

**Wildwood Park District
Regular Board Meeting
Monday, May 24, 2021
7:15pm – Regular Board Meeting**

Due to the COVID-19 pandemic and state guidelines/restrictions, this meeting will be held virtually through Microsoft Teams. All are welcome, but for security reasons, the link to the meeting is available by emailing the Park District Manager Brandon Magnini at bmagnini@wildwoodparkdistrict.com or calling 224-723-2795. Public Comments are welcomed and encouraged. Public Comments should be emailed to bmagnini@wildwoodparkdistrict.com and contain the following information:

- *Name
- *Street Address (Optional)
- *City, State (Optional)
- *Phone (Optional)
- *Organization, agency, etc. being represented. (If representing yourself, put "Self")
- *Topic or Agenda Item Number followed by Public Comment

AGENDA

- I. Call to Order - Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda – Regular Board Meeting – Monday, May 24th, 2021.**
- IV. Approval of Minutes**
 - A. Minutes of the Regular Board Meeting – Monday, April 19th, 2021**
- V. Public Comment**

(Anyone that would like to address the board may do so at this point in the meeting, or you may email your comments to bmagnini@wildwoodparkdistrict.com before 6:45pm the day of the meeting. You may also call (224)723-2795 during the Public Comment section of the meeting. All emails will be addressed during the Public Comment section of the meeting.
- VI. Financial Report**
- VII. WSRA**
- VIII. G LC CReport**
- IX. Valley Lake Report**
- X. Staff Reports**
 - A. Recreation/Administration
 - B. Maintenance
 - C. Marketing/Promotions
 - D. Park Safety
- XI. Unfinished Business**
 - A. Valley Lake Drain/Monitoring
- XII. New Business**
 - A. Swearing in of New Commissioner Frank Bruno
 - B. Nomination of Officers
 - C. Recreation Fund Reallocation
 - D. FY 2021-2022 Budget and Appropriation Ordinance for Approval
- XIII. Public Comment**
- XIV. Executive Session**
 - A. Personnel 5 ILCS 120/2(c)(1)

XV. Adjournment

The Wildwood Park District welcomes the opportunity to assist residents and visitors with disabilities. If you need special accommodations for this meeting, please call 847-223-7275 or email info@wildwoodparkdistrict.com.

**Wildwood Park District
Regular Board Meeting
Monday, April 19, 2021 at 7:00pm**

Due to the COVID-19 pandemic and state guidelines/restrictions, this meeting was held virtually through Microsoft Teams. All are welcome, but for security reasons, the link to the meeting is available by emailing the Park District Manager Brandon Magnini at bmagnini@wildwoodparkdistrict.com or calling 224-723-2795. Public Comments are welcomed and encouraged. Public Comments should be emailed to bmagnini@wildwoodparkdistrict.com and contain the following information:

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Minutes

- I. **Call to Order:** The meeting was called to order at 7:02pm. The Pledge of Allegiance was recited.
- II. **Roll Call**
Present: Commissioners Anna Nelson, Matt Brueck, Becky Jante, Dan Corrigan.
Absent: Dan Bundalo

Park District Staff Present: Brandon Magnini, Park District Manager; Katherine Atkins, Accountant
- III. **Approval of Agenda – Regular Board Meeting – Monday, April 19th, 2021**
Commissioner Brueck moved to approve the agenda. Commissioner Anna Nelson seconded the motion. Roll Call: Anna Nelson, aye, Matt Brueck, aye, Dan Corrigan, aye, Becky Jante, aye. All in favor, motion carried.
- IV. **Approval of Minutes**
A. Minutes of the Regular Board Meeting Monday, March 15th, 2021 - Commissioner Brueck moved to approve the minutes of the Regular Board Meeting of Monday March 15th, 2021. Commissioner Corrigan seconded the motion. Roll Call: Anna Nelson, aye, Matt Brueck, aye, Dan Corrigan, aye, Becky Jante, aye. All in favor, motion carried.
- V. **Public Comment**
-Michelle Perna was present. Frank Bruno was present. Michelle had several requests to the Board relating to park and pier improvements/suggestions around Sunset Beach/Willow Point Park/Rule Park. Discussion.
- VI. **Financial Report**
The Financial Report was read. Discussion. The Park District will be using the firm of Lauterbach & Amen for the annual audit this year. Work will be done at the end of May with the results presented in June. Commissioner Nelson moved to accept the Financial Report. Commissioner Nelson seconded the motion. Roll Call: Anna Nelson, aye, Matt Brueck, aye, Dan Corrigan, aye, Becky Jante, aye. All in favor, motion carried.

VII. WSRA

Commissioner Nelson stated that the Director applications ended April 2nd. WSRA Board Members are reviewing final applicants and will have the official final candidate selection meeting on April 29th. The next regular WSRA meeting will be May 10th.

VIII. GLCC

Park District Manager Brandon Magnini and Commissioner Brueck stated that the GLCC conducted the Adopt a Highway event on April 8th with a good turnout. The next meeting will be May 13th. The GLCC Carp Derby is slated for Saturday, June 5th.

IX. Valley Lake Report

Commissioner Bundalo was absent. Commissioner Corrigan stated that the VLCC had not had any meetings yet and that Clarke Aquatics had been out to do water and sediment testing. He also stated the lake looked good and he had been catching a lot of healthy fish. Discussion.

X. Staff Reports

A. Recreation

The Recreation Report was read. Discussion.

B. Maintenance

The Maintenance Report was read. Discussion. Commissioner Brueck asked if Lawn Doctor was going to be used again this summer for weed treatment in the parks. Based on staff recommendations, Willow Point Park and Rule Park are the two parks that would need the treatment more so than the others at this point. Discussion.

C. Marketing/Promotions

The Marketing/Promotions Report was read. Discussion. Commissioner Brueck asked that the results of the program survey the Park District sent out in April were emailed to the Board.

XI. Unfinished Business

A. Valley Lake Drain/Monitoring

Commissioner Jante had no further information at this time. The Park District met with Pat Bleck of Bleck Engineering regarding this project and rip rap needs and he stated that pen has not yet met paper downstate with the allocation of funds for the project.

B. Update on Laptop Purchase/IT Expenses for Park District Manager and Accountant

Park District Manager Brandon Magnini stated that he had purchased a 2020 MacBook Pro from Best Buy for \$1,457.00 (including after purchase IT setup costs) after reviewing several quotes. Kathy Atkins at this time has not purchased a new PC for herself – and will pursue in FY 2021-2022. Discussion.

XII. New Business

A. Recognition of Outgoing Board Member Dan Bundalo

The Park District recognized Dan Bundalo for his 6 years of service on the Board. He was presented a timepiece engraved keepsake from the IAPD and the Wildwood Park District. Dan was absent. Dan will receive his keepsake when he returns back to Illinois. THANK YOU, DAN! From the Wildwood Park District Board.

B. Captain Rod's Boat Ramp Use Policy

Commissioner Jante suggested a policy for commercial businesses that use the Wildwood Park District Boat Launches that don't have a key and degrade the boat ramps over time with their larger equipment. Discussion. Park District Manager Brandon Magnini will create a policy and

communicate with Captain Rod's with a formal letter going forward on what steps need to be taken to appropriately get on the lake and schedule out well in advance.

C. Additional Sunset Beach Parking Spots Near Stop Sign Discussion

Park District Manager Brandon Magnini explained to the Board the need for additional gravel parking at Sunset Beach Park for trailers near the boat ramp. Also, the Park District is looking to add a few more parking spots (gravel) by the stop sign at Lakeshore and Island Ave and will talk to the Highway Department for approval. Based on quotes from Nabar (\$6,900) it was decided that the Park District can do this project in-house with significant cost savings minus material and hourly rates for maintenance staff. Discussion.

D. Wildwood Park District Website Hosting Change for ADA Compliance and Improved Usability Quotes

Park District Manager Brandon Magnini noted that there were 3 quotes in the Board Packets for a new website hosting service to change the Wildwood Park District website to be ADA compliant and improve the look and use of www.wildwoodparkdistrict.com. Discussion. Weblinx comes in at \$8,000.00 for the project one-time fee (lowest quote), Purei came in at \$9,000.00, and EPageCity came in at \$8,700.00. Park District Manager Brandon Magnini suggested using Weblinx based on other Park District references and the overall quality of service offered. Commissioner Brueck moved to update the website for ADA compatibility and greater user ability with Weblinx for \$8,000.00. Commissioner Corrigan seconded the motion. Roll Call: Anna Nelson, aye, Matt Brueck, aye, Dan Corrigan, aye, Becky Jante, aye. All in favor, motion carried.

E. Rule Building/Park Leak Issues and Quotes Thus Far

Park District Manager Brandon Magnini explained the underground leak issue with Rule House and the quotes that have been procured so far for maintenance. Mr. Rooter Plumbing Service came in at \$15,792.52 for ripping up the entire water line and starting over. The Park District will be gathering at least two more quotes to bring that price down and get a second opinion. Commissioner Nelson moved to allocate \$18,000.00 to handle this issue and to have the Park District Manager keep the Board informed. Commissioner Corrigan seconded the motion. Roll Call: Anna Nelson, aye, Matt Brueck, aye, Dan Corrigan, aye, Becky Jante, aye. All in favor, motion carried.

F. Wildwood Park District Maintenance and Park Security UTV Vehicle Purchase Quotes for Review

Commissioner Jante provided the Board quotes for a new UTV vehicle for Park Safety, Maintenance, and Recreation Staff to help offset the use the current Gator gets. Discussion. Commissioner Brueck moved to approve up to \$12,000.00 to purchase a new or used UTV for the aforementioned reasons. Commissioner Nelson seconded the motion. Roll Call: Anna Nelson, aye, Matt Brueck, aye, Dan Corrigan, aye, Becky Jante, aye. All in favor, motion carried.

G. FY 2021-2022 Tentative Budget Review

Discussion. Commissioner Nelson made a motion that the Tentative Budget for the FY 2021-2022 as presented will be posted for 30 days in accordance with the law and be available for public inspection at 33325 N. Sears Boulevard and also online. A Public Hearing for the Budget and Appropriation Ordinance will be held at 7:00pm on Monday, May 24th, 2021 via Microsoft Teams virtually before the regular May Board meeting at 7:15pm virtually. Commissioner Brueck seconded the motion. Roll Call: Anna Nelson, aye, Matt Brueck, aye, Dan Corrigan, aye, Becky Jante, aye. All in favor, motion carried.

XIII. Public Comment

-No Further Public Comment

XIV. Executive Session

A. Personnel 5 ILCS 120/2(c)(1)

XVI. Adjournment

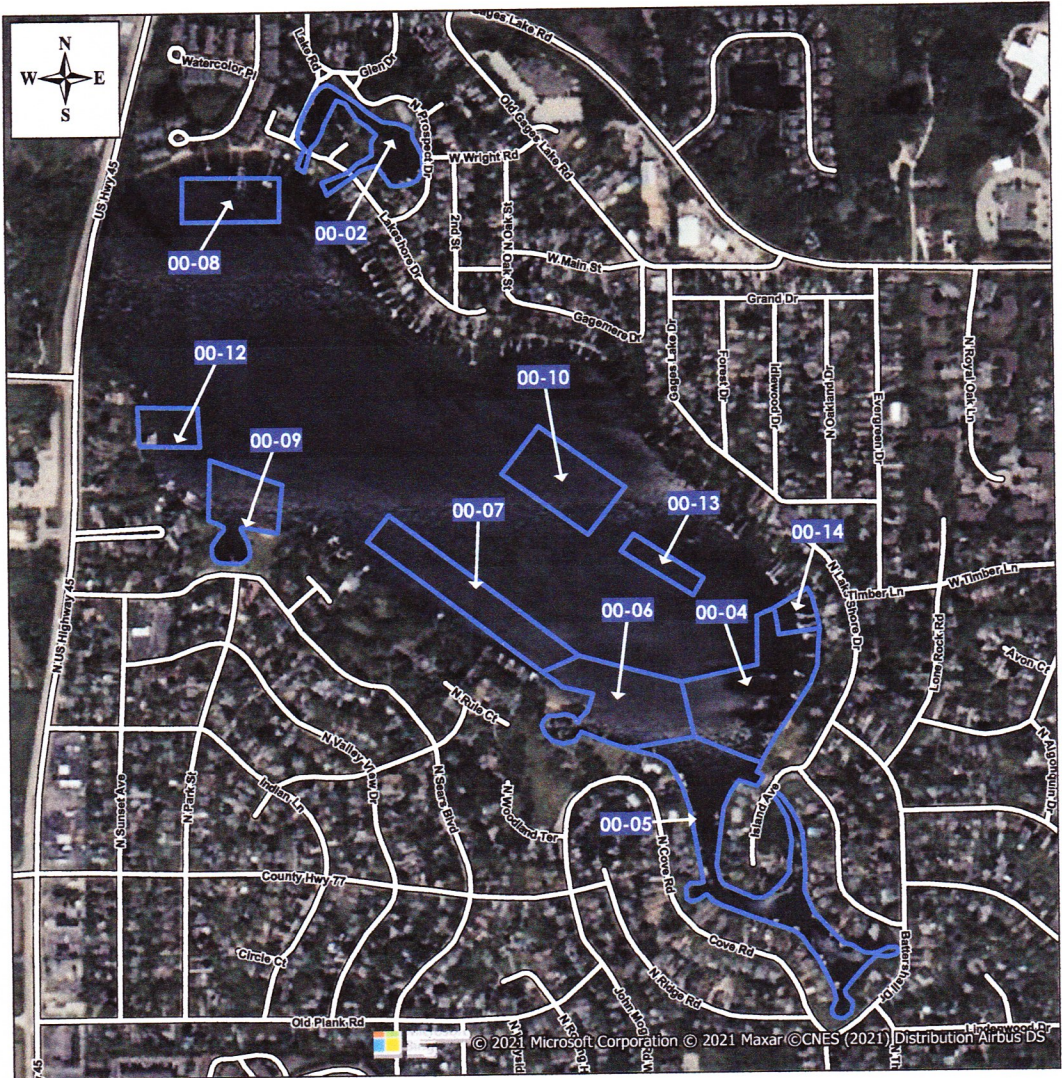
Commissioner Brueck made a motion to adjourn the Regular Board Meeting of Monday, April 19th at 8:32pm. Commissioner Nelson seconded the motion. Roll Call: Anna Nelson, aye, Dan Corrigan, aye, Matt Brueck, aye, Becky Jante, aye. All in favor, motion carried. Meeting adjourned.

Secretary
Board of Park Commissioners

President
Board of Park Commissioners

Date

Date



GAGES LAKE

2021 TREATMENT ZONES

- ACRES:**
- 00-02 - 2.98
 - 00-04 - 6.46
 - 00-05 - 8.21
 - 00-06 - 5.47
 - 00-07 - 4.60
 - 00-08 - 2.51
 - 00-09 - 3.00
 - 00-10 - 3.78
 - 00-12 - 1.40 (SEAN HITZEMAN)
 - 00-13 - 1.01
 - 00-14 - 0.80 (BILL MOSS)

ACRES EXCLUDING
00-12 & 00-14: 38.0

DATE: May 19, 2021

WARNING: This document is the property of Clarke Environmental Mosquito Mgmt., Inc. Any unauthorized use of this property will be prosecuted as a theft of labor, services, or property. (Chapter 38, §16-1 and §16-3 of the IL REV. STATUTES)



GLCC MEETING MINUTES March 11, 2021

Attendance: Rob Flood - President, Michelle Perna - Secretary, Marianne Porreca- Treasure, Todd Schara - Vice President, Joe Losser - Ambassador, Matt Brueck - WWPD Board Member
Diana - Allen Farms Rep, Steve Gerzel, Sandra Moss, TBD others

Special Guest Speaker from Clarke (Aquatic Plant Mgmt Program) - Jennifer Blancalana gave us an update of years past weed control and presented board with new proposed contract, Began at 7:04pm, Notes from presentation:

Year over Year Comparison 2018-2020

1. 2018 surveyed on 4/30/2018; mostly EWM, few natives, targeted submerged weeds + algae; Products: Diquat + Cultrine; Treated 37.08 acres on 5/24/2018
2. 2019 surveyed on 5/7/2019; heavy EWM growth & CLP, fair amount of native diversity; targeted EWM only; Product 2,4-D; treated 31.75 acres on 5/23/2019
3. 2020 surveyed on 4/23/2020; mostly EWM, CLP, Coontail, Filamentous algae; targeted submerged weeds with product: Diquat + K-Tea algacide; Treated 35.09 acres on 6/4/2020. Note; there were heavy rains in April and May which when this happens you have turbid waters that slows plant growth. Treated 26 acres for WWPD and 9.03 acres for GLCC and 3.11 for Hwy 45 Land Owners. On 8/27/2020 Clarke returned with weed control treatment for Brittle Naiad, Sago Pond Weed and American Pond Weed, & Lily Pads- total of 2.43 acres of treatment on Gages Lake.
4. Clarke recommends using 2, 4-D product this year, 2020.

Rob called the meeting to Order at: 7:40pm

Secretary Report - February 18th minutes were approved; Joe made a motion to approve and Steve 2nd it and all agreed.

Treasure Report - Rob asked for a motion to approve and Michelle made the motion and Joe 2nd it and all agreed.

Old Business:

1. Weed Control on Gages Lake for 2021: Rob looked over weed control contract and liked it. Cost went up \$13 an acre (a lot due to Covid 19 issues & shipments) Cost pricing: \$343 .00 per surface acre for Eurasian Watermilfoil/ \$482.00 per surface acre for Curly Leaf Pondweed and EWM, \$343.00 per surface acres for Brittle Naiad; \$268.00 per surface acre for Lily Pads; \$197.00 per surface acre for Filmentous Algae. The 2020 Biobase vegetation density survey consistent of 28% curly leaf; 41% Coontail and 56% of Eurasian Millfoil. If GLCC approves a min of \$8K in treatment for initial spring herbicide application, the Lake Mmgt & Biobase Surfey fee will be deducted from approved contract, a savings of \$1,768.00. Rob called for a motion to approve contract, Joe made a motion and Todd 2nd it and all was in favor. Rob advised they would come out and do a Bio base Vegetation survey later in April and we can discuss delivery at next meeting in May.

New Business:

1. Adopt a Highway Clean Up - April 14th, meet at JoJo's parking lot to receive safety vest and trash bags. Divide into teams and clean up Highway \$5 from Deerpath Road/Center Street to Washington St.
2. Shoreline Clean-up - TBD
3. Any other business -
 1. GLCC has stickers to sell for your aquatic and land toys, spread the news.
 2. Group decided on a gray color for visors & hats with GLCC approved logo.

Rob asked for a motion to ADJOURN meeting and Todd 2nd made it and Joe 2nd it at 8:30pm

Next Meeting: At Adopt a Highway Clean-up and May

Subject: Re: VLCM - May 10 7:15

Date: Tuesday, May 11, 2021 at 1:00:41 PM Central Daylight Time

From: Alicia Corrigan <twinkalic@aol.com>

To: marcusleshock@gmail.com <marcusleshock@gmail.com>, cbundalo@yahoo.com <cbundalo@yahoo.com>, danbundalo@comcast.net <danbundalo@comcast.net>, mikematelski@gmail.com <mikematelski@gmail.com>, davidjohnson@baylorpride.com <davidjohnson@baylorpride.com>, danbundalo@rocketmail.com <danbundalo@rocketmail.com>, smokeydj17@hotmail.com <smokeydj17@hotmail.com>

CC: Brandon Magnini <bmagnini@wildwoodparkdistrict.com>, dmc corri1@att.net <dmc corri1@att.net>

Hi All -

Thank you for meeting last night. It was nice to see you! Here are the notes from our meeting. Please let me know if I missed anything.

Alicia

Monday, May 10 at 7:15 PM Valley Lake South

Cindy reviewed notes from last meeting.

Recognition of Dan Bundalo for 6 years of service on the Board. Brandon gave Dan a gift from the Park District.

Drain Update - the project has been approved and funded. We are waiting for funds to be available. Becky and Brandon will be invited to any meetings about the drain and provide us updates. Their point of contact is Amy S.

Clarke Update - Brandon will send us the data from the core and water samples when received. Brandon said Clarke will be at the lake on Tuesday, May 11 for their first service to the lake. Service will be every 14 days moving forward with an early spring copper sulfate treatment and a mid-summer copper sulfate treatment. Brandon provided us the Beach Monitoring Schedule.

Cindy stated that copper sulfate is only dangerous in more than two applications at a certain dosage and she wanted to make sure that was clear based on the virtual lake meeting held in early spring.

Paddle the Lake - Valley Lake South August 22 at 1 PM - Brandon handed out a flyer

Cindy - the committee will work on setting up a boat parade on the 4th of July weekend at 2PM. Cindy will share information with Brandon so he can publicize it.

Beach is closed: There is nothing wrong with the beach, it is closed because the health department does not begin monitoring the lake quality until after Memorial Day.

Next Valley Lake Committee Meeting: Monday July 12, 2021 at 7 PM

Meeting adjourned 7:45 PM

Wildwood Park District
Recreation/Administration Report
May 24, 2021

1. Preschool program ending. Graduation ceremony on 5/21.
2. Adult Yoga Spring session currently running through May with 6 enrolled. Summer session to follow with 5 enrolled currently.
3. Ultimate Frisbee camps slated to start at Twin Lakes in June and July
4. E-Sports Leagues registration for Summer will start in late Spring.
5. Ran Sand and Sea movie night at Rule 4/30. 8 kids attended.
6. Had Stem Robotics Class (Robothink) class at Grandwood Park District on 5/1. This is a cooperative program. 4 enrolled.
7. Finishing booking bands and contracts for live concerts in the park this summer.
8. Had GO WILDWOOD event at Willow on 5/15. Stu the Piano man was great entertainment.
9. Working with Michelle on planning Harvest Fest for 10/2/2021
10. Continued planning for Summer 2021 events and programs.
11. Finalizing Recreation Summer staff hiring process and scheduling.
12. Conducted all-staff CPR/AED/First Aid training for 2021. Dates were be 5/8 and 5/14. Over 20 people got certified from Maintenance, Park Safety, Camp, Swim, and Instructors.
13. Ran Park Safety and Boat Ramp Monitor training on 5/8. Working with Bob on getting those guys started for season.
14. Completing all staff paperwork, interviews, and going through hiring process and hiring tests for applicable staff.
15. Ordered Staff apparel for the season and ordered polos for new Commissioners. Apparel arrived 5/19.
16. Boat Key and Decal Sales have been great so far. We have 87 keys and 14 decals sold for \$8,230 since April 1.
17. Pavilion Rentals: 12 at Willow, 3 at Sunset since April 1 for a grand total of \$645.00.
18. Daily Parking, Non-Resident Parking, and Permits since April 1: \$236.00 (includes extra parking for pavilion renters).
19. Camp Fees (Revenue) since May 1: \$9,946.00.
20. Swim Lesson Fees (Revenue) since May 1: \$7,901.00.
21. Children's Class Fees (Revenue) since May 1: \$850.00.
22. Duane Blanton plumbing scheduled to do water restoration work at Rule Park on 5/24.
23. First food truck of the season is Friday, May 21st at Willow Point Park. Tropical Chill ice cream. More to come for entire season.
24. Attended GLCC and VLCC meetings in May.
25. Continual work on signage, posters, and keeping District updated on COVID-19 situation.
26. Keeping up to date on updated vendor Certificates of Insurance, W-9's, invoices, and contracts.
27. Continuing to update public through website, social media, email, and other forms of District updates including COVID-19, program openings/closings, completed maintenance projects, volunteer opportunities, and marketing initiatives.
28. Continuing dispersal of 2021-2022 resident parking stickers at the office.
29. Routine administrative tasks such as sorting through bills, depositing funds, and assisting Kathy with various financial tasks including upcoming Audit work at end of May.
30. With Kathy, handling any last second budget questions.

Wildwood Park District
Recreation/Administration Report

May 24, 2021

31. Directed Maintenance Staff to complete monthly building and playground inspections.
32. PDRMA duties and webinars as necessary. Scheduled OSHA analysis of District for July 14 w/PDRMA. Completed preliminary work for that project and sent over.
33. Signed contract, paid deposit, and starting website re-design work with Weblinx.
34. Park Safety UTV inquiry still at a standstill. Company does not have any new Kawasaki's in stock yet.

Wildwood Park District

Maintenance Report

May 24, 2021

1. Ongoing park garbage control and maintenance.
2. Routine maintenance and upkeep of equipment.
3. Clean Rule bathrooms and office spaces as needed - re-stock paper towels and soap.
4. Wash trucks and equipment.
5. Park and playground inspections, corrective actions as needed.
6. Building inspections conducted monthly.
7. Maintaining water and care for donated trees.
8. Reviewing necessity of Lawn Doctor treatment for parks this summer.
9. Removing brush and debris from parks when needed.
10. Installed Buoys in Gages Lake at beginning of May at beach swimming areas, the channel, and at mouth of cove at Pebble Boat Ramp.
11. Have been mowing parks throughout month of May. Weed whipping where necessary
12. Ordered "Park Exit" sign for Rule Ct. Warren Township Highway Department will install.
13. Purchased replacement part for Grasshopper deck in May. Both mowers are running well.
14. Successfully conducted Park Appreciation Day on May 1 at Twin Lakes. We had a good turnout, and volunteers did a great job cleaning out all dead brush, leaves, trees, and more.
15. Cub Scouts did a fine job of rototilling, weeding, and planting new flowers at the Butterfly Garden at Rule.
16. Maintaining watering schedule at Butterfly Garden. Hooked up hoses for the season at Rule.
17. Handling signage and cleanup for weekend pavilion rentals.
18. Had Clarke come out for Water/Sediment testing (April) and first treatment (5/11) of the season at Valley Lake.
19. Signed up for PDRMA working in Enclosed Spaces virtual training.
20. Working on volunteer pier install for Sunset Temporary Piers. Will explore new options this Fall to avoid contractors not following through with installs in the future.
21. Still no word on Horticulture Intern Opportunity. Will re-visit next Spring and plan it out.
22. Continuing hiring process of additional part-time summer maintenance staff through Indeed.
23. New Maintenance Staff person Kyle Gindorf is working out well.
24. Dugout and installed new lumber pole for Sunset Beach signage after vandalism broke the old one. Removed park benches that were thrown into the lake.
25. Re-installed shade covers over skylights at Rule House.
26. Continued planning for Sunset Beach Park gravel trailer parking project.
27. Started adding mulch in beds.
28. Considering re-staining the Rule House front deck for warm season.
29. Maintenance Staff CPR/AED/First Aid Certified at Park District on 5/8.
30. Maintenance Staff Apparel delivered and distributed to staff in May.

Wildwood Park District
Marketing Report
May 24, 2021

1. Maintaining desktop and mobile pages of website.
2. Keep the website updated with current programs and information.
3. Put updated pictures of parks onto website pages.
4. Marketed Park Appreciation Day on Facebook, Instagram and Nextdoor and had a great turn out.
5. Marketed GO Wildwood Kickoff Event on Facebook, Instagram and Nextdoor and had a small turn out-probably because of weather.
6. Custom tablecloth came in for events.
7. Promoted Gaga Pit Rentals at Rule Park for residents.
8. Received new promotional items
 - Beach Balls
 - Wristbands
 - Koozies
9. Created flyers for future events and programs.
10. Update Boulder Park signboard when needed.
11. Building photo library for District with spring, summer, and fall park photoshoots.
12. Supervised and ran Sand and Sea Movie Night on 4/30. 8 Participants.
13. Ordered and received 6 Corrugated Plastic Signs for new summer events and for food trucks.
14. Put out monthly flyers with all programs and events for that month.
15. Will photograph 5/21 Preschool Graduation Ceremony.
16. Pushing upcoming programs on Facebook.
17. Facebook stats for last month:
 - Engagement: Up 83% at 1,292 people total
 - Page Likes: 17 new from April 19th
 - Page Views: up 16%
 - Post Reach: up 46%-1,476 people
18. Posted second survey regarding all the parks:
 - 9 responses total
 - Overall people are satisfied with the way parks are and how they are looking
 - Park suggestions based off of survey:
 - Valley Beach weeds/late summer bees
 - Willow Point Park playground equipment is outdated and geared towards older kids. Would like newer/more modern amenities
 - Would love natural materials play space or a public treehouse
 - Mosquito control at Twin Lakes
 - Parks the residents would like to see utilized more based off of survey (7 responses)
 - Twin Lakes (4)
 - Sunset (2)

- Pebble Beach (1)
- Willow Point Park (1)
- Type of swing set at Pebble Beach
 - Swings (big kid and baby)
 - Climbing wall (rock walls, rope ladders)
 - Tandem Swim
- 19. Post upcoming events and programs on Instagram.
- 20. Instagram numbers:
 - Reached 60 accounts in the last month (down 3.3%)
 - Content interactions: 32 (up 77.7%)
 - 115 total followers (up 2.6%)
- 21. Working with Michelle planning summer/fall events.
- 22. Currently working on end of summer event flyers.
- 23. Put out food truck flyers.
- 24. Added a food truck page to website and continue to keep information up to date.
- 25. Creating food truck events on Facebook-response has been great.
- 26. Put out the Summer 2021 brochure on website.
- 27. Sponsorship research for events.
- 28. Finishing up the Wildwood Park District Marketing Master Plan.
- 29. Working on new website with Brandon and scheduled initial project meeting and information correspondence with Weblinx to begin re-design.

Subject: Recreation Fund Reallocation Proposal
Date: Monday, May 17, 2021 at 3:59:05 PM Central Daylight Time
From: Wildwood Park District Accounting <accounting@wildwoodparkdistrict.com>
To: Anna Nelson <anelson@wildwoodparkdistrict.com>, Becky Jante <bjante@wildwoodparkdistrict.com>
CC: Brandon Magnini <bmagnini@wildwoodparkdistrict.com>
Attachments: image001.png, image002.png, image003.png

Warning: Only start reading when you are in a good mindset to process a lot of data! 😊

When we revised the Fund Balance Policy last fall, we allowed for the reallocation of funds if certain criteria were met. Now that the fiscal year is complete, it's time to decide on if and how the amount allowable to be reallocated from the Recreation Fund should be allocated.

In Fiscal Year 2021, the Recreation Fund collected \$155,143.91 from all sources. \$127,509.36 was from the 2019 Property Tax Levy which the Fund Balance Policy states will be used first to cover a fund's expenses. \$27,634.55 was received from other sources. Expenses in Fiscal Year 2021 in the Recreation Fund were \$144,183.25. Since expenses exceeded the 2019 Property Tax Levy by \$16,673.89, some of the revenue collected from other sources must be used to cover this amount. The remaining surplus of \$10,960.66 may be transferred to other funds.

Fund Balance Analysis for reallocation purposes only considered at Fiscal Year End			
Total FYTD Revenue	\$ 155,143.91	FYTD Expense	expenses in excess of levy receipts
FYTD Levy Collected	\$ 127,509.36	144,183.25	16,673.89
Surplus receipts	\$ 27,634.55		
			Amount available
Fund Balance Policy states that current year expenses are first paid for by CY Levy, any remaining surplus may be reallocated to			

With the exception of the Audit Fund, all of the other Funds ended the current fiscal year in compliance with the policy.

Wildwood Park District		
Fund Balances		
Fiscal Year to Date	April 2021	Req'd Balance
FUND BALANCE DETAIL		Per Policy
General Fund	\$ 124,991.00	\$ 46,033.32
Recreation Fund	\$ 126,274.66	\$ 34,875.02
Liab Ins Fund	\$ 42,790.25	\$ 2,416.68
Pav & Light Fund	\$ 2,744.94	\$ 2,500.00
Audit Fund*	\$ (563.88)	\$ 833.34
Special Rec	\$ 30,490.26	\$ 5,587.52
	<u>\$ 326,727.23</u>	<u>\$ 92,245.88</u>

*Fund Balance not in compliance with Fund Policy

and balance not in compliance with Fund Policy

It is nearly impossible for the Audit Fund to remain in compliance due to the fact that the cost to have an audit performed is virtually the same or more than the Tax Levy received in a given fiscal year. The 2020 Tax Levy, which we will receive in Fiscal Year 2022, is set to be \$5,065 while the cost to perform the annual audit is budgeted at \$5,500. The gap between what we collect and spend will only continue to grow. Without any fund reallocation we are ending FY2021 with the Audit Fund nearly \$1,400 underfunded.

Proposal/Motion: In accordance with the Fund Balance Policy, I motion to reallocate (*recommend \$8,000 of the \$10,960 available at least with balance of \$2,960.66 to General Fund*), from the Recreation Fund to the Audit Fund (and General Fund) as of 4/30/2021.

The \$8,000 amount was chosen to cover current underfunding, an entire audit cycle with surplus to cover the anticipated shortfalls in the next couple of years. We won't need to count on there being funds available to reallocate each year. If you have a strong feeling as to what amount you will motion, please let me know. Right now I will prepare the financials in DRAFT form with \$8000 reallocation to Audit Fund and \$2,960.66 to General Fund.

Additional information: If we spend the full FY2022 budget as presented (highly unlikely) our fund balances will look like this at the end of FY2022:

Fund Balances	As of 4/30/2021 Before allocation	Change Mar - April	Estimated FYE '21 Balance	FY 2022 Budget Net	Anticipated Fund Balance At FYE April 30, 2022	Required budgeted expense fu
General Fund	\$ 124,990.99	\$ 2,960.66	\$ 127,951.65	\$ (88,130.00)	\$ 39,821.65	\$
Recreation Fund	\$ 126,274.66		\$ 126,274.66	\$ (26,278.00)	\$ 99,996.66	\$
Liability Insurance Fund	\$ 42,790.25	\$ -	\$ 42,790.25	\$ (7,115.00)	\$ 35,675.25	\$
Paving & Lighting Fund	\$ 2,744.94		\$ 2,744.94	\$ 1,065.00	\$ 3,809.94	\$
Audit Fund	\$ (563.88)	\$ 8,000.00	\$ 7,436.12	\$ (435.00)	\$ 7,001.12	\$
Special Recreation Fund	\$ 30,490.26	\$ -	\$ 30,490.26	\$ (367.50)	\$ 30,122.76	\$
	<u>\$ 326,727.22</u>	<u>\$ 10,960.66</u>	<u>\$ 337,687.88</u>	<u>\$ (121,260.50)</u>	<u>\$ 216,427.38</u>	
					\$ 216,427.38	

If you have questions, and I anticipate you likely will, it may be easier to talk on the phone.

Brandon please include "Recreation Fund Reallocation" on the agenda for next week's meeting.
Thanks!

Kathy Atkins
 Accountant

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