

**Wildwood Park District
Regular Board Meeting
Tuesday, February 16, 2021
7:00pm – 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 – Tuesday, February 16, 2021
- IV. Approval of Minutes
 - A. Minutes of the Regular Board Meeting – Tuesday, January 19, 2021
- V. Public Comment
 - Nick Gowe, Scientific Aquatic Weed Control Inc.
 - Jennifer Biancalana, Clarke Aquatic Services Inc.

(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. GLCC Report
- IX. Valley Lake Report
- X. Staff Reports
 - A. Recreation/Administration
 - B. Maintenance
- XI. Unfinished Business
 - A. Valley Lake Drain/Monitoring
 - B. Warren Highway Commission Paving Proposal
 - C. Lake County Stormwater Management Proposal for Piping at Sunset Beach Park
- XII. New Business
 - A. Vote to Re-Allocate Funds for Approved Tree Safety Pruning Service for Parks
 - B. Continuing Education Policy Review for Full-Time Staff
 - C. CPRP Certification/Approval for Test & Reimbursement for Park District Manager Brandon Magnini
 - D. Valley Lake Treatment Proposals for 2021 Review and Recommendations
 - E. Board of Commissioners "Officers" Policy Review and Terms

**Wildwood Park District
Regular Board Meeting
Tuesday, January 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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- *Topic or Agenda Item Number followed by Public Comment

Minutes

- I. **Call to Order:** The meeting was called to order at 7:01pm. The Pledge of Allegiance was recited.
- II. **Roll Call**
Present: Commissioners Anna Nelson, Matt Brueck, Becky Jante, Dan Bundalo.
Absent: None
- Park District Staff Present:** Brandon Magnini, Park District Manager; Katherine Atkins, Accountant (via audio call-in).
- III. **Approval of Agenda – Regular Board Meeting – Tuesday, January 19th, 2021**
Commissioner Bundalo made a motion to approve the agenda of the Regular Board Meeting of Tuesday, January 19th, 2021. Commissioner Brueck seconded the motion. Roll Call: Matt Brueck, aye, Dan Bundalo, aye, Anna Nelson, aye, Becky Jante, aye. All in favor, motion carries.
- IV. **Approval of Minutes**
A. Minutes of the Regular Board Meeting – Monday December 14th, 2020
Commissioner Brueck made a motion to approve the minutes from the Regular Board Meeting of Monday, December 14th, 2020. Commissioner Nelson seconded the motion. Roll Call: Matt Brueck, aye, Dan Bundalo, aye, Anna Nelson, aye, Becky Jante, aye. All in favor, motion carries.
- V. **Public Comment**
- Dan and Alicia Corrigan were present. No further comments from phone calls or emails in.
- VI. **Financial Report**
The Financial Report was read. Discussion. Commissioner Nelson made a motion to approve the Financial Report. Commissioner Bundalo seconded the motion. Roll Call: Matt Brueck, aye, Dan Bundalo, aye, Anna Nelson, aye, Becky Jante, aye. All in favor, motion carries.
- VII. **WSRA**
Commissioner Nelson stated that the most recent meeting was on January 19th at 4pm. Budget, procedures, staff responses with COVID-19 were discussed. Current Director Brenda Zeck will be retiring from her role as Director with WSRA as of May 2021. That position will be open for

hire and preparations for replacing her are forthcoming. Commissioner Nelson was praiseworthy of Brenda's role at WSRA and wished her well in future endeavors. The next regular Board Meeting will be March 8th.

VIII. GLCC

Commissioner Brueck stated there are no meetings until March or April.

IX. Valley Lake Report

Commissioner Bundalo stated there are no GLCC meetings until April or May. He stated that he was working with Park District Manager Brandon Magnini and gathering quotes and information for Valley Lake treatment companies for the 2021 season. All proposals will be sent to the Board members to review.

X. Staff Reports

A. Recreation

The Recreation Report was read.

B. Maintenance

The Maintenance Report was read.

XI. Unfinished Business

A. Valley Lake Drain/Monitoring

Commissioner Jante stated that this project is still in Springfield and is still pending. Will continue to table until next meeting.

B. Warren Highway Commission Paving Proposal

Commissioner Jante that she had not yet heard from Amy Sarver who was going out for bids in February. The hope is to have more concrete information to present at the February Regular Board Meeting. Will continue to table until next meeting.

C. Lake County Stormwater Management Proposal for Piping at Sunset Beach Park

Commissioner Jante stated that she reached out to Ashley Strelcheck at Lake County Stormwater Management Commission for grant opportunities and information. Will continue to table and keep on agenda. Commissioner Nelson asked if there was rough cost on the project. Commissioner Jante stated that she had not yet received that information from Bleck engineering at this point.

XII. New Business

A. Appointment and Oath of Office of New Park District Commissioner Dan Corrigan for Current Vacancy

Commissioner Nelson made a motion to appoint Dan Corrigan as a new Commissioner for the Wildwood Park District filling the current vacancy. Commissioner Brueck seconded the motion. Roll Call: Matt Brueck, aye, Dan Bundalo, aye, Anna Nelson, aye, Becky Jante, aye. All in favor, motion carried. The Commissioners congratulated Dan and welcomed him aboard. Dan Corrigan stated, "I am looking forward to working with everyone and continuing the good work everyone has started here". Commissioner Corrigan raised his

right hand and read the Oath of Office. Board Secretary Brandon Magnini witnessed the Oath and signed the Oath in confirmation after Dan. Dan's term will expire in May 2023.

B. IPRA/IAPD Soaring to New Heights Conference Sign-In Procedures and Plan

Park District Manager Brandon Magnini reviewed the procedures for the Board to view the 2021 Soaring to New Heights Virtual Conference online. Discussion.

C. Wildwood Park District Safety Tree Pruning Proposal Reviews

Park District Manager Brandon Magnini discussed the 3 different quotes for safety tree pruning for 8 out of the 11 parks in the District for approval. Parks not included in the proposals were Cove, Boulder, and Lakeshore. Clean Cut came in at \$12,080.00, Bartlett Tree Service came in at \$15,650.00, and Arbor Care Solutions came in at \$16,090.00. Discussion. Commissioner Brueck made a motion to contract with Bartlett Tree experts for the total of \$15,650.00 to complete the winter safety tree pruning for the Wildwood Park District Parks. Commissioner Nelson seconded the motion. Roll Call: Matt Brueck, aye, Dan Bundalo, aye, Dan Corrigan, aye, Anna Nelson, aye, Becky Jante, aye. All in favor, motion carried. It was explained that the cost of this work would not dip into any of the Park District's savings; and that Bartlett Tree experts have history with the District and have a vested and proven interest in maintaining a relationship with the Park District to inspect and preserve the trees for years to come.

D. Wildwood Park District Tree Maintenance Policy Update

Park District Manager Brandon Magnini went over the Conservation Policy for the Downers Grove Park District and how they maintain their trees and forestry. Discussion. It was the recommendation of Park District Manager Brandon Magnini that the District come up with a policy for treating our trees and maintaining a tree inventory for years to come. The Board of Commissioners agreed this was a good idea but would reevaluate for the cost of the inventory/policy once the winter tree pruning was done by Bartlett Tree Service. Commissioner Jante suggested maintaining an ongoing relationship with a tree care service (i.e., Bartlett, etc.). A written contract would not be necessary per se.

E. 2021 Park User Fees Proposal (Pavilions)

Park District Manager Brandon Magnini proposed that the Board vote to approve an increase of \$10 for the daily rental cost for Willow Point Pavilion for summer resident-only pavilion rentals. In 2020, the cost to rent the Sunset and Willow Pavilions (for the entire day) was \$35.00. In 2021, it is proposed that Willow Point Pavilion rentals are increased to \$45.00 per day. Willow Point Pavilion can hold up to 75 people vs 35 for Sunset. Sunset will stay the same at \$35 per day. Commissioner Nelson made a motion to increase the daily rental cost & deposit for Willow Point Pavilion in 2021-2022 to be \$45.00. Commissioner Corrigan seconded the motion. Roll Call: Matt Brueck, aye, Dan Bundalo, aye, Dan Corrigan, aye, Anna Nelson, aye, Becky Jante, aye. All in favor, motion carried.

XIII. Public Comment

- Alicia Corrigan was present. No further emails or phone calls for Public Comment.

XIV. Executive Session 5 ILCS 120/2(c)(1)

XVI. Adjournment

Commissioner Brueck moved to adjourn the Regular Board Meeting of Tuesday, January 19th, 2021 at 7:43pm. Commissioner Nelson seconded the motion. Roll Call: Matt Brueck, aye, Dan Bundalo, aye, Dan Corrigan, aye, Anna Nelson, aye, Becky Jante, aye. All in favor, motion carried. Meeting adjourned at 7:43pm.

Secretary
Board of Park Commissioners

President
Board of Park Commissioners

Date

Date

Subject: Board Packet for Tuesday, February 16 2021

Date: Friday, February 12, 2021 at 11:40:41 AM Central Standard Time

From: Brandon Magnini <bmagnini@wildwoodparkdistrict.com>

To: Becky Jante <bjante@wildwoodparkdistrict.com>, Matt Brueck <MBrueck@wildwoodparkdistrict.com>, Anna Nelson <anelson@wildwoodparkdistrict.com>, Dan Bundalo <dbundalo@wildwoodparkdistrict.com>, Dan Corrigan <dcorrigan@wildwoodparkdistrict.com>

CC: Wildwood Park District Accounting <accounting@wildwoodparkdistrict.com>

Priority: High

Good afternoon,

Please find the attached Board Packet for Next Tuesday's meeting. I will also be creating and sending out the Microsoft Teams meeting invitation via email today as well. Please do not open the meeting yet until our meeting time on Tuesday. I will include our presenters (Nick Gowe at Scientific Aquatic and Jennifer from Clarke) on the meeting invitation.

Please take diligent time to read through this Board packet as there is a lot to unpack and be ready for. Please let me know if you have any questions over the weekend or on Monday.

These packets (along with Kathy's financial report) are currently available in hard-copy at your mailboxes today through 4pm. We will also be open Monday and Tuesday at our normal hours for those to be picked up if desired.

I have included a brief summary of some of the agenda items below:

IV. Public Comment – Jennifer from Clarke and Nick Gowe from Scientific Aquatic will be presenting their proposals and recommendations to the Board during Public Comment. Nick will be virtually attending the meeting off-site; and Jennifer will be with Becky at the office through her own computer virtually attending as well. Both individuals are free to "leave" the meeting after they are done presenting.

XI. Unfinished Business – All three items under Unfinished Business (VL Drain project, Warren Highway Commission Paving at Willow, LCSWM Piping Project at Island Ave. by Sunset) were discussed with Amy Sarver at the Highway Department yesterday. I made a page in the Board Packet of the notes and updates for each agenda item that were discussed, and all the current updates for those.

XII. New Business

- A. **Vote to Re-Allocate funds for tree trimming** – This was discussed at last meeting. Kathy emailed everyone an analysis of where we can move budget monies to pay for this project during our last meeting. Hard copies were also in your mailboxes.
- B. **Continuing Education Policy for Full-Time Staff** – There is a policy for full-time staff the Board needs to review for Continuing Education and Tuition Reimbursement. The policy is in the Board Packet.
- C. **CPRP Certification/Approval for Test & Reimbursement for Park District Manager Brandon Magnini** – I have attached my recommendation/request to the Board that I seek and obtain my CPRP certification this year. My request/explanation and the basic info about the certification is in the Board Packet.
- D. **Valley Lake Treatment Proposals for 2021 Review and Recommendations** – All 4 quotes for treatment for Valley Lake for 2021 (Clarke, Scientific Aquatic, ILM, McCloud Aquatics) are included in the packet.

My recommendations to the Board as well as the VLCC's recommendations to the board are also included before the proposals in the packet.

- E. **Board of Commissioners "officers" policy review and terms** – The Board needs to review the roles/"Officers" of the Board and the length of their terms or service. Our current policy is in this Board Packet on the last two pages for review.

Thank you,

Brandon

Brandon Magnini
Park District Manager
Wildwood Park District
bmagnini@wildwoodparkdistrict.com
847-223-7275

Wildwood Park District
Recreation/Administration Report
February 16, 2021

1. Preschool program is still going strong with 9 enrolled.
2. Preschool add-on class "Lunch Bunch" continues with 6 enrolled in our 3rd session of the program.
3. Adult Yoga is going well and finishing up soon. 8 enrolled.
4. Valley Lake Ice Fishing Derby rescheduled for 2/20/2021. 15 participants enrolled.
5. Brought in Ultimate Frisbee clinics and camps for Spring/Summer at Twin Lakes in 2021.
6. Re-starting E-Sports Leagues for Spring season. Registration to begin shortly.
7. Beginning planning for March 27th Egg & Dog Egg Hunt event at Rule.
8. Pre-planning for Summer 2021 events and programs (Camp, Swim, etc.)
9. Updated 2021 pavilion rental fees. Updated all forms.
10. Completed orientation and information gathering for new Commissioner Dan Corrigan.
11. Registered for CPRP (Certified Parks and Recreation Professional) exam prep classes and ordered book. Pending Commissioner vote, I will register for main test later.
12. Working on Summer 2021 Brochure (online only at this point).
13. Virtually attended 2021 Soaring to New Heights IPRA/IAPD Conference. Watched several good sessions including OMA information/public meetings, as well as recreation trends and playground safety.
14. Have been following up and setting up virtual demos with Recreation Software and "App" companies for future WWPD use.
15. Met with Warren Township Highway Commission on 2/11/21 to discuss funding and planning for Island Ave. piping problems, Valley Lake Drain project planning, and potential re-paving at Willow Point Park.
16. Updated Boat Key agreement rules ordered updated color pamphlets for Boating Safety and Registration from ILDNR, and pre-ordered new 2021 Boat Decals.
17. Updated all personnel and policy manuals to reflect current employees and titles in organization.
18. Continual work on signage, posters, and keeping District updated on COVID-19 situation.
19. Keeping up to date on updated vendor Certificates of Insurance, W-9's, invoices, and contracts.
20. 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.
21. Continuing dispersal of 2021-2022 resident parking stickers at the office.
22. Routine administrative tasks such as sorting through bills, depositing funds, and assisting Kathy with various financial tasks.
23. Budget planning for maintenance, recreation, and office areas. Will work with Kathy in February to go over numbers.
24. Adding more information to Valley Lake Plan. Expecting Valley Lake report from LCHD shortly.
25. Helped gather quotes and information from treatment companies for Valley Lake in 2021.
26. Directed Maintenance Staff to complete monthly building and playground inspections.
27. PDRMA duties and webinars as necessary.
28. Continual work on improving the District website and look, looking at options for a new website builder.

Wildwood Park District
Maintenance Report
February 16, 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. Removing brush and debris from parks when needed.
8. Coordinating with Park District Manager on safety procedures when tree trimming begins
9. Signed contract with Bartlett Tree Service to conduct safety tree trimming at parks. Work has not yet been scheduled. Bartlett rep will reach out when ready with team.
10. Snow/Ice removal when needed. Snowplowed paths at rear of Rule building for preschool children as well as walking path from Rule parking lot to the fishing gazebo.
11. Salting where needed
12. Repaired clogging sink in preschool restroom.
13. Creating plan to re-paint Maple Room of Rule House over the winter.
14. Working on fixing light fixtures at Rule Park and Pebble Beach Park (will commence in Spring)
15. Assisting Park District Manager in identifying leak at Rule Building and working with plumbers and Lake County Public Works.
16. Assisting Park District Manager on job description and eventual hiring of a horticulture intern for the summer.
17. Assisting Park District Manager in laying out tasks/hours needed for part-time Maintenance staff in the spring and summer.
18. Assisting Park District Manager in initial budget preparation in the Maintenance area.

Updates to Valley Lake Drain, Warren Highway Commission Paving Proposal, & LCSWM Piping at Sunset on Island Ave.

President Jante and I met with Warren Highway Commissioner Amy Sarver on 2/11/2021 to gather updated information on the projects and agenda items listed above. These items have been on our monthly agendas for some time; and I wanted to give updates on the information we now have regarding said items:

1. Valley Lake Drain Redesign Project: Per Amy, the project is approved, but the funds are currently "sitting". The funds have not yet been allocated out to the government bodies at this time. Warren Highway Commission will be speaking to local officials including Sandy Hart, Melinda Bush, and Sam Yingling next week to emphasize the importance of the Valley Lake improvements for the entire area. The Highway Commission will be the lead agency on this project, (in terms of organization and cost burden). The project is valued at \$2.2 million dollars at the moment, with the Wildwood Park District expected to foot 13.3% of the project cost (roughly \$200,000.00). However, after some fact checking, it may actually only be a percentage of the overall percentage that would be paid by each agency. In other words, (as Amy put it) if the project cost is only \$200,000.00; the Highway Department would cover 75% and we would only need to cover 13.3% - or \$26,000.00 of the overall \$200,000.00. We are waiting to totally confirm this.

Currently, the project is not "Shovel Ready" and is not expected to be scheduled for 2021, but 2022 (for our budget purposes). Amy did also confirm that her department made sure the plunge pool repair was included in the project as well as the other fixes along Valley North.

2. Pipe under Island Ave. at Sunset Beach Park: After discussing the blueprints and designs of Pat Bleck of Bleck engineering for fixing this pipe; discussion was had regarding cost. Again, this project is not "shovel ready" for 2021 and would be scheduled for 2022 (for our budgeting purposes). Pat Bleck is aware of this timeline and has confirmed it with Highway Department. Based on my understanding, the Highway Department would take on most if not all the cost for this project, but again nothing is set in stone. No costs for this project have been ironed out yet.
3. Willow Point Park Re-Paving proposal: In September 2020, Board Members were given in their packets a proposal from the Highway Department of the Highway Department re-paving/stripping the parking spots at Willow Point Park from Cove Rd. cul-de-sac all the way to the entrance of the park on John Mogg Rd. Their initial estimate of the cost to us is \$8,500.00. Based on the ownership of the parking spots, (and the legal counsel of the Highway Dept.; either the Park District would pay that roughly \$8,500 for the re-pavement or pay "rent" to the Highway Department. Either way, we would have to pay something since the Highway Department owns those parking spots. It is my recommendation to the Board that the Park District votes to include the \$8500.00 for paving this area in our FY 21-22 Budget at this February Board Meeting - and that we go through with this. Those spots need to be re-done badly, and they are used every day in the summer for sports, programs, swimming, camp, pavilion rentals, and general use of the park.



17801 W. Washington Street
Gurnee, Illinois 60031
Phone: 847-244-1101
Fax: 847-244-2822

Suzanne D. Simpson
Supervisor

George Her
Clerk

Amy L. Sarver
Highway Commissioner

Charlie Mullin
Assessor

Donna L. Radke
Trustee

Bill Gill
Trustee

Kenneth B. Echtenacher
Trustee

Mike Semmerling
Trustee

August 7, 2020

RECEIVED AUG 13 2020

Becky Jante, President
Wildwood Park District
33325 North Sears Boulevard
Wildwood, Illinois 60031

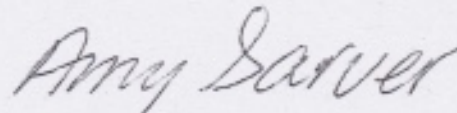
Dear Becky,

During our 2021 Repaving Project, Warren Township Highway Department is anticipating to repave Cove Road from Battershall Road to Woodland Terrace and John Mogg Road from Woodland Terrace to Deerpath Road.

I have attached a document specifying the Willow Point Park parking spaces along Cove Road that the Highway Department can add to the repaving project for an estimated cost to Wildwood Park District of \$8,500.00 (approximately 225 feet x 22 feet = 550 SY). My hope is to bid the project in early 2020 with a completion date of July 31, 2021.

If the Wildwood Park District is interested in having the parking spaces repaved and striped, please let me know.

If you have any questions or concerns, please feel free to give me a call at 847-244-1101 Ext 3.



Amy Sarver

Amy Sarver
Warren Township Highway Commissioner



Section 4: Employee Benefits

4.9 Tuition Reimbursement

If an employee is a regular, full-time employee or part-time I employee and has worked for the Park District at least one (1) year, he may be eligible to participate in the Park District's tuition reimbursement program.

The Park District will partially reimburse the employee for tuition for certain courses that it believes are job-related. Eligible courses must be directly and substantially related to an employee's improving productivity in his or her current job. (Costs for textbooks may not be reimbursed, this is subject to Board review). Class fees, material fees and application fees are not covered. The amount an employee receives will depend on the Park District's approval and upon the grade received and will not exceed an annual reimbursement of \$1000

To receive tuition reimbursement, an employee must apply and be approved before the course begins. Those interested in this option must meet with the President of the Board to discuss classes and reimbursement. The Board President will present the request to the Board of Commissioners for approval.

If approved,

1. The employee pays the initial course fees.
2. Once the employee receives his grade(s), the employee should attach the tuition bill and book bill and the final grades to a copy to the President of the Board.
5. Within thirty (30) days, the employee will receive a reimbursement. Classes will only be reimbursed for grades of a C or better. A percentage will be paid for pass/fail classes.

Unless specifically approved in writing by the Board President, course work may not be performed during business hours.

If an employee resigns or is terminated for cause before receiving a grade, the employee will not be reimbursed for tuition expenses. If an employee resigns or is terminated for cause within twelve (12) months after receiving reimbursement, the employee must repay the Park District in full.

CPRP Certification and Test Reimbursement Request/Recommendation for Brandon Magnini

Good evening. As a member of the Parks and Recreation field, there is a nationally recognized certification that all Parks and Recreation Professionals strive for. This certification is called the CPRP (Certified Parks and Recreation Professional). Having this certification ensures that the individual is extremely competent and knowledgeable about the following areas: Communication, Finance, Human Resources, Operations, and Programming in the field.

I have already paid for (my own way) the exam preparation course and the textbook that accompanies it. I will also need to pay (my own way) for the main exam registration itself, pending my approval from the NRPA. I am requesting that pending a successful passing of the exam, that the Wildwood Park District reimburse me for the expenses incurred.

The expenses are as follows:

Textbook: \$45

CPRP Pre-Exam Prep Classes: \$40

Exam Registration: \$210

Total: \$295.00

Of course, the Board needs to approve and vote on a Continuing Education Policy and/or approve an existing or new budget area for this expense if it so chooses to reimburse me. The existing policy we have is attached to this board packet and will be discussed at the meeting.

Benefits of my CPRP certification to the Wildwood Park District:

1. Having a full-time employee with the District increases the prestige and professional standing of the organization amongst other Districts and inter-governmental partners.
2. You will have the full confidence in me as your Park District Manager that I am fully competent at all roles and nuances that the field demands.
3. The community at large in Wildwood will have an individual managing the District that understands all the needs of the community and how best to be responsible in the District's programming, management, marketing, finance, and so on.
4. Attract quality talent both part-time and full-time down the road in future years.
5. Remain in good standing with IPRA/IAPD and other businesses who would like to work with the District.

Thank you for considering my request,

Respectfully,

Brandon Magnini - Park District Manager

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2021 CPRP Discounted Exam Registration



The Certified Park and Recreation Professional (CPRP) certification is the national standard for all parks and recreation professionals who want to be at the forefront of their profession. Attaining the CPRP designation shows that you have met education and experience qualifications, and illustrates your commitment to the profession as well as your knowledge and understanding of key concepts within parks and recreation. We've partnered with the National Recreation and Park Association to offer a unique opportunity for IPRA members to register for the Certified Park and Recreation Professional exam at a discounted rate. Individuals seeking CPRP certification must meet the prescribed education and experience

requirements through NRPA. Upon approval of eligibility, applicants will have one year (from date of approval) to complete the exam. Demonstrate your commitment to parks and recreation and take your career to the next level by becoming a Certified Park and Recreation Professional!

To sit for the CPRP exam, you must meet the following NRPA eligibility requirements:

- Have received, or are set to receive, a Bachelor's degree from a program accredited by the Council of Accreditation of Parks, Recreation, Tourism, and Related Professions (CAAPRT); **or**
- Have a Bachelor's degree or higher from any institution in recreation, park resources, or leisure services, and no less than 1 year of full-time experience in the field; **or**
- Have a Bachelor's degree or higher in a major other than recreation, park resources, or leisure services, and no less than 3 years of full-time experience in the field; **or**
- Have an Associate's degree, and no less than 4 years of full-time experience in the field; **or**
- High school degree or equivalent, and 5 years of full-time experience in the field

Who Should Test: Professionals from varying special interest groups and levels of experience (1942) (2016) are encouraged to pursue CPRP designation to stay at the forefront of the parks and recreation profession. Additionally, CPRP certification is a pre-requisite for Certified Park & Recreation Executive (CPRE) eligibility.

Eligibility and Test Date: IPRA will submit list of candidates and payments to NRPA on April 1, 2021. NRPA will contact each candidate with instructions to submit eligibility. Once reviewed and accepted, NRPA will provide further information on how to register for the exam, which must be completed within 12 months from approval.

How to Prepare: It is highly recommended attendees participate in an optional CPRP Exam Prep Course and purchase a 5th Edition NRPA CPRP Study Guide. On-line and self-guided courses are available through NRPA, while live interactive courses are offered through IPRA twice per calendar year. To add a study guide to your discounted exam purchase, scroll down to Programs and click Add next to CPRP Study Guide. IPRA will mail books to exam candidates by April 30, 2021.

To Register: Login to your IPRA account, then select "Register Myself". Non-members of IPRA are not eligible to register for this discount.

Fee:	IPRA Member	IPRA Non-Member
Exam	\$213.00	Not Eligible
Study Guide	\$45.00	Not Eligible

Note: Standard application and testing fee through NRPA is \$270 NRPA Member and \$314 NRPA Non-Member. Standard study guide fee is \$45 NRPA Member and \$60 NRPA Non-Member.

Cancellations: Refunds for the exam will be issued to requests received on or before March 21, 2021, less a \$25.00 administrative fee. No refunds will be issued for the exam after the registration deadline, or the study guide.

CEUs: Program is not approved for CEUs (Continuing Education Units) for certifications such as CPRP, CPRE, and CTRP.

Questions: [CLICK HERE](#) to view NRPA's CPRP Exam Candidate Handbook, or contact IPRA Education Director Deane Smith at dsmith@ipra.org.

Price: 140.00

Register Myself

Last day to register is 3/31/2021

My registration status: Not registered

Program

Only display program items in registrant's itinerary

Date Not Specified

Not specified	CPRP Study Guide, 5th Edition, IPRA Edition
	Official Study Guide for the Certified Park and Recreation Professional Examination, 5th ed. Indispensable preparation for the Certified Park and Recreation Professional examination. Includes practice test and bibliography.
Price	45.00

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2019 - 2020
 Member
IPRA
 ILLINOIS PARK & RECREATION ASSOCIATION

Illinois Park & Recreation Association
 530 East Ave., 14 Orange, IL 60225
 708.588.2292

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2021 CPRP Virtual Exam Preparation Program



Certified Park and Recreation Professional, or CPRP, is a national certification program through the National Recreation and Park Association, and it is designed for park and recreation professionals that wish to put their career on the path to success. Achieving and maintaining this nationally-recognized certification illustrates a commitment to professional growth as well as an in-depth understanding of key concepts within the field of parks and recreation. IPRA is offering two virtual exam prep programs with six classes each that will train and prepare participants to sit for the CPRP exams. Each class will focus on a specific learning module found in the CPRP study guide: Human Resources, Communications, Finance,

Program Planning, and Operations. Come learn and network with aspiring CPRP's and join an elite group of professionals that have committed to advancing the field of parks and recreation. Spots are limited!

To attend a CPRP exam prep program and sit for the exam, you must meet the following NARA eligibility requirements:

- Have received, or are set to receive, a Bachelor's degree from a program accredited by the Council of Accreditation of Parks, Recreation, Tourism, and Related Professions (COAPRT), or
- Have a Bachelor's degree or higher from any institution in recreation, park resources, or leisure services, and no less than 1 year of full-time experience in the field, or
- Have a Bachelor's degree or higher in a major other than recreation, park resources, or leisure services, and no less than 3 years of full-time experience in the field, or
- Have an associate's degree, and no less than 4 years of full-time experience in the field, or
- High school degree or equivalent, and 5 years of full-time experience in the field

Who Should Attend: Professionals from varying special interest groups and levels of experience (student and/or 0-20 years) are encouraged to pursue CPRP designation to stay at the forefront of the parks and recreation profession. Additionally, CPRP certification is a pre-requisite for Certified Park & Recreation Executive (CPRE) eligibility.

What to Bring: Study guides are not mandatory but highly recommended to supplement in-class learning and test-preparation. You can borrow a study guide from a colleague or purchase one from IPRA when registering for the exam prep course. To add a study guide to your purchase, scroll down to Program and click Add next to CPRP Study Guide. It will be mailed to you within 3-5 business days of your registration.

Class/Schedule	Series A	Series B	Class Time
Exam History & Prep	Th, Feb 19	Tue, Aug 3	10:00 a.m. - 12:00 p.m.
Communications	Th, Feb 26	Tue, Aug 10	10:00 a.m. - 12:00 p.m.
Finance	Th, Mar 5	Tue, Aug 17	10:00 a.m. - 12:00 p.m.
Human Resources	Th, Mar 12	Tue, Aug 24	10:00 a.m. - 12:00 p.m.
Operations	Th, Mar 19	Tue, Aug 31	10:00 a.m. - 12:00 p.m.
Program Planning	Th, Mar 26	Tue, Sept 7	10:00 a.m. - 12:00 p.m.

To Register: Login to your IPRA account, select "Register Myself", then register for Series A or Series B. If you do not have one, create an account (membership not required), then register for the prep course. Registration deadline for Series A is Friday, February 12, and Series B is Sunday, July 25.

Fee	Series A Member	Series B Member
Exam Prep Course	\$48.00	\$60.00
Study Guide (optional)	\$48.00	\$45.00
Total	\$96.00	\$105.00

Cancellations: Refunds for each exam prep course only will be issued to requests received on or before February 12 (Series A) or July 27 (Series B), less a \$20 administrative fee. No refunds will be issued for the exam prep course after the registration deadline, or the study guide.

CPRE: Program is not approved for CEUs (Continuing Education Units) are for certifications such as CPRE, CPRE, CTRP.

Questions: Contact IPRA Education Director Deane Smith at dsmith@ipra.org

 Where [Online Via Zoom Meetings](#)

Register Myself

Last day to register is 7/27/2021

My registration status: Not registered

Registration Options	Price
<input type="radio"/> Series A Registration - February and March	48.00
<input type="radio"/> Series B Registration - August and September	60.00

Program

 Only display program items in registrant's library

Date Not Specified	
Not specified	<p>CPRP Study Guide, 5th Edition</p> <p>Official Study Guide for the Certified Park and Recreation Professional Examination, 5th ed. Indispensable preparation for the Certified Park and Recreation Professional examination. Includes practice test and bibliography.</p> <p>Price 45.00</p>

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2019-2021

PREFERRED

MEMBER

 Illinois Park & Recreation Association
 536 East Ave., La Grange, IL 60138
 708.343.2298

Recommendations for Treatment Valley Lake – Park District Manager Brandon Magnini

In the following pages, you will find all four of the proposals for Valley Lake Treatment for 2021 Season. You will also find the VLCC's recommendations and report on their preferred treatment company. I would like to briefly state my case below:

I feel strongly that the Wildwood Park District should contract with Clarke Aquatic Services, Inc. for the 2021 Season to treat Valley Lake and do water testing. The Park District has strong history with Clarke and uses them for weed control on Gages, prior Swimmer's Itch issues at Valley Lake, and most recently went out of their way to help myself and the Maintenance Team to troubleshoot aerator pump issues and instructed us how to do seasonal maintenance on them/gave us replacement kits.

Jennifer from Clarke has been a very valuable resource for me and our staff. She is very knowledgeable, and her team at Clarke are very good communicators and on top of every issue. In their proposal, I appreciate how they want to test the water in-season to recommend appropriate bacterial/Phoslock treatments when necessary v. throwing out a large number without knowing the exact needs of the lake year to year. From my understanding, they use the latest technology and are prompt with giving reports to the Park District in full detail when they are done with field work.

Compared to the McCloud Aquatics, and ILM (both of which are exceedingly expensive for what we want) Clarke has a strong, positive history with us. They came out at a moment's notice throughout the summer last year and gave us guidance when Valley Lake was in poor shape.

In summary, I believe that Clarke Aquatic Services Inc. would be my recommendation for the Board to vote on and choose as the treatment company for Valley Lake in 2021. They may be pricier than one other quote; but the value added in creating a partnership and a healthy lake for a long time is worth it.

Respectfully,

Brandon Magnini - Park District Manager

February 10,2021

In summary for the review of contracts the V.L.C.C. committee compared what each company had to offer.

Scientific Aquatics is located close by in Gurnee, it is a small company family owned company in business 60 years doing just lake management. They treat several ponds and nearby lakes here in Lake County. The owner, Nick Gowe treated Valley Lake for over 30 years. All of the residents including many still living on the lake were very happy with the service and results. His contract was ended due to cost cutting in 2008. Mr. Gowe is experienced and very familiar with Valley Lake and its issues. His son and daughter in law are now actively involved as partners in this small family business. They have been quick to respond, have excellent community references and will be the ones actually doing the treatments themselves on our lake.

I.L.M treated Valley lake when Scientific Aquatics was replaced. They did a very bad job, giving us a very low quality of treatments, infrequent visits and very poor communication. Within two years we had excessive algae, shoreline weeds, Duckweed and excessive cattail growth. By the next year the lake had swimmers itch and was not useable for swimming during the next years of ILM's management.

McCloud has been recommended by a similar lake in Mundelein, Loch Lomand. That lake had also been challenged with swimmers itch and has similar run off drain issues similar to Valley Lake. McCloud has been treating that lake successfully and the residents and homeowners association have been pleased with no more swimmers itch and their lake quality, but not so much in the cost. We have had them out to bid before, but they have been significantly more expensive.

Clarke Environmental we are familiar with as they were the first ones to solve our swimmers itch issue. Under their recommendation they treated the lake in 2015 with a copper sulfate treatment at a cost of \$7,5000.00 for the one treatment. We had them bid for yearly contract in 2016 but the cost for their adding the same treatments as the other competing companies was \$30,000.00. Clarke has not given an actual cost of the treatment plan for 2021 as we have asked for of the other companies, leaving us unsure as to what the yearly actual cost can be.

Being fiscally responsible and aware this is taxpayer funds used we are being careful in choosing the lowest comparable bid at this time.

February 10, 2021

The Valley Lake Committee, V.L.C.C. has reviewed 4 proposals for the 2021 Valley Lake Management.

With extensive review by all current active members, the Valley Lake Committee has a recommendation for their choice to submit to the Wildwood Park District Board for their consideration.

The *yearly* contract they have chosen, unanimously is Scientific Aquatics in Gurnee, Illinois

Thank you,

Valley Lake Conservation Committee

Cindy Bundalo

Alicia Corrigan

Marcus LeShock

Dan Bundalo

Michael Majewski

Mike Morse

Subject: Revised Lake Management proposal for Valley Lake
Date: Friday, February 5, 2021 at 2:55:29 PM Central Standard Time
From: Jennifer Biancalana <JBiancalana@clarke.com>
To: Brandon Magnini <bmagnini@wildwoodparkdistrict.com>, Becky Jante <bjante@wildwoodparkdistrict.com>
Priority: High
Attachments: image003.jpg, 2021 Valley Lake- Lake Management program.pdf

Good Afternoon Becky and Brandon,

I have attached our revised proposal for lake management services on Valley Lake in 2021. I am excited to learn that your lake board is interested in developing long term management goals for the lake however, you are missing an important element, current water quality data. This data is required to develop a Phoslock program, an ALUM treatment program, future dredging projects etc.

As your lake management partners in 2021, Clarke will include at no charge water sampling from 4 various locations on the lake along with 3rd party laboratory analysis and reporting. This data is vital in developing long term goals and also understanding what is actually "off balance" in the water. The laboratory we work with will provide an easy to read data report which we will provide to the Park District for your records.

Please review the attached proposal and feel free to contact me with any questions, 630-417-2332.

Thank you

Jennifer

Jennifer Biancalana
Mosquito & Aquatic Control Consultant



Main: 800-323-5727
Fax: 630-443-3070
jbiancalana@clarke.com

Proposal Date: **February 5, 2021**

Valley Lake
c/o Wildwood Park District
Attn: Brandon Magnini
BMagnini@wildwoodparkdistrict.com

RE: 2021 Lake Management program for Valley Lake

Dear Brandon:

Thank you for the opportunity to submit our proposal for summer-long lake management services in 2021. Our comprehensive approach will include inspections and applications targeting invasive weeds, algae, HAB's and swimmers itch from May – September. If weather permits we can schedule additional applications in April and October if needed. Additionally, we will collect water samples at no charge and send them for 3rd party laboratory analysis. This data is vital in creating long term management goals for Valley Lake

Attached is our service proposal for your review. Our approach will include visits every two weeks. at every visit our team will monitor the health of the water including water temperature, dissolved oxygen, pH and alkalinity. We can even test suspicious looking algae for toxic cells. After every visit you will receive an emailed service report which includes detailed information from the inspections including water quality data, chemicals applied, quantities used, species of plants and/or algae and a photo of the lake from each visit.

All Clarke service programs are NPDES compliant. In addition, Clarke carries a comprehensive \$25 million umbrella insurance policy naming the Valley Lake, c/o Wildwood Park District as additionally insured.

If you have questions regarding any aspect of your contract or services, please contact me at 630-417-2332 or jbiancalana@clarke.com.

Thank you for the confidence you have placed in Clarke Aquatic Services. We sincerely appreciate the opportunity to be of service in meeting your aquatic needs.

Sincerely,



Jennifer Biancalana
Control Consultant
Clarke
630-417-2332

CLARKE AQUATIC SERVICES, INC. Aquatic Professional Services Contract (the "Agreement")

Proposal Date: February 5, 2021 (FOR 2021 SERVICE)

Valley Lake
Valley Lake #088827

Thank you for choosing Clarke Aquatic Services, Inc. ("Clarke") for your aquatic management needs. Valley Lake's customized water solutions management program will include customized, targeted services and solutions provided by Clarke. The term of this contract is for the fiscal year January 1, 2021 thru December 31, 2021. The following professional aquatic management program is recommended for Valley Lake.

AQUATIC WEED AND ALGAE CONTROL MANAGEMENT SERVICES

Core Treatment Program: \$9,040.00 annual

Core Treatment Program Scope of Services:

- A maximum of **eight (8)** inspections and treatments, as necessary, for control of algae and invasive aquatic weeds, HAB's and swimmers itch. Inspections and treatments will begin **May** and run through **September**. Clarke will determine the proper treatment program at the time of inspection based on environmental conditions. Reports will be available to customers through the Clarke service portal. Applications may be adjusted to start in April if needed.
- A maximum of **two (2)** properly time applications included to target swimmer's itch. No swimming will be permitted for 12 hours following each swimmer's itch application.
- Clarke will monitor water quality including dissolved oxygen levels, pH, temperature, and alkalinity.
- Any aquatic plants beneficial to an ecologically balanced aquatic system will be preserved. In the event of uniquely problematic vegetation requiring specialized services to control, additional fees may be requested.
- Should any banks become exposed due to water level drawdowns throughout the service program, Clarke will 'spot treat' for exposed nuisance vegetation at no additional cost.
- Standard program does not include removal of plant material. Clarke is also not responsible for lawn or bank maintenance including cutting, treating, or removing grasses or other vegetation above the existing waterline.
- All weed and algae control products used are EPA registered, labeled for aquatic use and applied per label requirements. Weed & algae control products exclude bacteria, phosphorous binders and dyes. All applicators are licensed, state certified aquatic applicators.
- Applications to control swimmers itch will include treatment around the entire perimeter of the lake, along shorelines, extending approximately 40' lakeward (total of 4 acres).
- Treatments will include maximum of 50% of entire waterbody per visit when conditions permit. During periods of high heat and lower oxygen levels, treatments will be reduced to include a maximum of 30% of lake to avoid adverse effects.
- In 2021, Clarke will **INCLUDE water quality sampling and laboratory analysis from 4 sites on the lake. This data will help us to develop long-term management strategies for Valley Lake (valued at \$2,380.00). Final data report will be provided to Wildwood Park District.**
- Optional baseline water and sediment testing available (both tests recommended every 3-5 years):
 - Water quality tests will be billed at \$595 per sample (3 samples per collection)
 - Comprehensive sediment testing at \$885 per sample. (2 samples per collection)

Clarke Standard Terms

1. **TERM AND TERMINATION:** The term of the Agreement shall commence on the date when both parties have executed this Agreement and shall continue for a period ending on December 31st, 2021 (the "Initial Term"). If a party hereto fails to comply with a provision of this Agreement, then the other party shall have the right to terminate this Agreement if it gives written notice of the default to the defaulting party and the defaulting party fails to cure the default within sixty (60) days of receipt of said notice; provided that for payment related defaults the defaulting party must cure such default within five (5) days of receipt of a notice of default.
2. **Price Increase:** The first day of the month following the initial term (a "Price Increase Date"), the price can be increased by a percentage which shall not exceed the greater of the percentage increase of the consumer price index during the year which immediately precedes the Price Increase Date or five percent (5%). Clarke may petition Valley Lake at any time for an additional rate adjustment on the basis of extraordinary and unusual changes in the cost of operations that could not be reasonably foreseen by a prudent operator. New areas to be covered will be pro-rated to the program cost at the rates in effect at the time.
3. **Property Damage/Limitation on Claims:** Allegations of property damage resulting from the services rendered by Clarke must be submitted in a written report with pictures included, filed directly with respective Account Manager within fifteen (15) days. Clarke will review the report, determine a fair and equitable resolution, and respond within a timely manner. Valley Lake agrees that any claims Valley Lake has against Clarke must be filed within one (1) year from the date of termination of this Agreement.
4. **Confidentiality:** For purposes of this Agreement, confidential information ("Confidential Information") shall mean all proprietary, secret or confidential information or data relating to Clarke and its operations, employees, services, and Valley Lakes. Valley Lake acknowledges that Clarke may disclose Confidential Information to Valley Lake in connection with this Agreement. If Valley Lake receives Confidential Information it shall: (a) maintain the Confidential Information in strict confidence; (b) use at least the same degree of care in maintaining the secrecy of the Confidential Information as Valley Lake uses in maintaining the secrecy of its own proprietary, secret or confidential information, but in no event less than a reasonable degree of care; and (c) return or destroy all documents, copies, notes or other materials containing any portion of the Confidential Information upon request by Clarke. Confidential Information shall not include any information which: (a) was known to Valley Lake before receipt, directly or indirectly, from Clarke; (b) is lawfully obtained, directly or indirectly, by Valley Lake, from a person or entity other than Clarke, under no obligation of confidentiality; (c) is or becomes publicly available other than as a result of an act or failure to act by Valley Lake. To the extent Confidential Information is required to be disclosed by Valley Lake by applicable law or legal process, Valley Lake shall promptly notify Clarke to allow Clarke to contest such disclosure.
5. **NPDES Permit:** A National Pollutant Discharge Elimination System (NPDES) permit is necessary for the execution of the work for aquatic control services effective October 31, 2011. Clarke will maintain all required licenses and permits and fulfill reporting requirements, including those under the new NPDES permit, for the duration of the term of the Agreement. Any additional/unforeseen costs associated with activities and/or services that may be required by Clarke in order to comply with an NPDES permit are not included in this proposal.
6. **Limitation of Liability:**
 - a. NEITHER PARTY WILL BE LIABLE TO THE OTHER PARTY FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL OR INCIDENTAL DAMAGES OF ANY KIND, INCLUDING, WITHOUT LIMITATION, ANY LOSS OF PROFIT, LOSS OF USE, OR BUSINESS INTERRUPTION, BASED ON ANY CLAIM UNDER THIS AGREEMENT, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
 - b. TO THE EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL THE LIABILITY FOR DAMAGES HEREUNDER OF CLARKE EXCEED THE AMOUNTS ACTUALLY PAID TO CLARKE BY VALLEY LAKE.
7. **Governing Law/Venue:** This Agreement shall be construed in accordance with and shall be governed by and enforced under the laws of the State of Illinois, United States of America, without regard to its conflict of laws principles. All

cases or controversies arising out of or related to this Agreement shall be filed exclusively with any court within the County of Kane, Illinois, United States of America, with respect to any state court action, and within the City of Chicago, Illinois, United States of America, with respect to any federal court action; provided, however, that each Party shall have the right to file documents in other courts to enforce a judgment obtained in the Illinois courts. Each Party hereto consents to the jurisdiction of the Illinois courts and waives any argument that the Illinois courts are not convenient.

8. **Entire Agreement:** This Agreement constitutes the complete understanding between the parties hereto and supersedes any prior understandings whether written or oral between the parties relating to the subject matter hereof.

9. **Program Payment:** (Please provide the required information below to process payment.)

We accept the following (please circle one): VISA MASTERCARD DISCOVER AMERICAN EXPRESS

Name of Credit Card holder _____

Credit Card #: _____ Exp Date: _____

SIGNING AND RETURNING this document authorizes Clarke to perform the services stipulated within this Agreement. By signing this document, I acknowledge I have the authority to authorize Clarke to perform the services for **Valley Lake**.

PRINT VALLEY LAKE NAME: _____ TITLE: _____

VALLEY LAKE SIGNATURE: _____ DATE: _____

CLARKE SIGNATURE:  _____ DATE: February 5, 2021

CLIENT INFORMATION
VALLEY LAKE

PLEASE ASSIST US IN MAINTAINING OUR RECORDS BY COMPLETING THE FOLLOWING:

BILLING ADDRESS:

Name: _____

Property Management Company (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____ County: _____

Office Phone: _____ Cell: _____ Fax: _____

Accounts Payable E-Mail: _____ Accounts Payable Contact _____

****To be more sustainable, we ask you provide an Email address the invoices should be sent to****

***TREATMENT ADDRESS (if different from above):**

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____ County: _____

CONTACT PERSON FOR VALLEY LAKE:

Name: _____ Title: _____

Office Phone: _____ Cell: _____ Fax: _____

E-Mail: _____

ALTERNATE CONTACT PERSON FOR VALLEY LAKE:

Name: _____ Title: _____

Office Phone: _____ Cell: _____ Fax: _____

E-Mail: _____

WATER BODIES USED FOR IRRIGATION:

Numbers/Names: _____

Please sign and return a copy of all pages of this completed Agreement to:

Clarke Aquatic Services, Inc.
Attention: Jennifer Biancalana
675 Sidwell Court
Saint Charles, IL 60174
Phone: 630-417-2332 Fax: 630-443-3070
jbiancalana@clarke.com

Subject: RE: Lake Management Services for Valley Lake
Date: Thursday, January 28, 2021 at 8:37:26 AM Central Standard Time
From: Jennifer Biancalana <JBiancalana@clarke.com>
To: Brandon Magnini <bmagnini@wildwoodparkdistrict.com>
CC: Dan Bundalo <dbundalo@wildwoodparkdistrict.com>
Attachments: image001.jpg, image006.jpg

Good Morning Brandon,

I am glad to hear that you are thinking long-term on improving the health of the water. These are all tools that we use and recommend in the right situations. I have a couple questions for you. What goals are they trying to accomplish with alum, Phoslock & bacteria? If it is to reduce the phosphorus and aid in preventing future harmful algal blooms (HABs), the alum treatment alone may help with this as it strips the water column and then settles at the bottom.

When it comes to aluminum sulfate (ALUM) and Phoslock, they are AMAZING treatments and VERY expensive! These are prescription applications meaning that we would collect current water and sediment samples (in the spring) and send them out for laboratory analysis to determine what we are targeting in the water (excesses phosphorus, nitrogen, metals, etc). From there the product manufacturer would write us a prescription application based on what we are targeting in the water.

What is your interest in bacteria products? These are also good treatments for the lake; they are made up of a blend of natural bacteria and enzymes which help to break down and neutralize the excess nutrients in the water. This is a very slow process and you may not see a measurable difference in the water quality for many years. We too have a prescription process for the bacteria. We collect water samples in the spring, send them for laboratory analysis and the product developer will create a custom bacteria blend specific for Valley Lake.

As part of our goals for Valley Lake, we plan to collect current water samples and develop long-term goals with you. Until we have a better understanding of what nutrients are off-balance in the water, we'll want to wait before throwing cost estimates to you. Our plan was to get on the lake this summer (if we win your business this year) and then develop a plan.

I understand that you are trying to collect apples-to-apples comparisons here however we want to approach a large project like nutrient mitigation correctly. Unfortunately I can not provide a price estimate at this time however we do plan to incorporate these recommendations into our lake management program once we are on the lake and can collect current water quality data.

Please let me know if you have any questions or would like to discuss the project further, 630-417-2332.

Thank you!

Jennifer

Jennifer Biancalana
Mosquito & Aquatic Control Consultant



Main: 800-323-5727

are needed. This is better for your budget and also helps us to learn what the lake actually needs. For 2021, we have outlined a summer long lake management program.

I mentioned to Matt that our Water Resource Manager, Luke Britton will be in town next week and I would like to bring him by Valley Lake to bring him in on the project and also so he can see the lake in person. If you are available Tuesday afternoon, I would like for you to meet him. Luke has almost 30 years in the Lake Management/aquatics industry under his belt and is a wealth of information! We will be in the area between 1- 2p.m. on Tuesday, let me know if you are available to meet up.

Please review the attached information and feel free to contact me directly at 630-417-2332.

Thank you

Jennifer

Jennifer Biancalana
Mosquito & Aquatic Control Consultant



Main: 800-323-5727

Fax: 630-443-3070

jbiancalana@clarke.com



SCIENTIFIC AQUATIC WEED CONTROL, INC.

16525 ORCHARD VALLEY DRIVE

GURNEE, ILLINOIS 60031

847-662-5370

847-662-5392 FAX

nick.gowe@yahoo.com

www.scientificaquaticweedcontrol.com

**PROPOSAL
11/19/20**

PROPOSAL SUBMITTED TO:

DAN BUNDALO
33419 N GREENTREE RD
GRAYSLAKE, IL 60030

WORK TO BE PERFORMED AT:

VALLEY LAKE

EMAIL: danbundalo@rocketmail.com
INVOICE: WILDWOOD PARK DISTRICT
33325 SEARS BLVD
WILDWOOD, IL 60030

RES.
BUS.
CELL. 708-638-6189 CINDY BUNDALO
FAX.

WE HEREBY PROPOSE TO FURNISH ALL THE MATERIALS AND PROVIDE ALL THE LABOR AND EQUIPMENT NECESSARY FOR THE COMPLETION OF:

LAKE MAINTENANCE:

ALGAE CONTROL FOR THE SUMMER SEASON APRIL 15 THROUGH SEPTEMBER 15, 2021.

BACTERIA APPLICATION:

TREATMENTS EVERY OTHER WEEK APRIL 15 THROUGH SEPTEMBER 15, 2021.
CUSTOM BLENDS OF NATURAL BACTERIA AND ENZYMES DESIGNED SPECIFICALLY TO INCREASE WATER CLARITY AND REDUCE THE BUILD-UP OF DEAD ORGANIC DEBRIS OR 'MUCK'.

SWIMMER'S ITCH TREATMENT:

A MINIMUM OF 3 APPLICATIONS OF COPPER SULFATE TO CONTROL SWIMMERS ITCH EARLY IN THE MONTHS OF JUNE, JULY, AND AUGUST.

PHOSLOCK APPLICATION USING 55 POUND BAGS

RECOMMENDED: 2 TREATMENTS IN 4 ACRES OF THE LAKE CONCENTRATING IN THE SHORELINE AREA AND PROBLEM AREAS, LIKELY TO BE THE SOUTH END AND AROUND INLET, WITH EACH APPLICATION SUGGESTED AMOUNT OF 8 BAGS AT A RATE OF 2 BAGS PER ACRE.

***APPROVAL WILL BE REQUESTED PRIOR TO APPLICATION. AMOUNT AND FREQUENCY CAN BE ADJUSTED. REMOVES PHOSPHORUS FROM THE WATER COLUMN AND SEDIMENT IMPROVING WATER QUALITY.*

MAINTENANCE OF AERATION EQUIPMENT FOR THE 2021 SUMMER SEASON:

INCLUDES LABOR, CLEANING AND FILTER CHANGES FOR 2 COMPRESSORS, AND BASIC SYSTEM REPAIR. REPLACEMENT COMPRESSORS OR PARTS WILL BE AN EXTRA CHARGE IF NEEDED AND APPROVED.

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED AND THE ABOVE WORK IS TO BE PERFORMED IN ACCORDANCE WITH THE SPECIFICATION SUBMITTED FOR THE ABOVE WORK AND COMPLETED IN WORKMANLIKE MANNER FOR THE SUM OF:

\$ 6,432.00 LAKE MANAGEMENT – MAINTENANCE, AND BACTERIA AND SWIMMER'S ITCH TREATMENTS
\$ 2,160.00 PHOSLOCK RECOMMENDED AMOUNT OF 8 BAGS PER APPLICATION @ \$ 270.00 PER BAG
\$ 485.00 AERATION MAINTENANCE

WITH PAYMENTS TO BE MADE AS FOLLOWS:

LAKE MANAGEMENT: \$ 3,800.00 DUE APRIL 15 WITH BALANCE DUE AUGUST 16, 2021.

PHOSLOCK: COMPLETION OF APPLICATION.

AERATION MAINTENANCE: DUE APRIL 15.

ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. WE CARRY LIABILITY INSURANCE. WE SHALL ADHERE TO ALL REGULATIONS OF THE DEPARTMENT OF AGRICULTURE.

RESPECTFULLY SUBMITTED

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS.

ACCEPTANCE OF PROPOSAL

THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

DATE ACCEPTED _____ SIGNATURE _____

SIGNATURE _____



705 E. North St.
 Elburn, IL 60119
 847-891-6260
 www.mccloudaquatics.com

Estimate
 31598 REV
 1/27/2021

Billing

Wildwood
 33419 Green Tree
 Grayslake, IL 60030

Service Location

33419 Green Tree
 Grayslake, IL 60030

*****IMPORTANT*****

MUST CIRCLE APPROPRIATE ANSWERS - Is pond(s) water used for IRRIGATION? YES or NO

*****PLEASE CHOOSE ONE PAYMENT METHOD BELOW AND CIRCLE:*****

1. **5% ANNUAL PRE- PAYMENT DISCOUNT** (Valid on "STANDARD POND/LAKE "CONTRACTS" only. EXCLUDES equipment sales/repairs &/or application services. The 5% DISCOUNT will be REFLECTED on the INVOICE. Payment MUST BE RECEIVED by March 31st, 2021. NO EXCEPTIONS WILL BE GRANTED. Offer not valid with other "discounts" given.
2. **SINGLE PAYMENT & will be invoiced on the 1st of April, upon receipt of signed contract and is due upon receipt.**
3. **TWO PART PAYMENT** (Valid on vegetative pond contracts only, EXCLUDES EQUIPMENT & APPLICATION services). Invoiced on the 1st of April & June and is due upon receipt. (A 3% surcharge will be added to the contract amount for a two-part payment).
4. **CONTRACTS RECEIVED AFTER JULY 31ST, MUST BE PAID IN FULL, PRIOR TO START OF SERVICE.**

Qty	Item	Description	Amount	Total
	Standard Pond/Lake...	Treat for Algae/Chara with inspections that focus on harmful algae blooms (HAB's) along with submerged weeds and invasive species. Period of Control: April 15th through October 15th with a minimum of 12 service visits per full season. Refer to Scope Of Service for additional details.	9,080.00	9,080.00
2.00	Other	Swimmers Itch application utilizing copper sulfate. (per application) No guarantee of treatments due to the nature of the parasite. There are too many outside factors for reintroduction of the parasite that causes "swimmers itch". Treatment is recommended to be done late June early July. Treatment is not to exceed a maximum of 6 acres of water and the target area is the shoreline. Per the label from the manufacturer, no more than 2 treatments are allowed annually.	750.00	1,500.00
2.00	Diffused Air Start Up	Start Up includes: Filter Replacement, lubrication of cooling fans, removal of debris from enclosure and vents, balancing of airflow from diffuser heads. INCLUDED WITH OUR STANDARD SERVICE. In Season Repairs: If system is not working, please notify McCloud Aquatics. There is a minimum \$125.00 service charge for travel and trouble shooting. Any additional charges will require approval before any repairs are made.	0.00	0.00

Sales Tax (8.0%)

Total

Sales Rep
DP

Signature/Date



705 E. North St.
 Elburn, IL 60119
 847-891-6260
 www.mccloudaquatics.com

Estimate
 31598 REV
 1/27/2021

Billing

Wildwood
 33419 Green Tree
 Grayslake, IL 60030

Service Location

33419 Green Tree
 Grayslake, IL 60030

*****IMPORTANT*****

MUST CIRCLE APPROPRIATE ANSWERS - Is pond(s) water used for IRRIGATION? YES or NO

*****PLEASE CHOOSE ONE PAYMENT METHOD BELOW AND CIRCLE:*****

1. **5% ANNUAL PRE-PAYMENT DISCOUNT** (Valid on "STANDARD POND/LAKE "CONTRACTS" only. EXCLUDES equipment sales/repairs &/or application services. The 5% DISCOUNT will be REFLECTED on the INVOICE. Payment MUST BE RECEIVED by March 31st, 2021. NO EXCEPTIONS WILL BE GRANTED. Offer not valid with other "discounts" given.
2. **SINGLE PAYMENT & will be invoiced on the 1st of April, upon receipt of signed contract and is due upon receipt.**
3. **TWO PART PAYMENT** (Valid on vegetative pond contracts only, EXCLUDES EQUIPMENT & APPLICATION services). Invoiced on the 1st of April & June and is due upon receipt. (A 3% surcharge will be added to the contract amount for a two-part payment).
4. **CONTRACTS RECEIVED AFTER JULY 31ST, MUST BE PAID IN FULL, PRIOR TO START OF SERVICE.**

Qty	Item	Description	Amount	Total
2.00	Diffused Air Shut Do...	Shut Down includes: Cleaning of cabinet which is left on site, pressure check air lines, complete shutdown of system. INCLUDED WITH OUR STANDARD SERVICE.	0.00	0.00
	Water Enhancement...	** Recommended Services** Water Quality Enhancement Standard Monthly Program May - September. Whole Lake	4,240.00	4,240.00
	Phoslock Application	One time application for Phosphorus binding agent. Maintenance Rate 165 lbs. per acre.	13,430.00	13,430.00
	Customer Discount	Discount for New Customer - Phoslock Application, 1st year signing only.	-10.00%	-1,343.00
		Estimate is for the 2021 & 2022 seasons. Per season price.		

Our quotation is based on access of your lake/pond via our trailered boat and equipment, your current irrigation status, and reflects the entire cost of labor, equipment, chemical, insurance, state and local licensing, NPDES permit, and guarantee. (No guarantee for ponds with average depth less than 2 feet or no boat access).

Estimate is only valid for 30 days from the date of quote. We reserve the right to revoke (or null) the proposal if not accepted within 30 days.

See attached for Scope of Service & Terms and Conditions.

Signature/Date _____

Sales Tax (8.0%) \$0.00

Total \$26,907.00

Sales Rep
DP



10/23/2020

Wildwood Park District
33325 N. Sears
Wildwood, IL 60030

Dear Wildwood Park District,

Thank you for providing ILM the opportunity to partner with you in the enhancement of Valley Lake. Park Districts like yourself have relied on ILM for over 25 years to produce the results they want for their aquatic resources. We welcome the opportunity to care for and enhance Valley Lake and will do so with the professionalism and quality standards which you expect.

It is ILM's understanding you are seeking to maintain a clear lake free of algae. If there are any other specific goals, we can adjust our recommendation to achieve them.

We are recommending a standard, cost effective plan that consists of bi-weekly maintenance visits throughout the growing season. These visits will begin in May and conclude in August for algae control (including planktonic). Maintenance visits will include monitoring the lake for algae growth and treating the lake with an algaecide as needed. Based on our observations during these visits, we may make recommendations to modify the services or techniques if we feel this plan is not effective or you would be better serviced with another approach.

Other services included in this proposal is a monthly application of Bacteria and Enzyme product to help reduce organic material in the lake and three Aluminum Sulfate applications to help bind nutrients and clarify the water column.

Our team of field technicians all have college degrees and are licensed applicators by the Illinois Department of Agriculture. They are skilled at using the processes and tools we have with specific applications to each property they care for. They are supported by a highly skilled ILM Client Relationship team who ensure that your needs are met using all our resources. To keep you informed of the progress of the site, our field technicians generate a report (which is emailed to you) following each service summarizing their findings and treatment.

Again, thank you for considering ILM to partner with for your aquatic resources needs. If this proposal is not exactly what you are looking for please let me know and we can adjust as needed. Please don't hesitate to reach out with any questions and I look forward to hearing from you.

Sincerely,

Kelley Blake
Environment Manager-ILM
224-480-4247
kblake@ilmenvironments.com

info@ilmenvironments.com | ilmenvironments.com
110 Le Baron Street, Waukegan, IL 60085 (847) 244-6662



Proposal

#P4157

10/22/2020

ILM
110 Le Baron St
Waukegan IL 60085

PH: 847.244.6662
Info@ilmenvironments.com

Bill To
Wildwood Park District
33325 N. Sears Boulevard
Wildwood IL 60030
United States

Contract Start Date: May 2021
Contract End Date: August 2021
Submitted To: Wildwood Park District : Brandon Magnini
SITE: Valley Lake
Project: 2021 Valley Lake Management
Environment Manager: Kelley Blake

Item	Visits	Price Per Visit	Amount
Algae Control Price includes bi-weekly visits for diagnostic monitoring, minor trash removal, and applications of industry-standard products to treat algae. Includes the elimination/reduction of planktonic algae blooms. May-August	8	\$671.87	\$5,374.96
Bacteria and Enzyme Treatment Application of bacteria and enzymes to reduce sediment, nutrients, and minimize algal growth. Price includes four monthly applications May-August.	4	\$418.75	\$1,675.00
Nutrient Deactivation/Water Clarification Application of Alum to bind with phosphorus and other suspended particles to help reduce algae growth and improve water clarity. Monthly May-July	3	\$1,035.58	\$3,106.74
Miscellaneous Application of appropriate product to treat swimmers itch in 4-acre area by beach. This treatment can be completed twice a year and swimmers should stay out of water for 12 hours after treatment is completed. *Larvae swim and can come from other untreated areas after treatment.	1	\$937.47	\$937.47
		Subtotal	\$11,094.17
		Discount Item	
		Total	\$11,094.17

By: _____ Date _____

Kelley Blake

Accepted: _____ Date Accepted _____

By signing I agree to ILM's standard terms and conditions

Proposal

#P4157

10/22/2020



ILM
110 Le Baron St
Waukegan IL 60085

PH: 847.244.6662
Info@ilmenvironments.com

Subject: Fw: Commissioner expirations
Date: Wednesday, February 3, 2021 at 12:25:06 PM Central Standard Time
From: Becky Jante <bjante@wildwoodparkdistrict.com>
To: Brandon Magnini <bmagnini@wildwoodparkdistrict.com>
Attachments: image006.png, image007.png, image008.png

Brandon -

Here is what Kathy had sent to me. I think the policy is just very vague.....we need to clarify that the term is one year and the term limit is two years. Not everyone that is President/Vice President/Treasurer has to do it for two years, but that would be the maximum time. We would need to state that it doesn't apply to Secretary, as long as it is an employee of the Park District, which only seems to make sense.

I think we should come up with a suggested policy and vote it on it at the February meeting.

Becky

From: Wildwood Park District Accounting <accounting@wildwoodparkdistrict.com>
Sent: Sunday, October 18, 2020 5:12 PM
To: Becky Jante <bjante@wildwoodparkdistrict.com>
Subject: Commissioner expirations

Becky,

I'm looking at my notes from our phone call last Thursday and I'm not sure about something I wrote.

I made a note #3 Timeline on Election next year from website. I'm thinking I was going to look on the website and note when each commissioner was elected and when their term expired, but I also recall us talking about appointments being for two years. This is what I found in the WPD Board of Commissioners Manual, which is located on the shared drive that all of the board members should be able to access, from what I understand:

[> Wildwood Park District > Wildwood Park District Staff - Documents > Manuals > Manuals & Handbooks Current](#)

OFFICERS OF THE BOARD

The officers of the Board shall be President, Vice President, Secretary and Treasurer (Code, Section 4-8). The Board shall elect a President and Vice President from their members at the annual meeting of the Board. The terms of office shall be one year, or until their successors are elected, and shall become effective immediately following their election at the annual meeting held in May each year. (Code 70 ILCS 1205/4-8).

- 5.01 President:** The President shall be executive officer of the Board. The duties of the President shall include, but not be limited to, presiding at all meetings when present, to sign all documents authorized by the Board, to see that all ordinances of the Board are enforced and that all orders of the Board are faithfully executed

and to exercise general supervision of all officers and employees and over the business and property of the District, subject to the direction of the Board. (Code, 70 ILCS 1205/4-9).

5.02 **Vice President:** In the absence of the President, or in the event of his/her refusal or inability to act, shall be vested with the powers to perform the duties of the President. The Vice President shall in addition oversee the Maintenance Supervisor.

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5.03 **Secretary:** The Secretary shall keep the corporate seal and all books and records pertaining to their office, shall attest and affix the corporate seal to all instruments requiring such action when authorized by ordinance or vote of the Board. The Secretary shall give notice of and attend all meetings of the Board and keep a full and true record of the Board proceedings, including all ordinances passed, supervising elections and referenda within the District, and performing such other duties as usually pertain to his/her office, as are required by law, or as may be delegated to him/her by the Board.

5.04 **Treasurer:** The Treasurer shall be the chief financial officer and shall report to the Board all receipts and disbursements and submit such financial statements and detailed information as may be required by the Board. The Treasurer will be one of the bank signers to sign all payable checks as needed. The Treasurer shall advise the Board on financial policies, practices and investments. The Treasurer shall have the power and responsibility to invest the Park District's funds in a manner consistent with the Investment Policy adopted by the Board of Commissioners and the Illinois Public Funds Investment Act (30 ILCS 235/1, et seq.)

I know we talked about you and Matt serving 2 year terms as Pres & VP respectively. Anna has been Treasurer 3 years. That's not what the board manual states, rather one year positions. Two years seems more reasonable as it takes a while to get up to speed with any position. During the slower times of the year the board may want to take some time to review the Board of Commissioners Manual and make changes to it as necessary.

From the WPD website Dan's term expires 2021, Anna in 2023, the open position in 2023, Matt & Becky in 2025.

Can't imagine what else I could have meant with my note. I'll be at a client Monday until about 4ish, then home for a quick bite and plan on heading to WPD about 6. I won't have much of a chance to get into any other work before the meeting. If you need something before the meeting, I suggest you call me on my personal cell at 847-651-6839 as that is always within reach.

See you Monday!

Kathy Atkins
Accountant

Wildwood Park District
33325 N. Sears Blvd.
Wildwood, IL 60030
847-223-7275
Cell: 224-723-3031