

**Wildwood Park District  
Regular Board Meeting  
33325 N. Sears Boulevard, Wildwood, IL 60030  
Monday, March 18<sup>th</sup>, 2025, 7:00pm  
In-Person at Rule House**

Consistent with the requirements of the Illinois Compiled Statutes  
5 ILCS 120/1 through 120/6 (Open Meetings Act), notices of this meeting were posted.  
Location of the meeting: Rule House, 33325 N. Sears Boulevard, Wildwood, IL 60030

**AGENDA**

- I. Call to Order - Pledge of Allegiance**
- II. Roll Call**
- III. Approval of Agenda – Regular Board Meeting – Monday, March 18<sup>th</sup>, 2025**
- IV. Approval of Minutes**
  - A. Minutes of the Regular Board Meeting – Tuesday, February 18<sup>th</sup>, 2025**
- V. Matters from the Public**
- VI. Financial Report**
- VII. WSRA**
- VIII. GLCC Report**
  - I. 2025-2026 GLCC WPD Services Agreement**
- IX. Valley Lake Report**
  - I. Valley Lake Treatment Proposals/Presentations**
- X. Staff Reports**
  - A. Recreation/Administration**
  - B. Maintenance**
  - C. Marketing/Promotions**
- XI. Unfinished Business**
  - A. Pebble Beach Park Shoreline Stabilization Native Plants Design Proposal**
  - B. Tree Inventory Initiative/Proposals**
  - C. Park Entry Sign Proposals**
- XII. New Business**
  - A. FY 2025-2026 Tentative Budget**
  - B. WPD Park Ordinance Update Electric Scooters and E-Bikes in Parks for Approval**
  - C. WPD Park Ordinance Update Alcohol in Parks (Third-Party Sales in Parks at District Events) for Approval**
  - D. Approval of American Litho Quote 2025 Summer Brochure**
- XIII. Other Business**
- XIV. Matters from the Public**
- XV. Closed Session**
  - A. Personnel 5 ILCS 120/2 ( C ) (1)**
- XVI. Adjournment**

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

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

**Key rules governing participation**

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

**Wildwood Park District  
Regular Board Meeting  
Rule House 33325 N. Sears Boulevard Wildwood, IL 60030  
February 18<sup>th</sup>, 2025, at 7:00pm**

**Minutes**

- I. Call to Order:** The meeting was called to order at 7:00pm. The Pledge of Allegiance was recited.
- II. Roll Call:**  
**Present:** Commissioners Becky Jante, Matt Brueck, Anna Nelson, Doug Dietzen, Dan Corrigan  
**Absent:** None
- Park District Staff Present:** Brandon Magnini, Executive Director, Katherine Atkins, Accountant.
- III. Approval of Agenda – Regular Board Meeting – Tuesday, February 18<sup>th</sup>, 2025**  
**A.** President Jante entertained a motion to approve the Agenda of the Regular Board Meeting of Tuesday, February 18<sup>th</sup>, 2025, as presented. So moved, Commissioner Nelson. Seconded, Commissioner Corrigan. All in favor, motion carries.
- IV. Approval of Minutes**  
**A. Minutes of the Regular Board Meeting – Monday, January 13<sup>th</sup>, 2025**  
President Jante entertained a motion to approve the Minutes of the Regular Board Meeting of Monday, January 13<sup>th</sup>, 2025. So moved, Commissioner Dietzen. Seconded, Commissioner Nelson. All in favor, motion carries.
- V. Matters From the Public**  
No matters from the public.
- VI. Financial Report**  
The Financial Report was read. President Jante entertained a motion to accept the Financial Report as presented. So moved, Commissioner Corrigan. Seconded, Commissioner Brueck. Roll Call: Commissioner Jante, aye, Commissioner Brueck, aye, Commissioner Nelson, aye, Commissioner Dietzen, aye, Commissioner Corrigan, aye. All in favor, motion carries.
- VII. WSRA:** Next meeting is March 10, 2025. Susie Kuruvilla has announced her retirement as the Executive Director of the Gurnee Park District effective April 30<sup>th</sup>, 2025. Susie represents the Gurnee Park District on the WSRA Board.
- VIII. GLCC**  
The GLCC Meeting Minutes from October 2024 were included in the Board Packet in addition to their February Meeting Agenda and Financials. The 2025 Aquatic Invasive Management Program proposals (TIGRIS and Solitude) were also included. Discussion. Commissioner Brueck reiterated the relationship that the GLCC and WPD has had with Jennifer Biancalana over the years and her current involvement in TIGRIS. Commissioner Brueck was initially skeptical of the efficacy of the Sonar treatment as it had poor results back in the early 2000's and negatively affected the native plants and as a result quality of fishery. Since then, the science and treatment methods for Sonar have greatly improved. He put Jennifer on the spot at the February GLCC Meeting during her presentation and felt that she handled the tough questions well in respect to the efficacy of the Sonar. He trusts her and has no issue contributing financially to the TIGRIS Sonar proposal. Commissioner Dietzen echoed similar sentiments and felt assured that this treatment would not destroy the native plants in the lake. Director Magnini reached out

to the lake management group for Duck Lake; and they spoke positively on the Sonar treatment for their lake which had similar issues with the Eurasian Water Milfoil invasion. The GLCC voted to approve the TIGRIS Sonar treatment proposal for a total of \$28,880.00 at their February Meeting. Discussion. President Jante entertained a motion to approve an up to amount of \$14,440.00 that the Park District would contribute to the overall treatment. So moved, Commissioner Brueck. Seconded, Commissioner Dietzen. Roll Call: Commissioner Jante, aye, Commissioner Brueck, aye, Commissioner Nelson, aye, Commissioner Dietzen, aye, Commissioner Corrigan, aye. All in favor, motion carries. President Jante requested that the WPD/GLCC Services Agreement for FY 25-26 be placed on the Agenda for the March Meeting to approve.

**IX. Valley Lake Report**

Nothing new to report. Director Magnini will be pursuing proposals for the 2025 treatment season to present at the March meeting for review and approval. Park District will not budget for beneficial bacteria this year and pivot to the SePro phosphorous socks/bags for nutrient management.

**X. Staff Reports**

**A. Recreation/Administration**

The Recreation/Administration Report was read. Discussion.

**B. Maintenance**

The Maintenance Report was read. Discussion.

**C. Marketing/Promotions**

The Marketing/Promotions Report was read. Discussion.

**D. 2025 IPRA/IAPD Soaring to New Heights Conference Report**

Conference Reports from Commissioner Anna Nelson, Maintenance Lead Michael Dykes, and Marketing/Special Events Coordinator Maggie Woznick were reviewed. The attendees walked away with a wealth of information to apply to their roles at the Wildwood Park District. Topics included handling invasive weeds, legal/legislative updates, First Amendment audits, best practices in tree planting, event/festival/parade security, engaging youth in recreational activities, harnessing potential of your 501 C3 Nonprofit (Foundation), 2025 grant outlooks, and lake management strategies presented by ILM through the Mundelein Park District as a case study amongst others.

**XI. Unfinished Business**

**A. Pebble Beach Park Shoreline Stabilization Project**

Continued discussions were had regarding native plant choice and options to explore in the spring to complete the shoreline project.

**XII. New Business**

**A. Atkins Accounting Contract Review**

Katherine Atkins presented the Atkins Accounting updated engagement letter notifying the Board of an increase in price of her services. Hourly rate will be increasing to \$40 per hour effective May 1, 2025 (currently \$35 per hour). President Jante entertained a motion to approve the Atkins Accounting rate increase as presented at \$40 per hour effective May 1, 2025. So moved, Commissioner Brueck. Seconded, Commissioner Corrigan. Roll Call: Commissioner Jante, aye, Commissioner Brueck, aye, Commissioner Nelson, aye, Commissioner Dietzen, aye, Commissioner Corrigan, aye. All in favor, motion carries

**B. Tree Inventory Proposals**

Initial proposals for a parks-wide tree inventory and accompanying software was presented. Proposals were procured from Bartlett Tree Experts and Davey Tree. Discussion. Commissioner Dietzen asked Staff to look further into the pros/cons and possible benefits of conducting a tree inventory and the accompanying software. President Jante reiterated Commissioner Dietzen's request. Director Magnini stated he would conduct outreach to other municipalities for their information on the subject and



request that an arborist representative be on-site for the March Meeting to answer Board questions. Item tabled to March Meeting.

**C. Old Plank Park Entry Sign Proposal**

A proposal from North Shore Signs of Chicago for a new park entry sign at Old Plank Park was presented. Sign would be made of sandblasted high-density urethane (HDU) material, contain the Park name, WPD logo, web address/phone number, and measure 4'x 2' installed on 4'x4' wood posts by our staff in-house. Discussion. Park District Staff will go back and obtain additional quotes and art renderings for all 8 desired Park entry signs together (Old Plank, Willow Point, Pebble, Sunset, Twin Lakes, Valley North, Valley South x2). Discussion. Item tabled to March Meeting.

**Other Business**

-No other business

**XIV. Matters from the Public**

No further matters from the Public.

**XV. Closed Session**

-The Board did not move into Closed Session.

**XVII. Adjournment**

President Jante moved to adjourn the Regular Board Meeting of Tuesday, February 18<sup>th</sup>, 2025, at 8:05pm. So moved, Commissioner Brueck. Seconded, Commissioner Dietzen. All in favor, motion carried. Meeting adjourned at 8:05pm.

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**Secretary**  
**Board of Park Commissioners**

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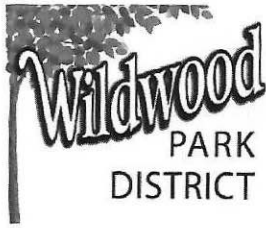
**President**  
**Board of Park Commissioners**

**Date:**

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**Date:**

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Wildwood, IL 60030  
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TO: Board of Commissioners  
CC: All Staff  
FROM: Brandon Magnini, Executive Director  
SUBJECT: Board Packet Attachments and Agenda Items  
DATE: March 18<sup>th</sup>, 2025

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Good afternoon, Commissioners,

Please find below a brief explanation on the following Board attachments that correlate with the agenda items for the Tuesday, March 18<sup>th</sup> 2025, Regular Board Meeting:

#### **GLCC Report:**

Attached you will find the March 12<sup>th</sup> Meeting Agenda, February 2025 Minutes, and their current financials. I have also included the proposed edits and dollar amount for adoption in the FY 2025-2026 WPD/GLCC Services Agreement for approval.

#### **Valley Lake Report:**

I have included formal proposals for 2025 Valley Lake treatment from McCloud Aquatics, ILM, TIGRIS, Lake and Pond Solutions LLC, and Cason Land & Water Management. Correspondence between the WPD and these companies are included for additional context. McCloud Aquatics and ILM will be onsite to present their proposals (7:00pm and 7:30pm respectively) at Tuesday's meeting. TIGRIS was not available to present on the day of our meeting and the other companies either did not fully meet our expectation for treatment and/or the price was out of range.

#### **Unfinished Business:**

##### **A. Pebble Beach Park Shoreline Stabilization Native Plants Design Proposal**

Email correspondence between the WPD and the U of I Extension Master Gardener program is attached. Recommendations included seeking a professional firm to direct our shoreline plantings and help select the species. The next pages display the correspondence between the WPD and Dave Neu, owner of Nature Space LLC. Dave had worked with Kathy in late 2023 onsite at Pebble Beach in the beginning stages of this project prior to our award of permit and completion of the rip rap install. Dave has included his proposal to design a detailed master plan for the native plantings for shoreline stabilization, help us procure the plants from his sources, and provide on-site

supervision to our Staff and volunteers to direct them to follow his planting plan. I am also working with a Scout from Troop 671 who is potentially interested in helping us out on the planting process as part of his Eagle Project.

**B. Tree Inventory Proposals**

Attached you will find detailed proposals (repeated information from last meeting) from Bartlett Tree Experts and Davey Tree detailing their scope of services as part of a proposed Tree Inventory for all 11 parks. This month, I have included in the packet outreach and feedback from several Park Districts sharing their opinions on the validity of conducting a tree inventory and another sample proposal (from the Gurnee Park District's planned inventory). I also reached out to Lindenhurst and Grayslake Park Districts (who have not and do not currently plan to do an inventory) as well the Village of Libertyville who has completed various inventories in their public areas and parks. Max Zilz with Bartlett Tree Experts plans on attending our meeting on Tuesday to answer any questions the Board may have in respect to conducting a tree inventory.

I also sent the Board via email the Round Lake Park District's completed tree inventory report as a detailed example of what at least an inventory itself looks like when completed and what information it provides.

**C. Park Entry Signs Proposal**

Attached you will find several quotes and select art proofs for the proposed new park entry signs. As a recap, we are looking at purchasing eight (8) park entry signs for the following: Old Plank, Pebble Beach, Willow Point, Sunset, Twin Lakes, Valley North, and Valley South x2 (Greentree and Mill entrances) to replace the aged/faded signs and planters onsite. All quotes include delivery, and 4'x4' posts for installing the signs themselves. The Maintenance Team will install all 8 signs in-house over a period of time, thereby saving the District money on these proposals. All 8 signs would be made of high-density urethane (HDU) material, sandblasted, with three primary colors at 4'x2' and 1.5-2" thick. HDU material is more cost-effective than cedar and is easier to clean and maintain than traditional wood.

Quotes are from Holland Design Group, Signarama of Grayslake, Sign Central, and North Shore Sign (which quote you were presented at the last meeting for just Old Plank Park by itself).

Staff recommendation is to approve the purchase of these signs through Signarama, Sign Central, or North Shore Sign and not Holland Design Group. Please review the quotes and artwork and be prepared to discuss.

## **New Business:**

### **A. FY 2025-2026 Tentative Budget**

Kathy will have copies of the Tentative FY 2025-2026 Budget available in hard copy and electronically prior to and at the meeting for review. As a reminder, we cannot vote to approve this budget in March as it must go through the 30-day public review process and Budget and Appropriations Hearing at the May meeting.

### **B. WPD Park Ordinance Update Electric Scooters and E-Bikes in the Parks for Approval**

Per Commissioner Nelson's notes and feedback from the IPRA Conference; I was able to create a proposed update/addition to the WPD Parks Ordinances in respect to the prohibition of the use of electric scooters, bikes, and skateboards presented here (with the exception of ADA mobility devices). I am seeking Board approval for the adoption of this Ordinance update to take full effect of the law in our parks. Included is recommendations from PDRMA Legal Counsel of the proper adoption of the Ordinance and the State of IL compiled statutes spelling out the law (refer to subsection F).

### **C. WPD Park Ordinance Update Alcohol in Parks (Third-Party Sales in Parks at District Events) for Approval**

Park District Staff have been following trends in the industry in respect to the enhancement of District Special Events for our residents and ways to procure additional revenue to help offset costs of running said events (sponsor dollars also factored in). Many Districts in the area of varying sizes and resources (included unincorporated Grandwood Park Park District and the Lindenhurst Park District) bring out mobile breweries/vendors to sell beer at District events on District property.

I have attached a sample version of a Mobile Brewery Vendor Agreement (built off the framework of our Mobile Food Truck Agreement) with the clear stipulations built in that would protect the District and hold the vendor responsible and liable for any insurance requirements, licensing, permitting, and holding the District and its officers/staff harmless from any vendor negligence, damages, and willful and wanton acts. In addition, we are seeking a profit-sharing clause with any brewery vendor as a way to recoup some revenues for putting on our events and as a way to control the liability. You will also find correspondence between the WPD and our risk management pool PDRMA on the subject. As you can see, PDRMA has no issues with this arrangement as long as the details are agreed upon and spelled out between the WPD and the vendor. I have also attached the Park District's current Certificate of Insurance Coverage (containing \$2,000,000 in Liquor Liability Coverage under the General Liability Policy).

Harbor Brewing of Lake Villa has been in communication with Staff and would be very interesting in coming onsite to our Summer Concerts (and possibly other events when appropriate). They are also willing to discuss a profit sharing arrangement in which the WPD gets a cut of their sales at each event. Proof of Harbor Brewing State of IL Liquor License through the IL Liquor Commission portal is included in this packet.

Finally, I have included a proposed update to Section D8 "Alcoholic Beverages" of our Park Ordinances that incorporates the permitting of third-party alcohol sales under District permission at District run events. Also included are a few updated provisions for review that beef up the current prohibition possessing/bringing in alcohol in the parks when dealing with individuals/groups that do not have the Park District permission/licensing through a District run event. These additional provisions were taken from the Gurnee Park District Ordinance Book which was updated in the 2020's.

I am seeking Board approval for these proposed Ordinance changes to take full effect of the law. I am also seeking approval for the proposed Mobile Brewery Vendor Agreement so that a contract can be signed with said vendor to secure dates of service for this summer.

**D. Approval of American Litho Quote Summer 2025 Program Guide**

Please find attached the February 20<sup>th</sup>, 2025 Quote from American Litho Publishers for the production of our upcoming Summer 2025 Program Guide/Brochure. As previously presented to the Board via email vote; I received a quorum vote "yay" moving forward with the quoted price of \$4,947.00 for 32 pages + cover. This price adjustment reflected more than a 5% increase from last summer's quote price for recurring yearly purchases requiring me to seek approval from the Board per our policy. I am requesting the Board formally approve this quote at the March meeting.

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

Sincerely,

*Brandon Magnini*

Brandon Magnini, Executive Director



**GLCC Meeting Outline**

**February 13, 2025**

March 12, 2025

**Meeting Call To Order**

Rob Flood, President

**Pledge of Allegiance**

**Introductions**

**Public Comment**

**Secretary's Report**

Rachael Klabunde

- a. Minutes from February 13, 2025 meeting

**Treasurers Report**

Marianne Porreca

**Old Business**

1. Weed Control for 2025
  - a. Committee voted to use Tigris at February meeting
  - b. Sonar treatment for E. milfoil and curly pondweed to begin in April
  - c. 50-50 cost share with WPD
  - d. Committee will still need to monitor/treat for other nuisance plants
2. Fall Fish Stocking - November 22, 2024
  - a. 100 Northern Pike 9-12" - \$1950
  - b. 250 Smallmouth Bass 4-6" - \$1406
  - c. 500 Walleye 5-8" - \$1475
  - d. Total Cost - \$4930.25
3. Any Other Old Business.

**New Business**

1. Adopt A Highway clean up
  - a. Pick a date in April
2. Illinois Lake Management Conference
  - a. March 17-19 Naperville, IL
3. GLCC Logo
  - a. Hats and shirts for board members
  - b. Additional inventory for sale
4. Carp Derby
  - a. Set date
5. Any Other New Business?

**GLCC Projects/Goals for 2025**

- Weed Control Spring 2025 – April 2025
- Carp Derby –
- Shoreline Cleanup – September 27, 2025
- Adopt A Highway clean up spring/fall
- WPD Harvest Fest
- Fish stocking – Fall 2025
- Public Relations/Education – GLCC section on WPD Website/Facebook Page
- 

**Adjournment**

Next meeting date – April 9, 2025

Gages Lake Conservation Committee

1-Mar-25

Balance as of 1/25

Miscellaneous	\$20,672.13
Algae	\$1,158.00
Stamps	\$12.60
	<u>\$21,842.73</u>

**Expenses:**

Corporate Filing	\$10.00
Stamp	\$0.60
Rob Conference	\$259.92
<b>Total Expenses:</b>	<u>\$270.52</u>

**Income:**

<b>Total Income:</b>	<u>\$0.00</u>
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Balance as of 3/25

Miscellaneous	\$20,402.21
Algae	\$1,158.00
Stamps	\$12.00
	<u>\$21,572.21</u>

# GLCC Meeting Minutes

February 13, 2025

## ATTENDANCE:

NAME	TITLE
Rob Flood	President
Todd Schara	Vice President
Marianne Porreca	Treasurer
Rachael Klabunde	Secretary
Brandon Magnini	Executive Director of WPD
Becky Jante	President of WPD Board of Commissioners
Matt Brueck	Vice President of WPD Board of Commissioners
Doug Dietzen	Commissioner of WPD Board of Commissioners
Attendees:	Bill Moss, Sandra Moss, Steve Gerzel, Dru Carlson, Garry Grzelak, Joe Losser, Matt Brueck, Diana Machado

- Meeting called to order at 7:03pm
- Pledge of Allegiance

## SECRETARY REPORT:

- Rachael passed out 10/10/24 meeting minutes – reviewed by attendees
- Motion for approval of minutes by Todd Schara, seconded Joe Losser, and approved by all at 7:59pm

## TREASURER REPORT:

- Balance as of January 2025:
  - Miscellaneous: \$20,402.21
  - Algae \$ 1,158.00
  - Stamps \$ 12.00
  - Total: \$ 21,572.21

21,842.13

- ❖ Motion to approve report by Joe Losser, seconded by Todd Schara, and approved by all at 8:07pm

## OLD BUSINESS:

1. Weed Control for 2024:
  - a. Contract was approved at the March meeting
  - b. Plant survey performed on May 1
  - c. Treated 25.5 Acres on May 23
  - d. Additional treatment of 6.5 acres on August 21 due to lack of efficacy
  - e. Clearwater Harvesting harvested weeds near Sunset Park on June 11-14.
    - Won't invest in harvesting in the future due to exorbitant costs and lack of long-term results
2. Fall Fish Stocking – November 22<sup>nd</sup>
  - a. Agreement has been approved and signed
  - b. Same order as last year
    - 100 Northern Pike 9-12" - \$1,950

- 250 Smallmouth Bass 4-6" - \$1,406
  - 500 Walleye 5-8" – \$1,475
  - Total Cost - \$4,930.25
  - c. WPD will contribute \$2,465.12 for half the total
  - d. Email to be sent out to announce date
- ❖ Motion to approve \$2,465.12 by Garry Grzelak, seconded by Mitch Knopoff, and approved by all at 8:29pm.

3. Ice Fishing Derby Recap 1/18/25
- a. 44 registrants
  - b. Lots of positive feedback
  - c. Promoted catch and release aspect
  - d. Food truck

4. Any Other Old Business: None

**NEW BUSINESS:**

1. Weed Control for 2025 – Tigris Presentation Sonar Treatment
- a. Systemic herbicide treatment to the lake
    - Treating entire lake – kills plant into root system – no spot treatment
    - Suppression for 2 years – will not eradicate
    - Will be gone and will fall to bottom and become biomass
    - No promotion of an algae bloom
    - 100% stand behind herbicide – no charge for additional treatments
    - Will monitor for staged time periods after treatment
    - Will add bump treatment if necessary – need to remain at 4 parts per billion and will retreat if it falls below that
    - Treats Eurasian Milfoil
    - Administered right after ice out
    - Treatments are prescribed per lake, per needs – company stands behind product as long as we continue to work with them and follow their prescription
    - Only restriction is an irrigation restriction until the concentration falls under 2-3 part per billion
    - Total 12 parts per billion – initial treatment is 6pb, 2<sup>nd</sup> is 3pb, 3<sup>rd</sup> is 2pb, and final is 1pb
    - Native plants will help keep the algae blooms in check
  - b. Solitude for quote for Sonar treatment
    - Price was \$29,145
    - Don't feel proposal was as strong – didn't manage process as well as Tigris
    - Knowledge of program from company representative was lacking
  - c. How are we going to pay for treatment
    - WPD Board meeting on 2/18 and will discuss contribution
      - Contributions are typically based on acreage treated that affects WPD
    - Consider less fish stocking expenses
      - We currently stock less than what's recommended
      - Rob to invite DNR fish manager to ask questions about stocking the lake



- d. Approve or look for more bids
    - Fundraisers and community contributions, along with WPD contributions, should cover costs
    - Consider bank loan
  - ❖ Motion to use Tigris and move forward with the program if the GLCC gets sufficient funding from the WPD by Marianne Porreca, seconded by Joe Losser, and agreed by all at 8:46pm.
2. Illinois Lake Management Conference
- a. March 17-19 in Naperville
  - b. Cost \$235
  - c. Membership dues \$50
- ❖ Motion for Rob Flood to attend by Todd Schara, seconded by Joe Losser, and agreed to by all at 8:50pm.
3. GLCC Branded Gear
- a. Hats and shirts for board members
  - b. Additional inventory for sale
  - c. Rachael will research options and expenses and report back to GLCC
4. Change meetings from Thursday to Wednesdays
- a. Meetings are currently the second Thursday of the month
  - b. Request to move meetings to second Wednesday of the month
  - c. Agreed to by all at 9:00pm
5. Any other new business:
- a. Block Party Ice Golf – thank you!
  - b. Thank you to the WPD for including us in the ice fishing derby
  - c. Concern about the number of snowplows used and salt dropped when not needed and the effect the runoff has on the lake. Marianne to bring to Warren Township's attention.

**GLCC PROJECTS & GOALS FOR 2025:**

Goal	Status
Weed control Spring '25	March/April 2025
Carp Derby	May 31, 2025
Adopt-A-Highway Spring Clean-Up	
Shoreline clean-up	June 1, 2025
Adopt-A-Highway Fall Clean-Up	
WPD Harvest Fest	September 27, 2025
Fish stocking (Fall 2025)	October/November
Public relations/education – GLCC Facebook page and section on WPD Website	Ongoing

**ADJOURNMENT:**

Motion to adjourn meeting by Todd Schara, seconded by Joe Losser, and approved by all at 9:10pm.

**NEXT MEETING:**

March 12, 2025

**SERVICES AGREEMENT  
BETWEEN THE WILDWOOD PARK DISTRICT AND  
THE GAGES LAKE CONSERVATION COMMITTEE**

This Service Agreement is made and entered into as of this first day of May, **2025** by and between the WILDWOOD PARK DISTRICT, Lake County, Illinois, a municipal corporation, (hereinafter referred to as "Park District"), and GAGES LAKE CONSERVATION COMMITTEE, a not-for-profit corporation, Lake County, Illinois (hereinafter referred to as "GLCC") (collectively "Parties").

NOW, THEREFORE, IN CONSIDERATION OF the mutual covenants and promises contained herein, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

Section 1. Description of Services.

1. GLCC is responsible for coordinating the treatment of weed control **and lily pad control** on Gages Lake, utilizing chemical, physical or other means necessary to achieve this objective on the lake bottom of Park District's property located at Gages Lake as needed.
2. Fish Restocking in Gages Lake
3. Other services not specifically listed may be added to this agreement once mutually agreed to in writing and approved by the Park District's Board of Commissioners.

Section 2. Location of Services.

The Park District owns real property on Gages Lake in Wildwood, Illinois. GLCC will be responsible for services at the sections of Gages Lake owned by the Park District.

Section 3. Term of Agreement.

- 1) This Agreement shall be in effect May 1, **2025** through April 30, **2026**. This Agreement may be renewed for the following year upon the written agreement of both Parties. Notwithstanding anything in this Agreement to the contrary, either party may terminate this Agreement without cause upon ten (10) days written notice to the other party.
- 2) GLCC may not plant anything in the water and on the bottom of the lake on the property owned by the Park District without prior written approval of the Park District's Board of Park Commissioners. Should approved plantings be made, GLCC will work with the Park District to maintain these plantings as needed.

Section 4. Payment.

In exchange for the GLCC's services described in Section 1, the Park District agrees to reimburse the GLCC up to the amount of **\$ 20,000.00**. Payment for services to Gages Lake Conservation Committee shall comply with the Local Government Prompt Payment Act.

The GLCC is securing contracts/agreements with vendors for services on Gages Lake. They shall provide to the Park District copies of invoices received showing what service was performed on property owned by the Park District for reimbursement. The Park District assumes no liability for nonpayment of invoices issued to GLCC by vendors even if service is performed on Park District Property.

#### Section 5. Insurance.

GLCC will require a certificate of insurance from any company/vendor that is used adding the Wildwood Park District as additional insured and will provide a copy of all the certificates of insurance to the Park District. The certificate of insurance should reflect the following amounts: Commercial General Liability insurance with coverage for Bodily Injury: \$1,000,000.00 Per Person, \$1,000,000.00 Per Accident and for Property Damage: \$1,000,000.00 Per Occurrence as well as Umbrella Excess Liability in the amount of \$2,000,000.00 over Primary Insurance.

Nothing herein shall be construed to consider the insurance described herein as a limit of GLCC's liability to the Park District under this Agreement.

#### Section 6. Indemnification.

GLCC, its volunteers, employees, and contractors, shall indemnify and hold harmless the Park District and any of its officers, officials and employee or agents from any and all claim, demands, liability, loss, damages, fines, penalties, attorney's fees and litigations expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the acts of omissions of the GLCC or any of its officers, officials, employees, contractor, volunteers, or agents related to the services performed under this Agreement. The provisions of this Section shall survive the termination or expiration of this Agreement.

#### Section 7. Miscellaneous.

A. No Third-Party Beneficiary. This Agreement is entered into solely for the benefit of the contracting parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

B. Relationship of the Parties. This Agreement does not represent either Party as the agent, employee, or representative of the other for any purpose whatsoever. Nothing herein contained shall be construed to imply a joint venture, partnership or principal-agent relationship between GLCC and the Park District. Neither Party is granted any express or implied right or authority by the other Party to assume or create any obligation or responsibility on behalf of or in the name of the other Party, or to bind the other Party in any manner whatsoever.

C. Assignment. GLCC may not assign the Agreement or transfer any rights or obligations under the Agreement without the Park District's prior written consent under an assignment addendum, such consent granted in the Park District sole discretion. Any assignment or transfer in violation of this Section 7.C is void.

D. Severability. In case any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this Agreement, and this Agreement shall

be construed as if such provision(s) had never been contained herein, provided that such provision(s) shall be curtailed, limited or eliminated only to the extent necessary to remove the invalidity, illegality or unenforceability.

E. Waiver. No waiver by one Party of any breach by the other Party of any of the provisions of this Agreement shall be deemed a waiver of any preceding or succeeding breach of the same or any other provisions hereof. No such waiver shall be effective unless in writing and then only to the extent expressly set forth in writing.

F. Excusable Delay. Neither Party will be in default of its obligations under the Agreement or liable to the other for any noncompliance arising from causes beyond the reasonable control of the Party, including, without limitation, fires, floods, natural disasters, communication failures and other equipment or telecommunication problems. Each Party will use reasonable efforts to resolve promptly any type of excusable delay. Neither party may rely on an excusable delay without first promptly giving notice thereof to the other party.

G. Notices. All notices between the Parties shall be in writing and shall be sent by a method providing proof of delivery to the addresses described in this Section 7.G, until such time as a Party provides written notice of a change in contact or address. Texting may not be used as a means of providing official notice under this Agreement.

To the Park District: Wildwood Park District  
33325 N. Sears Boulevard  
Wildwood, IL 60030

To the GLCC:

H. This Agreement contains the entire agreement between the parties and supersedes all prior or contemporaneous agreements, discussions or representations, oral or written with respect to the subject matter hereof.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

**WILDWOOD PARK DISTRICT**

**GAGES LAKE CONSERVATION COMMITTEE**

\_\_\_\_\_  
President, Board of Park Commissioners

\_\_\_\_\_  
President, Gages Lake Conservation Committee





705 E. North St.  
 Elburn, IL 60119  
 P: 847-891-6260  
 F: 630-448-1143  
 Email: info@mccloudaquatics.com

## Estimate

39108

3/3/2025

### Billing

Valley Lake  
 C/O Wildwood Park District  
 33325 N Sears Blvd  
 Wildwood, IL 60030

### Service Location

33377 N. Greentree Road  
 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 OF PROPOSED CONTRACT YEAR. 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 Contract	Treat for Algae/Chara and submerged weeds with inspections that focus on harmful algae blooms (HAB's) along with identification of invasive species not covered under contract.	7,185.00	7,185.00
2.00	Other	Period of Control: Bi-weekly visits MAY THROUGH SEPTEMBER. 8 TOTAL VISITS. Refer to Scope Of Service for additional details. \$895.00 per visit if additional visits are needed. 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". Apply copper sulfate crystals around perimeter of the lake, in areas less than 6' deep, to control schistosome infected snails. **Optional Services**	725.00	1,450.00

Sales Tax (8.0%)

**Total**

Sales Rep

LK

Signature/Date





705 E. North St.  
 Elburn, IL 60119  
 P: 847-891-6260  
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## Estimate

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4. CONTRACTS RECEIVED AFTER JULY 31ST, MUST BE PAID IN FULL, PRIOR TO START OF SERVICE.

Qty	Item	Description	Amount	Total
1.00	SePro Water Test	Water Quality Test - WQ Baseline PLUS Bundle to test for the following (shipping included): \$450.00 per sample.  Alkalinity Conductivity Chlorophyll a Hardness Nitrates & Nitrites Nitrogen, Total (Kjeldahl) pH Phosphorus, Free Reactive (water) Phosphorus, Total (water) Turbidity	0.00	0.00
1.00	Sediment Test	A level 1 test to determine the amount of total and available Phosphorus in the sediments. Overnight shipping is included. \$400.00 per sample.	0.00	0.00
	Nutrient Management	Nutrient management is a one time application that will act as a water quality tool to help mitigate excess nutrients in the water column which ultimately reduces vegetation growth. LOW DOSE - \$2,135.00 HIGH DOSE - \$4,270.00	0.00	0.00

**Sales Tax (8.0%)**

**Total**

**Signature/Date**

Sales Rep

LK



## **SCOPE OF SERVICE**

**Period of Control:** Bi-weekly visits mid-April through mid-October. Should the need for services arise prior to the start of the season, McCloud Aquatics will respond to your request as soon as possible (additional charges may apply).

**Frequency:** You will receive a site visit approximately every two weeks after initial service is started. Service is dictated by weather, boat access, dissolved oxygen levels and other growth-related conditions. A service report will be sent after each site visit. Photos can be provided upon request.

**Herbicides/Algaecides:** Our herbicide selection and the rates applied are dictated by the product label, species and extent of vegetation present, current and proposed water usage (i.e. used for irrigation, swimming, fishing, etc.) dissolved oxygen levels (no applications will be made when levels are below 5.0 ppm), other environmental conditions and our discretion, as there is an inherent risk of dissolved oxygen problems in waterbodies. All herbicides utilized are EPA registered, labeled for use in aquatic resources, and applied by licensed applicators. McCloud Aquatics will not be liable for clean-up or replacement of dead fish that could result from a decrease in dissolved oxygen.

**Communication:** McCloud Aquatics requires an on-site/off-site point of contact for communication purposes. McCloud Aquatics is always open to your questions or concerns and will provide factual answers to the point of contact(s) only. McCloud Aquatics will email a service report to the point of contact after each site visit. Our service report includes dissolved oxygen level, pH, water temperature, infestation(s), action taken, and water use restrictions, if applicable.

**Vegetation categories below are NOT included in the Standard Pond/Lake Maintenance Program:**

- Free Floating Plants, i.e., Duckweed\*, Watermeal\* (limited control)
- Floating Pondweed, i.e., American & IL Pondweeds
- Emerged Plants, i.e., Cattails, Arrowheads, American Lotus, Waterlily, Creeping Water Primrose
- Submerged Vegetation, i.e., Eelgrass\*
- Terrestrial vegetation in rocky shoreline
- No physical removal is offered.

\*Limited control is due to the genetic makeup of Duckweed, Watermeal, and Eelgrass, which can form a resistance to products used during treatment. It is also difficult to gain control due to the reintroduction through stormwater systems and waterfowl.

Our quotation is based on access to 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).

## **TERMS AND CONDITIONS**

### **MATERIALS**

- A. The Herbicide/materials used in aquatic services shall conform to federal, state, and local ordinances and are EPA registered for aquatic use.

### **CLIENT RESPONSIBILITIES**

- A. The customer shall extend all necessary cooperation to ensure effective results from aquatic management services, such as availability of boat access. With boat access comes the possibility of minor shoreline disturbances, such as tire depressions, shoreline tears and mud trails, if not a man-made structure. McCloud Aquatics shall be held harmless should events of this type occur.
- B. Customer is responsible for passing information along to the appropriate parties on restrictions due to herbicide applications that is related to: Fish consumption, live-stock drinking, swimming, irrigation.
- C. Label will dictate which restrictions will apply. High winds, heavy rains, water temperature, dissolved oxygen levels will determine any and all applications.
- D. Customer's signature attests to 1) financial responsibility, ability, and willingness to pay McCloud Aquatics within stated terms of Upon Receipt; 2) agreement to pay a finance charge of 1/2 % per month or 18% per year on all past due amounts older than 30 days; 3) agreement to pay all costs of collecting to include attorney's fees; 4) agreement, that for purposed of determining the location for bringing any legal action on the account, client agrees that any such action may be brought in a court in the county in which McCloud Aquatics principal place of business is located, or in such other county chosen by McCloud Aquatics.
- E. Allegations of property damage resulting from a service visit by McCloud Aquatics must be submitted in writing within 5 business days. McCloud Aquatics will review and submit McCloud Aquatic's findings to determine a fair and equitable resolution if McCloud Aquatics is found to be at fault.
- F. Fish kills must be reported with 24-48 hours to determine the "root" cause of the kill by calling 847-226-4718 for inspection and gathering of water parameters by McCloud Aquatics. If determined that the resultant fish kill was caused by our actions, McCloud Aquatics will remove and dispose of the fish collected and will replace only those game species at the time of stocking (spring and fall only), if requested. Fish replacement will be based only on the number of game species collected and not by the size. Exotic species and non-native game fish are excluded from replacement and or monetary reimbursement. Fish kills caused by acts of nature, weather, disease, bacteria, runoff, foul hooking, vandalism, pollution, turnover, or other events beyond our control, are not covered under the contract with McCloud Aquatics. There are no provisions, written or implied, concerning removal, disposal, or water testing to determine

cause, diagnosis, prevention, or odor reduction offered by McCloud Aquatics. McCloud Aquatics shall be held harmless should these events occur.

#### **SPECIAL PROCEDURES**

- A. Any service required outside the scope of the agreement will have to be agreed upon by both parties before any application can be performed.

#### **ONGOING MAINTENANCE PROGRAM**

- A. The terms of agreement for all ongoing programs or other annual plans are from the date of the proposal. All annual programs will not renew automatically after the term of the agreement unless the contract is terminated by either party within a written 30-day notice.
- B. All equipment purchased by the customer is your sole responsibility unless McCloud Aquatics is retained to perform any maintenance/service. Any aeration equipment that is missing or becomes damaged while under McCloud Aquatics' winter storage program will be replaced by McCloud Aquatics personnel.
- C. Customer approval of this contract includes the specifications that McCloud Aquatics will provide all services as scheduled in this document. Customer agrees to pay for all such services even if no client representative is available nor approving signature obtained by McCloud Aquatics at the time service is performed.
- D. Customer approval of this contract indicates your willingness to pay any associated fees for non-contracted vegetation treatments, special services, product/equipment purchases, and/or for add-on service to additional locations verbally requested and approved by you or your representatives.

#### **INSURANCE**

McCloud Aquatics provides the following insurance coverage at this time:

Worker's Compensation and Employer's Liability..... \$1,000,000  
General Liability ..... \$2,000,000 / \$4,000,000  
Automobile ..... \$2,000,000

The above is included in the Standard Policies from McCloud Aquatics. A certificate of insurance will be issued upon request and submitted upon acceptance of this agreement.

#### **CANCELLATION**

If for any reason you are not satisfied with McCloud Aquatics services, you may cancel this contract with a written 30-day cancellation notice mailed to the McCloud Aquatics office. McCloud Aquatics also reserves the right to cancel this agreement before 1 year for any reason.

For special jobs (i.e., dredging) that require specialty equipment and/or equipment rentals, we shall require a 24-hour cancellation notice or customer will incur a \$125.00 cancellation fee.



**LIMITED WARRANTY - THIS WARRANTY PROVIDES CERTAIN IMPORTANT LIMITED RIGHTS -**

McCloud Aquatics will guarantee up to 80% covered submerged vegetation and 80% of algae, excluding resistant algae, which are: Microcystic spp., Lyngbya spp., Oscillatella spp., Hydrodictyon spp.. There is no guarantee for non-covered vegetation. Use of any other products (aquatic or otherwise) and/or service provider by any individual(s), agents, board members or owners of the property shall be cause for termination of the contract and McCloud Aquatics shall be held harmless as a result of such actions. McCloud Aquatics warrants that its application of treatments here under shall be in accordance with applicable herbicide/algicide regulations of the Environmental Protection Agency (EPA) and other applicable government agencies. **This warranty is exclusive and is lieu of any warranty of merchantability, fitness for a particular purpose or any other warranty or representation, expressed or implied, of any type or nature, with respect to any goods or services furnished by McCloud Aquatics, pursuant to this contract.** McCloud Aquatics representatives will make additional calls and treatments for covered vegetation in areas covered by this agreement, when deemed necessary and these extra service calls will be provided at no additional charge during work hours. Unless specified otherwise in the service agreement, special services and after-hours service calls will be provided on a cost-per-treatment basis. The parties agree that the client's sole and exclusive remedy against McCloud Aquatics in the event of continued infestation shall be the reapplication of treatment as described above. Client agrees that no other remedy shall be available to them. ORAL STATEMENTS DO NOT CONSTITUTE WARRANTIES.

While McCloud Aquatics will employ every reasonable step to avert or limit fish kills regardless of the exercise of any level of care, it is impossible and impracticable to warrant that the application of any treatment or any actions or failures to act by McCloud will not cause directly or indirectly conditions to develop or persist in any treated water which could lead to or contribute to the death of any fish or other aquatic animals, or any other animal, insect or other creature who may interact with any treated water. Client expressly acknowledges and understands that there is a risk of a decrease in dissolved oxygen in treated bodies of water, as well as other conditions known and unknown which could arise in treated water that could lead to decreased oxygen levels or other conditions in the water which could result in fish kills or other loss of aquatic creatures. Fish kills must be reported within 24 hours following chemical applications by McCloud Aquatics employees. While McCloud Aquatics and its employees take the greatest care possible to read and follow product directions, resulting fish loss may still occur. McCloud Aquatics is NOT responsible for any fish kills should Client perform their own submerged weed or algae applications. Accordingly, **Client hereby agreed that McCloud Aquatics will not be liable for any harm, clean-up, and/or replacement of dead fish resulting from such decrease in dissolved oxygen or any other conditions of the treated water. Client further agrees to indemnify and hold McCloud Aquatics harmless from and to pay upon demand any claims, judgments, suits, complaints filed in any court or administrative agency, demands for arbitration ("Indemnity Items"), and all reasonable costs and attorneys fee incurred or anticipated to be incurred by McCloud in defending against said Indemnity Items including but not limited to any appeals.**

In no event shall McCloud Aquatics be responsible or liable for any failure or delay in the performance of its obligations hereunder arising out of or caused by, directly or indirectly, forces beyond its control, including, without limitation, weather, naturally occurring conditions of any kind or nature, the use or misuse of the Subject Property by Owner and any of Owner's other contractors, agents, guests and invitees, any failure to observe the Client's Responsibilities as outlined in this Agreement, strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes or acts of God, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; it being understood that the Contractor shall use reasonable efforts which are consistent with accepted practices in Contractor's industry to resume performance as soon as practicable under the circumstances

The entire contract is embodied in this writing and NO OTHER WARRANTIES are given beyond those set forth in this contract. This writing constitutes the final expression of the parties' agreement, and it is a complete and exclusive statement of the terms of that agreement. Any different additional terms proposed in Client's order are rejected unless expressly agreed to in writing by McCloud Aquatics authorized agent. The terms and conditions contained herein shall constitute an offer by McCloud Aquatics and may only be accepted on the terms herein set forth.

Client's Initials \_\_\_\_\_





# Proposal #P9853

2/20/2025

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 2025

**Contract End Date:** September 2025

**Submitted To:** Wildwood Park District : Brandon Magnini

**SITE:**Valley Lake

**Project:** 2025 Valley Lake Management

Environment Manager: Shelby Serritella

Item	Visits	Price Per Visit	Amount
<b>Algae Control</b> Price includes 8 visits (May - September) for diagnostic monitoring, minor trash removal, and applications of industry-standard products to treat algae.  Also includes two (2) visits to apply copper sulfate around perimeter of the lake, in areas less than 6' deep, to control schistosome infected snails.	8	\$1,220.00	\$9,760.00
<b>Water Quality Testing</b> Test water quality parameters, including dissolved oxygen profile, pH, secchi depth, temperature profile, alkalinity, conductivity, phosphorus, nitrogen and chloride.  A report will be provided with results and recommendations.	1	\$1,945.00	\$1,945.00
<b>Algae Control (as needed)</b> Price for additional/as needed visits for diagnostic monitoring and applications of industry-standard products to treat algae.	1	\$1,220.00	\$1,220.00
<b>Subtotal</b>			\$12,925.00
<b>Discount Item</b>			
<b>Total</b>			\$12,925.00

By: \_\_\_\_\_ Date \_\_\_\_\_

Shelby Serritella

Accepted: \_\_\_\_\_ Date Accepted \_\_\_\_\_

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

**Valley Lake**  
Wildwood Park District  
Aquatic Map

Valley Lake ~12 acres/ 3,900lf

Google Earth

© 2020 Google

600 ft







TRUSTED CARE OF LAND & WATER

## TERMS AND CONDITIONS (rev. 10/2022)

**Scope of Work and Time Limit.** The Proposal issued by Integrated Lakes Management ("ILM") is valid for a period of 30 days from the date of the Proposal. The entire scope of work is identified in the Proposal constitutes the "Project" as that term is used in these Terms and Conditions. Client may not modify the Proposal by removing or adding items of work to the Proposal unless agreed to in writing by ILM. Upon signature by the Client the Proposal shall constitute a contract between Client and ILM (the "Contract"). If ILM does not receive Client's signed Proposal within 30 days of its date ILM reserves the right to withdraw the Proposal without notice to Client. If ILM withdraws the Proposal ILM may issue to Client a new proposal which may differ from the original Proposal with respect to estimated costs, schedule for completion, and overall scope of work. Work is performed in order of proposals accepted, unless negotiated otherwise.

**Time and Materials Proposals.** Services which are billed at "Time and Materials" (as specified in the Proposal) will be charged in accordance with agreed upon hourly labor rates and materials costs specified in the Proposal. In addition to charges for time spent and material consumed in conducting fieldwork at the Project site, Time and Materials charges will include time spent traveling to and from Project site and time and materials spent on report preparation by professional, technical, or clerical staff. To the extent that a Time and Materials proposal includes estimated costs, the estimates are for budgeting purposes only and the Proposal shall not be considered to provide a fixed lump-sum cost for the time and materials specified in the Proposal. If during the performance of work ILM determines that an estimated cost will be exceeded ILM shall have the right (but not the obligation) to cease work on the Project until a revised estimated cost has been presented to and approved by the Client.

**Permits & Ancillary Costs.** Unless the Proposal specifically states otherwise, Client shall be responsible for arranging for, securing, and paying for any and all permits, fees, licenses, governmental approvals, inspections, bonds, testing, traffic control, detours, pavement/concrete restorations required in connection with the work specified in the Proposal.

**Fuel & Materials Surcharges.** In the event of a significant increase in the cost of fuel or materials to be utilized by ILM to complete the Project after the date of the Proposal ILM shall have the right to add a reasonable surcharge to the amount due from Client under this Contract to defray the increased fuel and materials expenses it incurs in conducting the work specified in the Proposal. Such materials may include, but shall not be limited to fuel, chemicals, and other supplies/products.

**Warranty.** ILM hereby warrants, represents, and undertakes that the work specified in the Proposal shall be conducted and performed in a good and workmanlike manner and in accordance with the description thereof contained in the Proposal and in compliance with all applicable laws, ordinances, and regulations. ILM, at its sole cost and expense, will correct all defects in such work and shall make all necessary repairs, replacements, and corrections thereto, of which notice is given by Client prior to the expiration of one year from the date of completion of such work. Unless specifically specified otherwise in the Proposal, the foregoing is ILM's sole warranty and all other warranties, implied or

expressed, are excluded. Client's exclusive remedy shall be for correction of defects as specified in the forgoing warranty and in no event shall Client be entitled to consequential damages regardless of whether the claim is based on warranty, contract and tort or otherwise. Should Client or a third party modify the work conducted by ILM as specified in the Proposal, the forgoing warranty shall be null and void.

**Client Cooperation.** Client shall furnish information or services required of Client as necessary for ILM to conduct the work specified in the Proposal with reasonable promptness. Client shall also furnish any other information or services under the Client's control and relevant to ILM's performance of the work specified in the Proposal with reasonable promptness after receiving the ILM's written request for such information or services.

**Promotional Use.** ILM has the right to photograph and/or videotape the Property and may use such photographs for documentation and promotion without compensation to Client.

**Insurance.** Certificates of insurance are available upon request. If Client requests additional insurance coverages beyond ILM's standard coverages Client shall be responsible for the additional costs of such additional coverages if available.

**Right of Entry and Property Ownership.** By accepting this Proposal Client represents that they own the property upon which the work specified in the Proposal will be conducted (the "Property") or that they have permission to grant access to the Property and contract for such work on behalf of the owner of the Property. Further, by accepting this proposal Client shall have been deemed to have furnished right-of access to the Property (including both land and water) for ILM staff and its suppliers and contractors to perform fieldwork and investigations necessary to conduct the work specified in the Proposal.

**Underground Utilities & Damages by Third Parties.** Private utilities or equipment not located by 811 Utility Marking System or a similar utility indemnifying service such as the JULIE One call system are to be located and marked by Client and ILM shall not be responsible for damages to, or the repair or replacement of, any unmarked private utilities, electrical radiant heat, sewer, or water lines, equipment or the like. Further, ILM shall not be responsible for any damages to the Property caused by third parties (e.g., other contractors, the Client's invitees, vandalism, etc.)

**Unknown Conditions.** If previous unknown conditions are discovered upon commencement of the work specified in the Proposal ILM reserves the right to cancel or renegotiate this Contract. If ILM elects to cancel the Contract, it will restore the job site as needed and Client shall pay ILM for any time and materials expended prior to the cancellation.

**Limitation of Professional Liability and Waiver of Subrogation.** Client agrees that ILM's liability to Client for damages or injuries resulting from ILM's conduct or the conduct of ILM's subcontractors, suppliers, or agents in connection with the Project shall be limited to the amount of coverage provided by ILM's insurance provider or the insurance providers of ILM's subcontractors, suppliers, or



agents. Client and ILM waive all rights of subrogation against each other and any of their subcontractors, suppliers, agents and employees, each of the other for damages caused by fire or other causes of loss to the extent covered by property insurance or other insurance applicable to the work specified in the Proposal.

**Damages and Non-Target Areas.** ILM will make every effort to minimize any damage to areas surrounding the area where the work specified in the Proposal will be conducted ("Non-Target Areas"). Prescribed burning or herbicide applications to tall vegetation or hard to reach areas increase the possibility of damage to Non-Target Areas. Client accepts the inherent risk of damages to Non-Target Areas and ILM shall not be responsible for damages to Non-Target Areas. Further, ILM shall not be obligated to remediate damages to Non-Target Areas unless ILM has specifically agreed to do so in the Proposal. ILM will remediate any damage caused to Non-Target Areas due to ILM's negligence or improper execution of services at no cost to the Client. Client is responsible for the removal and replacement of personal property, improvements, fixtures, appliances, or other obstacles in the area where the work specified in the Proposal will be conducted unless otherwise specified in the Proposal. ILM shall not be responsible for any damages incurred to landscaping or personal property located on the Property of any type due to dust, excavation, seepage, or flooding.

**Billing and Invoice.** Payment for the work specified in the Proposal shall be due to ILM from Client upon completion of the work specified in the Proposal. If the Project requires ILM to incur significant upfront costs for materials ILM reserves the right to require Client to prepay those costs prior to commencement of its work on the Project.

**Past Due Account Fees.** Client shall be obligated to pay ILM a 1.5% per month service charge on all amounts past due under the Contract by more than 30 days. ILM may also pursue measures to suspend work and services to Client under the Contract until accounts are brought current. Client shall reimburse ILM for all costs and expenses, including court costs and reasonable attorney fees, incurred by ILM in enforcing the Contract and collecting any amounts due thereunder. ILM will look only to Client for payment due under the Contract and if Client intends for other entities to share ILM's charges it is Client's responsibility to recoup such costs from such other entities. Any work not completed by others (e.g., contractors not under the control of ILM) shall not delay the payment of amounts due under this Contract.

**Lien Notice.** As required by local state lien laws, ILM hereby notifies Client that as a furnisher of labor and/or materials for improvement on the Property ILM has lien rights against the Property if not paid.

**Termination.** Either party may terminate the Contract for cause only, upon not less than ten (10) days written notice if the other party fails to substantially perform in accordance with the terms of this Contract through no fault of the terminating party, provided that the terminating party has provided the non-terminating party with written notice of the non-performance and non-terminating party has failed to cure the non-performance within ten (10) days of receipt of the

notice. If Client terminates the Contract Client agrees to compensate ILM for all work performed by ILM, and materials utilized by ILM prior to the date of termination and to compensate ILM for mobilization fees, labor, material costs, and clerical time incurred thereafter.

**Interpretation and Enforcement.** This Contract shall not be modified except by written agreement signed by both Client and ILM. Duties and obligations imposed under this Contract and rights and remedies available hereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by ILM shall constitute a waiver of a right afforded under this Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach hereunder. In the event ILM institutes an action or proceeding against Client relating to the enforcement of this Contract, any provision hereof, or any default hereunder, Client shall pay ILM's attorneys' fees and other costs incurred in that action or proceeding, in addition to any other relief to which ILM may be entitled. This Contract constitutes the entire agreement between the parties with respect to the subject matter hereof, and any modification or change will not be effective unless in writing signed by the parties. No party to this Contract shall assign it without the written consent of the other party. This Contract shall be binding upon the Client and ILM, their heirs, successors, and assignees. This Contract shall be governed by Illinois law. The venue for resolution of any dispute arising under this Contract shall be Lake County Illinois.

**Arbitration of Disputes.** All claims, disputes, and other matters in question between ILM and Client arising out of, or relating to, this Contract shall be decided by arbitration, in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association, unless the parties mutually agree otherwise. Such agreement to arbitrate, and any other agreement to arbitrate with an additional person or persons duly consented to by the parties to this Contract, shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final, and judgment may be entered on it in accordance with applicable law in any court having jurisdiction thereof. Demand for arbitration shall be made in writing and served on the other party with copies sent to the American Arbitration Association.

**Force Majeure.** ILM shall not be considered to be in default or breach of this Contract, and shall be excused from performance or liability for damages incurred by Client, if and to the extent ILM shall be delayed in or prevented from performing or carrying out any of the provisions of this Contract due to any act, omission, or circumstance by or in consequence of any act of God, labor disturbance, vandalism, sabotage, failure of suppliers of materials, act of the public enemy, war, invasion, insurrection, riot, terrorism, civil disorders, strikes, rebellions, revolutions, fire, storm, flood, ice, earthquake, explosion, epidemic, pandemic, virus, disease, breakage or accident to machinery or equipment or any other cause or causes beyond ILM's reasonable control, including any curtailment, order, regulation, or restriction imposed by governmental, military or lawfully established civilian authorities.



**Subject:** RE: Request for Proposal Wildwood Park District (Valley Lake 2025)  
**Date:** Wednesday, February 19, 2025 at 11:30:47 AM Central Standard Time  
**From:** Jen Biancalana <jbiancalana@tigrisusa.com>  
**To:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>  
**Attachments:** image002.png, image003.jpg, Valley Lake- 2025 TIGRIS Lake Management + Swimmer's Itch Mgmt Services Proposal.pdf, ILMA Conference Speaker Agenda Tentative.pdf

Hi Brandon

Thank you for the opportunity to submit our proposal for lake management services for Valley Lake again this year. Please find our detailed proposal attached, which reflects the 2024 program and pricing.

The Valley Lake management program will include one inspection/application in May and September, along with bi-weekly visits from June through August. This totals 10 annual visits, including treatments for swimmer's itch.

I would be happy to present our program to the Valley Lake Park District board. However, I am unavailable on Tuesday, March 18th, as I will be attending the Illinois Lakes Management (ILMA) Conference. I encourage you to consider attending ILMA this year—it will be held at the Hilton Northbrook and features a great lineup of educational presentations on key lake management topics affecting Illinois waterways. I've attached a copy of our tentative speaker agenda for your review, and you can register on the website, <https://ilma-lakes.org/conference-registration>. Feel free to share this information with anyone in the community that you think would benefit from attending.

Please let me know if you have any questions or need further information.

Thank you for your consideration, we look forward to the opportunity to provide Valley Lake and Wildwood Park District with an unsurpassed level of services again this summer.

Have a good day!

Jennifer

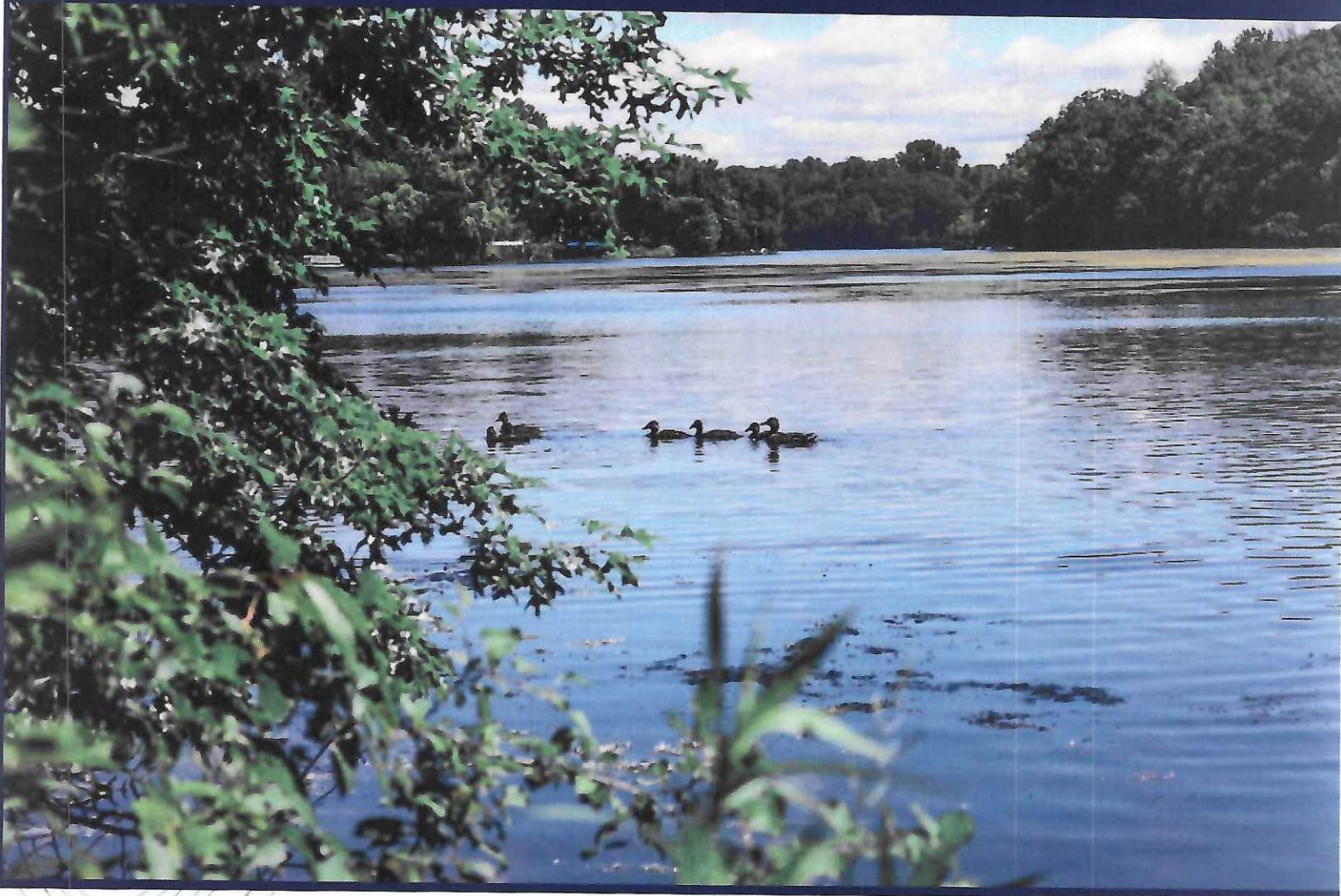


**JENNIFER BIANCALANA**  
Lake & Pond Management-  
Account Manager  
224.202.5808  
[jbiancalana@tigrisusa.com](mailto:jbiancalana@tigrisusa.com)  
[tigrisusa.com](http://tigrisusa.com)



**FEBRUARY 19, 2025**

Valley Lake  
c/o Wildwood Park District  
Attn: Brandon Magnini  
[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)



## **LAKE MANAGEMENT + SWIMMERS' ITCH MANAGEMENT PROPOSAL**



**TIGRIS**  
WHERE WATERS THRIVE.



# SCOPE OF WORK

## Annual Lake Management Services

### Valley Lake

#### Lake Management Services:

The TIGRIS team of licensed aquatic pesticide applicators will inspect Valley Lake a total of eight (8) visits from May through September. Program will include an additional two (2) visits to Valley Lake to apply copper sulfate crystals around perimeter of the lake, in areas less than 6' deep, to control schistosoma infected snails.

#### Standard Services Include:

- Monitoring of Water Quality Parameters (water temperature, dissolved oxygen, pH, and alkalinity).
- HAB (Harmful Algal Bloom) Monitoring.
- Determine proper management strategy based on identified vegetation.
- Application of USEPA registered products labeled for aquatic use to control nuisance vegetation.
- Inspection Reports
- Additional management strategy recommendations.
- If applicable, monitor fountain and aeration systems on site.

*Certain conditions may affect your management strategy such as low dissolved oxygen, poor water quality, poor weather conditions, and equipment accessibility.*

**ANNUAL LAKE MANAGEMENT SERVICE PRICING: \$9,875.00**

#### Lake Management Service Enhancements

##### ☐ Baseline Testing:

Analytical laboratory testing for quantification of water quality parameters, enumeration and site-specific prescription services for improved control of algae and management of water quality. Laboratory report will be provided to Wildwood Park District.

☐ Water Quality: \$665.00 per sample per event. 2-3 samples recommended

☐ Sediment: \$990.00 per sample per event. 2-3 samples recommended

##### ☐ Nutrient Mitigation and HAB Prevention/Remediation:

With data collected through laboratory analysis of water quality and sediment, a nutrient mitigation program can be developed to address excess phosphorous in the water and sediment and improve overall water quality and clarity. Phosphorus is a leading cause of particularly challenging algae. Adding this product will bind excess phosphorous making it less available for the continuous production of algae. Data from baseline testing will determine EutroSorb application rates

☐ EutroSORB F: \$TBD

☐ EutroSORB G: \$TBD

☐ EutroSORB WC: \$TBD

**LAKE MANAGEMENT SERVICE ENHANCEMENTS PRICING: \$ \_\_\_\_\_**

**TOTAL LAKE MANAGEMENT SERVICES PRICING: \$9,875.00**



# PRICING, TERMS AND CONDITIONS

## Lake Management + Swimmers' Itch Mgmt. Services

### Valley Lake

PRICING FOR ANNUAL LAKE MANAGEMENT SERVICES:

**\$9,875.00**

**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 12/31/2025 (the "Initial Term"). Unless either party hereto provides the other party with written notice at least ninety (90) days prior to the end of the Initial Term or any subsequent renewal term, this Agreement shall automatically renew for subsequent additional terms, with each subsequent term having a duration equal to the Initial Term. Notwithstanding anything set forth herein to the contrary, either party may terminate this Agreement upon 30 days written notice to the other party; provided that in the event the Customer terminates this Agreement, the Customer must provide payment to TIGRIS Aquatic Services, LLC for all services rendered prior to the effective date of termination.

**PRICE INCREASE:** The first day of the month following the initial term (a "Price Increase Date"), the prices listed above 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%). Within thirty (30) days of the Price Increase Date, TIGRIS Aquatic Services, LLC shall publish and deliver to the Customer revised pricing for the current renewal term. TIGRIS Aquatic Services, LLC may petition Customer 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.

**PROPERTY DAMAGE/LIMITATION ON CLAIMS:** Allegations of property damage resulting from the services rendered by TIGRIS Aquatic Services, LLC must be submitted in a written report with pictures included, filed directly with respective Account Manager within fifteen (15) days. TIGRIS Aquatic Services, LLC will review the report, determine a fair and equitable resolution, and respond within a timely manner. Customer agrees that any claims Customer has against TIGRIS Aquatic Services, LLC must be filed within one (1) year from the date of termination of this Agreement.

**LIMITATION OF LIABILITY:** 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. Customer hereby agrees to indemnify, defend and hold harmless the TIGRIS Aquatic Services, LLC from and against any and all liabilities, obligations, damages, penalties, fines, loss, awards, judgments, costs, and expenses (including, without limitation, reasonable attorneys' fees and costs), relating to any claim, action or proceeding initiated or threatened by a third party (collectively "Losses") incurred by or imposed upon TIGRIS Aquatic Services, LLC as a result of Customer's negligence or intentional misconduct. TIGRIS Aquatic Services, LLC hereby agrees to indemnify, defend and hold harmless the Customer from and against all Losses incurred by or imposed upon the Customer as a result of TIGRIS Aquatic Services, LLC's negligence or intentional misconduct provided however that TIGRIS Aquatic Services, LLC shall not be responsible for any Losses due in whole or in part to Customer's negligent acts or omissions.

**INSURANCE:** TIGRIS Aquatic Services, LLC shall carry Worker's Compensation and Employer Liability, Commercial General Liability, Professional Liability, and Property Damage Insurance which shall remain in full effect throughout this Agreement. Customer will be an insurance certificate holder and named as an additional insured. Certificates of insurance shall be delivered to Customer a minimum of two weeks prior to the initiation of the treatment program. If coverages confirmed by these certificates will expire prior to the termination of this Agreement, the certificates for renewals must be delivered not less than ten days prior to the expiration date.

**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.

**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.

**SIGNING AND RETURNING** this document authorizes TIGRIS Aquatic Services, LLC to perform the services stipulated within this agreement. By signing this document, I acknowledge I have the authority to authorize TIGRIS Aquatic Services, LLC to perform the services outlined in this agreement.

CUSTOMER NAME (PRINT):

TITLE:

CUSTOMER SIGNATURE:

DATE:

TIGRIS SIGNATURE:

DATE: 2/19/2025





**TIGRIS**

468 Randy Road  
Carol Stream, IL 60188

# INFORMATION PAGE

## BILLING ADDRESS

Invoices Made To: \_\_\_\_\_

Property Management Company (if applicable): \_\_\_\_\_

Accounts Payable Contact: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

## SITE CONTACT + ADDRESS (IF DIFFERENT FROM ABOVE)

Contact Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

## ALTERNATE CONTACT

Contact Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_



**TIGRIS**  
WHERE WATERS THRIVE.



# Lake and Pond Solutions, LLC

W4950 County Road A  
Elkhorn, WI 53121  
Office (262) 742 - 2600  
[www.lakeandpondsolutions.com](http://www.lakeandpondsolutions.com)  
[jeff@lakeandpondsolutions.com](mailto:jeff@lakeandpondsolutions.com)

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

March 3<sup>rd</sup>, 2025

Dear Mr. Magnini,

Thank you for your interest in Lake and Pond Solutions, LLC. We are a total lake and pond management company, dealing with hundreds of products for aquatic use. Our degreed biologists are also licensed, certified and fully insured herbicide applicators with over 100 years of combined management experience. The following proposal and recommendations for Valley Lake are regarding your request for bid on 2-19-25.

## OUR QUALIFICATIONS

- Established Wisconsin based company with 24 years serving WI and N. IL
  - We are the largest **locally owned and operated** pond management company in WI
- Degreed biologists (biology, fisheries, watershed management, environmental conservation, water resource management, natural resource management, aquatic sciences) with 100 years of combined experience
- Stewards of Water PRO Certified ProcettaCOR Specialists
- Staff trained in aquatic plant identification and survey methods
- Identified first WI infestations of Yellow Floating Heart and Sacred Lotus along with first detections of Starry Stonewort in Lake Geneva, Camp Lake, and Phantom Lake
- Involved in and support Midwest Aquatic Plant Management Society (MAPMS), Aquatic Ecosystem Restoration Foundation (AERF), and Responsible Industry for a Sound Environment (RISE)

## SCHEDULED VISITS

This option would begin in May and continue into mid-September for a total of 10 scheduled site inspections (once every 2 weeks). Included would be scheduled visits to the property, our Basic Service



Lake and Pond Solutions, LLC

(262) 742- 2600 | [www.lakeandpondsolutions.com](http://www.lakeandpondsolutions.com) | [jeff@lakeandpondsolutions.com](mailto:jeff@lakeandpondsolutions.com)

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Fee, lake inspection (for HABs, nuisance species, and invasive species), and dissolved oxygen and temperature readings (as needed). The visits are billed up front, and all product and herbicide/algicide application charges are additional and invoiced per occurrence with 30-day terms. We can work within a predetermined budget, notifying you of the status as the season continues. The total for these scheduled visits would be: **\$2,550.00**

*\*Service calls outside of the scheduled visits are charged \$95 plus product and labor*

### ALGAE/PLANT TREATMENTS

Valley Lake is 11.81 acres with 3,573' of shoreline and a 9.65' max depth. Treatments can vary widely from year to year depending on rainfall, sunlight, temperature, budget and overall expectations. Treatments are billed on an "as-performed" basis meaning you pay only for the exact treatment received. Below I have estimated the costs of basic algae and weed treatments around the lake perimeter, and an EWM treatment. These costs obviously have the potential to change based on actual algae growth and plants present and some of the large ranges show the difference between an algae treatment versus and algae AND plant treatment. The total per treatment including product and application would range from:

¼ - ½ shoreline 20' out (0.41 – 0.82 acres)	\$550 – \$1,260
Full shoreline 20' out (1.64 acres)	\$1,480 - \$2,235
EWM Treatment with ProcellaCOR EC	\$1,600/acre (assuming 4' avg)

I would expect that you may need between 2-4 algae/weed treatments and one EWM treatment for the season (estimated at 2 acres). The estimated treatment budget would be \$7,250. **\$8,725.00**

*\*Please note that due to the number of homes on the lake, we would charge an additional \$10 per property to post the required warning signs prior to our treatment.*

### COPPER SULFATE TREATMENT FOR SWIMMERS ITCH

Part of the request for bid was for two treatments of copper sulfate crystals to control schistosoma infected snails. Prior to bidding on this item, we would have to get a better understanding of the acreage involved and desired rate for control. However, we do want to point out a few things regarding Swimmers Itch and these types of treatments.

- Copper sulfate is not only toxic to snails but many non-target aquatic plants and animals.
- Non-chelated copper can accumulate in lake sediments and can bioaccumulate in the living tissues of aquatic animals posing a significant threat to aquatic environments.
- Copper sulfate treatments often don't kill enough of the target snails to eliminate swimmer's itch.
- There is evidence that snails may be capable of developing resistance to copper sulfate.
- A study by a private MI company in 2017 showed there was no decrease in the risk of contracting swimmer's itch after a copper sulfate treatment.
- A MI study in 2019 found that although copper sulfate significantly reduced populations of snails within the treatment area, there was no significant impact on swimmer's itch-causing parasites in the water since cercariae can still swim into the treatment area from untreated areas.
- Dr. Harvey Blankespoor from MI studied swimmer's itch for 50 years and points out that only about 2% of the snail population is infected with swimmer's itch. The amount of copper sulfate



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Solutions, LLC

(262) 742- 2600 | [www.lakeandpondsolutions.com](http://www.lakeandpondsolutions.com) | [jeff@lakeandpondsolutions.com](mailto:jeff@lakeandpondsolutions.com)

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needed to make an impact would lead to a lot of collateral damage to uninfected snails, plants, and fish. He notes that copper sulfate is not a particularly good use of resources nor an effective means of treatment for the parasite.

Our recommendation would be to discontinue the utilization of copper sulfate based snail treatments based on the potential harm and limited relief. Instead, we would recommend a few common strategies to prevent swimmer's itch like avoiding swimming in wind blown shorelines and drying off with a towel immediately after swimming. A stocking of red-ear sunfish may also help provide biological control as they typically feed on snails. Again, we can provide a quote once we have a better understanding of acreage and desired copper concentration.

#### **WATER SAMPLING (OPTIONAL)**

Annual sampling is an important tool in assessing yearly changes. There are many times over the life of a lake or pond when unusual conditions occur. For example, changes in abundance of algae and/or rooted aquatic plants, fish kills, changes in water clarity, etc. Past water quality data is very useful in explaining these occurrences and shaping management decisions. We would collect a sample in May. This sample would be sent to a water testing laboratory that would run 12 different analyses including pH, conductivity, alkalinity, total hardness, reactive phosphorus, total phosphorus, ammonia-nitrogen, nitrate-nitrogen, TK-nitrogen, chloride, chlorophyll a, and turbidity. Total cost including sampling, shipping, lab analysis, and brief report is:

**\$670.00**

*\*Algae ID, classification, and biomass sampling can be performed any time at \$295/sample.*

#### **SOFT SEDIMENT SURVEY (OPTIONAL)**

For a soft sediment survey, we would establish a 60-point grid on the lake which would be uploaded to a Garmin GPS unit. At each point, water depth and soft sediment would be recorded using a graduated pole pushed down to hardpan. This data would be provided in an excel table showing values at each point along with the range, average soft sediment accumulation, and % volume lost. The post survey summary may also have some management recommendations for you to consider in the future. Total cost for this survey and summary would be:

**\$880.00**

#### **SONAR MAPPING SERVICES (OPTIONAL)**

Sonar mapping provides real solutions for maintaining a comprehensive and historical look at your lake. This survey would pair our Lowrance Elite FS-9 head unit with proprietary EcoSound processing from BioBase. This pairing creates detailed bathymetric, relative bottom hardness, and submerged aquatic vegetation (Biovolume) maps. Mapping the lake over time can help determine areas of change, rates of sedimentation, track vegetative growth, and monitor success of dredging projects. It should be noted that depths below 1.2 feet are not sufficient for bathymetry mapping and depths below 2.4 feet are not sufficient for vegetation outputs.

**\$1,200.00**



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Solutions, LLC**

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### NUTRIENT REMEDIATION (OPTIONAL)

This is one of the more important aspects to lake and pond management, especially for stormwater ponds. Nutrients (mainly phosphorus) enter after rain and runoff events. As the levels continue to build, they will eventually trigger excessive growth. Treatments are solely “band-aids” since they don’t address the true cause of the problem. They will continue to increase in frequency as nutrients keep building which ultimately leads to more muck accumulation and a shallower waterbody. Nutrient remediation is a technique that helps to deactivate phosphorus. There are currently 2 different products that may be utilized in Valley Lake.

- **EutroSORB WC** – EutroSORB WC is a liquid product that strips existing phosphorus from the water column. This would be an ideal treatment for waterbodies that have already high levels of phosphorus in the water. Based on the volume of water in the lake and a typical 2 PDU/acre foot rate, we would need 128 PDU’s which would eliminate up to 12.8# of available phosphorus. Total cost with application would be: **\$8,336.60**
- **EutroSORB SI** – A new liquid formulation of phosphate binding minerals for targeting/inactivating sediment phosphorus. It can be used on an entire waterbody basis or just around the littoral zone where nutrient release and bottom growing algae are most troublesome. We’d recommend starting this season with an application on half of the lake (~6 acres), focusing on the shallower areas (approx. 5’ or less in depth). This would result in an application of 192 PDU that could potentially eliminate up to 24# of available phosphorus. Total cost with application would be: **\$10,478.40**

*\*EutroSORB SI could also be used throughout the entire lake but due to cost, I would strongly recommend soil fractioning testing to determine appropriate rates based on existing phosphorus levels. This testing runs \$550/sample and your lake would need two samples.*

### ALGAETRACKER (OPTIONAL)

Since you mentioned swimming and HAB’s in the lake, we’ve provided information about AlgaeTracker. AlgaeTracker is a revolutionary monitoring and detection system providing early warning of organic water contamination including harmful algal blooms (HABs). A low-cost buoy tracks chlorophyll (green algae), phycocyanin (blue-green algae), turbidity, air and water temperature, and solar light every 30 minutes, immediately streaming data to a central dashboard where analytics improve early warning capabilities. The alerting system notifies you when contamination levels rise above set thresholds. We installed one of the first 50 worldwide buoys in SE WI back in 2020 and it is still monitoring conditions today. The buoy costs \$4,999 and comes with a one-year warranty while the subscription is \$999 annually (8 months active). We charge \$150 per occurrence for install and removal although this would be very easy for your staff. Routine maintenance and recalibration is also recommended at the end of each season (\$499 plus shipping).



Lake and Pond  
Solutions, LLC

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I know that there is a lot of information here, so if you have any questions or concerns don't hesitate to contact me. Thank you very much for your interest in Lake and Pond Solutions, LLC. I look forward to earning your business this year!

Sincerely,



Jeff Stelzer – Owner/Senior Biologist  
Lake and Pond Solutions, LLC  
(cell) 262.379.7524  
(office) 262.742.2600



Lake and Pond  
Solutions, LLC

(262) 742- 2600 | [www.lakeandpondsolutions.com](http://www.lakeandpondsolutions.com) | [jeff@lakeandpondsolutions.com](mailto:jeff@lakeandpondsolutions.com)

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Thanks Brandon! Do you know what copper rate they were targeting for the snails? We don't normally treat for snails but I'm guessing the 1ppm max rate. I'm at a conference next week in Chicago but will work on a proposal when I'm back in the office the following week.

---

**Jeff Stelzer - Owner / Senior Biologist**

Lake and Pond Solutions LLC

262.742.2600 (office)

**262.379.7524 (cell)**

[www.lakeandpondsolutions.com](http://www.lakeandpondsolutions.com)

*Providing Environmentally Sound Aquatic Management Solutions*

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***\*PLEASE NOTE MY NEW MOBILE NUMBER ABOVE***

On Thu, Feb 20, 2025 at 12:14 PM Brandon Magnini

<[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)> wrote:

Hi Jeff,

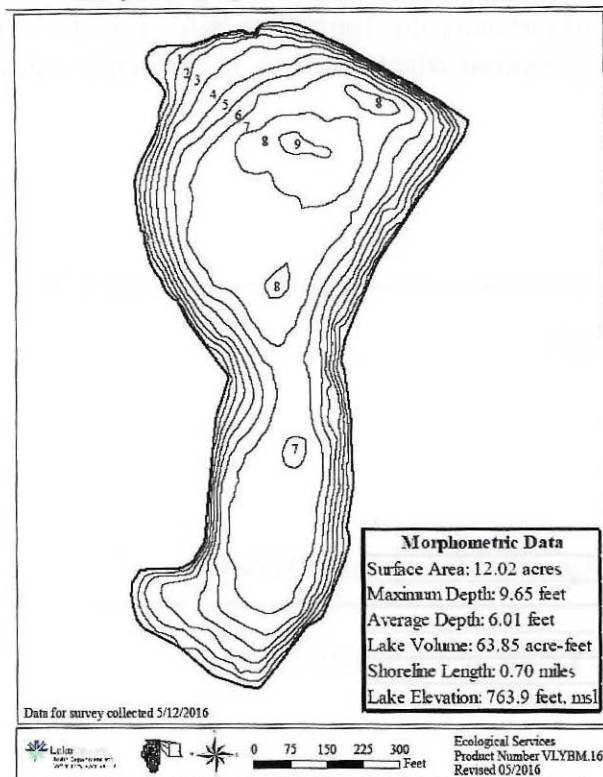
*My responses to your questions are below in **blue**:*

Thanks for reaching out to us about management on Valley Lake. I have a few follow up questions that will help us put a quote together.

1. You mentioned a copper sulfate treatment for snails in 6' or less of water depth. Do you know how much of the lake is 6' or less and what rate you were targeting for the application? **The average depth is 6 feet. I have attached a Bathymetric Map for a visual aid. That average depth may have lessened in the last couple of years with more sediment buildup.**



Bathymetric Map of Valley Lake, Lake County, IL



2. Historically, how often do you need to treat algae each season and is it mainly confined to the shore? **Yes, it is usually confined to the shore on the south end of the lake near our beach and some resident piers. Our treatment company has usually had to treat active algae (mainly filamentous) that is present at least once per month (May-September). We have maybe 1-2 blooms a season. Company comes out bi-weekly per contract.**
3. Do you have aquatic plant growth in the lake? What types of plants and how often are you typically treating? **Yes, we do have aquatic plant growth in the lake. We are dealing with an increase of Eurasian Water Milfoil right now and natives are suffering.** They were treating the EWM 2-3 times as we got closer to the end of the season last year (August-September).
4. How often were you recording dissolved oxygen (DO), temp, pH, and alkalinity? Were you doing full profiles for DO and temp? **We have a volunteer lake monitor who works with our Health Department on a monthly basis and takes all of those readings with a DO monitor. DO was averaging between 6.6-10 over the course of the season.**
5. You mentioned an aeration system in the lake, can you tell me more about the equipment (i.e., how many compressors, their size and type, number of diffusers, etc)? Do you need maintenance on the system or simple function checks? **There are 6 aerators running off of 2 compressor pumps. We do all the yearly maintenance on the pumps/aerators in-house. It would be just an observation of their functionality while viewing them from the water.**
6. Sediment testing: are you looking for general sediment depth surveys or fractioning to determine phosphorus levels contained in the sediment? **I think mainly general baseline sediment depth surveys (as an optional add-on).**
7. Nutrient Mitigation has expanded greatly in the last 7 years and there are a number

of products with different functions and potential outcomes. What have you used in the past (i.e. Phoslock, EutroSORB WC, EutroSORB G, Metafloc, etc)? Do you have any nutrient data from previous testing that you can share? **EutroSORB WC, EutroSORB G has been proposed to us in the past on other proposals that was always optional. We are also going to be using phosphorous 25 lb. "socks" this year near all our stormwater inflows to try to catch as much phosphorous as possible before it leaves our plunge pool dam and filters into the main lake.**

**Brandon Magnini**

**Executive Director**

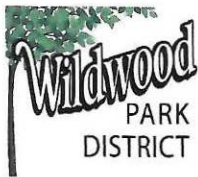
Wildwood Park District

33325 N. Sears Boulevard Wildwood, IL 60030

[www.wildwoodparkdistrict.com](http://www.wildwoodparkdistrict.com)

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

847.223.7275



---

**From:** Jeff Stelzer <[jeff@lakeandpondsolutions.com](mailto:jeff@lakeandpondsolutions.com)>

**Date:** Wednesday, February 19, 2025 at 12:36 PM

**To:** Brandon Magnini <[bmagnini@wildwoodparkdistrict.com](mailto:bmagnini@wildwoodparkdistrict.com)>

**Subject:** Re: Request for 2025 Lake Treatment Proposal Wildwood Park District (Valley Lake)

Hi Brandon,

Thanks for reaching out to us about management on Valley Lake. I have a few follow up questions that will help us put a quote together.



**Subject:** RE: Request for 2025 Lake Treatment Proposal Wildwood Park District (Valley Lake)  
**Date:** Tuesday, February 25, 2025 at 4:44:41 PM Central Standard Time  
**From:** Sam Cason <samcason@casonlandwater.com>  
**To:** Brandon Magnini <bmagnini@wildwoodparkdistrict.com>, Lance Paden <lancepaden@casonlandwater.com>  
**Attachments:** image003.png, image004.jpg, image005.png, Bi-Weekly Valley Lake Association 2025 IPMS Contract for Professional Pond Management .pdf, Monthly Valley Lake Association 2025 IPMS Contract for Professional Pond Management .pdf

Hi Brandon,

I appreciate you sending over that information. Your lake definitely has some DO problems near the sediments, but generally looks good for fish.

In running through the numbers, our pricing falls outside of your budget. Unless you need less algaecide than I anticipate based off our conversations, products for lake treatment without labor or water testing max out your budget.

For monthly service, I am within your budget, but it sounds like that just isn't going to get you to where you want to be.

It sounds like you are getting a pretty great price for a lake with algae issues. I have attached our pricing for monthly and 2x monthly service just so you have it. We bill post service for the labor charge and exact products used. It's possible I am drastically overestimating the amount of product we would need to address repeated algae growth, and we would actually fall within your budget, but it's tough to tell without spending a season working on the lake. You will also find pricing for some optional proactive measures, which will be good to help you conceptualize these expenses in the future.

I appreciate your consideration and time discussing the lake. It's disappointing we couldn't make the numbers work, but keep us in mind if you run into some more chronic issues, want to take a proactive approach to lake management, and/or need assistance with fish management (stocking, electrofishing, netting surveys, etc.)

If you have any follow up questions, please do not hesitate to reach out.

Best,

**Sam Cason**

*Vice President*

*Pond Division Manager*

*Fisheries Biologist*

*Accredited Lake Management Professional*



P.O. Box 230, Berlin, WI 54923

Office: 920.361.4088

Cell: 920.420.0495

Fax: 920.361.4086

# Cason

**LAND & WATER MANAGEMENT, LLC**

LAKES • PONDS • WETLANDS  
PRAIRIES • FORESTS • STREAMS



P.O. Box 230  
Berlin, WI 54923  
Phone: 920-361-4088  
Fax: 920-361-4086

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## Contract for Professional Pond Management Services

This contract constitutes an agreement between:

**Wildwood Park District**  
**c/o Brandon Magnini**  
**33325 N. Sears Boulevard**  
**Grayslake, IL 60030**

(hereafter referred to as "Customer") and Cason Land & Water Management, LLC for management of the Customer's waters located at:

**Valley Lake**  
**33290 N. Mill Road**  
**Grayslake, IL 60030**  
**Lake County IL**

**SERVICES PROVIDED:** Cason Land & Water Management, LLC agrees to provide Professional Pond Management Services, which may include application of EPA registered pesticides to Customer's pond and shoreline, and/or application of dyes, bacteria, enzymes and nutrient management products to Customer's pond, and service of aeration systems and fountains. Customer agrees to retain Cason Land & Water Management, LLC as the exclusive provider of these services throughout the term of this agreement.

**TERM OF AGREEMENT:** The terms of this agreement shall commence on the date this contract is signed by the Customer and will remain in effect until December 31, 2025. This contract will automatically renew on January 1<sup>st</sup> each year thereafter. The customer may opt not to renew the contract by notifying Cason Land & Water Management, LLC in writing during the cancellation period. The cancellation period is November 1 through December 31 each year.

Service price and unit price of Materials are subject to increase up to 5% of the previous year's price within the terms of this contract. If Material or Service Costs will increase by more than 5%, Cason Land & Water Management, LLC will provide written notice to the Customer with the details of the increase and provide the Customer with the option to accept the new contract terms or reject them.

### TYPE OF SERVICE:

- ☐ **"On Call Service"** (Pond management services will be provided as needed, upon the request of Customer.)
- ☒ **"Integrated Pond Management Service"** (Pond management services will be performed at regularly scheduled intervals).

**SERVICE COSTS:** Labor charges per service date, including travel, site inspection, product application, and posting of warning signs, will be \$750 per service date. Additional (unscheduled) service dates requested by the Customer will be charged at the same rates. Other services that are specifically requested by the Customer, and that are not covered in this or other existing contracts, will be billed as follows: professional labor \$125/hour.

**MATERIAL COSTS:** The cost of materials charged to the Customer will be based on the exact quantities used on each service date. For list of products likely to be used, their unit costs and seasonal estimates, please see SERVICE SCHEDULE AND COST ESTIMATES on page 3.

**BILLING AND TERMS:** Invoices will be issued after each service date, and will include the costs of any labor and material charges incurred on that date. Payment will be due upon receipt of invoice. Financing charges of 1.5% per month will be applied to balances more than 30 days past due.

**PERMITS:** It is understood by both parties that a *Permit for Chemical Control of Aquatic Plants* (issued by the Wisconsin Department of Natural Resources) or a current *Private Fish Farm Registration* (issued by the Wisconsin Department of Agriculture) will be required before herbicides or algacides may be applied to Customer's waters. Customer hereby agrees to obtain necessary permits or licenses prior to commencement of herbicide or algacide application by Cason Land & Water Management, LLC. Upon request by the Customer, Cason Land & Water Management, LLC will provide assistance with applying for necessary permits or licenses.

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**877-309-8408**  
**www.casonassociates.com**  
**info@casonland-water.com**

Initial here indicating you have read and understand the terms on this page \_\_\_\_\_



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**Cason Land & Water Management, LLC Contract for Professional Pond Management  
Services Page 2**

Customer: **Wildwood Park District**

**PROFESSIONAL EXPECTATIONS AND LIABILITY:** Cason Land & Water Management, LLC shall be responsible and liable for its staff while performing contracted services on Customer's waters. Cason Land & Water Management, LLC shall provide trained, insured and licensed staff to perform Professional Pond Management Services on Customer's waters. Cason Land & Water Management, LLC staff agree to comply with the labeled requirements of all EPA registered aquatic pesticides pertaining to transportation, application and disposal.

While Cason Land & Water Management, LLC staff shall make every effort to reduce the risk of loss of non-target aquatic life, including fish, this risk remains inherent with any aquatic application. Customer understands and accepts the risks associated with aquatic treatments, and does not hold Cason Land & Water Management, LLC liable for such damages.

Where applicable, the Customer agrees to take necessary steps to ensure that offsite (downstream) movement of pond management products, including algacides and herbicides, is minimized or prevented by controlling discharge from the pond after treatment. Customer therefore assumes sole liability for damages occurring from offsite movement of such products.

Customer agrees to provide a suitable vehicle access and boat launch to Customer's waters, and to remove any boats, toys or other property that may be damaged as a result of performing pond management services. Cason Land & Water Management, LLC, therefore, shall not be held liable for damages done to lawns, shorelines or other property that may occur during performance of pond management services.

In the event of any legal challenges that may arise from performance of requested services, or in the event of default by the Customer, the Customer agrees to reimburse Cason Land & Water Management, LLC for any legal fees or collection fees incurred while protecting its rights under this contract.

**GUARANTY:** Cason Land & Water Management, LLC guaranties that all EPA registered pesticides will be applied in accordance with label directions using properly calibrated equipment. Due to the numerous environmental variables associated with aquatic applications, no product performance guaranty or warranty, other than those provided by the manufacturer, are given or implied.



### Cason Land & Water Management, LLC Contract for Professional Pond Management Services Page 3

Customer: Wildwood Park District

#### 1) Integrated Pond Management Plan

• Integrated Pond Management	\$7500
○ 2x Monthly (May-September) Scheduled On-site Visits (\$750/visit)	
○ On-site Evaluation Biologist	
○ Yearly Management Evaluation	
○ Licensed, Insured and Trained Professional Applicator:	
○ Advanced Notification	
• Proactive Management Products	
○ Pond Dye	n/a
○ Water Quality and/or Sediment Reducing Bacteria	n/a
○ Water Quality Enzymes	n/a
• Phosphorous Binding and Clarifying Products	n/a
• Reactive Management Products	
○ Algaecides	\$7490+/-
○ Herbicides	\$1050+/-
○ Snail	\$1425+/-
• Shoreline & Cattail Management (Labor & Materials)	n/a
• <u>Fish Feed Products</u>	
○ <u>High Protein Fish Feed Blend</u>	n/a
<b>Estimated Integrated Management Budget-</b>	<b>\$17465+/-</b>

*\*Product amounts are based on typical weather patterns and normal site conditions. Uncontrollable factors may require management plan and price adjustments.*

*\*Pricing does not include DNR treatment permit fees*

*\*Taxes not included*

#### 2) Water/ Sediment Sampling & Analysis

• Water Analysis (n/a)	
○ DO, pH, Temp	included
○ HAB- qualitative	included
○ HAB- Quantitative 10 sample dates	\$1500
○ E.Coli	n/a
○ Nitrates + Nitrites	n/a
○ Kjeldahl Nitrogen	n/a
○ Total Phosphorous	n/a
○ Shipping & Packaging	n/a



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## Cason Land & Water Management, LLC Contract for Professional Pond Management Services Page 4

- Sediment Analysis (n/a)
  - Percent Solids n/a
  - Percent Organic n/a
  - Phosphorous Fractionation n/a
  - Shipping & Packaging n/a

**Water/ Sediment Sampling & Analysis Budget- n/a**

\* Taxes not included

### 3) Annual Aeration, Fountain, and Pump Service

- Aeration Maintenance
  - Compressor Maintenance (\$25 x 1 x 2 service dates) n/a
  - Compressor Storage (\$15 x n/a) n/a
  - Diffuser Cleaning (\$40 x 2 x 1 service dates) n/a
  - Technical Service Call n/a
- Fountain Service
  - Fountain Installation-small (\$210 x n/a) n/a
  - Fountain Installation- large (\$365 x n/a) n/a
  - Fountain Cleaning, Inspection Report & Storage (\$135 x n/a) n/a
  - Technical Service Call n/a
- Waterfall Pumps Service
  - Pump Installation-small (\$75 x n/a) n/a
  - Fountain Cleaning, Inspection Report & Storage (\$75 x n/a) n/a

**Estimated Annual Aeration, Fountain, and Pump Service Cost- n/a**

### Additionally Recommended Options for Integrated Management

Savage Blue Dye	Annual Est: \$2400 +/-	Yes	No
Muck Reducing Bacteria (Balanced Biologics 10lbs/ acre/ month)	Annual Est: \$9900+/-	Yes	No
Phosphate Binding- Whole Lake (Resolve PB does 2 applications)	Annual Est: \$6500+/-	Yes	No

CUSTOMER AUTHORIZATION: The above services, schedules, prices, terms and conditions are satisfactory and are hereby accepted. Cason Land & Water Management, LLC is authorized to do the work as described. Payment will be made as outlined above.

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

Print Name: \_\_\_\_\_ Date of acceptance: \_\_\_\_\_

Please sign and date this document, make a copy for your records, and return to:

Cason Land & Water Management, LLC  
PO Box 230  
Berlin, WI 54923

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877-309-8408  
[www.casonassociates.com](http://www.casonassociates.com)  
[info@casonland-water.com](mailto:info@casonland-water.com)

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understand the terms on this page \_\_\_\_\_



**Wildwood Park District**  
**Recreation/Administration Report**  
**March 18<sup>th</sup>, 2025**

1. Routine administrative tasks such as sorting through bills, payroll, depositing funds, PDRMA reporting requirements, meeting with Treasurer Corrigan for bi-weekly financials, and assisting Kathy with various administrative tasks, and associated reports.
2. Updating Park Ordinance Book in respect to E-bikes and E-Scooters pending Board approval.
3. Website management and board duties.
4. Pavilion rental bookings began March 1<sup>st</sup>. Thus far, we have three confirmed rentals.
5. Additional room rentals for the month of March and April.
6. Outreach, research, and consulting with risk management pool and other Park Districts on all aspects of potentially bringing in third-party alcohol vendors to sell at WPD summer events. Trying to attempt to see if vendors would be willing to pay the WPD a 10% cut of all sales made at each event.
7. Outreach to other Directors of Parks and local government partners on the possible benefits and breakdown of conducting a Tree Inventory.
8. Finalized work on the FY 2025-2026 Tentative Budget to initially present at the March meeting.
9. Front Office Staff finalized quotes and reviewed art proofs for proposed new permanent park entry signs (8 total).
10. Continuing to work with Maintenance Lead Dykes on a daily basis for current and future project planning and execution.
11. Communicated with and connected the GLCC and Duck Lake Waterway Association to foster collaboration and best practices in lake management.
12. Updated the proposed GLCC/WPD Services Agreement pending Board approval.
13. Gathering Valley Lake treatment proposals to present at March meeting.
14. Coordination of plan for execution of Pebble Beach Park shoreline plantings to complete shoreline stabilization project. Following up with Scout from Troop 671 for Eagle Project to assist on the volunteer planting for this project along with Maintenance Staff.
15. Food truck outreach for summer events.
16. Booking bands for summer concerts.
17. Human resources tasks such as staff outreach, job recruitment/description updates, posting jobs, coordinating interviews and reference checks, and securing staff for 2025 (camp, swim, Park Safety, instructors).
18. Oversight of staff preparation of Summer 2025 Programs and Events: Upcoming programs and events include:
  - Three Adult Bingo Nights
  - Movie in the Park
  - Family Campout
  - 6-part Thursday Summer Concert Series
  - Blues Soiree
  - GLCC Carp Fishing Derby
  - Summer Camps/Jr Counselor Program
  - Swim Lessons
  - Tot Soccer/Intro to T-Ball
  - Youth STEM Classes with WNPL (Lego Mazes and Robotics)
  - Adult/Teen/Babysitting CPR Certification Classes taught by Alyssa Atempa (Wildwood resident)
  - Adult Yoga

**Wildwood Park District**  
**Recreation/Administration Report**  
**March 18<sup>th</sup>, 2025**

- Parents Walking Club
- 19. March 8<sup>th</sup>'s Hit the Hills Neighborhood Bonfire and Sledding Event at Willow Point was cancelled due to lack of snow and temperatures.
- 20. April 5<sup>th</sup> Spring Tea Party event has 10 enrolled.
- 21. Planning for and securing eggs for 4/26 Egg Hunt event.
- 22. Warren Newport Public Library STEM program on 3/13 at Rule House "Earthquake Structures" has 16 enrolled.
- 23. General ongoing prep for Harvest Fest including booking music, entertainment, and securing logistics.
- 24. Meeting with representative from Burke Playground Products and putting together application materials for their "Move with Us" grant opportunity (possible solution for eventual Willow Point Playground replacement).
- 25. Began research and outline planning for future Strategic Planning Process.
- 26. Continued to work on Valley Lake Management Plan.
- 27. Continued work on a playground replacement schedule plan (as part of Strategic Plan process).
- 28. Continued research/work on ADA Transition Plan (as part of Strategic Plan process).

**Wildwood Park District**

**Maintenance Report**

**March 18<sup>th</sup> 2025**

1. Ongoing park garbage control and maintenance/Mutt Mitts replacements.
2. Routine maintenance and upkeep of equipment.
3. Clean Rule bathrooms, community rooms, and office spaces as needed - re-stock paper towels and soap. Mop floors as needed. Developed standardized washroom cleaning checklist.
4. Organizing internal spring Maintenance Staff safety training.
5. Plowed Rule parking lot based on snowfall and applied salt to lot, driveway, and all building entrances.
6. Plowed maintenance facilities and salted near entrances based on snowfall.
7. Plowed walking paths at Rule, Pebble, and Willow Point based on snowfall.
8. Park, playground, building inspections - corrective actions as needed.
9. Delivered re-furnished/re-painted picnic tables to Valley North (1), Old Plank (1) and Twin Lakes Parks (2).
10. Replaced torn American Flag at Rule House.
11. Preparing to install previously purchased white park information signs purchased in 2023 at Cove, Lake Shore Drive, and Old Plank Parks on 4'x4' posts in March. Mutt Mitt Dispensers to be added to the sign posts at Cove and Boulder Parks.
12. Prepping plans for restoring the baseball backstops at Willow Point and Twin Lakes in March/April. Will close up/add new chain link in damaged areas, address rust, paint the metal frame posts black, and the chain link hunter green where applicable.
13. Weekly or bi-weekly clearing of Valley North outflow drain structure.
14. Per Bleck maintenance plan, completed minor brush trimming in and around the Valley South Plunge Pool without disrupting what was planted. Will continue to monitor this on bi-weekly basis in the summer. Re-adjusted rip rap where necessary.
15. Continuing work on 2025 Work Order System and project projections.
16. 2023 Gator drive belt and clutch replaced as previously reported. Thank you again to Warren Township Highway Department for delivering to and picking up the vehicle for us from AHW in Wauconda.
17. Warren Township Highway Department also dug out, installed a drain pipe system, and leveled out the shoulder with new gravel alongside the street shoulder entrance to Old Plank Park. Entire frontage of the park along the shoulder and in front of our new walking path was a low graded area with substantial standing water.
18. Kawasaki Mule new street-grade tires purchased and then put on by Waukegan Tire.
19. Authorized purchase of 5 new tires (one spare) for the Haulin landscape trailer. This is our primary trailer for our mowers/equipment and the tires were close to being bald. Waukegan Tire will put on the tires for us.
20. Setup previously purchased flammable cabinet into the Maintenance Shop to handle aerosols and paints.
21. Handling setup and takedown of tables and chairs for indoor rentals and events inside Rule House.



## Marketing Report March 2025

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### Website

- Routine Maintenance- keeping website up to date with current announcements, events, news, and programs, as well as removing old content.
- Updates
  - Uploaded all April special events and key programs to homepage slider.
  - Added March Park District Board Meeting date to homepage slider.
  - Updated calendar through September 2025 with known programs, events, and rentals.
  - Adding pavilion rentals and locations to website calendar this year.
  - Removed February Special Events and Programs.
  - Added Community Needs Assessment Report and narrative to homepage slider and Latest News on homepage.
  - Added April 2025 Consolidated Election Reminder/Timeline to Latest News.
  - Added seasonal job postings and advertisement that we are hiring to homepage slider and "Employment Opportunities" page.
  - Updated Boat Launch Key news item to reflect March 1<sup>st</sup> date of locks being changed.
  - On preschool pages, updated forms and parent packet to reflect changes and price updates for the Fall 2025 semester.
  - Updating Camp forms/parent packet to post on web page when ready.
- Metrics (last 30 days)
  - Sessions: a session is the browsing session of a single user to our website
    - 997- down 45% from previous 30 days.
  - Pageviews: a view of a page on our site that is being tracked by the Analytics tracking code.
    - 1,878 – down 36% from previous 30 days
  - Average Session Duration: total duration of all sessions, in seconds
    - 35 sec – up 15% from previous 30 days
  - New vs Returning Visitors
    - New- 93%, Returning- 7%
  - Device Breakdown
    - Desktop- 49%, Tablet- 0%, Mobile- 49%
  - Top Referrals: the top websites that send your website traffic, known as referral traffic.
    - 1. Facebook
    - 2. MailChimp
    - 3. Facebook
    - 4. Facebook
    - 5. Facebook
  - Top Pages
    - 1. Home
    - 2. Special Events
    - 3. Calendar
    - 4. Employment Opportunities
    - 5. Program Brochure
    - 6. Summer Camps
    - 7. Pavilion and Room Rentals
    - 8. Parks and Facilities

- 9. Home
- 10. Board of Commissioners

### **Social Media**

- Routine Maintenance- checking social media pages daily for comments, messages, etc. and responding accordingly.
- Posting weekly to drive program registration, event attendance, engagement, follows, and to remain visible in people's newsfeeds.
  - Posted notice of availability of Community Needs Assessment Report and supporting narrative
  - Posted seasonal job availability and link to job descriptions/postings (posted on Facebook, Instagram, LinkedIn, and on WPD website).
- Analytics
  - Facebook
    - Total page followers: 2,013- up 4 followers in last 28 days
    - Post Reach- The number of people who saw any of our posts at least once.
      - 3,500- down 38.7% from previous 28 days.
    - Post Engagement- reactions, comments & shares
      - 147- down 80.7% from previous 28 days.
    - Audience: 25% men, 75% women
  - Instagram
    - Accounts Reached: 87- up 1,143% in the last 30 days.
    - Accounts engaged: 11- up 70% as in last 30 days.
    - Total followers: 279- up 0.7% in last 30 days

### **Monthly E-Newsletter**

- We are up to 531 subscribers to our monthly e-newsletter (same from last month).
  - Since creating an e-newsletter subscribe landing page, we have had 180 new people subscribe to our e-newsletter.
- Average Open Rate (% of people who open the emails we send) is 37.3% (current industry average is 24%)- down 12.7% from previous 30 days.
- Average Click Rate (% of people who open our emails AND click on a link) is 10.4%. Down 9% from previous 30 days.
- March E-newsletter included:
  - News & Announcements
    - PSA regarding Boat Key changes (padlocks going on March 1<sup>st</sup>) and fee schedules for 2025 Pavilion/Room Rentals.
    - Reminder and pertinent information and links for 2025 Consolidated Election in April.
    - 2025 Board Meeting Calendar.
    - Reminder to pick up 2025-2026 Resident parking stickers.
    - Summer 2025 Program Guide/Brochure forthcoming.
    - Pavilion and Room Rentals.
    - Sponsorship Opportunities.
    - March Staff Reports.
  - Save the Dates for March-April events, programs, and important dates.

- Email highlights
- Preschool open enrollment.
- All upcoming March/April event and program details.

**Misc:**

- Completed Community Needs Assessment Report and published it to the community and Board.
- Working with Director Magnini to secure bands for 2025. At this point in time, we are just seeking one more band for the Summer Concert Series, and a band for the Blues Soiree.
- Working with Director Magnini to secure and communicate with vendors/entertainment for 2025 Harvest Fest.
- Continuing work on 2025 Event Sponsorship Guide. Goal is to finalize guide, then secure several business sponsors to help cover or break even the cost of 2-3 Summer Concert Series events. Goal is to secure at least \$1,000.00.
- Finalizing 2025 Harvest Fest Sponsorship Guide in time for 3/12 Harvest Fest Committee Meeting. Members will then distribute packets to community businesses. Goal is to earn at least \$3,500.00 in sponsorship funds this year.
- "Egg and Dog Egg Hunt Rule Park Saturday 4/26 11:00AM" was added to the Boulder Park signboard.
- Looking into securing a quote for promotional giveaway items for 2025 events (frisbees, beach balls, beach bags, etc.)