



Buffalo Grove Park District  
Park Tour/Workshop/Regular Board Meeting  
Monday, October 23, 2023  
Alcott Center, 530 Bernard Drive, Buffalo Grove, IL  
Room 24

PARK TOUR

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

*As a courtesy to all in attendance at this meeting, please turn off your cell phone or put it on vibrate. Thank you.*

- I. Call to Order
  - A. Roll Call
  
- II. Introduction of Guests
- III. Approval of Agenda
- IV. Topics from the Floor
  
- V. Employee Recognition Resolutions (SC)
  - A. Resolution 23-10-2 Commending Tim Howe on 10 Years of Service
  - B. Resolution 23-10-3 Commending Debbie Fandrei on 25 Years of Service
  - C. Resolution 23-10-4 Commending Robin Racusen on 25 Years of Service

- VI. Finance (HW)
  - A. October Warrant 2023
  - B. September Financial Statement
  - C. September Year to Date Statement
  - D. October Refunds
  - E. Resolution 23-10-1 Tax Levy Estimate
  
  - F. AN ORDINANCE 23-10-1 providing for the issue of not to exceed \$6,500,000 General Obligation Park Bonds (Alternate Revenue Source) of the District for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the pledge of certain revenues to the payment of said bonds, providing for the levy of a direct annual tax sufficient to pay such bonds if the pledged revenues are insufficient to make such payment and authorizing the proposed sale of said bonds to the purchaser thereof.
  
  - G. AN ORDINANCE 23-10-2 providing for the issue of not to exceed \$1,725,000 General Obligation Limited Tax Park Bonds of the District for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the proposed sale of said bonds to the purchaser thereof.
  
  - H. S&P Bond Rating
  - I. Budget Preparation Calendar
  - J. Board Travel and Conference Expense
  
- VII. Policy and Legislation (LR)
  - A. IAPD Credentials
  
- VIII. Recreation (HW)
  - A. 2023 Camp Participation Statistics
  - B. 2024 Camp Fees
  - C. 2024-25 Preschool Fees
  - D. Golf Dome Liquor License
  
- IX. President and Commissioners' Reports
- X. Old Business
- XI. New Business
- XII. Adjournment

## REGULAR BOARD MEETING

*(To Immediately Follow Workshop)*

- I. Call to Order
  - A. Roll Call
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of October 23, 2023 Regular Board Meeting Agenda
- V. Approval of Minutes
  - A. Approval of September 11, 2023 Workshop Minutes
  - B. Approval of September 18, 2023 Special Board Meeting Minutes
  - C. Approval of September 18, 2023 Executive Session Minutes
  - D. Approval of September 19, 2023 Special Board Meeting Minutes
  - E. Approval of September 19, 2023 Executive Session Minutes
  - F. Approval of September 26, 2023 Special Board Meeting Minutes
  - G. Approval of September 26, 2023 Executive Session Minutes - 1
  - H. Approval of September 26, 2023 Public Hearing Minutes
  - I. Approval of September 26, 2023 Workshop Minutes
  - J. Approval of September 26, 2023 Regular Board Meeting Minutes
  - K. Approval of September 26, 2023 Executive Session Minutes - 2
- VI. Topics from the Floor

Discussion on topics from the audience will be limited to 10 minutes. Presentation before the Park Board should be scheduled through the Executive Director's office no later than 5 pm the Wednesday prior to the Park Board meeting.
- VII. Correspondence
  - A. Written
  - B. Verbal
- VIII. Attorney's Report
- IX. Committee Action Items
  - A. Finance (HW)
    1. Approval of the October Warrant 2023
    2. Approval of the September 2023 Financial Statement and September 2023 Year To Date Statement
    3. Approval of Resolution 23-10-1 Tax Levy Resolution
    4. Approval of Ordinance 23-10-1 Bond Parameters
    5. Approval of Ordinance 23-10-2 Bond Parameters
    6. Board Travel and Conference Expense
  - B. Consent Agenda

All items on the Consent Agenda are considered routine by the Park Board and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or resident so requests. At that time, the item will be moved and placed on the agenda under new business.

1. 2023 Camp Participation Statistics
  2. 2024 Camp Fees
  3. 2024 - 25 Preschool Fees
  4. Golf Dome Liquor License
  5. IAPD Credentials
  6. Budget Preparation Calendar
  7. Resolution 23-10-2 Commending Tim Howe on 10 Years of Service
  8. Resolution 23-10-3 Commending Debbie Fandrei on 25 Years of Service
  9. Resolution 23-10-4 Commending Robin Racusen on 25 Years of Service
- X. Executive Director's Report and Department Operational Reports
- XI. Old Business
- XII. New Business
- XIII. Executive Session for the Purpose of:
- A. Filling a Board Vacancy
  - B. Personnel
  - C. Land Acquisition
- XIV. Action taken from Closed Meeting Session
- XV. Adjournment

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



**RESOLUTION 23-10-2  
COMMENDING TIM HOWE ON 10 YEARS OF SERVICE  
TO THE BUFFALO GROVE PARK DISTRICT**

**WHEREAS**, Tim Howe has been employed with the Buffalo Grove Park District since August 12, 2013 when he was hired as Supervisor of Park Operations. He was promoted to Superintendent of Parks in 2014 and later that year was promoted to Director of Parks and Risk Management, and later became Director of Parks and Planning; and

**WHEREAS**, Tim earned his Bachelor of Arts degree and Master's degree in Organizational Leadership from Lewis University in Romeoville, IL. He has worked in the parks and recreation field for 18 years and has earned his CPRP, CPSI, and CPO designations; and

**WHEREAS**, as Director of Parks Tim is responsible for the oversight of 19 staff members and directly supervises the Superintendent of Facilities and Superintendent of Parks; and

**WHEREAS**, under Tim's direction, the parks department manages 417 acres of public parks and open space. He helped oversee the design of a comprehensive master plan for the Park District which places priority on developing an ecological framework for the social, economic, and environmental health of Park District surroundings; and

**WHEREAS**, Tim and his staff embrace new ways of using vegetation and soils in building and maintaining sustainable green infrastructure. He was recently awarded a scholarship to participate in the National Green Infrastructure Certification Program to further his knowledge in building, inspecting, and maintaining green stormwater infrastructure; and

**WHEREAS**, because of his extensive knowledge of preserving and protecting our natural surroundings, Tim has been asked to guest speak to environmental science studies classes at Lewis University and Wheeling High School. He was invited back to observe how the class integrated his teachings into their environmental project at Wheeling High School; and

**WHEREAS**, the Buffalo Grove Board of Commissioners and the residents of Buffalo Grove appreciate Tim's dedicated service and is dependent upon employees like him who take pride in the Buffalo Grove Park District and its accomplishments.

**NOW, THEREFORE, LET IT BE RESOLVED** by the President and Board of Park Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois as follows:

1. That Tim is commended on behalf of the citizens of Buffalo Grove for his distinguished service to the Park District.
2. That this Resolution be presented to Tim with best wishes in his career.

**DATED, AT BUFFALO GROVE, ILLINOIS THIS 23<sup>RD</sup> DAY OF OCTOBER, 2023.**

---

Scott Jacobson, President  
Buffalo Grove Park District  
Board of Park Commissioners



RESOLUTION 23-10-3  
COMMENDING DEBBIE FANDREI ON  
25 YEARS OF SERVICE TO THE BUFFALO GROVE PARK DISTRICT

WHEREAS, Debbie Fandrei was first employed by the Buffalo Grove Park District as a full-time Museum Curator in 1998; and

WHEREAS, Debbie rose to the challenges of the COVID-19 pandemic by creating a slate of online museum educational programs, ensuring that the schoolchildren of the community would be able to continue learning about history; and

WHEREAS, Debbie developed the museum's outreach to the Korean-American community by working with the Korean Cultural Center of Chicago to create an exhibit which was awarded IAPD's Best of the Best Partnership Award in 2022. Debbie wrote an article about this partnership titled *Using History to Reflect Diversity* which was published in the July/August 2023 issue of P&R Parks and Recreation magazine; and

WHEREAS, Debbie wrote, submitted, and won grants, worth over \$400,000 to create the new Educational Gardens at Mike Rylko Community Park, which has become a well-loved park amenity in its first two years since development; and

WHEREAS, Debbie encouraged statewide museum excellence by co-chairing the annual awards program for the Illinois Association of Museums; and

WHEREAS, Debbie helped encourage a staff culture of fun and wellness by spearheading the annual 6-week Steps Challenge with multiple other park districts; and

WHEREAS, the success of the Park District is dependent upon employees like Debbie who have taken pride in the Buffalo Grove Park District and its accomplishments.

NOW, THEREFORE, LET IT BE RESOLVED by the President and Board of Park Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois:

1. That Debbie Fandrei be commended on behalf of the citizens of Buffalo Grove for her distinguished 25-year career at the Buffalo Grove Park District.
2. That this resolution be presented to Debbie with our sincere thanks, grateful appreciation, and best wishes on her future.

DATED AT BUFFALO GROVE, ILLINOIS THIS 23<sup>rd</sup> DAY OF OCTOBER, 2023.

---

Scott Jacobson, President  
Buffalo Grove Park District  
Board of Park Commissioners



RESOLUTION 23-10-4  
RESOLUTION COMMENDING  
ROBIN RACUSEN  
ON 25 YEARS OF SERVICE TO THE BUFFALO GROVE PARK DISTRICT

**WHEREAS**, Robin Racusen was first employed by the Buffalo Grove Park District as a Recreation Assistant in July of 1995, promoted to Fine Arts Assistant Coordinator in September of 1998, promoted full time Office Manager in May of 2004, and then promoted to Accounts and Front Office Manager in December of 2018; and

**WHEREAS**, Robin is loyal and dependable to the Park District and to her staff. She strives to make every customer feel valued and does what is right for the customer and for the Park District; and

**WHEREAS**, Robin strives to maintain a high level of performance and professionalism in a position demanding quality service, accuracy, and confidentiality; and

**WHEREAS**, because of Robin's high level of internal and external customer service, she has been a key player in the implementation of RecTrac, billing and account management, addressing registration issues, and consistently coming up with recommendations for improvements to our customer service; and

**WHEREAS**, the success of the Park District is dependent upon professionals like Robin who take pride in the Buffalo Grove Park District and its accomplishments.

**NOW, THEREFORE, LET IT BE RESOLVED** by the President and Board of Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois as follows:

1. That Robin Racusen is commended on behalf of the citizens of Buffalo Grove for her distinguished service to the Park District since 1995.
2. That this Resolution be presented to Robin with best wishes in her career, and for many more years at the Buffalo Grove Park District.

**DATED AT BUFFALO GROVE, ILLINOIS THIS 23RD DAY OF OCTOBER, 2023.**

---

Scott Jacobson, President  
Buffalo Grove Park District  
Board of Commissioners

# BUFFALO GROVE PARK DISTRICT

10/19/2023

## Levy 2023

Current EAV	1,792,578,496			Ext as			
Fund	Levy 2022	PTELL Reduced Levy	2022 Extension	% of 2022 levy	Projected Levy 2023	% of Extension	% of Levy 2021
Corp	3,250,000	3,002,568	2,993,455	92%	3,150,000	105.23%	96.92%
Rec	2,430,000	2,244,308	2,227,865	92%	2,450,000	109.97%	100.82%
Museum	290,000	268,886	280,195	97%	369,000	131.69%	127.24%
Audit	20,000	17,925	18,031	90%	20,000	110.92%	100.00%
Liab Ins	500,000	460,692	463,127	93%	500,000	107.96%	100.00%
Pav & Light	70,000	64,532	64,467	92%	70,000	108.58%	100.00%
Soc Sec	420,000	387,196	381,568	91%	500,000	131.04%	119.05%
Spec Rec	701,948	693,700	683,874	97%	732,000	107.04%	104.28%
IMRF	625,000	577,210	577,608	92%	625,000	108.20%	100.00%
Bonds	1,893,513	1,912,448	1,934,984	102%	1,986,303	102.65%	104.90%
<b>Total</b>	<b>10,200,461</b>	<b>9,629,465</b>	<b>9,625,173</b>		<b>10,402,303</b>	<b>108.07%</b>	<b>101.98%</b>

1.98% CHANGE over 2022

**Capped Funds >>>>**      7,605,000      7,023,317      7,006,315      7,684,000

2022 EAV	Cook	464,276,029
	Lake	1,328,302,467
	<b>Total</b>	<b>1,792,578,496</b>
<b>Projected 2023 EAV</b>		
0% increase	Cook	464,276,029
4% increase	Lake	1,381,434,566
	<b>Total</b>	<b>1,845,710,595</b>

\*\*\* Special Rec & Debt Service levy  
exempted from tax cap





RESOLUTION NO. 23-10-1

BUFFALO GROVE PARK DISTRICT

A RESOLUTION DETERMINING THE AMOUNTS OF MONEY  
EXCLUSIVE OF LEVIES FOR DEBT SERVICE AND ELECTION COSTS  
ESTIMATED TO BE NECESSARY TO BE RAISED BY  
TAXATION PURSUANT TO THE PROPOSED LEVY OF THE  
BUFFALO GROVE PARK DISTRICT FOR THE FISCAL YEAR BEGINNING  
MAY 1, 2023 AND ENDING APRIL 30, 2024

WHEREAS, the Truth in Taxation Act requires that not less than 30 days prior to the adoption of its aggregate levy the corporate authority of each taxing district shall determine the amounts of money, exclusive of levies for debt service and election costs, estimated to be necessary to be raised by taxation for that year upon the taxable property in its district.

NOW, THEREFORE, BE IT AND THE SAME IS HEREBY RESOLVED by the Buffalo Grove Park District and the Board of Park Commissioners thereof as follows:

The amounts of money, exclusive of levies for bond principal and interest and election costs, estimated to be necessary to be raised by taxation pursuant to the proposed levy of the Buffalo Grove Park District for the fiscal year beginning May 1, 2023 and April 30, 2024 are as follows:

General Corporate Fund	\$ 3,150,000
Recreation Fund	2,450,000
Museum Fund	369,000
Audit Fund	20,000
Liability Insurance Fund	500,000
Paving and Lighting Fund	70,000
Social Security Fund	500,000
Special Recreation Fund	732,000
Illinois Municipal Retirement Fund	625,000
Limited Bonds	<u>1,986,303</u>
Total	\$ 10,402,303

PASSED: This 23rd day of October, 2023.  
APPROVED: This 23rd day of October, 2023.  
RECORDED: This 23rd day of October, 2023.

AYES: \_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Erika Strojinc, Secretary  
Buffalo Grove Park District  
Board of Commissioners

\_\_\_\_\_  
Scott Jacobson, President  
Buffalo Grove Park District  
Board of Commissioners

(Seal)

Budgeted Tax Revenues

	LEVY 2022	BUDGET 23/24 COOK EXTENSION	BUDGET 23/24 LAKE EXTENSION	23/24 BUDGET TOTAL	23/24 Exten. LAKE	23/24 Lake Diff vs. Budget	Final 23/24 Exten. COOK	23/24 Cook Diff vs. Budget	23/24 Exten. TOTAL	23/24 Total Diff vs. Budget
2 corp	3,250,000	893,000	2,091,000	2,984,000	2,127,210.00	36,210	920,832	27,832	3,048,042.00	64,042
4 rec	2,430,000	667,000	1,563,000	2,230,000	1,560,184.23	(2,816)	667,681	681	2,227,865.23	(2,135)
8 muse	290,000	80,000	187,000	267,000	200,201.75	13,202	79,993	(7)	280,194.75	13,195
9 aud	20,000	5,400	12,600	18,000	12,698.58	99	5,332	(68)	18,030.58	31
10 debt	1,894,179	582,500	1,357,500	1,940,000	1,343,498.25	(14,002)	591,486	8,986	1,934,984.25	(5,016)
11 ins	500,000	137,000	321,000	458,000	326,071.69	5,072	137,055	55	463,126.69	5,127
12 p&I	70,000	20,000	45,500	65,500	45,268.55	(231)	19,198	(802)	64,466.55	(1,033)
13 ss	420,000	115,000	269,000	384,000	266,377.78	(2,622)	115,190	190	381,567.78	(2,432)
14 sp rec	701,948	210,000	492,000	702,000	477,498.18	(14,502)	206,376	(3,624)	683,874.18	(18,126)
17 imrf	625,000	171,000	401,000	572,000	405,889.39	4,889	171,719	719	577,608.39	5,608
<b>Total</b>	<b>10,201,127</b>	<b>2,880,900</b>	<b>6,739,600</b>	<b>9,620,500</b>	<b>6,764,898.40</b>	<b>25,298</b>	<b>2,914,862</b>	<b>33,962</b>	<b>9,679,760</b>	<b>59,260</b>
<b>Capped</b>	<b>7,605,000</b>	<b>2,088,400</b>	<b>4,890,100</b>	<b>6,978,500</b>	<b>4,943,902</b>	<b>53,802</b>	<b>2,117,000</b>	<b>28,600</b>	<b>7,060,902</b>	<b>82,402</b>

	Cook	Lake	Total
Prior Year EAV	405,823,393	1,314,637,374	1,720,460,767
Current EAV	464,276,029	1,328,302,467	1,792,578,496
Change in EAV	14.40%	1.04%	4.19%
% per County	29.75%	70.25%	100.00%

DATE 10/16/23

TAX YEAR 2022

AGENCY TAX RATE REPORT

			PRIOR YEAR COOK COUNTY EAV	405,823,393	COOK COUNTY	2022 EAV
AGENCY 05-0130-000 BUFFALO GROVE PARK DISTRICT			CURR NEW PROP, ANN., REC. TIF VAL,		DUPAGE	464,276,029
			EXP. INCENTIVES MINUS DISCONNECT PROP	123,398	LAKE	1,328,302,467
PROPERTY TAX EXTENSION LIMITING LAW (PTELL) LIMITING RATE CALCULATION			TOTAL	405,946,791	WILL	
					KANE	
2021 AGGREGATE EXTENSION					MCHENRY	
X 1.0500					DEKALB	
2022 EAV MINUS NEW PROP, ANN.,					GRUNDY	
REC TIF VAL, EXP. INCENTIVES					KANKAKEE	
PLUS DISCONNECTIONS					KENDALL	
			LIMITING RATE		LA SALLE	
6,990,886	/	1,785,919,675	=	0.392	LIVINGSTON	
				AGENCY OVERALL EAV	1,792,578,496	TOTAL
						1,792,578,496

FUND DESCRIPTION OF FUND	LEVY AMOUNT	LOSS	TOTAL LEVY	TAX RATE	MAXIMUM	PRELIMINARY	PTELL	29.75% OF	FINAL TAX
	LOSS AMOUNT	%		CEILING	ALLOWABLE	TAX RATE	REDUCED LEVY	BURDEN IN	RATE
					LEVY		SEE BELOW	COOK COUNTY	
001 CORPORATE	3,250,000	3	3,347,500	0.3500	3,347,500	0.1867	3,002,568	893,263	0.1924
	97,500								
003 BONDS & INTEREST	0	5	0	0.0000	0	0.0000		0	0.0000
	0								
008 I.M.R.F.	625,000	3	643,750	0.0000	643,750	0.0359	577,210	171,719	0.0370
	18,750								
016 SOCIAL SECURITY	420,000	3	432,600	0.0000	432,600	0.0241	387,196	115,190	0.0248
	12,600								
018 AUDITING	20,000	3	20,600	0.0050	20,600	0.0011	17,925	5,332	0.0012
	600								
019 LIABILITY INSURANCE	500,000	3	515,000	0.0000	515,000	0.0287	460,692	137,055	0.0296
	15,000								
020 RECREATION	2,430,000	3	2,502,900	0.3700	2,502,900	0.1396	2,244,308	667,681	0.1439
	72,900								
021 PAVING AND LIGHTING	70,000	3	72,100	0.0050	72,100	0.0040	64,532	19,198	0.0041
	2,100								
024 WORKING CASH FUNDS	0	3	0	0.0250	0	0.0000		0	0.0000
	0								
033 MUSEUM MAINTENANCE	0	3	0	0.0300	0	0.0000		0	0.0000
	0								
088 MUSEUM FUND	290,000	3	298,700	0.0700	298,700	0.0167	268,886	79,993	0.0171
	8,700								
202 HANDICAPPED FUND	701,948	3	723,006	0.0400	693,700	0.0387		206,376	0.0445
	21,058								
400 LIMITED BONDS	1,893,513	5	1,988,189	0.0000	1,988,189	0.1109		591,486	0.1274
	94,676								
408 LEVY ADJUSTMENT PA 102-0519	92,669		92,669	0.0000	92,669	0.0052		27,569	0.0059
	0								

DATE 10/16/23

TAX YEAR 2022

AGENCY TAX RATE REPORT

			PRIOR YEAR COOK COUNTY EAV	405,823,393	COOK COUNTY	2022 EAV
AGENCY 05-0130-000 BUFFALO GROVE PARK DISTRICT			CURR NEW PROP, ANN., REC. TIF VAL,		DUPAGE	464,276,029
			EXP. INCENTIVES MINUS DISCONNECT PROP	123,398	LAKE	1,328,302,467
PROPERTY TAX EXTENSION LIMITING LAW (PTELL) LIMITING RATE CALCULATION			TOTAL	405,946,791	WILL	
					KANE	
2021 AGGREGATE EXTENSION					MCHENRY	
X 1.0500					DEKALB	
2022 EAV MINUS NEW PROP, ANN.,					GRUNDY	
REC TIF VAL, EXP. INCENTIVES					KANKAKEE	
PLUS DISCONNECTIONS					KENDALL	
			LIMITING RATE		LA SALLE	
6,990,886	/	1,785,919,675	=	0.392	LIVINGSTON	
				AGENCY OVERALL EAV	1,792,578,496	TOTAL
						1,792,578,496

AGENCY 05-0130-000 BUFFALO GROVE PARK DISTRICT

CURR NEW PROP, ANNEX., REC. TIF VAL,  
 EXP. INCENTIVES MINUS DISCONNECT PROP  
 TOTAL

123,398  
 405,946,791

DUPAGE  
 LAKE 1,328,302,467  
 WILL  
 KANE  
 MCHENRY  
 DEKALB  
 GRUNDY  
 KANKAKEE  
 KENDALL  
 LA SALLE  
 LIVINGSTON

2021 AGGREGATE EXTENSION 2022 EAV MINUS NEW PROP, ANNEX.,  
 X 1.0500 REC TIF VAL, EXP. INCENTIVES  
 PLUS DISCONNECTIONS  
 LIMITING RATE  
 6,990,886 / 1,785,919,675 = 0.392

AGENCY OVERALL EAV 1,792,578,496 TOTAL 1,792,578,496

FUND DESCRIPTION OF FUND	LEVY AMOUNT LOSS LOSS AMOUNT %	TOTAL LEVY	TAX RATE CEILING	MAXIMUM ALLOWABLE LEVY	PRELIMINARY TAX RATE	PTELL REDUCED LEVY SEE BELOW	29.75% OF BURDEN IN COOK COUNTY	FINAL TAX RATE
TOTAL CAP FUNDS		7,833,150		7,833,150	0.437	7,023,317	2,089,431	0.451
TOTAL NON CAP FUNDS		2,803,864		2,774,558	0.1548		825,431	0.1778
AGENCY GRAND TOTAL		10,637,014		10,607,708	0.592	7,023,317	2,914,862	0.628
					*CLERK'S REDUCTION FACTOR 89.7025%			
	2022 NON CAP FUNDS TAX EXTENSION TOTAL			825,482.78	2022 TAX EXTENSION GRAND TOTAL		2,915,653.46	



## ORDINANCE NO. 23-10-1

AN ORDINANCE providing for the issue of not to exceed \$6,500,000 General Obligation Park Bonds (Alternate Revenue Source) of the Buffalo Grove Park District, Lake and Cook Counties, Illinois, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the pledge of certain revenues to the payment of said bonds, providing for the levy of a direct annual tax sufficient to pay such bonds if the pledged revenues are insufficient to make such payment and authorizing the proposed sale of said bonds to the purchaser thereof.

\* \* \*

WHEREAS, the Buffalo Grove Park District, Lake and Cook Counties, Illinois (the "*District*"), is a duly organized and existing park district created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the "*Park Code*"); and

WHEREAS, the Board of Park Commissioners of the District (the "*Board*") has determined that it is advisable, necessary and in the best interests of the District to provide for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the "*Project*"), all in accordance with the preliminary plans and estimate of cost heretofore approved by the Board and now on file in the office of the Secretary of the Board (the "*Secretary*"); and

WHEREAS, there are insufficient funds on hand and lawfully available to pay the estimated costs of the Project, including legal, financial, printing and publication costs and other expenses; and

WHEREAS, Board has determined that in order to pay the costs of the Project, it is necessary to issue bonds of the District therefor (the "*Alternate Bonds*"); and

WHEREAS, for the purpose of providing funds to pay the costs of the Project and in accordance with the provisions of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Act*"), the Board, on the 28th day of August, 2023, adopted an ordinance authorizing the issuance of the Alternate Bonds in an aggregate amount not to exceed \$6,500,000 to pay the costs of the Project (the "*Authorizing Ordinance*"); and

WHEREAS, on the 31st day of August, 2023, the Authorizing Ordinance, together with a notice in the statutory form, was published in the *Daily Herald*, the same being a newspaper of general circulation in the District, and an affidavit evidencing the publication of the Authorizing Ordinance and said notice have heretofore been presented to the Board and made a part of the permanent records of the Board; and

WHEREAS, more than thirty (30) days have expired since the date of publication of the Authorizing Ordinance and said notice, and no petition with the requisite number of valid signatures thereon has been filed with the Secretary requesting that the question of the issuance of the Alternate Bonds be submitted to referendum; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the President of the Board (the "*President*") on the 28th day of August, 2023, executed an Order calling a public hearing (the "*Hearing*") for the 26th day of September, 2023, concerning the intent of the Board to sell the Alternate Bonds for the purpose of paying the costs of the Project; and

WHEREAS, notice of the Hearing was given (i) by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *Daily Herald* and (ii) by posting at least 96 hours before the Hearing a copy of said notice at the principal office of the Board, which

notice was continuously available for public review during the entire 96-hour period preceding the Hearing; and

WHEREAS, the Hearing was held on the 26th day of September, 2023, and at the Hearing, the Board explained the reasons for the proposed Alternate Bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 26th day of September, 2023, and not less than seven (7) days have passed since the final adjournment of the Hearing; and

WHEREAS, the Alternate Bonds will be payable from (a)(i) property taxes and other revenues collected by the District for Recreation Fund purposes and (ii) such other funds of the District as may be lawfully available and annually appropriated for such payment (together, the "*Pledged Revenues*") and (b) from the Pledged Taxes (as hereinafter defined); and

WHEREAS, the Project constitutes a lawful corporate purpose within the meaning of the Act; and

WHEREAS, the Board hereby determines that the Pledged Revenues will provide in each year an amount not less than 1.25 times debt service on the Alternate Bonds proposed to be issued; and

WHEREAS, such determination is supported by the District's most recent audit, the same being for the fiscal year ended April 30, 2023 (the "*Audit*"), which Audit will be for a fiscal year ending not earlier than 18 months previous to the issue date of the Alternate Bonds and which Audit has been presented to the Board and is now on file with the Secretary of the Board; and

WHEREAS, the Board is now authorized to issue the Alternate Bonds in an aggregate principal amount not to exceed \$6,500,000 in accordance with the provisions of the Act; and

WHEREAS, the Board hereby determines that it is necessary and desirable that there be issued in an aggregate principal amount not to exceed \$6,500,000 of the Alternate Bonds so authorized; and

WHEREAS, the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Tax Limitation Law*"), imposes certain limitations on the "aggregate extension" of certain property taxes levied



by the District, but provides that the definition of "aggregate extension" contained in Section 18-185 of the Tax Limitation Law does not include "extensions . . . made for payments of principal and interest on bonds issued under Section 15 of the [Act];" and

Whereas, the Board does hereby find and determine that the Alternate Bonds will be issued under Section 15 of the Act; and

WHEREAS, the County Clerks of The Counties of Lake and Cook, Illinois (the "*County Clerks*"), are therefore authorized to extend and collect said tax so levied for the payment of the Alternate Bonds without limitation as to rate or amount:

NOW, THEREFORE, Be It Ordained by the Board of Park Commissioners of the Buffalo Grove Park District, Lake and Cook Counties, Illinois, as follows:

*Section 1. Incorporation of Preambles; Acceptance of Audit.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference. The Audit is hereby accepted and approved by the Board.

*Section 2. Authorization.* It is hereby found and determined that the District has been authorized by the Act to borrow an amount not to exceed \$6,500,000 upon the credit of the District and as evidence of such indebtedness to issue the Alternate Bonds, being general obligation bonds payable from the Pledged Revenues, as provided by the Act, the proceeds of said bonds to be used to pay the costs of the Project, and that it is necessary and for the best interests of the District that there be issued not to exceed \$6,500,000 of said authorized sum.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District an aggregate amount not to exceed \$6,500,000 for the purposes aforesaid, and Alternate Bonds of the District (the "*Bonds*") shall be issued to said amount and shall be designated "General Obligation Park Bonds (Alternate Revenue Source), Series 202[\_\_\_]," or with such other series designation as set forth in the Bond Notification (as hereinafter defined). The Bonds shall be dated such date as set forth in the Bond Notification, and shall also bear the date of authentication, shall be in fully registered

form, shall be in denominations of \$5,000 each or authorized integral multiples thereof (but no single Bond shall represent installments of principal maturing on more than one date), and shall be numbered 1 and upward. The Bonds shall become due and payable serially or be subject to mandatory redemption (subject to option of prior redemption as hereinafter stated) on December 1 of each of the years (not later than 2038), in the amounts (not exceeding \$625,000 per year) and bearing interest at the rates (not exceeding 5.50% per annum) as set forth in the Bond Notification. The Bonds shall bear interest from their date or from the most recent interest payment date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable semi-annually commencing with the first interest payment date as set forth in the Bond Notification, and on June 1 and December 1 of each year thereafter to maturity.

Interest on each Bond shall be paid by check or draft of the bond registrar and paying agent (which shall be the Treasurer of the Board (the "*Treasurer*") or a bank or trust company authorized to do business in the State of Illinois) set forth in the Bond Notification (the "*Bond Registrar*"), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the designated office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the President and the Secretary, and shall be countersigned by the manual or facsimile signature of the Treasurer of the Board, as they shall determine, and the seal of the District shall be affixed thereto or printed thereon, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. If the Secretary or the Treasurer is unable to

perform the duties of his or her respective office, then their duties under this Ordinance shall be performed by the Assistant Secretary or the Assistant Treasurer of the Board, respectively.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District for the Bonds and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this Ordinance. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

*Section 4. Registration of Bonds; Persons Treated as Owners.* (a) *General.* The District shall cause books (the "*Bond Register*") for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the designated office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District for the Bonds. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the designated office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be

exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond; *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds, except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 3 hereof. Upon initial issuance, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto ("*Cede*"), as nominee of The Depository Trust

Company, New York, New York, and its successors and assigns (*"DTC"*). All of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The President, the Secretary, the Executive Director of the District (the *"Executive Director"*), the Superintendent of Finance and Administration (the *"Superintendent of Finance"*) and the Bond Registrar are each authorized to execute and deliver, on behalf of the District, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the *"Representation Letter"*), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the District and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a *"DTC Participant"*) or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the District and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The District and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever.

The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the District to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this Ordinance shall refer to such new nominee of DTC.

In the event that (i) the District determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the District, the Bond Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the District determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the District shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the District may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the District, or such depository's agent or designee, and if the District does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 4(a) hereof.

Notwithstanding any other provisions of this Ordinance to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

*Section 5. Redemption. (a) Optional Redemption.* All or a portion of the Bonds due on and after the date, if any, specified in the Bond Notification shall be subject to redemption prior to maturity at the option of the District from any available funds, as a whole or in part, and if in part in integral multiples of \$5,000 in any order of their maturity as determined by the District (less than all of the Bonds of a single maturity to be selected by the Bond Registrar), on the date specified in the Bond Notification, and on any date thereafter, at the redemption price of par plus accrued interest to the redemption date.

(b) *Mandatory Redemption.* The Bonds maturing on the date or dates, if any, indicated in the Bond Notification shall be subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the redemption date, on December 1 of the years, if any, and in the principal amounts, if any, as indicated in the Bond Notification.

The principal amounts of Bonds to be mandatorily redeemed in each year may be reduced through the earlier optional redemption thereof, with any partial optional redemptions of such Bonds credited against future mandatory redemption requirements in such order of the mandatory redemption dates as the District may determine. In addition, on or prior to the 60th day preceding any mandatory redemption date, the Bond Registrar may, and if directed by the Board shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

(c) *General.* The Bonds shall be redeemed only in the principal amount of \$5,000 and integral multiples thereof. The District shall, at least forty-five (45) days prior to any optional redemption date (unless a shorter time period shall be satisfactory to the Bond Registrar) notify the Bond Registrar of such redemption date and of the principal amount and maturity or maturities of Bonds to be redeemed. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Bond Registrar from the Bonds of such maturity by such method of lottery as the Bond Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any \$5,000 Bond or \$5,000 portion of a Bond shall be as likely to be called for redemption as any other such \$5,000 Bond or \$5,000 portion. The Bond Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Bond Registrar shall promptly notify the District in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

*Section 6. Redemption Procedure.* Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Bond Registrar on behalf of the District by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,



(3) if less than all outstanding Bonds are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,

(4) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,

(5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the designated office of the Bond Registrar, and

(6) such other information then required by custom, practice or industry standard.

Unless moneys sufficient to pay the redemption price of the Bonds to be redeemed at the option of the District shall have been received by the Bond Registrar prior to the giving of such notice of redemption, such notice may, at the option of the District, state that said redemption shall be conditional upon the receipt of such moneys by the Bond Registrar on or prior to the date fixed for redemption. If such moneys are not received, such notice shall be of no force and effect, the District shall not redeem such Bonds, and the Bond Registrar shall give notice, in the same manner in which the notice of redemption shall have been given, that such moneys were not so received and that such Bonds will not be redeemed. Otherwise, prior to any redemption date, the District shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Subject to the provisions for a conditional redemption described above, notice of redemption having been given as aforesaid, and notwithstanding the failure to receive such notice, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial

redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Bond Registrar and shall not be reissued.

*Section 7. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, "See Reverse Side for Additional Provisions", shall be omitted and paragraph [6] and those paragraphs thereafter, as may be appropriate, shall be inserted immediately after paragraph [1]:

[Form of Bond - Front Side]

REGISTERED  
NO. \_\_\_\_\_

REGISTERED  
\$ \_\_\_\_\_

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTIES OF LAKE AND COOK

BUFFALO GROVE PARK DISTRICT

GENERAL OBLIGATION PARK BOND  
(ALTERNATE REVENUE SOURCE), SERIES 202[\_\_\_]

See Reverse Side for  
Additional Provisions

Interest                      Maturity                      Dated  
Rate: \_\_\_\_%              Date: \_\_\_\_\_, 20\_\_              Date: \_\_\_\_\_, 202\_\_              CUSIP: 119533 \_\_

Registered Owner:

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Buffalo Grove Park District, Lake and Cook Counties, Illinois (the "District"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on June 1 and December 1 of each year, commencing \_\_\_\_\_, 20\_\_, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the principal [corporate trust] office of \_\_\_\_\_, as bond registrar and paying agent (the "Bond Registrar"). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 15th day of the month

next preceding each interest payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar. For the prompt payment of this Bond, both principal and interest at maturity, the full faith, credit and resources of the District are hereby irrevocably pledged.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of Bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of the Pledged Revenues and the Pledged Taxes to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Buffalo Grove Park District, Lake and Cook Counties, Illinois, by its Board of Park Commissioners, has caused this Bond to be signed by the manual or duly authorized facsimile signatures of the President and Secretary of said Board of Park Commissioners, and to be countersigned by the manual or duly authorized facsimile signature of the Treasurer thereof, and has caused the seal of the District to be affixed hereto or printed hereon, all as of the Dated Date identified above.

(SEAL)

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

\_\_\_\_\_  
SPECIMEN  
\_\_\_\_\_  
Secretary, Board of Park Commissioners

Countersigned:

\_\_\_\_\_  
SPECIMEN  
\_\_\_\_\_  
Treasurer, Board of Park Commissioners

Date of Authentication: \_\_\_\_\_, 20\_\_

CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:  
\_\_\_\_\_  
\_\_\_\_\_

This Bond is one of the Bonds described in the Bond Ordinance and is one of the General Obligation Park Bonds (Alternate Revenue Source), Series 202[\_\_\_], of the Buffalo Grove Park District, Lake and Cook Counties, Illinois.

\_\_\_\_\_  
as Bond Registrar

By \_\_\_\_\_  
SPECIMEN  
Authorized Officer

[Form of Bond - Reverse Side]

BUFFALO GROVE PARK DISTRICT

LAKE AND COOK COUNTIES, ILLINOIS

GENERAL OBLIGATION PARK BOND  
(ALTERNATE REVENUE SOURCE), SERIES 202[\_\_\_]

[6] This Bond is one of a series of Bonds issued by the District pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Act*"), and the Park District Code of the State of Illinois, as amended (the "*Park Code*"), for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, and is authorized by an ordinance adopted by the Board of Park Commissioners of the District (the "*Board*") on the 28th day of August, 2023, and by an ordinance adopted by the Board on the 23rd day of October, 2023 (the "*Bond Ordinance*"), in all respects as provided by law.

[7] The Bonds are payable from (a)(i) property taxes and other revenues collected by the District for Recreation Fund purposes and (ii) such other funds of the District as may be lawfully available and annually appropriated for such payment (together, the "*Pledged Revenues*") and (b) ad valorem taxes levied upon all of the taxable property in the District without limitation as to rate or amount (the "*Pledged Taxes*"), all in accordance with the provisions of the Act and the Park Code. The District is authorized to issue from time to time additional bonds payable from the Pledged Revenues as permitted by law, and such additional bonds may shall ratably and equally in the Pledged Revenues with the Bonds, to the extent the Bonds and such additional bonds are payable from the Pledged Revenues, *provided, however*, that no such additional bonds shall be issued except in accordance with the provisions of the Act.

[8] [Optional and Mandatory Redemption provisions, as applicable, will be inserted here.]

[9] [Notice of any such redemption shall be sent by first class mail not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books of the District maintained by the Bond Registrar or at such other address as is furnished in writing by such registered owner to the Bond Registrar. When so called for redemption, this Bond will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.]

[10] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the principal [corporate trust] office of the Bond Registrar in \_\_\_\_\_, but only in the manner, subject to the limitations and upon payment of the charges provided in the Bond Ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[11] The Bonds are issued in fully registered form in denominations of \$5,000 each or authorized integral multiples thereof. This Bond may be exchanged at the principal [corporate trust] office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the Bond Ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date[, nor to transfer or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days next preceding mailing of a notice of redemption of any Bonds].

[12] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and

interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

\_\_\_\_\_ attorney

to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

*Section 8. Sale of Bonds.* The President of the Board and Executive Director of the District (the "*Designated Representatives*") are hereby authorized to proceed not later than the 23rd day of April, 2024, without any further authorization or direction from the Board, to sell the Bonds upon the terms as prescribed in this Ordinance. The Bonds hereby authorized shall be executed as in this Ordinance provided as soon after the delivery of the Bond Notification as may be, and thereupon be deposited with the Treasurer, and, after authentication thereof by the Bond Registrar, be by the Treasurer delivered to Raymond James & Associates, Inc., the purchaser thereof (the "*Purchaser*"), upon receipt of the purchase price therefor, the same being not less than 97% of the principal amount of the Bonds (exclusive of any original issue discount), plus any accrued interest to date of delivery, it being hereby found and determined that the sale of the Bonds to the Purchaser is in the best interests of the District and that no person holding any office of the District, either by election or appointment, is in any manner financially



interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the sale of the Bonds to the Purchaser.

Prior to the sale of the Bonds, the President and the Executive Director are each hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale of the Bonds, which shall include the pertinent details of sale as provided herein (the "*Bond Notification*"). In the Bond Notification, the Designated Representatives shall find and determine that the Bonds have been sold at such price and bear interest at such rates that either the true interest cost (yield) or the net interest rate received upon the sale of the Bonds does not exceed the maximum rate otherwise authorized by applicable law. The Bond Notification shall be entered into the records of the District and made available to the Board at the next regular meeting thereof; but such action shall be for information purposes only, and the Board shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the President, Secretary, Treasurer, Executive Director, Director of Business Services and any other officers of the District, as shall be appropriate, shall be and are each hereby authorized and directed to approve or execute, or both, such documents of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the District and the Purchaser (the "*Purchase Contract*"). Prior to the execution and delivery of the Purchase Contract, the Designated Representatives shall find and determine that no person holding any office of the District,

either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the Purchase Contract.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the "*Official Statement*") is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, this Ordinance, said Preliminary Official Statement, the Official Statement and the Bonds.

*Section 9. Alternate Revenue Source; Appropriation; Additional Obligations; Tax Levy.* For the purpose of providing funds required to pay the interest on the Bonds promptly when and as the same falls due, and to pay and discharge the principal thereof at maturity, the District covenants and agrees with the purchasers and the owners of the Bonds that the District will deposit the Pledged Revenues into the Bond Fund (as hereinafter defined). All payments with respect to the Bonds shall be made directly from the Bond Fund.

The Pledged Revenues are hereby pledged to the payment of the Bonds and the Board covenants and agrees to provide for, appropriate, collect and apply the Pledged Revenues to the payment of the Bonds and the provision of not less than an additional .25 times debt service.

The District is authorized to issue from time to time additional bonds payable from the Pledged Revenues as permitted by law, and such additional bonds may share ratably and equally in the Pledged Revenues with the Bonds; *provided, however*, that no such additional bonds shall be issued except in accordance with the provisions of the Act.

For the purpose of providing additional funds to pay the principal of and interest on the Bonds, there is hereby levied upon all of the taxable property within the District, in the years for which any of the Bonds are outstanding, a direct annual tax for each of the years while the Bonds or any of them are

outstanding, in amounts sufficient for that purpose, and there be and there hereby is levied upon all of the taxable property in the District the following direct annual taxes (the "Pledged Taxes"):

FOR THE YEAR	A TAX SUFFICIENT TO PRODUCE THE SUM OF:	
2024	\$650,000	for interest and principal up to and including December 1, 2025
2025	\$650,000	for interest and principal
2026	\$650,000	for interest and principal
2027	\$650,000	for interest and principal
2028	\$650,000	for interest and principal
2029	\$650,000	for interest and principal
2030	\$650,000	for interest and principal
2031	\$650,000	for interest and principal
2032	\$650,000	for interest and principal
2033	\$650,000	for interest and principal
2034	\$650,000	for interest and principal
2035	\$650,000	for interest and principal
2036	\$650,000	for interest and principal
2037	\$650,000	for interest and principal

Interest or principal coming due at any time when there are insufficient funds on hand from the Pledged Taxes to pay the same shall be paid promptly when due from the general funds of the District in advance of the collection of the Pledged Taxes herein levied; and when the Pledged Taxes shall have been collected, reimbursement shall be made to said funds in the amount so advanced. There is no levy for levy year 2023 and interest on the Bonds due on June 1, 2024, and December 1, 2024, shall be paid from the Pledged Revenues.

The District covenants and agrees with the purchasers and the owners of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to collect the Pledged Revenues or to levy and collect the Pledged Taxes, except as provided in Section 11 hereof. The District and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues will be available and that the Pledged Taxes will be levied, extended and collected as provided herein and deposited in the Bond Fund, except as provided in Section 11 hereof.

To the extent that the taxes levied above exceed the amount necessary to pay debt service on the Bonds as set forth in the Bond Notification, the President, Secretary and Treasurer are hereby authorized to direct the abatement of such taxes to the extent of the excess of such levy in each year over the amount necessary to pay debt service on the Bonds in the following bond year. Proper notice of such abatement shall be filed with the County Clerks in a timely manner to effect such abatement.

*Section 10. Filing of Ordinance.* After this Ordinance becomes effective, a copy hereof, certified by the Secretary, shall be filed with the County Clerks; and the County Clerks shall in and for each of the years required, ascertain the rate percent required to produce the aggregate Pledged Taxes hereinbefore provided to be levied in each of said years; and the County Clerks shall extend the same for collection on the tax books in connection with other taxes levied in said years in and by the District for general park purposes of the District; and in said years the Pledged Taxes shall be levied and collected by and for and on behalf of the District in like manner as taxes for general park purposes of the District for said years are levied and collected, and in addition to and in excess of all other taxes.

*Section 11. Abatement of Pledged Taxes.* Whenever the Board shall have determined that in any year the Pledged Revenues or other lawfully available funds of the District have been deposited into the Bond Fund (as hereinafter defined) in an amount sufficient to pay debt service on the Bonds, the Board or the officers of the District acting with proper authority, shall direct the abatement of the Pledged Taxes to the extent such Pledged Taxes relate to the debt service paid or to be paid by the Pledged Revenues in the Bond Fund, and proper notification of such abatement shall be filed with the County Clerks, in a timely manner to effect such abatement.

*Section 12. Bond Fund.* There is hereby established a special fund of the District known as the "Alternate Bond and Interest Fund of 202[\_\_\_]" (the "*Bond Fund*"). The Pledged Revenues and the Pledged Taxes shall be set aside as collected and be deposited into the Bond Fund, which is a trust fund established for the purpose of carrying out the covenants, terms and conditions imposed upon the District

by this Ordinance. The Bonds are secured by a pledge of all of the moneys on deposit in the Bond Fund, and such pledge is irrevocable until the Bonds have been paid in full or until the obligations of the District are discharged under this Ordinance.

There are hereby created two accounts in the Bond Fund, designated as the Pledged Revenues Account and as the Pledged Taxes Account. All Pledged Revenues to be applied to the payment of the Bonds shall be deposited to the credit of the Pledged Revenues Account. All Pledged Taxes shall be deposited to the credit of the Pledged Taxes Account. Pledged Taxes on deposit to the credit of the Pledged Taxes Account shall be fully spent to pay the principal of and interest on the Bonds prior to use of any moneys on deposit in the Pledged Revenues Account.

*Section 13. General Covenants.* The District covenants and agrees with the holders of the Bonds hereby authorized that so long as the Bonds or any of them remain outstanding and unpaid, either as to principal or interest:

A. The District hereby pledges the Pledged Revenues to the payment of the Bonds, and the Board covenants and agrees to provide for, collect and apply the Pledged Revenues to the payment of the Bonds and the provision of not less than an additional 0.25 times debt service on the Bonds, all in accordance with Section 15 of the Act.

B. The District will punctually pay or cause to be paid from the sources herein provided the principal or redemption price of and interest on the Bonds in strict conformity with the terms of the Bonds and this Ordinance, and it will faithfully observe and perform all of the conditions, covenants and requirements thereof and hereof.

C. The District will pay and discharge, or cause to be paid and discharged, from the Bond Fund any and all lawful claims which, if unpaid, might become a lien or charge upon the Pledged Revenues or Pledged Taxes, or any part thereof, or upon any funds in the hands of the Bond Registrar, or which might impair the security of the Bonds. Nothing herein contained shall require the District to make any such payment so long as the District in good faith shall contest the validity of said claims.

D. The District will keep, or cause to be kept, proper books of record and accounts, separate from all other records and accounts of the District, in which complete and correct entries shall be made of all transactions relating to the Pledged Revenues, the Pledged Taxes, the Bond Fund and the associated subaccounts.

E. The District will preserve and protect the security of the Bonds and the rights of the registered owners of the Bonds, and will warrant and defend their rights against all claims and demands of all persons. From and after the sale and delivery of any of the Bonds by the District, the Bonds shall be incontestable by the District.

F. The District will adopt, make, execute and deliver any and all such further ordinances, instruments and assurances as may be reasonably necessary or proper to carry out the intention of, or to facilitate the performance of, this Ordinance, and for the better assuring and confirming unto the registered owners of the Bonds of the rights and benefits provided in this Ordinance.

G. As long as any Bonds are outstanding, the District will continue to deposit the Pledged Revenues and, if necessary, the Pledged Taxes into the respective subaccounts of the Bond Fund. The District covenants and agrees with the purchasers of the Bonds and with the registered owners thereof that so long as any Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to collect the Pledged Revenues. The District and its officers will comply with all present and future applicable laws in order to assure that the Pledged Revenues and Pledged Taxes may be collected as provided herein and deposited into the associated subaccounts of the Bond Fund.

H. Once issued, the Bonds shall be and forever remain until paid a general obligation of the District, the payment of which its full faith and credit are pledged, and shall be payable, in addition to the Pledged Revenues, from the levy of the Pledged Taxes as provided in the Act.

*Section 14. Use of Bond Proceeds.* Any accrued interest received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund.

The principal proceeds of the Bonds, together with any premium received from the sale of the Bonds, are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying the costs of the Project, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited into the Capital Improvement Account of the District.

At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be distributed by the Bond Registrar or the Purchaser on behalf of the District from the proceeds of the Bonds.

*Section 15. Non-Arbitrage and Tax-Exemption.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking,

permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Internal Revenue Code of 1986, as amended (the "*Code*"), or would otherwise cause the interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The District acknowledges that, in the event of an examination by the Internal Revenue Service (the "*IRS*") of the exemption from federal income taxation for interest paid on the Bonds, under present rules, the District may be treated as a "taxpayer" in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The District also agrees and covenants with the purchasers and holders of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Board hereby authorizes the officials of the District responsible for issuing the Bonds, the same being the President, Secretary and Treasurer, to make such further covenants and certifications regarding the specific use of the proceeds of the Bonds as approved by the Board and as may be necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be exempt from federal income taxation. In connection therewith, the District and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the District in such compliance.

*Section 16. Reimbursement.* With respect to expenditures for the Project paid within the 60 day period ending on this date and with respect to which no declaration of intent was previously made, the District hereby declares its intent to reimburse such expenditures and hereby allocates proceeds of the Bonds in the amount indicated in the Tax Exemption Certificate and Agreement to be delivered in connection with the issuance of the Bonds to reimburse said expenditures.

*Section 17. Designation of Issue.* The District hereby designates each of the Bonds as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Code.

*Section 18. List of Bondholders.* The Bond Registrar shall maintain a list of the names and addresses of the holders of all Bonds and upon any transfer shall add the name and address of the new Bondholder and eliminate the name and address of the transferor Bondholder.

*Section 19. Duties of Bond Registrar.* If requested by the Bond Registrar, the President and Secretary are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of Bonds as provided for herein;
- (d) to cancel and/or destroy Bonds which have been paid at maturity or upon redemption prior to maturity or submitted for exchange or transfer;
- (e) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and
- (f) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.



*Section 20. Continuing Disclosure Undertaking.* The President is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the "*Continuing Disclosure Undertaking*"). When the Continuing Disclosure Undertaking is executed and delivered on behalf of the District as herein provided, the Continuing Disclosure Undertaking will be binding on the District and the officers, employees and agents of the District, and the officers, employees and agents of the District are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking as executed. Notwithstanding any other provision of this Ordinance, the sole remedy for failure to comply with the Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the District to comply with its obligations under the Continuing Disclosure Undertaking.

*Section 21. Municipal Bond Insurance.* In the event the payment of principal and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the "*Municipal Bond Insurance Policy*") issued by a bond insurer (the "*Bond Insurer*"), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the District and the Bond Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the President on advice of counsel, his or her approval to constitute full and complete acceptance by the District of such terms and provisions under authority of this Section.

*Section 22. Record-Keeping Policy and Post-Issuance Compliance Matters.* On March 28, 2011, the Board adopted a record-keeping policy (the "*Policy*") in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax

status for the debt obligations of the District, the interest on which is excludable from "gross income" for federal income tax purposes or which enable the District or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board and the District hereby reaffirm the Policy.

*Section 23. Provisions a Contract.* The provisions of this Ordinance shall constitute a contract between the District and the owners of the outstanding Bonds. All covenants relating to the Bonds and the conditions and obligations imposed by Section 15 of the Act are enforceable by any holder of the Bonds affected, any taxpayer of the District and the People of the State of Illinois acting through the Attorney General or any designee.

*Section 24. Treatment of Bonds as Debt.* The Bonds shall be payable from the Pledged Revenues and Pledged Taxes and do not and shall not constitute an indebtedness of the District within the meaning of any constitutional or statutory limitation, unless the Pledged Taxes shall be extended pursuant to the general obligation, full faith and credit promise supporting the Bonds, as set forth in Section 9 hereof, in which case the amount of the Bonds then outstanding shall be included in the computation of indebtedness of the District for purposes of all statutory provisions or limitations until such time as an audit of the District shall show that the Bonds have been paid from the Pledged Revenues for a complete fiscal year, in accordance with the Act.

*Section 25. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 26. Repeal.* All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Adopted October 23, 2023.

---

Scott Jacobson, President  
Board of Park Commissioners

Attest:

---

Erika Strojinc, Secretary  
Board of Park Commissioners



## ORDINANCE NO. 23-10-2

AN ORDINANCE providing for the issue of not to exceed \$1,725,000 General Obligation Limited Tax Park Bonds of the Buffalo Grove Park District, Lake and Cook Counties, Illinois, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the proposed sale of said bonds to the purchaser thereof.

\* \* \*

WHEREAS, the Buffalo Grove Park District, Lake and Cook Counties, Illinois (the "*District*"), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the "*Act*"); and

WHEREAS, the needs of the District require the expenditure of not less than the sum of \$1,725,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto (the "*Project*"), all in accordance with the preliminary plans and estimate of cost heretofore approved by the Board of Park Commissioners of the District (the "*Board*") and now on file in the office of the Secretary of the Board (the "*Secretary*"); and

WHEREAS, the Board finds that it does not have sufficient funds on hand for the purpose aforesaid, and that the cost thereof will be not less than \$1,725,000, and that it is necessary and for the best

interests of the District that it borrow an amount not to exceed \$1,725,000 and issue bonds of the District to evidence the borrowing; and

WHEREAS, pursuant to and in accordance with the provisions of the Bond Issue Notification Act of the State of Illinois, as amended, the President of the Board (the "*President*"), on the 28th day of August, 2023, executed an order calling a public hearing (the "*Hearing*") for the 26th day of September, 2023, concerning the intent of the Board to sell bonds in the amount of \$1,725,000 for the Project; and

WHEREAS, notice of the Hearing was given (i) by publication at least once not less than seven (7) nor more than thirty (30) days before the date of the Hearing in the *Daily Herald*, the same being a newspaper of general circulation in the District, and (ii) by posting at least 96 hours before the Hearing a copy of said notice at the principal office of the Board, which notice was continuously available for public review during the entire 96-hour period preceding the Hearing; and

WHEREAS, the Hearing was held on the 26th day of September, 2023, and at the Hearing, the Board explained the reasons for the proposed bond issue and permitted persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits; and

WHEREAS, the Hearing was finally adjourned on the 26th day of September, 2023; and

WHEREAS, the Board does hereby find and determine that it is authorized at this time to issue bonds in the amount of \$1,725,000 for the Project; and

WHEREAS, the Board deems it advisable, necessary and for the best interests of the District that not to exceed \$1,725,000 of the bonds so authorized be issued at this time; and

WHEREAS, the Board does hereby find and determine that (a) said bonds shall be issued as limited bonds under the provisions of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Debt Reform Act*"), and (b) upon the issuance of the bonds now proposed to be issued, the aggregate outstanding unpaid bonded indebtedness of the District, including said bonds, will not exceed .575% of the total assessed valuation of all taxable property in the District as last equalized and

determined, and pursuant to the provisions of the Debt Reform Act and Section 6-4 of the Act, it is not necessary to submit the proposition of issuing said bonds to the voters of the District for approval:

NOW, THEREFORE, Be It Ordained by the Board of Park Commissioners of the Buffalo Grove Park District, Lake and Cook Counties, Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Ordinance are full, true and correct and does incorporate them into this Ordinance by this reference.

*Section 2. Authorization.* It is hereby found and determined that the District has been authorized by law to borrow the sum of \$1,725,000 upon the credit of the District and as evidence of such indebtedness to issue bonds of the District to said amount, the proceeds of said bonds to be used for the purpose of paying the cost of the Project, and it is necessary and for the best interests of the District that there be issued at this time not to exceed \$1,725,000 of the bonds so authorized.

*Section 3. Bond Details.* There be borrowed on the credit of and for and on behalf of the District an amount not to exceed \$1,725,000 for the purpose aforesaid; and that bonds of the District (the "Bonds") shall be issued to said amount and shall be designated "General Obligation Limited Tax Park Bonds" with such other series descriptions as designations as may be appropriate as set forth in the Bond Notification (as hereinafter defined) The Bonds, if issued, shall be dated such date as set forth in the Bond Notification, and shall also bear the date of authentication, shall be in fully registered form, shall be in denominations of \$5,000 each and authorized integral multiples thereof unless otherwise designated in the Bond Notification (but no single Bond shall represent installments of principal maturing on more than one date), and shall be numbered 1 and upward. The Bonds shall become due and payable serially or be subject to mandatory redemption (without option of prior redemption) on December 1 of each of the years (not later than 2031), in the amounts (not exceeding \$575,000 per year) and bearing interest at the rates per annum (not exceeding 5.50% per annum) as set forth in the Bond Notification. The Bonds shall bear interest from their date or from the most recent interest payment

date to which interest has been paid or duly provided for, until the principal amount of the Bonds is paid, such interest (computed upon the basis of a 360-day year of twelve 30-day months) being payable semi-annually commencing with the first interest payment date as set forth in the Bond Notification, and on June 1 and December 1 of each year thereafter to maturity.

Interest on each Bond shall be paid by check or draft of the bond registrar and paying agent (which shall be the Treasurer of the Board (the "*Treasurer*"), the hereinafter-defined Purchaser or a bank or trust company authorized to do business in the State of Illinois) set forth in the Bond Notification (the "*Bond Registrar*"), payable upon presentation in lawful money of the United States of America, to the person in whose name such Bond is registered at the close of business on the 15th day of the month next preceding the interest payment date. The principal of the Bonds shall be payable in lawful money of the United States of America at the designated office of the Bond Registrar.

The Bonds shall be signed by the manual or facsimile signatures of the President and the Secretary, and shall be countersigned by the manual or facsimile signature of the Treasurer, as they shall determine, and the seal of the District shall be affixed thereto or printed thereon, and in case any officer whose signature shall appear on any Bond shall cease to be such officer before the delivery of such Bond, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. If the Secretary or the Treasurer is unable to perform the duties of his or her respective office, then their duties under this Ordinance shall be performed by the Assistant Secretary or the Assistant Treasurer of the Board, respectively.

All Bonds shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Bond Registrar as authenticating agent of the District and showing the date of authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this Ordinance unless and until such certificate of authentication shall have been duly executed by the Bond Registrar by manual signature, and such certificate of authentication upon any such Bond shall be conclusive evidence that such Bond has been authenticated and delivered under this

Ordinance. The certificate of authentication on any Bond shall be deemed to have been executed by the Bond Registrar if signed by an authorized officer of the Bond Registrar, but it shall not be necessary that the same officer sign the certificate of authentication on all of the Bonds issued hereunder.

*Section 4. Registration of Bonds; Persons Treated as Owners.* (a) *General.* The District shall cause books (the "*Bond Register*") for the registration and for the transfer of the Bonds as provided in this Ordinance to be kept at the designated office of the Bond Registrar, which is hereby constituted and appointed the registrar of the District. The District is authorized to prepare, and the Bond Registrar shall keep custody of, multiple Bond blanks executed by the District for use in the transfer and exchange of Bonds.

Upon surrender for transfer of any Bond at the designated office of the Bond Registrar, duly endorsed by, or accompanied by a written instrument or instruments of transfer in form satisfactory to the Bond Registrar and duly executed by, the registered owner or his or her attorney duly authorized in writing, the District shall execute and the Bond Registrar shall authenticate, date and deliver in the name of the transferee or transferees a new fully registered Bond or Bonds of the same maturity of authorized denominations, for a like aggregate principal amount. Any fully registered Bond or Bonds may be exchanged at said office of the Bond Registrar for a like aggregate principal amount of Bond or Bonds of the same maturity of other authorized denominations. The execution by the District of any fully registered Bond shall constitute full and due authorization of such Bond and the Bond Registrar shall thereby be authorized to authenticate, date and deliver such Bond, *provided, however*, the principal amount of outstanding Bonds of each maturity authenticated by the Bond Registrar shall not exceed the authorized principal amount of Bonds for such maturity less previous retirements.

The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date, nor to transfer



or exchange any Bond after notice calling such Bond for redemption has been mailed, nor during a period of fifteen (15) days of mailing of a notice of redemption of any Bonds.

The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of the principal of or interest on any Bond shall be made only to or upon the order of the registered owner thereof or his or her legal representative. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

No service charge shall be made for any transfer or exchange of Bonds, but the District or the Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with any transfer or exchange of Bonds, except in the case of the issuance of a Bond or Bonds for the unredeemed portion of a Bond surrendered for redemption.

(b) *Global Book-Entry System.* The Bonds shall be initially issued in the form of a separate single fully registered Bond for each of the maturities of the Bonds determined as described in Section 3 hereof. If so requested by the Purchaser, upon initial issuance, the ownership of each such Bond shall be registered in the Bond Register in the name of Cede & Co., or any successor thereto ("*Cede*"), as nominee of The Depository Trust Company, New York, New York, and its successors and assigns ("*DTC*"). In such event, all of the outstanding Bonds shall be registered in the Bond Register in the name of Cede, as nominee of DTC, except as hereinafter provided. The President and the Secretary, the chief administrative and executive officer and chief financial officer of the District and the Bond Registrar are each authorized to execute and deliver, on behalf of the District, such letters to or agreements with DTC as shall be necessary to effectuate such book-entry system (any such letter or agreement being referred to herein as the "*Representation Letter*"), which Representation Letter may provide for the payment of principal of or interest on the Bonds by wire transfer.

With respect to Bonds registered in the Bond Register in the name of Cede, as nominee of DTC, the District and the Bond Registrar shall have no responsibility or obligation to any broker-dealer, bank

or other financial institution for which DTC holds Bonds from time to time as securities depository (each such broker-dealer, bank or other financial institution being referred to herein as a "DTC Participant") or to any person on behalf of whom such a DTC Participant holds an interest in the Bonds. Without limiting the immediately preceding sentence, the District and the Bond Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any DTC Participant or any other person, other than a registered owner of a Bond as shown in the Bond Register, of any amount with respect to the principal of or interest on the Bonds. The District and the Bond Registrar may treat and consider the person in whose name each Bond is registered in the Bond Register as the holder and absolute owner of such Bond for the purpose of payment of principal and interest with respect to such Bond, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfers with respect to such Bond, and for all other purposes whatsoever. The Bond Registrar shall pay all principal of and interest on the Bonds only to or upon the order of the respective registered owners of the Bonds, as shown in the Bond Register, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payment of the principal of and interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of a Bond as shown in the Bond Register, shall receive a Bond evidencing the obligation of the District to make payments of principal and interest with respect to any Bond. Upon delivery by DTC to the Bond Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede, and subject to the provisions in Section 3 hereof with respect to the payment of interest to the registered owners of Bonds at the close of business on the 15th day of the month next preceding the applicable interest payment date, the name "Cede" in this Ordinance shall refer to such new nominee of DTC.

In the event that (i) the District determines that DTC is incapable of discharging its responsibilities described herein and in the Representation Letter, (ii) the agreement among the District, the Bond Registrar and DTC evidenced by the Representation Letter shall be terminated for any reason or (iii) the District determines that it is in the best interests of the beneficial owners of the Bonds that they be able to obtain certificated Bonds, the District shall notify DTC and DTC Participants of the availability through DTC of certificated Bonds and the Bonds shall no longer be restricted to being registered in the Bond Register in the name of Cede, as nominee of DTC. At that time, the District may determine that the Bonds shall be registered in the name of and deposited with such other depository operating a universal book-entry system, as may be acceptable to the District, or such depository's agent or designee, and if the District does not select such alternate universal book-entry system, then the Bonds may be registered in whatever name or names registered owners of Bonds transferring or exchanging Bonds shall designate, in accordance with the provisions of Section 4(a) hereof.

Notwithstanding any other provisions of this Ordinance to the contrary, so long as any Bond is registered in the name of Cede, as nominee of DTC, all payments with respect to principal of and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, in the name provided in the Representation Letter.

*Section 5. (a) Mandatory Redemption.* The Bonds maturing on the date or dates, if any, indicated in the Bond Notification are subject to mandatory redemption, in integral multiples of \$5,000 selected by lot by the Bond Registrar, at a redemption price of par plus accrued interest to the redemption date, on December 1 of the years, if any, and in the principal amounts, if any, as indicated in the Bond Notification.

On or prior to the 60th day preceding any mandatory redemption date, the Bond Registrar may, and if directed by the Board shall, purchase Bonds required to be retired on such mandatory redemption date. Any such Bonds so purchased shall be cancelled and the principal amount thereof shall be credited against the mandatory redemption required on such next mandatory redemption date.

(b) *General.* The Bonds shall be redeemed only in the principal amount of \$5,000 and integral multiples thereof. For purposes of any redemption of less than all of the outstanding Bonds of a single maturity, the particular Bonds or portions of Bonds to be redeemed shall be selected by lot by the Bond Registrar from the Bonds of such maturity by such method of lottery as the Bond Registrar shall deem fair and appropriate; *provided* that such lottery shall provide for the selection for redemption of Bonds or portions thereof so that any \$5,000 Bond or \$5,000 portion of a Bond shall be as likely to be called for redemption as any other such \$5,000 Bond or \$5,000 portion. The Bond Registrar shall make such selection upon the earlier of the irrevocable deposit of funds with an escrow agent sufficient to pay the redemption price of the Bonds to be redeemed or the time of the giving of official notice of redemption.

The Bond Registrar shall promptly notify the District in writing of the Bonds or portions of Bonds selected for redemption and, in the case of any Bond selected for partial redemption, the principal amount thereof to be redeemed.

*Section 6. Redemption Procedure.* Unless waived by any holder of Bonds to be redeemed, notice of the call for any such redemption shall be given by the Bond Registrar on behalf of the District by mailing the redemption notice by first class mail at least thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption to the registered owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar.

All notices of redemption shall state:

- (1) the redemption date,
- (2) the redemption price,
- (3) if less than all outstanding Bonds of a series are to be redeemed, the identification (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed,
- (4) that on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date,

(5) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the principal corporate trust office of the Bond Registrar, and

(6) such other information then required by custom, practice or industry standard.

Prior to any redemption date, the District shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date.

Notice of redemption having been given as aforesaid, the Bonds or portions of Bonds so to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date (unless the District shall default in the payment of the redemption price) such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. Upon surrender for any partial redemption of any Bond, there shall be prepared for the registered holder a new Bond or Bonds of the same maturity in the amount of the unpaid principal.

If any Bond or portion of Bond called for redemption shall not be so paid upon surrender thereof for redemption, the principal shall, until paid, bear interest from the redemption date at the rate borne by the Bond or portion of Bond so called for redemption. All Bonds which have been redeemed shall be cancelled and destroyed by the Bond Registrar and shall not be reissued.

*Section 7. Form of Bond.* The Bonds shall be in substantially the following form; *provided, however,* that if the text of the Bond is to be printed in its entirety on the front side of the Bond, then paragraph [2] and the legend, "See Reverse Side for Additional Provisions", shall be omitted and paragraph [6] and those paragraphs thereafter that shall be appropriate shall be inserted immediately after paragraph [1]:

[Form of Bond - Front Side]

REGISTERED  
NO. \_\_\_\_\_

REGISTERED  
\$\_\_\_\_\_

UNITED STATES OF AMERICA

STATE OF ILLINOIS

COUNTIES OF LAKE AND COOK

BUFFALO GROVE PARK DISTRICT

GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 202[\_\_\_]

See Reverse Side for  
Additional Provisions

Interest                      Maturity                      Dated  
Rate: \_\_\_\_%              Date: \_\_\_\_\_, 20\_\_              Date: \_\_\_\_\_, 202\_\_              [CUSIP: 119533 \_\_]

Registered Owner:

Principal Amount:

[1] KNOW ALL PERSONS BY THESE PRESENTS, that the Buffalo Grove Park District, Lake and Cook Counties, Illinois (the "*District*"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Maturity Date identified above, the Principal Amount identified above and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on such Principal Amount from the date of this Bond or from the most recent interest payment date to which interest has been paid at the Interest Rate per annum set forth above on June 1 and December 1 of each year, commencing \_\_\_\_\_ 1, 20\_\_, until said Principal Amount is paid. Principal of this Bond is payable in lawful money of the United States of America upon presentation and surrender hereof at the designated office of \_\_\_\_\_, as bond registrar and paying agent (the "*Bond Registrar*"). Payment of the installments of interest shall be made to the Registered Owner hereof as shown on the registration books of the District maintained by the Bond Registrar at the close of business on the 15th day of the month next preceding each interest

payment date and shall be paid by check or draft of the Bond Registrar, payable upon presentation in lawful money of the United States of America, mailed to the address of such Registered Owner as it appears on such registration books or at such other address furnished in writing by such Registered Owner to the Bond Registrar.

[2] Reference is hereby made to the further provisions of this Bond set forth on the reverse hereof and such further provisions shall for all purposes have the same effect as if set forth at this place.

[3] It is hereby certified and recited that all conditions, acts and things required by law to exist or to be done precedent to and in the issuance of this Bond did exist, have happened, been done and performed in regular and due form and time as required by law; that the indebtedness of the District, including the issue of bonds of which this is one, does not exceed any limitation imposed by law; and that provision has been made for the collection of a direct annual tax to pay the interest hereon as it falls due and also to pay and discharge the principal hereof at maturity. Although this Bond constitutes a general obligation of the District and no limit exists on the rate of said direct annual tax, the amount of said tax is limited by the provisions of the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Law*"). The Law provides that the annual amount of the taxes to be extended to pay the issue of Bonds of which this Bond is one and all other limited bonds (as defined in the Local Government Debt Reform Act of the State of Illinois, as amended) heretofore and hereafter issued by the District shall not exceed the debt service extension base (as defined in the Law) of the District (the "*Base*"). The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District's limited bonds.

[4] This Bond shall not be valid or become obligatory for any purpose until the certificate of authentication hereon shall have been signed by the Bond Registrar.

[5] IN WITNESS WHEREOF, said Buffalo Grove Park District, Lake and Cook Counties, Illinois, by its Board of Park Commissioners, has caused this Bond to be signed by the manual or duly authorized facsimile signatures of the President and Secretary of said Board of Park Commissioners, and to be countersigned by the manual or duly authorized facsimile signature of the Treasurer thereof, and has caused the seal of the District to be affixed hereto or printed hereon, all as of the Dated Date identified above.

(SEAL)

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

\_\_\_\_\_  
SPECIMEN  
\_\_\_\_\_  
Secretary, Board of Park Commissioners

Countersigned:

\_\_\_\_\_  
SPECIMEN  
\_\_\_\_\_  
Treasurer, Board of Park Commissioners

Date of Authentication: \_\_\_\_\_, 202\_\_

CERTIFICATE  
OF  
AUTHENTICATION

Bond Registrar and Paying Agent:

\_\_\_\_\_  
\_\_\_\_\_

This Bond is one of the Bonds described in the within mentioned ordinance and is one of the General Obligation Limited Tax Park Bonds, Series 202[\_\_\_], of the Buffalo Grove Park District, Lake and Cook Counties, Illinois.

\_\_\_\_\_  
as Bond Registrar

By \_\_\_\_\_  
SPECIMEN  
Authorized Officer



[Form of Bond - Reverse Side]

**BUFFALO GROVE PARK DISTRICT**

**LAKE AND COOK COUNTIES, ILLINOIS**

**GENERAL OBLIGATION LIMITED TAX PARK BOND, SERIES 202[\_\_\_]**

[6] This Bond is one of a series of bonds issued by the District for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, pursuant to and in all respects in full compliance with the provisions of the Park District Code of the State of Illinois, and the Local Government Debt Reform Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and is authorized by the Board of Park Commissioners of the District by an ordinance duly and properly adopted for that purpose, in all respects as provided by law.

[7] [Mandatory Redemption provisions, as applicable, will be inserted here.]

[8] [Notice of any such redemption shall be sent by first class mail not less than thirty (30) days nor more than sixty (60) days prior to the date fixed for redemption to the registered owner of each Bond to be redeemed at the address shown on the registration books of the District maintained by the Bond Registrar or at such other address as is furnished in writing by such registered owner to the Bond Registrar. When so called for redemption, this Bond will cease to bear interest on the specified redemption date, provided funds for redemption are on deposit at the place of payment at that time, and shall not be deemed to be outstanding.]

[9] This Bond is transferable by the Registered Owner hereof in person or by his or her attorney duly authorized in writing at the designated office of the Bond Registrar in \_\_\_\_\_, \_\_\_\_\_, but only in the manner, subject to the limitations and upon payment of the charges provided in the authorizing ordinance, and upon surrender and cancellation of this Bond. Upon such transfer a new Bond or Bonds of authorized denominations of the same maturity and for the same aggregate principal amount will be issued to the transferee in exchange therefor.

[10] The Bonds are issued in fully registered form in the denomination of \$5,000 each or authorized integral multiples thereof. This Bond may be exchanged at the designated office of the Bond Registrar for a like aggregate principal amount of Bonds of the same maturity of other authorized denominations, upon the terms set forth in the authorizing ordinance. The Bond Registrar shall not be required to transfer or exchange any Bond during the period beginning at the close of business on the 15th day of the month next preceding any interest payment date on such Bond and ending at the opening of business on such interest payment date.

[11] The District and the Bond Registrar may deem and treat the Registered Owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes and neither the District nor the Bond Registrar shall be affected by any notice to the contrary.

(ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto \_\_\_\_\_

\_\_\_\_\_

(Name and Address of Assignee)

the within Bond and does hereby irrevocably constitute and appoint \_\_\_\_\_

\_\_\_\_\_

attorney to transfer the said Bond on the books kept for registration thereof with full power of substitution in the premises.

Dated: \_\_\_\_\_

Signature guaranteed: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

*Section 8. Sale of Bonds.* The President of the Board and the Executive Director of the District (the "Designated Representatives") are hereby authorized to proceed not later than the 23rd day of April,

2024, without any further authorization or direction from the Board, to sell the Bonds upon the terms as prescribed in this Ordinance. The Bonds hereby authorized shall be executed as in this Ordinance provided as soon after the delivery of the Bond Notification as may be, and thereupon be deposited with the Treasurer, and, after authentication thereof by the Bond Registrar, be by the Treasurer delivered to the purchaser thereof (the "*Purchaser*"), upon receipt of the purchase price therefor, the same being not less than 97% of the principal amount of the Bonds (exclusive of any original issue discount), plus any accrued interest to date of delivery.

The Purchaser for the Bonds shall be: (a) in a negotiated underwriting, Raymond James & Associates, Inc., Chicago, Illinois ("*Raymond James*"); or (b) in a private placement, (i) a bank or financial institution authorized to do business in the State of Illinois, (ii) a governmental unit as defined in the Debt Reform Act, or (iii) an "accredited investor" as defined in Rule 501 of Regulation D as promulgated under the Securities Act of 1933, as amended; *provided, however*, that the Purchaser as set forth in (b) may be selected through the utilization of Raymond James acting as placement agent.

Prior to the sale of the Bonds, the President and the Executive Director are each hereby authorized to approve and execute a commitment for the purchase of a Municipal Bond Insurance Policy (as hereinafter defined), to further secure the Bonds, as long as the present value of the fee to be paid for the Municipal Bond Insurance Policy (using as a discount rate the expected yield on the Bonds treating the fee paid as interest on the Bonds) is less than the present value of the interest reasonably expected to be saved on the Bonds over the term of the Bonds as a result of the Municipal Bond Insurance Policy.

Upon the sale of the Bonds, the Designated Representatives shall prepare a Notification of Sale of the Bonds, which shall include the pertinent details of sale as provided herein (the "*Bond Notification*"). In the Bond Notification, the Designated Representatives shall find and determine that the Bonds have been sold at such price and bear interest at such rates that either the true interest cost (yield) or the net interest rate received upon the sale of the Bonds does not exceed the maximum rate otherwise authorized by applicable law. The Bond Notification shall be entered into the records of the District and made

available to the Board at the next regular meeting thereof; but such action shall be for information purposes only, and the Board shall have no right or authority at such time to approve or reject such sale as evidenced in the Bond Notification.

Upon the sale of the Bonds, as evidenced by the execution and delivery of the Bond Notification by the Designated Representatives, the President, Secretary, Treasurer, Executive Director and any other officers of the District, as shall be appropriate, shall be and are hereby authorized and directed to approve or execute, or both, such documents of sale of the Bonds as may be necessary, including, without limitation, the contract for the sale of the Bonds between the District and the Purchaser (the "*Purchase Contract*"). Prior to the execution and delivery of the Purchase Contract, the Designated Representatives shall find and determine that no person holding any office of the District, either by election or appointment, is in any manner financially interested directly in his or her own name or indirectly in the name of any other person, association, trust or corporation, in the Purchase Contract.

The use by the Purchaser of any Preliminary Official Statement and any final Official Statement relating to the Bonds (the "*Official Statement*") is hereby ratified, approved and authorized; the execution and delivery of the Official Statement is hereby authorized; and the officers of the Board are hereby authorized to take any action as may be required on the part of the District to consummate the transactions contemplated by the Purchase Contract, this Ordinance, said Preliminary Official Statement, the Official Statement and the Bonds.

*Section 9. Tax Levy.* In order to provide for the collection of a direct annual tax to pay the interest on the Bonds as it falls due, and also to pay and discharge the principal thereof at maturity, there be and there is hereby levied upon all the taxable property within the District a direct annual tax for each of the years while the Bonds or any of them are outstanding, and that there be and there is hereby levied upon all of the taxable property in the District, the following direct annual tax, to-wit:

FOR THE YEAR	A TAX TO PRODUCE THE SUM OF:	
2023	\$112,588.06	for interest and principal up to and including December 1, 2024
2024	\$174,269.16	for interest and principal
2025	\$341,805.36	for interest and principal
2026	\$588,037.16	for interest and principal
2027	\$600,000.00	for interest and principal
2028	\$600,000.00	for interest and principal
2029	\$600,000.00	for interest and principal
2030	\$600,000.00	for interest and principal

Principal or interest maturing at any time when there are not sufficient funds on hand from the foregoing tax levy to pay the same shall be paid from the general funds of the District, and the fund from which such payment was made shall be reimbursed out of the taxes hereby levied when the same shall be collected.

The District covenants and agrees with the purchasers and the holders of the Bonds that so long as any of the Bonds remain outstanding, the District will take no action or fail to take any action which in any way would adversely affect the ability of the District to levy and collect the foregoing tax levy and the District and its officers will comply with all present and future applicable laws in order to assure that the foregoing taxes will be levied, extended and collected as provided herein and deposited in the fund established to pay the principal of and interest on the Bonds.

To the extent that the taxes levied above exceed the amount necessary to pay debt service on the Bonds as set forth in the Bond Notification, the President, Secretary and Treasurer are hereby authorized to direct the abatement of such taxes to the extent of the excess of such levy in each year over the amount necessary to pay debt service on the Bonds in the following bond year. Proper notice of such abatement shall be filed with the County Clerks of The Counties of Lake and Cook, Illinois (the "County Clerks"), in a timely manner to effect such abatement.

*Section 10. Filing of Ordinance.* Forthwith upon the passage of this Ordinance, the Secretary is hereby directed to file a certified copy of this Ordinance with the County Clerks, and it shall be the duty of the County Clerks to annually in and for each of the years 2023 to 2030, inclusive,

ascertain the rate necessary to produce the tax herein levied, and extend the same for collection on the tax books against all of the taxable property within the District in connection with other taxes levied in each of said years for general park purposes, in order to raise the respective amounts aforesaid and in each of said years such annual tax shall be computed, extended and collected in the same manner as now or hereafter provided by law for the computation, extension and collection of taxes for general park purposes of the District, and when collected, the taxes hereby levied shall be placed to the credit of a special fund to be designated "Park Bond and Interest Fund of 202[\_\_\_]" (the "*Bond Fund*"), which taxes are hereby irrevocably pledged to and shall be used only for the purpose of paying the principal of and interest on the Bonds.

*Section 11. Limitation on Extension; General Obligation Pledge; Additional Obligations.*

Notwithstanding any other provision of this Ordinance, the annual amount of the taxes to be extended by the County Clerk to pay the Bonds and all other limited bonds (as defined in the Debt Reform Act) hereafter issued by the District shall not exceed the debt service extension base (as defined in the Property Tax Extension Limitation Law of the State of Illinois, as amended) of the District (the "*Base*").

No limit, however, exists on the rate of the direct annual tax levied herein, and the Bonds shall constitute a general obligation of the District.

Payments on the Bonds from the Base will be made on a parity with the payments on the District's outstanding General Obligation Limited Tax Park Bonds, Series 2015A, General Obligation Limited Tax Park Bonds, Series 2016, General Obligation Limited Tax Park Bonds, Series 2017, General Obligation Limited Tax Park Bonds, Series 2018, General Obligation Limited Tax Park Bonds, Series 2019, General Obligation Limited Tax Park Bonds, Series 2020, General Obligation Limited Tax Park Bonds, Series 2021, and General Obligation Limited Tax Park Bonds, Series 2022. The District is authorized to issue from time to time additional limited bonds payable from the Base, as permitted by law, and to determine the lien priority of payments to be made from the Base to pay the District's limited bonds.

*Section 12. Use of Bond Proceeds.* Accrued interest (if any) received on the delivery of the Bonds is hereby appropriated for the purpose of paying first interest due on the Bonds and is hereby ordered deposited into the Bond Fund. The principal proceeds of the Bonds and any premium received from the sale of the Bonds are hereby appropriated to pay the costs of issuance of the Bonds and for the purpose of paying the cost of the Project, and that portion thereof not needed to pay such costs of issuance is hereby ordered deposited into the Capital Improvement Account of the District (the "*Project Fund*"). At the time of the issuance of the Bonds, the costs of issuance of the Bonds may be paid by the Purchaser, Raymond James or the Bond Registrar on behalf of the District from the proceeds of the Bonds.

*Section 13. Non-Arbitrage and Tax-Exemption.* The District hereby covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Internal Revenue Code of 1986, as amended (the "*Code*"), or would otherwise cause the interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The District acknowledges that, in the event of an examination by the Internal Revenue Service (the "*IRS*") of the exemption from federal income taxation for interest paid on the Bonds, under present rules, the District may be treated as a "taxpayer" in such examination and agrees that it will respond in a commercially reasonable manner to any inquiries from the IRS in connection with such an examination.

The District also agrees and covenants with the purchasers and holders of the Bonds from time to time outstanding that, to the extent possible under Illinois law, it will comply with whatever federal tax law is adopted in the future which applies to the Bonds and affects the tax-exempt status of the Bonds.

The Board hereby authorizes the officials of the District responsible for issuing the Bonds, the same being the President, Secretary and Treasurer, to make such further covenants and certifications regarding the specific use of the proceeds of the Bonds as approved by the Board and as may be

necessary to assure that the use thereof will not cause the Bonds to be arbitrage bonds and to assure that the interest on the Bonds will be exempt from federal income taxation. In connection therewith, the District and the Board further agree: (a) through their officers, to make such further specific covenants, representations as shall be truthful, and assurances as may be necessary or advisable; (b) to consult with counsel approving the Bonds and to comply with such advice as may be given; (c) to pay to the United States, as necessary, such sums of money representing required rebates of excess arbitrage profits relating to the Bonds; (d) to file such forms, statements, and supporting documents as may be required and in a timely manner; and (e) if deemed necessary or advisable by their officers, to employ and pay fiscal agents, financial advisors, attorneys, and other persons to assist the District in such compliance.

*Section 14. Reimbursement.* With respect to expenditures for the Project paid within the 60 day period ending on this date and with respect to which no declaration of intent was previously made, the District hereby declares its intent to reimburse such expenditures and hereby allocates proceeds of the Bonds in the amount indicated in the Tax Exemption Certificate and Agreement to be delivered in connection with the issuance of the Bonds to reimburse said expenditures.

*Section 15. Designation of Issue.* The Board hereby designates each of the Bonds as a "qualified tax-exempt obligation" for the purposes and within the meaning of Section 265(b)(3) of the Code.

*Section 16. Duties of Bond Registrar.* If requested by the Bond Registrar, the President and Secretary are authorized to execute the Bond Registrar's standard form of agreement between the District and the Bond Registrar with respect to the obligations and duties of the Bond Registrar hereunder which may include the following:

- (a) to act as bond registrar, authenticating agent, paying agent and transfer agent as provided herein;
- (b) to maintain a list of Bondholders as set forth herein and to furnish such list to the District upon request, but otherwise to keep such list confidential;
- (c) to give notice of redemption of Bonds as provided herein;



(d) to cancel and/or destroy Bonds which have been paid at maturity or upon redemption or submitted for exchange or transfer;

(e) to furnish the District at least annually a certificate with respect to Bonds cancelled and/or destroyed; and

(f) to furnish the District at least annually an audit confirmation of Bonds paid, Bonds outstanding and payments made with respect to interest on the Bonds.

*Section 17. Continuing Disclosure Undertaking.* If so requested by the Purchaser, the President is hereby authorized, empowered and directed to execute and deliver a Continuing Disclosure Undertaking under Section (b)(5) of Rule 15c2-12 adopted by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as amended (the "*Continuing Disclosure Undertaking*"). When the Continuing Disclosure Undertaking is executed and delivered on behalf of the District as herein provided, the Continuing Disclosure Undertaking will be binding on the District and the officers, employees and agents of the District, and the officers, employees and agents of the District are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Continuing Disclosure Undertaking as executed. Notwithstanding any other provision of this Ordinance, the sole remedy for failure to comply with the Continuing Disclosure Undertaking shall be the ability of the beneficial owner of any Bond to seek mandamus or specific performance by court order to cause the District to comply with its obligations under the Continuing Disclosure Undertaking.

*Section 18. Municipal Bond Insurance.* In the event the payment of principal and interest on the Bonds is insured pursuant to a municipal bond insurance policy (the "*Municipal Bond Insurance Policy*") issued by a bond insurer (the "*Bond Insurer*"), and as long as such Municipal Bond Insurance Policy shall be in full force and effect, the District and the Bond Registrar agree to comply with such usual and reasonable provisions regarding presentment and payment of the Bonds, subrogation of the rights of the Bondholders to the Bond Insurer upon payment of the Bonds by the Bond Insurer, amendment hereof, or other terms, as approved by the President on advice of counsel, his or her approval to constitute full and complete acceptance by the District of such terms and provisions under authority of this Section.

*Section 19. Record-Keeping Policy and Post-Issuance Compliance Matters.* On March 28, 2011, the Board adopted a record-keeping policy (the "*Policy*") in order to maintain sufficient records to demonstrate compliance with its covenants and expectations to ensure the appropriate federal tax status for the debt obligations of the District, the interest on which is excludable from "gross income" for federal income tax purposes (such as the Bonds) or which enable the District or the holder to receive federal tax benefits, including, but not limited to, qualified tax credit bonds and other specified tax credit bonds. The Board and the District hereby reaffirm the Policy.

*Section 20. Severability.* If any section, paragraph, clause or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Ordinance.

*Section 21. Repeal.* All ordinances, resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this Ordinance shall be in full force and effect forthwith upon its adoption.

Adopted October 23, 2023.

---

Scott Jacobson, President  
Board of Park Commissioners

Attest:

---

Erika Strojinc, Secretary  
Board of Park Commissioners

# RatingsDirect®

---

## Summary:

# Buffalo Grove Park District, Illinois; General Obligation

### Primary Credit Analyst:

Jessica Olejak, Chicago + 1 (312) 233 7068; [jessica.olejak@spglobal.com](mailto:jessica.olejak@spglobal.com)

### Secondary Contact:

Emma Drilias, Madison (1) 312-233-7132; [emma.drilias@spglobal.com](mailto:emma.drilias@spglobal.com)

## Table Of Contents

---

Credit Highlights

Outlook

Related Research

## Summary:

# Buffalo Grove Park District, Illinois; General Obligation

### Credit Profile

US\$6.0 mil GO pk bnds (alternate rev source) ser 2023A due 12/01/2038

<i>Long Term Rating</i>	AA/Stable	New
-------------------------	-----------	-----

US\$1.725 mil GO ltd tax pk bnds ser 2023B due 12/01/2030

<i>Long Term Rating</i>	AA/Stable	New
-------------------------	-----------	-----

Buffalo Grove Pk Dist GO

<i>Long Term Rating</i>	AA/Stable	Downgraded
-------------------------	-----------	------------

Buffalo Grove Pk Dist GO

<i>Long Term Rating</i>	AA/Stable	Downgraded
-------------------------	-----------	------------

### Credit Highlights

- S&P Global Ratings lowered its rating to 'AA' from 'AA+' on the Buffalo Grove Park District, Ill.'s general obligation (GO) debt and debt certificates.
- At the same time, S&P Global Ratings assigned its 'AA' rating to the district's \$6 million GO series 2023A alternate revenue source (ARS) park bonds and \$1.725 million GO limited-tax series 2023B park bonds.
- The outlook is stable.
- The downgrade reflects reduced available reserves resulting from the enterprise fund's structural imbalance, which has required increased loans from the general fund.

### Security

The district's ARS bonds are secured by the revenue of its recreation funds, which we include as part of the general fund for our analysis. If that revenue is insufficient, the district pledges to levy an ad valorem tax without limitation as to rate or amount.

The district's limited-tax GO bonds are payable from legally available funds and a debt service levy, limited as to amount but unlimited as to rate, according to the current debt service extension base authorized by the state's Property Tax Extension Limitation Law. We rate the district's limited-tax GO debt according to our view of its general creditworthiness, as reflected in our rating on its unlimited-tax GO bonds.

The debt certificates are a GO of the district, payable from general funds and otherwise lawfully available payment sources, albeit without a dedicated debt service levy. We rate the certificates on par with the district's general creditworthiness with no notching from the unlimited-tax GO bond rating because we believe the district's ability to repay the certificates is closely tied to operations.

Officials will use bonds proceeds for the construction of an amphitheater, expansion of the splash pad, a new playground and shelter, and parking lot reconstruction.

### **Credit overview**

The district's available reserves are about half of the levels achieved before the pandemic. This is primarily spurred by the interfund loans required by the fitness center business-type fund. The fitness center had \$4 million of loans prior to the pandemic, but due to closures and lower demand, the subsidy for it doubled. For our general fund analysis, we include portions of the following funds: general fund, special recreation fund, clubhouse fund, and recreation for the disabled. Although the district expected that the fitness center would struggle during this period, the recovery has been slow, and the fitness center fund owes the governmental funds more than \$8 million. The fitness center is projected to have positive operations in fiscal 2024 (year-end April 30) and management plans to use \$200,000 toward the repayment of the fitness center interfund loans by the end of this fiscal year.

The governmental operations of the district are consistently stable and typically produce positive results. With the pandemic hitting the fiscal 2021 operational budget, management has budgeted very conservatively and produced positive results since that time. The fiscal 2024 projections show that trend continuing, although the surplus should moderate compared with previous years. We expect that the fund balance will reach levels that we consider very strong (more than 15% of expenditures) in the short term. This is still materially lower than the district's historical balances and below those of peers.

Mitigating the lower fund balances is the very strong economy that is thriving, with a large and growing tax base. The district is 30 miles outside of Chicago, so we anticipate these trends will continue given the area's ongoing development. Although we anticipate that pension and other postemployment benefit obligations will increase over time, we do not believe that they will materially pressure the district's finances in the near term, as it maintains ample revenue-raising flexibility through fees.

The rating reflects our opinion of the district's:

- Experienced management team that reports on budget-to-actual results to the park district board, maintains a five-year capital plan, and reviews various recreational services and fees through a cost-benefit analysis on a program-by-program basis;
- Historical struggle of the fitness center to match revenues and expenditures, which was exacerbated by the pandemic;
- Flexibility with revenues and expenditures, as management can change most program offerings and related fees. The district is subject to the property tax extension limitation law's operating levy cap, equal to the lesser of 5% or the rate of inflation, with additional operating levies allowed for new construction; and
- Favorable debt profile with low overall net debt and rapid amortization.

### **Environmental, social, and governance**

We view the district's environment, social, and governance risks as neutral in our credit rating analysis. In addition, the district has implemented policies and practices to help mitigate its exposure to cyber security risks.

## Outlook

The stable outlook reflects S&P Global Ratings' opinion that the district will likely slowly increase the fund balance through positive operations or fitness loan repayments; and that although they are currently below those of similarly rated peers, the district has mitigating positive credit characteristics that are stronger than those of peers.

### Downside scenario

We could lower the rating if management does not maintain balanced operations as a result of additional fitness center subsidies or other events, resulting in a substantial decrease in available operating reserves.

### Upside scenario

We could raise the rating if management maintained stable operations, and if the fitness center sustained positive operations and began to repay advances to the general and recreation funds, increasing operating reserves to levels we consider commensurate with those of higher-rated peers.

Buffalo Grove Park District, Illinois--Key credit metrics					
	Characterization	Most recent	Historical information		
			2023	2022	2021
<b>Economic indicators</b>					
Population			42,569	43,212	40,494
Median household EBI % of U.S.	Very strong			157	155
Per capita EBI % of U.S.	Very strong			170	175
Market value (\$000)		5,161,383	5,161,383	5,266,425	5,297,346
Market value per capita (\$)	Extremely strong		121,247	121,874	130,818
Top 10 taxpayers % of taxable value	Very diverse			5.3	5.3
<b>Financial indicators</b>					
Total available reserves (\$000)			1,177	190	841
Available reserves % of operating expenditures	Strong		13.2	2.4	13.0
Total government cash % of governmental fund expenditures			34.4	25.1	24.1
Operating fund result % of expenditures			8.5	6.1	-18.9
<b>Debt and long-term liabilities</b>					
Overall net debt % of market value	Low	-	2.2	2.0	1.9
Overall net debt per capita (\$)	Moderate		2,691	2,445	2,499
Debt service % of governmental fund noncapital expenditures	Moderate		14.7	16.8	20.0
Direct debt 10-year amortization (%)	Rapid	85	100	100	98
Required pension contribution % of governmental fund expenditures			4.2	4.9	5.1
OPEB actual contribution % of governmental fund expenditures			0.4	0.6	0.9
Minimum funding progress, largest pension plan (%)				155.5	104.5

EBI--Effective buying income. OPEB--Other postemployment benefits.

## **Related Research**

- Through The ESG Lens 3.0: The Intersection Of ESG Credit Factors And U.S. Public Finance Credit Factors, March 2, 2022
- Credit FAQ: Financial Management Assessment In U.S. Public Finance, June 27, 2006

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at [www.spglobal.com/ratings](http://www.spglobal.com/ratings) for further information. Complete ratings information is available to RatingsDirect subscribers at [www.capitaliq.com](http://www.capitaliq.com). All ratings affected by this rating action can be found on S&P Global Ratings' public website at [www.spglobal.com/ratings](http://www.spglobal.com/ratings).



Copyright © 2023 by Standard & Poor's Financial Services LLC. All rights reserved.

No content (including ratings, credit-related analyses and data, valuations, model, software or other application or output therefrom) or any part thereof (Content) may be modified, reverse engineered, reproduced or distributed in any form by any means, or stored in a database or retrieval system, without the prior written permission of Standard & Poor's Financial Services LLC or its affiliates (collectively, S&P). The Content shall not be used for any unlawful or unauthorized purposes. S&P and any third-party providers, as well as their directors, officers, shareholders, employees or agents (collectively S&P Parties) do not guarantee the accuracy, completeness, timeliness or availability of the Content. S&P Parties are not responsible for any errors or omissions (negligent or otherwise), regardless of the cause, for the results obtained from the use of the Content, or for the security or maintenance of any data input by the user. The Content is provided on an "as is" basis. S&P PARTIES DISCLAIM ANY AND ALL EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE, FREEDOM FROM BUGS, SOFTWARE ERRORS OR DEFECTS, THAT THE CONTENT'S FUNCTIONING WILL BE UNINTERRUPTED OR THAT THE CONTENT WILL OPERATE WITH ANY SOFTWARE OR HARDWARE CONFIGURATION. In no event shall S&P Parties be liable to any party for any direct, indirect, incidental, exemplary, compensatory, punitive, special or consequential damages, costs, expenses, legal fees, or losses (including, without limitation, lost income or lost profits and opportunity costs or losses caused by negligence) in connection with any use of the Content even if advised of the possibility of such damages.

Credit-related and other analyses, including ratings, and statements in the Content are statements of opinion as of the date they are expressed and not statements of fact. S&P's opinions, analyses and rating acknowledgment decisions (described below) are not recommendations to purchase, hold, or sell any securities or to make any investment decisions, and do not address the suitability of any security. S&P assumes no obligation to update the Content following publication in any form or format. The Content should not be relied on and is not a substitute for the skill, judgment and experience of the user, its management, employees, advisors and/or clients when making investment and other business decisions. S&P does not act as a fiduciary or an investment advisor except where registered as such. While S&P has obtained information from sources it believes to be reliable, S&P does not perform an audit and undertakes no duty of due diligence or independent verification of any information it receives. Rating-related publications may be published for a variety of reasons that are not necessarily dependent on action by rating committees, including, but not limited to, the publication of a periodic update on a credit rating and related analyses.

To the extent that regulatory authorities allow a rating agency to acknowledge in one jurisdiction a rating issued in another jurisdiction for certain regulatory purposes, S&P reserves the right to assign, withdraw or suspend such acknowledgment at any time and in its sole discretion. S&P Parties disclaim any duty whatsoever arising out of the assignment, withdrawal or suspension of an acknowledgment as well as any liability for any damage alleged to have been suffered on account thereof.

S&P keeps certain activities of its business units separate from each other in order to preserve the independence and objectivity of their respective activities. As a result, certain business units of S&P may have information that is not available to other S&P business units. S&P has established policies and procedures to maintain the confidentiality of certain non-public information received in connection with each analytical process.

S&P may receive compensation for its ratings and certain analyses, normally from issuers or underwriters of securities or from obligors. S&P reserves the right to disseminate its opinions and analyses. S&P's public ratings and analyses are made available on its Web sites, [www.spglobal.com/ratings](http://www.spglobal.com/ratings) (free of charge), and [www.ratingsdirect.com](http://www.ratingsdirect.com) (subscription), and may be distributed through other means, including via S&P publications and third-party redistributors. Additional information about our ratings fees is available at [www.spglobal.com/usratingsfees](http://www.spglobal.com/usratingsfees).

STANDARD & POOR'S, S&P and RATINGSDIRECT are registered trademarks of Standard & Poor's Financial Services LLC.

Fitness Center Interfund Advances

Fiscal Year Ending	Balance as of					
	4/30/2018	4/30/2019	4/30/2020	4/30/2021	4/30/2022	4/30/2023
Corporate	1,899,050	1,899,050	1,899,050	2,929,050	4,329,050	4,329,050
Recreation	2,177,725	2,177,725	2,177,725	2,177,725	2,177,725	2,177,725
Capital Projects				1,200,000	1,200,000	1,200,000
Clubhouse	325,000	325,000	395,000	390,000	390,000	390,000
Total Due from BGFC	4,401,775	4,401,775	4,471,775	6,696,775	8,096,775	8,096,775
Year-to-Year Change	0	0	70,000	2,225,000	1,400,000	0



BUFFALO  
GROVE  
PARK  
DISTRICT

BUFFALO GROVE PARK DISTRICT  
BUDGET PREPARATION CALENDAR  
FISCAL YEAR 2024-2025

DESCRIPTION

TIMELINE

Budget printed, collated and distributed to Board

March 7, 2024

Budget Workshop to be held

March 11 & 25, 2024

Budget Workshop, if necessary

April 8, 2024

Public Hearing and Approve Working Budget and  
Appropriation Ordinance

April 24, 2024\*

2023 TAX LEVY CALENDAR

Levy Estimate Resolution Approved by Board

October 23, 2023

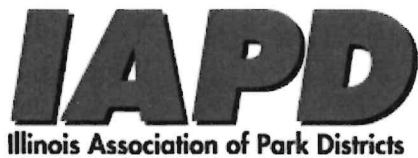
Levy Approval/Truth in Taxation

December 11, 2023

\*Wednesday Meeting due to religious holiday

Board Travel Conference Expenses 10-23-23 Meeting

<u>Date</u>	<u>Item</u>	<u>Name</u>	<u>Amount</u>
10/23/23	NRPA Conference Travel Dallas, TX	L. Reiner	\$528.28
10/23/23	IAPD Legal Symposium Oak Brook, IL	S. Cummins	\$221.00
		L. Reiner	\$221.00
		H. Wallace	\$221.00
	Total cost of travel, meals, conference and/or lodging:		<u><u>\$1,191.28</u></u>



OCT 10 2023

TO: ALL MEMBER DISTRICTS

FROM: Peter M. Murphy, President/CEO

DATE: October 5, 2023

RE: **CREDENTIALS CERTIFICATE**

The IAPD/IPRA Soaring to New Heights Conference will be held on January 25-27, 2024.

Article V, Section 3 and 4 of the Constitutional By-Laws of the Illinois Association of Park Districts provides as follows:

"Section 3. Each member district shall be entitled to be represented at all Association meetings and conferences by a delegate or delegates. Delegates of the Association meetings or conference may include members of the governing boards of member districts, the Secretary, Attorney, Treasurer, Director or any paid employee of the member district. Each delegate shall present proper credentials consisting of a certificate by the Secretary of the member district said delegate or delegates represent, with seal of office affixed, showing that the governing board at a special or regular meeting authorized said delegate or delegates to represent said member district. On all questions each member district represented shall have one vote which shall be the majority expression of the delegation from that member district."

"Section 4. No member district shall be entitled to vote by proxy and only delegates of a member district shall cast a ballot for that member district."

Accordingly, we enclose herewith a certificate, which, when properly certified by the Secretary of your agency after its governing board authorizes such delegate and alternates at a regular or special meeting, shall be mailed to the Association's office, 211 East Monroe Street, Springfield, IL 62701.

This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 27, 2024 at 3:30 p.m.

Your agency must be in good standing, the Credentials Certificate must be signed by the Board President and Secretary with your agency seal affixed.

**NOTE:** If your agency does not have a seal, then write the word "SEAL" and circle it where indicated on the certificate.

Your careful and prompt attention to this important matter is requested.

**CREDENTIALS CERTIFICATE**

This is to certify that at a meeting of the Governing Board of the

\_\_\_\_\_ held at  
*(Name of Agency)*  
\_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
*(Location)* *(Month/Day/Year)* *(Time)*

the following individuals were designated to serve as delegate(s) to the Annual Business Meeting of the ILLINOIS ASSOCIATION OF PARK DISTRICTS to be held on **Saturday, January 27, 2024 at 3:30 p.m.:**

	<u>Name</u>	<u>Title</u>	<u>Email</u>
Delegate:	_____		
1st Alternate:	_____		
2nd Alternate:	_____		
3rd Alternate:	_____		

This is to certify that the foregoing is a statement of action taken at the board meeting cited above.

Affix Seal: \_\_\_\_\_ Signed: \_\_\_\_\_  
*(President of Board)*

Attest: \_\_\_\_\_  
*(Board Secretary)*

Return this form to: Illinois Association of Park Districts  
211 East Monroe Street  
Springfield, IL 62701-1186  
Email: [iapd@ilparks.org](mailto:iapd@ilparks.org)



TO: ALL MEMBER DISTRICTS  
FROM: Peter M. Murphy, President/CEO  
DATE: October 5, 2023  
RE: RESOLUTIONS

To ensure our membership a voice in the Association, Article X, of the Constitutional By-Laws provides as follows:

"Section 1. Resolutions for presentation at the Annual Meeting of the Association may be proposed by any member district, the Honors and Resolutions Committee and by the Board of Trustees.

(a) Resolutions must be submitted to the President/CEO no later than sixty (60) days prior (November 28, 2023) to the Annual Business Meeting of the Association. All resolutions submitted shall be mailed to the membership not less than forty-five (45) days prior (December 13, 2023) to the Annual Business Meeting.

(b) The Honors and Resolutions Committee shall have the prerogative to determine which resolutions submitted by member districts shall be presented at the Annual Business Meeting of the Association; however, all resolutions received must be submitted to the membership. Any governing board of a member district shall have the right to appeal the Committee's decision to the delegates at the Annual Business Meeting of the Association.

(c) Notice of appeal by a member district for the resolution must be served by mail on the members of the Honors and Resolutions Committee so as to be received not less than forty-eight (48) hours in advance of the start of the Annual Conference. A majority of the official delegates present and voting at the Annual Business Meeting of the Association during the Annual Conference is required for consideration of appeals. Approval by a two-thirds (2/3rds) majority vote of the official delegates present and voting is required at the Annual Business Meeting of the Association for the introduction of additional resolutions. A member district seeking authority at the Annual Business Meeting of the Association to present an additional resolution must provide duplicated copies in number sufficient for all delegates present."

**NOTE: All resolutions must be received in the Association's office no later than November 28, 2023.**



TO: ALL MEMBER DISTRICTS  
FROM: Peter M. Murphy, President/CEO  
DATE: October 5, 2023  
RE: **RECOMMENDATIONS**

In order to comply with the provisions of the IAPD Constitutional By-Laws, recommended changes and/or amendments to the Constitutional By-Laws must be on file in the Association's office on or before November 28, 2023 to be considered by the committee.

This schedule has been adopted by the committee in order to provide adequate time for the office to publish and distribute the committee report to all member districts forty-five (45) days (December 13, 2023) in advance of the Annual Business Meeting. For your information, we list the following section of the Association's Constitutional By-Laws:

### **ARTICLE XIII -- AMENDMENTS TO CONSTITUTIONAL BY-LAWS**

"Section 1. These Constitutional By-Laws may be amended at the Annual Meeting of the association by a majority vote of the official delegates of the member districts present and voting subject to the compliance with the following procedure:

- (a) Any member district, or the Board of Trustees, desiring to suggest an amendment to the Constitutional By-Laws, shall submit the proposed amendment to the President/CEO in writing not less than sixty (60) days prior to the Annual Business Meeting of the Association.
- (b) The President/CEO shall thereupon cause a copy of the proposed amendment to be mailed to each member district of the Association not less than forty-five (45) days prior to the Annual Meeting of the Association."

**NOTE: November 28, 2023 is the deadline for all changes and/or amendments to be received in the Association's office.**





BUFFALO  
GROVE  
PARK  
DISTRICT

# Memo

TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR  
FROM: JOE ZIMMERMANN, DIRECTOR OF RECREATION & FACILITIES  
RE: RECREATION CAMP ENROLLMENT STATISTICS  
DATE: OCTOBER 17, 2023

---

*Action Requested:*

None

*Background Information:*

Annually, the Recreation Department shares camp enrollment numbers with the Board of Commissioners. The enrollment numbers are broken down by respective camps, and previous years are included to show fluctuations over time.

I have also included a few tables and charts to highlight how much we have rebounded in the majority of our camps.

Overall, this is a great sign that our community is taking advantage of the many programs and services that the Park District offers, and that we are on a positive trajectory for the 2023-24 FY.

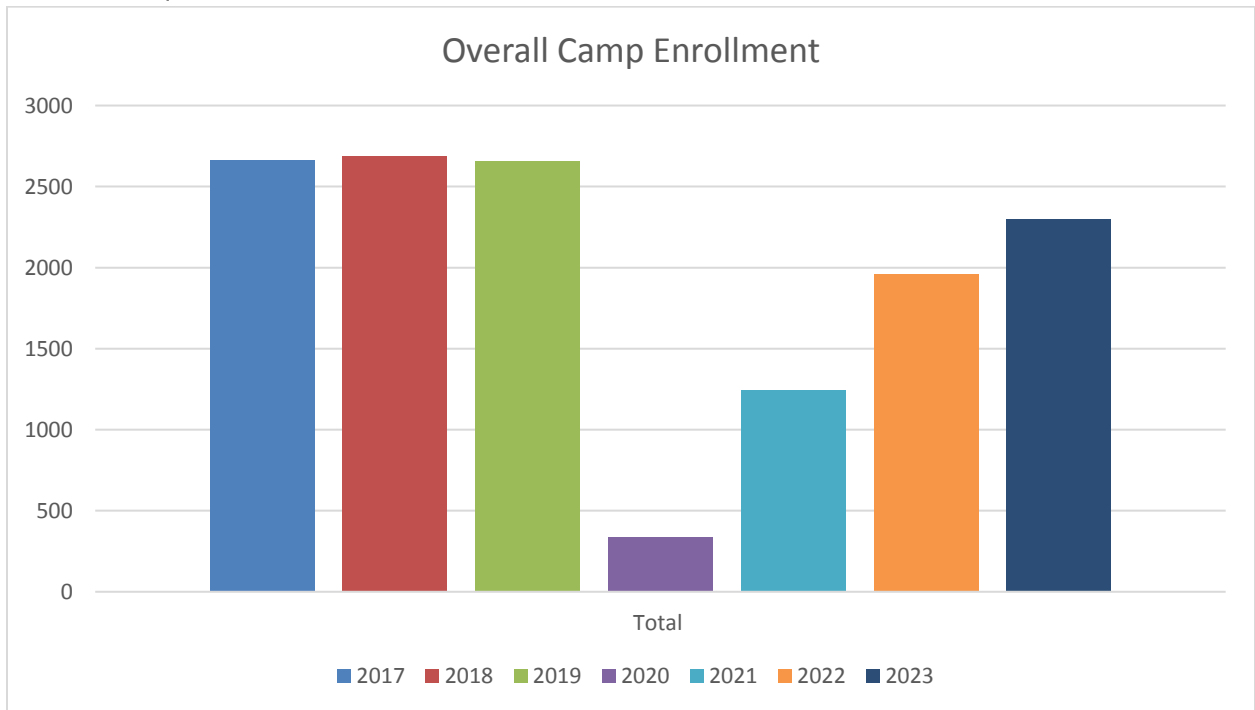
*Enclosed:*

Recreation Camp Enrollment Statistics 2017-2023 (summer).

Enrollment per Camp:

	2017	2018	2019	2020	2021	2022	2023
Fireflies	45	50	55	DNR	30	45	48
Cricket	57	64	76	DNR	69	95	97
Kinder Camp	91	90	87	17	90	94	117
Safety Stars	15	18	9	DNR	18	18	24
Adventure	400	395	393	45		296	514
Fun and Games	202	207	203	17	571	192	187
Grove	190	183	181	11		192	205
Sports Camp	473	476	477	20		254	242
Cycle and Surf	84	84	91	22	94	94	96
Travelin' Teens	87	106	99	2	0	0	DNR
Star Makers	57	78	56	13	38	62	91
Broadway Bound	183	198	196	64	106	160	196
Dance	180	186	213	19	120	172	186
CIT	N/A	N/A	N/A	DNR	16	41	43
Post Camp	596	551	518	106	92	243	253
Total	2660	2686	2654	336	1244	1958	2299

Overall Camp Enrollment Chart:





BUFFALO  
GROVE  
PARK  
DISTRICT

# Memo

TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR  
FROM: JOE ZIMMERMANN, DIRECTOR OF RECREATION & FACILITIES  
RE: PRESCHOOL & CAMPS FEE REPORTS  
DATE: OCTOBER 17, 2023

---

***Action Requested:***

Request that the Board of Commissioners approve the proposed fees for the 2024-2025 school year for preschool and the 2024 summer camps.

***Background Information:***

Annually, the Recreation Department reviews the fees of preschool and camps to determine if the next year's fees need to be increased or decreased. This year we are proposing:

- Overall, we would like to slightly reduce or keep the fees the same for the majority of our preschool offerings. The reason we would like to reduce the current fee is that we will be offering fewer days during the 2024-2025 school year due to the number of holiday days off.
- We would like to increase the fee for the current preschool 2-year-old MW class because we are going to expand it to include Fridays. This will add 29 days to the class offering.
- For Kinder, Adventure, Grove, Fun & Games, Cycle & Surf, Preschool, and Safety Stars camps, we are asking that the fees be raised by \$1 per day to account for the increased cost of supplies and salaries due to inflation and the raised minimum wage.
- For Broadway Bound and Dance camps, we are asking that fees be raised by \$1 per day to account for an additional field trip and increased salaries due to the raised minimum wage. These two camps do not need as many supplies, which is why we kept it at \$1 per day instead of increasing it to \$2 or more per day.

We are also discussing the feasibility of implementing ePACT for preschool and camps starting in 2024. Since we do not know if we will implement it, we have not added it to the camp fee report. ePACT is a software that integrates with RecTrac to streamline participant information, including records and paper forms, and helps reduce the risk and liability of managing sensitive information. If we end up going with ePACT, we will be adding \$5 per registration for each camper across the board. We have included that in the fee report as a possible add-on.

***Enclosed:***

Preschool and Camp Fee Reports

Staff	Preschool Type	2023-24 Fee	2023-24 Per Day	2024-25 Fee	24-25 fee with Epact	2024-25 Per Day	2024-25 Increase	2024-25 Comments
Keri	Preschool - 2 yr MWF (NEW + Fri.)	\$1,020.00	\$17.00	\$1,513.00	\$1,518.00	\$17.00	\$493.00	addl 29 days (new MWF)
Keri	Preschool - 2 yr TuTh	\$1,054.00	\$17.00	\$1,037.00	\$1,042.00	\$17.00	-\$17.00	1 day less
Keri	Preschool - 2 yr F	\$527.00	\$17.00					New 3 day option MWF
Keri	Preschool - Pre-Threes MW	\$2,068.00	\$22.00	\$2,024.00	\$2,029.00	\$22.00	-\$44.00	2 days less
Keri	Preschool - Pre-Threes TuTh	\$1,452.00	\$22.00	\$1,364.00	\$1,369.00	\$22.00	-\$88.00	4 days less
Keri	Preschool - 3 yr. MWF 2 1/2 hr	\$2,632.00	\$28.00					Not being offered
Keri	Preschool - 3 yr. MWF 3 hr	\$3,102.00	\$33.00	\$3,036.00	\$3,041.00	\$33.00	-\$66.00	2 days less
Keri	Preschool - 3 yr. M-F 3 hr			\$5,082.00	\$5,087.00	\$33.00	-\$198.00	New M-F (5 day) option
Keri	Preschool - 3 yr. TuTh 2 1/2 hr	\$1,848.00	\$28.00					Not being offered
Keri	Preschool - 3 yr. TuTh 3 hr	\$2,178.00	\$33.00	\$2,146.00	\$2,151.00	\$33.00	-\$132.00	4 less days
Keri	Preschool - 4 yr. MWF 2 1/2 hr	\$2,632.00	\$28.00					Not being offered
Keri	Preschool - 4 yr. MWF 3 hr	\$3,102.00	\$33.00	\$3,036.00	\$3,041.00	\$33.00	-\$66.00	2 days less
Keri	Preschool - 4 yr. M-F 3hr			\$5,082.00	\$5,087.00	\$33.00	-\$198.00	New M-F (5 day) option
Keri	Preschool - 4 yr. TuTh 3hr			\$2,146.00	\$2,151.00	\$33.00	-\$132.00	4 less days
Keri	Preschool - 4 yr. TuTh 2 1/2	\$1,848.00	\$28.00					Not being offered
Keri	Preschool - 4 yr. TuTh 4 hr	\$2,640.00	\$40.00					Not being offered

Staff	Camps	Fee For 2023	Per Day 2023	Proposed 2024	2024 fee with ePACT	Per Day 2024	Increase Per Day 2024	Number of Camp Days
Elizabeth	Kinder Kamp - 1st session	\$570.00	\$30.00	\$589.00	\$591.00	\$31.00	\$1.00	19
Elizabeth	Kinder Kamp - 2nd session	\$600.00	\$30.00	\$620.00	\$622.00	\$31.00	\$1.00	20
Elizabeth	Adventure - 1st session	\$589.00	\$31.00	\$608.00	\$610.00	\$32.00	\$1.00	19
Elizabeth	Adventure - 2nd session	\$620.00	\$31.00	\$640.00	\$642.00	\$32.00	\$1.00	20
Elizabeth	Grove 3-4 - 1st session	\$665.00	\$35.00	\$665.00	\$667.00	\$35.00	\$1.00	19
Elizabeth	Grove 5-6 - 2nd session	\$700.00	\$35.00	\$700.00	\$702.00	\$35.00	\$1.00	20
Elizabeth	Travelin Teens - 1st session	\$893.00	\$47.00	x	x	x	x	x
Elizabeth	Travelin Teens - 2nd session	\$940.00	\$47.00	x	x	x	x	x
Elizabeth	Fun & Games - 1st session	\$589.00	\$31.00	\$608.00	\$610.00	\$32.00	\$1.00	19
Elizabeth	Fun & Games - 2nd session	\$620.00	\$31.00	\$640.00	\$642.00	\$32.00	\$1.00	20
Megan	Cycle & Surf - 1st session	\$570.00	\$30.00	\$589.00	\$591.00	\$31.00	\$1.00	19
Megan	Cycle & Surf - 2nd session	\$600.00	\$30.00	\$620.00	\$622.00	\$31.00	\$1.00	20
Megan	Sports Camp - 1st session	\$836.00	\$44.00	\$703.00	\$705.00	\$38.00	-\$6.00	19
Megan	Sports Camp - 2nd session	\$880.00	\$44.00	\$740.00	\$742.00	\$38.00	-\$6.00	20
Megan	Xtreme Teen Camp - 1st session	New	New	\$760.00	\$762.00	\$40.00	\$1.00	19
Megan	Xtreme Teen Camp - 2nd session	New	New	\$800.00	\$802.00	\$40.00	\$1.00	20
TBD	Broadway Bound	\$1,560.00	\$40.00	\$1,599.00	\$1,603.00	\$41.00	\$1.00	39
TBD	Broadway Bound - 1st session	\$760.00	\$40.00	\$779.00	\$781.00	\$41.00	\$1.00	19
TBD	Broadway Bound - 2nd session	\$800.00	\$40.00	\$820.00	\$822.00	\$41.00	\$1.00	20
TBD	Dance Camp 1-3 - 1st session	\$722.00	\$38.00	\$741.00	\$743.00	\$39.00	\$1.00	19
TBD	Dance Camp 1-3 - 2nd session	\$760.00	\$38.00	\$780.00	\$782.00	\$39.00	\$1.00	20
TBD	Dance Camp 4-8 - 1st session	\$722.00	\$38.00	\$741.00	\$743.00	\$39.00	\$1.00	19
TBD	Dance Camp 4-8 - 2nd session	\$760.00	\$38.00	\$780.00	\$782.00	\$39.00	\$1.00	20
TBD	Star Makers - 1st session	\$665.00	\$35.00	\$684.00	\$686.00	\$36.00	\$1.00	19
TBD	Star Makers - 2nd session	\$700.00	\$35.00	\$720.00	\$722.00	\$36.00	\$1.00	20
Keri	Preschool Camp: 2's - 2 days MW	X	X	\$288.00	\$292.00	\$18.00	X	16
Keri	Preschool Camp: 2's - 2 days TR	X	X	\$270.00	\$274.00	\$18.00	X	15
Keri	Preschool Camp: 3's - 3 day MWF	\$696.00	\$29.00	\$720.00	\$724.00	\$30.00	\$1.00	24
Keri	Preschool Camp: 3's - 2 day MW	\$464.00	\$29.00	\$480.00	\$484.00	\$30.00	\$1.00	16
Keri	Preschool Camp: 3's - 2 day TR	\$435.00	\$29.00	\$450.00	\$454.00	\$30.00	\$1.00	15
Keri	Preschool Camp: 4's & 5's - 3 day - MWF	\$720.00	\$30.00	\$744.00	\$748.00	\$31.00	\$1.00	24
Keri	Preschool Camp: 4's & 5's - 2 day - TR	\$450.00	\$30.00	\$465.00	\$469.00	\$31.00	\$1.00	15
Keri	Safety Stars - 3 day	\$736.00	\$32.00	\$792.00	\$796.00	\$33.00	\$1.00	24
Sean	Camp Connection am	\$507.00	\$13.00	\$507.00	no change	\$13.00	\$0.00	39
Sean	Camp Connection pm	\$663.00	\$17.00	\$663.00	no change	\$17.00	\$0.00	39



BUFFALO  
GROVE  
PARK  
DISTRICT

# Memo

TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR

FROM: JOE ZIMMERMANN, DIRECTOR OF RECREATION & FACILITIES  
DANI HOEFLE, SUPERINTENDENT OF PARKS

RE: GOLF DOME LIQUOR LICENSE

DATE: OCTOBER 18, 2023

---

*Action Requested:*

None.

*Background:*

We would like to inform the Board that we are going to pursue a liquor license for the Golf Dome. The reason we plan to add alcohol sales at the Dome is to generate additional revenue that will be used towards the maintenance and improvements of the Dome, as well as enhance our customer experience to align with similarly run facilities.

We understand the importance of ensuring responsible alcohol sales, and we are prepared to implement the same measures we have in place at the Community Arts Center and for outdoor special events.

We believe that the ability to serve beer and wine will make the Golf Dome a more attractive destination to the Park District and community in general. Many of our customers enjoy having a drink while they are playing golf, and this would allow us to provide them with that option without having to leave the facility.

Because the Golf Dome was constructed under a special use ordinance, we need to request an amendment to that ordinance through the Village of Buffalo Grove. We plan to submit all paperwork on Monday, October 23, and will attend a Planning and Zoning Commission meeting on Wednesday, November 15. From there it will go to the Village Board for final approval.



Buffalo Grove Park District Board of Commissioners  
WORKSHOP MINUTES  
September 11, 2023  
Alcott Center – Room 24  
6 pm

Commissioners Present: Steve Cummins, Scott Jacobson, Hetal Wallace.  
Commissioner Absent: Larry Reiner.

Staff Present: Executive Director Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland.

Attorney David Bloomberg was in attendance.

CALL TO ORDER

**Roll Call**

President Jacobson called the Board Workshop to order at 6 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

INTRODUCTION OF GUESTS

Monika Adamski, from Lauterbach and Amen LLP, and Cathy Pisano were in attendance.

APPROVAL OF THE WORKSHOP AGENDA

Commissioner Wallace moved to approve the September 11, 2023 Workshop Agenda, seconded by Vice President Cummins and the motion passed with a voice vote.

TOPICS FROM THE FLOOR

**Silver Sneakers – Cathy Pisano**

Cathy Pisano, a resident, said she would like the Fitness Center to adopt the Silver Sneakers program. The program is a discounted program offered to senior citizens through Medicare that encourages them to join a fitness center. Director of Recreation and Facilities Joe Zimmermann said that based on how the program is funded it does not fiscally make sense for the Park District to adopt the program at this time.

CORRESPONDENCE

Executive Director Strojinc said included in the board packet were several Daily Herald articles on BG Days and the BG Singers sponsorship of the Ukulele Kid's Club.

## FINANCE

### **Presentation of FY 2022-23 Year End Audit Report**

Monika Adamski, Principal Director at Lauterbach and Amen LLP, presented the fiscal year-end audit of the Buffalo Grove Park District. She said she was lead on the audit and thanked Director Short for his cooperation with the many requests made from her team. She said the Park District achieved the GFOA (Government Finance Officers Association) Certificate of Achievement for Excellence in Financial Reporting for the 25th year in a row. She said it is the highest certificate you can achieve in government finance reporting. The entire audit report will be approved by the board in two weeks and will be published on the website per FOIA requirements. He said Executive Assistant Wanland will see that the Notice of Availability of Audit will be published in the Daily Herald in the coming weeks. Director Short said it is the staff who generated the good fund balance results and thanked them for their efforts.

## POLICY AND LEGISLATION

### **Full-Time Staff Personnel Policy Manual**

Executive Director Strojinc said the changes in the Full-Time Personnel Policy Manual were recommendations by Illinois law and by PDRMA. Otherwise the revisions included cleaning up the language in the manual. Vice President Cummins asked if staff is trained on these changes and Executive Director Strojinc said staff is required to read and sign off on changes in Power DMS.

## PRESIDENT AND COMMISSIONERS' REPORTS

President Jacobson said BG Days was great, but hot. He said the Village is very happy with the results of the Park District's collaboration with them.

Vice President Cummins said he, too, enjoyed BG Days. He said staff performed admirably and the parade was great. He said he heard there were a lot of positive posts on social media. He congratulated Director Short and the team on an audit well done.

Commissioner Wallace said Mean Girls, Jr. auditions are done and it is an exciting cast. She said when she saw staff at BG Days she felt like she was seeing family. She said people were commenting on the great music and commended Superintendent Terson on the band selections. She said she worked all five days, it was fun, and she is glad to be part of this community.

Executive Director Strojinc said that beverage and carnival sales were up this year at BG Days. She said the Village will be working on a water main project at Rylko Park between the Fitness Center and SNP and the bridge over Route 83 is going to be painted which will interrupt traffic patterns. She said we are out to bid on the Rylko Park Amphitheater and Shelter and will have a recommendation at the next board meeting. She asked about reserving a table at the SLSF Gala and said it is the same night as the FOP's *A Broadway Love Story* event. She said we are experiencing a delay with the contractor that was supposed to start work on the Willow Stream Parking lot today. She said they will be starting in the next week or two. Last, she said the board vacancy interviews are scheduled and all candidates have picked up the Potential Board Candidate Packets. Vice Present Cummins said he has received commissioner input of questions to ask and has compiled a document outline for the vacancy interviews.



Superintendent Terson said the marketing department is finalizing the winter book and said he and Director Howe have been working on social media videos.

Director Short said that he is moving his office to the main hallway of Alcott at the end of the week.

Director Howe thanked the parks staff who literally worked three weeks to set up and take down BG Days. He said everything was flawless and it was great working with the Village Public Works department.

Director Zimmermann said he is gathering final numbers from BG Days. He said the Fitness Center has started their fall promotion and it is going well.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

ADJOURNMENT

Vice President Cummins moved to adjourn the Regular Board Meeting at 6:54 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectively submitted,

---

Secretary



Buffalo Grove Park District Board of Commissioners  
SPECIAL BOARD MEETING MINUTES  
September 18, 2023  
Alcott Center – Room 24  
5 pm

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner, Hetal Wallace.

Staff Present: Executive Director Erika Strojinc and Executive Assistant Beth Wanland.

CALL TO ORDER

**Roll Call**

President Jacobson called the Special Board Meeting to order at 5:03 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF THE SPECIAL BOARD MEETING AGENDA

Vice President Cummins moved to approve the September 18, 2023 Special Board Meeting Agenda, seconded by Commissioner Wallace and the motion passed with a voice vote.

INTRODUCTION OF GUESTS

There were no guests in attendance.

TOPICS FROM THE FLOOR

There were no topics from the floor.

EXECUTIVE SESSION

Commissioner Reiner moved to enter into Executive Session for the purpose of Filling a Board Vacancy at 5:04 pm, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSENT: 0

ACTION TAKEN FROM EXECUTIVE SESSION

President Jacobson announced the Board was back in the Special Board Meeting at 7:24 pm and that no final action was taken in Executive Session.

ADJOURNMENT

Commissioner Wallace moved to adjourn the Special Board Meeting at 7:25 pm, seconded by Vice President Cummins and the motion passed with a voice vote.

Respectfully submitted,

---

Secretary



Buffalo Grove Park District Board of Commissioners  
SPECIAL BOARD MEETING MINUTES  
September 19, 2023  
Alcott Center – Room 24  
5 pm

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner, Hetal Wallace.

Staff Present: Executive Director Erika Strojinc and Executive Assistant Beth Wanland.

CALL TO ORDER

**Roll Call**

President Jacobson called the Special Board Meeting to order at 5 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF THE SPECIAL BOARD MEETING AGENDA

Vice President Cummins moved to approve the September 19, 2023 Special Board Meeting Agenda, seconded by Commissioner Wallace and the motion passed with a voice vote.

INTRODUCTION OF GUESTS

There were no guests in attendance.

TOPICS FROM THE FLOOR

There were no topics from the floor.

EXECUTIVE SESSION

Commissioner Reiner moved to enter into Executive Session for the purpose of Filling a Board Vacancy at 5:01 pm, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSENT: 0

ACTION TAKEN FROM EXECUTIVE SESSION

President Jacobson announced that the board was back in the Special Board Meeting at 8:01 pm and no final action was taken in Executive Session.

ADJOURNMENT

Vice President Cummins moved to adjourn the Special Board Meeting at 8:01 pm, seconded by Commissioner Wallace and the motion passed with a voice vote.

Respectfully submitted,

---

Secretary



Buffalo Grove Park District Board of Commissioners  
SPECIAL BOARD MEETING MINUTES  
September 26, 2023  
Alcott Center – Room 24  
5 pm

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner, Hetal Wallace

Staff Present: Executive Director Erika Strojinc and Executive Assistant Beth Wanland

CALL TO ORDER

**Roll Call**

President Jacobson called the Special Board Meeting to order at 5:03 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF THE SPECIAL BOARD MEETING AGENDA

Vice President Cummins moved to approve the September 26, 2023 Special Board Meeting Agenda, seconded by Commissioner Wallace and the motion passed with a voice vote.

INTRODUCTION OF GUESTS

There were no guests in attendance.

TOPICS FROM THE FLOOR

There were no topics from the floor.

EXECUTIVE SESSION

Commissioner Reiner moved to enter into Executive Session for the purpose of Filling a Board Vacancy at 5:04 pm, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSENT: 0

ACTION TAKEN FROM EXECUTIVE SESSION

President Jacobson announced that the Board reconvened the Special Board Meeting and no final action was taken in Executive Session.

ADJOURNMENT

Vice President Cummins moved to adjourn the Special Board Meeting at 5:57 pm, seconded by Commissioner Reiner and the motion passed with a voice vote.

Respectfully submitted,

---

Secretary



Buffalo Grove Park District Board of Commissioners  
PUBLIC HEARING  
September 26, 2023  
Alcott Center – Room 24  
6 pm

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner, Hetal Wallace.

Staff Present: Executive Director Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland.

Attorney Steven Bloomberg was present.

CALL TO ORDER

**Roll Call**

President Jacobson called the Public Hearing to order at 6 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

INTRODUCTION OF GUESTS

Rick Hirschhaut and his wife were in attendance.

APPROVAL OF PUBLIC HEARING AGENDA

Vice President Cummins moved to approve the September 26, 2023 Public Hearing Agenda, seconded by Commissioner Reiner and the motion passed with a voice vote.

PUBLIC HEARING FOR 2023 GENERAL OBLIGATION PARK BONDS  
(ALTERNATE REVENUE SOURCE AND GENERAL OBLIGATION LIMITED TAX PARK BONDS)

President Jacobson said the Conduct of Public Hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source) for park purposes, for the refunding of certain outstanding obligations of the District and for the payment of the expenses incident thereto and \$1,725,000 General Obligation Limited Tax Park Bonds for park purposes and for the payment of the expenses incident thereto.

Executive Director Strojinc read the following public notice:

NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF  
THE BOARD OF PARK COMMISSIONERS OF  
THE BUFFALO GROVE PARK DISTRICT, LAKE AND COOK COUNTIES, ILLINOIS  
TO SELL NOT TO EXCEED \$8,000,000 GENERAL OBLIGATION PARK BONDS  
(ALTERNATE REVENUE SOURCE)  
AND \$1,725,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS



PUBLIC NOTICE IS HEREBY GIVEN that the Buffalo Grove Park District, Lake and Cook Counties, Illinois (the "District"), will hold a public hearing on the 26th day of September, 2023, at 6:00 o'clock P.M. The hearing will be held at the Alcott Center, 530 Bernard Drive, Buffalo Grove, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell general obligation alternate bonds of the District in an amount not to exceed \$8,000,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the refunding of certain outstanding obligations of the District and for the payment of the expenses incident thereto, and general obligation limited tax park bonds in the amount of \$1,725,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

By order of the President of the Board of Park Commissioners of the Buffalo Grove Park District, Lake and Cook Counties, Illinois.

DATED the 28th day of August, 2023.

Erika Strojinc, Secretary  
Buffalo Grove Park District  
Board of Park Commissioners,  
Lake and Cook Counties, Illinois

Published in the Daily Herald on Thursday, August 31, 2023.

#### COMMENTS AND QUESTIONS

There were no public written or verbal comments or questions on the intent of the Board of Park Commissioners to sell General Obligation Park Bonds (Alternate Revenue Source) and General Obligation Limited Tax Park Bonds for park purposes and for the payment of the expenses incident thereto.

#### ADJOURNMENT

Commissioner Reiner moved to close the Public Hearing at 6:03 pm, seconded by Commissioner Wallace and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner, Wallace

NAYS: 0

ABSTAIN: 0

Respectfully submitted,

---

Secretary



Buffalo Grove Park District Board of Commissioners  
WORKSHOP MINUTES  
Alcott Center - Room 24  
September 26, 2023

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner and Hetal Wallace.

Staff Present: Executive Director Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland.

Attorney Steven Bloomberg was present.

#### CALL TO ORDER

#### **Roll Call**

President Jacobson called the Workshop to order at 6:04 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

#### APPROVAL OF THE WORKSHOP AGENDA

Commissioner Wallace moved to approve the September 26, 2023 Workshop Agenda, seconded by Commissioner Reiner and the motion passed with a voice vote.

#### INTRODUCTION OF GUESTS

Laurie Hoffman introduced herself. She said she is the new Planning and Development Manager for the Buffalo Grove Park District. Rick and Monica Hirschhaut were in attendance.

#### TOPICS FROM THE FLOOR

Rick Hirschhaut said he and his wife, Monica, are 22 year residents of Buffalo Grove and he is an avid user of the Golf Dome. He passed out a presentation to the commissioners proposing revenue opportunities for the Golf Dome and said he wants to make it the best it can be. He suggested booking tee-times electronically and proposed raising the price for a ½ hour reservation by \$1 for non-residents and lowering it by \$1 for residents who already pay taxes. He said he thinks there is an opportunity to lengthen the time the facility is open by an hour a day and to keep the facility open for two more weeks in the spring. He also suggested putting together an advisory committee made up of users of the facility.

The Board thanked Mr. Hirschhaut for coming and for his valuable input and said staff will take his suggestions into consideration.

## STAFF RECOGNITION RESOLUTION

### **Resolution 23-9-1 Commending Steven Houde on his Retirement after 37 Years of Service**

Steven was not in attendance to receive the resolution but it is included in the minutes for the record:

**WHEREAS**, Steve Houde has been employed with the Park District since April 28, 1986 (a time when a lot of current staff were not yet born). He was hired as a Park Laborer, promoted to Crew Chief in 1993, and then promoted to Park Foreman in 1998; and

**WHEREAS**, the Buffalo Grove Park District Board of Park Commissioners appreciates Steve's dedicated service that has allowed the District to continue to be recognized as an Illinois Distinguished Leisure Service Agency; and

**WHEREAS**, the Buffalo Grove Board of Commissioners and the residents of Buffalo Grove have appreciated his dedicated service that allowed the District to grow during his career with us; and

**WHEREAS**, some of Steve's accomplishments over the years touched all of the District's parks and facilities. Steve was instrumental in creating a standard of how beautiful a park should look in Buffalo Grove. Steve and his crew spent time mowing, mulching, trimming and beautifying the north side of Buffalo Grove. He was in charge of beautifying all facilities. He redeveloped the landscaping at the Spray 'N Play which incorporated a mixture of rock, perennial, and annual landscaping. His leadership shined during winters when he and his crew were on call for snow removal. As most people were still sleeping, Steve was getting yelled at by Fitness Center members for getting in their way as he removed snow. He was the Park District liaison to the Buffalo Garden Club which volunteered to help plant flower beds every year. They loved Steve and what he did for them; and

**WHEREAS**, Steve was recognized by PDRMA for "Stretching with Steve," a program of morning stretching that he led in the parks department. Staff enjoyed his conversation and listening to Miley Cyrus' "Wrecking Ball" in the background. Another project Steve assisted in was the creation of the buildings in Safety Town. Steve built a police and fire station, as well as a working car that is still used to this day! Recently, Steve renovated and cleaned up the bocce ball court at Mike Rylko Park and conducted an assessment of all the athletic courts in the park system; and

**WHEREAS**, the success of the District is dependent upon employees like Steve, who take pride in the Buffalo Grove Park District and its accomplishments.

**NOW, THEREFORE, LET IT BE RESOLVED** by the President and Board of Park Commissioners of the Buffalo Grove Park District, Cook and Lake Counties, Illinois as follows:

1. That Steve is commended on behalf of the citizens of Buffalo Grove for his distinguished 37-year career at the Buffalo Grove Park District.
2. That Steve fills his leisure time with family and friends for many years.
3. That this resolution be presented to Steve with best wishes in his retirement.

**DATED AT BUFFALO GROVE, ILLINOIS THIS 26<sup>th</sup> DAY OF SEPTEMBER, 2023.**

## FINANCE

### **September Warrant 2023**

There was no discussion on the September Warrant 2023.

### **August 2023 Financial Statement**

Vice President Cummins thanked Director Short for adding last year's month-to-month comparable on all reports.

### **August 2023 Year to Date Statement**

There were comments on the 2023 Year-to-Date Statement.

### **September Refunds**

President Jacobson asked about the Cyclones swim team refund and Executive Director Strojinc asked Director Zimmermann to find out exactly what it was from.

### **Board Travel and Conference Expense**

There were no comments on the Board Travel and Conference Expense.

## PARKS

### **Rylko Park Phase I Amphitheater and Shelter Bid Recommendation**

Executive Director Strojinc said Boller Construction was the winning bidder for the Rylko Park Phase I Amphitheater and Shelter bid and it was better than anticipated. She said reference checks were conducted and came back satisfactory. She also said she pushed through the DIA with the Village and they agreed to help the Park District with restoration because it will be a quick turnaround before BG Days next year. President Jacobson said Boller Construction is out of Waukegan and coincidentally they are from Senator Johnson's district office who secured funding for this project in Springfield. Commissioner Reiner confirmed that the Board officially rejected the first bids that we received for this project in July. Executive Director Strojinc said we are looking at the entire scope of the project and will go out to bid for Phase II which will expand the Spray 'N Play in January. Commissioner Reiner asked if staff is going for an OSLAD for Spray 'N Play and Executive Director Strojinc said we are not going for an OSLAD at this time but will consider it when bidding out Rylko Park East.

## PRESIDENT AND COMMISSIONERS REPORTS

President Jacobson said he was at Willow Stream Park on Saturday and he didn't realize the extent the parking lot is under construction. He said he had family in town for the Huck Finn Fishing Derby and suggested providing fishing poles for the derby in the future.

Commissioner Wallace said the BG Singers concerts are this coming weekend. She said the Ukulele Club project is really doing very well and has brought great publicity to our Park District.

Commissioner Reiner thanked staff for making arrangements for commissioners to attend NRPA. He thanked Director Short for helping him get up to speed on a board meeting he missed.

## OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.

ADJOURNMENT

Commissioner Reiner moved to adjourn the Workshop at 6:39 pm, seconded by Vice President Cummins and the motion passed with a voice vote.

Respectfully Submitted,

---

Secretary



Buffalo Grove Park District Board of Commissioners  
REGULAR BOARD MEETING MINUTES  
September 26, 2023  
Alcott Center – Room 24

Commissioners Present: Steve Cummins, Scott Jacobson, Larry Reiner, Hetal Wallace.

Staff Present: Executive Director Erika Strojinc, Director of Business Services and Human Resources John Short, Director of Recreation and Facilities Joe Zimmermann, Director of Parks and Planning Tim Howe, Superintendent of Communications and Marketing Mike Terson, and Executive Assistant Beth Wanland.

Attorney Steven Bloomberg was present.

CALL TO ORDER

**Roll Call**

President Jacobson called the Regular Board Meeting to order at 6:40 pm. The roll was called and Commissioners Cummins, Jacobson, Reiner and Wallace answered present.

PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

APPROVAL OF THE REGULAR BOARD MEETING AGENDA

Vice President Cummins moved to approve the September 26, 2023 Regular Board Meeting Agenda, seconded by Commissioner Wallace and the motion passed with a voice vote.

INTRODUCTION OF GUESTS

There were no guests in attendance.

APPROVAL OF MINUTES

**Approval of August 14, 2023 Workshop Minutes**

Vice President Cummins moved to approve the August 14, 2023 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

**Approval of August 28, 2023 Workshop Minutes**

Vice President Cummins moved to approve the August 28, 2023 Workshop Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

**Approval of August 28, 2023 Regular Board Meeting Minutes**

Vice President Cummins moved to approve the August 28, 2023 Regular Board Meeting Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

**Approval of August 28, 2023 Executive Session Minutes**

Vice President Cummins moved to approve the August 28, 2023 Executive Session Minutes, seconded by Commissioner Wallace and the motion passed with a voice vote.

**CORRESPONDENCE**

**Written and Verbal Correspondence**

Executive Director Strojinc said that included in the Board Packet was Countryside article on BG Days Parade; and an article from the Daily Herald on State Representative Canty’s Treasure Hunt in some of the Buffalo Grove Park District parks located in Cook County.

**ATTORNEY’S REPORT**

Attorney Bloomberg did not have a report.

**COMMITTEE ACTION ITEMS**

**Finance**

**Approval of September 2023 Warrant**

Commissioner Wallace moved to approve the September 2023 Warrant in the amount of \$1,170,185.71, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

**Approval of the August 2023 Financial Statement and August 2023 Year-to-Date Statement**

Commissioner Wallace moved to approve the August 2023 Financial Statement and August 2023 Year-to-Date Statement, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

**Approval of the 2022-23 Fiscal Year-End Audit**

Commissioner Wallace moved to approve the 2022-23 Fiscal Year-End Audit, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

**Approval of Rylko Park Phase I Amphitheater and Shelter Bid**

Commissioner Wallace moved to award the Rylko Park Phase I Amphitheater and Shelter bid to Boller Construction Co., Inc., 3045 Washington St., Waukegan, IL 60085 in the amount of \$4,310,187.97, seconded by Commissioner Reiner and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

**Approval of Board Travel and Conference Expense**

Commissioner Wallace moved to approve the Board Travel and Conference expense in the amount of \$1,223.46, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

POLICY AND LEGISLATION

**Full-Time Staff Personnel Policy Manual Revisions**

Commissioner Reiner moved to approve the Full-Time Staff Personnel Policy Manual revisions as presented, seconded by Vice President Cummins and the motion passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

PERSONNEL

**Resolution 23-9-1 Commending Steven Houde on his Retirement after 37 Years of Service**

Vice President Cummins moved to approve Resolution 23-9-1 Commending Steven Houde on his Retirement after 37 Years of Service, seconded by Commissioner Wallace and the motion passed with a voice vote.

EXECUTIVE DIRECTOR’S REPORT AND DEPARTMENT OPERATIONAL REPORTS

Executive Director Strojinc said she and Director Short had their initial bond call and will practice for the official call on Monday. She said staff will begin exploring the 3-year capital plan and will re-prioritize it for next year, if needed. She said Athletico has signed another 5-year lease at the Fitness Center. She said she was notified that property on the corner of Half Day and Prairie Roads has been annexed into Buffalo Grove. She said there is a new full-time person in the parks department, Connor McWard, who will be joining the Athletics Crew. Last, she said the Village requested an easement for Bernard Dr. and the Alcott path work involving 500 square feet. We told them they are welcome to work without any request for reimbursement.

Director Zimmermann said the BG Singers have their first performance in four years this coming weekend. He said over 700 tickets have been sold to date. He said the Huck Finn Fishing Derby had 70 kids sign up and we have a new head coach for the Hurricanes swim team, Kristen Craig.

Director Howe said the relationship the Park District has with the Village Public Works department is awesome. He knows if he reaches out to them they will respond. Executive Director Strojinc agreed and said she is looking forward to Planning and Development Manager Hoffman stepping in and working with the Village Community Development team. Director Howe added that we just received word that the Route 83 bridge painting project is complete.

OLD BUSINESS

There was no Old Business discussed.

NEW BUSINESS

There was no New Business discussed.



BREAK

The Board took a break to sing and eat cake in celebration of Commissioner Reiner's birthday.

EXECUTIVE SESSION

Commissioner Reiner moved to enter Executive Session for the purpose of Filling a Board Vacancy at 7:11 pm, the motion was seconded by Vice President Cummins and passed with a roll call vote.

AYES: Cummins, Jacobson, Reiner and Wallace

NAYS: 0

ABSENT: 0

POSSIBLE ACTION TO BE TAKEN FROM EXECUTIVE SESSION

President Jacobson announced that the Regular Board Meeting was reconvened at 8 pm and that no final action was taken in Executive Session.

ADJOURNMENT

Commissioner Wallace moved to adjourn the Regular Board Meeting at 8 pm, seconded by Vice President Cummins and the motion passed with a voice vote.

Respectively submitted,

---

Secretary



## 2023 OFFICIAL BALLOT

### Executive Trustee Election

#### Five-Year Term

*(vote for one)*

**Jack Bower**

**Sue Stanish**



\_\_\_\_\_  
Line for write-in candidates  
(see instructions)

By direction of the IMRF Board of Trustees  
Brian Collins, Executive Director

## Balloting Instructions

*Not all Authorized Agents are eligible to vote.*

The ballot envelope indicates who has the authority to cast a ballot in IMRF's Executive Trustee election.

**Your governing body has granted its Authorized Agent the authority to cast a ballot.**

- Complete your ballot using a black or blue ink pen, or a black lead pencil. Do **not** use red pen or red pencil. Fill in the circle completely in front of the name of the candidate you wish to vote for. Do **not** mark with an X.
- You may vote for an employee who is not shown if the employee will be vested in IMRF by December 31, 2023, and is employed by an IMRF employer as a chief executive officer, chief finance officer, or other officer, executive, or department head. Write his or her name in the space provided and fill in the circle completely in front of that line.
- For the vote to count, the certification on the back of the ballot envelope must be completed. Envelopes with a blank certificate will not be opened, and the enclosed ballot will not be counted.
- Insert the ballot into the ballot envelope and then insert the sealed ballot envelope into the enclosed self-addressed return envelope.
- The self-addressed return envelope **must be received** by IMRF **no later than 4:30 PM CST, Friday, December 8, 2023**. Envelopes received after that time and date will not be opened and the enclosed ballots will not be counted.



## Notice to IMRF Authorized Agents

---

### 2023 Election of Executive Trustee

---

#### Five-Year Term

# IMRF 2023 Executive Trustee Election

## Candidate Biographies

Fill in the circle completely.

Do **not** use red pen or red pencil.

Do **not** check or "x" the circles.

### Jack Bower

**Present Position**—Executive Director of the Broadview Public Library District

**Length of Service**—Broadview Public Library District, August 2022 to present. Oak Park Public Library, Technology Specialist, 2017 to present. Arlington Heights Memorial Library, Digital Services Manager, 2018 to 2022. Addison Public Library, Digital Services Coordinator, 2013 to 2018.

**Duties**—As Executive Director, I oversee the financials of the Library District – developing its \$1.7M budget, preparing its levy, responsibly investing its \$3M reserves, financial reporting, and debt management. I administer HR, including health insurance, benefits, and IMRF pension participation. I manage staff, develop community programs, and ensure the library effectively serves its patrons.

**Other Pertinent Information**— I deeply value this pension system and appreciate its fiscal responsibility. I am a Tier 2 participant. Tier 2 members only recently started vesting in 2021. I believe the board would benefit from more representation from this growing base. I seek to focus on these newer members and smaller employers. I've worked at 6 different IMRF employers and can offer a varied perspective. My goal is to ensure IMRF remains fiscally sound and viable for employers and all participants for years to come.

### Sue Stanish

**Present Position**—Director of Finance for the Naperville Park District

**Length of Service**—Naperville Park District, January 2011 to present. Village of Willowbrook, Director of Finance, 1998 to 2010. City of Naperville, Accounting Manager, 1993 to 1998.

**Duties**—As Director of Finance I am responsible for the District's financial operations which include: investments, accounts payable, payroll, budgeting, forecasting, debt management, policy development and financial analysis.

**Other Pertinent Information**— Executive Trustee on the IMRF Board for the past 10 years, CPA, Past President of IGFOA, Past Board Member of IMET and Chair of PDRMA's Finance Committee.

It has been an honor serving on the IMRF board and the experience I have gained has been invaluable. If I am fortunate enough to serve another term on the IMRF Board, I will continue to work hard to ensure that the Fund remains fiscally sound and viable for members and employers.



OCT 12 2023

We exist to support children and adults with disabilities through philanthropy for Northwest Special Recreation Association.

October 4, 2023

Ms. Erika Strojinc  
Buffalo Grove Park District  
530 Bernard Avenue  
Buffalo Grove, IL 60089

Dear Erika,

We are so thankful you chose to support Special Leisure Services Foundation (SLSF) through your participation at the 30<sup>th</sup> *Celebrate Ability Gala* to be held on November 3, 2023. Thank you for your donation of:

- \$1,000 Centerpiece Sponsor

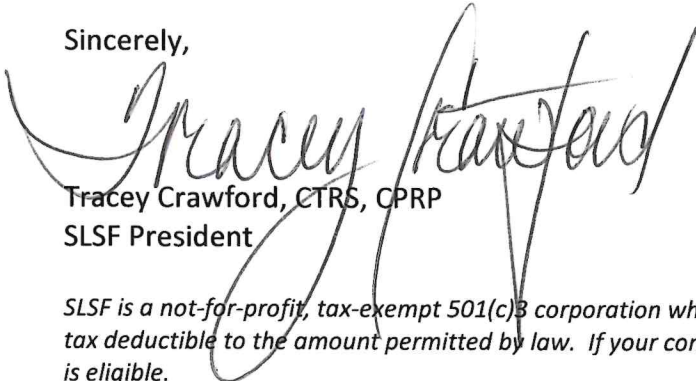
This annual event enables SLSF to support people involved in Northwest Special Recreation Association (NWSRA) programs. NWSRA is an extension of 17 park districts in the northwest suburbs, providing quality leisure and recreation opportunities for children and adults with disabilities.

SLSF funding supports the following NWSRA programs:

Athletics   Inclusion   Programs   Scholarships   Transportation

Your contribution will help us make a difference in the lives of thousands of children and adults in our community and their families as well. Thank you.

Sincerely,



Tracey Crawford, CTRS, CPRP  
SLSF President



Anne Kiwala  
Superintendent of Development

*SLSF is a not-for-profit, tax-exempt 501(c)3 corporation whose operations are funded entirely by contributions. Your contribution is tax deductible to the amount permitted by law. If your company offers a matching gift program, please check to see if your donation is eligible.*

## 'Cinderella moment'

Gurnee mom on 'Wheel of Fortune' — Page 4



# Lifelong 'Wheel of Fortune' fan on show today

BY DOUG T. GRAHAM

dgraham@dailyherald.com

Since childhood, Keri Isacovici has watched "Wheel of Fortune" and imagined what it would be like to be a contestant.

This summer, the 37-year-old finally got a chance to find out and Tuesday evening viewers can tune in to the show to see how she fared.



Keri Isacovici

"It was like a Cinderella moment," Isacovici said of being on the set. "It was so special to have been chosen and I remember feeling so grateful for the whole thing and being so proud of myself for taking a risk."

Over the years, Isacovici would consider applying to be a contestant but never worked up the nerve.

Finally last summer, Isacovici, who lives in Gurnee and works for the Buffalo Grove Park District, submit-

ted a 30-second video to the producers.

Months went by without hearing back, so Isacovici assumed she had been passed over.

So it was quite a shock in March when she got an email from the show asking her to schedule a Zoom interview with a casting producer.

"I remember logging on and being nervous about it but I told myself, 'I'm just going to be me,'" Isacovici said.

That interview and a subsequent group interview went well, and in mid-July she was told she would be a contestant for an episode to be filmed July 21.

She said one of the coolest parts was when the parents and kids at the Buffalo Grove Park District learned she was going to be on the show.

Before too long she was bidding her husband and two children adieu and flying out to Culver City, California, to join a gaggle of other wide-eyed contestants and veteran hosts Vanna White and Pat Sajak.

Sajak already had announced he intended to retire. Isacovici said being able to be a contestant during his 41st and final season made it all the more magical.

"I grew up with him and Vanna White so it was a surreal moment," Isacovici said. "They are just as kind and nice as they seem on TV."

Isacovici hopes her story will be an inspiration to others.

Her episode on "Wheel of Fortune" will air at 6:30 p.m. today on ABC 7.



# What's Happening?

FALL  
2023

Date	Name of Event	Description	Location	Time
Monday, October 23	Workshop/Regular Board Meeting	Monthly Meeting	Alcott Center Room 24	6 pm
Wednesday, October 25	Enchanted Night at the Museum	Flashlight egg hunt and a spell will be cast upon the participants for them to solve riddles to reverse the spell!	Raupp Museum <i>Registration Required</i>	5 - 5:45 pm 6 - 6:45 pm 7 - 7:45 pm
Saturday, October 28	HOWLO-WEEN Canine Costume Contest	This event will include a canine costume contest and doggy egg hunt!	Willow Stream Park <i>Dan Schimmel Pavilion</i>	10:45 - 11:45 am
Thursday, November 2	Legal Symposium	Keep up-to-date with recent legal changes affecting park and recreation agencies.	The Conference Center/Hyatt Lodge Oak Brook	All Day
Friday, November 3	<i>A Broadway Love Story</i> FOP Fundraising Event	Former BG Resident Max Quinlan & his wife, Siri Howard, bring their Broadway love story to the stage!	Community Arts Center <i>Tickets Required Includes Dinner</i>	6 pm
Friday, November 3	SLSF/NWSRA Celebrate Ability Gala	Celebrate the talents and achievements of the thousands of children and adults with disabilities at this fundraiser!	Chevy Chase Country Club	6:30 pm
Saturday, November 4	Experience Diwali <i>A Festival of Lights!</i>	Live Entertainment, Family Activities, Food & Drinks for purchase.	Community Arts Center <i>Registration Required</i>	2 - 5 pm
Saturday, November 11	Veterans Day Celebration	Join us as we honor all veterans, their families and friends.	Community Arts Center	12:15 - 1:15 pm - Free Lunch 1:30 pm - Ceremony
Monday, November 13	Board Workshop	Monthly Meeting	Alcott Center Room 24	6 pm
Thursday - Sunday November 16 - 19	<i>Mean Girls Jr.</i>	Fall Children's Theater	Community Arts Center <i>Tickets Required</i>	Thursday & Friday - 7:30 pm Saturday & Sunday - 3 pm
Sunday, November 19	Mixed Up Turkey Triathlon	Swim, Ride & Run!	Fitness Center	8 - 9:30 am
Thursday, November 23	<b><i>HAPPY THANKSGIVING!!!</i></b>			
Monday, November 27	Workshop/Regular Board Meeting	Monthly Meeting	Alcott Center Room 24	6 pm



Buffalo Grove Park District  
COMMITTEE ACTION ITEMS  
October 23, 2023

- I. Finance (HW)
  - A. I move to approve the October Warrant 2023 in the amount of \$2,322,881.38.
  - B. I move to approve the September Financial Statement and the September Year to Date Statement.
  - C. I move to approve Resolution 23-10-1 Tax Levy Estimate.
  - D. I move to approve Ordinance 23-10-1 Bond Parameters providing for the issue of not to exceed \$6,500,000 General Obligation Park Bonds (Alternate Revenue Source).
  - E. I move to approve Ordinance 23-10-2 Bond Parameters providing for the issue of not to exceed \$1,725,000 General Obligation Limited Tax Park Bonds.
  - F. I move to approve the Board Travel and Conference Expense in the amount of \$1,191.28.
  
- II. Consent Agenda
  - A. I move to approve the Consent Agenda as proposed:
    1. 2023 Camp Participation Statistics
    2. 2024 Camp Fees
    3. 2024 – 25 Preschool Fees
    4. Golf Dome Liquor License
    5. IAPD Credentials
    6. Budget Preparation Calendar
    7. Resolution 23-10-2 Commending Tim Howe on 10 Years of Service
    8. Resolution 23-10-3 Commending Debbie Fandrei on 25 Years of Service
    9. Resolution 23-10-4 Commending Robin Racusen on 25 Years of Service



TO: PARK BOARD OF COMMISSIONERS  
FROM: ERIKA STROJINC, EXECUTIVE DIRECTOR  
DATE: OCTOBER 18, 2023  
RE: DIRECTOR'S OPERATIONS REPORT

### *Community & Public Relations*

Friends of the Parks: Friends of the Parks had their last meeting on Tuesday, October 17. There was more discussion on the Berkowitz fund. The Berkowitz fund was created with the focus on fee assistance for performing arts program participants. After conversations with the Berkowitz's, and evaluating that the fund is hardly used for fee assistance, FOP voted to redefine the focus of that fund to BG Singers mainly. They then discussed the balance in that fund and a request from BG Singers Encore to replace their aging sound equipment. After much discussion, it was decided to approve spending up to \$4,000 for Encore to replace their equipment. I will work with staff to ensure that gets done. The remainder of the funds will be held with the assumption of using it towards the BG Singers next fundraising effort. Additionally, they discussed a new idea from two of the FOP board members: installing a digital sign at CAC and/or adding marquee lighting to the CAC. The intention of both ideas is to bring more visual awareness to the Center. The expenses would be covered 100% by FOP through their reserves as they are over their policy limit and would like to spend them down. I am open to seeing what they come up with and will bring it to the Board once the investigation gets further along. If we are all in agreement, the staff will have to assist them getting it through VBG approvals, including Planning and Zoning.

As a reminder, FOP's upcoming fall event *Broadway – A Love Story* is taking place November 3. Early bird tickets close this Friday, so get your tickets if you plan on attending.

NWSRA: I attended the last NWSRA board meeting on September 27. This was the first one I have been present for since taking over. One of things I wanted to highlight for the board was that there will be a push by NWSRA (and other surrounding SRA's) to host a joint legislative meeting this spring (2024). The reason is that although SRA's are written into the Park Code, not all legislation that is passed includes language that specifically lists SRA's as a benefiting organization. This is especially true when new legislation is passed that outlines exemptions; SRA's are not clearly listed, so there is not clear distinction of exemption status for them. Their desire is to host a joint legislative meeting annually that includes legislators, SRA's and Park Districts so that we can all help push this agenda item through so that for future legislative decisions, SRA's are directly listed and do not have to scramble to find answers on whether they are exempt alongside Park Districts or not. I will keep the board posted on this as it moves along.



In addition, there was a lot of discussion on inclusion services and the lack of staffing that NWSRA is still currently dealing with. Because of this, NWSRA is planning to change the way they have been providing inclusion services, and will be (somewhat) reversing back to a historical approach to these services. They will be identifying needs on a tiered approach, and participants with less severe needs will possibly not be assigned a direct 1:1. In doing so, we may need to step up and take on some of these inclusion responsibilities. However, when/if we do so, we will be able to bill NWSRA directly for those staff's time and at a rate that is comparable to what NWSRA would pay (which in some cases comes out to time and a half). I will be working closely with Joe and Diana on these changes and help ensure that our major programs, like Clubhouse, are still supported in the best way possible.

Reiner Park Arboretum: As mentioned, the Reiner Park Arboretum will be receiving its second designation this month, bringing it to a Level 2 certification. EAT is hosting a planting day this Sunday, and Morton Arboretum and Nicor Gas will be out for a small presentation. In order to satisfy the grant requirements, we must host a volunteer day, and since this is the first one for the grant administrators, they thought it would be a nice PR opportunity, which is why they are coming out to formally present and take photos.

SLSF Gala: We are again sponsoring the SLSF Gala that takes place Friday, November 3. As a reminder, it conflicts with FOP's fundraiser, so Larry will be the only one from the District attending.

Village of Buffalo Grove: I met with Kyle from VBG prior to conference week. We discussed possible opportunities at Bison Park with the new TIFF development. The discussion was very preliminary, and Kyle said he would follow-up if there was any movement on ideas specifically surrounding storm water. In addition, we will need to work out an agreement with the incoming owner as the previous owners (car dealerships) did have a longstanding lease agreement with us for use of our driveway. In addition, we discussed ways to help alleviate our brown outs at the Alcott Center. I am very thankful to have such a great working relationship with Kyle and appreciate his ideas and discussion that help support both the District's and the Village's interests.

Dani, Joe, and I attended a liquor meeting with the Village staff and Eric Smith, who is the Village's liquor commissioner. The staff would like to offer beer/wine sales at the Golf Dome, and we met to discuss the feasibility of that and what steps we would need to take to get it over the finish line. We have divided up the responsibilities to get through all of the necessary paperwork and submittals (as we will be requesting a special use amendment) and we want to see this happen this Dome season. Everything is due to community development by this Monday, and we all plan to attend the Planning and Zoning meeting on November 15 to defend the case. You will see a memo in this board packet as I wanted to make sure you were aware of our intentions and had no issues with adding a liquor license to another facility.

### ***Finance***

Bonds: John and I held the pre-bond call with Raymond James on September 27, and the actual bond rating call on October 2. The ratings have been determined, and we have been downgraded to AA stable. They did discuss moving us to AA-, but felt that our responses and plans were strong enough that they can clearly see we are moving out of the hole created by the pandemic. The full

documentation will be in the board packet and John and I plan to discuss it at the meeting. We will be having a pre-pricing call with the underwriter from Raymond James next Tuesday afternoon, with a post pricing call Wednesday once the pricing is done and we have the final results. I will keep the board in the loop on that.

### *Government & Public Affairs*

Annexation: As discussed at the last meeting, I have received information from the Village on the annexation of property along Prairie Road. I am working on confirming what we need to do with that information as I am assuming we will have to follow suit and annex it as well. I will present that to the board once I have all of the information.

New Laws: PDRMA recently released a learn alert on new laws requiring bike path signage. It amends the Illinois Vehicle Code, and requires entities who have maintenance jurisdiction over publicly owned trails to erect permanent signage alerting of highways crossings, and temporary signage when the entity is aware of an emergency or safety hazard that creates dangerous conditions for the users. I will be working with Tim and Dani on these efforts to ensure we are under compliance come January 1. I also shared the update with Kyle from VBG as we share a lot of connected pathways.

Another law going into effect January 1 is the Transportation Benefits Program. The law mandates that certain employers establish a "Commuting FSA" program. Since the Park District is technically located within a mile of a bus (Alcott is .9 miles from a PACE bus stop) or train route, it appears that we do have to offer this benefit. Scott sent out an email to staff to let them know that if they use public transportation as part of their commute to work, they can set aside money from their paycheck, like our medical FSA, to reimburse themselves for these costs.

### *Operations & Personnel*

ComEd: After weeks of back and forth, ComEd was finally able to locate our current lease at Veteran's Park. We are still in compliance, which is great news, however, the current lease ends February 2024. I will be working on getting them the necessary paperwork to renew for another 10 years. In addition, because PDRMA will not cover ComEd leased lands, I am having Scott secure alternate insurance to cover that parking lot. We have similar insurance taken out for Happy Tails, which is also ComEd land. The only other parcels we lease are at Churchill, but with the limited liability there, we have not taken out additional insurance.

Parks: I have exciting news that we have selected our next Foreman (replacing Steve Houde), Matt Raupp. Matt has been with the District for a long time and I am thrilled to see him step into a new leadership role. In addition, we have hired a new FT staff in the Parks Department, Connor McWard. Connor has been working for us this past summer and participated with us in the BG Days float. He is going to be a part of the Athletics Crew, taking the place of Matt due to his promotion.

Planning: Laurie continues to hit the ground running. She has been a huge support to me, and has taken on all construction/capital projects at this time. Her experience and knowledge is proving to be very useful, and I am very impressed with her first month on the job. She and I have also been discussing master planning all facilities and getting our plans digitized over the coming years. Those plans will be a part of the upcoming budget discussions.

Recreation: We have made more leeway on the open positions in the Recreation Department. At this time, we plan to open up a Recreation Specialist position that will help with the Clubhouse, Camps, and Camp Connection programs. This position will be full-time and report directly to Amanda Busch. As for the position at the CAC, we are still having deliberate conversations on the future needs of that facility and its programming. We are leaning towards it incorporating more cultural arts than just performing. We hope to have a final outcome in the coming weeks.

Strategic Plan: I attended a session by Jamie Sabbach at NRPA last week, and was able to stay after to meet her. After discussions with staff, she has been narrowed down to be our number one choice for leading our next strategic plan. I have reached out to her this week to set-up a call to discuss our needs, and hope to have this process starting soon. I also have an idea to have her assist in other planning efforts, specifically master planning, and possibly setting up a multi-year approach with her.

### *Planning & Projects*

Fitness Center: The pumps at the FC (three in total) will need to be replaced this fiscal year. I worked with Jerry on pricing, and we will be doing two right away and the third one shortly thereafter. With some of the changes in the capital budget, we should be able to absorb the costs without it being too concerning to the budget.

Mike Rylko Amphitheater: Aside from Laurie's report, Rylko Phase 1 has been off to a slow start. We have hit a slowdown from our contractors, specifically, a lag in response back to the Village on engineering/civil comments. I spoke with Laurie about it this week and we are now putting a lot of pressure on Upland/Legat/Mackey to get these responses in as the longer this takes, the less time we have outside to get the excavating done this fall. Based upon responses we received yesterday, we should have this done and returned to VBG by Monday.

Parkchester Park: We had a Parkchester Park meeting via zoom while we were at NRPA. The main considerations were about the design of the park and a slight change to the angle of the new driveway being proposed. We are a little wary of the size of the playground at this time as it does not appear to be as close to the same size as the current playground, so we are looking at options to change that.

### *Miscellaneous*

IPRA Board: The votes are in, and I will be the incoming Chair of the IPRA Board of Directors beginning this January. This will be a three year commitment (incoming Chair, Chair, past Chair). In addition, we are conducting an executive director search for IPRA. Because of time commitments, we have hired both an interim director to help with the daily operations of IPRA, and a search director who is leading up the ED search for us.

NRPA Conference: We had another great national conference last week. I would like to personally thank the board for allowing us to attend and your commitment to staff and board professional development.

Meetings & Events Attended:

IPRA Board Consultant Interviews – September 22  
Bond Call (Practice) – September 27  
NWSRA Board Meeting – September 27  
IPRA Board Meeting – September 29  
S&P Rating & Due Diligence Call – October 2  
Village Meeting (Golf Dome Liquor License) – October 3  
Parkchester Design Development Meeting – October 3  
Omni Ecosystems Tour & Meeting – October 4  
BG Days Debrief (IHC) – October 5  
Vista (Benefits) Meeting – October 5  
Village Meeting (Bison Park) – October 6  
NRPA Conference – October 9 – 13  
Parkchester 50% Design Meeting – October 11  
FOP Meeting – October 17  
CPR/AED Training – October 18



TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR  
FROM: JOHN SHORT, DIRECTOR OF BUSINESS SERVICES & HUMAN RESOURCES  
RE: OCTOBER OPERATIONS REPORT  
DATE: OCTOBER 17, 2023

**AUDIT FOR FY 2022-23:**

The audit has been filed with both Cook and Lake Counties. Thank you to Beth who had the Notice of Audit Availability published in the Daily Herald earlier in October. The Annual Comprehensive Financial Report has been submitted to GFOA for the Certificate of Award for FY 2022-23.

**NEW OPERATING ACCOUNTS WITH WINTRUST:**

John, Debbie Mills and Janet are continuing to train with Wintrust on the new banking procedures.

**IT UPDATES:**

Greg has been testing apps for Fitness Center Kiosk for Guest/Student Waivers with Carol.

Training Andy/Jerry/Kyle use of Wireless Telematics (light controls).

Replaced switch at CAC and Museum.

New Citrix server is ready, testing with a few people first before rolling out.

We are having issues with Apple VPP (apps) and sync with Meraki – investigating with Version 2.

**HR AND RISK MANAGEMENT UPDATE:**

Staff are signing off on receipt of the recently approved full-time personnel policy manual.

The Benefits Fair will be taking place on October 26<sup>th</sup>. Staff are able to talk with the various benefits vendors to help make decisions for their 2024 benefits. Open Enrollment will begin in November. We are working on filling open full-time positions. There are two openings in the Recreation Department for a Recreation Supervisor, and an opening in the Facilities Department for a Facilities Specialist.

## **Risk Management**

The updated facilities/alarm call list has been sent to all employees and other important parties (alarm company, police, fire).

There is some ambiguity whether the Park District needs insurance from leased properties from ComEd. PDRMA is offering opinions on the matter.

The mirror at the Fitness Center has been broken for the 3<sup>rd</sup> time. We will be making the size of the mirror smaller to prevent this from happening again.

## **Safety**

Jenn continues to work with the Safety Committee to prepare for the October Safety Manual Training. Jenn rode along with Jerry while the anchor points on buildings were inspected. Jenn continues to work with each department to learn more in-depth the operations.

## **Training**

On September 20 Jenn attended a training for the Parks Department with Athletico and PDRMA that covered ergonomics and best practices while using equipment. Jenn will be working on creating a snow training for parks staff to be prepared for when that first snow hits.

## **Continuing Education:**

Jenn has attended several PDRMA courses including *'Your Role as a Safety Coordinator'*, *'A Supervisors Role in Coaching Injury Prevention'*. These courses have been instrumental in gaining a further understanding of her new role. Jenn attended the Illinois School Safety Conference on October 4, a variety of speakers shared their experiences with mass shootings at both schools and in public venues. The key take away was from AJ DeAndrea, a retired Deputy Chief from Arvada, Colorado, was to be prepared for your "any given day". He stressed the importance of making sure that on your given day, you rise up and make a difference. This is a message that will be shared at future trainings to stress the importance of the why of training to let the individual determine how they can apply it to their given day.



TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR  
FROM: JOE ZIMMERMANN, DIRECTOR OF RECREATION AND FACILITIES  
RE: OPERATIONS REPORT  
DATE: OCTOBER 16, 2023

### RECREATION DIRECTOR'S REPORT

BG Days: The Park District had its in-house debrief meeting for the BG Days Committee on October 5 to discuss the event and ways that we can improve it in the future. We also discussed the final Placer.ai numbers, which were higher than in previous years from Friday through Sunday. Some of the other suggestions that were put forward included: marketing the adult activities sooner, changing some of the verbiage on the signage, adding additional help at the back-of-house, designating someone as our communication liaison, changing the lay-out of the tents, and changing some of the drink options. Erika and I will meet with the Village on October 24 to go over Placer.ai data, the financials, and the feedback from our staff.

Rec Department Updates: I am currently working with our superintendents to put together KPIs (Key Performance Indicators) for all of the department programs, events, and facilities. This will include data from 2017 to the present. The purpose will be to provide a snapshot of each area to allow our team to make more informed decisions based on data.

## RECREATION FACILITIES

### *Alcott Center*

Rentals: Elizabeth has continued booking rentals for Alcott. As we get into the colder months, many renters are becoming interested in the indoor facilities and having programs inside. Elizabeth is answering any questions regarding the rental process and assisting those wishing to rent.

### *Aquatics*

Natorium: Chuck, Diana, Jenn, Joe, and Sean met with Matt Meyers, athletic director, and Jeff Bott, associate principal, on September 27 to discuss spring facility space. We also discussed potential options for pool time during the summer.

### *Community Arts Center*

Rentals: Rentals for the Community Arts Center continue to come in. For the month of September, there was a revenue of \$13,200. Elizabeth has continued booking for 2024 and has been giving tours of the facility daily. Elizabeth has also been working on improvements for the rental process in hopes of making it easier for patrons!

Fiscal Year	May Revenue	June Revenue	July Revenue	Aug Revenue	Sept Revenue
2022-23	\$12,476	\$31,425	\$10,758	\$22,252	\$13,799
2023-24	\$16,672	\$18,963	\$15,790	\$27,646	\$13,200

### *Fitness Center*

Administration: The Fitness Center's roof construction project on the North side of the building is in its third week of the project. The project started slow due to the weather, but things are moving at a good pace now. The Village's water main project is complete, and they did not have to turn off the water at the Fitness Center as planned.

Chris, Carol, and Jenay attended the NRPA Conference October 9-13.

Chris is working with Erika, Joe, Dave, and Jerry to upgrade the chiller pumps through McDonough Mechanical Services. If they can make this upgrade, it will take a few days to replace the pumps. Dave will schedule the replacement when temperatures are consistently below 50 degrees.

The staff is also preparing for Member Appreciation Week, which will take place October 30 – November 3, offering members guest speakers, free classes, and a Halloween-themed dance party, with snacks and giveaways all week.

Group Exercise: The Fitness Center in September offered 78 classes: 60 live, six hybrid, and 12 virtual. There was a slight decrease in attendance to group exercise classes during the 4-day Labor Day Holiday. Jenay scaled back the group exercise schedule over BG Days due to previous years of lower attendance. Class participation increased during the second half of September.



Participants	September 2023	August 2023
Total #	4,529	4,676
Live #	3,869	3,872
Virtual #	660	888

Member and Guest Services: The *Fall Into Fitness* promotion started mid-August and brought 129 new members to the facility. Last year's promo brought in 140 new members.

Carol and Greg are getting closer to having the membership registration, and guest waiver forms set up on iPads for guests and members to complete. Using iPads will allow for a cleaner process and reduce informational errors.

Billing was on September 8. There were 85 declines, some of which were expired credit cards. The billing revenue increased \$3,846.82 from August to September. However, this does not include the amount the Fitness Center received after billing for the declined payments.

Personal Training: In September, Debra had \$13,517 in training sales, and her team performed 430 personal training sessions and 75 reformer trainings. Debra welcomed back the Stevenson High School Transition Students. There were 14 students in attendance who worked out with a trainer for one hour. The group will be coming once a month, and Debra has overseen this program for roughly five years.

Top Memberships & Passes at the Fitness Center: (Last two months)

Membership Type	August 2023	September 2023
Adult	726	742
Add-On	666	671
Senior	735	736
All Corporate	275	281
Veterans/HMHB	9	7
Annual Add-On	13	13
Annual Senior	23	23
Annual Adult	13	13
Student Passes	413	191

Total Memberships at the Fitness Center: (Last two months)

	August 2023	September 2023
Total Memberships <i>(Includes Freezes)</i>	2,799	2,845

September 2023 Summation:

- Active Members: 2,722
- Membership Visits: 20,275
- Personal Training Sessions: 430
- Reformer Sessions: 75
- Group Fitness Attendance: 4,529
- New Memberships: 95
- Cancellations: 74
  - Financial: 5
  - Home Equipment: 5
  - Different Club: 7
  - Medical: 8
  - Infrequent Use: 15
  - Relocation: 16
  - Other: 18

September 2022 Summation:

- Active Members: 2,091
- Membership Visits: 16,544
- Personal Training Sessions: 230
- Reformer Sessions: 58
- Group Fitness Attendance: 3,587
- New Memberships: 91
- Cancellations: 65
  - Financial: 4
  - Relocation: 12
  - Different Club: 7
  - Medical: 8
  - Infrequent Use: 17
  - Other: 17

### *Golf Dome*

Staff: Jimmy is finalizing his staffing for the upcoming season, and his staff training will be the week of October 23. The training will include a deep cleaning so the facility will look its best when it opens on November 8

### *Raupp Museum, Educational Gardens, and Nature Classroom*

American Farmer Exhibit Extended: *The American Farmer* photography exhibit coming to the museum in November will now have its run extended by six weeks at no additional cost.

Lower Gallery Improvements: The Lower Gallery has a new track lighting system and noise-reducing insulation on the ceiling, which should make a big difference for both exhibits and programming going forward. Debbie and Marina are excited to test the new lighting on the upcoming traveling exhibit.

Museum Attendance: Total museum attendance for September was 155 people.

Museum Exhibits: Marina updated two exhibits in the Main Gallery. The first exhibit features different kitchen technology (pictured on the left). The second exhibit highlights Buffalo Grove clubs and organizations and was updated to feature more background on the Wheeling - Buffalo Grove Nurse's Club in the 1960s and 1970s. The temporary exhibit, *The Art of Kalamkari*, finished on September 29 and was well received by the public (pictured on the right). The Museum's online exhibit/collections database site had 102 visitors who looked at 547 pages in September. The average visitor spent about 2 minutes on the site and looked at five pages.



Nature Classroom: Public hours have ended during weekdays, but the Nature Classroom has been open on Sundays through September. Attendance at the Nature Classroom has been averaging about 10-12 visitors on Sundays during the Farmer's Market. Museum staff added new plantings to the planters, adding fall color that will last through November.

### *Revenue Add-ons*

Birthday Parties: Carol has had eight parties this month and has six more booked in October. She also has booked 18 additional parties before the end of the year. For the month of September, birthday parties had a revenue of \$4,639.

Fiscal Year	May Revenue	June Revenue	July Revenue	Aug Revenue	Sept Revenue
2022-23	\$2,035	\$1,330	\$1,655	\$915	\$3,081
2023-24	\$4,720	\$2,603	\$3,925	\$4,471	\$4,639

Dog Park: Dog Park Passes have generated \$7,127 in revenue for 2023-2024, with 247 annual passes sold through the end of September. At the end of September 2022, we had sold 310 annual passes with revenue of \$8,511.

Outdoor Rentals In August, Jimmy had 40 outdoor shelter rentals. Jimmy had an increase of \$676.75 for August 2023 compared to August 2022.

August Revenue 2022	August Revenue 2023	Difference
\$3,270.75	\$3,947.50	\$676.75

## RECREATION PROGRAMMING

### *Adult Programming*

Drawing & Painting: The first fall session began on Tuesday, September 19. There are 70 participants in the five classes offered, with all of them being full. The fall second fall session will begin on Tuesday, November 7. There are only a few spaces still available.

Learn to Play Mah Jongg: The second session began on Friday, October 6. It has nine people registered. Due to the success of the beginner class, Megan added an intermediate level for those students. There are nine people registered for the new class beginning on Friday, October 13.

Pickleball: Jimmy's adult Pickleball program started Wednesday, October 4, and Thursday, October 5. The fall session is full, with 24 participants each.

Seniors: On September 13, Megan hosted the "*Here's Autumn*" party. There were 16 people in attendance. Daniel Rausch entertained everyone with his wide variety of music. He also provided everyone with background information and stories about many of the songs he sang. Lunch was catered by Nino's. Those in attendance enjoyed chicken parmesan, mostaccioli, and salad for lunch.

Softball: Fall softball is nearing the end of the season. The Tuesday league is scheduled to have playoffs and the championship game on October 10, while the Monday league will do the same on October 16. The Monday league was extended one week due to a weather cancellation

### *Aquatics*

Staff Training: Staff trained on Thursday, October 5, and Sunday, October 22. Topics covered include first aid, CPR, emergency action plans (EAPs), and Fitness Center specific procedures. Jenn hired one new lifeguard.

Swim Lessons: Sunday Fitness Center group and private lessons will end on Sunday, November 5. There will be a mini-session of swim lessons beginning on November 12 and ending on December 17.

Swim Team: Hurricanes started practicing on September 26, and the Cyclones on October 2. Sean and Kristen (Head Coach) attended the Northern Illinois Swim Conference meeting on September 27, where the teams reviewed the conference bylaws and established expectations for the upcoming season. Sean and Kristen also implemented a new monthly newsletter, which will be distributed to all families through email and will also be posted on the team website. The newsletters will inform parents about what skills swimmers have been focusing on during practice, provide important team updates, remind parents of important dates, and more. On October 13, there is a team bonding night with swimmers and coaches at the CAC. Attendees will participate in team-building activities while getting to know their coaches better. The Hurricanes and Cyclones will have an in-house practice meet on October 21 to walk through an entire meet from start to finish, reviewing expectations, etiquette, and responsibilities of swimmers, coaches, and parents. Following that meet, Sean and the coaches will review the results and participate in a staff bonding activity. Hurricanes swimmers will participate in their first swim meet when they visit the Arlington Heights Muskies on November 4.

### *Camps*

General Day Camps: Summer 2024 planning is underway! Conversations with the school districts have started to discuss which locations they are able to use next summer. Another teenage camp program will be starting this summer. EXTREME Teen will hopefully attract more of the children in that age group.

### *Clubhouse*

Administration: The first round of payments for Clubhouse was processed on September 29, with only 23 declines. Amanda hired three new staff during September and is still looking to hire more to work the morning shifts. Clubhouse has partnered with District 102 again this school year to introduce therapy dog visits. They certified 13 staff members as therapy dog teams through the national organization Alliance of Therapy Dogs. The goal for the dog teams is to bring joy to the school district and community through dog visits. Visits will begin in October.

Registration: Clubhouse currently has 732 participants enrolled and Amanda has cleared all waitlists.

Schedules: Clubhouse hosted its first field trip on September 25 to Enchanted Castle with 215 participants in attendance (pictures below). They are hosting multiple field trips during the month of October. The location and enrollment numbers are listed below.



	October 5	October 6	October 9	October 16
<b>District</b>	District 96	District 96	All Districts	District 21
<b>Location</b>	Wilderness Falls	Painted Penguin	Bowlero	Painted Penguin
<b>Enrolment</b>	119 Participants	116 Participants	179 Participants	36 Participants

### *Dance*

Dance Academy: Fall registration is closed. The final fall numbers are in the table below. The academy numbers are up by 117%, and the adults are up by 156%. The Academy now has more registrations than we ended with last season; 30% of the academy students take more than one dance class. The total number of registrations, including all company registrations' is at 732, up 106% from 692 last fall.

#### Early Childhood classes

Season	As of mid-August	As of start date	Final at end of year
Pre COVID (average)	-	-	134
2020 - 2021			25
2021 - 2022	55	74	93
2022 - 2023	71	111	121
2023 - 2024	79	93	TBD

#### Youth Academy classes

Season	As of mid-August	As of start date	Final at end of year
Pre COVID (average)	-	-	108
2020 - 2021	-	-	25
2021 - 2022	59	93	108
2022 - 2023	76	117	135
2023 - 2024	100	137	TBD

Adult classes

Season	As of mid-August	As of start date	Final at end of year
Pre COVID (average)	-	-	18
2020 - 2021	-	-	6
2021 - 2022	13	22	25
2022 - 2023	11	34	37
2023 - 2024	18	53	TBD

Dance Company: Aly set up an outdoor photo shoot for all company dancers. Dancers had the choice of group and individual photos. Aly ordered dance company costumes. Many have arrived and are in the process of being sorted. The company will be performing select routines at Hawthorne Mall in December.

Season	Total dancers on company	Total registrations
Pre-COVID (average)	55	-
2020 - 2021	52	-
2021 - 2022	45	344
2022 - 2023	57	430
2023 - 2024	64	452

Winter Dance Performance: The final cast includes 47 dancers and a record number of 8 on-stage parent volunteers.

*Musical Arts*

BG Singers: The BG Singers presented their 28th annual production of *Kaleidoscope*, over the weekend of September 28 - 30 at the Community Arts Center. The choir was thrilled to return to the stage after a four-year hiatus! The performances were extremely well-received by the audiences, earning three enthusiastic standing ovations. A total of 891 tickets were sold for the production; this is somewhat down from the last time the Singers performed (1073 tickets sold for the 2019 production), but the team believes this was a positive first step in bringing the BG Singers back to Buffalo Grove.

Lindsay would like to thank Commissioner Wallace for volunteering to take and edit production photos for the choir. The entire production team and choir have expressed their sincere gratitude.

Finally, Lindsay would like to congratulate Linda Rosen, Cathy Novak, and their team on their incredible efforts on behalf of the *Uke Can Do It!* campaign. This fundraising effort to support the Ukulele Kids Club raised over \$30,000 and brought the community together. Many congrats!

Crescendo Show Choir: Auditions for the Crescendo Show Choir were held on Tuesday, September 19. Lindsay and the Crescendo director, Kara Spector, were delighted to welcome 25 performers in grades 5 - 10 to join the choir. Rehearsals began on Tuesday, September 26. The choir will rehearse one to two times per week in anticipation of their winter showcase on Wednesday, December 6.

The theme of this year's concert will be *Steal the Show!*, a variety of music from jukebox musicals. These are musicals that are based on music from contemporary pop, rock, or oldies. Some examples include *Mamma Mia* (ABBA), *Jersey Boys* (Frankie Valli & the Four Seasons), *Jagged Little Pill* (Alanis Morissette), and *Moulin Rouge* (various artists). This expansive theme provides a wide variety of music to choose from to highlight the young performers.

Encore!: Encore! is looking forward to returning to performing for the first time since 2019! Lindsay has begun meeting with the Encore! Coordinator, Bruce Bohrer, to firm up details for the upcoming holiday shows. At this point, nine holiday shows have been booked for November and December. The group is very excited to bring their very special holiday show back!

Piano Lessons: Piano lessons continue to thrive at the CAC under the instruction of Nanci Karlin. Lessons are currently at capacity, and a waitlist is active. A winter recital is planned for Tuesday, January 23, at the Community Arts Center.

*Preschool*

Administration: Keri has been using Constant Contact for bimonthly parent newsletters, Music Program emails, Health Notifications, and Staffing Updates. The newsletters have averaged 85% open rates out of the 306 recipients. Keri also hired two substitutes and is in the process of hiring a third candidate. Keri attended an event led by NWSRA, which outlined the process, paperwork, and goals of inclusion for participants with disabilities.

Highlights: Preschool welcomed 192 students for the 2023-24 school year. Teachers spent the first month modeling routines, expectations, and providing get-to-know-you activities for their children. Teachers have been calling parents to share how children have been doing in class and to answer any questions. The three and four-year-old preschoolers have been attending the music program, which began on September 18. Lunch and enrichment classes began the week of October 2.



Registration: As of 10/9/23:

	# of children enrolled	# of total possible enrollments
Two Year Old Preschool	41 *	40
Pre-Threes Preschool	21	24
Three Year Old Preschool	61 **	80
Four Year Old Preschool	69***	80



\*The two year old program typically takes ten children/class. One class this year has 11 children due to a registration oversight.

\*\*Of the participants in Three Year Old preschool, 65% attend on Mon/Wed/Fri, 22% attend on Tue/Thu, and 13% attend Monday through Friday.

\*\*\*Of the participants in the Four Year Old Preschool program, 53% attend on Mon/Wed/Fri, 26% attend on Tue/Thu, and 21% attend Monday through Friday.

### *Productions*

Summer Musical: Lindsay is in the process of applying for various production titles for the 2024 summer musical. She is hoping to have the title and production team solidified by December.

2023 - 24 Children's Theater Season: The 47-member cast of *Mean Girls, Jr.* is now rehearsing three days per week to prepare for their upcoming performance in November. A cast ticket pre-sale launched on Wednesday, October 4, and a total of 477 tickets have sold. Tickets will go on sale to the public on Wednesday, October 11.

Performances will be held on Thursday, November 16 (Understudy Performance) at 7:30 pm, Friday, November 17 at 7:30 pm, Saturday, November 18 at 2 pm, and Sunday, November 19 at 3 pm.

Lindsay has received licensing confirmation to produce *Grease: School Edition* for the winter 2024 teen production. She is in the process of finalizing production staff positions, and is very excited to bring this classic musical to the CAC stage!

### *Special Events*

Enchanted Night at the Museum: Enchanted Night at the Museum will be held on Wednesday, October 25, from 5 – 8 pm at the Raupp Museum. So far, 39 children have signed up for the event. Debbie Fandrei and Marina Mayne have a true story of a farmer who buried their money, and the kids have to solve puzzles in order to find the missing money. There will be cookies and refreshments in the basement of the Museum.

Fall Craft Fair: There are currently 62 vendors, the most we have ever had at this event. Dance company parents are signed up to volunteer for set up, work during the event, and donate concessions. This year, Aly set up an Amazon wish list so parents could send candy directly to us without needing to go to the store. The event is on Saturday, October 22, from 10 am - 3 pm at the Community Arts Center.

Huck Finn Fishing Derby: The Huck Finn Fishing Derby was held on Friday, September 22, from 5 – 7 pm at Reiner Park. There were 85 children in attendance. The winners of the largest fish caught an 18-inch bass, and the most unique catch was a 12-pound snapping turtle. The Chicagoland Muskie Hunters were a huge help and brought giveaways at the event.

Trick or Treat Trail: The Trick or Treat Trail will be held on Friday, October 20, from 5 – 7 pm at the Community Arts Center. The event has returned to a non-registration required event. The event will include candy, games, and a performance featuring Istavan & His Imaginary Band.

## *Youth Programs*

Chess Club: Fall chess sessions started on September 11. Chuck and TJ met with the instructor to simplify his billing process by changing the late registration sign-up. TJ thinks the changes will make billing at the end of each session much quicker.

Computer Explorers: Computer Explorers' first fall class, Coding Basics, started on September 19. Their Robot Engineers class is at capacity. The instructor is working to offer a second class. Computer Explorers is a popular contractor with the Park District.

Cricket: The Park District's first cricket class ended on October 2. TJ will send out a survey. The instructor was pleased with the program and is excited to grow the program next year.

Flag Football: Flag football is at the midpoint of the season. TJ is hearing good feedback on the new referees. The players enjoy playing under the lights at Rylko Park. The last day for games is October 28. All players will receive a trophy for the season. TJ will host a coaches' meeting after the season.

Friendship Café: This program has 164 children who stay to eat lunch and then have a variety of learning activities to do while meeting new friends. That is a 28% increase in enrollment from the spring 2023 session.



Full STEM Ahead: This science-based class is full with 16 participants and does a variety of activities involving science and math concepts.

Gymnastics: Fall session one began on September 9. Session two begins November 1. All four gymnastics classes are full.

Hot Shot Sports: Hot Shot Sports is running weekly. Due to nightfall starting earlier, outdoor classes were relocated to the Rylko softball fields so that they could use the lights. An indoor class location was secured at Kildeer Countryside Elementary School. Kildeer will be utilized during the end of the fall session, the entire winter session, and the beginning of the spring session until the weather warms up again.

House League Basketball: House League Basketball registration is underway. So far, there are 290 children registered.

Karate: Fall Karate began on September 6. Fall registration is now closed per the contractor.

Magic Class: The next class is on October 18. We have 22 participants signed up for Magic Class, with room for 13 more participants.

Rock 'N' Kids: Rock 'N' Kids added a third class to their fall offerings. Tot Rock has 15 children registered out of a possible 16 spots. Kid Rock has 15 children out of 16 spots. The new class, Kid Rock III, has 8 children out of 16 spots.

## RECREATION PROFESSIONAL DEVELOPMENT, CONTINUED EDUCATION, & DISTRICT COMMITTEES

### *BG Days*

Food Vendors: Amanda sent out a survey to gather feedback from the food vendors. Overall, food vendors seem to be satisfied with the event. Preparations for the 2024 festival will begin in February.

### *Professional Development*

IPRA FM Section: Jenn attended a Facility Management Workshop through IPRA on October 6, speaking on the panel for Aquatics, *It's Not That Scary*. She also joined a session on creative training ideas.

### *Social Committee*

Future Events: The Social Committee is meeting on October 3 to plan fall social events.



TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR  
FROM: TIM HOWE, DIRECTOR OF PARKS AND PLANNING  
SUBJECT: OCTOBER OPERATIONAL REPORT  
DATE: OCTOBER 17, 2023

### **SUPERINTENDENT OF PARKS' REPORT**

Personnel: This month has been an exciting one for personnel. First, there was the addition of a new part-time employee, Sean Johnson. Sean comes from the Skokie Park District and was on the Horticulture Crew there this summer. He will be working with Jose and Esteban on the Beautification Crew and is an IMRF employee. Steve Houde also retired this month on September 29 after an incredible 37 year career in the Parks Department. With Steve's retirement, Dani was able to add another full-time employee to the Athletics Crew, Connor McWard. Connor was a seasonal employee this summer in the department and made a lasting impression. He worked with all four crews this summer, gaining exposure to all Grounds responsibilities. Dani is excited to bring him on full-time. And finally, the Athletics Crew needed a new foreman. Interviews were conducted, and Matt Raupp has been promoted! He is excited to lead his crew and has some great ideas for further development.

Continuing Education: Tim, Dani, and the Land Management Crew took a field trip this month to Chicago to visit a company called Omni Ecosystems. The company has a proprietary product to help plants thrive in urban and suburban settings through indoor environments and on rooftops. Land Management has had a strong focus on turning problem areas or underutilized parts of Buffalo Grove to natural areas that can benefit the environment. Omni Ecosystems showed the staff new ways to continue this mission.

Training: On October 6, PDRMA hosted an Athletico training for the staff of the Parks Department. The training focused on ergonomics and how staff can keep their body safe while performing maintenance type of work. The consultant discussed how injuries occur, best practices to prevent injuries, and demonstrated several stretches the staff can do to take care of themselves. She also witnessed staff performing some of their basic duties and provided feedback to fix any potential issues. With budget season, just around the corner, Dani held a training for the Grounds staff on invoices, each of the line items, and Capital planning. Dani reviewed the current status of each line item, showed the staff how to track expenses, and communicated the remaining money for the fiscal year. Dani also did a quick demo of Incode to show the staff how they can access the information independently and to empower the staff to make decisions for their crews. The training was well received and helped the crews understand the basics of budgeting in the Parks Department.

## ATHLETICS CREW

Athletic Fields and Courts: The Athletics Crew of Matt Raupp, Mark Bajno, and Joe Jagiello and Connor McWard dragged and weed sprayed all of the ball diamonds throughout the month. Fall baseball games have been on-going at Emmerich and Willow Stream as well as softball games at Rylko. The Athletics Crew added baseball field mix to Willow Stream North and South, Woodland, Jay Jones, Mill Creek and Kilmer, and they mixed in turf ace with the ball field mix. Post season baseball field inspections were completed, and plans for repairs were made. The Athletics Crew also mowed athletic fields at Rylko, Willow Stream, and Emmerich throughout the month to help with the fast-growing grass. Field re-striping has been on-going at Willow Stream, Rylko, Emmerich, Veterans, and Woodland for fall soccer, football, and baseball. The Athletics Crew attended two autonomous line painter demos this month. The first one was through Traqology which was done at Veterans Park. The Athletics Crew then visited Waukegan Park District to watch a demonstration on their Turf Tank. The Crew hopes to invest in a product like these to simplify line striping tasks and budget planning is underway. Athletic turf aeration, seeding, and fertilization were done at Kilmer, Bison, Emmerich, and Willow Stream Parks, and Mark and Connor aerated, seeded, and fertilized the volleyball courts in the grass at Kilmer Park. Court surface repairs were completed at the Emmerich tennis courts and Windsor Ridge basketball court with a new product. Dani is hoping the new product will last longer and prevent additional cracks from forming.

Continuing Education: The Athletics Crew received some laser grade training from Traqology this month and practiced with the ball field at Veterans Park. The Athletics Crew attended a Field Day on September 25th at Wrigley Field which was organized by Conserv FS.

Event Preparation: All items brought to Buffalo Grove Days were returned promptly for storage. The Crew loaded the trailer up with pop-up tents, tables, chairs, supply bins, pallets of leftover beverages, amongst many other things and returned them to Drazner Park, the Community Arts Center, Emmerich, Willow Stream, and Alcott.

Park Amenities: The Crew has continued doing weekly garbage collection, and Connor trained the new part-time employee, Sean, on the location of all agency parks and how to operate the garbage truck. Mark re-painted the parking lot lines at the Museum and the Crew has repaired basketball, tennis, and volleyball nets throughout the month. The Athletics Crew also cleaned out and re-organized the seed room at Emmerich, including the pipe and fence post rack.

## BEAUTIFICATION CREW

Mowing: The Beautification Crew, Jose Soto and Esteban Gomez, have continued to help the Turf Crew with mowing on a weekly basis. With the excessive rain, minimal staff, and fall sports, mowing has been a main focus.

Landscaping: Jose and Esteban have continued the mulching efforts this month with tree beds formed at Prairie, Rolling Hill North, and Aptakisic.

Tree Work: Tree work has been the other main focus for the Beautification Crew this month. Jose and Esteban planted a memorial tree at the CAC for a member of the BG Singers who passed, planted a tree for the Garden Club at Alcott, and put together many posts for plaques for upcoming plantings. Staff who have hit the amazing milestone of 25 years will have a tree planted in their honor in the

upcoming weeks. Jose and Esteban also removed some loose branches at Longfellow and raised up two Willow Trees by the Willow Stream Pool.

Training: The new part-time employee, Sean, started this month and has been working alongside Jose to learn the job responsibilities and equipment of the Beautification Crew.

## LAND MANAGEMENT CREW

Playground Maintenance: The Land Management Crew: Dan Anderson, Nick Cozzi, and Karsten Ziemann completed routine clean up and High Frequency Playground Inspections at all of the playgrounds. Dan and Nick completed the September playground safety inspections at all of the playgrounds and logged them into MainTrac. Dan and Nick completed playground rubber surface repairs at Bicentennial, Childrens, Rick Drazner, and Willow Steam South Parks. The Land Management Crew also removed wood chips from the old playground location at Prairie Grove Park and repurposed them at Mike Rylko Park.

Natural Areas: The Land Management Crew assisted Jeff Weiss with a seed collecting event at Mike Rylko and Willow Stream Parks along with the freshman biology classes from BGHS. Karsten picked up native trees from St. Aubin nursery for the Reiner Park Arboretum and created new beds. Karsten continued to spray herbicide on invasive brush at the Mike Rylko Park natural areas. The Land Management Crew is continuing to expand green infrastructure in the District by converting more turf grass into native plant beds/prairies. The new locations are: the two Candlewood Detention areas near the dog park, the Mike Rylko Park detention next to the Fitness Center employee parking, the Willow Stream Park prairie along the bike path and across the creek on the Wellington Park side, and the Rick Drazner parking lot native plant swale.

Irrigation: Nick ran irrigation at the flower beds and sports fields in the parks and fixed issues as necessary.

Amenities: The Land Management Crew lowered and raised the Park District flags when required. After a second coat of paint was applied, Dan completed the restoration of the concrete benches and installed them at the Reiner Park Butterfly Garden. Dan also replaced broken bench boards at Apple Hill Park.

Miscellaneous Help: Nick and Karsten removed old printers from the CAC and the Fitness Center and moved them to the Rick Drazner Park garage. Dan and Karsten cut down and removed a dead maple tree from Reiner Park near the arboretum.

## TURF CREW

Mowing: The Turf Crew, Rosendo Soto and Tom Hoffman, have been keeping up with the routine turf maintenance at Alcott, Emmerich, the Raupp Museum, Happy Tails Dog Park, Willow Stream, and Rylko Parks. Upon request, Rosendo and Tom have also helped with double cutting the athletic fields for fall sports. They also do a fantastic job at cleaning the mowers and various equipment on a daily basis.

Miscellaneous Help: Tom also assisted Nick and Karsten with the annual seed gathering event with the Buffalo Grove High School students.

## FLEET MANAGEMENT

Preventative Maintenance: Tony Vraniak is in a constant state of evaluating all equipment that is being currently used. He works directly with the staff to observe use of the equipment, gain feedback, and perform on-the-spot maintenance. This also includes inspection and preparations to snow removal equipment and a multitude of main oil changes and inspections.

Demos: Tony had budgeted for a new brush chipper this fiscal year. Prior to purchase, he secured a demonstration from the manufacturer and invited all crews who would use the machine. Staff did a fantastic job asking questions and inquiring about safety concerns, all of which were addressed. Tony and Dani plan to proceed with the order/purchase in the upcoming weeks.

Repairs: Repairs are ongoing with diagnosis on the wide area mower 580D. Tony has tried adding an additive to the fuel system to clean out any clogged or dirty fuel injectors. So far there has been a noticeable difference and he is continuing to monitor its progress. ZTR repairs and maintenance was normal with cleaning and inspecting pulleys belts and idlers. One mower needed an idler pulley and was quickly replaced as parts were stocked in-house and assembled.

## FACILITIES

General: Jerry and the Facilities Crews have been keeping up with the regular building maintenance and completing work orders as assigned.

Willow Stream Pools and Spray & Play: The aquatic facilities have been shut down for the season, and the pool equipment has been winterized. Pool covers have been installed and the sun shade canopies have been removed and stored for winter.

Raupp Museum: The acoustic ceiling spray-on insulation was applied at the Museum and new June track lighting has been installed. Liftomatic Elevator inspected the elevator and scheduled Category and FAID testing for later this month.

Fitness Center: Prate Roofing is working on the new roof at the Fitness Center. They expect it to take another two weeks. Jerry received quotes from McDonough Mechanical for new chiller pumps and sent them to Erika for approval. Lead time for the pumps is still unknown at this time. Dave and Felix are working on a few projects for Chris Eckert.

Community Arts Center: Midwest Mechanical conducted troubleshooting at the CAC and corrected all the software issues, and Liftomatic Elevator inspected the wheelchair lift in the sound booth. The Facilities staff also installed a new LED mirror in the main women's bathroom. Jerry plans to attend the monthly facility inspections for the CAC and Fitness Center.

Alcott: This has been a busy month at Alcott. The Facilities staff renovated and reconstructed Scott's new office and Raincoat Roofing completed warranty roof repairs. There was another power outage on Wednesday 10/4 that once again affected the LED lights in the building. As a result, 126 LED drivers had to be replaced. Tim and Jerry held a Zoom meeting with ComEd the next day to discuss power supply issues as this is becoming an expensive problem. More meetings with ComEd are to follow and damage claims were submitted to ComEd for the power outage damage.

Golf Dome: On 10/3, Laurie H. and Jerry held a storefront door pre-installation meeting with DeKalb Glazing, Tee Jay Services, and FSS Technologies. The project is expected to begin on Monday, October 23.





TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR  
FROM: LAURIE HOFFMAN, PLANNING AND DEVELOPMENT MANAGER  
SUBJECT: OCTOBER OPERATIONAL REPORT  
DATE: OCTOBER 17, 2023

## PLANNING AND DEVELOPMENT

**General:** Staff attended a webinar reviewing the new Amplifund online reporting website that IDNR is looking to utilize moving forward. Laurie Hoffman is still waiting for access to the Amplifund site, in the interim reporting will still be submitted via email.

Planning for FY 24-25 budgetary items has begun, and Laurie met with BHFX, AIA Contract Documents and Precision Point over the past few weeks to gain pricing information.

- Precision Point is a 3D Laser Scanning company that would be able to provide the Park District with as-built quality computer models to assist in future facilities planning.
- BHFX is a local printer that we have a good working relationship with. They have a digital database service that is utilized by other local park districts to provide an alternative to maintaining paper copies.
- AIA Contract Documents is an online platform that houses contracts and forms that are recognized as industry standard documents for architects, contractors, engineers, attorneys, owners and all other parties involved in a construction project.

**Alcott Center:** An RFP was issued to do an electrical study on the Alcott Center in the hopes of finding a solution to prevent future brown-outs. Laurie and Jerry Kolodziej will be meeting with Wold Architects and Engineers on Friday 10/20 to discuss further.

Meeting planned with staff the week of 10/23 to discuss new casework and layout for the Copy Room.

**Emmerich:** The FY 23-24 budget had a line item reserved for replacing the existing cedar siding and (7) windows at the Dale Ducommun Parks Facility. Laurie has been working on creating updated elevations and a scope of work description to issue to contractors for Proposals. Per conversations with the Village, the project will only require an architectural review from the planning and zoning board, not a full plan review. Laurie has started gathering product samples to provide as part of that architectural review.

Willow Stream Pool: Laurie met with Jerry Kolodziej and Clint Poynor to discuss issues with current concrete around pool deck.

## **CAPITAL PROJECTS**

Fitness Center Roof Replacement: Smaller upper roof area has been completed. Laurie met with Prate roofing on 10/17 to select color for replacement metal gutter and downspout. Installation of new roof ladder expected next week.

Golf Dome Storefront Replacement: Installation expected to start week of 10/23. Laurie and Jerry Kolodziej had a meeting on 10/3 with all parties to make sure everyone was on the same page. Facilities staff will be assisting in the drywall removal and repair around the doors.

### Mike Rylko Park:

Amphitheater and Event Shelter: Boller is moving forward with submittals for the project. Laurie met with Legat on Friday 10/13 to discuss exterior finish selections. Upland and the rest of the Design Team are still working through permit comments received. Start date for construction still pending release of permit from the Village.

Inline Rink and Nature Classroom: Punch list items are still outstanding. This is the same contractor working on Prairie Grove, and it has been difficult getting them to commit to a schedule. Laurie and Gewalt Hamilton have been in communication with the contractor to finalize the last items that need to be cleaned up.

Splash Pad: Bid delayed. We are waiting for an updated proposal for Upland for additional services associated with splitting the project from the Amphitheater.

Prairie Grove Park: Quarterly performance report was issued to the grant coordinator. Project has been delayed significantly due to weather and lack of urgency on the part of the contractor. Revised construction schedule puts completion just after Thanksgiving. There is a concern with weather impacting the installation of the playground flooring. Laurie is in contact with the contractor to try and keep the project moving forward. Asphalt installation along the trails has been completed. Laurie is working with Marina Mayne and Debbie Fandrei on a Farm Themed educational sign to be installed at the park.

Parkchester Park: Plan Review application was submitted to Planning and Zoning on 10/16. Project is currently at 50% Design completion. We are working through layout specifics with Upland.

Route 83 Bridge: The painting has been completed.

Willow Stream Parking Lot: After receiving over an inch of rainfall from 10/14 – 10/15, the new water detention area that has been installed along Old Checker performed as intended. There was minimal ponding water at the construction site following the storms that came through the area. American Grading completed installing new underground storm piping and associated structures. As of 10/17 excavation activities on the site have been completed. Abbey Paving will start pouring the

remaining concrete curbs on Monday 10/23 (weather permitting). Once the curbs are complete, the asphalt will be installed. Weather permitting this project is on schedule to be completed on time in November.

## PROFESSIONAL DEVELOPMENT / CONTINUING EDUCATION

Laurie Hoffman prior to joining the Park District had been participating in the Chicago Women in Architecture Ladders to Leadership Program. The program concluded with a graduation ceremony on September 29.

On Wednesday October 11, Laurie was able to attend the annual Chicago Build Expo at McCormick Place. The free Expo highlighted multiple panel discussions following Facility Management, Technology, Design Trends, and Sustainability.



MEMO TO: PARK BOARD OF COMMISSIONERS  
ERIKA STROJINC, EXECUTIVE DIRECTOR  
FROM: MIKE TERSON, SUPERINTENDENT OF COMMUNICATIONS AND MARKETING  
SUBJECT: OPERATIONAL REPORT  
DATE: OCTOBER 17, 2023

---

Brochure: The winter book has been printed and delivered. Production on the spring book has begun, and the content proof will be released to staff on October 30. Production of the Camp brochure is also underway. The proof will be sent to staff by the end of the month.

Fitness Center: Jennifer completed the Fitness Center winter brochure and uploaded it to the website, and created graphics to promote across all digital media.

Jennifer completed all graphic designs of print and digital media for Member Appreciation Week, which included posters, flyers, floor stand signs, TV screens, and website.

The Meet the Trainer video series continued with personal trainer Andy. The video was uploaded to the website and fitness floor TV above the help desk, and was shared on social media.

Jennifer uploaded the new fitness equipment video to the website and shared it on social media.

Jennifer completed the graphics for the Mixed Up Turkey Triathlon, including a flyer, floor stand sign, wall poster, TV screen, website slider, and social media.

Jennifer designed the graphics for the Friday to Black Friday Sale on training packages that will run November 3 - 24. This sale will be promoted via geofencing by J Miller Marketing beginning November 1.

Jennifer continues to manage the weekly Constant Contact email blasts for the Fitness Center. Email marketing included: September 26 - Special notice announcing that the water at the Fitness Center will not be turned off during the water main replacement at Mike Rylko Community Park on September 27. September 29 - Sweatiquette: Free Weight Etiquette, reminder that training packages are set to expire, members and staff enjoyed an outing together (shearing alpacas), group exercise links to the online reservation system, the group exercise schedule, lap pool reservations, the aquatics classes schedule, the gymnasium schedule, pickleball rules and reservations, enjoy the convenience of the Fitness Center app, and the fall Fitness Center program guide is online. October 13 - Member Appreciation Week is October 30 - November 4, Mixed Up Turkey Triathlon, 2 new instructors hired to teach adult swim lessons, Sweatiquette: cold and flu season are upon us - remember to wipe down the equipment before and after each use, training packages are set to expire, group exercise links to the online reservation system, the group exercise schedule, lap pool reservations, the aquatics classes schedule, the gymnasium schedule, pickleball rules and reservations, enjoy the convenience of the

Fitness Center app, and the fall Fitness Center program guide is online. There are currently 7,494 subscribers to the Fitness Center's News and Updates e-newsletter (+69 from last month).

Pictures: I took pictures of Preschool, Youth Volleyball, Gymnastics and Tumbling, seniors playing cards, and the Huck Finn Fishing Derby. Wendy took pictures of the Preschool music class, and the Huck Finn Fishing Derby.

Video: Nic created another two Meet the Trainer videos (Henry and Courtney). He also took footage of the Fishing Derby and created videos highlighting our upcoming Halloween events and the Arts and Crafts fair.

Donations: Raffle prize donations were sent to St. James School for their fundraiser event.

Email Newsletter: Jennifer completed the layout and content for the following Park Post email newsletters: September 22 - BG Singers concerts, winter coat drive, Trick or Treat Trail, Arts and Crafts Fair, Enchanted Night at the Museum, Howl-O-Ween Canine Costume Contest, A Broadway Love Story, Experience Diwali: A Festival of Lights, and Registration Is Open for fall programs. October 6 - Trick or Treat Trail, Arts and Crafts Fair, Enchanted Night at the Museum, Howl-O-Ween Canine Costume Contest, A Broadway Love Story, Experience Diwali: A Festival of Lights, winter coat drive, and fall registration. October 9 - Trick or Treat Trail Correction - The age of participants for the event was incorrectly listed as 12 years and up, when it should have been listed as 12 years and under. There are currently 5,488 subscribers to the newsletter (-35 from last month).

TV Screens: Wendy created graphics for the TV screens for Canine Costume Contest, Enchanted Night at the Museum, Veterans Day Celebration, Golf Dome opening, Museum fall school's out programs, Mean Girls, Jr. tickets, and Raupp Museum Turkey Time program.

Display Case: Wendy created new displays for the Alcott Center lobby that promoted the Canine Costume Contest, and A Broadway Love Story.

Meetings: I attended the College of Lake County Southlake Campus advisory board meeting on September 21, and the P.R. Council of Lake County meeting on October 5.

Design: I designed an ad for the SLSF Gala program booklet as part of our sponsorship of the event, an entrance poster for Mean Girls, Jr at the Community Arts Center, and a concessions TV screen for the BG Singers concerts. I also updated the hours and fees sign behind the counter at the Golf Dome, and the signs outside the staff offices in room 22 and the human resources offices. Jennifer updated and printed a new holiday hours poster for the Golf Dome.

Projects: I wrote an ordinance proposal to address people bringing portable lighting into parks at night, and new folders were ordered for the Alcott Center and the Community Arts Center.

Sponsorship: Wendy signed a new sponsorship agreement with The Goddard School (\$500). Wendy finished the third quarter with \$22,750 in sales.

New Resident Welcome Packets: Wendy mailed 54 welcome packets to new residents that moved into Buffalo Grove in September.

Community Calendars: Wendy posted A Broadway Love Story to the Village, Daily Herald, and Patch events calendars.

Website: Mike created new home page sliders for Trick or Treat Trail, Arts and Crafts Fair, and Howl-O-Ween Canine Costume Contest. Internal pages that were updated include BG Singers, Board of Commissioners, Board Packets, Construction Projects, Dance, Fitness Center, Golf Dome, Happy Tails Dog Park, Just For Kids Holiday Shop, Lunar New Year, Performing Arts, Raupp Museum, Raupp Museum Exhibits, Santa's Mailbox, Seasonal Catalog, Sponsorship, Staff, Superhero and Princess Party, Transparency, and Trivia Night.

As I get more familiar with how the new analytics work, I am modifying how I present the information. This is really making the comparisons to the previous year irrelevant, so I am eliminating that. I will look at bringing that back in a year or so, when the data is apples to apples. Here are some website statistics for the month of September:

	<u>September 2023</u>
Total visits:	24,032
Total Page Views	46,259
Different Users	15,355
Mobile/Phone	9,892
Desktop	4,948
Tablet	441
Average Engagement Time:	:54
How did people get to our site?	
Search Engine	12,297
Direct (typed in address)	9,269
Social Media	1,125 (-91 from last month)
Link from other website	1,316

<u>Top 15 Most Visited Internal Pages</u>	<u>Page Views</u>	<u>Users</u>	<u>Views Per User</u>
1. Fitness Center Home Page	3,128	1,700	1.84
2. Registration	2,783	1,690	1.65
3. Seasonal Catalog	1,710	1,146	1.49
4. Fitness Center Group Exercise Reservations	1,532	379	4.04
5. BG Singers	1,516	947	1.60
6. Fitness Center Promotion Advertising Landing Page	1,470	1,385	1.06
7. Performing Arts	1,259	640	1.97
8. Events	1,072	810	1.32
9. Fitness Center Membership	890	603	1.48
10. Fitness Center Group Exercise	836	456	1.83
11. Community Arts Center	802	507	1.58
12. Fitness Center Reservations	690	252	2.74
13. Parks Map	655	458	1.45
14. Golf Dome	640	455	1.41
15. Fitness Center Pool Reservations	632	179	3.53