

**Wildwood Park District
Regular Board Meeting
Monday, July 17, 2017 at 7:00pm**

Minutes

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

I. Roll Call

Present: Commissioners Dan Bundalo, Maj Kowalski, Anna Nelson, David Rupp and Jim Neel.

Park District Staff Present: Colleen Broderick, Executive Director.

II. Approval of Agenda

Commissioner Kowalski moved, seconded by Commissioner Nelson to approve the Agenda with the change to move Audit to before Public Comment. All in favor, motion carried.

III. Audit: Jamie Wilkey from Lauterbach & Amen, LLP Certified Public Accountants gave a high level overview of the financial statements and audit process to the Commissioners. The Park District received an unmodified opinion which is the highest level opinion. The audit was performed based on a cash basis and they will be working with the Park District to move toward the modified accrual basis of accounting during the current fiscal year. Last week the State stated they will no longer be accepting cash basis reporting. The Management's Discussion and Analysis (MD&A) section is considered the executive summary of the report. Ms. Wilkey encouraged the Commissioners to read in detail. Going through the report she pointed out the fund balances ending total amount of \$235,179, the overall increase/profit of the District was \$113,573, the comparison to budget numbers which shows all numbers exceeded expectations with revenues higher than the budget numbers and expenses lower than budget numbers, and a review of tax information comparing the last three years. With the Commissioners having no questions, she proceeded to the Management letter and reviewed the best practice recommendations including reporting post retirement insurance cost, investment policy, fund balance policy, capital asset policy, outstanding check write-off policy, updating personnel policy manual, and formal accounts payable approval. Jamie Wilkey thanked the staff for all of their hard work in assisting with completing the audit.

IV. Public Comment - no public comment

V. Approval of Minutes

Commissioner Kowalski moved, seconded by Commissioner Neel to approve the Minutes of the June 19, 2017 Regular Board Meeting. All in favor, motion carried.

Commissioner Nelson moved, seconded by Commissioner Neel to approve the Minutes of the July 10, 2017 Committee of the Whole Meeting. All in favor, motion carried.

Commissioner Kowalski moved, seconded by Commissioner Nelson to approve the Minutes of the July 10, 2017 Executive Session Meeting. All in favor, motion carried.

VI. Financial Report

Director Broderick informed the Commissioner that \$5,000 has been transferred to the "Rainy Day" savings for the current fiscal year, the large amounts on the balance sheet are the result of the various journal entries that were needed to be made to set up the accrual system and \$150,000 has been transferred from the checking account to the capital improvement savings account.

VII. Staff Reports

A. Director: Director Broderick informed the Commissioners that Marine Biochemist will be out later this week to treat the water at Boulder Park and Lake Shore Drive Park. The treatment was pushed back due to the flooding. Director Broderick met with Jeff Werfel from the Lake County Board and discussed possible grants and increase in the Lake County Sheriff patrolling the parks.

B. Recreation: No additional information.

C. Maintenance: No additional information.

VIII. Unfinished Business

A. Committee Meetings: Commissioner Bundalo expressed his concern that there is not a need for a Committee of the Whole meeting each month. The meetings should be scheduled only if there is a need. Commissioner Kowalski suggested to have the Committee Meetings every other month. Commissioner Nelson moved, seconded by Commissioner Kowalski to keep the Committee of the Whole Meetings as they are currently scheduled for 2017 and to readdress the issue in November for the 2018 meetings. All in favor, motion carried.

IX. New Business

A. Audit: Commissioner Nelson moved, seconded by Commissioner Kowalski to accept the audit as presented by Lauderbach & Amen. All in favor, motion carried.

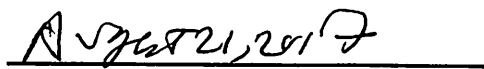
B. Executive Session Minutes to Release: Commissioner Kowalski moved, seconded by Commissioner Neel to approve the release of the Executive Session minutes from September 19, 2016, October 11, 2016, November 7, 2016, November 14, 2016, December 5, 2016, January 9, 2017, January 17, 2017 and February 13, 2017. All in favor, motion carried.

X. Adjournment: Commissioner Rupp motioned, second by Commissioner Kowalski to adjourn the Regular Board Meeting at 7:43pm.




Secretary

Board of Park Commissioners




Date



President

Board of Park Commissioners



Date