



Buffalo Grove Park District
PARK TOUR & BOARD WORKSHOP
Alcott Center, 530 Bernard Drive, Buffalo Grove
Monday, August 14, 2023

PARK TOUR AGENDA

4 pm

- I. Call to Order
 - A. Roll Call

- II. Park Tour
 - A. Longfellow Park
 - B. Emmerich Park South
 - C. Mike Rylko Community Park - East
 - D. Churchill Park
 - E. Prairie Grove Park

- III. Adjournment

WORKSHOP AGENDA

6 pm

- I. Call to Order
 - A. Roll Call

- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Agenda
- V. Topics from the Floor

- VI. Policy and Legislation (LR)
 - A. Financing Plan – Linda Byron, Raymond James & Associates, Inc.
 - B. NWSRA 2024 Member District Annual Assessment
 - C. Board Policy Manual 8.17 Remote Attendance Policy
 - D. 2023 Quarter A Executive Director Work Plan Update
 - E. 2023 Quarter A Departmental Goals and Objectives Update

- VII. Parks (LR)
 - A. Rylko Park East
 - B. Rylko Park Amphitheater and Spray 'N Play Expansion Bid Update
- VIII. Correspondence
- IX. Executive Director Report
- X. President and Commissioners' Reports
- XI. Old Business
- XII. New Business
- XIII. Executive Session for the Purpose of:
 - A. Imminent Litigation
 - B. Personnel
 - C. Land Acquisition
- XIV. Action to be taken from Executive Session
- XV. Adjournment

"Enriching life and community through premier parks, programs and facilities."

FINANCING UPDATE

Raymond James Public Finance

PREPARED BY: Linda Rau Byron, Director

PREPARED FOR

Buffalo Grove Park District
Lake and Cook Counties, Illinois

August 14, 2023



RAYMOND JAMES

SECTION 1

Current Situation

SUMMARY OF OUTSTANDING DEBT

PUBLIC FINANCE

BUFFALO GROVE PARK DISTRICT				
Summary of Outstanding Debt				
Outstanding Bonds	Par Amount at Issuance	Current Par Outstanding	Maturities Outstanding	Call Date
Series 2012 Debt Certificates	\$3,185,000	\$1,735,000	2023 - 2031	12/1/2022
Series 2015A Limited Bonds	1,490,000	510,000	2023	Non-Callable
Series 2016 Limited Bonds	1,780,000	570,000	2023	Non-Callable
Series 2017 Limited Bonds	2,325,000	1,390,000	2023 - 2024	Non-Callable
Series 2018 Limited Bonds	1,795,000	1,250,000	2023 - 2025	Non-Callable
Series 2019 Limited Bonds	1,615,000	1,365,000	2023 - 2026	Non-Callable
Series 2020 Limited Bonds	2,288,000	2,288,000	2023 - 2029	Non-Callable
Series 2021 Limited Bonds	1,315,000	1,226,000	2023 - 2029	Non-Callable
Series 2022 Limited Bonds	1,293,000	1,293,000	2023 - 2028	Non-Callable

SUMMARY OF OUTSTANDING DEBT CERTIFICATES DEBT SERVICE REQUIREMENTS

- The Debt Certificates have historically been paid from the Community Arts Center revenues.
- The Debt Certificates are currently refundable; however, with the increase in rates in the current market, there is little to no savings.

TO BE PAID FROM LAWFULLY AVAILABLE FUNDS OF THE DISTRICT	
Comm Arts Ctr Series 2012 Ltd Tax Debt Ctfs Dated 10/11/12	Annual Total
\$33,406.25	
198,406.25	\$231,812.50
30,106.25	
200,106.25	230,212.50
26,706.25	
206,706.25	233,412.50
23,106.25	
208,106.25	231,212.50
19,406.25	
209,406.25	228,812.50
15,843.75	
215,843.75	231,687.50
12,093.75	
217,093.75	229,187.50
8,250.00	
223,250.00	231,500.00
4,218.75	
229,218.75	233,437.50
\$2,081,275.00	\$2,081,275.00

**SUMMARY OF OUTSTANDING GENERAL OBLIGATION LIMITED TAX BONDS
DEBT SERVICE REQUIREMENTS**

PUBLIC FINANCE

Payment Date	TO BE PAID FROM DEBT SERVICE LEVY								
	Series 2015A Limited Tax Dated 10/21/15	Series 2016 Limited Tax Dated 11/15/16	Series 2017 Limited Tax Dated 11/28/17	Series 2018 Limited Tax Dated 11/14/18	Series 2019 Limited Tax Dated 11/19/19	Series 2020 Limited Tax Dated 10/26/20	Series 2021 Limited Tax Dated 11/16/21	Series 2022 Limited Tax Dated 12/15/22	Total
	6/30/2023	\$7,650.00	\$6,768.75	\$20,850.00	\$18,750.00	\$26,775.00	\$12,705.50	\$8,793.25	\$23,882.79
12/30/2023	517,650.00	576,768.75	220,850	193,750	46,775.00	12,705.50	45,793.25	153,045.65	1,767,338.15
6/30/2024			17,850	16,125	26,475.00	12,705.50	8,682.25	19,812.10	101,649.85
12/30/2024			1,207,850	216,125	111,475.00	12,705.50	55,682.25	170,812.10	1,774,649.85
6/30/2025				13,125	25,200.00	12,705.50	8,541.25	17,237.55	76,809.30
12/30/2025				888,125	585,200.00	86,705.50	8,541.25	169,237.55	1,737,809.30
6/30/2026					14,000.00	12,354.00	8,541.25	14,645.95	49,541.20
12/30/2026					714,000.00	487,354.00	8,541.25	387,645.95	1,597,541.20
6/30/2027						10,097.75	8,541.25	8,286.30	26,925.30
12/30/2027						489,097.75	490,541.25	394,286.30	1,373,925.30
6/30/2028						7,583.00	5,408.25	1,705.00	14,696.25
12/30/2028						591,583.00	494,408.25	101,705.00	1,187,696.25
6/30/2029						4,225.00	1,496.25		5,721.25
12/30/2029						680,225.00	172,496.25		852,721.25
Totals	\$525,300.00	\$583,537.50	\$1,467,400.00	\$1,346,000.00	\$1,549,900.00	\$2,432,752.50	\$1,326,007.50	\$1,462,302.24	\$10,693,199.74

Buffalo Grove Park District
 Summary of Debt Service Extension Base

Tax Year	Debt Service Extension Base	CPI Growth ⁽¹⁾	Non-Referendum (Limited Tax)	Remaining DSEB Capacity
			Total DSEB Debt Service	
2023	\$1,988,887.84	5.00%	\$1,876,299.70	\$112,588.14
2024	2,048,554.48	3.00%	1,814,618.60	233,935.88
2025	2,069,040.02	1.00%	1,647,082.40	421,957.62
2026	2,089,730.42	1.00%	1,400,850.60	688,879.82
2027	2,110,627.73	1.00%	1,202,392.50	908,235.23
2028	2,131,734.01	1.00%	858,442.50	1,273,291.51
			<u>\$8,799,686.30</u>	

(1) DSEB for levy year 2023 is actual; projected growth for levy year 2024 is 3%; and 1% annually thereafter.

LEGAL DEBT MARGIN

	Total Margin	Non- Referendum Margin
Lake County (2022)	\$1,328,302,467	\$1,328,302,467
Cook County (2021)	<u>405,823,393</u>	<u>405,823,393</u>
Equalized Assessed Valuation (EAV)	\$1,734,125,860	\$1,734,125,860
Statutory Debt Limitation - % of EAV	2.875%	0.575%
Maximum Debt Limitation	\$49,856,118	\$9,971,224
Bonded Debt	\$11,627,000	\$11,627,000
Less: Debt Certificates	N/A	1,735,000
Escrowed Principal on Limited Bonds due 12/30/2023	<u>1,643,000</u>	<u>1,643,000</u>
	\$9,984,000	\$8,249,000
Legal Debt Margin	\$39,872,118	\$1,722,224

SECTION 2

General Obligation Limited Tax Bonds, Series 2023A
General Obligation Bonds (Alternate Revenue Source),
Series 2023B

Summary of Alternate Revenue Bond Options		
	OPTION 1 \$6 Million Project Fund	OPTION 2 \$6 Million Par Amount
Par Amount	\$5,910,000	\$6,000,000
Project Fund	6,000,000	6,095,000
Average Annual Debt Service	542,350	550,950
All-In Interest Cost	4.05%	4.05%

PRELIMINARY DEBT SERVICE FOR ALTERNATE REVENUE BONDS

Summary of Proposed Annual Debt Service Requirements Alternate Revenue Bonds				
Payment Date	OPTION 1 \$6 million Project Fund		OPTION 2 \$6 million Par Amount	
	Preliminary Debt Service	Preliminary Annual Debt Service	Preliminary Debt Service	Preliminary Annual Debt Service
June 2024	\$143,189		\$145,312	
Dec. 2024	401,500	\$544,689	403,450	\$548,762
June 2025	124,750		126,700	
Dec. 2025	419,750	544,500	421,700	548,400
June 2026	117,375		119,325	
Dec. 2026	427,375	544,750	\$429,325	548,650
June 2027	109,625		111,575	
Dec. 2027	434,625	544,250	441,575	553,150
June 2028	101,500		103,325	
Dec. 2028	441,500	543,000	\$448,325	551,650
June 2029	93,000		94,700	
Dec. 2029	448,000	541,000	454,700	549,400
June 2030	84,125		85,700	
Dec. 2030	459,125	543,250	\$465,700	551,400
June 2031	74,750		76,200	
Dec. 2031	464,750	539,500	476,200	552,400
June 2032	65,000		66,200	
Dec. 2032	475,000	540,000	\$486,200	552,400
June 2033	56,800		57,800	
Dec. 2033	486,800	543,600	492,800	550,600
June 2034	48,200		49,100	
Dec. 2034	493,200	541,400	\$504,100	553,200
June 2035	39,300		40,000	
Dec. 2035	504,300	543,600	510,000	550,000
June 2036	30,000		30,600	
Dec. 2036	510,000	540,000	\$520,600	551,200
June 2037	20,400		20,800	
Dec. 2037	520,400	540,800	530,800	551,600
June 2038	10,400		10,600	
Dec. 2038	530,400	540,800	\$540,600	551,200
Totals	\$8,135,139	\$8,135,139	\$8,264,012	\$8,264,012

(1) Based on market rates based on "AA"+ rating as of 8/8/2023

Preliminary, subject to change

Buffalo Grove Park District
 Debt Service Extension Base Summary
 \$1,725,000 Series 2023 Bonds

Tax Year	Debt Service Extension Base	CPI Growth ⁽¹⁾	Non-Referendum (Limited Tax)			Remaining DSEB Capacity*
			Current Debt Service	Series 2023 Debt Service ^{(2)*}	Total DSEB Debt Service*	
2023	\$1,988,887.84	5.00%	\$1,876,299.70	\$110,083.33	\$1,986,383.03	\$2,504.81
2024	2,048,554.48	3.00%	1,814,618.60	145,250.00	1,959,868.60	88,685.88
2025	2,069,040.02	1.00%	1,647,082.40	247,250.00	1,894,332.40	174,707.62
2026	2,089,730.42	1.00%	1,400,850.60	439,000.00	1,839,850.60	249,879.82
2027	2,110,627.73	1.00%	1,202,392.50	245,750.00	1,448,142.50	662,485.23
2028	2,131,734.01	1.00%	858,442.50	446,250.00	1,304,692.50	827,041.51
2029	2,153,051.35	1.00%	0	551,250.00	551,250.00	1,601,801.35
			\$8,799,686.30	\$2,184,833.33	\$10,984,519.63	

Capital Improvement Funds:

\$1,800,000

(1) DSEB for levy year 2023 is actual; projected growth for levy year 2024 is 3%; and 1% annually thereafter.

(2) Based on current market rates based on "AA+" rating as of 8/8/2023

*Preliminary, subject to change

**General Obligation Limited Bonds, Series 2023A
General Obligation Bonds (Alternate Revenue Source), Series 2023B**

Estimated Costs of Issuance

<u>Services</u>	<u>Limited Tax</u> <u>\$1.725 million</u>	<u>Alt Rev</u> <u>\$6.5 million</u>	<u>Total</u>
Bond Counsel, Chapman and Cutler	\$12,000.00	\$35,000.00	\$47,000.00
Disclosure Counsel, Chapman and Cutler (est.)	4,466.02	15,533.98	20,000.00
Local Counsel, Chuhak & Tecson, P.C.	6,000.00	6,000.00	12,000.00
Underwriter's Discount, Raymond James	12,937.50	48,750.00	61,687.50
Rating Agency, S&P Ratings Services	4,131.07	14,368.93	18,500.00
Bond Registrar/Paying Agent, Zions BancCorp	700.00	700.00	1,400.00
Official Statement Posting and Printing	332.72	1,157.28	1,490.00
Total	\$40,567.31	\$121,510.19	\$162,077.50

IMPORTANT DATES

August 2023							September 2023							October 2023							November 2023							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
		1	2	3	4	5						1	2	1	2	3	4	5	6	7					1	2	3	4
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30			

Bond market holidays highlighted in red

Date	Task
Monday, August 14	Discuss financing plan with Board of Directors
Monday, August 28	Board adopts Ordinance of Intent to Issue Alternate Revenue Bonds
Week of August 28	Publish Notice of Intent to Issue Alternate Revenue Bonds (30-day petition period begins)
Week of September 11	Publish and post Notice of BINA hearing for Alternate Revenue Bonds and Limited Bonds
Monday, September 26	BINA hearing for Alternate Revenue Bonds and Limited Tax Bonds
September 28 - October 2	30-day back door period expires for Alternate Revenue Bonds
Monday, October 23	Board adopts Parameters Ordinance for sale of Bonds
Wednesday, October 25	Price Bonds and receiver approval of Board delegates
Wednesday, November 15	Close bond issue and receive proceeds

SECTION 3

Future General Obligation Limited Tax Bonds

Buffalo Grove Park District

Preliminary Debt Service Extension Base for Future Issuances of \$1.6 million Project Funds Annually in 2024 - 2026

Tax Year	Debt Service Extension Base	CPI Growth ⁽¹⁾	Non-Referendum (Limited Tax)					Total DSEB Debt Service*	Remaining DSEB Capacity*
			Current Debt Service	Series 2023 Debt Service ^{(2)*}	Series 2024 Debt Service ^{(3)*}	Series 2025 Debt Service ^{(3)*}	Series 2026 Debt Service ^{(3)*}		
2023	\$1,988,887.84	5.00%	\$1,876,299.70	\$110,083.33				\$1,986,383.03	\$2,504.81
2024	2,048,554.48	3.00%	1,814,618.60	145,250.00	\$87,915.14			2,047,783.74	770.74
2025	2,069,040.02	1.00%	1,647,082.40	247,250.00	81,850.00	\$92,477.78		2,068,660.18	379.84
2026	2,089,730.42	1.00%	1,400,850.60	439,000.00	81,850.00	82,000.00	\$85,635.00	2,089,335.60	394.82
2027	2,110,627.73	1.00%	1,202,392.50	245,750.00	146,850.00	129,000.00	298,900.00	2,022,892.50	87,735.23
2028	2,131,734.01	1.00%	858,442.50	446,250.00	293,600.00	199,650.00	214,050.00	2,011,992.50	119,741.51
2029	2,153,051.35	1.00%		551,250.00	431,850.00	399,650.00	599,900.00	1,982,650.00	170,401.35
2030	2,174,581.86	1.00%			536,650.00	499,350.00	579,100.00	1,615,100.00	559,481.86
2031	2,196,327.68	1.00%			531,300.00	740,250.00	125,000.00	1,396,550.00	799,777.68
2032	2,218,290.95	1.00%					89,250.00	89,250.00	2,129,040.95
2033	2,240,473.86	1.00%					0.00		2,240,473.86
			\$8,799,686.30	\$2,184,833.33	\$2,191,865.14	\$2,142,377.78	\$1,991,835.00	\$17,310,597.55	

Estimated Capital Improvement Funds:

\$1,800,000 \$1,600,000 \$1,600,000 \$1,600,000

(1) DSEB for levy year 2023 is actual; projected growth for levy year 2024 is 3% and 1% annually thereafter.

(2) Based on current market rates based on "AA+" rating as of 8/8/2023

(3) Based on rate of 5.00%

*Preliminary, subject to change

SECTION 4

Project Fund Spend-Down Requirements
and Arbitrage Rebate Exceptions

To issue tax-exempt bonds:

- The District must have at least 5% of bond proceeds spent or under contract to spend within 6 months of bond closing. This includes any soft costs.
- The District must have reasonable expectation that 85% of bond proceeds will be spent within 3 years of bond closing.

Arbitrage: Difference between (i) what would have been earned if tax-exempt bond proceeds were invested at bond yield and (ii) the earnings on the investment of such tax-exempt bond proceeds in higher yielding securities.

- Rebate: Issuer must pay (or rebate) arbitrage profits to federal government.
- Anything above bond yield gets paid to the U.S. Treasury, unless you meet spend-down exceptions

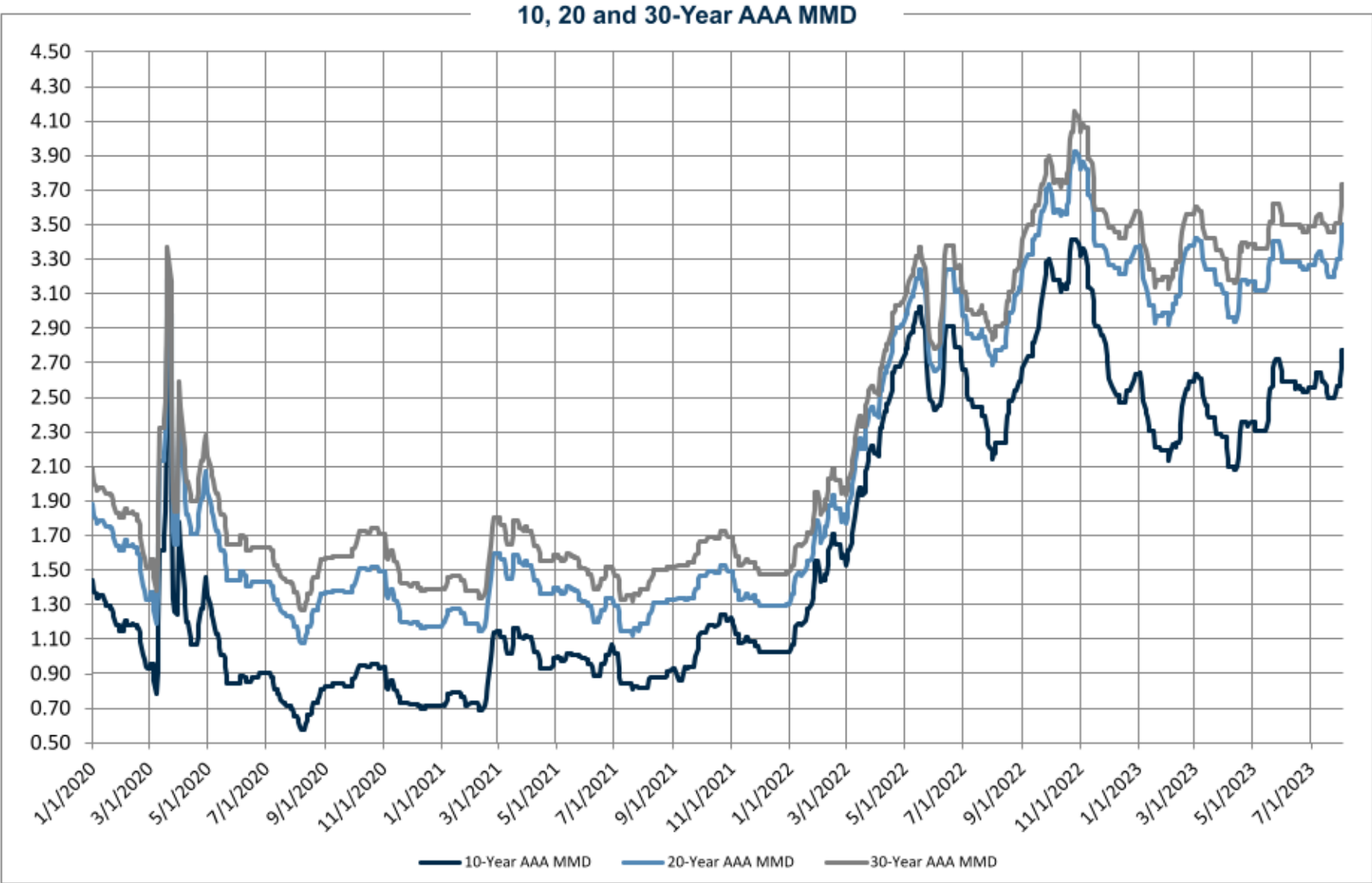
PROJECT FUND SPEND-DOWN REQUIREMENTS AND ARBITRAGE REBATE EXCEPTIONS

Spend-Down Requirements:

- If the issue price of the Bonds is \$5 million or more, the District has stricter spend-down requirements:
 - ✓ 10% in six months
 - ✓ 45% in 12 months
 - ✓ 75% in 18 months
 - ✓ 100% within 24 months (except for reasonable retainages up to 5%, which must be spent within 36 months)
- If bond proceeds are not spent within the allotted time period, the District must make sure that bond proceeds are invested in a vehicle that has a lower interest rate than the arbitrage yield on the Bonds.
- If the District is coming close to the spend-down time limits, the District can use the bond proceeds for projects that would normally be covered with its annual rollover bonds.

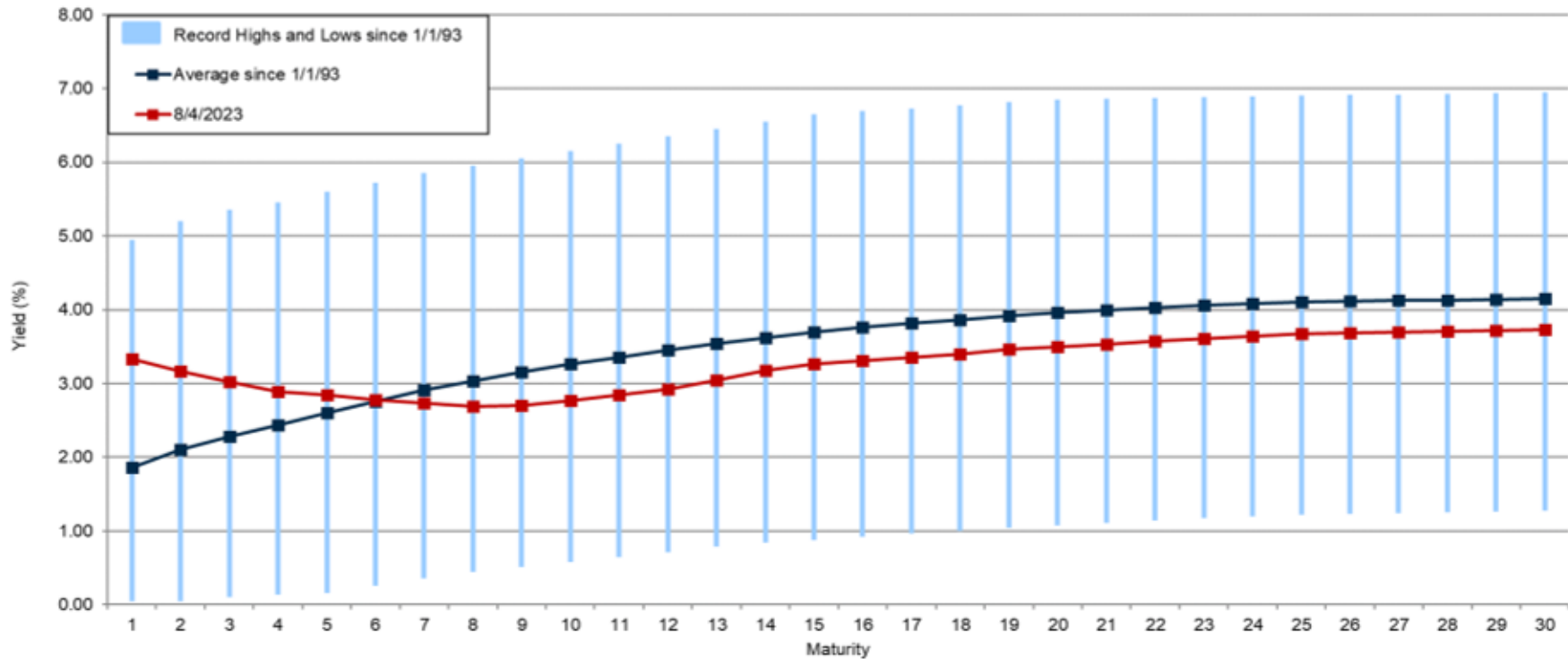
SECTION 5

Current Bond Market



HISTORICAL AAA MMD RATES

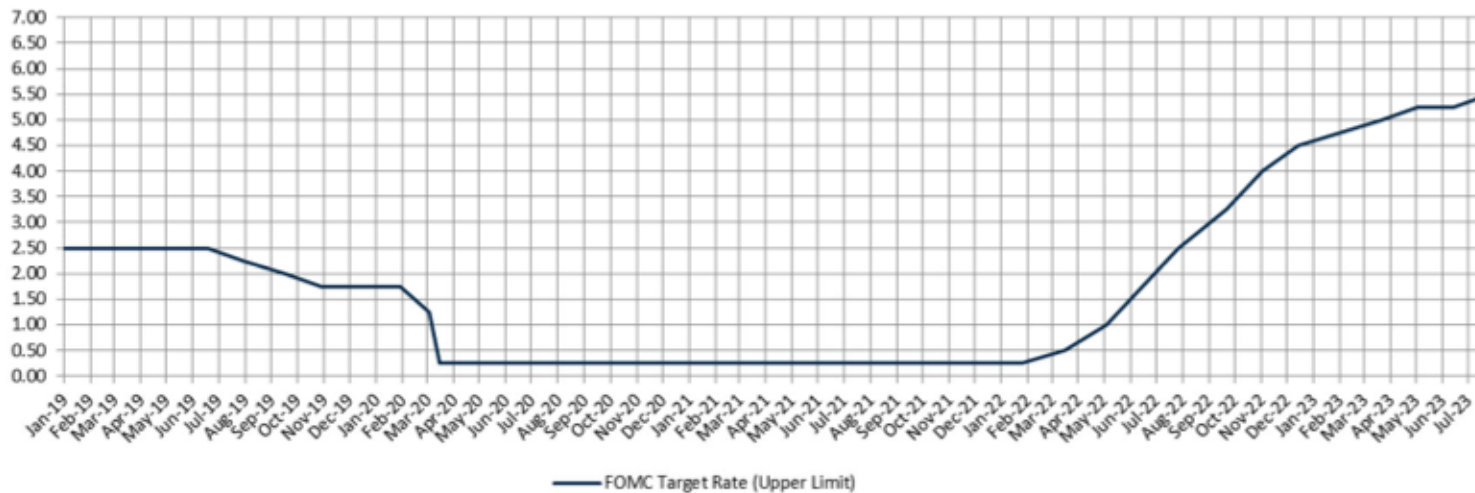
- The graph below shows the range between the record highs and lows of AAA MMD at each maturity since 1993, along with average rates over this time frame and the current rates.



	1	5	10	15	20	25	30
Record Low since 1/1/93	0.05	0.16	0.58	0.88	1.08	1.22	1.27
Record High since 1/1/93	4.95	5.60	6.15	6.65	6.85	6.90	6.95
Average since 1/1/93	1.86	2.60	3.26	3.70	3.97	4.10	4.15
Current (08/04/23)	3.33	2.84	2.77	3.27	3.50	3.67	3.73

FED FUNDS RATE HISTORY

- In 2022, the Fed announced a 50 bp rate hike at the May 4, 2022 meeting followed by 75 bp hikes on June 15, 2022, July 27, September 21 and November 2. On December 14, the Fed increased the fed funds rate by 50 bps.
- The four separate 75 bp increases in the Fed Funds rate in 2022 by the FOMC have been the largest increases since 1994.
- On February 1, 2023, March 22, 2023, and May 3, 2023, the Fed increased the fed funds rate by 25 bps. The Fed paused the consecutive rate hikes on June 14, but picked back up on July 26 with a 25 bp hike.
- The June FOMC meeting halted 10 consecutive rate hikes since the beginning of 2022. However, in July the Fed increased Fed Funds rate by 25 basis points.



Source: Bloomberg as of August 7, 2023

RATE FORECAST

The Bloomberg consensus of economists predicts that rates will fall over the next year.

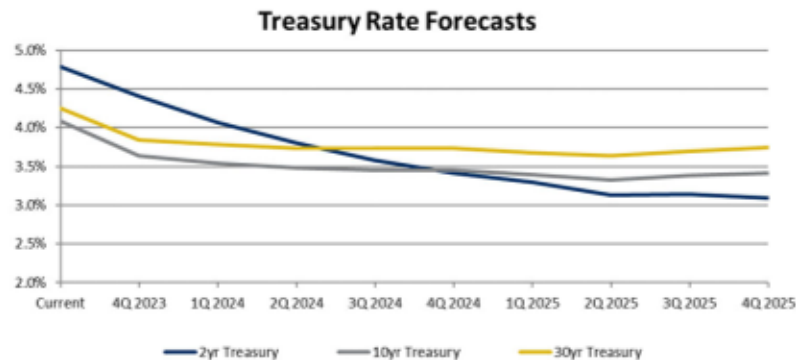
US Treasury	Current Rate	2023		2024				2025				Change from Current Rate to 2025 Q4
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4		
2 Year	4.79%	4.41%	4.07%	3.80%	3.58%	3.41%	3.30%	3.13%	3.14%	3.09%	-1.70%	
Economists Surveyed		47	46	46	41	38	23	23	20	21		
10 Year	4.08%	3.64%	3.54%	3.48%	3.45%	3.42%	3.39%	3.33%	3.38%	3.41%	-0.67%	
Economists Surveyed		53	50	50	44	43	24	24	21	23		
30 Year	4.25%	3.84%	3.78%	3.73%	3.73%	3.71%	3.68%	3.64%	3.70%	3.74%	-0.51%	
Economists Surveyed		38	38	38	34	32	21	21	18	19		

*Source: Bloomberg as of August 7, 2023.

Boomborg Consensus

	Current Rate	2023		2024				Change from Current Rate to 2024 Q4
		Q4	Q1	Q2	Q3	Q4		
Real GDP	2.40%	-0.20%	0.30%	1.10%	1.60%	1.80%	-0.60%	
Consumer Price Index	3.00%	3.10%	2.70%	2.60%	2.50%	2.30%	-0.70%	
Unemployment	3.50%	4.05%	4.30%	4.50%	4.50%	4.50%	1.00%	
Fed Funds Target	5.50%	5.50%	5.25%	4.80%	4.35%	4.00%	-1.50%	
3-month LIBOR	5.63%	5.32%	5.05%	4.69%	4.32%	4.00%	-1.63%	

*Source: Bloomberg as of August 7, 2023.



The information contained herein is solely intended to facilitate discussion of potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement. While we believe that the outlined financial structure or marketing strategy is the best approach under the current market conditions, the market conditions at the time any proposed transaction is structured or sold may be different, which may require a different approach.

The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive.

Raymond James shall have no liability, contingent or otherwise, to the recipient hereof or to any third party, or any responsibility whatsoever, for the accuracy, correctness, timeliness, reliability or completeness of the data or formulae provided herein or for the performance of or any other aspect of the materials, structures and strategies presented herein. This Presentation is provided to you for the purpose of your consideration of the engagement of Raymond James as an underwriter and not as your financial advisor or Municipal Advisor (as defined in Section 15B of the Exchange Act of 1934, as amended), and we expressly disclaim any intention to act as your fiduciary in connection with the subject matter of this Presentation. The information provided is not intended to be and should not be construed as a recommendation or "advice" within the meaning of Section 15B of the above-referenced Act. Any portion of this Presentation which provides information on municipal financial products or the issuance of municipal securities is only given to provide you with factual information or to demonstrate our experience with respect to municipal markets and products. Municipal Securities Rulemaking Board ("MSRB") Rule G-17 requires that we make the following disclosure to you at the earliest stages of our relationship, as underwriter, with respect to an issue of municipal securities: the underwriter's primary role is to purchase securities with a view to distribution in an arm's-length commercial transaction with the issuer and it has financial and other interests that differ from those of the issuer.

Raymond James does not provide accounting, tax or legal advice; however, you should be aware that any proposed transaction could have accounting, tax, legal or other implications that should be discussed with your advisors and/or legal counsel.

Raymond James and affiliates, and officers, directors and employees thereof, including individuals who may be involved in the preparation or presentation of this material, may from time to time have positions in, and buy or sell, the securities, derivatives (including options) or other financial products of entities mentioned herein. In addition, Raymond James or affiliates thereof may have served as an underwriter or placement agent with respect to a public or private offering of securities by one or more of the entities referenced herein.

This Presentation is not a binding commitment, obligation, or undertaking of Raymond James. No obligation or liability with respect to any issuance or purchase of any Bonds or other securities described herein shall exist, nor shall any representations be deemed made, nor any reliance on any communications regarding the subject matter hereof be reasonable or justified unless and until (1) all necessary Raymond James, rating agency or other third party approvals, as applicable, shall have been obtained, including, without limitation, any required Raymond James senior management and credit committee approvals, (2) all of the terms and conditions of the documents pertaining to the subject transaction are agreed to by the parties thereto as evidenced by the execution and delivery of all such documents by all such parties, and (3) all conditions hereafter established by Raymond James for closing of the transaction have been satisfied in our sole discretion. Until execution and delivery of all such definitive agreements, all parties shall have the absolute right to amend this Presentation and/or terminate all negotiations for any reason without liability therefor.



BUFFALO
GROVE
PARK
DISTRICT

Memo

TO: PARK BOARD OF COMMISSIONERS
FROM: ERIKA STROJINC, EXECUTIVE DIRECTOR
RE: NWSRA MEMBER DISTRICT ANNUAL ASSESSMENT (MDAA)
DATE: AUGUST 10, 2023

Action Requested:

Staff is requesting the Board approve the 2024 Member District Annual Assessment for NWSRA.

Background Information:

The calculation to create the Member District Annual Assessment (MDAA) formula was changed in March 2023 by the NWSRA Finance Committee and approved at the March 2023 Board meeting. The changes in the calculation now include Inclusion Services from the previous year for each member district. The calculation is as follows:

- 70% of each Member District EAV, 20% of each Member District's audited Gross Population numbers, and 10% of Actual Inclusion Services from the previous year.
- With a 2% ceiling and a 2% floor to stabilize the contribution rates for each Member District.

Inclusion services were always shared among all 17 districts, but now with the new MDAA format, inclusion services are based upon each individual agency's inclusion needs. Essentially, each agency pays for what they use. The three components that make up the inclusion services amount charged to the District are as follows:

- The average of inclusion aide requests from the previous three years (COVID years were an anomaly as they are not "true" years).
- The average pay rate for inclusion aides.
- A set amount for behavioral and sensory supports makes up the inclusion services portion of your MDAA.

NWSRA is presenting a 2% MDAA increase for FY 2024. The MDAA was calculated using the 2021 Tax Agency Report EAV numbers, 2023 Member District Annual Audit Gross Population numbers, and the actual Inclusion Services expenditure from FY 2022.

The new calculation resulted in a \$34,973.71 increase in our annual assessment which totals \$345,757.67 for FY 2024.

Enclosed:

NWSRA 2024 Member District Annual Assessment Packet
Resolution 23-8-1 NWSRA 2024 Assessment Resolution



2024

Member

District Annual

Assessments

Date: July 26, 2023

To: NWSRA Board of Directors

From: Tracey Crawford, Executive Director
Gazmend Meni, Superintendent of Finance

Re: Proposed MDAA FY2024

The Member District Annual Assessment (MDAA) exists to fund each district share of the expenses, which provides programs and services for individuals with disabilities through the joint agreement that formed the Special Recreation Association or Northwest Special Recreation Association (NWSRA). As part of the joint agreement, each Member District is able to levy up to \$.05 for every \$100 of Equalized Assessed Evaluation (EAV) (Section 5-8) for the properties in each community. This fund is restrictive in nature and can only be accessed by Park Districts, Villages and Cities that are a part of a Special Recreation Cooperative. The funds levied for Section 5-8, known as the Handicapped Accessible Fund, are a separate levy and must be used to establish and maintain recreational programs for individuals with disabilities and to enter into agreements to provide services for individuals with disabilities. The calculation to create the Member District Annual Assessment (MDAA) formula was changed in March 2023 by the Finance Committee and approved at the March 2023 Board meeting. The changes in the calculation now include Inclusion Services used in the previous year for each member district. The calculation is as follows:

- 70% of each Member District EAV, 20% of each Member Districts audited Gross Population numbers and 10% of Actual Inclusion Services from the previous year.
- With a 2% ceiling and a 2% floor to stabilize the contribution rates for each Member District

NWSRA is presenting a 2% MDAA increase for FY2024. The MDAA was calculated using the 2021 Tax Agency Report EAV numbers, 2023 Member District Annual Audit Gross Population numbers and the actual Inclusion Services expenditure from FY2022.

Motion:

A motion to approve the Proposed 2024 MDAA of 2% using the 2021 EAV rates, 2022 audited Gross Population numbers provided by each Member District and the actual expenditures for Inclusion Services from FY2022 as presented.

A motion to approve taking each Member District's Proposed 2024 Annual Assessment to their perspective Board for approval by Thursday, August 31, 2023.

NORTHWEST SPECIAL RECREATION ASSOCIATION
CURRENT MDAA 2023 AT 0%

Member Park District	2023 E.A.V.*	% of Total EAV	75% of total MDAAA	Gross Population	% of Total Population	25% of total MDAAA	2023 Proposed MDAA	% of Total MDAA
Arlington Heights	3,249,612,320	13.68%	443,205.14	74,409	11.38%	122,878.29	566,083.43	13.1%
Bartlett	1,239,658,745	5.22%	169,073.44	41,105	6.28%	67,880.39	236,953.83	5.5%
Buffalo Grove	1,755,474,844	7.39%	239,424.09	43,212	6.61%	71,359.87	310,783.96	7.2%
Elk Grove	2,030,139,277	8.55%	276,884.77	32,458	4.96%	53,600.82	330,485.59	7.6%
Hanover Park	649,288,341	2.73%	88,554.54	38,533	5.89%	63,633.02	152,187.56	3.5%
Hoffman Estates	1,650,993,361	6.95%	225,174.17	51,895	7.93%	85,698.89	310,873.06	7.2%
Inverness	228,391,148	0.96%	31,149.60	4,060	0.62%	6,704.64	37,854.25	0.9%
Mt. Prospect	1,975,432,038	8.31%	269,423.41	56,852	8.69%	93,884.83	363,308.24	8.4%
Palatine	2,480,495,752	10.44%	338,307.58	83,000	12.69%	137,065.38	475,372.96	11.0%
Prospect Heights	386,548,711	1.63%	52,720.25	15,000	2.29%	24,770.85	77,491.10	1.8%
River Trails	581,370,345	2.45%	79,291.41	17,000	2.60%	28,073.63	107,365.04	2.5%
Rolling Meadows	765,286,584	3.22%	104,375.20	23,004	3.52%	37,988.58	142,363.78	3.3%
Salt Creek	204,908,089	0.86%	27,946.82	6,300	0.96%	10,403.76	38,350.57	0.9%
Schaumburg	4,036,412,239	16.99%	550,514.49	78,723	12.04%	130,002.38	680,516.87	15.8%
South Barrington	470,725,032	1.98%	64,200.81	5,075	0.78%	8,380.80	72,581.62	1.7%
Streamwood	807,527,030	3.40%	110,136.26	40,615	6.21%	67,071.21	177,207.46	4.1%
Wheeling	1,245,341,720	5.24%	169,848.52	42,800	6.54%	70,679.50	240,528.02	5.6%
Total	23,757,605,576	100%	3,240,230.51	654,041	100%	1,080,076.84	4,320,307.35	100.0%

*The 2020 EAV is the most current available.

**2023 MDAA	4,320,307.35	0.0%	-	4,320,307.35
2023 MDAA Budget			Change in value	TOTAL 4,320,307.35

The computations are completed using the 75% EAV and 25% Population for each Park District's individual contribution, and 2% floor/ceiling for the total MDAA contribution.

2023	4,320,307.35
2022	(4,320,307.35)
Increase	-

NORTHWEST SPECIAL RECREATION ASSOCIATION
PROPOSED MDAA 2024 AT 2%

Member Park District	2021 E.A.V. used for 2024 MDAA	% of Total EAV	70% of total MDAAA	Gross Population	% of Total Population	20% of total MDAAA	Services Provided	% of Total Services	10% of total MDAAA	2024 Proposed MDAA	% of Total MDAA
Arlington Heights	3,003,056,996	13.43%	414,218.51	74,409	11.38%	100,316.54	36,258.53	7.86%	34,617.90	549,152.94	12.5%
Bartlett	1,234,948,947	5.52%	170,339.33	41,105	6.29%	55,416.83	12,802.57	2.77%	12,223.28	237,979.44	5.4%
Buffalo Grove	1,734,125,860	7.75%	239,191.94	43,212	6.61%	58,257.44	50,597.75	10.96%	48,308.28	345,757.67	7.8%
Elk Grove	1,898,154,520	8.49%	261,816.79	32,068	4.91%	43,230.66	16,556.52	3.59%	15,807.36	320,854.81	7.3%
Hanover Park	639,234,734	2.86%	88,171.11	38,774	5.63%	49,577.68	12,536.71	2.72%	11,969.45	149,718.43	3.4%
Hoffman Estates	1,871,290,462	7.47%	230,524.91	52,530	8.04%	70,819.76	28,542.83	6.18%	27,251.32	328,595.99	7.5%
Inverness	210,141,254	0.94%	28,985.26	4,060	0.62%	5,473.60	2,965.04	0.64%	2,830.88	37,289.74	0.8%
Mt. Prospect	1,833,646,800	8.20%	252,919.09	58,852	8.70%	76,646.58	23,857.58	5.17%	22,778.07	352,343.74	8.0%
Palatine	2,300,586,536	10.29%	317,325.15	83,000	12.70%	111,898.73	47,557.88	10.30%	45,405.97	474,629.85	10.8%
Prospect Heights	353,144,088	1.58%	48,709.97	15,000	2.29%	20,222.66	19,822.24	4.29%	18,925.32	87,857.95	2.0%
River Trails	536,675,256	2.40%	74,024.84	17,500	2.68%	23,593.11	9,416.14	2.04%	8,990.07	106,608.02	2.4%
Rolling Meadows	707,242,866	3.16%	97,551.62	23,004	3.52%	31,013.47	48,172.61	10.44%	45,992.88	174,557.98	4.0%
Salt Creek	189,113,722	0.85%	26,084.89	6,300	0.96%	8,493.52	5,899.66	1.28%	5,632.71	40,211.12	0.9%
Schaumburg	3,746,864,525	16.75%	516,813.58	78,723	12.04%	106,132.57	64,557.18	13.99%	61,636.08	684,582.23	15.5%
South Barrington	436,637,673	1.95%	60,226.43	4,931	0.75%	6,647.86	6,415.84	1.39%	6,125.54	72,999.83	1.7%
Streamwood	739,778,527	3.31%	102,039.34	41,483	6.34%	55,899.48	5,592.80	1.21%	5,339.74	163,278.56	3.7%
Wheeling	1,129,225,732	5.05%	155,756.88	42,800	6.55%	57,702.00	70,004.07	15.17%	66,836.51	280,295.19	6.4%
Total	22,363,868,498	100%	3,084,699.45	653,729	100%	881,342.70	461,555.98	100.00%	440,671.35	4,406,713.50	100.0%

*The 2021 EAV is the most current available.

4,320,307.35	2.00%	86,406.15				4,406,713.50
2,024 \$ Change in value			TOTAL			4,406,713.50

The computations are completed using the 70% EAV, 20% Population and 10% Services for each Park District's individual contribution, with a 2% floor/ceiling for the total MDAA contribution.

2024	4,406,713.50
2023	(4,320,307.35)
Increase	86,406.15

MEMBER DISTRICT ANNUAL ASSESSMENTS

2021 - 2024

COMPARISON

Member Park District	2021 Assessment	2022 Assessment	Increase (Decrease)	2022 Assessment	2023 Assessment	Increase (Decrease)	2023 Assessment	2024 Proposed MDAA	Increase (Decrease)
Arlington Heights	571,987.59	571,987.59	-	571,987.59	566,083.43	(5,904.16)	566,083.43	549,152.94	(16,930.49)
Bartlett	237,521.67	237,521.67	-	237,521.67	236,953.83	(567.84)	236,953.83	237,979.44	1,025.61
Buffalo Grove	317,288.41	317,288.41	-	317,288.41	310,783.96	(6,504.45)	310,783.96	345,757.67	34,973.71
Elk Grove	322,953.58	322,953.58	-	322,953.58	330,485.59	7,532.01	330,485.59	320,854.81	(9,630.78)
Hanover Park	152,909.96	152,909.96	-	152,909.96	152,187.56	(722.40)	152,187.56	149,718.43	(2,469.13)
Hoffman Estates	311,404.66	311,404.66	-	311,404.66	310,873.06	(531.60)	310,873.06	328,595.99	17,722.93
Inverness	38,635.31	38,635.31	-	38,635.31	37,854.25	(781.06)	37,854.25	37,289.74	(564.51)
Mt. Prospect	360,825.27	360,825.27	-	360,825.27	363,308.24	2,482.97	363,308.24	352,343.74	(10,964.50)
Palatine	480,992.40	480,992.40	-	480,992.40	475,372.96	(5,619.44)	475,372.96	474,629.85	(743.11)
Prospect Heights	78,646.95	78,646.95	-	78,646.95	77,491.10	(1,155.85)	77,491.10	87,857.95	10,366.85
River Trails	105,808.74	105,808.74	-	105,808.74	107,365.04	1,556.30	107,365.04	106,608.02	(757.02)
Rolling Meadows	138,104.07	138,104.07	-	138,104.07	142,363.78	4,259.71	142,363.78	174,557.98	32,194.20
Salt Creek	38,944.03	38,944.03	-	38,944.03	38,350.57	(593.46)	38,350.57	40,211.12	1,860.55
Schaumburg	672,676.14	672,676.14	-	672,676.14	680,516.87	7,840.73	680,516.87	684,582.23	4,065.36
South Barrington	75,357.02	75,357.02	-	75,357.02	72,581.62	(2,775.40)	72,581.62	72,999.83	418.21
Streamwood	180,706.90	180,706.90	-	180,706.90	177,207.46	(3,499.44)	177,207.46	163,278.56	(13,928.90)
Wheeling	235,544.65	235,544.65	-	235,544.65	240,528.03	4,983.38	240,528.03	280,295.19	39,767.16
Total	4,320,307.35	4,320,307.35	-	4,320,307.35	4,320,307.35	0.00	4,320,307.35	4,406,713.50	86,406.15

NORTHWEST SPECIAL RECREATION ASSOCIATION

2024 SPECIAL RECREATION FUND RECOMMENDATIONS Based on a .04 Levy

Member Park District	Property County E.A.V.	Handicapped Fund .04 Levy per \$1 EAV	NWSRA MDAA Billed Fiscal Year	Balance of Handicapped Fund	MDAA Space Allowance @ .00005 x EAV for NWSRA usage	Dollars Available for ADA Compliance Projects
Each Member District that is a part of the Special Recreation Association	This is the funding that the County Assessors Office has allocated for each Member District, calculated from the Equalized Assessed Valuation of the properties.	Each Member District is allowed to levy \$.04 for every \$100 EAV to be used to provide programs and services and accessibility for Individuals with Disabilities.	As a part of the NWSRA Joint Agreement, the Member District pay an Annual Assessment to NWSRA to support programs, services, staff, transportation, inclusion, education, training and much more. The MDAA is calculated using the formula of 70% EAV, 20% Gross Population and 10% Services with a 2% ceiling and a 2% floor.	This represents the remaining balance after the MDAA for NWSRA (column D) is subtracted from Handicapped Fund (column C)	The amount that each Member District can reimburse itself for the use of space by NWSRA programs and services. This is based on a formula used to estimate the annual costs of usage for NWSRA programs and services at the Member District facility spaces.	This is the remaining balance of each Member District's Handicapped Fund. This balance can be used for Special Recreation Association programs and services, inclusion support and ADA Compliance expenses.
Arlington Heights	3,003,056,996	1,201,222.80	549,152.94	652,069.86	150,152.85	501,917.01
Bartlett	1,234,948,947	493,979.58	237,979.44	256,000.14	61,747.45	194,252.69
Buffalo Grove	1,734,125,860	693,650.34	345,757.67	347,892.67	86,706.29	261,186.38
Elk Grove	1,898,154,520	759,261.81	320,854.81	438,407.00	94,907.73	343,499.27
Hanover Park	639,234,734	255,693.89	149,718.43	105,975.46	31,961.74	74,013.72
Hoffman Estates	1,671,290,462	668,516.18	328,595.99	339,920.19	83,564.52	256,355.67
Inverness	210,141,254	84,056.50	37,289.74	46,766.76	10,507.06	36,259.70
Mt. Prospect	1,833,646,800	733,458.72	352,343.74	381,114.98	91,682.34	289,432.64
Palatine	2,300,586,536	920,234.61	474,629.85	445,604.76	115,029.33	330,575.43
Prospect Heights	353,144,088	141,257.64	87,857.95	53,399.69	17,657.20	35,742.49
River Trails	536,675,256	214,670.10	106,608.02	108,062.08	26,833.76	81,228.32
Rolling Meadows	707,242,866	282,897.15	174,557.98	108,339.17	35,362.14	72,977.03
Salt Creek	189,113,722	75,645.49	40,211.12	35,434.37	9,455.69	25,978.68
Schaumburg	3,746,864,525	1,498,745.81	684,582.23	814,163.58	187,343.23	626,820.35
South Barrington	436,637,673	174,655.07	72,999.83	101,655.24	21,831.88	79,823.36
Streamwood	739,778,527	295,911.41	163,278.56	132,632.85	36,988.93	95,643.92
Wheeling	1,129,225,732	451,690.29	280,295.19	171,395.10	56,461.29	114,933.81
Totals	22,363,868,498	8,945,547.39	\$ 4,406,713.50	\$ 4,538,833.89	1,118,193.43	3,420,640.46



RESOLUTION 23-8-1
Northwest Special Recreation Association
2024 Assessment Resolution

WHEREAS, the Buffalo Grove Park District is a member district in good standing with the Northwest Special Recreation Association; and

WHEREAS, the Northwest Special Recreation Association represents a joint agreement program as authorized in the Park District Code; and

WHEREAS, the Buffalo Grove Park District has the authority pursuant to Section 5.8 of the Park District Code; and

WHEREAS, the Buffalo Grove Park District is committed to ensuring the continuation of quality leisure services for its residents both children and adults experiencing a disabling condition; and

WHEREAS, the Buffalo Grove Park District wants to continue to support full community participation by residents with disabling conditions.

NOW, THEREFORE BE IT RESOLVED, THAT, the Buffalo Grove Park District does ratify the recommended Assessment for calendar year 2024 (FY 2024/2025) in the amount of \$345,757.67 as recommended by the Board of Trustees of NWSRA.

AYES: _____

NAYS: _____

ABSENT: _____

PASSED AND APPROVED THIS 28th DAY OF AUGUST 2023.

Erika Strojinc, Secretary
Buffalo Grove Park District
Board of Commissioners

Scott Jacobson, President
Buffalo Grove Park District
Board of Commissioners



BUFFALO
GROVE
PARK
DISTRICT

Memo

TO: PARK BOARD OF COMMISSIONERS
FROM: ERIKA STROJINC, EXECUTIVE DIRECTOR
RE: BOARD POLICY MANUAL REVISION
DATE: AUGUST 10, 2023

Action Requested:

Staff asks the Board approve the revision to the Board Policy Manual 8.17 Remote Attendance Policy.

Background Information:

HB 2447 Public Act 103-0311 amended the Open Meetings Act to add **unexpected childcare obligations** to the current list of reasons that a public body member may attend a meeting remotely if a quorum of the members of the public body is physically present and the public body has met the other statutory requirements, including the adoption of a remote attendance policy.

Last week we were notified the Governor signed this legislation and IAPD suggests public bodies with existing remote attendance policies will need to update those policies in order to avail themselves of this new option. This law is effective immediately.

Enclosed:

OMA Remote Meeting Attendance 8.17 Board Policy Manual Revision

DRAFT COPY:

8.17 Remote Attendance Policy

It is the policy of the Buffalo Grove Park District to allow members of the Board of Commissioners to attend and participate in open and closed meetings of the Board by video or audio means as authorized by Section 7 of the Open Meetings Act, 5 ILCS 120/7, subject to the rules and limitations applicable to such attendance and participation as set forth in this Policy.

No Commissioner may attend any portion of a meeting by remote means unless:

- A. A quorum of the Board is physically present at the meeting; and
- B. He or she provides email or written notice to the Secretary specifying the reason for requesting attendance by remote means at least three hours prior to the meeting at the District's principal office; and
- C. The remote means being utilized is fully functional so as to allow all Commissioners and any member of the audience to hear all communications taking place at the meeting.

No Commissioner may attend a meeting by remote means for any reason other than:

- A. Personal illness or disability
- B. Employment purposes or the business of the Park District
- C. A family or other emergency
- D. Unexpected childcare obligations
- E. There is a state-issued disaster declaration related to public health concerns
- F. The President of the Board of Commissioners determines that an in-person meeting it is not practical or prudent because of public health concerns

However, no Park Commissioner may attend a Board meeting by remote means more than six times in any calendar year except in the case of a state-issued disaster declaration related to public health concerns.

When any Commissioner attends any portion of a meeting by remote means as permitted by this Policy:

- A. The minutes of the meeting shall so reflect that such Commissioner attended the meeting by remote means; and
- B. Every Commissioner shall be identified during all Board discussions so that each Commissioner is aware of which Commissioner is speaking at all times.

A Commissioner attending a meeting by remote means shall:

- A. Be permitted to fully participate in the meeting as if he or she were physically present, subject to the Board's guidelines and procedures for conducting the meeting; and
- B. Advise the Secretary and Board if he or she leaves or returns from the meeting; and
- C. Advise the Secretary and Board of all other persons in the same room as such Commissioner attending by remote means and whether and to what extent such other persons are able to hear the discussions at the meeting.

If any provision of this Policy conflicts with any provision of the Open Meetings Act, the provisions of the Act shall prevail.

Executive Director Work Plan 2023-24 (Quarters A & B)				
Establish and maintain positive working relationships with the board.				
Objectives	Quarter(s)	Source	Status	Comments
Survey the board on their communication preferences. Use responses and discussion with President to institute a proactive approach to board communication.	A	Annual Goal	Progress	Erika has received the preferred email address from each board member for correspondence. She continues to share pertinent information outside of board meetings. She will continue to refine communication and work with the President on those considerations.
Attend IAPD's Boot Camp to obtain more knowledge and understanding of board roles and relationships with staff.	A	Annual Goal	Complete	Erika attended the Boot Camp on May 31. She gained a better understanding of a board members' role in advocacy, finance, open meetings act, executive relationship, and ethics.
Assist the board in their search to fill the current board vacancy. Establish a timeline, get information out to the public, schedule interviews, and ensure compliancy with OMA.	AB	Annual Goal	Progress	Board vacancy went out via press release, social media, and website. A timeline has been established and 7 applicants have been received. Erika will work with board on next steps this month, and the potential board member packets will be distributed.
Once board vacancy has been filled, onboard the new board member.	B	Annual Goal	Not Started	
Leads and directs organizational operations, vision, and strategy.				
Objectives	Quarter(s)	Source	Status	Comments
Research and select facilitator to develop next strategic plan.	AB	Annual Goal	Progress	Erika has surveyed other industry contacts for potential list. She will send out RFP's next to a small selection.
Assess current comprehensive master plan and ADA Transition plan to determine when to schedule and budget for new ones that include a community survey.	B	Annual Goal	Not Started	
Measure and review opportunities for the purchase of AI software that provides data tracking of attendance and parks and facility usage.	B	Annual Goal	Complete	Erika worked with Joe on vetting PlacerAi. They had preliminary meetings, were provided data sets and samples, and decided to sign-on for one year. Joe is now onboarding a select group of staff to have access and start determining appropriate uses for the data.
Initiate discussions with D214 on creating a new intergovernmental shared-use agreement for the Natatorium and plan for budget impacts due to maintenance costs.	AB	Annual Goal	Not Started	Erika is waiting for the new superintendent to be in place before she reaches out for discussion. He starts this month.

Leads and directs organizational operations, vision, and strategy.				
Objectives	Quarter(s)	Source	Status	Comments
Fully transition BG Days responsibilities to Director of Recreation including the management of the in-house committee and Village relations.	AB	Annual Goal	Progress	Erika has been working closely with Joe on the transition. There are a lot of moving parts, so she has stayed involved but has ensured he is copied on all correspondence. The event planning is going well.
Stay on top of legal issues, mandates, and laws pertaining to the District and its operations.	AB	Annual Goal	Progress	Erika stays on top of IAPD updates. Currently, they are working on making adjustments to independent contractor reporting to the state and internal epi-pen and inhaler practices due to new laws.
Determine next steps for the Bernard house once it is vacated.	AB	Annual Goal	Complete	Due to concerns over losing the land, the house will remain property of the Park District for the time being. Erika has received a proposal for an Alcott Master Plan that would assist the District in future decisions about Alcott and the property. If Springfield money materializes, Erika is considering using it to pay for these services that are not currently in the FY budget
Oversee capital projects and effectively plan for future capital needs.				
Objectives	Quarter(s)	Source	Status	Comments
Seek and investigate how best to track and obtain legislative monies appropriated in various funds from Springfield for capital improvements. Create a checklist/timeline to help stay on task.	AB	Annual Goal	Progress	Erika has worked to identify the Springfield money (capital projects) in the new state budget. She is now waiting for the final publishing of the Springfield budget into the excel file that is done (typically) in August by the state.
Get the money promised from Springfield (DCEO and capital grants) and Village of Buffalo Grove for various capital projects.	AB	Annual Goal	Not Started	DCEO grant (\$3M) process has kicked off. While they wait for Springfield next step, Erika will start to work with VBG on getting those funds over.
Work with Director of Business to prepare for the BINA hearing and ratings call in order to go out for bonds for capital projects (including Rylko Park).	AB	Annual Goal	Progress	Erika and John met with Raymond James and Chapman & Cutler to discuss taking out \$6M in Alternate Revenue Bonds and next FY's Limited Bonds. Linda from RJ will be out at the next board meeting to get the Board up to speed on the timeline and next steps.
Work with Planning to develop a checklist for projects including individual and departmental tasks, as well as the methods for informing the public (before, during, and after).	AB	Annual Goal	Progress	Erika had been meeting with Mike M. to tackle project checklists. With his resignation, this will be paused until the role is filled. Erika will help the new person get organized with these tasks and how they impact other departments.
Lead the Rylko Park renovation project beginning fall 2023. Work closely with Planning to ensure the project gets off the ground and completed in a timely fashion.	AB	Annual Goal	Progress	Erika has taken the lead on this project due to Mike's resignation. The bid has come in well over budget, so she is working with Upland and Legat (and bid winner) on value engineering to bring costs down to a more suitable number.

Oversee capital projects and effectively plan for future capital needs.				
Objectives	Quarter(s)	Source	Status	Comments
Create a Rylko Park (East) renovation plan in preparation for next round of OSLAD applications.	AB	Annual Goal	Progress	Erika had been working with Upland and Tim H. on a plan for Rylko East. However, there has been some issues with the approved capital plan and the actual costs for current projects. At this time, Erika feels it is most appropriate to pause this plan, and will discuss further with the board at next meeting.
Ensure current OSLAD projects get completed - Prairie Grove Park and Parkchester.	AB	Annual Goal	Progress	After a slowdown with the DIA and Village of Buffalo Grove, Erika has gotten Prairie Grove back on track. The permit has been issued and a pre-construction meeting is scheduled with all parties. Parkchester work has not yet begun.
Design a plan for Alcott (Room 1, front office, parking lot, and pathway improvements).	B	Annual Goal	Progress	Erika met with Matt Bickel from Wold Architects. They discussed the various components surrounding Alcott and toured the facility. Erika has received a proposal to complete a facility master plan. Since this is not a current budgetary item, she is holding in place for now.
Oversee capital projects and effectively plan for future capital needs.				
Objectives	Quarter(s)	Source	Status	Comments
Gain understanding of Allen Force/HMHB and reset the internal management of the program including funding and training.	AB	Annual Goal	Progress	Erika hosted an Allen Force meeting with the owners and Rec team. They all walked away with a much better understanding of the program and how it should be managed. Erika also confirmed that ADA reimbursement can be used to pay for training components for FC Staff.
Continue to develop long-term Capital Improvement Plan that considers beyond 3-5 years. Take into account all possible funding sources.	B	Annual Goal	Progress	Erika continues to monitor the improvement plan. There are some items already determined that will need priority over others based upon bids received (pathways, SNP expansion, playground).
Lead and manage staff effectively.				
Objectives	Quarter(s)	Source	Status	Comments
Foster and support staff transitions. Meet regularly with department heads and ensure they are best supporting new leaders in their transitions.	AB	Annual Goal	Progress	Erika continues to meet weekly with Department heads, and additional meetings as needed outside of that. Overall things have been going well.
Work with Tim Howe on key position vacancies (Superintendent of Parks and Foreman). Fill roles quickly and promote cross-training.	AB	Annual Goal	Progress	Dani has been doing a great job as Superintendent, and staff have been positively responding to the change. Foreman position is still being considered, and there will be a posting for interviews next month. Planning position has taken on a greater priority with the vacancy of Mike Maloney, and Erika is making steps in the right direction for that.
Explore opportunities for revamping Risk Manager position and work with HR to post and fill the position promptly.	AB	Annual Goal	Complete	Erika worked with the business office to develop a new system for risk that moves it under that department. The HR Manager is now HR & Risk, and a new supporting position was created - Safety and Training Supervisor (which has been filled by Jenn Foreman).

Lead and manage staff effectively.				
Objectives	Quarter(s)	Source	Status	Comments
Open up 1:1's for full-time staff to have discussions on their needs, roles, and responsibilities to help foster future strategy for the organization.	B	Annual Goal	Not Started	
Develop a plan for committee rotations and staff involvement expectations. This includes BG Days, Uniquely Us, and ALICE.	B	Annual Goal	Not Started	With all of the changes, all of these committees have lost key members. Erika will work with Director of Rec to come up with a rotatina solution.
Advocate for the Park District on local, state, regional and national levels.				
Objectives	Quarter(s)	Source	Status	Comments
Establish relationships with key legislators. Communicate on issues that are critical, invite them to attend events and programs, and thank them for their support.	ABCD	Annual Goal	Progress	Erika attended a legislative meet-up with Sen. Morrison, Rep. Carroll, and Rep. Morgan to discuss various topics affecting Districts with a large group of other ED's. Topics discussed were very universal includina safetv. fundina. and acaina infrastructure.
Attend events and programs that allow for interaction with key stakeholders of the Park District community.	ABCD	Annual Goal	Progress	Erika has attended Rotary, Summer Musical, National Night Out, and SLSF golf outing, all of which provide opportunities for relationship building with the community.
Establish relationships with local leaders including the Village of Buffalo Grove, D96, D21, D102, and D214.	ABCD	Annual Goal	Progress	Erika is currently working on relationship building with VBG (DIA, planning and engineering), and D102 (MOU, referendum and planning). She plans to seek out D214 next to start discussions over the Natatorium.
Serve on the Board of the Friends of the Parks Foundation as Secretary.	ABCD	Annual Goal	Progress	Duties continue to go well. Erika is currently assisting FOP with their marketing/exposure needs by working on changes to their webpage and brochure page.
Serve as the Park District's NWSRA Board representative and bring important inclusion related information back to the staff at the Park District.	ABCD	Annual Goal	Progress	Erika has yet to attend an NWSRA meeting. She is scheduled for a 1:1 with Tracey (ED) at NWSRA for a meet and greet and general understanding of their association.
Advocate for the Park District on local, state, regional and national levels.				
Objectives	Quarter(s)	Source	Status	Comments
Complete Ryan's final year of service on the SLSF Board.	ABC	Annual Goal	Progress	Erika attended her first meeting virtually and was voted in as a member of the foundation. She has also assisted them with the planning of their upcoming golf outina.
Actively participate in the Rotary Club of Buffalo Grove.	ABCD	Annual Goal	Progress	Erika has been actively attending Rotary Club meetings. This has proven to be very beneficial from a relationship building standpoint, and potential for future collaborations with members.
Serve as a Secretary on the PRA Board of Directors.	ABC	Annual Goal	Progress	This role continues. Erika is currently a part of the core-team by being Secretary. There is discussion of the Chair position, but Erika is unsure at this time.

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Install updated Fortinet Ethernet switches at WSPool and Museum.	A	Greg Ney	Innovation	Complete Switches updated, tested and working.
Create email notification banner to bring awareness to emails that are created outside our network to help prevent phishing attempts.	A	Greg Ney	Innovation	Complete Banner added to all inbound email traffic. Caution: This is an EXTERNAL email and may be malicious. Please be CAUTIOUS when clicking links or opening any attachments.
Assist the A&F Section of IPRA with reviewing sessions for the conference in January, 2024.	A	John Short	Excellence	Complete The committee approved 16 one hour sessions, one speed session and 2 pre-conference workshops.
Update the fixed assets of the District using the Kroll software in conjunction with PDRMA.	A	John Short	Stewardship	Complete Our vendor, Kroll, sent the final copy on 7/26/23.
Complete Summer hiring process, PT Manual Training, and Mandated Reporter Training for all seasonal hires.	A	Scott Spitz	Excellence	Complete Most new hires we have ever hired in one year. 99% completed part-time manual training. 85% have completed mandated reporter training.
Improve Applicant Tracking System functionality by allowing "Text to Apply" and text communications with applicants.	A	Scott Spitz	Innovation	Complete Applications are up. Clubhouse is fully staffed before the school year has started.
Revise Full-Time Employee Manual.	A	Scott Spitz	Excellence	In Progress Will be completed for September board approval.

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Clean out the Fitness Center pool storage room and create a new storage system that will allow staff to best utilize the space.	A	Jenn Foreman	Stewardship	Complete
				Jenn cleared out broken and unused equipment to create space for the new storage system to be installed.
Implement teacher survey to reflect on the year, provide feedback for upcoming programming and school culture, and gather ideas to better supervise and support staff.	A	Keri Isacovici	Character	Complete
				A parent survey was created and sent out at the end of the school year. 10 families provided feedback and insight on preschool, lunch, and enrichment classes.
Develop CIT training for site directors during summer orientation to clarify expectations, explain supervision and communication, and outline tasks for participants.	A	Keri Isacovici	Excellence	Complete
				Keri created an outline of training, communicated information about the training day, collected materials and resources for teaching the training, and lead the 5 hour training on two separate dates.
Implement rolling drop off and pick up for preschool families during last week of programming.	A	Keri Isacovici	Excellence	Complete
				Keri made sign in and sign out forms specifically for this event, communicated expectations with families, and safely transferred children to and from their cars to their teachers on 3 dates.
Revise the CAC rental contract by requiring renters signatures next to important areas (damage deposit, alcohol & smoking, COI, etc.) to ensure compliance and safety for all rentals.	A	Brian O'Malley	Excellence	Complete
				Brian added initial boxes on the CAC rental contract for both the paper copy and HelloSign online link.
Create a TIPS/special event help calendar for full-time staff to sign up for events/productions throughout the 23/24 fiscal year.	A	Brian O'Malley	Character	In Progress
				Brian emailed the sign up for summer and fall events to all full-time staff. Brian will send out the survey for winter and spring once event dates are finalized.
Attend a site specific meeting at each Clubhouse site to stay informed on operations pertaining to each school.	A	Amanda Busch	Character	Complete
				Amanda attended a meeting at each Clubhouse site.

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Learn how to execute billing for Camp Connections and Clubhouse due to Eliza's retirement.	A	Amanda Busch	Innovation	Complete With the help of Shannon McClure, billing was run for Camp Connections and recorded in QuickBooks.
		Diana Clayson		
		Sean Berry		
Offer and host 3 pop up events at Spray 'N Play during lower attended hours to boost attendance during those times.	A	Jenn Foreman	Excellence	Not Complete Due to numerous bad weather/facility closures Jenn was unable to host the pop up events. Planned events will be used next year to draw attendance to the wading pool.
Offer and host 2 pop up events at Willow Stream Pool outside of normal public swim hours to utilize unused pool time efficiently.	A	Jenn Foreman	Innovation	Complete Jenn hosted 2 pop up events, 1 for staff bonding and 1 for the 4th of July. The 4th of July pop up received a lot of praise. More events to be added next year.
Collaborate with camp supervisors and staff to evaluate camp needs for the summer and potentially restructure any internal aspects of camp that could help the summer run smoother.	A	Elizabeth Quinzio	Character	In Progress Elizabeth has set up one on ones with all camp supervisors. Goal of the conversation is to hear feedback on specific aspects such as field trips, bussing, and communication with families
Learn from Brian how to prepare for the District's special events in his new role.	A	Mike Pfeiffer	Excellence	In Progress Mike has learned how to prepare for the summer event which include National Night Out and Camping under the Stars. Mike will be focusing on learn the Districts Fall and Winter Events.
		Brian O'Malley		
Go through all there special event bins and throw out or replace items as needed.	A	Mike Pfeiffer	Excellence	In Progress Mike has gone through the Summer Event bins and will continue to go through the Fall and Winter bins as they are being used.
Contact three local college theatre programs to connect with potential new master carpenters.	A	Aly Stanczak	Community	Complete The team reached out to local colleges and local park districts. We have not secured a new carpenter.
		Jessica Hersman		
		Lindsay Grandt		

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Create a Broadway Buddies Accessible Theatre handbook that will define expectations and the process needs.	A	Jessica Hersman	Excellence	In Progress Jessi contacted key part time staff and is meeting with NWSRA to plan for next season.
Enhance current communication for camp staff by adding two production meetings each session.	A	Jessica Hersman	Select One	Complete Jessi added more production meetings. Each team met each week with updates on their topics.
Create a pricing structure, rules, and a rental packet for the Nature Classroom/Educational Gardens area.	A	Debbie Fandrei	Stewardship	In Progress Debbie and Chuck have worked on creating a Docusign form for Nature Classroom birthday parties. Now that construction is done on Phase 2, Debbie will research shelter pricing.
Guide the Raupp Museum through the STEPS accreditation process. She will work on one module every six months.	A	Marina Mayne	Excellence	In Progress The Mission, Vision, and Governance committee has completed their work and Marina will present to the Commissioners in September to complete this section.
Create a volunteer training handbook for the new collections management software. Debbie will get trained on the software so that all museum staff can work the new system and answer volunteer questions.	A	Marina Mayne Debbie Fandrei	Stewardship	Complete Marina created a volunteer handbook for CatalogIt software. Debbie was trained in the system.
Reconfigure and improve the archaeology program boxes.	A	Marina Mayne Debbie Fandrei	Excellence	In Progress Marina and Debbie are getting supplies to revamp the Archaeology boxes, and update the content. New plaster artifacts have been created, and Marina experimented with a shorter version of the program.
Lead a team of volunteers to expand community involvement in the creation of costumes, props and scenery for productions.	A	Lindsay Grandt	Community	Complete Lindsay served as the Lead Costumer for the summer production along with a team of dedicated volunteers to create & manage the entire costume process for the show.

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Create a P.A. system checkout procedure/form to ensure the equipment is accounted for and returned after use for programs or events.	A	T.J. Wilkes	Excellence	Complete TJ created a form and will post it in the IT closet for people to check out equipment.
Photograph the dance recital for Aly and use AI software to provide professional quality photos for a low-light, fast-action event. These photos will improve the participant experience by being made available for them to download.	A	T.J. Wilkes Aly Stanczak	Innovation	Complete T.J. attended the company recital and took high-quality pictures that were made available to parents to download. Parents gave feedback that the pictures were better than the ones received at competitions.
Create a volunteer coach Excel document for supervisors of youth sports programs to reference when accepting coach's applications, specifically coaches' behavior. This will be used to cross-reference coaches who coach multiple sports.	A	Chuck Burgess	Excellence	In Progress Chuck has created the document and is collecting coach information from this past year from Recreation Supervisors.
Create and recommend a personal equipment use policy for video and photography equipment used for projects requested and approved by the park district.	A	Chuck Burgess	Character	In Progress Chuck has created some preliminary guidelines for this document.
In an effort to save costs and increase sustainability, restructure recital costumes to use class uniform as a base and add accessories and other costume pieces that can be reused by the dancers.	A	Aly Stanczak	Stewardship	Complete Dance costume costs were reduced by 30-45%, depending on the class. Parents and dancers have given positive feedback about being able to reuse the costume pieces throughout the year.
Work with dance staff and contractual tech staff to add lighting design to the company showcase in an effort to elevate the performance quality.	A	Aly Stanczak	Excellence	Complete Aly met with Annie Snow, who then worked with the contractual lighting designer to create unique lighting for each dance at the company showcase.
Contact park districts in the surrounding area that offer adult softball to propose a multi district league in order to grow the program and provide the competition requested of teams.	A	Sean Berry	Excellence	In Progress Communicating with Arlington Heights, Deerfield, Palatine, Vernon Hills and Wheeling Park Districts.

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Work with Greg to assess and update technology needs for programs at the Buffalo Grove High School Natatorium.	A	Sean Berry	Innovation	In Progress
		Jenn Foreman		Work order was submitted. IT has been working to figure out a work around with Duo
Move the Hurricanes Swim Team to a USA Swim Club effective September 1.	A	Sean Berry	Innovation	In Progress
		Jenn Foreman		Have contacted USA Admin and are awaiting confirmation
Research and implement a new location intelligent software that will allow the park district to have more insight into how events, parks, and facilities are performing through multiple data points.	A	Joe Zimmermann	Innovation	Complete
				The district has purchased Placer.ai and is using it collect data on attendance at events, parks, and facilities as well as to better understand the demographics that use those areas.
Meet with all rec staff to better understand their roles and responsibilities, and how he can assist them within the park district.	A	Joe Zimmermann	Character	In Progress
				Joe has met with most rec staff and will meet with all remaining staff by the end of quarter B.
	Select One	Select One	Select One	Select One
	Select One	Select One	Select One	Select One
	Select One	Select One	Select One	Select One

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Provide 5 year update on ADA Transition Plan which was completed in April 2018. Develop plan to complete remaining compliance items by 2028.	A	Mike Maloney	Community	In Progress Reviewing compliance items at each facility/park. Reviewing website grievance procedure and documentation process. Need copy of ADA 2010.
Provide updated job description, create project delivery checklist, and develop monthly/quarterly project update email for FT staff.	A	Mike Maloney	Excellence	In Progress Updated job description has been completed. First project update email will go out on 6/1. Meeting on 6/9 to review draft project delivery checklist.
Renew LEED AP BD+C certification.	A	Mike Maloney	Excellence	Complete Renewed on 5/19/23
The Land Management will create an irrigation plan to evaluate which aspects of irrigation can be done in-house and which will need to be contracted out.	A	Dan Anderson Nick Cozzi	Stewardship	Complete A plan was created and already executed. A contractor was hired to fix concerns outside of staff skillset and staff have fixed concerns that were within their skillset.
Dan will create an internship curriculum/plan for their intern Ben.	A	Dan Anderson	Excellence	Not Complete Moving to Quarter B.
The Land Management Crew will prep (spray, plant, and seed) Wellington Park to naturalize the detention and build green infrastructure.	A	Dan Anderson Karsten Ziemann	Stewardship	Complete Karsten and Ben (intern) removed turf to expand the basin area and convert the detention area then installed 75 native plugs to naturalize and beautify the land.
The Land Management Crew will perform rubber repairs at all playgrounds in need.	A	Dan Anderson Nick Cozzi	Excellence	Complete Dan and Nick removed and repaired all known hazards in at least 8 playgrounds to assure safety for the patrons.

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Learn more about Fitness Center operations.	A	Jerry Kolodziej	Excellence	Not Complete
				Moving to Quarter B.
Implement 1 hour/week E-training with my team using Interplay Learning.	A	Jerry Kolodziej	Excellence	Complete
				The Facilities Team completes one hour a week Interplay Learning training after the summer season.
Work through HVAC controls issues at CAC.	A	Clint Poynor	Excellence	Complete
				Clint worked with a contractor to solve problems throughout the system.
Organize repair parts in basement.	A	Dave Anderson	Excellence	Complete
				Dave organized the parts for ease of access.
Complete the train the trainer program for the the lift truck staff training.	A	Andy McDowell	Excellence	Complete
				Andy completed the training through National Safety Council.
Emmerich Basement clean up and organization.	A	Kyle Moody	Excellence	Complete
		Andy McDowell		Kyle and Andy reorganized the Emmerich basement.
Complete PDRMA training.	A	Felix Yarovsky	Excellence	Complete
				Felix completed Interplay Learning training instead of PDRMA classes. Training topics include electrical, HVAC, plumbing, etc.

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Assist with the training of the new Superintendent of Parks before last day on 6/23/23	A	Randy Smith	Excellence	Complete
		Tim Howe		Dani shadowed Randy for 3 weeks prior to his retirement.
Apply for a scholarship through NRPA for the National Green Infrastructure Certification Program.	A	Tim Howe	Stewardship	In Progress
				45 applicants were awarded. On-line training and zoom meetings have been taking place in August with an examination after all the training is completed.
Karsten will create a native plant bed behind the Willow Stream Pool guard house.	A	Karsten Ziemann	Stewardship	Complete
				Karsten, Nick, Dan, and Ben (intern) installed 200 native plants and treated fresh weeds to ensure a nice display at the pool.
The Athletics Crew will repair the Drazner Park bocce ball courts with new boards and restore the sand.	A	Steve Houde	Excellence	Complete
		Matt Raupp		The rotting boards have been replaced. The sand was sifted. The court will continue to be maintained regularly.
		Mark Bajno		
		Joe Jagiello		
The Turf Crew will work with the Beautification Crew to weed spray parking lots, sidewalks, tree beds, and planter beds in the high visibility park sites.	A	Rosendo Soto	Excellence	Complete
		Tom Hoffman		Turf/Beautif. have been tackling weeds in the 6 parks where we mow and will continue to do so seasonally. The crews met with the mowing contractor to ensure more weeds are being removed at other parks.
		Jose Soto		
		Esteban Gomez		
Jose will relandscape the ID beds with natural plants.	A	Jose Soto	Excellence	In Progress
				Jose has relandscaped the ID beds with natural plants in all but 6 parks. The remaining 6 beds will be done in Quarter B.
Rosendo and Tom will evaluate staff needs for their crew and consider hiring a new permanent part-time or full-time crew member.	A	Rosendo Soto	Character	Not Complete
		Tom Hoffman		Moving to Quarter B.

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23-24 Goals and Objectives

Innovation: implement new technology, communicate a shared vision, recognize trends by being responsive and adaptive, inspire creativity

Core Values

Parks, Planning and Facilities

Stewardship: demand fiscal responsibility to assure transparency; build green infrastructure; ensure resource efficiency; create and maintain effective partnerships; celebrate history

Community: embrace cultural diversity; encourage inclusion; celebrate contributions of residents, board, staff and volunteers

Objectives	Quarter to be Complete	Staff	Core Value	Comments
Jose and Esteban will evaluate staff structure within their part-time staff.	A	Jose Soto	Character	Not Complete
				Moving to Quarter B.
Tony will research and investigate additional options for staff to secure equipment within truck beds.	A	Tony Vraniak	Excellence	Not Complete
				Moving to Quarter B.
Dani will meet 1:1 with all Grounds Crew employees.	A	Select One	Character	Complete
		Dani Hoefle		Dani has met with all Grounds staff individually. Each meeting lasted approximately two hours and allowed Dani to build relationships with her staff.
Dani will learn about the Parks Department budget and make a plan and timeline for purchases, including vehicles and equipment.	A	Select One	Stewardship	In Progress
		Dani Hoefle		Dani and Tim reviewed the Parks Department Operations budget but have not yet reviewed the Capital budget. A plan and timeline for purchases has not yet been developed.
Dani will make some administrative changes for the Grounds staff regarding meetings, schedules, office work, etc.	A	Select One	Character	Complete
		Dani Hoefle		The Grounds Staff now all report out of Emmerich again (changed with COVID-19), have office hours to stay up-to-date on admin. work, and partake in regular reports and meetings.
Dani and Erika will create a sign storage room at Emmerich with slots and labels. The room will make it easy for staff to locate appropriate signs for their programs/events and prevent duplicate purchases.	A	Select One	Stewardship	In Progress
		Dani Hoefle		With the Alcott Room 1 demolition, the Emmerich sports storage room was repurposed. Special events equipment was recently moved over, and the back room will be transformed for signs shortly.
		Erika Strojinc		
	A	Select One	Select One	Select One

Do not add any additional Rows or Columns

Buffalo Grove Park District

23-24 Goals and Objectives

Marketing

Character: build respect, integrity and trust, foster teamwork through communication and collaboration, demonstrate professionalism

Innovation: implement new technology, communicate a shared vision, recognize trends by being responsive and adaptive, inspire creativity

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Core Values

Objectives	Quarter to be Complete	Staff	Core Value	Comments
Design and implement a new Marketing Request Form to be used by the Rec Department.	A	Wendy Friedman	Character	Complete
				The new Marketing Request Form is now being used by the Rec Department for all programs and events moving forward.
Select, print, and update 5 more pictures in the Alcott Center hallway.	A	Mike Terson	Community	In Progress
				Mike has identified which pictures will be replaced, and is selecting the new pictures. The project should be completed by the end of August.
Work with Carol L. at the Fitness Center to complete a corporate brochure that we can send to companies to promote our corporate discount.	A	Jennifer Johns	Community	In Progress
		Carol Lucido		Carol submitted content. Will edit content and obtain quotes to design and print brochure.
Work with Debra S. to promote new fitness equipment via social media, website, and email announcements. We will tag new items saying "Try Me I Am New".	A	Jennifer Johns	Innovation	In Progress
		Debra Saper		Equipment is scheduled for delivery on August 15. "Try Me I'm New" stickers are completed. Will work with Nic to capture video of equipment delivery, setup and install for use on social media.
Design a new Golf Dome 5-Hour Pass redemption card to be used for prize donations to other districts.	A	Mike Terson	Community	Complete
	Select One	Select One	Select One	Select One
	Select One	Select One	Select One	Select One

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Buffalo Grove Park District

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23-24 Goals and Objectives

Innovation: implement new technology, communicate a shared vision, recognize trends by being responsive and adaptive, inspire creativity

Fitness Center and Golf Dome

Stewardship: demand fiscal responsibility to assure transparency; build green infrastructure ; ensure resource efficiency; create and maintain effective partnerships; celebrate history

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Core Values

Objectives	Quarter to be Complete	Staff	Core Value	Comments
Work with Marketing to complete the corporate brochure that we can send to companies to promote our corporate discount.	A	Carol Lucido	Innovation	In Progress Still working with marketing.
Create and offer free community Group Exercise events that help local charities.	A	Jenay Gordon	Community	Complete International day of yoga , an event open to the public was also a food drive for the Vernon Township food Pantry
Work with Marketing to promote new fitness equipment via social media, website, and email announcements. We will tag new items saying "Try Me I Am New".	A	Debra Saper Jennifer Johns	Innovation	In Progress Equipment arrives in August. Tags for equipment have been made.
Create a new floor plan to accommodate new equipment on the fitness floor.	A	Debra Saper Chris Eckert	Innovation	Complete Plan is set and adjustments will be made if needed.
Become CPR/AED instructor certified for the district.	A	Jimmy Mix	Excellence	Complete Jimmy obtained his CPR/AED instructor certification and can start providing trainings for the district.
Put together a proposal to serve alcohol at the Golf Dome this coming season. Jimmy and Dani will work with the village on the proposal as they will be the ones who need to approve.	A	Jimmy Mix	Innovation	In Progress Jimmy put together a proposal to serve alcohol at the Golf Dome this season. Jimmy is working with Dani to get approval from the village.
Create a new putting area where customers can practice putting on a flat surface. This will also allow additional programming to be created at the Golf Dome this winter.	A	Jimmy Mix	Innovation	Complete Jimmy and Chris worked together to design the new layout for three putting stations and those will be available for patrons this season at the Golf Dome.

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Fitness Center and Golf Dome

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Objectives	Quarter to be Complete	Staff	Core Value	Comments
Collaborate with the parks dept. to design and landscape the outdoor fitness area to make it more inviting for members while working out.	A	Chris Eckert Debra Saper	Excellence	Complete Flowers were planted around outdoor fitness area and Chris & Debra will budget for further design and landscape for that space.
CPR/AED Certified Instructor for the Park District	A	Debra Saper	Excellence	Complete Debra completed her certification.
	Select One	Select One	Select One	Select One
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Things to do

Continued from Page 1

Itasca National Night Out: 5 p.m. Tuesday, Aug. 1, at the Itasca Waterpark, library, municipal complex and fire station. Entertainment, food, DUI course, police department tours, Touch-a-Truck, raffles, face paint and more. Free water park entry from 5-9:30 p.m. Free. itascaparkdistrict.com.

Wauconda National Night Out: 5-8 p.m. Tuesday, Aug. 1, at Main Street Wauconda, 101 N. Main St., Wauconda. Join the Village of Wauconda Police Department, as well as other community organizations, for a family night featuring emergency and utility vehicles, games, food, raffles, prizes, music and more. Free. wauconda-il.gov.

Arlington Heights National Night Out: 5:30-8:30 p.m. Tuesday, Aug. 1, at North School Park, 307 N. Evergreen Ave., Arlington Heights. Join the Arlington Heights Police Department and partners for a fun night with free games and activities, live entertainment and food trucks. Free. ahpd.org/events/national-night-out.

Bloomington National Night Out: 5:30-8 p.m. Tuesday, Aug. 1, at Circle Park and The Oasis, Bloomington. Free open swim, food, drinks, games, prizes, music and more. Free. bloomingtonparks.org.

Buffalo Grove National Night Out: 5:30-8:30 p.m. Tuesday, Aug. 1, at Willow Stream Park, 651 Old Checker Road, Buffalo Grove. Business Expo, meet members of the Buffalo Grove Fire and Police departments, free giveaways, food trucks, live music with Serendipity and fireworks at 9 p.m. Free. bgparks.org/national-night-out.