present. No public comment.

**XVI. Adjournment**

Commissioner Jante entertained a motion to adjourn the FY 2023-2024 Budget and Appropriation Hearing of Monday, May 15<sup>th</sup>, 2023. So moved, Commissioner Bruno. Seconded, Commissioner Corrigan. All in favor, motion carries. Meeting adjourned at 7:15pm.

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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**

**Wildwood Park District  
Regular Board Meeting  
Rule House 33325 N. Sears Boulevard Wildwood, IL 60030  
May 15<sup>th</sup>, 2023, at 7:15pm**

Minutes

**I. Call to Order:** The meeting was called to order at 7:15pm. The Pledge of Allegiance was recited.

**II. Roll Call:**

**Present:** Commissioners Becky Jante, Frank Bruno, Dan Corrigan, Anna Nelson.

**Absent:** Commissioner Matt Brueck

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

**III. Approval of Consent Agenda – Regular Board Meeting – Monday, May 15<sup>th</sup>, 2023**

Commissioner Jante entertained a motion to approve the Consent Agenda of the Regular Board Meeting of Monday, May 15<sup>th</sup>, 2023. So moved, Commissioner Nelson with the modification of moving item I FY 2023-2024 Budget and Appropriation Ordinance for Approval under “New Business” to be item “A” under “New Business”. Seconded, Commissioner Bruno. All in favor, motion carries. All in favor, motion carried.

**IV. Approval of Minutes**

**A. Minutes of the Regular Board Meeting - Monday, April 17<sup>th</sup>, 2023**

Commissioner Jante entertained a motion to approve the Minutes of the Regular Board Meeting of Monday, April 17<sup>th</sup>, 2023. So moved, Commissioner Corrigan. Seconded, Commissioner Bruno. All in favor, motion carries.

**V. Matters From the Public**

-Wildwood Residents Steve and Wanda Gerzel, Vicki Erickson, and Richard Nelson were present. Steve and Wanda Gerzel and Vicki Erickson stated their concern for the length of new private piers being built off of private property into the Gages Lake Channel area potentially affecting watercraft traffic flow and safety. Wanda Gerzel requested extra guidelines to be placed by the Park District on residents of the channel stating regulations on the length limit of private piers/docks in the Channel and that the general tradition was that piers would not exceed 25 feet of length into the Channel. The Board stated that the Park District would follow up and look into the matter.

**VI. Financial Report**

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

Kathy Atkins reminded the Board that the District’s auditors with Lauterbach & Amen would be onsite for fieldwork on June 15<sup>th</sup> and 16<sup>th</sup>.

**VII. WSRA**

Commissioner Nelson stated the WSRA Board Meeting took place on May 8<sup>th</sup> at 3:30pm. With new positions on the WSRA Board, David Mohr is now President of WSRA, Anna Nelson is Vice President, Susie Kuruvilla is Treasurer, Nancy Carlson is a Board Member, Elmer Fallos is a Board



Member, and Beckie Korzyniewski is Secretary. Discussion. The next WSRA Board Meeting is tentatively July 17<sup>th</sup>.

**VIII. GLCC**

-President Jante stated that GLCC will be still using Solitude Lake Management for the aquatic bio-mapping and late spring weed treatment around Memorial Day.

**IX. Valley Lake Report**

-Solitude Lake Management's treatment report from May 4<sup>th</sup> was shared with the Board in the Board Packet. Park District Manager Magnini mentioned he is seeking more treatment visit details from Solitude on future treatment reports. Discussion. Beneficial Bacteria for in-house treatment will be applied the last or second to last week of May to the north and south ends of the lake shoreline from the parks.

Commissioner Corrigan asked the Park District to keep an eye out for muskrats that damage shorelines around the lake and take appropriate action if needed.

**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.

**XI. Unfinished Business**

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

Park District Manager Magnini reminded the Board that Lake County Stormwater Management is having an Open House on Monday, June 5<sup>th</sup> from 4pm-7pm at the Lake County Central Permit Facility to share discussion and go over the engineering plans for the Wildwood Area Stormwater Improvements with the public. The press release for the Open House was shared in the Board Packet from the Warren Township Highway Department. Discussion.

**B. Budget Reallocation**

Discussion. Kathy Atkins requested that this item be removed from future agendas as no budget reallocation is required.

**XII. New Business**

**A. FY 2023-2024 Budget and Appropriation Ordinance for Approval**

President Jante entertained a motion to approve the FY 2023-2024 Budget and Appropriations Ordinance #23-05-01 as presented covering May 1, 2023- April 30, 2024; after having been publicly available for review for at least 30 days at the Park District administrative office outdoor display board at 33325 N. Sears Boulevard and on the Park District website under "Forms and Financials". A public hearing on said ordinance (notice of said hearing having been made by publication in the Daily Herald, being the newspaper published within this District, at least one week prior to said hearing) haven taken place on

Monday, May 15<sup>th</sup>, 2023, at 7:00pm at the Park District Administrative Offices at 33325 N. Sears Boulevard. So moved, Commissioner Corrigan. Seconded, Commissioner Nelson. Roll Call: Commissioner Bruno, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

#### **B. Swearing in of Elected Commissioners**

Commissioners Nelson and Corrigan recited their Oath of Office for a full 6-year term.

#### **C. Nomination of Officers**

President Jante entertained a motion to nominate Commissioner Jante for President, Commissioner Brueck for Vice President, Commissioner Corrigan for Treasurer. I entertain a motion to nominate Park District Manager Brandon Magnini as Board Secretary, FOIA (Freedom of Information Act) Officer, ADA (Americans with Disabilities Act) Officer, OMA (Open Meetings Act) Officer, SAFE-T Act (Whistleblower Protection and Reporting) Officer and alternate to WSRA Board Meetings in the event that Commissioner Nelson cannot attend. I entertain a motion to nominate Lauterbach & Amen as the Park District's annual audit firm for FY 2023-2024. I entertain a motion to retain Ancel Glink as Wildwood Park District's Corporate Counsel for FY 2023-2024. So moved, Commissioner Corrigan. Seconded, Commissioner Nelson. Roll Call: Commissioner Bruno, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

#### **D. Approval of Resolution to form Committee on Local Government Efficiency**

President Jante entertained a motion to approve Resolution #23-06-01 Forming a Committee on Local Government Efficiency for the Wildwood Park District of Lake County, IL as presented. The President desires to appoint Laura Rudow and Mike Semmerling as the two resident members of the Committee. So moved, Commissioner Corrigan, Seconded, Commissioner Nelson. Roll Call: Commissioner Bruno, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

#### **E. Approval of Commercial Bounce House Purchase and Quotes Review – Recreation Improvements**

President Jante entertained a motion to approve the purchase of the Magic Jump Inflatables Arched Castle Commercial Bounce House for a total of \$1,900.00 as presented. So moved, Commissioner Bruno, Seconded, Commissioner Corrigan. Roll Call: Commissioner Bruno, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries. This budgeted bounce house is replacing the years-old and dilapidated bounce house that is beyond its useful life.

#### **F. Approval of Commercial Power Washer Purchase and Quotes Review**

Park District Manager Magnini presented to the Board a third quote procured by Kathy Atkins (not previously included in the Board Packet) for a Commercial 3800 psi DeWalt Pressure Washer for \$1,229.99 sold from Home Depot for planned power washing needs of our playgrounds, pavilions, and hard surfaces. Quotes that were included in the Board

Packet were for the similar product at \$1,471.41 for the DeWalt Pressure Washer 3800 Psi from Grainger and DeWalt Pressure Washer (3,200 psi) for \$1,095.76 from Grainger. Discussion. President Jante entertained a motion to approve the purchase of the DeWalt 3800 PSI 3.5 GPM Gas Cold Water Pressure Washer with HONDA GX270 Engine for a total of \$1,229.99 as presented. So moved, Commissioner Nelson, Seconded, Commissioner Corrigan. Roll Call: Commissioner Bruno, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

#### **G. Approval of 2014 John Deere Gator Driveshaft Repair**

Park District Manager Magnini presented to the Board an estimate (for \$3,650.00), for suspected driveshaft repair for the 2014 John Deere Maintenance Gator. The Gator had seized up and stopped running on Maintenance Staff and after diagnosing the issues with AWH LLC, it was recommended the driveshaft be repaired and replace all four axle half shafts with new bearings if needed. Discussion. President Jante entertained a motion to approve the driveshaft repair service of the 2014 John Deere Gator UTV for an up to amount of \$4,000.00. So moved, Commissioner Bruno, Seconded, Commissioner Corrigan. Roll Call: Commissioner Bruno, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

#### **H. Review of Pebble Beach Park Shoreline Maintenance Stone Installation Quotes**

Park District Manager Magnini shared with the Board a labor/material estimate from Paul Yingling priced at \$12,600.00 for 18"-24" Wisconsin Granite Boulders at 42 tons to cover rip rap/shoreline boulder installation for 442 feet at the Pebble Beach Park shoreline area, \$4,200.00 for tractor placement time, and \$6,800.00 for labor for a grand total of \$23,600.00. A second quote from Lemke Stone for Wisconsin Granite boulder material 16"-24" at 42 tons and delivery is priced at \$5,754.00 without and labor or installation. Discussion. The Park District is pursuing permitting for this project for shoreline restoration at Pebble Beach Park and is looking into placing the stone in-house when the project can move forward. Discussion. President Jante entertained a motion to approve for Pebble Beach Park shoreline maintenance stone, material, and labor for up to \$15,000.00. So moved, Commissioner Corrigan. Seconded, Commissioner Bruno. Roll Call: Commissioner Bruno, aye, Commissioner Jante, aye, Commissioner Corrigan, aye, Commissioner Nelson, aye. All in favor, motion carries.

#### **I. Approval of Formation of Pebble Beach Park Restoration Committee**

President Jante entertained a motion to form a Committee of the Board for the Pebble Beach Park Restoration Committee. So moved, Commissioner Nelson. Seconded, Commissioner Bruno. All in favor, motion carries.

### **XIII. Other Business**

-President Jante mentioned that Diana Machado had reached out about having Park District Commissioners represent and walk in the parade for in the August 19<sup>th</sup>, 2023, Centennial Celebration for Dady & Decker. Discussion.

-Commissioner Nelson stated that she would not be present for the June 19<sup>th</sup> Regular Board Meeting.

### **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, May 15<sup>th</sup>, 2023, at 8:41pm. Commissioner Nelson seconded the motion. All in favor, motion carried. Meeting adjourned.

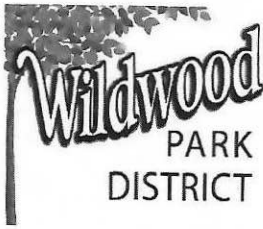
\_\_\_\_\_  
**Secretary**  
**Board of Park Commissioners**

\_\_\_\_\_  
**President**  
**Board of Park Commissioners**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Date**





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

[www.wildwoodparkdistrict.com](http://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: June 19<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, June 19<sup>th</sup>, 2023, Regular Board Meeting:

**GLCC Report:** Please find attached GLCC's minutes from their March meeting as well as the agenda from their May meeting. A brief summary report is included for GLCC's activities in May and June as well.

**Valley Lake Report:** Please find attached Solitude's lake treatment reports from 6/6 and 5/23. Also attached is Solitude's baseline water quality testing report from their visit on 5/17.

**New Business:**

**B. Greenbook Lake County Property 33239 North Island Avenue:**

Attached you will find a courtesy letter and bid form from Lake County regarding County-owned property at 33239 North Island Avenue in Wildwood that is subject to sale due to unpaid taxes. President Jante, Kathy Atkins, and I viewed the property in person to obtain a scope of the land and area. The Wildwood Park District Board should take an official position and vote on whether or not to further pursue this property.

**C. Approval of Pebble Beach Park Pier Replacement Quotes:**

Attached you will find a quotes from McHenry Pier and Custom Manufacturing for the removal and replacement of the existing Pebble Beach Park pier (closest to the beach). I attempted numerous times to obtain a third quote from Lighthouse Dock and Lift (see attached) to no avail. The quote from McHenry Pier jumped in price with their late May quote update from their original February quote. The quote now stands at \$14,070.00 including material, labor, and removal and dumping of existing pier. Custom Manufacturing (who completed the permanent Willow Point piers) continued to honor their February pricing with a quote of \$9,200.00 for galvanized swamp boardwalk wood decking (includes removal labor and dumpster for the old pier) and does not include permit costs that they would obtain for the project. I am awaiting

a secondary quote (expected Monday the 19<sup>th</sup>), from Custom Manufacturing for composite decking material similar to the lumber rock composite decking on the McHenry Piers estimate for comparison. The Board should consider the type of material for surface decking (estimated every 5 years to re-stain and seal the swamp boardwalk wood decking); versus Composite decking when reviewing quotes. Composite decking material can be much costlier than wood but has maintenance benefits in the long run. The Board should also consider approving an up to amount of funds to approve for this project to move forward.

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

Sincerely,

*Brandon Magnini*

Brandon Magnini, Park District Manager

**Subject:** RE: Money for rainy day fund  
**Date:** Thursday, June 15, 2023 at 4:40:47 PM Central Daylight Time  
**From:** Wildwood Park District Accounting <accounting@wildwoodparkdistrict.com>  
**To:** Anna Nelson <anelson@wildwoodparkdistrict.com>, Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**CC:** Becky Jante <bjante@wildwoodparkdistrict.com>  
**Attachments:** image001.png, image002.png

Hello Anna,

Reserving funds is not something that is included in a budget. The board would need to vote to approve reserving funds. The transfer of funds within the bank accounts is a Balance Sheet activity. The bank account balances, and internal labels are all that is reported to the board.

I went back through our emails from May 2022. At that time, we were transferring funds to the MMA account with SBOTL as they were going to match the IL Funds rate. You and I spoke about fully funding the rainy-day fund over the phone and I followed up with you with this email:

On May 10, 2022, at 3:41 PM, Wildwood Park District Accounting <[accounting@wildwoodparkdistrict.com](mailto:accounting@wildwoodparkdistrict.com)> wrote:

Anna,

The transactions to move money from Illinois Funds to State Bank of the Lakes Savings have been complete. Melissa, the VP at Grayslake Branch, will be earning the Illinois Funds Rate (Currently .795%) plus .05%.

From our discussion, I left an even \$100,000 in the Illinois Funds account. Should the board not agree with your recommendation to fully fund the Rain year, I can always pull more out. I'm optimistic that they will see the logic and agree 😊

Regards,

*Kathy Atkins*

Accountant

Wildwood Park District

[33325 N. Sears Boulevard Wildwood, IL 60030](https://www.wildwoodparkdistrict.com)

[accounting@wildwoodparkdistrict.com](mailto:accounting@wildwoodparkdistrict.com)

Office: 847.223.7275

Cell: 224.723.3031

Looking back at the meeting minutes from the May 16, 2022, you did not mention the above discussion, but seconded the motion to transfer \$5000 to Rainy Day fund. No discussion is documented in the minutes regarding fully funding the rainy-day fund. I took no further action at that time. I should have reduced the amount of the Rainy-Day fund since pursuing a fully funded balance was not discussed/approved by the Board.

The Rainy-Day fund was established as a sub-account of Illinois Funds on 8/31/2020 for \$60,484.45. \$5,000 was added on 6/17/2021 and the balance was now \$65,484.45.

When money was moved from Illinois Funds to MMA account with SBOTL, \$34,515.55 was left in Illinois Funds and the balance of \$100,000 was labeled as Rainy-Day Fund. While this happens to all be in Illinois Funds, this is an internal label.

During fiscal year 2023, \$3,148.53 of interest income was earned on the \$100,000 IL Funds balance.



1. The funds reserved for Rainy Day fund is part of the General Fund
2. How much does the Board think is enough to hold aside for unexpected expenses?
3. Does the Board want to call the \$100,000+ interest currently labeled Rainy Day Fund fully funded and cease the annual additions?
4. Is there a lesser amount they want to consider for the reserve?
5. If the Board chooses to not consider the Rainy-Day fund fully funded, I will change the balance in the account to \$70,484.45 (6/17/21 balance plus \$5,000 approved on 5/16/2022) at the end of FY2023. A new reserve amount will need to be approved at the June 2023 meeting.

Brandon, please add an item in the Financial Report section of the agenda to discuss the Rainy-Day Fund so that the Board can decide the above items. If it's too late to add to this month's agenda, it can be discussed at the July meeting.

Thanks!

Kathy Atkins  
Accountant  
Wildwood Park District  
33325 N. Sears Boulevard Wildwood, IL 60030  
[accounting@wildwoodparkdistrict.com](mailto:accounting@wildwoodparkdistrict.com)  
Office: 847.223.7275  
Cell: 224.723.3031



-----Original Message-----

From: Anna Nelson <[anelson@wildwoodparkdistrict.com](mailto:anelson@wildwoodparkdistrict.com)>  
Sent: Wednesday, June 14, 2023 2:39 PM  
To: Wildwood Park District Accounting <[accounting@wildwoodparkdistrict.com](mailto:accounting@wildwoodparkdistrict.com)>; Brandon Magnini <[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)>  
Subject: Money for rainy day fund

Dear Kathy

In the beginning of the financial year we contributed \$5000 to the rainy day fund. I swear that was included in our budget I just don't see the deposit?

Anna Nelson



**GLCC Meeting Outline**  
**May 24, 2023**

<b>Meeting Call To Order</b>	Rob Flood, Pres.
<b>Secretary's Report</b>	Todd Schara
<b>Treasurers Report</b>	Marianne Porreca

**Old Business**

1. Weed Control on Gages Lake
  - a. Clarke is now Solitude Lake Management. Jennifer has left the company.
  - b. Contract was approved at last meeting.
  - c. Biobase plant mapping on May 16. Milfoil and curlyleaf pondweed dominant sp.
  - d. Treatment cost \$496.00/acre
  - e. Determine treatment zones and budget, update map
  - f. Treatment date is scheduled for Tuesday May 30
  
2. Any Other Old Business

**New Business**

1. Shoreline Cleanup on Gages Lake
  - a. Meet at Sunset Beach Park on Saturday May 27 @ 0845
  - b. Todd Schara contact person
  
2. Carp Derby
  - a. June 10 at 9am. Meet at Willow Point Park
  - b. Approval of \$100 for prizes
  - c. Volunteers
  
3. Illinois Lake Management Association (ILMA) Meeting
  - a. 2023 Conference in Gurnee March 8-10
  
4. Any other new business

**GLCC Projects/Goals for 2023**

- Weed Control Spring 2023 – May/June, 2023
- Carp Derby – June 10, 2023
- Shoreline Cleanup May 27, 2023
- Adopt A Highway clean up spring/fall
- WPD Harvest Fest - Sept. 23, 2023
- Idlewild Gages Lake Centennial August 19, 2023
- Fish stocking – Fall 2023
- Public Relations/Education – WPD Newsletter
- 

**Adjournment**

Next meeting date – June 8, 2023

GLCC MEETING MINUTES  
March 2, 2023

Special Guest with Presentation to group, Jennifer with Clark Began at 7:05pm - 7:42pm

Attendance: Rob Flood - Pres.; Todd Schara- Vice Pres.; Marianne Porreca - Tres.; Becky Jante- Wildwood Park District Board Pres.; Brandon Magnini-wildwood Park District Mgr.; Joe Losser-Past GLCC Pres.; Doug Dietzen, Jack Straka, Jin Brookhuizen, Bill Moss, Sandra Moss, Garry Grzelak, Nick Adams, Kimberly Moore, Steve Gerzel

Meeting called to order at 7:43pm

Secretary report - Missing

Treasure Report - Income: Ice Golf \$3,662.00; Harvest Fest \$117.00; Donation Misc \$150.00; Water's Edge for weed control 2022 \$2,473.00; Harvest Minnow races donations \$36.00; Gages Lake Centennial donations \$80.00; Total Income on this report \$6,518.00. Expenses: Keystone Hatcheries (fish restocking \$4,319.00; Stamps \$1.00; Secretary of State \$10.00; total expenses on this report: \$4,330.00 Balance : \$ 15,630.70  
Joe Losser made a motion to approve the report, Todd Schara seconded it.

Old Business:

1. Fish Stocking purchase: Walleyed (500), Smallmouth Bass (289), and Northern Pike (100). They were stocked on 11/11/22 early morning release at Pebble Beach Boat Ramp. Cost \$4319.00

New Business:

1. Weed Control - Approved contract with Clarke, there was a 3% increase, group made a motion to approve contract and use Solitude treatment. Joe Losser made the first motion and Todd Schara seconded it. They will come out TBD day and time.
2. Adopt Highway - April 19th
3. IL Lake Mgmt Assoc Mtg: Conference in gurnee, IL March 8-10, Cost <sup>145</sup>~~\$175~~, Steve Gerzel made a motion for Rob Flood to attend and use money in treasury, Joe Losser seconded it.
4. Todd Schara requested for GLCC to join ILMA and group approved as Joe Losser put in a motion to approve and Marianne Porreca seconded it.

GLCC PROJECTS:

Carp Derby set up for June 10th, 2023 at Willow Point Park and hosting with Wildwood Park District and Lions Club

Shoreline Cleanup - May 28th, 8:45 am, meet at Sunset Beach

Meeting adjourned at 8:25pm; Joe Losser made the motion to close meeting and Todd Schara seconded it.

Service Report



Work Order		Account	Valley Lake CAS
Work Order Number	00265907	Contact	Brandon Magnini
Created Date	6/6/2023	Address	Mill Road and Greentree Road Wildwood, IL 60030 United States

Work Details

Specialist	Lake inspected and treated	Prepared By	Thomas Purdom
Comments to Customer		Specialist State	IL
		License Number	

Work Order Assets

Asset	Status	Product Work Type
Valley Lake 00-01	Treated	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Valley Lake 00-01	ALGAE CONTROL	
Valley Lake 00-01	MONITORING	
Valley Lake 00-01		Valley Lake inspected and treated for algae. Focused mainly near beach area and shorelines. 33% treatment using 17.5 gallons cutrine plus and 0.25 gallons Cygnet plus adjuvant.
Valley Lake 00-01		DO- 11.7 pH- 8.5 Alkalinity-240 Water temp- 74

Service Report



Work Order		Account	Valley Lake CAS
Work Order Number	00237168	Contact	Brandon Magnini
Created Date	5/23/2023	Address	Mill Road and Greentree Road Wildwood, IL 60030 United States

Work Details

Specialist Comments to Customer	Notes for pond in Asset update, report with pictures to follow in email	Prepared By	Thomas Purdom
		Specialist State	IL
		License Number	

Work Order Assets

Asset	Status	Product Work Type
Valley Lake 00-01	Treated	

Service Parameters

Asset	Product Work Type	Specialist Comments to Customer
Valley Lake 00-01	ALGAE CONTROL	
Valley Lake 00-01	MONITORING	
Valley Lake 00-01		Pond inspected and treated for algae. Inspection notes: Roughly 5% Filamentous Algae, shoreline and some submerged 2% Leafy pondweed, submerged DO- 12.2 pH- 8 Alkalinity- 180 Water temp- 70 Targeted foliar spray along shorelines for algae with: 15 Gallons- Cutrine Plus 2.5 Gallons- SeClear 0.25 gallons- cygnet plus adjuvant





16013 Watson Seed Farm Road, Whitakers, NC 27891

Chain of Custody: COC15542 **LABORATORY REPORT**

**Customer Company Customer Contact**

Company Name: SOLitude Lake Management	Contact Person: Tommy Purdom
Address: 1320 Brookwood Drive, Ste. H Little Rock, AR 72202	E-mail Address: thomas.purdom@solitudelake.com
	Phone: 508.885.0101

**Waterbody Information**

Waterbody:	Valley Lake - IL
Waterbody size:	12
Depth Average:	6

Sample ID	Sample Location	Test	Method	Results	Sampling Date / Time
CTM43367-1	Valley Lake North	Turbidity (NTU)	EPA 180.1	2.6	05/17/2023
		Conductivity (uS/cm)	EPA 120.1	1416.0	
		Free Reactive Phosphorus (ug/L)	EPA 365.3	<5	
		Total Phosphorus (ug/L)	EPA 365.3	95.3	
		Alkalinity (mg/L as CaCO3)	EPA 310.2	190.8	
		Total Hardness (mg/L as CaCO3)	EPA 130.2	234.9	
		pH	EPA 150.1	6.7	
CTM43368-1	Valley Lake South	Turbidity (NTU)	EPA 180.1	6.9	05/17/2023
		Conductivity (uS/cm)	EPA 120.1	2540.0	
		Free Reactive Phosphorus (ug/L)	EPA 365.3	<5	
		Total Phosphorus (ug/L)	EPA 365.3	158.7	
		Alkalinity (mg/L as CaCO3)	EPA 310.2	330.4	
		Total Hardness (mg/L as CaCO3)	EPA 130.2	390.9	
		pH	EPA 150.1	7.5	
CTM43369-1	Valley Lake Plunge Pool	Turbidity (NTU)	EPA 180.1	2.6	05/17/2023
		Conductivity (uS/cm)	EPA 120.1	1399.0	
		Free Reactive Phosphorus (ug/L)	EPA 365.3	<5	
		Total Phosphorus (ug/L)	EPA 365.3	34	
		Alkalinity (mg/L as CaCO3)	EPA 310.2	191.9	
		Total Hardness (mg/L as CaCO3)	EPA 130.2	233.5	
		pH	EPA 150.1	8.1	

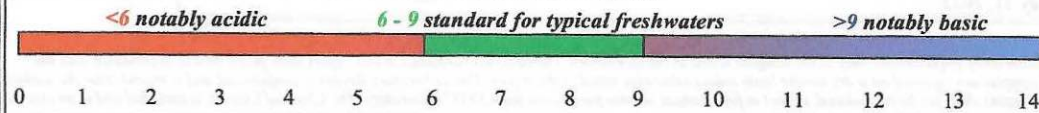
**ANALYSIS STATEMENTS:**

**SAMPLE RECEIPT /HOLDING TIMES:** All samples arrived in an acceptable condition and were analyzed within prescribed holding times in accordance with the SRTC Laboratory Sample Receipt Policy unless otherwise

## Water Quality Analysis Explanation

These water quality parameters are essential to document the condition of a water body and design custom treatment prescriptions to achieve desired management objective

**pH:** Measure of how acidic or basic the water is ( pH 7 is considered neutral).



**Hardness:** Measure of the concentration of divalent cations, primarily consisting of calcium and magnesium in typical freshwaters. 0-60 mg/L as CaCO<sub>3</sub> soft; 61-120 moderately hard; 121-180 hard; > 181 very hard

**Alkalinity-** Measure of the buffering capacity of water, primarily consisting of carbonate, bicarbonate and hydroxide in typical freshwaters. Waters with lower levels are more susceptible to pH shifts.  
<= 50 mg/L as CaCO<sub>3</sub> low buffered; 51-100 moderately buffered; 101-200 buffered; > 200 high buffered

**Conductivity-** Measure of the waters ability to transfer an electrical current, increases with more dissolved ions.  
< 50 uS/cm relatively low concentration may not provide sufficient dissolved ions for ecosystem health; 50-1500 typical freshwaters; > 1500 may be stressful to some freshwater organisms, though not uncommon in many areas

**Phosphorus:** Essential nutrient often correlating to growth of algae in freshwaters.

**Total Phosphorus (TP)** is the measure of all phosphorus in a sample as measured by persulfate strong digestion and includes: inorganic, oxidizable organic and polyphosphates. This includes what is readily available, potential to become available and stable forms. <12 Åµg/L oligotrophic; 12-24 Åµg/L mesotrophic; 25-96 Åµg/L eutrophic; > 96 Åµg/L hypereutrophic

**Free Reactive Phosphorus (FRP)** is the measure of inorganic dissolved reactive phosphorus (PO<sub>4</sub>-3, HPO<sub>4</sub>-2, etc). This form is readily available in the water column for algae growth.

**Nitrogen:** Essential nutrient that can enhance growth of algae.

**Total N** is all nitrogen in the sample (organic N+ and Ammonia) determined by the sum of the measurements for Total Kjeldahl Nitrogen (TKN) and ionic forms.

**Nitrites and Nitrates** are the sum of total oxidized nitrogen, often readily free for algae uptake.

< 1 mg/L typical freshwater; 1-10 potentially harmful; >10 possible toxicity, above many regulated guidelines

**Chlorophyll a:** primary light-harvesting pigment found in algae and a measure of the algal productivity and water quality in a system.

0-2.6 Åµg/L oligotrophic; 2.7-20 Åµg/L mesotrophic; 21-56 Åµg/L eutrophic; > 56 Åµg/L hypereutrophic

**Turbidity-** Measurement of water clarity. Suspended particulates (algae, clay, silt, dead organic matter) are the common constituents impacting turbidity.

< 10 NTU drinking water standards and typical trout waters; 10-50 NTU moderate; > 50 NTU potential impact to aquatic life.

**Wildwood Park District**  
**Recreation/Administration Report**  
**June 19<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. Assisting Kathy with audit prep.
3. Continuing to work with Kathy on working through permitting process for shoreline stabilization at Pebble.
4. Confirmed quote estimates for replacing Pebble Beach Park wooden pier to be presented to the Board at the June meeting.
5. Attended Wildwood Area Stormwater Management Open House for Valley Lake improvements on Monday, June 5<sup>th</sup> at the Lake County Central Permit Facility. We had a nice turnout with residents coming to ask questions of the Park District, Bleck Engineering, and the Warren Township Highway Department. Bleck Engineering gave the Park District the blueprint plans for the Valley Lake improvements and area storm drain work to keep at the Park District Office for public viewing.
6. Ordered 6ft. and 10ft. safety ladders (1 of each) for playground inspection/repair and maintenance project purposes.
7. Worked with GLCC on disposing of carp caught with IDNR.
8. Worked with Maintenance and Troop 671 leadership to improve housekeeping and equipment storage practices inside and outside the Scout Garage.
9. Website management and board duties.
10. Commissioner Nelson and Bruno attended IAPD Boot Camp at Gurnee Park District in May.
11. Met as Harvestfest Committee again on 5/17. Next meeting will be 6/21. New face painter has been secured for event.
12. Purchased Board approved bounce house replacement which is expected to be delivered 6/15.
13. Assisting Front Office with tasks such as Boat Key Sales, Pavilion Rentals, Program Registration, Parking Stickers, etc.
14. Ran Camp Staff training on 5/22 and 5/23. WSRA representatives and Executive Director Korzyniewski were present to educate WPD Camp Staff on the inclusion process for individuals with disabilities and strategies to make them feel included and safe.
15. Camp has 37 kids enrolled for Session 1, 40 kids for Session 2, and 18 so far for Session 3. We have two Junior Counselors per session signed up.
16. Tot Camp has 10 kids enrolled for Session one, 7 for session two, and 6 for session three.
17. Two signed up thus far for Paddle the Lake.
18. Willow Pavilion Rentals: 18
19. Sunset Pavilion Rentals: 10
20. Have given out 4 non-resident parking day passes for \$40 total thus far.
21. Swim lessons have all been filled to the maximum with registrations.
22. Intro to T-Ball has 8 enrolled and has been going well for the past two weeks.
23. Tot Soccer has 20 enrolled and will begin at the end of June.
24. Camp will be taking their first field trip to Bella's Bouncies inflatable jump center on Friday June 23<sup>rd</sup>.
25. Coordinated work permits, applications, and hiring paperwork for new and returning staff across all departments.
26. Movie in the Park took place on Friday, June 9<sup>th</sup> at Rule Park. We had a very nice turnout! Participants enjoyed the bounce house, family games, concessions, ice cream from Tropical Chill ice cream truck, and *Puss in Boots the Last Wish*.



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

**June 19<sup>th</sup>, 2023**

27. GLCC Carp Derby took place on Saturday, June 10<sup>th</sup> at Willow Point Park. We had a good turnout and 15 carp were caught. The GLCC and Lions Club assisted participants with bait and baiting their hooks. Representatives from the Greater Chicago Bassmaster Club were present to weigh the fish. We had some young families out to fish and some even got some cool prizes!
28. First Thursday Summer Concert takes place this week (6/16) at Sunset. Always Young will be playing oldies, classic rock, and Broadway tunes.
29. Blues Soiree will take place on 6/23 at Willow Point Park.
30. Adult outdoor Zumba class is running and has 10 participants. First class took place on 6/7 outside Rule House.
31. Organized and cleaned out the Swim Shed at Willow Point Park. Prepared all first aid kits for Rule House, camps, swim, and programs for the summer.
32. Oriented AquaGuard lifeguard on procedures for securing the Swim shed and obtaining their life saving equipment when monitoring the beach with our programs.
33. Coordinated All-Staff CPR training with staff that took place on 5/13. I was pleased to have all my camp counselors and swim instructors recertified several other staff including myself, our Office Administrator, the majority of the Maintenance Team, and one of our Preschool teachers.
34. Lighthouse Dock and Lift installed the Sunset temporary piers the week prior to Memorial Day Weekend.
35. Attended temporary food service training on June 6<sup>th</sup> through LCHD. This seasonal (free) permit covers the Park District serving basic levels of food through November. All other food trucks and Lions Club groups bringing food to our events have their own seasonal temporary food permit.
36. Paid for and picked up event permits from Lake County for June events (Movie in Park, Summer Concerts, Blues Soiree).
37. Supporting Park Safety Team in their operations.
38. Coordinating with WSRA for camper inclusion needs/aides.
39. Staff and Commissioner apparel for the season was delivered mid-May.
40. PDRMA will be visiting WPD on June 21<sup>st</sup> to assess camps/programs, visit facilities, and go over safety goals as part of yearly Risk Management Review.



Wildwood Park District

Maintenance Report

June 19<sup>th</sup>, 2023

1. Ongoing park garbage control and maintenance/Mutt Mitts replacements.
2. Routine maintenance and upkeep of equipment.
3. Clean Rule bathrooms, community rooms, and office spaces as needed - re-stock paper towels and soap.
4. Park and playground inspections, corrective actions as needed.
5. Building inspections conducted monthly. Discussion with Park District Manager. Worked with Troop 671 to improve housekeeping and storage practices of materials inside Scout Garage.
6. Mowing and edging throughout the parks on a set schedule.
7. Applied soil erosion blankets with biodegradable stakes to grow grass in dead patches and over grinded tree stumps at Pebble and Sunset.
8. Replaced several black border barriers surrounding playgrounds at Sunset and Pebble that were cracked.
9. Removed hose and hose hangers built into siding behind Rule House adjacent to Tot Playground. This was suggested from 2022 CPSI playground audit to reduce risk.
10. Sawed off tree stump in ground at Sunset Park.
11. Worked with neighborhood resident to fulfill community service hours in May. Assisted with brush cleanup around Rule Park parking lot planter, clearing small trees and brush along Rule Park Gages Lake shoreline and swinging benches, and assisted with install of new Sunset Park signs.
12. Worked with local residents to coordinate upcoming buckthorn removal in June (and treatment) at Rule Park shoreline off of Gages Lake. Working with resident who is pesticide certified and has worked with Lake County Forest Preserves as volunteer. Will also assist in cutting down additional brush along shoreline. Consulted with Todd Schara (formerly of Bartlett Tree Service) to determine which specimens to keep and which to remove.
13. Finishing up landscaping improvement phase of Summer maintenance work with the edging out, mulching, laying down landscape fabric, trimming, of large park wooden entry sign bushes. Staff have made a point to (on a weekly basis) trim tree branches, clean up fence lines of brush around the parks, and in general have increased the level of landscaping expectations around the parks this year.
14. Received over 10 yards of landscape mulch at no cost from Highway Department. Staff will distribute to parks appropriately.
15. Assisted with setup and takedown of Movie in the Park on 6/10.
16. Garden Club planted new flowers at Rule Park entry planter, cottage concrete containers, and office deck planters. Excess flowers from Garden Club planting were planted at and around Boulder Park signboard bed.
17. Continue to support Park Safety by gassing up and cleaning the Mule UTV.
18. Install of the new park informational signs at Pebble Beach Park, Sunset Park, and a few signs at Willow Point Park and Valley South Park. New signs can be found at the boat launches on Gages, beaches, and entry points for those parks. Continue to assess and schedule the remaining new sign installs at the remaining parks.

**Wildwood Park District**

**Maintenance Report**

**June 19<sup>th</sup>, 2023**

19. Planted new trees at Boulder and Rule Park. Both trees were given to Park District to plant from residents that picked them up from the Lions Club Arbor Day tree giveaway back in April.
20. Installed new 911 battery "cell phone" boxes at Sunset and Valley South. New boxes will be installed at Willow and Pebble beaches when Kings Beach phone service ends in July.
21. Woody's tree service removed a section of deadwood from a living tree at Pebble.
22. 2023 Gator continues to run well and has been a great investment.
23. 2014 Gator (that was thought to have a driveshaft issue), discussed at May's Board meeting was returned to WPD with only the belt needing repair (and a muffler was added) for a total of less than \$800 (compared to over \$3,500 approved at the May meeting).
24. Board approved new power washer was picked up and tested. Maintenance plans on devoting the week of 6/19/2023 to begin power washing playground equipment. The order of pressure washing will be as follows: I. Pebble Beach Park Playground, II. Valley South Playground, III. Willow Point Playground(s), IV. Sunset and Old Plank playgrounds, V. Twin Lakes playground, VI. Rule Tot Playground. Plans also include power washing the pavilions and other hard surfaces around the parks where required.
25. Maintenance will be cleaning and repainting the metal pillars at Willow and Sunset Pavilions in June.
26. Cleaned out, stenciled on "Wildwood Park District", and delivered to Willow Point Park baseball back stop RIGID 40"x 60" (30" deep) heavy duty locking storage container. This container was sitting around the Maintenance Garage for a few years and was not used. This will now serve as convenient locked storage for t-ball, tot soccer, camp, and programming sports equipment throughout the summers.
27. Solitude Lake Management visited Valley Lake on 5/17 for baseline water testing which is attached to this Board Packet. They also visited on 5/22 and 6/6 for regular treatments which are included in this Board Packet. They are setup on a bi-weekly treatment schedule. Requested preventative swimmers itch treatment is applied on 6/20 visit.
28. Treated (in-house) beneficial bacteria Mukkbuster the second to last week of May. Will apply second round at end of June.
29. Still planning on resetting (and straightening out) split-rail fence at Old Plank park with already purchased split rails and fenceposts. Work to be done 6/24.
30. Installed buoys at all beaches (and channel) before Memorial Day Weekend.
31. Ring Buoys placed at all beaches before Memorial Day Weekend.
32. 2023 Beach Licenses posted at beaches before Memorial Day Weekend.
33. Carpet and LVT replacement at Rule House took place on 5/18 with Floor Décor of Lake County.
34. Raised and lowered American flags at Rule and Willow Point for Memorial Day.



## Marketing Report June 2023

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### Website

- Routine Maintenance- keeping website up to date with current announcements, events, news, and programs, as well as removing old content.
- Updates
  - Updated Home Page slider to include all June special events and programs, Stormwater Infrastructure Improvements Project information, and preschool graduation pictures with congratulatory message.
  - 2023 Harvest Fest landing page is now live on the website. Page includes About Harvest Fest, Schedule of Events, Know Before You Go, Vendor application and information, Sponsorship application and information, Volunteer application and information, and Thank You to Our Sponsors and logos. <https://www.wildwoodparkdistrict.com/2023-harvest-fest/>
  - New 'Gardens of Wildwood Showcase' is running from June 1 – September 15, in partnership with the Wildwood Garden Club. Residents can submit pictures of their home gardens to be showcased on our website in an effort to recognize homeowners who have made their yards especially beautiful to drive an interest in gardening, and to help beautify Wildwood's street/landscapes. <https://www.wildwoodparkdistrict.com/gardens-of-wildwood-showcase/>
- Metrics (last 30 days)
  - Sessions: a session is the browsing session of a single user to our website
    - 1,617- up 6% from previous 30 days
  - Pageviews: a view of a page on our site that is being tracked by the Analytics tracking code.
    - 3,529 – up 9% from previous 30 days
  - Average Session Duration: total duration of all sessions, in seconds
    - 45 seconds – up 3% from previous 30 days
  - Total Users: the number of distinct tracked users
    - 1,178- up 13% from previous 30 days
  - New vs Returning Visitors
    - New- 94%, Returning- 6%
  - Device Breakdown
    - Desktop- 31%, Tablet- 2%, Mobile- 67%
  - Top Referrals: the top websites that send your website traffic, known as referral traffic.
    - 1. Facebook
    - 2. Warren Newport Public Library Calendar
    - 3. Instagram
    - 4. Illinois Park & Recreation Association
  - Top Pages
    - 1. Home
    - 2. Parks & Facilities
    - 3. Program Brochure
    - 4. Summer Camp
    - 5. Special Events
    - 6. Registration
    - 7. Calendar
    - 8. Pavilion & Room Rentals

- 9. Parks & Rentals
- 10. General Information

## Social Media

- Routine Maintenance- checking social media pages daily for comments, messages, etc. and responding accordingly.
- Posts- posting multiple times a week to drive program registration, event attendance, engagement, follows, and to remain visible in people's newsfeeds.
- Updates/Posts
  - Created Facebook events for all summer programs and events.
  - Promoted Movie in the Park.
  - Promoted June 5 Informational Open House for the Stormwater Infrastructure Improvements Project.
  - Promoted Carp Fishing Derby.
  - Live post/story from Movie in the Park.
  - Promoted Neighborhood Play program.
  - Promoted June 15<sup>th</sup> Summer Concert.
  - Promoted launch of 2023 Harvest Fest landing page.
  - Posted post-event thank you and photos from GLCC Carp Fishing Derby.
  - Posted photos from Energy Dance Fitness classes.
  - Posted story of kids from Summer Camp.
- Analytics
  - Facebook
    - Total page followers: 1,660- up 13 followers in last 28 days
    - Total page visits: 1,083- up 66.4% in the last 28 days
    - Post Reach- The number of people who saw any of our posts at least once.
      - 5,300- up 45% last 90 days prior
    - Post Engagement- reactions, comments & shares
      - 1,300 up 88.6% last 90 days prior
    - Audience: 25% men, 75% women
  - Instagram
    - Accounts Reached: 105- down 16% in last 30 days.
    - Accounts engaged: 23- down 23% in last 30 days.
    - Total followers: 210- up 2.9% in last 30 days

## E-Newsletter Subscribers/Email

- We are up to 546 people/emails in our database (up 17 from last month). 479 of those are subscribers to our monthly e-newsletter emails.
- E-Newsletter Subscribe landing page that was created in October 2022 has generated 99 new subscribers (up 18 from last month).
- Average Open Rate (% of people who open the emails we send) for 2023 is 51% (up 4% from last month). The average email marketing open rate is 20.94%.
- Average Click Rate (% of people who open our emails AND click on a link) for 2023 is 26% (up 12% from last month). The average email marketing click rate is 2.3%.
- June e-newsletter included:
  - News & Announcements

- 'Park Safety's Letter to the Community' including Jarod's new headshot
- Stormwater Infrastructure Improvements Project Informational Open House details and press release
- Preschool registration announcement
- Promotion of open summer registration
- Promotion of Gardens of Wildwood Showcase
- Sponsorship Opportunities
- Staff Reports
- Save the Dates for June events, programs, and important dates
- Email highlights
- All upcoming June events and programs

#### **Summer 2023 Programs and Events**

- Summer Registration for programs and events is now open to both residents and non-residents and will remain open until spots fill or programs/events start.
- Marketing for Summer Programs and Events will continue via website, social media, e-newsletter, front desk printouts, preschool printouts, park boards, etc.

#### **Park Signage Re-Design Project**

- Design and production phase of project is complete and install of new signs began April 27<sup>th</sup>. Rule, Pebble, Twin Lakes, Boulder, Valley South and Willow signs have all been installed.

#### **Promo Items**

- 2023 promo items have been ordered and received, including:
  - WPD branded frisbees
  - WPD branded fleece blankets
  - WPD branded sunglasses (have been a HUGE hit so far!)
  - WPD branded mesh beach bags



## Wildwood Park District

### Park Safety Report

June 19<sup>th</sup>, 2023

1. We are currently working 3-9pm as the summer continues and the sun continues to be out later. Activity picked up across the board in the parks throughout the end of May into June.
2. Jarod has done a nice job leading a team of two other Park Safety staff and two Boat Ramp Monitors and keeping a consistent schedule for the Team. Jarod will work Boat Ramp Monitor shifts as needed.
3. Dealt with an incident at Sunset over the past few weeks. Individuals drove to the park (parked on the shoulder outside the park boundaries), and spray painted the car they were in and were shooed off by residents. Park Safety Staff were notified and followed up with Lake County Sheriff's Office with pertinent information. Jarod was able to run into these individuals again on a later date telling them that sort of activity is not allowed near the parks and got a plate number that was shared with Lake County Sheriffs. We continue to ask residents to call the LCSO non-emergency or 911 (depending on situation) to address issues if Park Safety staff cannot be found right away or if they are patrolling another park on the Mule.
4. I reached out via email to the LCSO to request additional police presence around Sunset in the afternoons and evenings as their deputies are available on their regular shifts (no agreement or compensation with LCSO needed).
5. Group of individuals were at Sunset after park closing and were reportedly shooed away by LCSO. One car without a valid resident sticker from that group was left at Sunset over night and was called in as a tow by Jarod the next morning when the vehicle was still sitting there.
6. Boat Key sales are going well. We have sold 119 keys so far and 21 extra decals (one decal is included per key sold). Front Office staff continue to do a nice job reiterating the core lake safety rules and guidelines and handing out IDNR Boat Rules pamphlet to each key applicant along with a map of Gages Lake if requested. Have noticed a few new boaters this year who have been eager to understand the DNR boating rules.
7. Office staff have sold a few non-resident guest pass sales for single car/park use per day.
8. Resident parking stickers continue to be steady in the office and our Park Safety Staff continue to hand out resident parking stickers in the parks.
9. It will continue to be a priority of the Park Safety team to monitor the status of the toilets with pavilion rentals on weekends and stock with toilet paper. Park Safety has caution taped off portable toilets when unusable until Service Sanitation comes out to address any issues (which they have been prompt about).
10. Park Safety Staff continue to rake and dispose of seaweed at the Boat Ramps as needed.
11. Park Safety continue to monitor the raking beaches as needed and check for garbage while on shift.
12. Park Safety continues to communicate work orders to maintenance such as a loose beach border board that had to be nailed down.
13. Jarod continues to be in charge of filling out formal Pier, Beach, and Parks grounds inspections while on shift to assist Park Maintenance.
14. A current, updated list of Boat Key owners has been provided weekly to Safety Staff to check keys against ID's and decal #'s.
15. WTHS canoe program has left Pebble Beach for the season (removed canoes right before Memorial Day).

**Subject:** Greenbook Property in Wildwood for Sale  
**Date:** Monday, June 5, 2023 at 11:48:19 AM Central Daylight Time  
**From:** Wildwood Park District Accounting <accounting@wildwoodparkdistrict.com>  
**To:** Becky Jante <bjante@wildwoodparkdistrict.com>, Matt Brueck <MBrueck@wildwoodparkdistrict.com>, Brueck, Matthew <matthew.brueck@honeywell.com>, Dan Corrigan <dcorrigan@wildwoodparkdistrict.com>, Anna Nelson <anelson@wildwoodparkdistrict.com>, Frank Bruno <fbruno@wildwoodparkdistrict.com>  
**CC:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**Priority:** High  
**Attachments:** image001.png, Greenbook Property N Island Ave.pdf

We received a letter from Lake County regarding a parcel of land within Wildwood for sale due to non-payment of property taxes.

The parcel is located off N Island Ave near Sunset Park (see attached maps) and is undeveloped. The minimum recommended bid is \$23,700.

While there is no budget for land acquisition, I did appropriate \$1.5 million in the current Budget & Appropriation Ordinance. This means that the district can spend up to this amount even though nothing is in the budget.

Review the attached letter and maps. If you want me to gather any additional information, let me know. The letter states that all bids for the property are sealed and will be opened on the 31<sup>st</sup> day after they receive the first bid on the parcel. The letter is dated May 19, 2023.

Greenbook property does not come up for sale often. If this meets the district's long-range plans/goals, it is worth considering.

Kathy Atkins  
Accountant  
Wildwood Park District  
33325 N. Sears Boulevard Wildwood, IL 60030  
[accounting@wildwoodparkdistrict.com](mailto:accounting@wildwoodparkdistrict.com)  
Office: 847.223.7275  
Cell: 224.723.3031





Anthony Vega  
Lake County Clerk

18 North County Street, Room 101  
Waukegan Illinois 60085-4364  
LakeCountyClerk info  
Phone 847 377 2400  
Fax 847 984 5823

May 19, 2023

**Good Neighbor**

WILDWOOD PARK DISTRICT  
33325 N SEARS BLVD  
GRAYSLAKE IL 60030-2158

**RE: County-Owned Property**  
**PIN # 07-30-401-034**  
**33239 N ISLAND AVE GRAYSLAKE 60030**

Dear Lake County Property Owner:

The Lake County Clerk's office is writing to you as a courtesy concerning a vacant piece of property adjacent to property you own in Lake County, Illinois. This vacant property is owned by the county and subject to sale due to unpaid taxes.

The Property Index Number (PIN) for the property is listed above. We are contacting you and the other neighboring property owners to let you know of the situation. If you are interested in purchasing this property from the county, please see the enclosed bid form and instructions. The minimum recommended bid for this property is **\$23700.00**, however all bid amounts will be considered. Additionally, if you decide to submit a bid, please write on the outside of the envelope the PIN number and the words "**GOOD NEIGHBOR**" to ensure your bid is processed expeditiously.

To view the property boundary, visit the Lake County Maps Online web page. You can find it at [maps.lakecountyil.gov/maponline](http://maps.lakecountyil.gov/maponline). In the search box, enter the PIN listed above (without the dashes) and press "Enter". There is additional information on the map website, including aerial photography, tax districts, and assessment information.

This letter is for your information only and should not be construed as an offer for sale. Should you choose to enter a bid on the property in question, we will evaluate your bid based on the best interests of the Lake County taxpayers and local units of government. Should your bid be accepted, all outstanding taxes up to and including the ones billed this year will be taken care of by the county.

If you have additional questions concerning this letter or the program in general, please contact the Tax Redemption department at (847) 377-2404 or at [taxredemption@lakecountyil.gov](mailto:taxredemption@lakecountyil.gov).

Sincerely,

Christopher Lopez  
Tax Redemption Administrator

**Administration**  
County Clerk  
847 377 2314  
Chief Deputy &  
Elections Administrator  
847 377 2310  
County Board Records  
847 377 2317  
E-mail  
[CountyClerk@lakecountyil.gov](mailto:CountyClerk@lakecountyil.gov)

**Elections**  
Voter Registration &  
Election Results  
847 377 2410  
Voting by Mail  
847 377 2408  
Election Judges  
847 377 2408

**Public Filings**  
Assumed Business  
Names  
847 377 2280  
Notaries  
847 377 2283  
Economic Interest  
847 377 2274  
Campaign Disclosure  
847 377 2280

**Tax Extension  
Department**  
847 377 2404  
Real Estate Tax  
Redemptions  
847 377 2404  
Extensions & Levies  
847 377 2404

**Vital Records**  
Certified Birth, Marriage,  
Civil Union, & Death Records  
Marriage & Civil Union Licenses  
847 377 2411  
Recorded Information:  
Vital Records  
847 377 2401  
Directions  
847 377 2395



# BUYER BEWARE!

All greenbook property is sold "as-is." The County makes no assertions or guarantees as to the quality of the property, its suitability for development, or the clarity of title. All taxes billed in the year of sale and prior will be the County's responsibility, unless the property is listed as "tax lien, not deed."

## NO REFUNDS WILL BE ISSUED!

If you have questions about a parcel's suitability for building:

If the parcel is in an incorporated area, contact the municipality.

If the parcel is in an unincorporated area, contact: Lake County Central Permit Facility  
500 W Winchester Rd  
Libertyville, IL 60048  
(847) 377-2600

To enter a bid, fill out the attached Greenbook Bid Form (last page of this report) and place it in a sealed envelope. On the outside of the envelope write, "Greenbook Bid" and the Permanent Index Number of the property. Please include only one bid per envelope.

**Please note: No more than 25 active bids are allowed from any one bidder at any time. The County reserves the right to refuse bids from parties who previously defaulted on a winning bid, or who currently owe delinquent taxes.**

Bids can be mailed or delivered to:

County of Lake, Trustee  
18 N County St, 6th Floor  
Waukegan, IL 60085

Bids will be held sealed for 30 days. Any other bids on the same property received during that time will be held as well. All bids for the property will be opened on the 31st day after receipt of the first bid.

After opening all bids, a decision will be made based not only on bid amount but what is in the best interests of the Lake County taxing districts and residents. Following the Clerk's decision, a notification letter will be sent to each bidder, either accepting the bid, declining it, or offering a counter-bid. Additional details will be provided in the notification letter.

If you have any questions about a particular bid or about the process in general, please contact the Tax Redemption section of the Lake County Clerk's office at (847) 377-2404.

# GREENBOOK BID FORM

**Please note: No more than 25 active bids are allowed from any one bidder at any time. The County reserves the right to refuse bids from parties who previously defaulted on a winning bid, or who currently owe delinquent taxes.**

OFFICE USE ONLY

EAV \_\_\_\_\_

MIN \_\_\_\_\_

YR \_\_\_\_\_

MAIL TO:  
County of Lake, Trustee  
18 N County St, 6th Flr  
Waukegan, IL 60085

I hereby submit a bid in the following amount: \$ \_\_\_\_\_ on the property

located at (address):

\_\_\_\_\_  
\_\_\_\_\_

also designated as Permanent Index Number (PIN): \_\_\_\_\_.

Please print:

Your Name: \_\_\_\_\_

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

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

Your E-mail: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Please be sure that the Permanent Index Number is on the outside of your envelope and include only one bid per envelope. If you have any questions, please call the Tax Redemption office at (847) 377-2404.

Select one - I'd like to receive notifications regarding this property through:

- Email (will come from [taxredemption@lakecountyil.gov](mailto:taxredemption@lakecountyil.gov))
- Mailed through postal service



# Lake County, Illinois

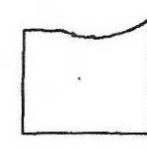
Handwritten: sunset park



Tax Parcel Information  
\_Query result  
Tax Parcel Information



Map Printed on 6/5/2023

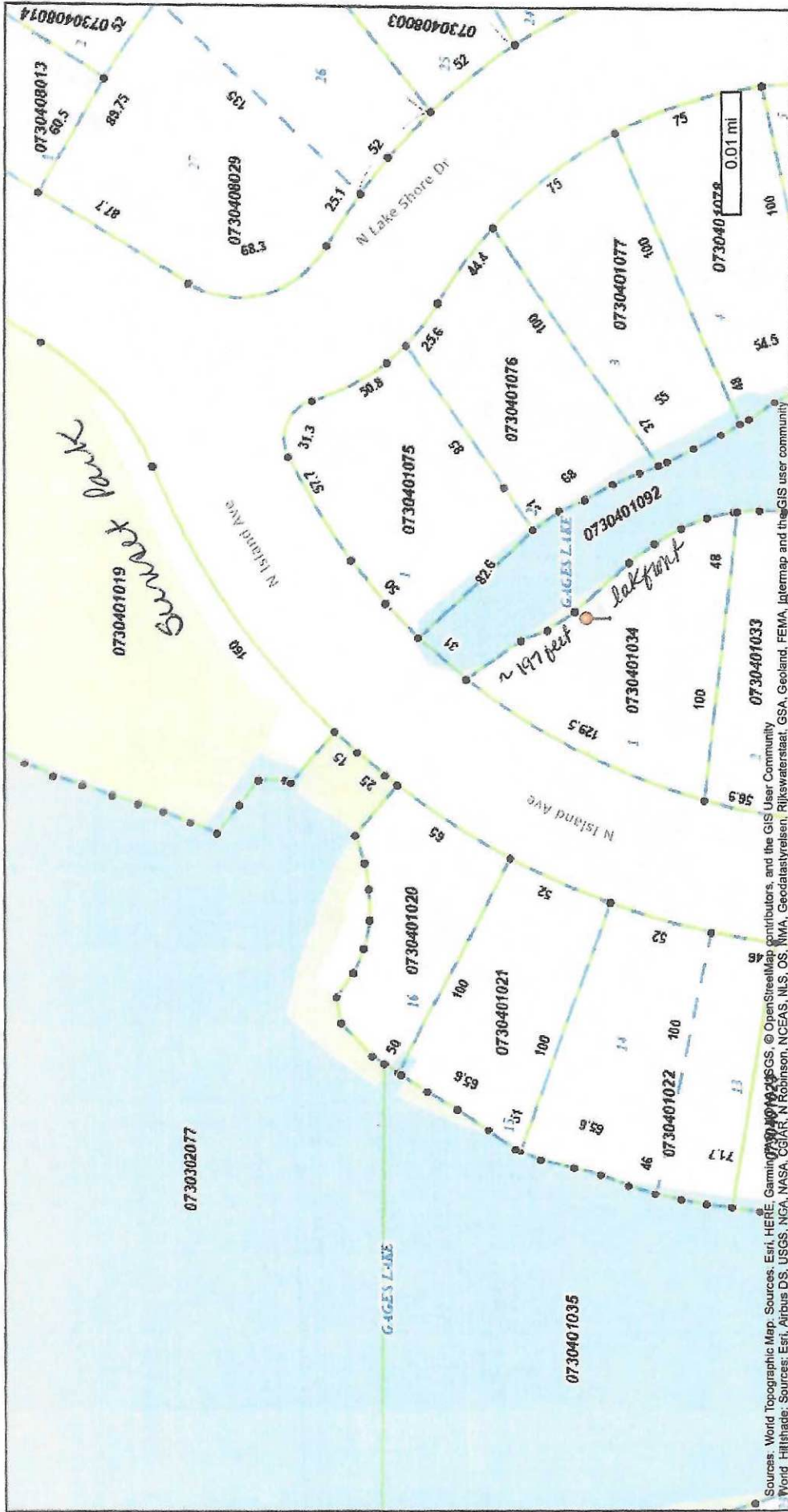


Lake County, Illinois

**Disclaimer:** The selected feature may not occur anywhere in the current map extent. A Registered Land Surveyor should be consulted to determine the precise location of property boundaries on the ground. This map does not constitute a regulatory determination and is not a base for engineering design. This map is intended to be viewed and printed in color.



# Lake County, Illinois



Sources: World Topographic Map, Sources, Esri, HERE, Garmin, OpenStreetMap contributors, and the GIS User Community  
 World, Hittshade: Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NIMA, Geodatasystemen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community



Map Printed on 6/5/2023






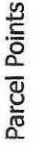
Lake County, Illinois

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**Dimensioning**

-  Dimension Arrow
-  Dimension Arc Left
-  Dimension Arc Right

**Override 1**

-  Tax Parcels
-  Lots
-  Parcel Points

**Parcel Dimensions**

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**Disclaimer:** The selected feature may not occur anywhere in the current map extent. A Registered Land Surveyor should be consulted to determine the precise location of property boundaries on the ground. This map does not constitute a regulatory determination and is not a basis for engineering design. This map is intended to be viewed and printed in color.



# MCHENRY PIERS, INC.

2803 W. IL Route 120  
 McHenry, IL 60051  
 (815) 385-9295

# Estimate

Date	Estimate No.
2/23/23	4693

Name / Address
Wildwood Park District Attn: Brandon Magnini 33325 N. Sears Blvd Wildwood, IL 60030

Terms	Phone
Upon Completion	(847) 977-3615

Description	Qty	Rate	Total
*** PERMANENT PIER AT 33399 N. SEARS BLVD, GRAYSLAKE ***			
21' - 3-1/2" Pipe	10	355.00	3,550.00T
4" Collars	10	60.00	600.00T
4" x 4" x 1/4" Angle Iron	10	180.00	1,800.00T
PVC Pipe Caps	8	30.00	240.00T
Sub Decking Materials		1,040.00	1,040.00T
Lumberock Decking and Hardware		3,390.00	3,390.00T
Labor to build, deliver and install 4' x 44' permanent dock		2,750.00	2,750.00
Labor to remove and haul away existing dock		700.00	700.00

Any additions or deletions may affect the price. We recommend docks and lifts be removed for winter.

**Subtotal** \$14,070.00

**ACCEPTANCE OF PROPOSAL:**

The above prices, specifications and conditions are satisfactory and hereby accepted. A down payment of 50% and signed invoice are required to begin the above work.

Signature: \_\_\_\_\_

**Sales Tax ( )** \$0.00

**Total** \$14,070.00



**Custom Manufacturing, Inc.**  
 606 Delco Drive, P.O. Box 279  
 Clinton, WI 53525  
 608-676-2282 Fax: 608-676-2283  
 custom@inwave.com

# Quotation

6220.revised

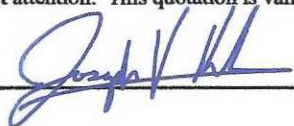
Please Indicate The Above Number When Ordering

Date: March 2, 2023	Salesperson: Joe Krebs
Inquiry Date:	Inquiry Number

To: Brandon Magnini  
 Wildwood Park District  
 3325 North Sears Boulevard  
 Wildwood, IL 60030

Estimated Ship Date 4-6 weeks	Shipped VIA Advise best way	F.O.B Clinton, WI	Terms Net 30	
	<b>Description</b>		<b>Price</b>	<b>Total</b>
	Pebble Beach - Replace Existing Dock			
1	44' pier x 4'Wide - 40psf on Galvanized Swamp Boardwalk Pans No Rail		\$ 4,100.00	
1	Installation (Prevailing Wage)		\$ 3,500.00	
1	Delivery		\$ 600.00	
	TOTAL			\$ 8,700.00
	Optional			
	Removal Labor		\$500.00	
	Removal Dumpster		\$500.00	
	Total			
Above prices do not include sales tax or any necessary permits.				
Panels with 2 x 6 Framing and 5/4 x 6 Deck Boards				

We are pleased to submit the above quotation for your consideration. Should you place an order, be assured it will receive our prompt attention. This quotation is valid for 30 days. Thereafter it is subject to change without notice.

BY:  ACCEPTED: \_\_\_\_\_ DATE: \_\_\_\_\_



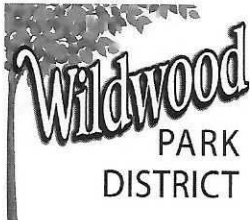
**Subject:** FW: Inquiry into permanent pier replacement quote Wildwood Park District  
**Date:** Thursday, June 8, 2023 at 2:56:35 PM Central Daylight Time  
**From:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**To:** Lighthouse Dock and Lift <brock@lighthousedockandlift.com>  
**Attachments:** image001.jpg, image002.png, image003.jpg, image004.png, image005.png, image006.png, image007.png, image008.png, image009.png

Good afternoon,

I wanted to follow up on the request for quote for the pier removal and replacement at our Pebble Beach Park location. Our Board will be reviewing quotes and approving a vendor for this pier removal and full replacement at our Monday, June 19<sup>th</sup> Board Meeting. I would be in touch with you the following morning to let you know if we intend on proceeding with your estimate for the work.

Best,  
Brandon Magnini

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



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**From:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**Date:** Wednesday, May 24, 2023 at 4:52 PM  
**To:** Lighthouse Dock and Lift <brock@lighthousedockandlift.com>  
**Subject:** FW: Inquiry into permanent pier replacement quote Wildwood Park District

Good afternoon,

I wanted to again thank Lighthouse Dock and Lift for the pier installation service done at our Sunset Park this past week. We really appreciate it.

I also wanted to touch base and see if we can get a quote for a permanent fishing pier replacement (with trex decking material similar to our other permanent pier as shown in the picture below). Please see forwarded email I had sent from February. The forwarded email has all the required specifications and location of the current pier that will need to be removed. At this point in time, we do not have a timeline for when this is feasible to get done as we are waiting on some shoreline stabilization/rip rap installation to take place before a new pier can be considered. I just wanted to have a couple quotes to present at some point this Summer.

Please let me know if you have any questions.



Thank you in advance,  
Brandon Magnini

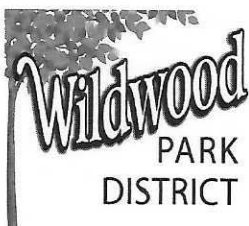
**Brandon Magnini**

Park District Manager  
Wildwood Park District

33325 N. Sears Boulevard Wildwood, IL 60030

[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)

847.223.7275



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**From:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**Date:** Wednesday, February 22, 2023 at 3:05 PM  
**To:** Lighthouse Dock and Lift <brock@lighthousedockandlift.com>  
**Subject:** Re: Inquiry into permanent pier replacement quote Wildwood Park District

Specs of the existing pier that would have to be removed and replaced with similar dimensions:  
Total Length: about 44' long  
Width Across (including the exterior wooden frame on the edges of the pier): about 48".

Pier structure is made of wood boards that are nailed down to the frame. The frame is supported by six (6) dual sets of legs for a total of twelve (12) legs.  
Legs seem to be made of a metal frame with PVC covering the parts that are above the pier walking surface. The legs themselves are pounded into the lake bottom (which in this part of the cove is only about 7" between the lake bottom and where the surface of the water meets the air). The pier starts off from land anchored into a thin sandy shoreline that gets deeper into the water the farther you walk down the pier. We likely would want a similar modern wooden material and structure in the replacement pier. Please see the attached pictures below for reference:











Thank you,  
Brandon Magnini

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



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**From:** Lighthouse Dock and Lift <[brock@lighousedockandlift.com](mailto:brock@lighousedockandlift.com)>  
**Date:** Tuesday, February 21, 2023 at 7:15 PM  
**To:** Brandon Magnini <[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)>  
**Subject:** Re: Inquiry into permanent pier replacement quote Wildwood Park District

Yes. We do them all the time. Send the dimensions you want and we can send you a quote.

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\_\_\_\_\_Lighthouse Dock and Lift Inc.  
847.975.6002  
[brock@lighousedockandlift.com](mailto:brock@lighousedockandlift.com)  
[www.lighousedockandlift.com](http://www.lighousedockandlift.com)

On Feb 21, 2023, at 1:42 PM, Brandon Magnini <[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)> wrote:

Good afternoon, Jodi,

I wanted to inquire and see if Lighthouse specializes in construction/installation of permanent wooden piers into the lake bottom? One of our smaller wooden piers at our Pebble Beach Park location (33399 N. Sears Boulevard Wildwood, IL 60030) is likely beyond its useful life and showing signs of wear and may not be safe much longer. If this is something that you do, I would be happy to send the specifications of our current pier to you if interested.

Sincerely,  
Brandon Magnini

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

<image001.png>