



AGENDA

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024 at 7:30 PM

Jeffrey S. Braiman Council Chambers, Village Hall
50 Raupp Blvd, Buffalo Grove, IL 60089

1. Call to Order

- a. Pledge of Allegiance
- b. Roll Call

2. Approval of Minutes

- a. Draft Minutes of the October 21, 2024 Village Board Regular Meeting

3. Approval of Warrant

- a. Approval of Warrant #1374 (Trustee Bocek, Chris Black)

4. Village President's Report

5. Village Manager's Report

- a. Oath of Office and Badge Presentation to New Police Officer Denys Wolf (Trustee Cesario, Brian Budds)
- b. Announcement of the 2025 Draft Budget (President Smith, Dane Bragg)

6. Special Business

7. Reports from Trustees

8. Consent Agenda

All items listed on the Consent Agenda, which are available in this room this evening, are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event, the item will be removed from the General Order of Business and considered after all other items of business on the Regular Agenda under New Business.

- a. O-2024-0103 Ordinance Authorizing an Agreement with the Buffalo Grove Lincolnshire Chamber of Commerce (Trustee Ottenheimer, Tyler Grace)
- b. Municipal Compliance Report for the Year Ending 12/31/2023 - Fire Pension Fund (Trustee Bocek, Chris Black)
- c. Municipal Compliance Report for the Year Ending 12/31/2023 - Police Pension Fund (Trustee Bocek, Chris Black)

- d. O-2024-0104 Ordinance Approving a Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan to Accommodate a Proposed Parking Lot Expansion at Aptakisic Junior High School at 1231 Weiland Road, 1351 Abbot Court, and Aptakisic Park. (Trustee Weidenfeld, Nicole Woods)
- e. R-2024-26 Resolution Ceding the 2024 Unused Private Activity Bond Volume Cap (Trustee Weidenfeld, Nicole Woods)
- f. O-2024-0105 An Ordinance Updating Lake County Sewer Utility Fees (Trustee Bocek, Chris Black)
- g. O-2024-0106 An Ordinance Authorizing the Village President to Send Notice to the Village of Lincolnshire Allowing for the Termination and Expiration of the Existing Planning and Boundary Agreement (President Smith, Christopher Stilling)

9. Ordinances and Resolutions

- a. O-2024-0107 Ordinance Authorizing the Village Manager to Purchase a New Fire Department Squad from LDV Custom Specialty Vehicles Utilizing the Houston Galveston Purchasing Cooperative. (Trustee Cesario, Lawrence Kane)
- b. O-2024-0108 Ordinance Authorizing Execution of an Agreement with Fredrick Quinn Corporation for Construction Management and Supervision Services, Waiver of Bids and Authorization to Execute Multiple Construction Contracts. (Trustee Cesario, Lawrence Kane)

10. Unfinished Business

11. New Business

- a. Truth in Taxation Determination (Trustee Bocek, Chris Black)
- b. Presentation highlighting 2024 Buffalo Grove Days Report (Trustee Johnson, Molly Gillespie)
- c. Memorandum of Understanding with the Buffalo Grove Community Foundation (Trustee Weidenfeld, Molly Gillespie)

12. Public Comment

Public Comment is limited to items that are not on the regular agenda. In accordance with Section 2.02.070 of the Municipal Code, discussion on questions from the audience will be limited to 5 minutes and should be limited to concerns or comments regarding issues that are relevant to Village Board business. All members of the public addressing the Village Board shall maintain proper decorum and refrain from making disrespectful remarks or comments relating to individuals. Speakers shall use every attempt to not be repetitive of points that have been made by others. The Village Board may refer any matter of public comment to the Village Manager, Village staff or an appropriate agency for review.

13. Executive Session

14. Adjournment

*The Village Board will make every effort to accommodate all items on the agenda by 10:30 p.m.
The Board does, however, reserve the right to defer consideration of matters to another meeting should the discussion run past 10:30 p.m.*

The Village of Buffalo Grove, in compliance with the Americans with Disabilities Act, requests that persons with disabilities who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the ADA Coordinator at 847-459-2500 to allow the Village to make reasonable accommodations for those persons.





AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 2.a.

Draft Minutes of the October 21, 2024 Village Board Regular Meeting

Contacts

Liaison: Clerk Sirabian

Staff: Samina Shaikh

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve the minutes of the October 21, 2024 Village Board Regular Meeting.

Summary

N/A

Strategic Alignment

Guiding Principle

Principle 2: Outstanding Village Services

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

1. Draft Minutes - 10/21/2024 Regular Meeting



**MINUTES OF THE REGULAR MEETING OF THE VILLAGE PRESIDENT & BOARD OF
TRUSTEES OF THE VILLAGE OF BUFFALO GROVE HELD IN THE JEFFREY S. BRAIMAN
COUNCIL CHAMBERS, 50 RAUPP BOULEVARD, BUFFALO GROVE, ILLINOIS
MONDAY, OCTOBER 21, 2024**

CALL TO ORDER

President Smith called the meeting to order at 7:30 P.M. Those present stood and pledged allegiance to the Flag.

A moment of silence was held in memory of former **Village President Verna Clayton**, after which President Smith reviewed a few of her accomplishments while in office and expressed condolences to her family.

ROLL CALL

Roll call indicated the following present: President Smith; Trustees Johnson, Cesario, Ottenheimer, Stein, Bocek, and Weidenfeld.

Also present were: Dane Bragg, Village Manager; Patrick Brankin, Village Attorney; Chris Stilling, Deputy Village Manager; Mike Skibbe, Deputy Village Manager/Director of Public Works; Tyler Grace, Assistant Village Manager/Administrative Services; Nicole Woods, Director of Community Development; Chris Black, Director of Finance; Molly Gillespie, Communications Director; Kyle Johnson, Deputy Public Works Director/Village Engineer; Jim Warnstedt, Deputy Public Works Director; Tom Wisniewski, Buyer; Geoff Tollefson, Director of Golf Operations; Samina Shaikh, Deputy Village Clerk; Fire Chief Kane; and Deputy Police Chief Spolar.

APPROVAL OF MINUTES

Moved by Johnson, seconded by Bocek, to approve the minutes of the September 16, 2024, Regular Meeting. Upon roll call, Trustees voted as follows:

AYES: 5 – Johnson, Cesario, Stein, Bocek, Weidenfeld
NAYS: 0 – None
ABSTAIN: 1 – Ottenheimer
Motion declared carried.

Moved by Stein, seconded by Ottenheimer, to approve the minutes of the September 23, 2024, Special Meeting. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld
NAYS: 0 – None
Motion declared carried.

Moved by Bocek, seconded by Weidenfeld, to approve the minutes of the October 7, 2024, Committee of the Meeting. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld
NAYS: 0 – None
Motion declared carried.

WARRANT #1373

Mr. Black read Warrant #1373. Moved by Bocek, seconded by Cesario, to approve Warrant #1373 in the amount of \$6,952,140.36 authorizing payment of bills listed. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld
NAYS: 0 – None
Motion declared carried.

VILLAGE PRESIDENT'S REPORT

President Smith appointed Samina Shaikh to the position of **Deputy Village Clerk**. Moved by Ottenheimer, seconded by Cesario, to concur with President Smith's appointment. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld
NAYS: 0 – None
Motion declared carried.

President Smith recognized Ms. Shaikh as she was congratulated by the audience and the Board.

President Smith recognized the **Buffalo Grove Community Pageant Program**, and introduced Faith Becker, Director of the Pageant, and noted that he and Trustee Bocek has the pleasure of attending this year's Pageant. Ms. Becker reviewed the history and purpose of the program, which gives Buffalo Grove girls an opportunity to develop their leadership and communication skills by volunteering at various events and initiatives throughout the community. Each of the girls then introduced themselves as they were congratulated by the audience and the Board.

President Smith appointed Kate Jauregui to the **Rick Kahen Commission for Residents with Disabilities**. Moved by Cesario, seconded by Ottenheimer, to concur with President Smith's appointment. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld
NAYS: 0 – None
Motion declared carried.

VILLAGE MANAGER'S REPORT

There is no Village Manager's Report tonight.

TRUSTEE REPORTS

There are no Trustee Reports tonight.

CONSENT AGENDA

President Smith explained the Consent Agenda, stating that any member of the audience or the Board could request that an item be removed for full discussion; there were no such requests. The Village Clerk read a brief synopsis of each of the items on the Consent Agenda.

Ordinance No. 2024-89 - Prairie Pointe Townhomes

Motion to pass Ordinance No. 2024-89 authorizing a Development Improvement Agreement with Projades for the Prairie Pointe Townhomes Development.

Ordinance No. 2024-90 – Audit Services

Motion to pass Ordinance No. 2024-90 authorizing execution of an agreement with Lauterbach and Amen, LLP for Audit Services.

Ordinance No. 2024-91 – Custodial Services

Motion to pass Ordinance No. 2024-91 authorizing execution of an Amended and Restated Agreement with Crystal Maintenance Plus, Corporation for Custodial Services.

Multiple Contract Extensions

Motion to authorize execution of Multiple Contract Extensions as detailed in Mr. Wisniewski's memo of October 10, 2024, to Mr. Bragg.

Ordinance No. 2024-92 – Grant Funding

Motion to pass Ordinance No. 2024-92 approving an Intergovernmental Agreement with the State of Illinois for Grant Funding from the Department of Commerce & Economic Opportunity.

Ordinance No. 2024-93 – Arboretum Golf Club Path

Motion to pass Ordinance No. 2024-93 authorizing execution of a contract with Everlast Blacktop Inc. for the Arboretum Golf Club Path Improvement Project.

Resolution No. 2024-23 - 2024 Cook County Multi-Jurisdictional Hazard Mitigation Plan

Motion to pass Resolution No. 2024-23 approving adoption of the 2024 Cook County Multi-Jurisdictional Hazard Mitigation Plan.

Ordinance No. 2024-94 - Mike Rylko Community Park

Motion to pass Ordinance No. 2024-94 authorizing an Amendment to a Development Improvement Agreement with the Buffalo Grove Park District for Mike Rylko Community Park.

Ordinance No. 2024-95 - Title 5.20 Liquor Controls

Motion to pass Ordinance No. 2024-95 amending Title 5.20 Liquor Controls to Reserve a Class A Liquor License for Rotary Sushi and Bar LLC d/b/a Blackfish Rotary Sushi and Bar.

Ordinance No. 2024-96 - Road Salt

Motion to pass Ordinance No. 2024-96 authorizing execution of a contract with Compass Minerals America Inc. for Road Salt.

Ordinance No. 2024-97 - 11 Chevy Chase Drive

Motion to pass Ordinance No. 2024-97 approving a Special Use for a Child Home Daycare at 11 Chevy Chase Drive.

Ordinance No. 2024-98 - Buffalo Grove Professional FF/PM Association

Motion to pass Ordinance No. 2024-98 approving a Side Letter of Agreement between the Village of Buffalo Grove and the Buffalo Grove Professional Firefighter/Paramedic Association, Local 3177, IAFF.

Resolution No. 2024-24 - Revised 2024 Pay Ranges

Motion to pass Resolution No. 2024-24 approving Revised 2024 Pay Ranges.

Ordinance No. 2024-99 - Disposal of Surplus Property

Motion to pass Ordinance No. 2024-99 authorizing the Disposal of Surplus Property.

Resolution No. 2024-25 - Closed Session Minutes

Motion to pass Resolution No. 2024-25 relating to the semi-annual review of closed session minutes and approval of closed session minutes.

Moved by Ottenheimer, seconded by Johnson, to pass the Consent Agenda as presented. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

ORDINANCE NO. 2024-100 – THE CLOVE

Moved by Weidenfeld, seconded by Johnson, to pass Ordinance No. 2024-100 approving an Amendment to PUD and Unified Sign Package with Variations at The Clove, 210-250 McHenry Road.

Ms. Woods reviewed the proposed ordinance, details of which are contained in the memo that she and Ms. Purvis sent to Mr. Bragg dated October 21, 2024.

Continuing to refer to the PowerPoint presentation, Teresa Bateman, Director of Development at Urban Street, provided further details about the environment we are trying to create, after which she responded to comments and questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

ORDINANCE NO. 2024-101 – ARLINGTON HEIGHTS ROAD

Moved by Stein, seconded by Johnson, to pass Ordinance No. 2024-101 authorizing an Amendment to an Intergovernmental Agreement with Lake County relating to the Reconstruction of Arlington Heights Road project, in accordance with materials contained in Board packets.

Mr. Johnson reviewed the proposed ordinance, details of which are contained in the Agenda Item Summary that he prepared, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

ORDINANCE NO. 2024-102 – RIVIAN AUTOMOTIVE

Moved by Weidenfeld, seconded by Johnson, to pass Ordinance No. 2024-102, approving a special use for a Rivian Automotive Service Center at 909 Asbury Drive.

Ms. Woods reviewed the proposed ordinance, details of which are contained in the October 21, 2024, memo that she and Mr. Binder sent to Mr. Bragg.

Lesley Dare and Brian Fleming with Rivian Automotive provided a brief overview of the business and how it will work at this location, after which they responded to comments and questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

PUBLIC COMMENT

President Smith reviewed the parameters to be followed by speakers and asked if there were any questions from the audience on items not on tonight’s agenda; there were no such questions.

EXECUTIVE SESSION

Moved by Johnson, seconded by Ottenheimer, to move to Execution Session to discuss: **Section 2(C)(2) of the Illinois Open Meetings Act: Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees and Section 2(C)(5) of the Illinois Open Meetings Act: (5) the Purchase or Lease of Real Property for the Use of the Public Body, Including Meetings Held for the Purpose of Discussing Whether a Particular Parcel Should be Acquired and Section 2(C)(6) of the Illinois Open Meetings Act: the Setting of a Price for Sale or Lease of Property Owned by the Public Body.**

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Cesario, Ottenheimer, Stein, Bocek, Weidenfeld
NAYS: 0 – None

The Board moved to Executive Session from 8:25 P.M. until 9:00 P.M.

ADJOURNMENT

Moved by Stein, seconded by Cesario, to adjourn the meeting. Upon voice vote, the motion was unanimously declared carried and the meeting was adjourned at 9:02 P.M.

Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 4th DAY OF November 2024

Village President



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 3.a.

Approval of Warrant #1374

Contacts

Liaison: Trustee Bocek

Staff: Chris Black

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve warrant #1374 in the amount of \$1,724,349.62.

Summary

Warrant #1374 in the amount of \$1,724,349.62.

Strategic Alignment

Guiding Principle

N/A

Goal

N/A

File Attachments

1. Summary Warrant 1374



VILLAGE OF BUFFALO GROVE WARRANT #1374
4-Nov-24

General Fund:	208,691.28
Parking Lot Fund:	0.00
Motor Fuel Tax Fund:	0.00
Debt Service Fund:	0.00
School & Park Donations:	0.00
Lake Cook Rd TIF Fund:	0.00
Capital Projects-Facilities:	56,750.10
Capital Projects-Vehicles/Equipment:	1,962.50
Capital Projects-Streets:	45,980.17
Retiree Health Savings (RHS):	0.00
Water Fund:	116,917.50
Buffalo Grove Golf Fund:	1,829.29
Arboretum Golf Fund:	15,452.38
Refuse Service Fund:	88,765.00
Information Technology Internal Service Fund:	38,964.67
Central Garage Internal Service Fund:	9,932.25
Building Maintenance Internal Service Fund:	31,345.76
	<u>616,590.90</u>
PAYROLL PERIOD ENDING 10/20/2024	1,107,758.72
TOTAL WARRANT #1374	<u><u>1,724,349.62</u></u>

APPROVED FOR PAYMENT BY THE PRESIDENT AND BOARD OF TRUSTEES OF
THE VILLAGE OF BUFFALO GROVE, ILLINOIS

Village Clerk

Village President



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 5.a.

Oath of Office and Badge Presentation to New Police Officer Denys Wolf

Contacts

Liaison: Trustee Cesario

Staff: Brian Budds

Staff Recommendation

Staff recommends presentation.

Recommended Motion

N/A

Summary

Officer Denys Wolf will receive their Oath of Office and will be presented with their badge.

Strategic Alignment

Guiding Principle

Principle 2: Outstanding Village Services

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

None





AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 5.b.

Announcement of the 2025 Draft Budget

Contacts

Liaison: President Smith

Staff: Dane Bragg

Staff Recommendation

Staff recommends presentation.

Recommended Motion

N/A

Summary

The 2025 Draft Budget is now available and can be found by clicking here: [2025 Draft Budget](#)

Strategic Alignment

Guiding Principle

Principle 1: Financially Responsible and Sound

Principle 2: Outstanding Village Services

Principle 3: Plan and Invest in the Future

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

None



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 8.a. O-2024-0103

Ordinance Authorizing an Agreement with the Buffalo Grove Lincolnshire Chamber of Commerce

Contacts

Liaison: Trustee Ottenheimer

Staff: Tyler Grace

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve an ordinance approving the agreement with the Buffalo Grove Lincolnshire Chamber of Commerce for the lease of 50 1/2 Raupp Boulevard and the associated incentive program.

Summary

Background

The Village of Buffalo Grove's lease agreement with the Buffalo Grove Lincolnshire Chamber of Commerce (BGLCC) for office space at 50 1/2 Raupp Boulevard, also known as the Youth Center, has expired. The Chamber has requested a renewal of the lease agreement, along with the continuation of the associated incentive program.

Analysis

The proposed lease agreement mirrors the terms of the previous agreement. The Chamber would continue to lease 275 square feet of office space in the Youth Center for its part-time Executive Director and part-time Administrative Assistant. Additionally, 100 square feet of storage space in the Village Hall basement is included in the proposed lease. The annual lease payment remains \$1. The associated incentive program includes the following terms:

- \$300 incentive payment for each new member with fewer than 50 employees, located within Buffalo Grove.
- \$500 incentive payment for each new member with more than 50 employees, located within Buffalo Grove.

To qualify for the incentive, new members must not have been a member within the past five

years. Additionally, the BGLCC must facilitate an introductory meeting between the new member and Buffalo Grove staff.

Financial Impact

Since 2021, the Village has expended \$3,300 in incentive payments. Regardless of the number of new businesses recruited, the incentive program will not exceed \$6,000 annually.

Next Steps

The Buffalo Grove Lincolnshire Chamber of Commerce approved the agreement at its October Executive Board meeting. Should the Village Board authorize the lease agreement and associated incentive program, the Village Manager will execute the proposed agreement.

Strategic Alignment

Guiding Principle

Principle 6: Engages Our Residents

Goal

Goal 3: Strengthened Buffalo Grove community identity and pride

File Attachments

1. Draft Ordinance - BGLCC Lease Agreement
2. 2024 Lease Agreement with BGLCC





ORDINANCE 2024-xxx

AN ORDINANCE AUTHORIZING AN AGREEMENT WITH THE BUFFALO GROVE LINCOLNSHIRE CHAMBER OF COMMERCE

WHEREAS the Village of Buffalo Grove is a home rule unit pursuant to the Illinois Constitution of 1970; and

WHEREAS the Village owns the building at 50 ½ Raupp Boulevard in Buffalo Grove and the Buffalo Grove Lincolnshire Chamber of Commerce wishes to lease this space;

NOW THEREFORE BE IT ORDAINED by the President and Board of Trustees of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2. The Village Manager is authorized to sign the lease agreement attached to this ordinance.

SECTION 3. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Ordinance.

SECTION 4. This Ordinance shall be in full force and effect from and after its passage and approval and shall not be codified.

AYES: _____
NAYES: _____
ABSENT: _____
PASSED: _____, 2024
APPROVED: _____, 2024
PUBLISHED: _____, 2024

ATTEST:

APPROVED:

Janet M. Sirabian, Village Clerk

Eric N. Smith, Village President

LEASE AGREEMENT

TERM OF LEASE		Annual Rent	Date of Lease	Location of Premises
Beginning	Ending			
November 5, 2024	December 31, 2028	\$1.00	November 5, 2024	275 square feet located in the Building commonly known as 50 1/2 Raupp Avenue, Buffalo Grove, Illinois 60089, which is the Village Youth Center, as depicted on Exhibit "A", attached hereto and incorporated herein
Purpose and Use: The Lessee's use of the Premises is limited to Chamber of Commerce related business. The occasional use of Village Hall conference room space and the remaining portion of the Village Youth Center may be allowed by Lessor on a pre-arranged basis, so long as it does not conflict with scheduled Village of Buffalo Grove business.				
Lessee shall be allowed the use of 100 square feet of storage space in the Village Hall basement, as part of the Premises, at no additional rent of charge, but subject to the terms and conditions of this Lease.				

LESSEE OR CHAMBER:

NAME: BUFFALO GROVE LINCOLNSHIRE CHAMBER OF COMMERCE,
an Illinois Not-for-Profit corporation

ADDRESS: 50 1/2 Raupp Boulevard
Buffalo Grove, Illinois 60089

LESSOR:

NAME: VILLAGE OF BUFFALO GROVE, an Illinois municipal corporation

ADDRESS: 50 Raupp Boulevard
Buffalo Grove, Illinois 60089

In consideration of the mutual covenants and agreements herein stated, Lessor hereby leases to Lessee and Lessee hereby leases from Lessor solely for the above purpose the premises designated above (the "Premises"), together with the appurtenances thereto, for the above Term.

LEASE COVENANTS AND AGREEMENTS

- 1. RENT.** Lessee shall pay Lessor or Lessor's agent as rent for the Premises the sum stated

above, annually, in advance, on January 1 of each lease year, until expiration or early termination of this lease, at Lessor's address stated above or such other address as Lessor may designate in writing.

2. REPAIRS AND MAINTENANCE. Lessee shall keep the Premises and appurtenances thereto in a clean, sightly and healthy condition, and in good repair, all according to the statutes and ordinances in such cases made and provided, and the directions of public officers thereunto duly authorized, all at Lessee's own expense, and shall yield the same back to Lessor upon the termination of this lease, whether such termination shall occur by expiration of the term, or in any other manner whatsoever, in the same condition of cleanliness, repair and sightliness as at the date of the execution hereof, loss by fire and reasonable wear and tear excepted. Lessee shall make all necessary repairs and renewals upon Premises and replace broken globes, glass and fixtures with material of the same size and quality as that broken and shall insure all glass in windows and doors of the Premises at his own expense. If, however, the Premises shall not thus be kept in good repair and in a clean, sightly and healthy condition by Lessee, as aforesaid, Lessor may enter the same, himself or by his agents, servants or employees, without such entering causing or constituting a termination of this lease or an interference with the possession of the Premises by Lessee, and Lessor may replace the same in the same condition of repair, sightliness, healthiness and cleanliness as existed at the date of execution hereof and Lessor agrees to pay Lessor, in addition to the rent hereby reserved, the expenses of Lessor in thus replacing the Premises in that condition. Lessee shall not cause or permit any waste, misuse or neglect of the water, or of the water, gas or electric fixtures. Notwithstanding anything contained herein to the contrary, Lessee shall not enter into any contract for repairs, maintenance, rehabilitation, restoration, construction or fixtures or equipment for the Premises without Lessor's prior written consent.

3. ACCESS TO PREMISES. Lessee shall allow Lessor or any person authorized by Lessor free access to the Premises for the purpose of examining or exhibiting the same, or to make any repairs or alterations thereof which Lessor may see fit to make, and Lessee will allow Lessor to have placed upon the Premises at all times notices of "For Sale" and "For Rent," and Lessee will not interfere with the same.

4. NON-LIABILITY OF LESSOR. Except as provided by Illinois statute, Lessor shall not be liable to Lessee for any damage or injury to Lessee or Lessee's property occasioned by the failure of Lessor to keep the Premises in repair, and shall not be liable for any injury done or occasioned by wind or by or from any defect of plumbing, electric wiring or of insulation thereof, gas pipes, water pipes or steam pipes, or from broken stairs, porches, railings or walks, or from the backing up of any sewer pipe or down-spout, or from the bursting, leaking or running of any tank, tub, washstand, water closet or waste pipe, drain, or any other pipe or tank in, upon or about the Premises or the building of which they are a part nor from the escape of steam or hot water from any radiator, it being agreed that said radiators are under the control of Lessee, nor for any such damage or injury occasioned by water, snow or ice being upon or coming through the roof, skylight, trap-door, stairs, walks or any other place upon or near the Premises, or otherwise, nor

for any such damage or injury done or occasioned by the falling of any fixture, plaster or stucco, nor for any damage or injury arising from any act, omission or negligence of co-tenants or of other persons, occupants of the same building or of adjoining or contiguous buildings or of owners of adjacent or contiguous property, or of Lessor's agents or Lessor himself, all claims for any such damage or injury being hereby expressly waived by Lessee.

5. WATER, GAS AND ELECTRIC CHARGES. Lessor will provide and pay for water, gas and electric light and power for the Premises, for and during the time for which this lease is granted. Lessor will provide janitorial service for the Premises. Lessee will provide and pay for cable, internet, telephone, fax and copier service for the Premises.

6. SUBLETTING; ASSIGNMENT. The Premises shall not be sublet in whole or in part to any person other than Lessee, and Lessee shall not assign this lease without, in each case, the consent in writing of Lessor first had and obtained; nor permit to take place by any act or default of himself or any person within his control any transfer by operation of law of Lessee's interest created hereby; nor offer for lease or sublease the Premises, nor any portion thereof, by placing notices or signs of "To Let," or any other similar sign or notice in any place, nor by advertising the same in any newspaper or place or manner whatsoever without, in each case, the consent in writing of Lessor first had and obtained. If Lessee, or any one or more of the Lessees, if there be more than one, shall make an assignment for the benefit of creditors, or shall be adjudged a bankrupt, Lessor may terminate this lease, and in such event Lessee shall at once pay Lessor a sum of money equal to \$1,000.00, as liquidated damages.

7. LESSEE NOT TO MISUSE. Lessee will not permit any unlawful or immoral practice, with or without his knowledge or consent, to be committed or carried on in the Premises by himself or by any other person. Lessee will not allow the Premises to be used for any purpose that will increase the rate of insurance thereon, nor for any purpose other than that hereinbefore specified. Lessee will not keep or use or permit to be kept or used in or on the Premises or any place contiguous thereto any flammable fluids or explosives, without the written permission of Lessor first had and obtained. Lessee will not load floors beyond the floor load rating prescribed by applicable municipal ordinances. Lessee will not use or allow the use of the Premises for any purpose whatsoever that will injure the reputation of the Premises or of the building of which they are a part.

8. CONDITION ON POSSESSION. Lessee is currently in possession of the Premises under a prior lease and Lessee has examined and knows the condition of the Premises and has received the same in good order and repair and acknowledges that no representations as to the condition and repair thereof, and no agreements or promises to decorate, alter, repair or improve the Premises, have been made by Lessor or his agent prior to or at the execution of this lease that are not herein expressed. Lessor shall provide Lessee three (3) keys or three (3) sets of keys to the Premises, the Village Youth Center main door, the Village Youth Center washrooms, the Village Hall main entrance, the Village Hall north entrance, and current Lessee storage cage in Village

Hall basement. Chamber shall not change the locks or put any additional locks on the Premises. These keys shall not be duplicated by the Chamber and shall be strictly controlled by the Chamber.

9. RESTRICTIONS (SIGNS, ALTERATIONS, FIXTURES). Lessee shall not attach, affix or exhibit or permit to be attached, affixed or exhibited, except by Lessor or his agent, any articles of permanent character or any sign, attached or detached, with any writing or printing thereon, to any window, floor, ceiling, door or wall in any place in or about the Premises, or upon any of the appurtenances thereto, without in each case the written consent of Lessor first had and obtained; and shall not commit or suffer any waste in or about said Premises; and shall make no changes or alterations in the Premises by the erection of partitions or the papering of walls, or otherwise, without the consent in writing of Lessor, and in case Lessee shall affix additional locks or bolts on doors or window, or shall place in the Premises lighting fixtures or any fixtures of any kind, without the consent of Lessor first had and obtained, such locks, bolts and fixtures shall remain for the benefit of Lessor, and without expense of removal or maintenance to Lessor. Lessor shall have the privilege of retaining the same if Lessor desires. If Lessor does not desire to retain the same, Lessor may remove and store the same, and Lessee agrees to pay the expense of removal and storage thereof. The provisions of this paragraph shall not however apply to Lessee's trade fixtures, equipment and movable furniture. Lessee may post a sign with the Chamber of Commerce logo on the door of the Premises but said sign must be non-marring to the door surface.

10. HEAT. Where building is equipped for the purpose, Lessor shall furnish to Lessee, a reasonable amount of heat, from October 1st to May 1st, whenever in Lessor's judgment necessary for comfortable use of the Premises, during customary business hours (excluding Sundays and holidays), but not earlier than 7 a.m. nor later than 7 p.m. unless specifically stated herein. Lessor does not warrant that heating service will be free from interruptions caused by strike, accident or other cause beyond the reasonable control of Lessor, or by renewal or repair of the heating apparatus in the building. Any such interruption shall not be deemed an eviction or disturbance of Lessee's use and possession of Premises, nor render Lessor liable to Lessee in damages. All claims against Lessor for injury or damage arising from failure to furnish heat are hereby expressly waived by Lessee.

11. FIRE AND CASUALTY. In case the Premises shall be rendered untenable by fire, explosion or other casualty, Lessor may, at his option, terminate this lease or repair the Premises within sixty days. If Lessor does not repair the Premises within said time, or the building containing the Premises shall have been wholly destroyed, the term hereby shall cease and terminate.

12. TERMINATION; HOLDING OVER. At the expiration or termination of the term of this lease, by lapse of time or otherwise, Lessee will yield up immediate possession of the Premises to Lessor, in good condition and repair, loss by fire and ordinary wear excepted, and will return the keys therefor to Lessor at the place of payment of rent. If Lessee retains possession of the Premises or any part thereof after the termination of the term by lapse of time or otherwise, then

Lessor may at its option within thirty (30) days after termination of the term serve written notice upon Lessee that such holding over constitutes either (a) creation of a month to month tenancy, upon the terms of this lease except at Five Hundred and No/1 00 Dollars (\$500.00) rental per month, or (b) creation of a tenancy at sufferance, at a rental of One Hundred and No/100 Dollars (\$100.00) per day, for the time Lessee remains in possession. If no such written notice is served then a tenancy at sufferance with rental as stated at (b) shall have been created. Lessee shall also pay to Lessor all damages sustained by Lessor resulting from retention of possession by Lessee. The provisions of this paragraph shall not constitute a waiver by Lessor of any right of re-entry as hereinafter set forth; nor shall receipt of any rent or any other act in apparent affirmance of tenancy operate as a waiver of the right to terminate this lease for a breach of any of the covenants herein.

13. LESSOR'S REMEDIES. If Lessee shall vacate or abandon the Premises or permit the same to remain vacant or unoccupied for a period of ten days, or in case of the non-payment of the rent reserved hereby, or any part thereof, or of the breach of any covenant in this lease contained. Lessee's right to the possession of the Premises thereupon shall terminate with or (to the extent permitted by law) without any notice or demand whatsoever, and the mere retention of possession thereafter by Lessee shall constitute a forcible detainer of the Premises; and if the Lessor so elects, but not otherwise, and with or without notice of such election or any notice or demand whatsoever, this lease shall thereupon terminate, and upon the termination or Lessee's right of possession, as aforesaid, whether this lease be terminated or not, Lessee agrees to surrender possession of the Premises immediately, without the receipt of any demand for rent, notice to quit or demand for possession of the Premises whatsoever, and hereby grants to Lessor full and free license to enter into and upon the Premises or any part thereof, to take possession thereof with or (to the extent permitted by law) without process of law, and to expel and to remove Lessee or any other person who may be occupying the Premises or any part thereof, and Lessor may use such force in and about expelling and removing Lessee and other persons as may reasonably be necessary, and Lessor may re-possess himself of the Premises as of his former estate, but such entry of the Premises shall not constitute a trespass or forcible entry or detainer, nor shall it cause a forfeiture of rents due by virtue thereof, nor a waiver of any covenant, agreement or promise in this lease contained, to be performed by Lessee. Lessee hereby waives all notice of any election made by Lessor hereunder, demand for rent, notice to quit, demand for possession, and any and all notices and demand whatsoever, of any and every nature, which may or shall be required by any statute of this state relating to forcible entry and detainer, or to landlord and tenant, or any other statute, or by the common law, during the term of this lease or any extension thereof. The acceptance of rent, whether in a single instance or repeatedly, after it falls due, or after knowledge of any breach hereof by Lessee, or the giving or making of any notice or demand, whether according to any statutory provision or not, or say act or series of acts except an express written waive, shall not be construed as a waiver of Lessor's rights to act without notice or demand or of any other right hereby given Lessor, or as an election not to proceed under the provisions of this lease.

14. RIGHT TO RELET. If Lessee's right to the possession of the Premises shall be terminated in any way, the Premises, or any part thereof, may, but need not (except as provided by Illinois statute), be relet by Lessor, for such rent and upon such terms and to such person or persons

and for such period or periods as may seem fit to the Lessor, but Lessor shall not be required to accept or receive any tenant offered by Lessee, nor to do any act whatsoever or exercise any diligence whatsoever, in or about the procuring of any care or diligence by Lessor in the reletting thereof; and if a sufficient sum shall not be received from such reletting to satisfy the rent hereby reserved, after paying the expenses of reletting and collection, including commissions to agents, and including also expenses of redecorating. Lessee agrees to pay and satisfy all deficiency; but the acceptance of a tenant by Lessor, in place of Lessee, shall not operate as a cancellation hereof, nor to release Lessee from the performance of any covenant, promise or agreement herein contained, and performance by any substituted tenant by the payment of rent, or otherwise, shall constitute only satisfaction pro tanto of the obligations of Lessee arising hereunder.

15. COSTS AND FEES. Lessee shall pay upon demand all Lessor's costs, charges and expenses, including fees of attorneys, agents and others retained by Lessor, incurred in enforcing any of the obligations of Lessee under this lease or in any litigation, negotiation or transaction in which Lessor shall, without Lessor's fault, become involved through or on account of this lease.

16. INSURANCE. (a) Lessee further covenants and agrees that from and after the date of delivery of the Premises from Lessor to Lessee, Lessee shall, at its own expense, carry and maintain (1) a Commercial General Liability Insurance Policy in the minimum amount of \$1,000,000 combined single limit for bodily injury and property damage; (2) Worker's Compensation insurance in the amount required by Illinois statute; and (3) All Risk coverage protecting Lessee against loss or damage to Lessee's trade fixtures, additions, improvements and alterations, equipment, goods and inventory. All such insurance shall be affected under valid and enforceable policies issued by insurers of recognized responsibility which are licensed to do business in the State of Illinois and shall name as additional insured Lessor and its beneficiaries and agents and Lessor's lender, if any, as their interests may appear. Lessee shall, prior to the commencement of the Term of this Lease furnish to Lessor certificates evidencing such coverage, and showing the interests of Lessor and Lessor's mortgagee, if any.

(b) Lessee agrees to indemnify, save, protect and hold forever harmless Lessor, its agents and employees (collectively "Lessor's indemnities") from and against all losses, damages, costs, claims and liabilities, including without limitation, court costs and attorneys' fees and expenses, which Lessor's indemnities, or any of them, may suffer, incur or sustain or for which Lessor's indemnities, or any of them, may become liable or obligated by reason of, resulting from, or in connection with: (1) any injury to or death of persons and damage to or theft, misappropriation or loss of property occurring in or about the Premises arising from Lessee's use and occupancy of the Premises or the conduct of its business; (2) any activity, work or thing done, permitted or suffered by Lessee in or about the Premises, including all liabilities of every kind and description which may arise out of or in connection with the Work; and (3) any breach or default on the part of Lessee in the payment or performance of any covenant, agreement or obligation on the part of Lessee to be paid or performed pursuant to the terms of this Lease or any other act or omission of Lessee, its agents or employees. In case of any action or proceeding brought against Lessor's indemnities, or any of them, by reason of any such claims, Lessee covenants to defend such action or proceeding by

counsel reasonably satisfactory to Lessor.

17. LESSOR'S LIEN. Lessor shall have a first lien upon the interest of Lessee under this lease, to secure the payment of all moneys due under this lease, which lien may be foreclosed in equity at any time when money is overdue under this lease; and the Lessor shall be entitled to name a receiver of said leasehold interest, to be appointed in any such foreclosure proceeding, who shall take possession of said premises and who may relet the same under the orders of the court appointing him.

18. REMOVAL OF OTHER LIENS. In event any lien upon Lessor's title results from any act or neglect of Lessee, and Lessee fails to remove said lien within ten days after Lessor's notice to do so, Lessor may remove the lien by paying the full amount thereof or otherwise and without any investigation or contest of the validity thereof, and Lessee shall pay Lessor upon request the amount paid out by Lessor in such behalf, including Lessor's costs, expenses and counsel fees.

19. REMEDIES NOT EXCLUSIVE. The obligation of Lessee to pay the rent reserved hereby during the balance of the term hereof, shall not be deemed to be waived, released or terminated, by the service of any five-day notice, other notice to collect, demand for possession, or notice that the tenancy hereby created will be terminated on the date therein named, the institution of any action of forcible detainer or ejectment or any judgment for possession that may be rendered in such action, or any other act or acts resulting in the termination of Lessee's right to possession of the Premises. The Lessor may collect and receive any rent due from Lessee, and payment or receipt thereof shall not waive or affect any such notice, demand, suit or judgment, or in any manner whatsoever waive, affect, change, modify or alter any rights or remedies which Lessor may have by virtue hereof.

20. NOTICES. Notices may be served on either party, at the respective addresses given at the beginning of this lease, either (a) by delivering or causing to be delivered a written copy thereof, or (b) by sending a written copy thereof by United States certified or registered mail, postage prepaid, addressed to Lessor or Lessee at said respective addresses in which event the notice shall be deemed to have been served at the time the copy is mailed.

21. MISCELLANEOUS. (a) Provisions typed on this lease and the Rider attached to this lease and signed by Lessor and Lessee are hereby made a part of this lease.

(b) Lessee shall keep and observe such reasonable rules and regulations now or hereafter required by Lessor, which may be necessary for the proper and orderly care of the building of which the Premises are a part.

(c) All covenants, promises, representations and agreements herein contained shall be

binding upon, apply and inure to the benefit of Lessor and Lessee and their respective heirs, legal representatives, successors and assigns.

(d) The rights and remedies hereby created are cumulative and the use of one remedy shall not be taken to exclude or waive the right to the use of another.

(e) The words "Lessor" and "Lessee" wherever used in this lease shall be construed to mean Lessors or Lessees in all cases where there is more than one Lessor or Lessee, and to apply to individuals, male or female, or to firms or corporations, as the same may be described as Lessor or Lessee herein, and the necessary grammatical changes shall be assumed in each case as though fully expressed.

22. SEVERABILITY. If any clause, phrase, provision or portion of this lease or the application thereof to any person or circumstance shall be invalid, or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this lease nor any other clause, phrase, provision or portion hereof, nor shall it affect the application of any clause, phrase, provision or portion hereof to other persons or circumstances.

23. LESSOR'S RIGHT TO TERMINATE. Lessor shall have the unilateral right to terminate this Lease upon not less than ninety (90) days prior written notice to Lessee ("Lease Termination Notice"), effective the 91st day after the date of the Lease Termination Notice ("Early Termination Date"). Upon the giving of a Lease Termination Notice, this Lease and the Term shall terminate on the Early Termination Date as fully and effectively as if the date said notice is given had been the date in this Lease specifically provided for the termination of this Lease and the Term. If Lessor elects to terminate this Lease, everything contained in this Lease on the part of Lessor to be done and performed shall cease on the Early Termination Date and this Lease shall be canceled and terminated except for any provisions that specifically survive termination. Upon delivery of the Early Termination Notice, Lessee shall vacate the Premises and re-deliver it to Lessor on or before the Early Termination Date in the condition as required by the Lease. Lessee shall continue to pay all Rent and other charges as they come due through the Early Termination Date.

(SIGNATURES APPEAR ON THE FOLLOWING PAGE)

IN WITNESS WHEREOF, the parties hereto have executed this instrument as of the Date of Lease stated above.

LESSEE OR CHAMBER:

**NAME: BUFFALO GROVE LINCOLNSHIRE
CHAMBEROF COMMERCE**, an Illinois
Not-for-Profit corporation

By: _____

Name: _____

Title: _____

LESSOR:

**NAME: VILLAGE OF BUFFALO
GROVE**, an Illinois municipal
corporation

By: _____

Name: _____

Title: _____

EXHIBIT "A"

DEPICTION OF PREMISES



RIDER TO LEASE AGREEMENT

RIDER TO LEASE AGREEMENT ("RIDER") DATED NOVEMBER 1, 2024 ("LEASE") BY AND BETWEEN VILLAGE OF BUFFALO GROVE AN ILLINOIS MUNICIPAL CORPORATION ("LESSOR") AND BUFFALO GROVE LINCOLNSHIRE CHAMBER OF COMMERCE, AN ILLINOIS NOT-FOR-PROFIT CORPORATION ("LESSEE") FOR THE PREMISES KNOWN AS 275 SQUARE FEET LOCATED IN THE BUILDING COMMONLY KNOWN AS 50 1/2 RAUPP AVENUE, BUFFALO GROVE, ILLINOIS 60089 ("PREMISES")

1. CONFLICT. This Rider is fully incorporated into and made a part of the Lease. To the extent that the terms, covenants and provisions of this Rider conflict with the terms, covenants and provisions of the Lease, this Rider shall control.

2. INCENTIVE PAYMENTS TO LESSEE. (a) Lessor has determined Lessee provides valuable services to the public and to the Village of Buffalo Grove. It is in the Village of Buffalo Grove's best interest that the Buffalo Grove Lincolnshire Chamber of Commerce promote the Village of Buffalo Grove by striving to increase membership in the Buffalo Grove Lincolnshire Chamber of Commerce so as to network and promote the interests of the business community. To that end, Lessor agrees to pay Lessee incentive payments for certain new members being recruited by and joining the Buffalo Grove Lincolnshire Chamber of Commerce, subject to and in accordance with the following terms and conditions:

- (i) Lessee agrees to use best efforts to target new business, industrial, commercial and retail members (individually "Targeted New Member"). In the event Lessee recruits any Targeted New Member who joins the Buffalo Grove Lincolnshire Chamber of Commerce, completes all the necessary requirements, pays the required dues, conducts, transacts and is doing business whose principal office or location is located within the municipal boundaries of the Village of Buffalo Grove, Illinois, employs forty nine (49) employees or less and is not a returning member who has been absent for less than five (5) years, Lessor shall pay Lessee a Three Hundred and No/100 Dollars (\$300.00) incentive payment ("300 Incentive Payment") for each such Targeted New Member;
- (ii) In the event Lessee recruits any Targeted New Member who joins the Buffalo Grove Lincolnshire Chamber of Commerce, completes all the necessary requirements, pays the required dues, conducts, transacts and is doing business whose principal office or location is located within the municipal boundaries of the Village of Buffalo Grove, Illinois, employs fifty (50) employees or more and is not a returning member who has been absent for less than five (5) years, Lessor shall pay Lessee a Five Hundred and No/100 Dollars (\$500.00) incentive payment ("500 Incentive Payment") for each such Targeted New Member (\$300 Incentive Payment or \$500 Incentive Payment is sometimes hereinafter individually referred to as "Incentive Payment");
- (iii) In order to qualify for any Incentive Payment defined in Section 2(a)(i) and (ii) above, any Targeted New Member: (I) shall not be a returning member unless their membership has lapsed more than (5) years; (II) must conduct, transact and do business within the Village of Buffalo Grove, Illinois whose principal office or location is located within the municipal boundaries of the Village of Buffalo Grove, Illinois; and (III) satisfy all requirements of the Buffalo Grove Lincolnshire Chamber of Commerce so as to become a member.
- (iv) Lessee agrees to use best efforts to target and recruit industrial businesses as Targeted New

Members.

(b) Notwithstanding anything contained herein to the contrary, in order to qualify for any Incentive Payment defined in Section 2(a)(i) and (ii) above, the Buffalo Grove Lincolnshire Chamber of Commerce must have at least and maintain at least one hundred (100) active members, in good standing, for the last ninety (90) days.

(c) Within thirty (30) days after a Targeted New Member satisfies all requirements of the Buffalo Grove Lincolnshire Chamber of Commerce so as to become a Targeted New Member, Lessee agrees to and shall facilitate and coordinate a "get to know you" meeting with an authorized representative of the Village of Buffalo Grove, Illinois.

(d) Within thirty (30) days after the last day of each quarter of each calendar year during the Lease Term, Lessee shall submit to Lessor (a) an affidavit from Lessee in form and substance reasonably acceptable to Lessor stating (1) in reasonable detail the names, addresses and contact information of each Targeted New Member that satisfied all requirements of the Buffalo Grove Lincolnshire Chamber of Commerce and became a Targeted New Member during the prior quarter; and (2) information, in reasonable detail, supporting that each Targeted New Member that joined the Buffalo Grove Lincolnshire Chamber of Commerce during the prior quarter entitles Lessee to either a \$300 Incentive Payment, or a \$500 Incentive Payment or no Incentive Payment. Lessee shall also deliver an invoice to Lessor for the total amount of Incentive Payments due to Lessee which accrued during the prior quarter. Within thirty (30) days after receipt of all such items, and provided Lessee is not in default under the Lease that continues beyond any notice and cure period Lessor shall pay the total amount of the Incentive Payments accrued during the prior quarter.

(e) Notwithstanding anything contained herein to the contrary, the maximum amount of Incentive Payments to be paid by Lessor to Lessee pursuant to the terms and conditions of this Rider shall not exceed the total amount of Six Thousand and No/100 Dollars (\$6,000.00) per Lease Year.

(f) Lessee agrees to and shall update and deliver to Lessor a written status and report on Lessee's progress and activities in recruiting Targeted New Members to become members of the Buffalo Grove Lincolnshire Chamber of Commerce every quarter of every Lease Year after the Effective Date.

3. AUDIT RIGHTS. Lessor shall have the right, at Lessor's sole expense, to examine Lessee's books and records establishing the Incentive Payments referenced in this Rider for any calendar year not more than one time per calendar year. Lessor shall give Lessee not less than thirty (30) days' prior written notice of its intention to examine such books and records, and such examination and audit shall take place at such place within the continental United States as Lessee routinely maintains such books and records. If, pursuant to the examination, the Incentive Payments made for such calendar year by Lessor exceed the required Incentive Payments on account thereof for such calendar year, Lessee shall promptly refund such overpayment but, if the Incentive Payments made by Lessor for such calendar year are less than the required Incentive Payments as established by the examination, Lessor shall pay the deficiency to Lessee within thirty (30) days after conclusion of the examination. Lessor shall be required to deliver to Lessee a copy of all reports produced by its examiner. If Lessor does not elect to exercise its right to examine Lessee's books and records for any calendar year within the time period provided for by this Section, Lessor shall have no further right to audit such books and records for such period of time.

(SIGNATURES TO THE RIDER APPEAR ON THE FOLLOWING PAGE)

IN WITNESS WHEREOF, the parties hereto have executed this Rider this day and year first above written.

LESSEE OR CHAMBER:

**NAME: BUFFALO GROVE LINCOLNSHIRE
CHAMBEROF COMMERCE**, an Illinois
Not-for-Profit corporation

By: _____

Name: _____

Title: _____

LESSOR:

**NAME: VILLAGE OF BUFFALO
GROVE**, an Illinois municipal
corporation

By: _____

Name: _____

Title: _____



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 8.b.

Municipal Compliance Report for the Year Ending 12/31/2023 - Fire Pension Fund

Contacts

Liaison: Trustee Bocek

Staff: Chris Black

Staff Recommendation

Staff recommends acceptance.

Recommended Motion

I move to accept the Municipal Compliance Report for the Buffalo Grove Firefighters' Pension Fund for the fiscal year ended December 31, 2023.

Summary

Background

The following report is to be accepted by the Village Board prior to the extension of the property tax levy for Article 3 and 4 pension funds. The report provides information on the financial condition of the pension fund in the most recently completed fiscal year. Also included is the tax levy request from the pension fund.

Analysis

The funded ratio of the Fire Pension Fund is 82.67 percent, a slight increase over the prior year's 81.78 percent. The actual investment return was 14.18 percent. The actuarially required contribution, which is funded through the 2024 property tax levy (collected in 2025), is \$2,275,342.

Next Steps

The village's annual contribution will be funded as a portion of the property tax levy ordinance that will be up for consideration at the Village Board Meeting on December 2nd.

Strategic Alignment

Guiding Principle

Principle 1: Financially Responsible and Sound

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

1. BOT 11.04.24_Fire Pension MCR
2. BOT 11.04.24_Fire Tax Levy Letter
3. BOT 11.04.24_Fire Funding Actuarial Report



THE VILLAGE OF BUFFALO GROVE,
ILLINOIS
FIREFIGHTERS' PENSION FUND

PUBLIC ACT 95-0950
MUNICIPAL COMPLIANCE REPORT



**FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2023**

50 Raupp Boulevard
Buffalo Grove, IL 60089
Phone: 847.537.0995
Fax: 847.459.2509
www.vbg.org



August 12, 2024

Members of the Pension Board of Trustees
Buffalo Grove Firefighters' Pension Fund
Buffalo Grove, Illinois

Enclosed please find a copy of your Municipal Compliance Report for the Buffalo Grove Firefighters' Pension Fund for the fiscal year ended December 31, 2023. We have prepared the report with the most recent information available at our office. Should you have more current information, or notice any inaccuracies, we are prepared to make any necessary revisions and return them to you.

The President and Secretary of the Pension Fund are required to sign the report on page 3. If not already included with the enclosed report, please also include a copy of the Pension Fund's most recent investment policy.

The signed Public Act 95-0950 - Municipal Compliance Report must be provided to the Municipality before the tax levy is filed on the last Tuesday in December. We are sending the report via email to promote an environmentally-friendly work atmosphere.

If you have any questions regarding this report, please contact your Client Manager or PSA.

Respectfully submitted,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
FIREFIGHTERS' PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

The Pension Board certifies to the Board of Trustees of the Village of Buffalo Grove, Illinois on the condition of the Pension Fund at the end of its most recently completed fiscal year the following information:

- 1) The total cash and investments, including accrued interest, of the fund at market value and the total net position of the Pension Fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Total Cash and Investments (including accrued interest)	<u>\$80,904,766</u>	<u>\$72,058,694</u>
Total Net Position	<u>\$80,909,701</u>	<u>\$72,223,466</u>

- 2) The estimated receipts during the next succeeding fiscal year from deductions from the salaries of firefighters' and from other sources:

Estimated Receipts - Employee Contributions	<u>\$617,500</u>
Estimated Receipts - All Other Sources	
Investment Earnings	<u>\$5,663,300</u>
Municipal Contributions	<u>\$2,275,342</u>

- 3) The estimated amount necessary during the fiscal year to meet the annual actuarial requirements of the pension fund as provided in Sections 4-118 and 4-120:

Annual Requirement of the Fund as Determined by:

Firefighters' Pension Investment Fund	<u>\$1,543,130</u>
Private Actuary - Lauterbach & Amen, LLP	
Recommended Municipal Contributions	<u>\$2,275,342</u>
Alternative Municipal Contributions	<u>\$1,185,826</u>

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
FIREFIGHTERS' PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

- 4) The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year	Preceding Fiscal Year
Net Income Received from Investment of Assets	\$10,851,258	(\$12,707,304)
Assumed Investment Return		
Firefighters' Pension Investment Fund	7.125%	7.125%
Private Actuary - Lauterbach & Amen, LLP	7.000%	7.000%
Actual Investment Return	14.188%	(16.041)%

- 5) The increase in employer pension contributions that results from the implementation of the provisions of P.A. 93-0689:

Firefighters' Pension Investment Fund	NIA
Private Actuary - Lauterbach & Amen, LLP	NIA

- 6) The total number of active employees who are financially contributing to the fund:

Number of Active Members	55
--------------------------	----

- 7) The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	47	\$4,194,083
(ii) Disability Pension	4	\$266,307
(iii) Survivors and Child Benefits	4	\$279,744
Totals	55	\$4,740,134

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
FIREFIGHTERS' PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

8) The funded ratio of the fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Firefighters' Pension Investment Fund	<u>82.67%</u>	<u>81.78%</u>
Private Actuary - Lauterbach & Amen, LLP	<u>83.06%</u>	<u>81.92%</u>

9) The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Firefighters' Pension Investment Fund	<u>\$17,567,095</u>
Private Actuary - Lauterbach & Amen, LLP	<u>\$17,028,001</u>

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

10) Please see attached Investment/Cash Management policy if applicable

Please see Notes Page attached.

CERTIFICATION OF MUNICIPAL FIREFIGHTERS'
PENSION FUND COMPLIANCE REPORT

The Board of Trustees of the Pension Fund, based upon information and belief, and to the best of our knowledge, hereby certify pursuant to §4-134 of the Illinois Pension Code 40 ILCS 5/4-134, that the preceding report is true and accurate.

Adopted this 1, 1st day of August, 2024

President



Date

8/19/24

Secretary



Date

8/19/24

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
FIREFIGHTERS' PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

INDEX OF ASSUMPTIONS

- 1) Total Cash and Investments - as Reported at Market Value in the Audited Financial Statements for the Years Ended December 31, 2023 and 2022.

Total Net Position - as Reported in the Audited Financial Statements for the Years Ended December 31, 2023 and 2022.

- 2) Estimated Receipts - Employee Contributions as Reported in the Audited Financial Statements for the Year Ended December 31, 2023 plus 3.25% Increase (Actuarial Salary Increase Assumption) Rounded to the Nearest \$100.

Estimated Receipts - All Other Sources

Investment Earnings - Cash and Investments as Reported in the Audited Financial Statements for the Year Ended December 31, 2023, times 7% (Actuarial Investment Return Assumption) Rounded to the Nearest \$100.

Municipal Contributions - Recommended Tax Levy Requirement as Reported by Lauterbach & Amen, LLP, Actuarial Valuation for the Year Ended December 31, 2023.

- 3) Annual Requirement of the Fund as Determined by:

Firefighters' Pension Investment Fund - Suggested Amount of Tax Levy as Reported in the December 31, 2023 Actuarial Valuation.

Private Actuary - Lauterbach & Amen, LLP:

Recommended Amount of Tax Levy as Reported by Lauterbach & Amen, LLP in the December 31, 2023 Actuarial Valuation.

Alternative Amount of Tax Levy as Reported by Lauterbach & Amen, LLP in the December 31, 2023 Actuarial Valuation.

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
FIREFIGHTERS' PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

INDEX OF ASSUMPTIONS

- 4) Net Income Received from Investment of Assets - Investment Income (Loss) net of Investment Expense, as Reported in the Audited Financial Statements for the Years Ended December 31, 2023 and 2022.

Assumed Investment Return:

Firefighters' Pension Investment Fund - Current and Preceding Fiscal Year Interest Rate Assumption as Reported in the Years Ended December 31, 2023 and 2022 Actuarial Valuations.

Private Actuary - Current and Preceding Fiscal Year Interest Rate Assumption as Reported in the Years Ended December 31, 2023 and 2022 Actuarial Valuations.

Actual Investment Return -Net Income Received from Investments as Reported Above as a Percentage of the Average of the Beginning and Ending Balances of the Fiscal Year Cash Investments, Excluding Net Investment Income, Gains, and Losses for the Fiscal Year Return Being calculated, as Reported in the Audited Financial Statements for the Fiscal Years Ended December 31, 2023 and 2022.

- 5) Illinois Department of Insurance - Amount of total suggested tax levy to be excluded from the property tax extension limitation law as contemplated by 35 ILCS 200/18-185.

Private Actuary- No Private Actuarial Valuation amount available at the time of this report.

- 6) Number of Active Members - Illinois Department of Insurance Annual Statement for December 31, 2023 - Schedule P.

- 7) (i) Regular Retirement Pension - Illinois Department of Insurance Annual Statement for December 31, 2023 - Schedule P for Number of Participants and Expense page 1 for Total Amount Disbursed.

(ii) Disability Pension - Same as above.

(iii) Survivors and Child Benefits - Same as above.

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
FIREFIGHTERS' PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

INDEX OF ASSUMPTIONS

8) The funded ratio of the fund:

Firefighters' Pension Investment Fund - Current and Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the December 31, 2023 and 2022 Actuarial Valuations.

Private Actuary - Current and Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the December 31, 2023 and 2022 Actuarial Valuations.

9) Unfunded Liability:

Firefighters' Pension Investment Fund - Deferred Asset (Unfunded Accrued Liability) as Reported in the December 31, 2023 Actuarial Valuation.

Private Actuary - Deferred Asset (Unfunded Accrued Liability) as Reported by Lauterbach & Amen, LLP in the December 31, 2023 Actuarial Valuation.

Buffalo Grove Firefighters' Pension Fund
50 Raupp Boulevard, Buffalo Grove, Illinois 60089

August 19, 2024

Eric Smith, Village President
Village of Buffalo Grove
50 Raupp Boulevard
Buffalo Grove, Illinois 60089

RE: Tax Levy Request from the Buffalo Grove Firefighters' Pension Fund 2024

Dear President Smith and Members of the Village Board:

Section 4-118 of the Illinois Pension Code provides that the Village of Buffalo Grove shall annually levy a tax to meet the annual actuarial requirements of the Village's firefighters' pension fund (40 ILCS 5/4-118). The Board of Trustees of the Buffalo Grove Firefighters' Pension Fund has reviewed the actuarial valuations prepared by Lauterbach & Amen and the Firefighters' Pension Investment Fund of Illinois (FPIF). The Pension Board voted to request that the Village Board levy and contribute the recommended actuarial amount of **\$2,275,342** for the Fund in December 2024. Note the following from actuarial valuation:

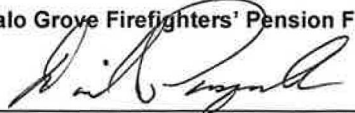
- The recommended contribution has increased \$54,122 – or 2.44% – from the prior year. The primary cause of the modest increase in the recommended contribution is actuarial experience. This was offset by investment returns that were greater than expected.
- In the second year with the Firefighters' Pension Investment Fund (FPIF), the Fund's market value return on investments was 15.18%, net of administrative expenses. When smoothing is considered over five years, the Fund's investment return was 7.87% on an actuarial asset basis. You can learn more about FPIF and review its asset allocation and investment returns at its website, <https://ifpi.org>.
- The Fund paid more than \$4.7 million in benefits last year and ended the year with almost \$81 million in assets. Furthermore, the Village contributed \$2,027,065 to the Fund in 2023. The ratio of benefits to market value of assets decreased to 5.86% (previously, 6.10% last year), which is an indication that the Fund is in a sound financial position.

FPIF issued an actuarial valuation for the Fund, using an aggressive 7.125% investment return assumption and a 90% funding goal, which rendered a statutory minimum required contribution of \$1,543,130. Coupled with FPIF's inability to provide GASB reporting for its participating pension funds, the Board urges the Village to continue our collaboration to secure a private actuarial valuation based on sound funding principles.

Enclosed are the Fund's municipal compliance report and the two actuarial valuations. The Board is grateful for the Village's commitment to properly funding the Buffalo Grove Firefighters' Pension Fund. If you have any questions, please let us know.

Sincerely,

Buffalo Grove Firefighters' Pension Fund



Dan Pasquarella, President

Enclosures: Actuarial Valuations from Lauterbach & Amen and FPIF; Municipal Compliance Report
cc: Chris Black, Finance Director, Village of Buffalo Grove (w/ enclosures)

BUFFALO GROVE FIREFIGHTERS' PENSION FUND

FUNDING ACTUARIAL VALUATION
AS OF JANUARY 1, 2024



FOR THE CONTRIBUTION YEAR
JANUARY 1, 2024 TO DECEMBER 31, 2024

668 N. River Road
Naperville, IL 60563
Phone: 630.393.1483
Fax: 630.393.2516
lauterbachamen.com

Actuarial Funding Report



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

BUFFALO GROVE FIREFIGHTERS' PENSION FUND

Contribution Year Ending: December 31, 2024

Actuarial Valuation Date: January 1, 2024

Data Date: December 31, 2023

Contact:

Todd A. Schroeder
Partner
March 21, 2024

LAUTERBACH & AMEN, LLP



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ACTUARIAL CERTIFICATION

This report documents the results of the Actuarial Valuation for the Buffalo Grove Firefighters' Pension Fund. The information was prepared for use by the Buffalo Grove Firefighters' Pension Fund and the Village of Buffalo Grove, Illinois for determining the Recommended Contribution, under the selected Funding Policy, and the Alternative Contribution for the Contribution Year January 1, 2024 to December 31, 2024. It is not intended or suitable for other purposes. Determinations for purposes other than the Employer's Actuarial Recommended Contribution may be significantly different from the results herein.

The results in this report are based on the demographic data and financial information submitted by the Buffalo Grove Firefighters' Pension Fund, and may include results from the prior Actuary. We did not prepare the Actuarial Valuations for the years prior to January 1, 2016. Those valuations were prepared by the prior Actuary whose reports have been furnished to us, and our disclosures are based on those reports. An audit of the prior Actuary's results was not performed, but high-level reviews were completed for general reasonableness, as appropriate, based on the purpose of this valuation. The accuracy of the results is dependent on the precision and completeness of the underlying information.

In addition, the results of the Actuarial Valuation involve certain risks and uncertainty as they are based on future assumptions, market conditions, and events that may never materialize as assumed. For this reason, certain assumptions and future results may be materially different than those presented in this report. See the *Management Summary* section of this report for a more detailed discussion of the Defined Benefit Plan Risks, as well as the limitations of this Actuarial Valuation on assessing those risks. We are not aware of any known events subsequent to the Actuarial Valuation Date, which are not reflected in this report but should be valued, that may materially impact the results.

The valuation results summarized in this report involve actuarial calculations that require assumptions about future events. The Buffalo Grove Firefighters' Pension Fund selected certain assumptions, while others were the result of guidance and/or judgment from the Plan's Actuary or Advisors. We believe that the assumptions used in this valuation are reasonable and appropriate for the purposes for which they have been used. The selected assumptions represent our best estimate of the anticipated long-term experience of the Plan, and meet the guidelines set forth in the Actuarial Standards of Practice.

In preparing the results, our Actuaries used commercially available software (ProVal) developed by Winklevoss Technologies, LLC. This software is widely used for the purpose of performing Actuarial Valuations. Our Actuaries coded the plan provisions, assumptions, methods, and demographic data summarized in this report, and reviewed the liability and cost outputs for reasonableness. We are not aware of any material weaknesses or limitations in the software, and have determined it is appropriate for performing this valuation.





To the best of our knowledge, all calculations are in accordance with the applicable funding requirements, and the procedures followed and presentation of results conform to generally accepted actuarial principles and practices as prescribed by the Actuarial Standards Board. The undersigned consultants of Lauterbach & Amen, LLP, with actuarial credentials, meet the Qualification Standards of the American Academy of Actuaries to render this Actuarial Certification. There is no relationship between the Buffalo Grove Firefighters' Pension Fund and Lauterbach & Amen, LLP that impairs our objectivity.

Respectfully Submitted,
LAUTERBACH & AMEN, LLP

Todd A. Schroeder, ASA, FCA, EA, MAAA

Robert L. Rietz, Jr., FCA, EA, MAAA





MANAGEMENT SUMMARY

Recommended Contribution
Funded Status

Management Summary – Comments and Analysis
Actuarial Recommended Contribution – Reconciliation

MANAGEMENT SUMMARY

RECOMMENDED CONTRIBUTION

	Prior Valuation	Current Valuation
Recommended Contribution	\$2,221,220	\$2,275,903
Expected Payroll	\$6,192,420	\$6,484,628
Recommended Contribution as a Percent of Expected Payroll	35.87%	35.10%

The Recommended Contribution has Increased by \$54,683 from the Prior Valuation.

FUNDED STATUS

	Prior Valuation	Current Valuation
Normal Cost	\$1,356,296	\$1,418,836
Fair Value of Assets	\$72,223,466	\$80,903,086
Actuarial Value of Assets	\$79,445,813	\$83,489,972
Actuarial Accrued Liability	\$96,982,999	\$100,524,774
Unfunded Actuarial Accrued Liability/(Surplus)	\$17,537,186	\$17,034,802
<u>Percent Funded</u>		
Actuarial Value of Assets	81.92%	83.05%
Fair Value of Assets	74.47%	80.48%

The Percent Funded has Increased by 1.13% on an Actuarial Value of Assets Basis.



MANAGEMENT SUMMARY

MANAGEMENT SUMMARY – COMMENTS AND ANALYSIS

Contribution Results

The Recommended Contribution is based on the selected Funding Policy and methods that are outlined in the *Actuarial Funding Policies* section of this report.

“Contribution Risk” is defined by the Actuarial Standards of Practice as the potential for actual future contributions to deviate from expected future contributions. For example, when actual contributions are not made in accordance to the Plan’s Funding Policy, or when future experience deviates materially from assumed. While it is essential for the Actuary and Plan Sponsor to collaborate on implementing a sound and financially feasible Funding Policy, it is important to note that the Actuary is not required, and is not in the position to, evaluate the ability or willingness of the Plan Sponsor to make the Recommended Contribution under the selected Funding Policy.

As a result, while Contribution Risk may be a significant source of risk for the Plan, this Actuarial Valuation makes no attempt to assess the impact of future contributions falling short of those recommended under the selected Funding Policy. Notwithstanding the above, see the *Actuarial Recommended Contribution – Reconciliation* section of this report for the impact on the current Recommended Contribution of any contribution shortfalls or excesses from the prior year.

Defined Benefit Plan Risks

Asset Growth:

Pension funding involves preparing Fund assets to pay for benefits when Members retire. During their working careers, assets grow with contributions and investment earnings; and then, the Pension Fund distributes assets in retirement. Based on the Plan’s current mix of Members and Funded Status, the Plan should experience positive asset growth, on average, if the Recommended Contributions are made and expected investment earnings come in. In the current year, the Fund asset growth was positive by approximately \$8,679,600.

Asset growth is important in the long-term. Long-term cash flow out of the Pension Fund is primarily benefit payments, and expenses are a smaller portion. The Plan should monitor the impact of expected benefit payments on future asset growth. We assess and project all future benefit payments as part of the determination of liability. The assessment is made on all current Members of the Fund, both active and inactive. For active Members, the assessment includes the probability that Members terminate or retire and begin receiving benefits. In the next 5 years, benefit payments are anticipated to increase 35-40%, or approximately \$1,684,600. In the next 10 years, the expected increase in benefit payments is 60-65%, or approximately \$2,978,300. The estimated increase in benefit payments is being compared against the benefits paid to inactive Members during the fiscal year, excluding any refunds of Member Contributions.

Furthermore, plans with a large number of inactive Members have an increased “Longevity Risk”. Longevity Risk is the possibility that inactive Members may live longer than projected by the Plan’s mortality assumption. As shown in the previous paragraph, benefit payments are expected to increase over



MANAGEMENT SUMMARY

the next 5-year and 10-year horizons. The projected increases assume that current inactive Members pass away according to the Plan's mortality assumption. To the extent that current inactive Members live longer than expected, the future 5-year and 10-year benefit projections may be larger than the amounts disclosed in the previous paragraph. Higher levels of benefit payments, payable for a longer period of time, may cause a significant strain on the Plan's cash flow, future Recommended Contributions, and may lead to Plan insolvency.

Unfunded Liability:

Unfunded Liability represents the financial shortfall of the Actuarial Value of Assets compared to the Actuarial Accrued Liability. To the extent that Unfunded Liability exists, the Plan is losing potential investment earnings due to the financial shortfall. Contributions towards Unfunded Liability pay for the lost investment earnings, as well as the outstanding unfunded amount. If payments towards Unfunded Liability are not made, the Unfunded Liability will grow.

In the early 1990s, many Pension Funds in Illinois adopted an increasing payment towards Unfunded Liability due to a change in legislation. The initial payment decreased, and future payments are anticipated to increase annually after that. In many situations, payments early on were less than the interest on Unfunded Liability, which means that Unfunded Liability increased even though contributions were made at the recommended level.

The current Recommended Contribution includes a payment towards Unfunded Liability that is approximately \$212,300 greater than the interest on Unfunded Liability. All else being equal, and contributions being made, Unfunded Liability is expected to decrease. The Employer and Fund should anticipate improvement in the current Percent Funded in the short-term. The Employer and Fund should understand this impact as we progress forward to manage expectations.

Actuarial Value of Assets:

The Pension Fund smooths investment returns that vary from expectations over a 5-year period. The intention is that investment returns for purposes of recommended funding are a combination of several years. The impact is intended to smooth out the volatility of Recommended Contributions over time, but not necessarily increase or decrease the level of contributions over the long-term.

When investment returns are smoothed, there are always gains or losses on the Fair Value of Assets that are going to be deferred for current funding purposes, and recognized in future years. Currently, the Pension Fund is deferring approximately \$2,586,900 in losses on the Fair Value of Assets. These are asset losses that will be recognized in upcoming periods, independent of the future performance of the Fair Value of Assets.



MANAGEMENT SUMMARY

Cash Flow Risk:

Assets, liabilities, and Funded Status are good metrics to monitor over time to assess the progress of the Funding Policy. However, these metrics may provide limited forward-looking insights. Specifically, the maturity of a Pension Fund can pose certain risks that often cannot be assessed with a point-in-time metric such as Percent Funded.

For example, two different Pension Funds could have the same Percent Funded, but have completely different risk profiles. One Fund might mostly cover active Members with little to no Members in pay status, whereas a second Fund might mostly cover inactive Members with a significant level of annual benefit payments. The latter Fund has a greater “Cash Flow Risk”, i.e. a more significant chance that negative cash flows could lead to a deteriorating, rather than improving, Percent Funded over time.

It is important to note that, in general, positive net cash flows are good, but also need to be sufficient to cover the growth in the liabilities (i.e. the Normal Cost as well as interest on the Actuarial Accrued Liability). Typically, when cash flows are assumed to be insufficient to cover the growth in liabilities, the Percent Funded will decline, while future Recommended Contributions will increase.

Benefit Payment Risk:

Ideally, plans in a sound financial position will have the ratio of annual benefits payments to the Fair Value of Assets to be less than the Expected Rate of Return on Investments assumption (i.e., 7.00%). Theoretically, in this case it can be considered that investment returns will fully cover the annual benefit payments, and therefore, all Employer and Member Contributions made to the Fund will be used to pay for future benefit accruals and pay down the existing Unfunded Liability. To the extent that the ratio of the annual benefit payments to the Fair Value of Assets increases to above the Expected Rate of Return on Investments assumption, the Plan may experience some additional risks, such as the need to keep assets in more liquid investments, inability to pay down Unfunded Liability, and may lead to Plan insolvency.

As of the Valuation Date, the Buffalo Grove Firefighters’ Pension Fund has a ratio of benefit payments to the Fair Value of Assets of 5.86%. In this case, the Plan is currently in a sound financial position and has a reduced amount of Benefit Payment Risk and Cash Flow Risk. It would be expected that adherence to the current Funding Policy would lead to an increasing Percent Funded.



MANAGEMENT SUMMARY

Fund Assets

The results in this report are based on the assets held in the Pension Fund. Assets consist of funds held for investment and for benefit payments as of the Actuarial Valuation Date. In addition, assets may be adjusted for other events representing dollars that are reasonably expected to be paid out from the Pension Fund or deposited into the Pension Fund after the Actuarial Valuation Date as well.

The current Fund assets are unaudited. As of the date of this report, the audit of the Fund assets is not complete, not available, or has not been provided.

The current Fund assets are based on the year-end financials as prepared by the Pension Fund Accountant. The year-end financials represent a full accrual version of the fiduciary fund as of the end of the Fiscal Year, prepared in preparation for the audit. The changes to the fund cash balance as of the Fiscal Year End are non-cash items that can include accrued interest, due/unpaid expenses, prepaids, and other adjustments.

*The Fund
Assets Used in
this Report
are
Unaudited.*

The Actuarial Value of Assets under the Funding Policy is equal to the Fair Value of Assets, with unexpected gains and losses smoothed over 5 years. More detail on the Actuarial Value of Assets can be found in the *Actuarial Funding Policies* section of this report.



MANAGEMENT SUMMARY

Demographic Data

Demographic factors can change from year to year within the Pension Fund. Changes in this category include hiring new Members, Members retiring or becoming disabled, inactive Members passing away, and other changes. Demographic changes can cause an actuarial gain (contribution that is less than expected compared to the prior year) or an actuarial loss (contribution that is greater than expected compared to the prior year).

Demographic gains and losses occur when the assumptions over the one-year period for Member changes do not meet our long-term expectation. For example, if no Members become disabled during the year, we would expect a liability gain. If more Members become disabled than anticipated during the year, we would expect a liability loss. Generally, we expect short-term fluctuations in demographic experience to create gains or losses of 1%-3% of the Actuarial Accrued Liability in any given year, but to balance out in the long-term.

“Demographic Risk” occurs when Plan demographic experience differs significantly from expected. Similar to Longevity Risk discussed previously, additional risk is created when demographic experience differs from the assumed rates of disability, retirement, or termination. Under the chosen assumptions, actuarial gains and/or losses will always occur, as the assumptions will never be exactly realized. However, the magnitude of the gain and/or loss and its influence on the Recommended Contribution largely depends on the size of the Plan.

A key Demographic Risk is mortality improvement differing from expected. While the actuarial assumptions reflect small, continuous improvements in mortality experience and these assumptions are refined upon the completion of each actuarial experience study, the risk arises because there is a possibility of a sudden shift in mortality experience. This report reflects the impact of COVID-19 experience that has been accounted for in the underlying demographic data. This report does not reflect the ongoing impact of COVID-19, which is likely to influence demographic and economic experience, at least in the short-term. We will continue to monitor these developments and their impact on the Plan. Actual future experience will be reflected in each subsequent Actuarial Valuation, as experience emerges.

Based on the number of active Members in the Plan, the Recommended Contribution has a low risk of having a significant increase due to demographic experience. For example, 1 new disabled Member would typically generate a substantial increase to the Actuarial Accrued Liability. However, due to the size of the Plan, there is an appropriate means to absorb demographic losses without causing a significant increase to the Recommended Contribution.

In the current report, the key demographic changes were as follows:

New Hires: There was 1 Member of the Fund who was hired during the year. When a Member is admitted to the Pension Fund, the Employer Contribution will increase to reflect the new Member. The increase in the Recommended Contribution in the current year due to the new Member experience is approximately \$9,000.



MANAGEMENT SUMMARY

Retirement: There was 1 Member of the Fund who retired during the year. When a Member retires, the Normal Cost will decrease. Any change in the Actuarial Accrued Liability will be considered when determining the amount to pay towards Unfunded Liability each year. The increase in the Recommended Contribution in the current year due to the retirement experience is approximately \$19,600.

Mortality: As inactive Members age and continue to collect benefits, the Fund liability will increase. In the current year, there were 54 inactive Members who maintained their benefit collection status throughout the year. The increase in the Recommended Contribution in the current year due to the mortality experience is approximately \$21,700.

Salary Increases: Salary increases were greater than anticipated in the current year. This caused an increase in the Recommended Contribution in the current year of approximately \$10,100.

Assumption Changes

In the current valuation, we have reviewed the individual pay increases assumption to reflect the wage schedule between the Village of Buffalo Grove, Illinois and the Buffalo Grove Professional Firefighter/Paramedic Association, Local 3177, of the International Association of Firefighters, AFL-CIO, CLC for the period May 1, 2023 through April 30, 2025. The year over year step increases dictated by the wage schedule did not change significantly from the prior wage schedule; therefore, we have not updated the individual pay increases assumption.

Funding Policy Changes

The Funding Policy was not changed from the prior valuation.

Output Smoothing

Contributions are determined annually by allocating dollars over a specified period of time. Procedures that are used to allocate contributions over a period of time may include asset smoothing, amortization period, and output smoothing. Each procedure becomes part of the Actuarial Methodology. Output smoothing involves measuring the impact of a specific result on a contribution and recognizing the result. The final contribution should maintain a reasonable relationship to the full Actuarially Determined Contribution.

The current results shown throughout the report reflect the full Actuarially Determined Contribution.



MANAGEMENT SUMMARY

ACTUARIAL RECOMMENDED CONTRIBUTION – RECONCILIATION

Actuarial Accrued Liability is expected to increase each year for both interest for the year and as active Members earn additional service years towards retirement. Similarly, Actuarial Accrued Liability is expected to decrease when the Fund pays benefits to inactive Members.

Contributions are expected to increase as expected pay increases under the Funding Policy for the Fund.

	Actuarial Liability	Recommended Contribution
Prior Valuation	\$ 96,982,999	\$ 2,221,220
Expected Changes	3,314,217	72,185
Initial Expected Current Valuation	<u>\$ 100,297,216</u>	<u>\$ 2,293,405</u>

Other increases or decreases in Actuarial Accrued Liability (key changes noted below) will increase or decrease the amount of Unfunded Liability in the Plan. To the extent that Unfunded Liability increases or decreases unexpectedly, the contribution towards Unfunded Liability will also change unexpectedly.

	Actuarial Liability	Recommended Contribution
Salary Increases Greater than Expected	\$ (104,422)	\$ 10,149
Actuarial Experience	331,980	17,749
Investment Return Greater than Expected*	-	(60,259)
Contributions Less than Expected	-	14,859
Total Increase/(Decrease)	<u>\$ 227,558</u>	<u>\$ (17,502)</u>
Current Valuation	<u>\$ 100,524,774</u>	<u>\$ 2,275,903</u>

*Impact on the Recommended Contribution due to investment return is on an Actuarial Value of Assets basis.

The Actuarial Experience can be attributable to several factors including, but not limited to, demographic changes and benefit payment experience compared to expectation. Key demographic changes were discussed in the *Demographic Data* section of this report.





VALUATION OF FUND ASSETS

Fair Value of Assets
Fair Value of Assets (Gain)/Loss
Development of the Actuarial Value of Assets
Actuarial Value of Assets (Gain)/Loss
Historical Asset Performance

VALUATION OF FUND ASSETS

FAIR VALUE OF ASSETS

Statement of Assets

	Prior Valuation	Current Valuation
Cash and Cash Equivalents	\$ 127,751	\$ 10,135
Money Market	487,225	476,701
Pooled Investment Accounts	71,443,718	80,417,930
Receivables (Net of Payables)	164,772	(1,680)
Total Fair Value of Assets	<u>\$ 72,223,466</u>	<u>\$ 80,903,086</u>

The Total Fair Value of Assets has Increased by Approximately \$8,679,600 from the Prior Valuation.

Statement of Changes in Assets

Total Fair Value of Assets - Prior Valuation	\$ 72,223,466
Plus - Employer Contributions	2,020,450
Plus - Member Contributions	598,067
Plus - Return on Investments	10,851,258
Less - Benefit Payments and Refunds	(4,740,134)
Less - Other Expenses	<u>(50,021)</u>
Total Fair Value of Assets - Current Valuation	<u>\$ 80,903,086</u>

The Rate of Return on Investments on a Fair Value of Assets Basis for the Fund was Approximately 15.18% Net of Administrative Expense.

The Rate of Return on Investments shown above has been determined as a percent of the average of the prior and current Fair Value of Assets on the Statement of Changes in Assets. The Return on Investments is net of Other Expenses, and has been excluded from the Total Fair Value of Assets at the end of the Fiscal Year for this calculation.



VALUATION OF FUND ASSETS

FAIR VALUE OF ASSETS (GAIN)/LOSS

Current Year (Gain)/Loss on Fair Value of Assets

Total Fair Value of Assets - Prior Valuation	\$ 72,223,466
Employer and Member Contributions	2,618,517
Benefit Payments and Refunds	(4,740,134)
Expected Return on Investments	<u>4,981,386</u>
Expected Total Fair Value of Assets - Current Valuation	\$ 75,083,235
Actual Total Fair Value of Assets - Current Valuation	<u>80,903,086</u>
Current Fair Value of Assets (Gain)/Loss	<u><u>\$ (5,819,851)</u></u>
Expected Return on Investments	\$ 4,981,386
Actual Return on Investments (Net of Expenses)	<u>10,801,237</u>
Current Fair Value of Assets (Gain)/Loss	<u><u>\$ (5,819,851)</u></u>

*The Actual Return
on Investments on a
Fair Value of
Assets Basis was
Greater than
Expected for the
Current Year.*

The (Gain)/Loss on the current Fair Value of Assets has been determined based on the Expected Rate of Return on Investments as shown in the *Actuarial Assumptions* section of this report.



VALUATION OF FUND ASSETS

DEVELOPMENT OF THE ACTUARIAL VALUE OF ASSETS

Total Fair Value of Assets - Current Valuation \$ 80,903,086

Adjustment for Prior (Gains)/Losses

	Full Amount	Deferral
FYE 12/31/2023	\$ (5,819,851)	(4,655,881)
FYE 12/31/2022	18,759,602	10,379,198
FYE 12/31/2021	(5,176,598)	(2,029,753)
FYE 12/31/2020	(5,644,850)	(1,106,678)
Total Deferred (Gain)/Loss		<u>2,586,886</u>

Initial Actuarial Value of Assets - Current Valuation \$ 83,489,972

Less Contributions for the Current Year and Interest -
Adjustment for the Corridor -

Total Actuarial Value of Assets - Current Valuation \$ 83,489,972

The Actuarial Value of Assets is Equal to the Fair Value of Assets with Unanticipated (Gains)/Losses Recognized Over 5 Years. The Actuarial Value of Assets is 103.20% of the Fair Value of Assets.

ACTUARIAL VALUE OF ASSETS (GAIN)/LOSS

Total Actuarial Value of Assets - Prior Valuation	\$ 79,445,813
Plus - Employer Contributions	2,020,450
Plus - Member Contributions	598,067
Plus - Return on Investments	6,215,797
Less - Benefit Payments and Refund	(4,740,134)
Less - Other Expenses	<u>(50,021)</u>
Total Actuarial Value of Assets - Current Valuation	<u>\$ 83,489,972</u>

The Rate of Return on Investments on an Actuarial Value of Assets Basis for the Fund was Approximately 7.87% Net of Administrative Expense.

The Actuarial Value of Assets incorporates portions of gains and losses over multiple years.



VALUATION OF FUND ASSETS

HISTORICAL ASSET PERFORMANCE

The chart below shows the historical Rates of Return on Investments for both Fair Value of Assets and Actuarial Value of Assets.

	Fair Value of Assets	Actuarial Value of Assets
FYE 12/31/2023	15.18%	7.87%
FYE 12/31/2022	(14.89%)	4.02%
FYE 12/31/2021	13.77%	12.01%
FYE 12/31/2020	15.38%	10.03%
FYE 12/31/2019	19.04%	6.64%
FYE 12/31/2018	(4.88%)	5.01%
FYE 12/31/2017	13.94%	8.29%
FYE 12/31/2016	6.67%	7.33%
FYE 12/31/2015	1.20%	7.10%
9-Year Arithmetic Average	7.27%	7.59%
9-Year Geometric Average	6.70%	7.56%

The historical Rates of Return on Investments shown above were calculated based on the annual Return on Investments, as a percentage of the average value of the assets for the year. The historical Rates of Return on Investments shown above may not reflect the current investment allocation of the Pension Fund.

For purposes of determining the average value of assets for the year, the ending Fair Value of Assets has been adjusted to net out to the portion related to the Return on Investments themselves. All other cash flows are included.

For purposes of determining the annual Return on Investments we have adjusted the figures shown on the preceding pages. The figures shown on the preceding pages are net of Investment Expenses. We have made an additional adjustment to net out Administrative Expenses. Netting out Administrative Expenses allows us to capture returns for the year that can be used to make benefit payments as part of the ongoing actuarial process.

The adjustments we made are for actuarial reporting purposes only. By netting out Administrative Expenses and capturing Return on Investments that are available to pay benefits, it provides us a



VALUATION OF FUND ASSETS

comparison to the Expected Rate of Return on Investments, but does not provide a figure that would be consistent with the rates of return that are determined by other parties. Therefore, this calculated Return on Investments should not be used to analyze investment performance of the Fund or the performance of the investment professionals.

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VALUATION OF FUND ASSETS

Expected Rate of Return on Investments Assumption

The Expected Rate of Return on Investments for this valuation is 7.00%. Lauterbach & Amen, LLP does not provide investment advice. We look at a variety of factors when reviewing the Expected Rate of Return on Investments assumption selected by the client. These factors include: historical Rates of Return on Investments, capital market projections performed by the Consolidated Board's investment advisors, the Consolidated Board's investment policy, capital market forward-looking benchmark expected returns by independent investment companies, rates used by comparable pension systems, and other factors identified in the Actuarial Standards of Practice.

Generally speaking, the ideal assumption for Expected Rate of Return on Investments is one that has a 50% chance of being met over the long-term. Recently, we have observed the following factors that impact Expected Rate of Return on Investments:

- Volatility in the market has been high which drags down long-term geometric returns.
- Similar pension systems are looking to reduce future expectations. We generally see about 95% of similar pension systems using an Expected Rate of Return on Investments that is between 6.25% and 7.50%.
- We have reviewed studies conducted by Firms who gather information from multiple investment advisors who provide models and opinions on capital market returns. Those studies help guide us to see if the assumption is expected to have a 50% chance of being met over the long-term. Plans are generally aiming towards 40th to 60th percentile returns, which can help define a range of reasonableness.
- We have reviewed an index of high-quality fixed income rates that takes into consideration the pattern of your benefit payments. The purpose of the review is to provide additional disclosure in Funding Actuarial Valuations for the Low-Default-Risk Obligation Measure. The rates in this measure are low-risk and are being used as an approximate for risk-free rates. Investment funds that incorporate diversified investments which build in more risk would be expected to earn a positive risk premium, over and above the risk-free rates.



VALUATION OF FUND ASSETS

If actual returns going forward come in less than expected, the pension system risks deferring contributions to the future that should be made today and creating additional contribution volatility. Below is a chart detailing the impact on the Recommended Contribution by decreasing or increasing the Expected Rate of Return on Investments by 25 basis points:

	0.25% Decrease (6.75%)	Current Expected Rate of Return on Investments (7.00%)	0.25% Increase (7.25%)
Recommended Contribution	\$2,599,744	\$2,275,903	\$1,961,388

Currently, the client has selected an Expected Rate of Return assumption that falls within a reasonable range. We recommend the client review the Expected Rate of Return on Investments annually to ensure the selected rate remains within a reasonable range as market conditions change year-to-year.

“Investment Risk” is the potential that the actual Return on Investments will be different from what is expected. The selected Expected Rate of Return on Investments assumption is chosen to be a long-term assumption, producing a return that, on average, would produce a stable rate of return over a long-term horizon. Actual investment returns in the short-term may deviate from this long-term assumption due to current market conditions. Furthermore, establishing the Expected Rate of Return on Investments assumption may be dependent on the Illinois State Statutes pertaining to the limitations on types of investments Plan Sponsors may use. If the actual annual rates of return are less than the Expected Rate of Return on Investments, actuarial losses will be produced, thus increasing the Plan’s Unfunded Liability and, subsequently, future Recommended Contributions.

“Asset/Liability Mismatch” risk is a similar concept as Investment Risk, as it relates to setting the Expected Rate of Return on Investments assumption compared to the actual Return on Investments achieved. The Interest Rate used to discount future Plan liabilities is set equal to the Expected Rate of Return on Investments. It is expected that the selected Interest Rate be a rate that is reasonably expected to be achieved over the long-term. To the extent that the selected Interest Rate to value Plan liabilities is unreasonable, or significantly different than the actual Return on Investments earned over an extended period of time, additional Interest Rate risk is created. For example, determining Plan liabilities at an Interest Rate higher than what is expected to be achieved through investment returns results in Unfunded Liability that is not a true representation of the Plan’s condition and Percent Funded. As a result, the Actuarial Accrued Liability determined is an amount smaller than the liability that would be produced with an Interest Rate more indicative of future Expected Rate of Return on Investments. Therefore, the Recommended Contributions under the established Funding Policy may not be sufficient to appropriately meet the true pension obligations.





RECOMMENDED CONTRIBUTION DETAIL

Actuarial Accrued Liability
Funded Status
Development of the Employer Normal Cost
Normal Cost as a Percentage of Expected Payroll
Recommended Contribution Breakdown
Schedule of Amortization – New Unfunded Actuarial Accrued Liability
Schedule of Amortization – Total Unfunded Actuarial Accrued Liability
Actuarial Methods – Recommended Contribution

RECOMMENDED CONTRIBUTION DETAIL

ACTUARIAL ACCRUED LIABILITY

	Prior Valuation	Current Valuation
Active Members	\$ 20,733,941	\$ 21,848,085
Inactive Members		
Terminated Members	1,267,600	1,356,441
Retired Members	67,567,375	69,920,043
Disabled Members	3,933,650	3,951,860
Other Beneficiaries	3,480,433	3,448,345
Total Inactive Members	76,249,058	78,676,689
Total Actuarial Accrued Liability	\$ 96,982,999	\$ 100,524,774

*The Total Actuarial
Accrued Liability
has Increased by
Approximately
\$3,541,800 from the
Prior Valuation.*

FUNDED STATUS

	Prior Valuation	Current Valuation
Total Actuarial Accrued Liability	\$ 96,982,999	\$ 100,524,774
Total Actuarial Value of Assets	79,445,813	83,489,972
Unfunded Actuarial Accrued Liability	\$ 17,537,186	\$ 17,034,802
Total Fair Value of Assets	\$ 72,223,466	\$ 80,903,086
<u>Percent Funded</u>		
Actuarial Value of Assets	<u>81.92%</u>	<u>83.05%</u>
Fair Value of Assets	<u>74.47%</u>	<u>80.48%</u>

*The Percent Funded
as of the Actuarial
Valuation Date is
Subject to Volatility
on Assets and
Liability in the
Short-Term.*



RECOMMENDED CONTRIBUTION DETAIL

DEVELOPMENT OF THE EMPLOYER NORMAL COST

	Prior Valuation	Current Valuation
Total Normal Cost	\$ 1,356,296	\$ 1,418,836
Estimated Member Contributions	(577,482)	(604,702)
Employer Normal Cost	<u>\$ 778,814</u>	<u>\$ 814,134</u>

*At a 100%
Funding Level,
the Normal Cost
Contribution is
Still Required.*

NORMAL COST AS A PERCENTAGE OF EXPECTED PAYROLL

	Prior Valuation	Current Valuation
Expected Payroll	<u>\$ 6,192,420</u>	<u>\$ 6,484,628</u>
Member Normal Cost Rate	<u>9.455%</u>	<u>9.455%</u>
Employer Normal Cost Rate	<u>12.45%</u>	<u>12.42%</u>
Total Normal Cost Rate	<u>21.90%</u>	<u>21.88%</u>

*Ideally, the
Employer
Normal Cost
Rate will Remain
Stable.*

RECOMMENDED CONTRIBUTION BREAKDOWN

	Prior Valuation	Current Valuation
Employer Normal Cost*	\$ 833,331	\$ 871,123
Amortization of Unfunded Accrued Liability/(Surplus)	<u>1,387,889</u>	<u>1,404,780</u>
Recommended Contribution	<u>\$ 2,221,220</u>	<u>\$ 2,275,903</u>

*The
Recommended
Contribution has
Increased by
2.46% from the
Prior Valuation.*

*Employer Normal Cost Contribution includes interest through the end of the Fiscal Year.



RECOMMENDED CONTRIBUTION DETAIL

SCHEDULE OF AMORTIZATION – CURRENT YEAR UNFUNDED ACTUARIAL ACCRUED LIABILITY

Below is the schedule of remaining amortization balances for the new Unfunded Liability incurred in the current year.

Unfunded Liability Base	Initial Balance	Date Established	Current Balance	Years Remaining	Payment
Investment (Gain)/Loss	\$ (730,719)	12/31/2023	\$ (730,719)	17	\$ (60,259)
Actuarial (Gain)/Loss	536,131	12/31/2023	536,131	17	44,212
Contribution Experience	<u>\$ (147,510)</u>	12/31/2023	<u>\$ (147,510)</u>	17	<u>\$ (12,164)</u>
Total	<u>\$ (342,098)</u>		<u>\$ (342,098)</u>		<u>\$ (28,211)</u>

The Actuarial (Gain)/Loss can be attributable to several factors including, but not limited to, demographic changes, Employer Contribution timing, Member Contribution experience, benefit payment experience, and salary increase experience compared to expectation.



RECOMMENDED CONTRIBUTION DETAIL

SCHEDULE OF AMORTIZATION – TOTAL UNFUNDED ACTUARIAL ACCRUED LIABILITY

Below is the schedule of remaining amortization balances for the Unfunded Liability incurred in the current and prior years.

Unfunded Liability Base	Initial Balance	Date Established	Current Balance	Years Remaining	Payment
FYE 12/31/2023	\$ (342,098)	12/31/2023	\$ (342,098)	17	\$ (28,211)
FYE 12/31/2022	4,021,924	12/31/2022	3,985,164	17	328,638
FYE 12/31/2021	(7,910,204)	12/31/2021	(7,789,507)	17	(642,366)
FYE 12/31/2020	(973,509)	12/31/2020	(955,284)	17	(78,777)
FYE 12/31/2019	3,868,267	12/31/2019	3,791,572	17	312,672
FYE 12/31/2018	2,229,329	12/31/2018	2,190,699	17	180,656
FYE 12/31/2017	<u>\$ 16,364,908</u>	12/31/2017	<u>\$ 16,154,256</u>	17	<u>\$ 1,332,168</u>
Total	<u>\$ 17,258,617</u>		<u>\$ 17,034,802</u>		<u>\$ 1,404,780</u>



RECOMMENDED CONTRIBUTION DETAIL

ACTUARIAL METHODS – RECOMMENDED CONTRIBUTION

Actuarial Valuation Date	January 1, 2024
Data Collection Date	December 31, 2023
Actuarial Cost Method	Entry Age Normal (Level % Pay)
Amortization Method	Level % Pay (Closed)
Amortization Target	100% Funded Over 17 Years
Asset Valuation Method	5-Year Smoothed Fair Value

The above methods constitute a sound Actuarially Determined Contribution under the parameters of Actuarial Standards of Practice.

The contributions and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and demographic data furnished, using the Actuarial Cost Method described. The Actuarial Cost and Amortization Methods allocate the projected obligations of the Plan over the working lifetimes of the Plan Members.

The Recommended Contribution amount shown in this report is based on the methods summarized above. The *Actuarial Funding Policies* section of this report includes a more detailed description of the Actuarial Funding Methods being used.

The Actuarial Funding Methods are meant to provide a systematic process for determining contributions on an annual basis. The methods do not impact the expectation of future benefit payments. The methods only impact the way contributions are made towards future benefit payments.

Different Actuarial Funding Methods may achieve funding goals with differing levels of success. Certain methods are more efficient and more stable on an annual basis.

In the current valuation, the Plan Sponsor has elected to use a 10% corridor in the determination of the Actuarial Value of Assets for both the Recommended and Alternative Contributions. In the event that the Actuarial Value of Assets exceeds 110% of the Fair Value of Assets or falls below 90% of the Fair Value of Assets, the excess gains or losses will be recognized immediately.





ALTERNATIVE CONTRIBUTION

Alternative Contribution
Funded Status – Alternative Contribution
Actuarial Methods – Alternative Contribution

ALTERNATIVE CONTRIBUTION

ALTERNATIVE CONTRIBUTION

	<u>Prior Valuation</u>	<u>Current Valuation</u>
Alternative Contribution	\$1,170,207	\$1,186,388
Expected Payroll	\$6,192,420	\$6,484,628
Alternative Contribution as a Percent of Expected Payroll	18.90%	18.30%

FUNDED STATUS – ALTERNATIVE CONTRIBUTION

	<u>Prior Valuation</u>	<u>Current Valuation</u>
Normal Cost	\$841,437	\$921,380
Fair Value of Assets	\$72,223,466	\$80,903,086
Actuarial Value of Assets	\$79,445,813	\$83,489,972
Actuarial Accrued Liability	\$100,737,340	\$104,186,102
Unfunded Actuarial Accrued Liability/(Surplus)	\$21,291,527	\$20,696,130
<u>Percent Funded</u>		
Actuarial Value of Assets	78.86%	80.14%
Fair Value of Assets	71.69%	77.65%



ALTERNATIVE CONTRIBUTION

The Alternative Contribution is based on Actuarial Funding Methods and funding parameters outlined in the Illinois State Statutes for pension funding. The resulting contribution is lower than the Recommended Contribution for the current year. The Alternative Contribution amount is not recommended because it represents only a deferral of contributions when compared to the Recommended Contribution method.

Actuarial Funding Methods for pensions are best applied to provide a balance between the long-term goals of a variety of stakeholders:

1. Members – the Members are interested in benefit security and having the funds available to pay benefits when retired
2. Employers – cost control and cost stability over the long-term
3. Taxpayers – paying for the services they are receiving from active Members

The Alternative Contribution methods are not intended to provide a better system in any of the above categories long-term. The parameters are not recommended for a long-term funding strategy.

The funding methods and parameters put into place in the Illinois State Statutes in 2011 were intended to provide short-term budget relief for Employer Contributions. An Employer using the parameters outlined in the Illinois State Statutes for current funding should view the contributions as short-term relief. Our recommendation in this situation is for a Pension Fund and an Employer to work towards a long-term funding strategy that better achieves the long-term funding goals, over a period that does not exceed 3-5 years.

The Securities and Exchange Commission in 2013 used the phrase “Statutory Underfunding” to describe situations where contributions appear to be more manageable in the short-term, but set up future Recommended Contributions that are less likely to be manageable.



ALTERNATIVE CONTRIBUTION

ACTUARIAL METHODS – ALTERNATIVE CONTRIBUTION

Actuarial Valuation Date	January 1, 2024
Data Collection Date	December 31, 2023
Actuarial Cost Method	Projected Unit Credit
Amortization Method	Level % Pay (Closed)
Amortization Target	90% Funded Over 17 Years
Asset Valuation Method	5-Year Smoothed Fair Value

The contribution and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and demographic data furnished, using the Actuarial Cost Method described. The Actuarial Cost and Amortization methods allocate the projected obligations of the Plan over the working lifetimes of the Plan Members.

The Actuarial Funding Methods are meant to provide a systematic process for determining contributions on an annual basis. The methods do not impact the expectation of future benefit payments. The methods only impact the way contributions are made towards future benefit payments.

Different Actuarial Funding Methods may achieve funding goals with differing levels of success. Certain methods are more efficient and more stable on an annual basis.

The guidelines in the Illinois State Statutes for pension funding are silent on the use of a corridor on the Fair Value of Assets in determination of the Actuarial Value of Assets. In the current valuation, the Plan Sponsor has elected to use a 10% corridor in the determination of the Actuarial Value of Assets for both the Recommended and Alternative Contributions. In the event that the Actuarial Value of Assets exceeds 110% of the Fair Value of Assets or falls below 90% of the Fair Value of Assets, the excess gains or losses will be recognized immediately.





ACTUARIAL VALUATION DATA

Active Members
Inactive Members
Summary of Monthly Benefit Payments
Age and Service Distribution

ACTUARIAL VALUATION DATA

ACTIVE MEMBERS

	Prior Valuation	Current Valuation
Tier I	20	19
Tier II	35	36
Total Active Members	55	55
Total Payroll	\$ 6,093,402	\$ 6,380,938

INACTIVE MEMBERS

	Prior Valuation	Current Valuation
Terminated Members	1	1
Retired Members	46	47
Disabled Members	4	4
Other Beneficiaries	4	4
Total Inactive Members	55	56

SUMMARY OF MONTHLY BENEFIT PAYMENTS

	Prior Valuation	Current Valuation
Retired Members	\$ 338,506	\$ 356,525
Disabled Members	21,852	22,192
Other Beneficiaries	23,312	23,312
Total Inactive Members	\$ 383,670	\$ 402,029



ACTUARIAL VALUATION DATA

AGE AND SERVICE DISTRIBUTION

1/1/2024 Age and Service Distribution - Tier 1 Tier 2 Active Members												
	Service	Under 1	1 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 & up	Total
Age												
Under 25												
25 to 29			0 5	0 1								0 6
30 to 34		0 1	0 7	0 7								0 15
35 to 39			0 2	0 3	0 7							0 12
40 to 44				0 1	1 2	5 0	1 0					7 3
45 to 49			1 0			2 0						3 0
50 to 54							1 0	2 0	1 0			4 0
55 to 59									2 0			2 0
60 to 64					1 0				2 0			3 0
65 to 69												
70 & up												
Total		0 1	1 14	0 12	2 9	7 0	2 0	2 0	5 0			19 36





ACTUARIAL FUNDING POLICIES

Actuarial Cost Method
Financing Unfunded Actuarial Accrued Liability
Actuarial Value of Assets

ACTUARIAL FUNDING POLICIES

ACTUARIAL COST METHOD

The Actuarial Cost Method allocates the projected obligations of the Plan over the working lifetimes of the Plan Members.

In accordance with the Pension Fund's Funding Policy, the Actuarial Cost Method for the Recommended Contribution basis is Entry Age Normal (Level Percent of Pay). The Entry Age Normal Cost Method is a method under which the Actuarial Present Value of the projected benefits of each individual included in an Actuarial Valuation is allocated on a level basis over the earnings or service of the individual between entry age and assumed exit age. The portion of this Actuarial Present Value allocated to a valuation year is called Normal Cost. The portion of the Actuarial Present Value not provided at an Actuarial Valuation Date by the Actuarial Present Value of future Normal Costs is called the Actuarial Accrued Liability.

The Entry Age Normal method attempts to create a level cost pattern. In contrast to other Actuarial Cost Methods which inherently lead to uneven or less predictable cost patterns, the Entry Age Normal method is generally understood to be less risky in terms of contribution stability from year to year.

The Conference of Consulting Actuaries Public Plans Community produced a "white paper" detailing Funding Policy model practices for public sector pension plans. Under the Level Cost Actuarial Methodology ("LCAM"), one of the principal elements to a Funding Policy is the Actuarial Cost Method. When deciding which Actuarial Cost Method to use, several objectives may be considered, such as the following:

- Each Member's benefit should be funded under a reasonable allocation method by the expected retirement date
- Pay-related benefit costs should reflect anticipated pay at retirement
- The expected cost of each year of service (i.e. Normal Cost) for each active Member should be reasonably related to the expected cost of that Member's benefit
- The Member's Normal Cost should emerge as a level percent of Member compensation
- No gains or losses should occur if all assumptions are met.

Following these criteria, the use of the Entry Age Normal Cost Method (Level Percent of Pay) is a model practice.

FINANCING UNFUNDED ACTUARIAL ACCRUED LIABILITY

The Unfunded Actuarial Accrued Liability may be amortized over a period either in level dollar amounts or as a level percentage of projected payroll.

When amortizing the Unfunded Actuarial Accrued Liability as a level percentage of payroll, additional risk is incurred since the amortization payments in the early years of the payment period may not be large enough to cover the interest accrued on the existing Unfunded Liability. As a result, the Unfunded Liability



ACTUARIAL FUNDING POLICIES

may increase initially, before the amortization payments grow large enough to cover all interest accruals. Generally speaking, the Plan Sponsor will be required to contribute a larger total contribution amount over the course of the funding period under a level percentage of payroll basis as compared to a level dollar payroll schedule.

The Government Finance Officers Association notes that best practices in public pension finance include utilizing amortization periods that do not exceed 20 years. Longer amortization periods elevate the risk of failing to reduce any Unfunded Liability. For example, when the amortization payment in full only covers interest on the Unfunded Liability, but does not reduce the existing Unfunded Liability, the required contribution will increase in future years.

A second principal element under the Level Cost Actuarial Methodology described above is to establish an Amortization Policy that determines the length of time and the structure of the increase or decrease in contributions required to systematically fund the Unfunded Actuarial Accrued Liability. When deciding on the Amortization Policy, several objectives may be considered, such as the following:

- Variations in the source of liability changes (i.e. gains or losses, Plan changes, assumption changes) should be funded over periods consistent with an appropriate balance between the policy objectives of demographic matching and volatility management
- The cost changes in Unfunded Actuarial Accrued Liability should emerge as a level percentage of Member compensation

The LCAM model practices for the Amortization Policy include the following:

- Layered fixed period amortization by source
- Level percent of pay amortization
- An amortization period ranging from 15-20 years for experience gains or losses
- An amortization period of 15-25 years for assumption changes

In accordance with the Pension Fund's Funding Policy for the Recommended Contribution, the Unfunded Actuarial Accrued Liability is amortized by level percent of payroll contributions to a 100% funding target over the remaining 17 years. See the *Actuarial Methods – Recommended Contribution* section of this report for more detail.

We believe that the amortization period is appropriate for the purpose of this valuation.



ACTUARIAL FUNDING POLICIES

ACTUARIAL VALUE OF ASSETS

The Pension Fund is an ongoing plan. The Employer wishes to smooth the effect of volatility in the Fair Value of Assets on the annual contribution. Therefore, the Actuarial Value of Assets is equal to the Fair Value of Assets with unanticipated gains/losses recognized over a five-year period.

The Asset Valuation Method is intended to create an Actuarial Value of Assets that remains reasonable in relation to the Fair Value of Assets over time. The method produces results that can fall either above or below the Fair Value of Assets. The period of recognition is short.

It is intended that the period of recognition is short enough to keep the Actuarial Value of Assets within a decent range of the Fair Value of Assets. In the event that the Actuarial Value of Assets exceeds or falls below a 10% corridor of the Fair Value of Assets, the additional gain or loss will be recognized immediately.

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ACTUARIAL ASSUMPTIONS

Nature of Actuarial Calculations
Selection of Actuarial Assumptions
Actuarial Assumptions in the Valuation Process
Assessment of Risk Exposures
Limitations of Risk Analysis
Assessment and Use of Actuarial Models
Actuarial Assumptions Utilized

ACTUARIAL ASSUMPTIONS

NATURE OF ACTUARIAL CALCULATIONS

The results documented in this report are estimates based on data that may be imperfect and on assumptions about future events. Certain Plan Provisions may be approximated or deemed immaterial, and, therefore, are not valued. Assumptions may be made about demographic data or other factors. Reasonable efforts were made in this valuation to ensure that significant items in the context of the Actuarial Accrued Liability or costs are treated appropriately, and not excluded or included inappropriately.

Actual future experience will differ from the assumptions used in the calculations. As these differences arise, the expense for accounting purposes will be adjusted in future valuations to reflect such actual experience.

A range of results different from those presented in this report could be considered reasonable. The numbers are not rounded, but this is for convenience only and should not imply precision which is not inherent in actuarial calculations.

SELECTION OF ACTUARIAL ASSUMPTIONS

Actuaries and other service providers provide guidance to their clients in the selection of assumptions used in the Actuarial Valuation based on their industry-specific training and experience. The Actuaries' expertise is used in the determination of demographic assumptions as it relates to future expectations of Plan demographic activity, such as mortality, termination, and retirement rates. The selection of economic assumptions, such as Expected Rate of Return on Investments or the assumed inflation rate, is more subjective. Investment advisors and other services providers utilize their expertise and knowledge of capital markets to model future expectations. Some assumptions may have an influence on other assumptions. The role of the Actuary in the selection of the economic assumptions is to review available market information including historical economic information and forward-looking capital market projections from investment professionals and to assess whether or not sufficient backup exists to deem the assumption reasonable. The selection of economic assumptions is the responsibility of the client. For example, the inflation rate (an economic assumption) may directly correlate to the active member salary increase assumption (a demographic assumption). Once all demographic and economic assumptions have been determined, the Actuary will create various sets of assumptions which take into account the proposed assumptions individually and in the aggregate. The client will then make the final decision of which assumption set to use.



ACTUARIAL ASSUMPTIONS

ACTUARIAL ASSUMPTIONS IN THE VALUATION PROCESS

The contributions and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and demographic data furnished, using the Actuarial Cost Method described in the *Actuarial Funding Policies* section of this report.

The principal areas of financial risk which require assumptions about future experience are:

- Expected Rate of Return on Investments
- Patterns of Pay Increases for Members
- Rates of Mortality Among Active and Inactive Members
- Rates of Termination Among Active Members
- Rates of Disability Among Active Members
- Age Patterns of Actual Retirements

Actual experience of the Pension Fund will not coincide exactly with assumed experience. Each valuation provides a complete recalculation of assumed future experience and takes into account all past differences between assumed and actual experience. The result is a continual series of adjustments to the computed Recommended Contribution.

Details behind the selection of the actuarial assumptions can be found in the Actuarial Assumption Summary document provided to the client upon request. The client has reviewed and approved the assumptions as a reasonable expectation of the future anticipated experience under the Plan.



ACTUARIAL ASSUMPTIONS

ASSESSMENT OF RISK EXPOSURES

From time to time it becomes appropriate to modify one or more of the assumptions, to reflect experience trends (but not random year-to-year fluctuations). In addition, Actuarial Standards of Practice require that the Actuary minimally perform a qualitative assessment of key financial and demographic risks as part of the risk assessment process with each annual Actuarial Valuation. The risk assessments we perform include, but are not limited to, the following:

- Periodic demographic experience studies every 3 to 5 years to confirm the ongoing appropriateness of actuarial assumptions
- Highlight the impact of demographic experience over the past year, as well as other sources of change and volatility in the *Actuarial Recommended Contribution – Reconciliation* section of this report
- Detail year-over-year changes in contribution levels, assets, liabilities, and Funded Status in the *Recommended Contribution* and *Funded Status* sections in the *Management Summary* section of this report
- Review any material changes in the demographic data as summarized in the *Actuarial Valuation Data* section of this report
- Provide and discuss the Actuarial Assumption Summary document highlighting the rationale for each key assumption chosen by the client
- Identify potential Cash Flow Risk by highlighting expected benefit payments over the next 5-year and 10-year periods in the *Asset Growth* section in the *Management Summary* section of this report
- Describe the impact of any assumption, method, or policy change in the *Management Summary* section of this report
- Utilize supplemental information, such as the GASB Discount Rate sensitivity disclosures to understand, for example, what impact an alternative Expected Rate of Return on Investments assumption might have on the estimation of Actuarial Accrued Liability and Funded Status
- Utilize supplemental information, such as the GASB solvency test, to better understand the Cash Flow Risk and long-term sustainability of the Plan

LIMITATIONS OF RISK ANALYSIS

Since future experience may never be precisely as assumed, the process of selecting funding methods and actuarial assumptions may inherently create risk and volatility of results. A more detailed evaluation of the above risk exposures is beyond the scope and nature of the annual Actuarial Valuation process. For example, scenario tests, sensitivity tests, stress tests, and/or stochastic modeling for multi-year projections to assess the impact of alternative assumptions and methods, or modeling future experience different from the assumptions in these results, are not included in this Actuarial Valuation.

The Buffalo Grove Firefighters' Pension Fund and/or the Village of Buffalo Grove, Illinois should contact the Actuary if they desire a more detailed assessment of any of these forward-looking risk exposures.



ACTUARIAL ASSUMPTIONS

ASSESSMENT AND USE OF ACTUARIAL MODELS

Actuarial Valuations rely upon the use of actuarial modeling software to predict the occurrence of future events, which include specific demographic and financial potential outcomes. Actuarial assumptions are established to provide a guideline to use for such modeling.

- The model used in this Actuarial Valuation is intended to determine the Recommended Contribution, under the selected Funding Policy. The actuarial assumptions used were developed with this goal in mind.
- There are no known material limitations or inconsistencies among the actuarial assumptions or methods.
- The output from the model is reasonable based on the individual actuarial assumptions and based on the actuarial assumptions in the aggregate.
- The actuarial software used to calculate plan liabilities has been purchased from an outside vendor. We have performed thorough testing of the software, including review of sample participants, to ensure the intended purpose of the model, the operation of the model, sensitivities and dependencies, and strengths and limitations of the model are sufficient for this purpose.
- Demographic data and financial information have been provided by client professionals, financial advisors, and/or auditors, who are known to be experts in their respective fields. We rely on the fact that the information provided by these experts has been given for the intended purpose of this Actuarial Valuation.
- Where applicable, certain actuarial assumptions and Funding Policy may be required as prescribed by law. In such instances, we have followed legal guidance to ensure conformity.
- The Expected Rate of Return on Investments assumption has been chosen using input from several sources; including, but not limited to: client professionals, financial advisors, auditors, and other capital market outlooks. We have relied on the information provided, in the aggregate, to settle on the selected Expected Rate of Return on Investments assumption.

As stated in the *Limitations of Risk Analysis* section, future experience may never be precisely as assumed. As a result, the funding methods and actuarial assumptions used in the model may create volatility in the results when compared year after year. A more detailed evaluation of this volatility is beyond the scope and nature of the annual Actuarial Valuation process. In such cases, additional scenario tests, sensitivity tests, stress tests, and/or stochastic modeling for multi-year projections to assess the impact of alternative assumptions and methods, or modeling future experience different from the assumptions in these results, may be performed to determine a range of reasonable results.



ACTUARIAL ASSUMPTIONS

ACTUARIAL ASSUMPTIONS UTILIZED

Expected Rate of Return on Investments 7.00% Net of Administrative Expense

CPI-U 2.25%

Total Payroll Increases 3.25%

Individual Pay Increases * 3.75% - 9.48%

Individual pay increases include a long-term average increase for inflation, average annual increases for promotions, and any additional increases for a step program. Sample rates are as follows:

Service	Rate	Service	Rate
0	9.48%	8	3.75%
1	9.48%	9	3.75%
2	9.48%	10	3.75%
3	9.48%	15	3.75%
4	9.48%	20	3.75%
5	9.48%	25	3.75%
6	9.48%	30	3.75%
7	3.75%	35	3.75%

*Individual pay increases for active Members hired at age 40 or older are assumed annual increases at the ultimate rate reduced by 50 basis points, without adjustments in early service years.



ACTUARIAL ASSUMPTIONS

Retirement Rates

100% of the L&A Assumption Study for Firefighters 2020 Cap Age 65. Sample rates are as follows:

Age	Rate	Age	Rate
50	7.00%	58	17.15%
51	7.00%	59	17.15%
52	7.00%	60	20.00%
53	7.00%	61	20.00%
54	7.00%	62	20.00%
55	17.15%	63	25.00%
56	17.15%	64	25.00%
57	17.15%	65	100.00%

Termination Rates

100% of the L&A Assumption Study for Firefighters 2020. Sample rates are as follows:

Age	Rate	Age	Rate
25	7.02%	40	1.25%
30	4.07%	45	0.41%
35	2.41%	50	0.00%

Disability Rates

100% of the L&A Assumption Study for Firefighters 2020. Sample rates are as follows:

Age	Rate	Age	Rate
25	0.07%	40	0.54%
30	0.09%	45	0.75%
35	0.27%	50	0.97%

75% of active Members who become disabled are assumed to be in the Line of Duty.



ACTUARIAL ASSUMPTIONS

Mortality Rates

Active Mortality follows the Sex Distinct Raw Rates as developed in the PubS-2010(A) Study. Mortality improvement uses MP-2019 Improvement Rates applied on a fully generational basis.

50% of active Member deaths are assumed to be in the Line of Duty.

Retiree Mortality follows the L&A Assumption Study for Firefighters 2020. These rates are experience weighted with the Sex Distinct Raw Rates as developed in the PubS-2010(A) Study improved to 2017 using MP-2019 Improvement Rates. These rates are then improved fully generationally using MP-2019 Improvement Rates.

Disabled Mortality follows the L&A Assumption Study for Firefighters 2020. These rates are experience weighted with the Sex Distinct Raw Rates as developed in the PubS-2010 Study for disabled participants improved to 2017 using MP-2019 Improvement Rates. These rates are then improved fully generationally using MP-2019 Improvement Rates.

Spouse Mortality follows the Sex Distinct Raw Rates as developed in the PubS-2010(A) Study for contingent survivors. For all rates not provided there (ages 45 and younger) the PubG-2010 Study for general employees was used. Mortality improvement uses MP-2019 Improvement Rates applied on a fully generational basis.

Marital Assumptions

Active Members: 80% of active Members are assumed to be married. Female spouses are assumed to be 3 years younger than male spouses.

Retiree and Disabled Members: Actual spousal data was utilized for retiree and disabled Members.





LOW-DEFAULT-RISK OBLIGATION MEASURE

Low-Default-Risk Obligation Measure – Purpose
Low-Default-Risk Obligation Measure
Low-Default-Risk Obligation Measure vs Actuarial Liability

LOW-DEFAULT-RISK OBLIGATION MEASURE

LOW-DEFAULT-RISK OBLIGATION MEASURE - PURPOSE

The Pension Committee of the Actuarial Standards Board adopted changes to Actuarial Standards of Practice No. 4 (“ASOP 4”). ASOP 4 is titled “Measuring Pension Obligations and Determining Pension Plan Costs or Contributions”. The changes were adopted by the Actuarial Standards Board in December 2021 and are effective for reporting and Measurement Dates on or after February 15, 2023.

One change is the requirement for all Funding Actuarial Valuations to include a Low-Default-Risk Obligation Measure (“LDROM”). In its simplest form, the LDROM is a measure of Actuarial Liability determined using a low-risk Expected Rate of Return on Investments. The LDROM is not intended to replace the Actuarial Liability used to determine the Recommended Contribution amount calculated in this report. The intention is to provide additional information on the Funded Status of the Plan and benefit security.

The Low-Default-Risk Obligation Measure is shown below as of the Measurement Date. The discussion that follows provides more information on the assumptions and methods used to determine the LDROM and some interpretation of the results.

LOW-DEFAULT-RISK OBLIGATION MEASURE

	Current Valuation
Low-Default-Risk Obligation Measure	\$ 134,849,635
Fair Value of Assets	80,903,086
Obligation not Covered by Current Assets	\$ 53,946,549

*The Low-Default-Risk
Obligation Measure is Not
Intended to Replace the
Actuarial Liability Used to
Determine the Recommended
Contribution.*

The Obligation not Covered by Current Assets shown above is for illustration of the Low-Default-Risk Obligation Measure only and is not intended for any other purposes. The amount of Obligation not Covered by Current Assets should not be used for pension funding or financial statement reporting purposes. In addition, the Obligation not Covered by Current Assets amount should not be used for any other assessments related to pension funding, such as assessing Unfunded Liability for the purpose of issuing Pension Obligation Bonds. Discussion of any of these items should be handled separately.



LOW-DEFAULT-RISK OBLIGATION MEASURE

Selection of the Discount Rate

Under Actuarial Standards, a Discount Rate should be selected from a source that develops the rate using low-default-risk fixed income securities. In addition, the fixed income securities should be reasonably consistent with the pattern of expected benefit payments from the Fund.

The Low-Default-Risk Obligation Measure has been valued using the FTSE Pension Discount Curve. The FTSE Pension Discount Curve is determined using rates from corporate bonds that are rated AA (from the FTSE U.S. Broad Investment Grade Bond Index) and yields from the FTSE Russell's Treasury model curve. The result is a set of investment grade zero coupon bond rates with maturities from 6 months to 30 years.

The equivalent single discount rate that would produce the same liability as the FTSE Pension Discount Curve is 4.83%.

There are other indices constructed that are appropriate for this disclosure as well. They could produce Discount Rates that are higher or lower than the LDROM shown here. An increase/decrease in the discount rate of 50 basis points (0.50%) would decrease/increase the LDROM by (6.95%)/7.77%, respectively. In our opinion, the FTSE Pension Discount Curve meets the requirements of the disclosure of the LDROM. The curve is constructed using investment grade corporate bonds. In addition, the rates are updated monthly and the current rates used (as of the Measurement Date of this report) are reflective of current market conditions. Finally, the use of a yield curve as opposed to a single rate allows the flexibility for the LDROM to be determined in a manner consistent with the pattern of expected benefit payments.

The Discount Rate is intended for the current Measurement Date only. In order to stay consistent with the prevailing market conditions, the Discount Rate will be assessed and updated each year at each new Measurement Date.

Selection of the Actuarial Cost Method

The Standard requires the use of an immediate-gain Actuarial Cost Method. We have elected to use the Entry Age Normal cost method for measurement of the LDROM. Entry Age Normal is being applied on a percent of pay basis. The Cost Method is the same method used for the determination of the Recommended Contribution in this report.

Other immediate-gain Actuarial Cost Methods are available and acceptable for use in the determination of the LDROM. Other acceptable methods include benefits-based methods and accrued benefit methods. We selected the Entry Age Normal method due to the fact that benefit liability in this Fund is not typically settled with one-time payments. For example, the Plan does not pay lump sums (except refunds of Member Contributions) and is not anticipated to settle liability through the purchase of annuity contracts. Therefore, the usefulness of a benefits-based method is much more limited in interpretation of this measure as it relates to benefit security.



LOW-DEFAULT-RISK OBLIGATION MEASURE

Interpretation of the LDROM

The Low-Default-Risk Obligation Measure is higher than the liability used for the Recommended Contribution determination by \$34,324,861.

Actuarial Liability is determined in different ways based on the purpose of the measurement. The Actuarial Liability for the Recommended Contribution purposes is used to develop a contribution amount that, when combined with other sources of funding (including Member Contributions and expected investment returns), would pay all future expected benefits. The expected investment returns under this scenario are based on the current asset allocation and capital market expectations of the Fund. Assets are invested in a way that involves risk. Actual returns can vary significantly year-to-year above and below expectations. The trade-off is a risk-premium over the long-term and above low-risk market rates.

The LDROM, by contrast, is developed using low-risk returns available in the market. These returns could be obtained theoretically with low-risk of deviation from expectation, and lower expectation (i.e. there is no risk-premium). The LDROM, then, can be thought of as the amount of money that should be set aside today to appropriately fund and prepare for all future benefit payments, if the assets were invested in relatively low volatility assets available in the market today.

The expected decrease in the liability for funding purposes as compared to the LDROM can be thought of as cost savings from investing in riskier assets, with higher long-term return expectations. At the same time, this difference also represents a risk factor for the Pension Fund as the Fund is reliant on receiving the expected return on investments, including a risk premium. Contributions, combined with these investment returns, are required in order to fund future benefit payments.

LOW-DEFAULT-RISK OBLIGATION MEASURE VS ACTUARIAL LIABILITY

	Current Valuation
Low-Default-Risk Obligation Measure	\$ 134,849,635
Actuarial Accrued Liability (Entry Age Normal)	100,524,774
Difference	<u>\$ 34,324,861</u>

*The Low-Default-Risk
Obligation Measure is Not
Intended to Replace the
Actuarial Liability Used to
Determine the Recommended
Contribution.*





SUMMARY OF PRINCIPAL PLAN PROVISIONS

Establishment of the Fund
Administration
Member Contributions
Regular Retirement Pension Benefit
Early Retirement Pension Benefit
Surviving Spouse Benefit
Termination Benefit – Vested
Disability Benefit

SUMMARY OF PRINCIPAL PLAN PROVISIONS

ESTABLISHMENT OF THE FUND

The Firefighters' Pension Fund is established and administered as prescribed by "Article 4 – Firefighters' Pension Fund – Municipalities 500,000 and Under" of the Illinois Pension Code.

ADMINISTRATION

The Firefighters' Pension Fund is administered by a Board of Trustees whose duties are to manage the Pension Fund, determine applications for pensions, authorize payment of pensions, establish rules, pay expenses, and keep records.

MEMBER CONTRIBUTIONS

Members contribute 9.455% of their pensionable salary.

REGULAR RETIREMENT PENSION BENEFIT

Tier I

Eligibility: Age 50 with at least 20 years of creditable service.

Benefit: 50% of final salary for the first 20 years of service, plus an additional 2.5% of final salary for each year of service beyond 20 years of service, pro-rated monthly, and not to exceed 75% of final salary. "Final salary" is based on the firefighter's pensionable salary attached to rank held on the last day of service.

Annual Increase in Benefit: A firefighter is entitled to receive an initial increase equal to 1/12 of 3% of the original monthly benefit for each full month that has passed since the pension began. The initial increase date will be the later of the first day of the month after the pensioner turns age 55 or the first day of the month after the benefit date anniversary. Subsequent increases of 3% of the current monthly benefit will be granted every January 1st thereafter.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

REGULAR RETIREMENT PENSION BENEFIT - CONTINUED

Tier II

Eligibility: Age 55 with at least 10 years of creditable service.

Benefit: 2.5% of final average salary for each year of service, and not to exceed 75% of final average salary. "Final average salary" is determined by dividing the total pensionable salary during 48 consecutive months of service within the last 60 months of service in which total pensionable salary was the highest, by the number of months of service in that period (or by dividing the total pensionable salary during 96 consecutive months of service within the last 120 months of service in which total pensionable salary was the highest, by the number of months of service in that period, if greater). Annual salary for this purpose will not exceed the salary cap, indexed by the lesser of 3% or the CPI-U for the 12 months ending with the September preceding each November 1st. The salary cap will not decrease.

Annual Increase in Benefit: The initial increase date will be the later of the January 1st after the pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.

EARLY RETIREMENT PENSION BENEFIT

Tier I

None.

Tier II

Eligibility: Age 50 with at least 10 years of creditable service.

Benefit: The regular retirement pension benefit reduced by ½ of 1% for each month that the firefighters' age is between 50 and 55.

Annual Increase in Benefit: The initial increase date will be the later of the January 1st after the pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

SURVIVING SPOUSE BENEFIT

Tier I

Eligibility: Married to an active firefighter, a disabled pensioner at the time of death, or a retired pensioner (at least 12 months prior to the time of death if married post-retirement).

Active Line of Duty Death Benefit: An eligible surviving spouse is entitled to receive 100% of the firefighter's final pensionable salary attached to rank held on the last day of service.

Non-Duty Death Benefit:

Disabled or Retired Pensioner: An eligible surviving spouse is entitled to receive the greater of the pensioner's benefit at the time of death or 54% of the pensioner's final pensionable salary attached to rank held on the last day of service.

Active Member: An eligible surviving spouse is entitled to receive the greater of the firefighter's eligible benefit at the time of death or 54% of the firefighter's final pensionable salary attached to rank held on the last day of service.

Annual Increase in Benefit: None.

Tier II

Eligibility: Married to an active firefighter, a disabled pensioner at the time of death, or a retired pensioner (at least 12 months prior to the time of death if married post-retirement).

Active Line of Duty Death Benefit: An eligible surviving spouse is entitled to receive 100% of the firefighter's final pensionable salary attached to rank held on the last day of service.

Non-Duty Death Benefit:

Disabled or Retired Pensioner and Active Member: An eligible surviving spouse is entitled to receive the greater of 66⅔% of the firefighter's earned pension benefit at the time of death or 54% of the firefighter's monthly salary at the time of death.

Annual Increase in Benefit: The initial increase date will be the January 1st after the surviving spouse turns age 60. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

TERMINATION BENEFIT – VESTED

Tier I

Eligibility: Age 60 with at least 10 but less than 20 years of creditable service.

Benefit: An accrual factor times final salary for each year of service. “Accrual factor” is a factor of 1.5% at 10 years of service, increasing ratably up to 2.4% at 19 years of service. “Final salary” is based on the firefighter’s pensionable salary attached to rank held on the last day of service.

Annual Increase in Benefit: A firefighter is entitled to receive an initial increase equal to 1/12 of 3% of the original monthly benefit for each full month that has passed since the pension began. The initial increase date will be the first day of the month after the benefit date anniversary. Subsequent increases of 3% of the current monthly benefit will be granted every January 1st thereafter.

Tier II

None.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

DISABILITY BENEFIT

Tier I

Eligibility: Duty Disability, Non-Duty Disability with at least 7 years of creditable service, or Occupational Disease Disability with at least 5 years of creditable service.

Benefit: For a duty disability or an occupational disease disability with at least 5 years of creditable service, a firefighter is entitled to receive the greater of 65% of final salary or the regular retirement pension benefit at the time of disability. For a non-duty disability with at least 7 years of creditable service, a firefighter is entitled to receive 50% of their final salary. "Final salary" is based on the firefighter's pensionable salary attached to rank held on the last day of service.

Annual Increase in Benefit: A firefighter is entitled to receive an initial increase equal to 3% of the original monthly benefit for each full year that has passed since the pension began. The initial increase date will be the later of the January 1st after following pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases of 3% of the original monthly benefit will be granted every January 1st thereafter.

Tier II

Eligibility: Duty Disability, Non-Duty Disability with at least 7 years of creditable service, or Occupational Disease Disability with at least 5 years of creditable service.

Benefit: For a duty disability or an occupational disease disability with at least 5 years of creditable service, a firefighter is entitled to receive the greater of 65% of final salary or the regular retirement pension benefit at the time of disability. For a non-duty disability, a firefighter is entitled to receive 50% of their final salary. "Final salary" is based on the firefighter's pensionable salary attached to rank held on the last day of service.

Annual Increase in Benefit:

The initial increase date will be the later of the January 1st after the pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.





GLOSSARY OF TERMS

Glossary of Terms

GLOSSARY OF TERMS

GLOSSARY OF TERMS

Actuarial Accrued Liability – The Actuarial Present Value of future benefits based on Members’ service rendered to the Measurement Date using the selected Actuarial Cost Method. It is that portion of the Actuarial Present Value of Plan benefits and expenses allocated to prior years of employment. It is not provided for by future Normal Costs.

Actuarial Cost Method – The method used to allocate the projected obligations of the Plan over the working lifetimes of the Plan Members.

Actuarial Value of Assets – The value of the assets used in the determination of the Unfunded Actuarial Accrued Liability. The Actuarial Value of Assets is related to the Fair Value of Assets, with adjustments made to spread unanticipated gains and losses for a given year over a period of several years. Actuarial Value of Assets is generally equally likely to fall above or below the Fair Value of Assets, and generally does not experience as much volatility over time as the Fair Value of Assets.

Asset Valuation Method – A valuation method designed to smooth random fluctuations in asset values. The objective underlying the use of an Asset Valuation Method is to provide for the long-term stability of Employer Contributions.

Funding Policy – A set of procedures for a Pension Fund that outlines the “best practices” for funding the pension benefits based on the goals of the Plan Sponsor. A Funding Policy discusses items such as assumptions, Actuarial Cost Method, assets, and other parameters that will best help the Plan Sponsor meet their goal of working in the best interest of the Plan Members.

Fair Value of Assets – The value of the cash, bonds, securities, and other assets held in the pension trust as of the Measurement Date.

Normal Cost – The present value of future benefits earned by Members during the current Fiscal Year. It is that portion of the Actuarial Present Value of benefits and expenses which is allocated to a valuation year by the Actuarial Cost Method.

Unfunded Actuarial Accrued Liability – The excess of the Actuarial Accrued Liability over the Actuarial Value of Assets. The Unfunded Actuarial Accrued Liability is amortized over a period either in level dollar amounts or as a level percentage of projected payroll.





Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 8.c.

Municipal Compliance Report for the Year Ending 12/31/2023 - Police Pension Fund

Contacts

Liaison: Trustee Bocek

Staff: Chris Black

Staff Recommendation

Staff recommends acceptance.

Recommended Motion

I move to accept the Municipal Compliance Report for the Buffalo Grove Police Pension Fund for the fiscal year ended December 31, 2023.

Summary

Background

The following report is to be accepted by the Village Board prior to the extension of the property tax levy for Article 3 and 4 pension funds. The report provides information on the financial condition of the pension fund in the most recently completed fiscal year. Also included is the tax levy request letter from the Police Pension Fund.

Analysis

The funded ratio of the Police Pension Fund is 77.84 percent, a slight increase over the prior year's 77.55 percent. The actual investment return was 12.82 percent. The actuarially required contribution, which is funded through the 2024 property tax levy (collected in 2025), is \$3,165,550.

Next Steps

The village's annual contribution will be funded as a portion of the property tax levy ordinance that will be up for consideration at the Village Board Meeting on December 2nd.

Strategic Alignment

Guiding Principle

Principle 1: Financially Responsible and Sound

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

1. BOT 11.04.24_Police Pension MCR
2. BOT 11.04.24_Police Tax Levy Letter
3. BOT 11.04.24_Police Funding Actuarial Report



THE VILLAGE OF BUFFALO GROVE, ILLINOIS POLICE PENSION FUND

PUBLIC ACT 95-0950
MUNICIPAL COMPLIANCE REPORT



**FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2023**

46 Raupp Boulevard
Buffalo Grove, IL 60089
Phone: 847.459.2560
www.vbg.org



Lauterbach & Amen, LLP

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July 12, 2024

Members of the Pension Board of Trustees
Buffalo Grove Police Pension Fund
Buffalo Grove, Illinois

Enclosed please find a copy of your Municipal Compliance Report for the Buffalo Grove Police Pension Fund for the fiscal year ended December 31, 2023. We have prepared the report with the most recent information available at our office. Should you have more current information, or notice any inaccuracies, we are prepared to make any necessary revisions and return them to you.

The President and Secretary of the Pension Fund are required to sign the report on page 3. If not already included with the enclosed report, please also include a copy of the Pension Fund's most recent investment policy.

The signed Public Act 95-0950 - Municipal Compliance Report must be provided to the Municipality before the tax levy is filed on the last Tuesday in December. We are sending the report via email to promote an environmentally-friendly work atmosphere.

If you have any questions regarding this report, please contact your Client Manager or PSA.

Respectfully submitted,

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

THE VILLAGE OF BUFFALO GROVE, ILLINOIS
POLICE PENSION FUND

Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023

The Pension Board certifies to the Board of Trustees of the Village of Buffalo Grove, Illinois on the condition of the Pension Fund at the end of its most recently completed fiscal year the following information:

- 1) The total cash and investments, including accrued interest, of the fund at market value and the total net position of the Pension Fund:

	Current Fiscal Year	Preceding Fiscal Year
Total Cash and Investments (including accrued interest)	\$94,650,451	\$84,084,174
Total Net Position	\$94,660,597	\$84,315,611

- 2) The estimated receipts during the next succeeding fiscal year from deductions from the salaries of police officers and from other sources:

Estimated Receipts - Employee Contributions	\$707,000
Estimated Receipts - All Other Sources	
Investment Earnings	\$6,625,500
Municipal Contribution	\$3,165,550

- 3) The estimated amount required during the next succeeding fiscal year to (a) pay all pensions and other obligations provided in Article 3 of the Illinois Pension Code, and (b) to meet the annual requirements of the fund as provided in Sections 3-125 and 3-127:

(a) Pay all Pensions and Other Obligations	\$7,543,800
(b) Annual Requirement of the Fund as Determined by:	
Illinois Police Officers' Pension Investment Fund	NIA
Private Actuary - Lauterbach & Amen, LLP	
Recommended Municipal Contribution	\$3,165,550
Alternative Municipal Contribution	NIA

THE VILLAGE OF BUFFALO GROVE, ILLINOIS
POLICE PENSION FUND

Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023

- 4) The total net income received from investment of assets along with the assumed investment return and actual investment return received by the fund during its most recently completed fiscal year compared to the total net income, assumed investment return, and actual investment return received during the preceding fiscal year:

	Current Fiscal Year	Preceding Fiscal Year
Net Income Received from Investment of Assets	\$11,465,357	(\$13,039,178)
Assumed Investment Return		
Illinois Police Officers' Pension Investment Fund	NIA	6.800%
Private Actuary - Lauterbach & Amen, LLP	7.000%	7.000%
Actual Investment Return	12.829%	(14.300)%

- 5) The total number of active employees who are financially contributing to the fund:

Number of Active Members	55
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- 6) The total amount that was disbursed in benefits during the fiscal year, including the number of and total amount disbursed to (i) annuitants in receipt of a regular retirement pension, (ii) recipients being paid a disability pension, and (iii) survivors and children in receipt of benefits:

	Number of	Total Amount Disbursed
(i) Regular Retirement Pension	64	\$5,508,219
(ii) Disability Pension	1	\$42,580
(iii) Survivors and Child Benefits	6	\$417,875
Totals	71	\$5,968,674

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

7) The funded ratio of the fund:

	<u>Current Fiscal Year</u>	<u>Preceding Fiscal Year</u>
Illinois Police Officers' Pension Investment Fund	<u>NIA</u>	<u>74.16%</u>
Private Actuary - Lauterbach & Amen, LLP	<u>77.84%</u>	<u>77.55%</u>

8) The unfunded liability carried by the fund, along with an actuarial explanation of the unfunded liability:

Unfunded Liability:

Illinois Police Officers' Pension Investment Fund	<u>NIA</u>
Private Actuary - Lauterbach & Amen, LLP	<u>\$28,015,688</u>

The accrued liability is the actuarial present value of the portion of the projected benefits that has been accrued as of the valuation date based upon the actuarial valuation method and the actuarial assumptions employed in the valuation. The unfunded accrued liability is the excess of the accrued liability over the actuarial value of assets.

9) Please see attached Investment/Cash Management policy if applicable

Please see Notes Page attached.

CERTIFICATION OF MUNICIPAL POLICE
PENSION FUND COMPLIANCE REPORT

The Board of Trustees of the Pension Fund, based upon information and belief, and to the best of our knowledge, hereby certify pursuant to §3-143 of the Illinois Pension Code 40 ILCS 5/3-143, that the preceding report is true and accurate.

Adopted this 7th day of July, 2024

President [Signature] Date 7-17-2024

Secretary [Signature] Date 7-17-2024

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

INDEX OF ASSUMPTIONS

- 1) Total Cash and Investments - as Reported at Market Value in the Audited Financial Statements for the Years Ended December 31, 2023 and 2022.

Total Net Position - as Reported in the Audited Financial Statements for the Years Ended December 31, 2023 and 2022.

- 2) Estimated Receipts - Employee Contributions as Reported in the Audited Financial Statements for the Year Ended December 31, 2023 plus 3.25% Increase (Actuarial Salary Increase Assumption) Rounded to the Nearest \$100.

Estimated Receipts - All Other Sources:

Investment Earnings - Cash and Investments as Reported in the Audited Financial Statements for the Year Ended December 31, 2023, times 7% (Actuarial Investment Return Assumption) Rounded to the Nearest \$100.

Municipal Contributions - Recommended Tax Levy Requirement as Reported by Lauterbach & Amen, LLP, Actuarial Valuation for the Year Ended December 31, 2023.

- 3) (a) Pay all Pensions and Other Obligations - Total Non-Investment Deductions as Reported in the Audited Financial Statements for the Year Ended December 31, 2023, plus a 25% Increase, Rounded to the Nearest \$100.

- (b) Annual Requirement of the Fund as Determined by:

Illinois Police Officers' Pension Investment Fund - No December 31, 2023 Actuarial Valuation available at the time of this report.

Private Actuary - Lauterbach & Amen, LLP:

Recommended Amount of Tax Levy as Reported by Lauterbach & Amen, LLP in the December 31, 2023 Actuarial Valuation.

Statutorily Required Amount of Tax Levy - No statutorily required amount has been provided in a December 31, 2023 Private Actuarial Valuation, at the time of this report.

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

INDEX OF ASSUMPTIONS

- 4) Net Income Received from Investment of Assets - Investment Income (Loss) net of Investment Expense, as Reported in the Audited Financial Statements for the Years Ended December 31, 2023 and 2022.

Assumed Investment Return:

Illinois Police Officers' Pension Investment Fund - Preceding Fiscal Year Interest Rate Assumption as Reported in the December 31, 2022 Actuarial Valuation. No December 31, 2023 Actuarial Valuation available at the time of this report.

Private Actuary - Current and Preceding Fiscal Year Interest Rate Assumption as Reported in the Years Ended December 31, 2023 and 2022 Actuarial Valuations.

Actual Investment Return -Net Income Received from Investments as Reported Above as a Percentage of the Average of the Beginning and Ending Balances of the Fiscal Year Cash Investments, Excluding Net Investment Income, Gains, and Losses for the Fiscal Year Return Being calculated, as Reported in the Audited Financial Statements for the Fiscal Years Ended December 31, 2023 and 2022.

- 5) Number of Active Members - Illinois Department of Insurance Annual Statement for December 31, 2023 - Schedule P.
- 6) (i) Regular Retirement Pension - Illinois Department of Insurance Annual Statement for December 31, 2023 - Schedule P for Number of Participants and Expense page I for Total Amount Disbursed.
- (ii) Disability Pension - Same as above.
- (iii) Survivors and Child Benefits - Same as above.

**THE VILLAGE OF BUFFALO GROVE, ILLINOIS
POLICE PENSION FUND**

**Public Act 95-950 - Municipal Compliance Report
For the Fiscal Year Ending December 31, 2023**

INDEX OF ASSUMPTIONS

7) The funded ratio of the fund:

Illinois Police Officers' Pension Investment Fund - Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the December 31, 2022 Actuarial Valuation. No December 31, 2023 Actuarial Valuation available at the time of this report.

Private Actuary - Current and Preceding Fiscal Year Net Present Assets as a percentage of Total Assets as Reported in the December 31, 2023 and 2022 Actuarial Valuations.

8) Unfunded Liability:

Illinois Police Officers' Pension Investment Fund - Deferred Asset (Unfunded Accrued Liability) - No December 31, 2023 Actuarial Valuation available at the time of this report.

Private Actuary - Deferred Asset (Unfunded Accrued Liability) as Reported by Lauterbach & Amen, LLP in the December 31, 2023 Actuarial Valuation.

REIMER DOBROVOLNY & LABARDI PC

A PUBLIC SAFETY LAW FIRM

* RICHARD J. REIMER
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* SHAREHOLDER

October 25, 2024

Honorable Eric Smith, Village President
Village of Buffalo Grove
50 Raupp Blvd.
Buffalo Grove, Illinois 60089

By Priority Mail Signature Confirmation

Re: Buffalo Grove Police Pension Fund-Annual Tax Levy Requirements

Dear President Smith:

Please be advised the undersigned is legal counsel for the Buffalo Grove Police Pension Fund. At a recent Pension Board meeting, the Pension Board Trustees discussed the annual tax levy/municipal contribution requirements for the Pension Fund for the upcoming tax year. As you are aware, the Pension Board either relies on an actuarial valuation performed by the Illinois Police Officers' Pension Investment Fund or an independent actuary employed by the Pension Board.

In this case, the Pension Board relied upon the actuarial valuation performed by Lauterbach & Amen. Their recommended levy for the upcoming tax year, in order to satisfy the annual requirements of the Buffalo Grove Police Pension Fund, as required by §5/3-125 of the Pension Code, is \$3,165,550. A copy of the Lauterbach & Amen report is enclosed for your review.

Accordingly, pursuant to §3-125 of the Pension Code, the Buffalo Grove Police Pension Board is requesting the Village of Buffalo Grove levy or contribute that amount for the upcoming tax year in order to satisfy the annual requirements of the Buffalo Grove Police Pension Fund. In the event that the Village will not be levying or contributing this amount, please advise me.

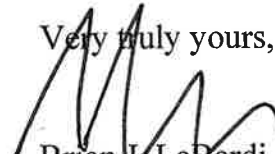
Also enclosed, please find a copy of the Fund's "Municipal Compliance Report".

Finally, the Pension Board wishes to draw your attention to §3-125.1 of the Pension Code and §4402.30 of the Illinois Administrative Code defining salary for pension purposes. Both those authorities refer to pensionable salary as being determined at least in part as that established by the municipality's appropriations ordinance. A similar conclusion was recently reached by the First District Appellate Court in *Village of*

Chicago Ridge v. Chicago Ridge Firefighters' Pension Bd. of Trustees, 2016 IL App (1st) 152089. In light of these authorities, the Pension Board requests the Village ensure the appropriate salaries attached to rank for officers covered by Article 3 of the Pension Code are properly reflected in a municipal appropriations ordinance.

Thank you for your anticipated cooperation and assistance in this matter. Please do not hesitate to contact the undersigned should you have any questions concerning this matter.

Very truly yours, .



Brian L. LaBardi

cc: Sgt. Tony Turano, President
Buffalo Grove Police Pension Fund

BUFFALO GROVE POLICE PENSION FUND

FUNDING ACTUARIAL VALUATION AS OF JANUARY 1, 2024



FOR THE CONTRIBUTION YEAR
JANUARY 1, 2024 TO DECEMBER 31, 2024

668 N. River Road
Naperville, IL 60563
Phone: 630.393.1483
Fax: 630.393.2516
lauterbachamen.com

Actuarial Funding Report



Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS

BUFFALO GROVE POLICE PENSION FUND

Contribution Year Ending: December 31, 2024

Actuarial Valuation Date: January 1, 2024

Data Date: December 31, 2023

Contact:

Todd A. Schroeder

Partner

May 30, 2024

LAUTERBACH & AMEN, LLP



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ACTUARIAL CERTIFICATION

This report documents the results of the Actuarial Valuation for the Buffalo Grove Police Pension Fund. The information was prepared for use by the Buffalo Grove Police Pension Fund and the Village of Buffalo Grove, Illinois for determining the Recommended Contribution, under the selected Funding Policy, for the Contribution Year January 1, 2024 to December 31, 2024. It is not intended or suitable for other purposes. Determinations for purposes other than the Employer's Actuarial Recommended Contribution may be significantly different from the results herein.

The results in this report are based on the demographic data and financial information submitted by the Buffalo Grove Police Pension Fund, and may include results from the prior Actuary. We did not prepare the Actuarial Valuations for the years prior to January 1, 2012. Those valuations were prepared by the prior Actuary whose reports have been furnished to us, and our disclosures are based on those reports. An audit of the prior Actuary's results was not performed, but high-level reviews were completed for general reasonableness, as appropriate, based on the purpose of this valuation. The accuracy of the results is dependent on the precision and completeness of the underlying information.

In addition, the results of the Actuarial Valuation involve certain risks and uncertainty as they are based on future assumptions, market conditions, and events that may never materialize as assumed. For this reason, certain assumptions and future results may be materially different than those presented in this report. See the *Management Summary* section of this report for a more detailed discussion of the Defined Benefit Plan Risks, as well as the limitations of this Actuarial Valuation on assessing those risks. We are not aware of any known events subsequent to the Actuarial Valuation Date, which are not reflected in this report but should be valued, that may materially impact the results.

The valuation results summarized in this report involve actuarial calculations that require assumptions about future events. The Buffalo Grove Police Pension Fund selected certain assumptions, while others were the result of guidance and/or judgment from the Plan's Actuary or Advisors. We believe that the assumptions used in this valuation are reasonable and appropriate for the purposes for which they have been used. The selected assumptions represent our best estimate of the anticipated long-term experience of the Plan, and meet the guidelines set forth in the Actuarial Standards of Practice.

In preparing the results, our Actuaries used commercially available software (ProVal) developed by Winklevoss Technologies, LLC. This software is widely used for the purpose of performing Actuarial Valuations. Our Actuaries coded the plan provisions, assumptions, methods, and demographic data summarized in this report, and reviewed the liability and cost outputs for reasonableness. We are not aware of any material weaknesses or limitations in the software, and have determined it is appropriate for performing this valuation.





To the best of our knowledge, all calculations are in accordance with the applicable funding requirements, and the procedures followed and presentation of results conform to generally accepted actuarial principles and practices as prescribed by the Actuarial Standards Board. The undersigned consultants of Lauterbach & Amen, LLP, with actuarial credentials, meet the Qualification Standards of the American Academy of Actuaries to render this Actuarial Certification. There is no relationship between the Buffalo Grove Police Pension Fund and Lauterbach & Amen, LLP that impairs our objectivity.

Respectfully Submitted,
LAUTERBACH & AMEN, LLP

Todd A. Schroeder, ASA, FCA, EA, MAAA

Robert L. Rietz, Jr., FCA, EA, MAAA





MANAGEMENT SUMMARY

Recommended Contribution

Funded Status

Management Summary – Comments and Analysis

Actuarial Recommended Contribution – Reconciliation

MANAGEMENT SUMMARY

RECOMMENDED CONTRIBUTION

	Prior Valuation	Current Valuation
Recommended Contribution	\$3,020,850	\$3,165,550
Expected Payroll	\$7,015,077	\$6,914,071
Recommended Contribution as a Percent of Expected Payroll	43.06%	45.78%

The Recommended Contribution has Increased by \$144,700 from the Prior Valuation.

FUNDED STATUS

	Prior Valuation	Current Valuation
Normal Cost	\$1,509,762	\$1,461,411
Fair Value of Assets	\$84,315,610	\$94,660,597
Actuarial Value of Assets	\$92,747,171	\$98,390,859
Actuarial Accrued Liability	\$119,596,673	\$126,406,547
Unfunded Actuarial Accrued Liability/(Surplus)	\$26,849,502	\$28,015,688
<u>Percent Funded</u>		
Actuarial Value of Assets	77.55%	77.84%
Fair Value of Assets	70.50%	74.89%

The Percent Funded has Increased by 0.29% on an Actuarial Value of Assets Basis.



MANAGEMENT SUMMARY

MANAGEMENT SUMMARY – COMMENTS AND ANALYSIS

Contribution Results

The Recommended Contribution is based on the selected Funding Policy and methods that are outlined in the *Actuarial Funding Policies* section of this report.

“Contribution Risk” is defined by the Actuarial Standards of Practice as the potential for actual future contributions to deviate from expected future contributions. For example, when actual contributions are not made in accordance to the Plan’s Funding Policy, or when future experience deviates materially from assumed. While it is essential for the Actuary and Plan Sponsor to collaborate on implementing a sound and financially feasible Funding Policy, it is important to note that the Actuary is not required, and is not in the position to, evaluate the ability or willingness of the Plan Sponsor to make the Recommended Contribution under the selected Funding Policy.

As a result, while Contribution Risk may be a significant source of risk for the Plan, this Actuarial Valuation makes no attempt to assess the impact of future contributions falling short of those recommended under the selected Funding Policy. Notwithstanding the above, see the *Actuarial Recommended Contribution – Reconciliation* section of this report for the impact on the current Recommended Contribution of any contribution shortfalls or excesses from the prior year.

Defined Benefit Plan Risks

Asset Growth:

Pension funding involves preparing Fund assets to pay for benefits when Members retire. During their working careers, assets grow with contributions and investment earnings; and then, the Pension Fund distributes assets in retirement. Based on the Plan’s current mix of Members and Funded Status, the Plan should experience positive asset growth, on average, if the Recommended Contributions are made and expected investment earnings come in. In the current year, the Fund asset growth was positive by approximately \$10,345,000.

Asset growth is important in the long-term. Long-term cash flow out of the Pension Fund is primarily benefit payments, and expenses are a smaller portion. The Plan should monitor the impact of expected benefit payments on future asset growth. We assess and project all future benefit payments as part of the determination of liability. The assessment is made on all current Members of the Fund, both active and inactive. For active Members, the assessment includes the probability that Members terminate or retire and begin receiving benefits. In the next 5 years, benefit payments are anticipated to increase 30-35%, or approximately \$1,955,500. In the next 10 years, the expected increase in benefit payments is 60-65%, or approximately \$3,733,000. The estimated increase in benefit payments is being compared against the benefits paid to inactive Members during the fiscal year, excluding any refunds of Member Contributions.

Furthermore, plans with a large number of inactive Members have an increased “Longevity Risk”. Longevity Risk is the possibility that inactive Members may live longer than projected by the Plan’s mortality assumption. As shown in the previous paragraph, benefit payments are expected to increase over



MANAGEMENT SUMMARY

the next 5-year and 10-year horizons. The projected increases assume that current inactive Members pass away according to the Plan's mortality assumption. To the extent that current inactive Members live longer than expected, the future 5-year and 10-year benefit projections may be larger than the amounts disclosed in the previous paragraph. Higher levels of benefit payments, payable for a longer period of time, may cause a significant strain on the Plan's cash flow, future Recommended Contributions, and may lead to Plan insolvency.

Unfunded Liability:

Unfunded Liability represents the financial shortfall of the Actuarial Value of Assets compared to the Actuarial Accrued Liability. To the extent that Unfunded Liability exists, the Plan is losing potential investment earnings due to the financial shortfall. Contributions towards Unfunded Liability pay for the lost investment earnings, as well as the outstanding unfunded amount. If payments towards Unfunded Liability are not made, the Unfunded Liability will grow.

In the early 1990s, many Pension Funds in Illinois adopted an increasing payment towards Unfunded Liability due to a change in legislation. The initial payment decreased, and future payments are anticipated to increase annually after that. In many situations, payments early on were less than the interest on Unfunded Liability, which means that Unfunded Liability increased even though contributions were made at the recommended level.

The current Recommended Contribution includes a payment towards Unfunded Liability that is approximately \$349,200 greater than the interest on Unfunded Liability. All else being equal, and contributions being made, Unfunded Liability is expected to decrease. The Employer and Fund should anticipate improvement in the current Percent Funded in the short-term. The Employer and Fund should understand this impact as we progress forward to manage expectations.

Actuarial Value of Assets:

The Pension Fund smooths investment returns that vary from expectations over a 5-year period. The intention over time is that investment returns for purposes of funding recommendations are a combination of several years. The impact is intended to smooth out the volatility of Recommended Contributions over time, but not necessarily increase or decrease the level of contributions over the long-term.

When investment returns are smoothed, there are always gains or losses on the Fair Value of Assets that are going to be deferred for current funding purposes, and recognized in future years. Currently, the Pension Fund is deferring approximately \$3,730,300 in losses on the Fair Value of Assets. These are asset losses that will be recognized in upcoming periods, independent of the future performance of the Fair Value of Assets.



MANAGEMENT SUMMARY

Cash Flow Risk:

Assets, liabilities, and Funded Status are good metrics to monitor over time to assess the progress of the Funding Policy. However, these metrics may provide limited forward-looking insights. Specifically, the maturity of a Pension Fund can pose certain risks that often cannot be assessed with a point-in-time metric such as Percent Funded.

For example, two different Pension Funds could have the same Percent Funded, but have completely different risk profiles. One Fund might mostly cover active Members with little to no Members in pay status, whereas a second Fund might mostly cover inactive Members with a significant level of annual benefit payments. The latter Fund has a greater “Cash Flow Risk”, i.e. a more significant chance that negative cash flows could lead to a deteriorating, rather than improving, Percent Funded over time.

It is important to note that, in general, positive net cash flows are good, but also need to be sufficient to cover the growth in the liabilities (i.e. the Normal Cost as well as interest on the Actuarial Accrued Liability). Typically, when cash flows are assumed to be insufficient to cover the growth in liabilities, the Percent Funded will decline, while future Recommended Contributions will increase.

For this Plan, the Fair Value of Assets is less than the Actuarial Accrued Liability for inactive Members. The Fund assets and anticipated investment earnings are not sufficient to cover the benefits payable to the current inactive Members. In addition, there is currently no money set aside for active Member liability. There are two consequences. First, we are limiting the impact of investment earnings on accruing money for the active Members due to utilizing those dollars to pay for the current inactive Members. Second, there is Cash Flow Risk that exists in that a higher portion of the assets is needed to keep up with cash flow out for benefit payments, and a higher relative investment return is required to keep cash flow positive in any given year.

Benefit Payment Risk:

Ideally, plans in a sound financial position will have the ratio of annual benefits payments to the Fair Value of Assets to be less than the Expected Rate of Return on Investments assumption (i.e., 7.00%). Theoretically, in this case it can be considered that investment returns will fully cover the annual benefit payments, and therefore, all Employer and Member Contributions made to the Fund will be used to pay for future benefit accruals and pay down the existing Unfunded Liability. To the extent that the ratio of the annual benefit payments to the Fair Value of Assets increases to above the Expected Rate of Return on Investments assumption, the Plan may experience some additional risks, such as the need to keep assets in more liquid investments, inability to pay down Unfunded Liability, and may lead to Plan insolvency.

As of the Valuation Date, the Buffalo Grove Police Pension Fund has a ratio of benefit payments to the Fair Value of Assets of 6.31%. In this case, the Plan is currently in a sound financial position and has a reduced amount of Benefit Payment Risk and Cash Flow Risk. It would be expected that adherence to the current Funding Policy would lead to an increasing Percent Funded.



MANAGEMENT SUMMARY

Fund Assets

The results in this report are based on the assets held in the Pension Fund. Assets consist of funds held for investment and for benefit payments as of the Actuarial Valuation Date. In addition, assets may be adjusted for other events representing dollars that are reasonably expected to be paid out from the Pension Fund or deposited into the Pension Fund after the Actuarial Valuation Date as well.

The current Fund assets are audited.

The Actuarial Value of Assets under the Funding Policy is equal to the Fair Value of Assets, with unexpected gains and losses smoothed over 5 years. More detail on the Actuarial Value of Assets can be found in the *Actuarial Funding Policies* section of this report.

*The Fund
Assets Used in
this Report
are Audited.*



MANAGEMENT SUMMARY

Demographic Data

Demographic factors can change from year to year within the Pension Fund. Changes in this category include hiring new Members, Members retiring or becoming disabled, inactive Members passing away, and other changes. Demographic changes can cause an actuarial gain (contribution that is less than expected compared to the prior year) or an actuarial loss (contribution that is greater than expected compared to the prior year).

Demographic gains and losses occur when the assumptions over the one-year period for Member changes do not meet our long-term expectation. For example, if no Members become disabled during the year, we would expect a liability gain. If more Members become disabled than anticipated during the year, we would expect a liability loss. Generally, we expect short-term fluctuations in demographic experience to create gains or losses of 1%-3% of the Actuarial Accrued Liability in any given year, but to balance out in the long-term.

“Demographic Risk” occurs when Plan demographic experience differs significantly from expected. Similar to Longevity Risk discussed previously, additional risk is created when demographic experience differs from the assumed rates of disability, retirement, or termination. Under the chosen assumptions, actuarial gains and/or losses will always occur, as the assumptions will never be exactly realized. However, the magnitude of the gain and/or loss and its influence on the Recommended Contribution largely depends on the size of the Plan.

A key Demographic Risk is mortality improvement differing from expected. While the actuarial assumptions reflect small, continuous improvements in mortality experience and these assumptions are refined upon the completion of each actuarial experience study, the risk arises because there is a possibility of a sudden shift in mortality experience. This report reflects the impact of COVID-19 experience that has been accounted for in the underlying demographic data. This report does not reflect the ongoing impact of COVID-19, which is likely to influence demographic and economic experience, at least in the short-term. We will continue to monitor these developments and their impact on the Plan. Actual future experience will be reflected in each subsequent Actuarial Valuation, as experience emerges.

Based on the number of active Members in the Plan, the Recommended Contribution has a low risk of having a significant increase due to demographic experience. For example, 1 new disabled Member would typically generate a substantial increase to the Actuarial Accrued Liability. However, due to the size of the Plan, there is an appropriate means to absorb demographic losses without causing a significant increase to the Recommended Contribution.

In the current report, the key demographic changes were as follows:

New Hires: There were 5 Members of the Fund who were hired during the year. When a Member is admitted to the Pension Fund, the Employer Contribution will increase to reflect the new Member. The increase in the Recommended Contribution in the current year due to the new Member experience is approximately \$62,300.



MANAGEMENT SUMMARY

Retirement: There were 5 Members of the Fund who retired during the year. When a Member retires, the Normal Cost will decrease. Any change in the Actuarial Accrued Liability will be considered when determining the amount to pay towards Unfunded Liability each year. The increase in the Recommended Contribution in the current year due to the retirement experience is approximately \$104,800.

Termination: There were 2 Members of the Fund who terminated employment during the year. The Fund may be obligated to pay a benefit or a refund of Member Contributions to the Members in the future. The decrease in the Recommended Contribution in the current year due to the termination experience is approximately \$4,000.

Mortality: There was 1 surviving spouse who passed away during the year. When a retiree passes away, the Fund liability will decrease as the Pension Fund will no longer make future payments to the retiree. If there is an eligible surviving spouse, the Fund liability will increase to represent the value of the expected payments that will be made to the spouse. When a surviving spouse passes away, the Fund liability will decrease as the Pension Fund will no longer make future payments to the surviving spouse.

As inactive Members age and continue to collect benefits, the Fund liability will also increase. In the current year, there were 66 inactive Members who maintained their benefit collection status throughout the year. The net decrease in the Recommended Contribution in the current year due to the mortality experience is approximately \$47,100.

Salary Increases: Salary increases were greater than anticipated in the current year. This caused an increase in the Recommended Contribution in the current year of approximately \$44,300.

Assumption Changes

The assumptions were not changed from the prior valuation.

Plan Changes

Public Act 102-0811 passed on May 13, 2022 and is effective as of January 1, 2023 for Article 3 Pension Funds. The Act establishes that a surviving spouse of a deceased police retiree may be eligible for a survivor's pension of up to 15 years of benefit payments if (a) the surviving spouse has attained age 62 and (b) if the police officer was married to the surviving spouse after retirement, and for at least 5 years prior to the officer's death. Previously, there was no survivor's pension for spouses married after retirement. In our opinion, under a prudent interpretation of the provisions, we believe the impact to be de minimis. The legal community has suggested some uncertainty about multiple provisions contained in the Act, and the IDOI Public Pension Division has not provided an interpretation. The client has not made an administrative interpretation as to how the provisions of the Act will impact future surviving spouses. Due to the uncertainty around the interpretation and the expected *de minimis* impact, we have not valued this contingency separately for active Members. However, for any current retirees who were married after retirement and have been married for at least 5 years, as well as any surviving spouses currently in receipt of benefits under this provision, we have valued the liability of the benefit granted.



MANAGEMENT SUMMARY

Funding Policy Changes

The Funding Policy was not changed from the prior valuation.

Output Smoothing

Contributions are determined annually by allocating dollars over a specified period of time. Procedures that are used to allocate contributions over a period of time may include asset smoothing, amortization period, and output smoothing. Each procedure becomes part of the Actuarial Methodology. Output smoothing involves measuring the impact of a specific result on a contribution and recognizing the result. The final contribution should maintain a reasonable relationship to the full Actuarially Determined Contribution.

The current results shown throughout the report reflect the full Actuarially Determined Contribution.



MANAGEMENT SUMMARY

ACTUARIAL RECOMMENDED CONTRIBUTION – RECONCILIATION

Actuarial Accrued Liability is expected to increase each year for both interest for the year and as active Members earn additional service years towards retirement. Similarly, Actuarial Accrued Liability is expected to decrease when the Fund pays benefits to inactive Members.

Contributions are expected to increase as expected pay increases under the Funding Policy for the Fund.

	Actuarial Liability	Recommended Contribution
Prior Valuation	\$ 119,596,673	\$ 3,020,850
Expected Changes	3,930,064	98,171
Initial Expected Current Valuation	<u>\$ 123,526,737</u>	<u>\$ 3,119,021</u>

Other increases or decreases in Actuarial Accrued Liability (key changes noted below) will increase or decrease the amount of Unfunded Liability in the Plan. To the extent that Unfunded Liability increases or decreases unexpectedly, the contribution towards Unfunded Liability will also change unexpectedly.

	Actuarial Liability	Recommended Contribution
Salary Increases Greater than Expected	\$ 436,893	\$ 44,318
Actuarial Experience	2,203,527	113,410
Plan Changes	239,390	19,741
Investment Return Greater than Expected*	-	(31,484)
Contributions Greater than Expected	-	(99,456)
Total Increase/(Decrease)	<u>\$ 2,879,810</u>	<u>\$ 46,529</u>
Current Valuation	<u>\$ 126,406,547</u>	<u>\$ 3,165,550</u>

*Impact on the Recommended Contribution due to investment return is on an Actuarial Value of Assets basis.

The Actuarial Experience can be attributable to several factors including, but not limited to, demographic changes and benefit payment experience compared to expectation. Key demographic changes were discussed in the *Demographic Data* section of this report.





VALUATION OF FUND ASSETS

Fair Value of Assets
Fair Value of Assets (Gain)/Loss
Development of the Actuarial Value of Assets
Actuarial Value of Assets (Gain)/Loss
Historical Asset Performance

VALUATION OF FUND ASSETS

FAIR VALUE OF ASSETS

Statement of Assets

	Prior Valuation	Current Valuation
Cash and Cash Equivalents	\$ 583,531	\$ 82,974
Money Market	2,315,998	583,062
Pooled Investment Accounts	79,911,618	93,568,520
Stock Equities	1,272,176	415,895
Receivables (Net of Payables)	232,287	10,146
Total Fair Value of Assets	<u>\$ 84,315,610</u>	<u>\$ 94,660,597</u>

The Total Fair Value of Assets has Increased by Approximately \$10,345,000 from the Prior Valuation.

Statement of Changes in Assets

Total Fair Value of Assets - Prior Valuation	\$ 84,315,610
Plus - Employer Contributions	3,795,905
Plus - Member Contributions	1,103,369
Plus - Return on Investments	11,480,741
Less - Benefit Payments and Refunds	(5,971,910)
Less - Other Expenses	<u>(63,118)</u>
Total Fair Value of Assets - Current Valuation	<u>\$ 94,660,597</u>

The Rate of Return on Investments on a Fair Value of Assets Basis for the Fund was Approximately 13.63% Net of Administrative Expense.

The Rate of Return on Investments shown above has been determined as a percent of the average of the prior and current Fair Value of Assets on the Statement of Changes in Assets. The Return on Investments is net of Other Expenses, and has been excluded from the Total Fair Value of Assets at the end of the Fiscal Year for this calculation.



VALUATION OF FUND ASSETS

FAIR VALUE OF ASSETS (GAIN)/LOSS

Current Year (Gain)/Loss on Fair Value of Assets

Total Fair Value of Assets - Prior Valuation	\$ 84,315,610
Employer and Member Contributions	4,899,274
Benefit Payments and Refunds	(5,971,910)
Expected Return on Investments	<u>5,864,551</u>
Expected Total Fair Value of Assets - Current Valuation	\$ 89,107,525
Actual Total Fair Value of Assets - Current Valuation	<u>94,660,597</u>
Current Fair Value of Assets (Gain)/Loss	<u><u>\$ (5,553,072)</u></u>
Expected Return on Investments	\$ 5,864,551
Actual Return on Investments (Net of Expenses)	<u>11,417,623</u>
Current Fair Value of Assets (Gain)/Loss	<u><u>\$ (5,553,072)</u></u>

*The Actual Return
on Investments on a
Fair Value of
Assets Basis was
Greater than
Expected for the
Current Year.*

The (Gain)/Loss on the current Fair Value of Assets has been determined based on the Expected Rate of Return on Investments as shown in the *Actuarial Assumptions* section of this report.



VALUATION OF FUND ASSETS

DEVELOPMENT OF THE ACTUARIAL VALUE OF ASSETS

Total Fair Value of Assets - Current Valuation		\$ 94,660,597
Adjustment for Prior (Gains)/Losses		
	Full Amount	Deferral
FYE 12/31/2023	\$ (5,553,072)	(4,442,458)
FYE 12/31/2022	20,044,490	12,007,556
FYE 12/31/2021	(9,131,623)	(3,280,659)
FYE 12/31/2020	(3,085,074)	(554,177)
Total Deferred (Gain)/Loss		3,730,262
Initial Actuarial Value of Assets - Current Valuation		\$ 98,390,859
Less Contributions for the Current Year and Interest		-
Adjustment for the Corridor		-
Total Actuarial Value of Assets - Current Valuation		\$ 98,390,859

The Actuarial Value of Assets is Equal to the Fair Value of Assets with Unanticipated (Gains)/Losses Recognized Over 5 Years. The Actuarial Value of Assets is 103.94% of the Fair Value of Assets.

ACTUARIAL VALUE OF ASSETS (GAIN)/LOSS

Total Actuarial Value of Assets - Prior Valuation	\$ 92,747,171
Plus - Employer Contributions	3,795,905
Plus - Member Contributions	1,103,369
Plus - Return on Investments	6,779,442
Less - Benefit Payments and Refund	(5,971,910)
Less - Other Expenses	(63,118)
Total Actuarial Value of Assets - Current Valuation	\$ 98,390,859

The Rate of Return on Investments on an Actuarial Value of Assets Basis for the Fund was Approximately 7.28% Net of Administrative Expense.

The Actuarial Value of Assets incorporates portions of gains and losses over multiple years.



VALUATION OF FUND ASSETS

HISTORICAL ASSET PERFORMANCE

The chart below shows the historical Rates of Return on Investments for both Fair Value of Assets and Actuarial Value of Assets.

	Fair Value of Assets	Actuarial Value of Assets
FYE 12/31/2023	13.63%	7.28%
FYE 12/31/2022	(13.48%)	5.75%
FYE 12/31/2021	17.89%	13.57%
FYE 12/31/2020	11.04%	9.51%
FYE 12/31/2019	20.48%	6.79%
FYE 12/31/2018	(4.13%)	4.81%
FYE 12/31/2017	13.87%	7.31%
FYE 12/31/2016	6.00%	5.96%
FYE 12/31/2015	0.30%	6.10%
FYE 12/31/2014	7.10%	7.50%
10-Year Arithmetic Average	7.27%	7.46%
10-Year Geometric Average	6.78%	7.43%

The historical Rates of Return on Investments shown above were calculated based on the annual Return on Investments, as a percentage of the average value of the assets for the year. The historical Rates of Return on Investments shown above may not reflect the current investment allocation of the Pension Fund.

For purposes of determining the average value of assets for the year, the ending Fair Value of Assets has been adjusted to net out to the portion related to the Return on Investments themselves. All other cash flows are included.

For purposes of determining the annual Return on Investments we have adjusted the figures shown on the preceding pages. The figures shown on the preceding pages are net of Investment Expenses. We have made an additional adjustment to net out Administrative Expenses. Netting out Administrative Expenses allows us to capture returns for the year that can be used to make benefit payments as part of the ongoing actuarial process.



VALUATION OF FUND ASSETS

The adjustments we made are for actuarial reporting purposes only. By netting out Administrative Expenses and capturing Return on Investments that are available to pay benefits, it provides us a comparison to the Expected Rate of Return on Investments, but does not provide a figure that would be consistent with the rates of return that are determined by other parties. Therefore, this calculated Return on Investments should not be used to analyze investment performance of the Fund or the performance of the investment professionals.



VALUATION OF FUND ASSETS

Expected Rate of Return on Investments Assumption

The Expected Rate of Return on Investments for this valuation is 7.00%. Lauterbach & Amen, LLP does not provide investment advice. We look at a variety of factors when reviewing the Expected Rate of Return on Investments assumption selected by the client. These factors include: historical Rates of Return on Investments, capital market projections performed by the Consolidated Board's investment advisors, the Consolidated Board's investment policy, capital market forward-looking benchmark expected returns by independent investment companies, rates used by comparable pension systems, and other factors identified in the Actuarial Standards of Practice.

Generally speaking, the ideal assumption for Expected Rate of Return on Investments is one that has a 50% chance of being met over the long-term. Recently, we have observed the following factors that impact Expected Rate of Return on Investments:

- Volatility in the market has been high which drags down long-term geometric returns.
- Similar pension systems are looking to reduce future expectations. We generally see about 95% of similar pension systems using an Expected Rate of Return on Investments that is between 6.00% and 7.25%.
- We have reviewed studies conducted by Firms who gather information from multiple investment advisors who provide models and opinions on capital market returns. Those studies help guide us to see if the assumption is expected to have a 50% chance of being met over the long-term. Plans are generally aiming towards 40th to 60th percentile returns, which can help define a range of reasonableness.
- We have reviewed an index of high-quality fixed income rates that takes into consideration the pattern of your benefit payments. The purpose of the review is to provide additional disclosure in Funding Actuarial Valuations for the Low-Default-Risk Obligation Measure. The rates in this measure are low-risk and are being used as an approximate for risk-free rates. Investment funds that incorporate diversified investments which build in more risk would be expected to earn a positive risk premium, over and above the risk-free rates.



VALUATION OF FUND ASSETS

If actual returns going forward come in less than expected, the pension system risks deferring contributions to the future that should be made today and creating additional contribution volatility. Below is a chart detailing the impact on the Recommended Contribution by decreasing or increasing the Expected Rate of Return on Investments by 25 basis points:

	0.25% Decrease (6.75%)	Current Expected Rate of Return on Investments (7.00%)	0.25% Increase (7.25%)
Recommended Contribution	\$3,548,608	\$3,165,550	\$2,793,742

Currently, the client has selected an Expected Rate of Return assumption that falls within a reasonable range. We recommend the client review the Expected Rate of Return on Investments annually to ensure the selected rate remains within a reasonable range as market conditions change year-to-year.

“Investment Risk” is the potential that the actual Return on Investments will be different from what is expected. The selected Expected Rate of Return on Investments assumption is chosen to be a long-term assumption, producing a return that, on average, would produce a stable rate of return over a long-term horizon. Actual investment returns in the short-term may deviate from this long-term assumption due to current market conditions. Furthermore, establishing the Expected Rate of Return on Investments assumption may be dependent on the Illinois State Statutes pertaining to the limitations on types of investments Plan Sponsors may use. If the actual annual rates of return are less than the Expected Rate of Return on Investments, actuarial losses will be produced, thus increasing the Plan’s Unfunded Liability and, subsequently, future Recommended Contributions.

“Asset/Liability Mismatch” risk is a similar concept as Investment Risk, as it relates to setting the Expected Rate of Return on Investments assumption compared to the actual Return on Investments achieved. The Interest Rate used to discount future Plan liabilities is set equal to the Expected Rate of Return on Investments. It is expected that the selected Interest Rate be a rate that is reasonably expected to be achieved over the long-term. To the extent that the selected Interest Rate to value Plan liabilities is unreasonable, or significantly different than the actual Return on Investments earned over an extended period of time, additional Interest Rate risk is created. For example, determining Plan liabilities at an Interest Rate higher than what is expected to be achieved through investment returns results in Unfunded Liability that is not a true representation of the Plan’s condition and Percent Funded. As a result, the Actuarial Accrued Liability determined is an amount smaller than the liability that would be produced with an Interest Rate more indicative of future Expected Rate of Return on Investments. Therefore, the Recommended Contributions under the established Funding Policy may not be sufficient to appropriately meet the true pension obligations.





RECOMMENDED CONTRIBUTION DETAIL

Actuarial Accrued Liability
Funded Status
Development of the Employer Normal Cost
Normal Cost as a Percentage of Expected Payroll
Recommended Contribution Breakdown
Schedule of Amortization – New Unfunded Actuarial Accrued Liability
Schedule of Amortization – Total Unfunded Actuarial Accrued Liability
Actuarial Methods – Recommended Contribution

RECOMMENDED CONTRIBUTION DETAIL

ACTUARIAL ACCRUED LIABILITY

	Prior Valuation	Current Valuation
Active Members	\$ 31,143,653	\$ 26,713,474
Inactive Members		
Terminated Members	1,750,294	3,107,799
Retired Members	81,081,484	92,051,709
Disabled Members	987,135	1,014,130
Other Beneficiaries	4,634,107	3,519,435
Total Inactive Members	88,453,020	99,693,073
Total Actuarial Accrued Liability	\$ 119,596,673	\$ 126,406,547

*The Total Actuarial
Accrued Liability
has Increased by
Approximately
\$6,809,900 from the
Prior Valuation.*

FUNDED STATUS

	Prior Valuation	Current Valuation
Total Actuarial Accrued Liability	\$ 119,596,673	\$ 126,406,547
Total Actuarial Value of Assets	92,747,171	98,390,859
Unfunded Actuarial Accrued Liability	\$ 26,849,502	\$ 28,015,688
Total Fair Value of Assets	\$ 84,315,610	\$ 94,660,597
<u>Percent Funded</u>		
Actuarial Value of Assets	<u>77.55%</u>	<u>77.84%</u>
Fair Value of Assets	<u>70.50%</u>	<u>74.89%</u>

*The Percent Funded
as of the Actuarial
Valuation Date is
Subject to Volatility
on Assets and
Liability in the
Short-Term.*



RECOMMENDED CONTRIBUTION DETAIL

DEVELOPMENT OF THE EMPLOYER NORMAL COST

	Prior Valuation	Current Valuation
Total Normal Cost	\$ 1,509,762	\$ 1,461,411
Estimated Member Contributions	(672,392)	(662,132)
Employer Normal Cost	<u>\$ 837,370</u>	<u>\$ 799,279</u>

*At a 100%
Funding Level,
the Normal Cost
Contribution is
Still Required.*

NORMAL COST AS A PERCENTAGE OF EXPECTED PAYROLL

	Prior Valuation	Current Valuation
Expected Payroll	<u>\$ 7,015,077</u>	<u>\$ 6,914,071</u>
Member Normal Cost Rate	<u>9.910%</u>	<u>9.910%</u>
Employer Normal Cost Rate	<u>11.61%</u>	<u>11.23%</u>
Total Normal Cost Rate	<u>21.52%</u>	<u>21.14%</u>

*Ideally, the
Employer
Normal Cost
Rate will Remain
Stable.*

RECOMMENDED CONTRIBUTION BREAKDOWN

	Prior Valuation	Current Valuation
Employer Normal Cost*	\$ 895,986	\$ 855,229
Amortization of Unfunded Accrued Liability/(Surplus)	<u>2,124,864</u>	<u>2,310,321</u>
Recommended Contribution	<u>\$ 3,020,850</u>	<u>\$ 3,165,550</u>

*The
Recommended
Contribution has
Increased by
4.79% from the
Prior Valuation.*

*Employer Normal Cost Contribution includes interest through the end of the Fiscal Year.



RECOMMENDED CONTRIBUTION DETAIL

SCHEDULE OF AMORTIZATION – NEW UNFUNDED ACTUARIAL ACCRUED LIABILITY

Below is the schedule of remaining amortization balances for the new Unfunded Liability incurred in the current year.

Unfunded Liability Base	Initial Balance	Date Established	Current Balance	Years Remaining	Payment
Investment (Gain)/Loss	\$ (381,786)	12/31/2023	\$ (381,786)	17	\$ (31,484)
Actuarial (Gain)/Loss	2,573,956	12/31/2023	2,573,956	17	212,262
Contribution Experience	(1,019,975)	12/31/2023	(1,019,975)	17	(84,113)
Plan Changes	<u>\$ 239,390</u>	12/31/2023	<u>\$ 239,390</u>	17	<u>\$ 19,741</u>
Total	<u>\$ 1,411,585</u>		<u>\$ 1,411,585</u>		<u>\$ 116,406</u>

The Actuarial (Gain)/Loss can be attributable to several factors including, but not limited to, demographic changes, Employer Contribution timing, Member Contribution experience, benefit payment experience, and salary increase experience compared to expectation.



RECOMMENDED CONTRIBUTION DETAIL

SCHEDULE OF AMORTIZATION – TOTAL UNFUNDED ACTUARIAL ACCRUED LIABILITY

Below is the schedule of remaining amortization balances for the Unfunded Liability incurred in the current and prior years.

Unfunded Liability Base	Initial Balance	Date Established	Current Balance	Years Remaining	Payment
FYE 12/31/2023	\$ 1,411,585	12/31/2023	\$ 1,411,585	17	\$ 116,406
FYE 12/31/2022	1,814,893	12/31/2022	1,798,304	17	148,297
FYE 12/31/2021	(9,188,039)	12/31/2021	(9,047,843)	17	(746,135)
FYE 12/31/2020	1,018,643	12/31/2020	999,571	17	82,429
FYE 12/31/2019	2,052,382	12/31/2019	2,011,694	17	165,894
FYE 12/31/2018	<u>\$ 31,386,224</u>	12/31/2018	<u>\$ 30,842,377</u>	17	<u>\$ 2,543,430</u>
Total	<u>\$ 28,495,688</u>		<u>\$ 28,015,688</u>		<u>\$ 2,310,321</u>



RECOMMENDED CONTRIBUTION DETAIL

ACTUARIAL METHODS – RECOMMENDED CONTRIBUTION

Actuarial Valuation Date	January 1, 2024
Data Collection Date	December 31, 2023
Actuarial Cost Method	Entry Age Normal (Level % Pay)
Amortization Method	Level % Pay (Closed)
Amortization Target	100% Funded Over 17 Years
Asset Valuation Method	5-Year Smoothed Fair Value

The above methods constitute a sound Actuarially Determined Contribution under the parameters of Actuarial Standards of Practice.

The contributions and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and demographic data furnished, using the Actuarial Cost Method described. The Actuarial Cost and Amortization Methods allocate the projected obligations of the Plan over the working lifetimes of the Plan Members.

The Recommended Contribution amount shown in this report is based on the methods summarized above. The *Actuarial Funding Policies* section of this report includes a more detailed description of the Actuarial Funding Methods being used.

The Actuarial Funding Methods are meant to provide a systematic process for determining contributions on an annual basis. The methods do not impact the expectation of future benefit payments. The methods only impact the way contributions are made towards future benefit payments.

Different Actuarial Funding Methods may achieve funding goals with differing levels of success. Certain methods are more efficient and more stable on an annual basis.

In the current valuation, the Plan Sponsor has elected to use a 10% corridor in the determination of the Actuarial Value of Assets for both the Recommended and Alternative Contributions. In the event that the Actuarial Value of Assets exceeds 110% of the Fair Value of Assets or falls below 90% of the Fair Value of Assets, the excess gains or losses will be recognized immediately.





ACTUARIAL VALUATION DATA

Active Members
Inactive Members
Summary of Monthly Benefit Payments
Age and Service Distribution

ACTUARIAL VALUATION DATA

ACTIVE MEMBERS

	Prior Valuation	Current Valuation
Tier I	31	25
Tier II	27	31
Total Active Members	58	56
Total Payroll	\$ 6,902,905	\$ 6,803,514

INACTIVE MEMBERS

	Prior Valuation	Current Valuation
Terminated Members	10	12
Retired Members	59	64
Disabled Members	1	1
Other Beneficiaries	7	6
Total Inactive Members	77	83

SUMMARY OF MONTHLY BENEFIT PAYMENTS

	Prior Valuation	Current Valuation
Retired Members	\$ 422,471	\$ 478,314
Disabled Members	3,548	3,548
Other Beneficiaries	41,724	31,372
Total Inactive Members	\$ 467,744	\$ 513,235



ACTUARIAL VALUATION DATA

AGE AND SERVICE DISTRIBUTION

1/1/2024 Age and Service Distribution - Tier 1 Tier 2 Active Members												
Age	Service	Under 1	1 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40 & up	Total
Under 25		0 3	0 1									0 4
25 to 29			0 3									0 3
30 to 34			0 2	0 4	0 1							0 7
35 to 39			0 4	0 3	1 1	1 0						2 8
40 to 44			0 1	0 2	0 3	8 0						8 6
45 to 49		0 1			1 2	3 0	2 0	2 0				8 3
50 to 54			1 0			1 0	1 0	2 0				5 0
55 to 59												
60 to 64									1 0	1 0		2 0
65 to 69												
70 & up												
Total		0 4	1 11	0 9	2 7	13 0	3 0	4 0	1 0	1 0		25 31





ACTUARIAL FUNDING POLICIES

Actuarial Cost Method
Financing Unfunded Actuarial Accrued Liability
Actuarial Value of Assets

ACTUARIAL FUNDING POLICIES

ACTUARIAL COST METHOD

The Actuarial Cost Method allocates the projected obligations of the Plan over the working lifetimes of the Plan Members.

In accordance with the Pension Fund's Funding Policy, the Actuarial Cost Method for the Recommended Contribution basis is Entry Age Normal (Level Percent of Pay). The Entry Age Normal Cost Method is a method under which the Actuarial Present Value of the projected benefits of each individual included in an Actuarial Valuation is allocated on a level basis over the earnings or service of the individual between entry age and assumed exit age. The portion of this Actuarial Present Value allocated to a valuation year is called Normal Cost. The portion of the Actuarial Present Value not provided at an Actuarial Valuation Date by the Actuarial Present Value of future Normal Costs is called the Actuarial Accrued Liability.

The Entry Age Normal method attempts to create a level cost pattern. In contrast to other Actuarial Cost Methods which inherently lead to uneven or less predictable cost patterns, the Entry Age Normal method is generally understood to be less risky in terms of contribution stability from year to year.

The Conference of Consulting Actuaries Public Plans Community produced a "white paper" detailing Funding Policy model practices for public sector pension plans. Under the Level Cost Actuarial Methodology ("LCAM"), one of the principal elements to a Funding Policy is the Actuarial Cost Method. When deciding which Actuarial Cost Method to use, several objectives may be considered, such as the following:

- Each Member's benefit should be funded under a reasonable allocation method by the expected retirement date
- Pay-related benefit costs should reflect anticipated pay at retirement
- The expected cost of each year of service (i.e. Normal Cost) for each active Member should be reasonably related to the expected cost of that Member's benefit
- The Member's Normal Cost should emerge as a level percent of Member compensation
- No gains or losses should occur if all assumptions are met.

Following these criteria, the use of the Entry Age Normal Cost Method (Level Percent of Pay) is a model practice.

FINANCING UNFUNDED ACTUARIAL ACCRUED LIABILITY

The Unfunded Actuarial Accrued Liability may be amortized over a period either in level dollar amounts or as a level percentage of payroll.

When amortizing the Unfunded Actuarial Accrued Liability as a level percentage of payroll, additional risk is incurred since the amortization payments in the early years of the payment period may not be large enough to cover the interest accrued on the existing Unfunded Liability. As a result, the Unfunded Liability



ACTUARIAL FUNDING POLICIES

may increase initially, before the amortization payments grow large enough to cover all interest accruals. Generally speaking, the Plan Sponsor will be required to contribute a larger total contribution amount over the course of the funding period under a level percentage of payroll basis as compared to a level dollar payroll schedule.

The Government Finance Officers Association notes that best practices in public pension finance include utilizing amortization periods that do not exceed 20 years. Longer amortization periods elevate the risk of failing to reduce any Unfunded Liability. For example, when the amortization payment in full only covers interest on the Unfunded Liability, but does not reduce the existing Unfunded Liability, the required contribution will increase in future years.

A second principal element under the Level Cost Actuarial Methodology described above is to establish an Amortization Policy that determines the length of time and the structure of the increase or decrease in contributions required to systematically fund the Unfunded Actuarial Accrued Liability. When deciding on the Amortization Policy, several objectives may be considered, such as the following:

- Variations in the source of liability changes (i.e. gains or losses, Plan changes, assumption changes) should be funded over periods consistent with an appropriate balance between the policy objectives of demographic matching and volatility management
- The cost changes in Unfunded Actuarial Accrued Liability should emerge as a level percentage of Member compensation

The LCAM model practices for the Amortization Policy include the following:

- Layered fixed period amortization by source
- Level percent of pay amortization
- An amortization period ranging from 15-20 years for experience gains or losses
- An amortization period of 15-25 years for assumption changes

In accordance with the Pension Fund's Funding Policy for the Recommended Contribution, the Unfunded Actuarial Accrued Liability is amortized by level percent of payroll contributions to a 100% funding target over the remaining 17 years. See the *Actuarial Methods – Recommended Contribution* section of this report for more detail.

We believe that the amortization period is appropriate for the purpose of this valuation.



ACTUARIAL FUNDING POLICIES

ACTUARIAL VALUE OF ASSETS

The Pension Fund is an ongoing plan. The Employer wishes to smooth the effect of volatility in the Fair Value of Assets on the annual contribution. Therefore, the Actuarial Value of Assets is equal to the Fair Value of Assets with unanticipated gains/losses recognized over a five-year period.

The Asset Valuation Method is intended to create an Actuarial Value of Assets that remains reasonable in relation to the Fair Value of Assets over time. The method produces results that can fall either above or below the Fair Value of Assets. The period of recognition is short.

It is intended that the period of recognition is short enough to keep the Actuarial Value of Assets within a decent range of the Fair Value of Assets. In the event that the Actuarial Value of Assets exceeds or falls below a 10% corridor of the Fair Value of Assets, the additional gain or loss will be recognized immediately.





ACTUARIAL ASSUMPTIONS

Nature of Actuarial Calculations
Selection of Actuarial Assumptions
Actuarial Assumptions in the Valuation Process
Assessment of Risk Exposures
Limitations of Risk Analysis
Assessment and Use of Actuarial Models
Actuarial Assumptions Utilized

ACTUARIAL ASSUMPTIONS

NATURE OF ACTUARIAL CALCULATIONS

The results documented in this report are estimates based on data that may be imperfect and on assumptions about future events. Certain Plan Provisions may be approximated or deemed immaterial, and, therefore, are not valued. Assumptions may be made about demographic data or other factors. Reasonable efforts were made in this valuation to ensure that significant items in the context of the Actuarial Accrued Liability or costs are treated appropriately, and not excluded or included inappropriately.

Actual future experience will differ from the assumptions used in the calculations. As these differences arise, the expense for accounting purposes will be adjusted in future valuations to reflect such actual experience.

A range of results different from those presented in this report could be considered reasonable. The numbers are not rounded, but this is for convenience only and should not imply precision which is not inherent in actuarial calculations.

SELECTION OF ACTUARIAL ASSUMPTIONS

Actuaries and other service providers provide guidance to their clients in the selection of assumptions used in the Actuarial Valuation based on their industry-specific training and experience. The Actuaries' expertise is used in the determination of demographic assumptions as it relates to future expectations of Plan demographic activity, such as mortality, termination, and retirement rates. The selection of economic assumptions, such as Expected Rate of Return on Investments or the assumed inflation rate, is more subjective. Investment advisors and other services providers utilize their expertise and knowledge of capital markets to model future expectations. Some assumptions may have an influence on other assumptions. The role of the Actuary in the selection of the economic assumptions is to review available market information including historical economic information and forward-looking capital market projections from investment professionals and to assess whether or not sufficient backup exists to deem the assumption reasonable. The selection of economic assumptions is the responsibility of the client. For example, the inflation rate (an economic assumption) may directly correlate to the active member salary increase assumption (a demographic assumption). Once all demographic and economic assumptions have been determined, the Actuary will create various sets of assumptions which take into account the proposed assumptions individually and in the aggregate. The client will then make the final decision of which assumption set to use.



ACTUARIAL ASSUMPTIONS

ACTUARIAL ASSUMPTIONS IN THE VALUATION PROCESS

The contributions and benefit values of the Pension Fund are calculated by applying actuarial assumptions to the benefit provisions and demographic data furnished, using the Actuarial Cost Method described in the *Actuarial Funding Policies* section of this report.

The principal areas of financial risk which require assumptions about future experience are:

- Expected Rate of Return on Investments
- Patterns of Pay Increases for Members
- Rates of Mortality Among Active and Inactive Members
- Rates of Termination Among Active Members
- Rates of Disability Among Active Members
- Age Patterns of Actual Retirements

Actual experience of the Pension Fund will not coincide exactly with assumed experience. Each valuation provides a complete recalculation of assumed future experience and takes into account all past differences between assumed and actual experience. The result is a continual series of adjustments to the computed Recommended Contribution.

Details behind the selection of the actuarial assumptions can be found in the Actuarial Assumption Summary document provided to the client upon request. The client has reviewed and approved the assumptions as a reasonable expectation of the future anticipated experience under the Plan.



ACTUARIAL ASSUMPTIONS

ASSESSMENT OF RISK EXPOSURES

From time to time it becomes appropriate to modify one or more of the assumptions, to reflect experience trends (but not random year-to-year fluctuations). In addition, Actuarial Standards of Practice require that the Actuary minimally perform a qualitative assessment of key financial and demographic risks as part of the risk assessment process with each annual Actuarial Valuation. The risk assessments we perform include, but are not limited to, the following:

- Periodic demographic experience studies every 3 to 5 years to confirm the ongoing appropriateness of actuarial assumptions
- Highlight the impact of demographic experience over the past year, as well as other sources of change and volatility in the *Actuarial Recommended Contribution – Reconciliation* section of this report
- Detail year-over-year changes in contribution levels, assets, liabilities, and Funded Status in the *Recommended Contribution* and *Funded Status* sections in the *Management Summary* section of this report
- Review any material changes in the demographic data as summarized in the *Actuarial Valuation Data* section of this report
- Provide and discuss the Actuarial Assumption Summary document highlighting the rationale for each key assumption chosen by the client
- Identify potential Cash Flow Risk by highlighting expected benefit payments over the next 5-year and 10-year periods in the *Asset Growth* section in the *Management Summary* section of this report
- Describe the impact of any assumption, method, or policy change in the *Management Summary* section of this report
- Utilize supplemental information, such as the GASB Discount Rate sensitivity disclosures to understand, for example, what impact an alternative Expected Rate of Return on Investments assumption might have on the estimation of Actuarial Accrued Liability and Funded Status
- Utilize supplemental information, such as the GASB solvency test, to better understand the Cash Flow Risk and long-term sustainability of the Plan

LIMITATIONS OF RISK ANALYSIS

Since future experience may never be precisely as assumed, the process of selecting funding methods and actuarial assumptions may inherently create risk and volatility of results. A more detailed evaluation of the above risk exposures is beyond the scope and nature of the annual Actuarial Valuation process. For example, scenario tests, sensitivity tests, stress tests, and/or stochastic modeling for multi-year projections to assess the impact of alternative assumptions and methods, or modeling future experience different from the assumptions in these results, are not included in this Actuarial Valuation.

The Buffalo Grove Police Pension Fund and/or the Village of Buffalo Grove, Illinois should contact the Actuary if they desire a more detailed assessment of any of these forward-looking risk exposures.



ACTUARIAL ASSUMPTIONS

ASSESSMENT AND USE OF ACTUARIAL MODELS

Actuarial Valuations rely upon the use of actuarial modeling software to predict the occurrence of future events, which include specific demographic and financial potential outcomes. Actuarial assumptions are established to provide a guideline to use for such modeling.

- The model used in this Actuarial Valuation is intended to determine the Recommended Contribution, under the selected Funding Policy. The actuarial assumptions used were developed with this goal in mind.
- There are no known material limitations or inconsistencies among the actuarial assumptions or methods.
- The output from the model is reasonable based on the individual actuarial assumptions and based on the actuarial assumptions in the aggregate.
- The actuarial software used to calculate plan liabilities has been purchased from an outside vendor. We have performed thorough testing of the software, including review of sample participants, to ensure the intended purpose of the model, the operation of the model, sensitivities and dependencies, and strengths and limitations of the model are sufficient for this purpose.
- Demographic data and financial information have been provided by client professionals, financial advisors, and/or auditors, who are known to be experts in their respective fields. We rely on the fact that the information provided by these experts has been given for the intended purpose of this Actuarial Valuation.
- Where applicable, certain actuarial assumptions and Funding Policy may be required as prescribed by law. In such instances, we have followed legal guidance to ensure conformity.
- The Expected Rate of Return on Investments assumption has been chosen using input from several sources; including, but not limited to: client professionals, financial advisors, auditors, and other capital market outlooks. We have relied on the information provided, in the aggregate, to settle on the selected Expected Rate of Return on Investments assumption.

As stated in the *Limitations of Risk Analysis* section, future experience may never be precisely as assumed. As a result, the funding methods and actuarial assumptions used in the model may create volatility in the results when compared year after year. A more detailed evaluation of this volatility is beyond the scope and nature of the annual Actuarial Valuation process. In such cases, additional scenario tests, sensitivity tests, stress tests, and/or stochastic modeling for multi-year projections to assess the impact of alternative assumptions and methods, or modeling future experience different from the assumptions in these results, may be performed to determine a range of reasonable results.



ACTUARIAL ASSUMPTIONS

ACTUARIAL ASSUMPTIONS UTILIZED

Expected Rate of Return on Investments 7.00% Net of Administrative Expense

CPI-U 2.25%

Total Payroll Increases 3.25%

Individual Pay Increases * 3.75% - 8.42%

Individual pay increases include a long-term average increase for inflation, average annual increases for promotions, and any additional increases for a step program. Sample rates are as follows:

Service	Rate	Service	Rate
0	7.89%	8	3.75%
1	7.89%	9	3.75%
2	7.89%	10	3.75%
3	7.89%	15	3.75%
4	7.89%	20	3.75%
5	7.89%	25	3.75%
6	8.42%	30	3.75%
7	3.75%	35	3.75%

*Individual pay increases for active Members hired at age 40 or older are assumed annual increases at the ultimate rate reduced by 50 basis points, without adjustments in early service years.



ACTUARIAL ASSUMPTIONS

Retirement Rates

100% of the L&A Assumption Study for Police 2020 Cap Age 62.
Sample rates are as follows:

Age	Rate	Age	Rate
50	11.00%	58	16.25%
51	11.55%	59	16.25%
52	12.13%	60	16.25%
53	12.73%	61	16.25%
54	13.37%	62	100.00%
55	14.04%	63	100.00%
56	14.74%	64	100.00%
57	15.48%	65	100.00%

Termination Rates

100% of the L&A Assumption Study for Police 2020. Sample rates are as follows:

Age	Rate	Age	Rate
25	8.00%	40	2.17%
30	3.40%	45	1.56%
35	2.79%	50	0.46%

Disability Rates

100% of the L&A Assumption Study for Police 2020. Sample rates are as follows:

Age	Rate	Age	Rate
25	0.00%	40	0.38%
30	0.06%	45	0.53%
35	0.18%	50	0.48%

65% of active Members who become disabled are assumed to be in the Line of Duty.



ACTUARIAL ASSUMPTIONS

Mortality Rates

Active Mortality follows the Sex Distinct Raw Rates as developed in the PubS-2010(A) Study. Mortality improvement uses MP-2019 Improvement Rates applied on a fully generational basis.

50% of active Member deaths are assumed to be in the Line of Duty.

Retiree Mortality follows the L&A Assumption Study for Police 2020. These rates are experience weighted with the Sex Distinct Raw Rates as developed in the PubS-2010(A) Study improved to 2017 using MP-2019 Improvement Rates. These rates are then improved fully generationally using MP-2019 Improvement Rates.

Disabled Mortality follows the Sex Distinct Raw Rates as developed in the PubS-2010 Study for disabled participants. Mortality improvement uses MP-2019 Improvement Rates applied on a fully generational basis.

Spouse Mortality follows the Sex Distinct Raw Rates as developed in the PubS-2010(A) Study for contingent survivors. For all rates not provided there (ages 45 and younger) the PubG-2010 Study for general employees was used. Mortality improvement uses MP-2019 Improvement Rates applied on a fully generational basis.

Marital Assumptions

Active Members: 80% of active Members are assumed to be married. Female spouses are assumed to be 3 years younger than male spouses.

Retiree and Disabled Members: Actual spousal data was utilized for retiree and disabled Members.





LOW-DEFAULT-RISK OBLIGATION MEASURE

Low-Default-Risk Obligation Measure – Purpose
Low-Default-Risk Obligation Measure
Low-Default-Risk Obligation Measure vs Actuarial Liability

LOW-DEFAULT-RISK OBLIGATION MEASURE

LOW-DEFAULT-RISK OBLIGATION MEASURE - PURPOSE

The Pension Committee of the Actuarial Standards Board adopted changes to Actuarial Standards of Practice No. 4 (“ASOP 4”). ASOP 4 is titled “Measuring Pension Obligations and Determining Pension Plan Costs or Contributions”. The changes were adopted by the Actuarial Standards Board in December 2021 and are effective for reporting and Measurement Dates on or after February 15, 2023.

One change is the requirement for all Funding Actuarial Valuations to include a Low-Default-Risk Obligation Measure (“LDROM”). In its simplest form, the LDROM is a measure of Actuarial Liability determined using a low-risk Expected Rate of Return on Investments. The LDROM is not intended to replace the Actuarial Liability used to determine the Recommended Contribution amount calculated in this report. The intention is to provide additional information on the Funded Status of the Plan and benefit security.

The Low-Default-Risk Obligation Measure is shown below as of the Measurement Date. The discussion that follows provides more information on the assumptions and methods used to determine the LDROM and some interpretation of the results.

LOW-DEFAULT-RISK OBLIGATION MEASURE

	<u>Current Valuation</u>
Low-Default-Risk Obligation Measure	\$ 170,037,472
Fair Value of Assets	<u>94,660,597</u>
Obligation not Covered by Current Assets	<u>\$ 75,376,875</u>

*The Low-Default-Risk
Obligation Measure is Not
Intended to Replace the
Actuarial Liability Used to
Determine the Recommended
Contribution.*

The Obligation not Covered by Current Assets shown above is for illustration of the Low-Default-Risk Obligation Measure only and is not intended for any other purposes. The amount of Obligation not Covered by Current Assets should not be used for pension funding or financial statement reporting purposes. In addition, the Obligation not Covered by Current Assets amount should not be used for any other assessments related to pension funding, such as assessing Unfunded Liability for the purpose of issuing Pension Obligation Bonds. Discussion of any of these items should be handled separately.



LOW-DEFAULT-RISK OBLIGATION MEASURE

Selection of the Discount Rate

Under Actuarial Standards, a Discount Rate should be selected from a source that develops the rate using low-default-risk fixed income securities. In addition, the fixed income securities should be reasonably consistent with the pattern of expected benefit payments from the Fund.

The Low-Default-Risk Obligation Measure has been valued using the FTSE Pension Discount Curve. The FTSE Pension Discount Curve is determined using rates from corporate bonds that are rated AA (from the FTSE U.S. Broad Investment Grade Bond Index) and yields from the FTSE Russell's Treasury model curve. The result is a set of investment grade zero coupon bond rates with maturities from 6 months to 30 years.

The equivalent single discount rate that would produce the same liability as the FTSE Pension Discount Curve is 4.83%.

There are other indices constructed that are appropriate for this disclosure as well. They could produce Discount Rates that are higher or lower than the LDROM shown here. An increase/decrease in the discount rate of 50 basis points (0.50%) would decrease/increase the LDROM by (7.02%)/7.86%, respectively. In our opinion, the FTSE Pension Discount Curve meets the requirements of the disclosure of the LDROM. The curve is constructed using investment grade corporate bonds. In addition, the rates are updated monthly and the current rates used (as of the Measurement Date of this report) are reflective of current market conditions. Finally, the use of a yield curve as opposed to a single rate allows the flexibility for the LDROM to be determined in a manner consistent with the pattern of expected benefit payments.

The Discount Rate is intended for the current Measurement Date only. In order to stay consistent with the prevailing market conditions, the Discount Rate will be assessed and updated each year at each new Measurement Date.

Selection of the Actuarial Cost Method

The Standard requires the use of an immediate-gain Actuarial Cost Method. We have elected to use the Entry Age Normal cost method for measurement of the LDROM. Entry Age Normal is being applied on a percent of pay basis. The Cost Method is the same method used for the determination of the Recommended Contribution in this report.

Other immediate-gain Actuarial Cost Methods are available and acceptable for use in the determination of the LDROM. Other acceptable methods include benefits-based methods and accrued benefit methods. We selected the Entry Age Normal method due to the fact that benefit liability in this Fund is not typically settled with one-time payments. For example, the Plan does not pay lump sums (except refunds of Member Contributions) and is not anticipated to settle liability through the purchase of annuity contracts. Therefore, the usefulness of a benefits-based method is much more limited in interpretation of this measure as it relates to benefit security.



LOW-DEFAULT-RISK OBLIGATION MEASURE

Interpretation of the LDROM

The Low-Default-Risk Obligation Measure is higher than the liability used for the Recommended Contribution determination by \$43,630,925.

Actuarial Liability is determined in different ways based on the purpose of the measurement. The Actuarial Liability for Recommended Contribution purposes is used to develop a contribution amount that, when combined with other sources of funding (including Member Contributions and expected investment returns), would pay all future expected benefits. The expected investment returns under this scenario are based on the current asset allocation and capital market expectations of the Fund. Assets are invested in a way that involves risk. Actual returns can vary significantly year-to-year above and below expectations. The trade-off is a risk-premium over the long-term and above low-risk market rates.

The LDROM, by contrast, is developed using low-risk returns available in the market. These returns could be obtained theoretically with low-risk of deviation from expectation, and lower expectation (i.e. there is no risk-premium). The LDROM, then, can be thought of as the amount of money that should be set aside today to appropriately fund and prepare for all future benefit payments, if the assets were invested in relatively low volatility assets available in the market today.

The expected decrease in the liability for funding purposes as compared to the LDROM can be thought of as cost savings from investing in riskier assets, with higher long-term return expectations. At the same time, this difference also represents a risk factor for the Pension Fund as the Fund is reliant on receiving the expected return on investments, including a risk premium. Contributions, combined with these investment returns, are required in order to fund future benefit payments.

LOW DEFAULT RISK OBLIGATION MEASURE VS ACTUARIAL LIABILITY

	Current Valuation
Low-Default-Risk Obligation Measure	\$ 170,037,472
Actuarial Accrued Liability (Entry Age Normal)	126,406,547
Difference	<u>\$ 43,630,925</u>

*The Low-Default-Risk
Obligation Measure is Not
Intended to Replace the
Actuarial Liability Used to
Determine the Recommended
Contribution.*





SUMMARY OF PRINCIPAL PLAN PROVISIONS

Establishment of the Fund
Administration
Member Contributions
Regular Retirement Pension Benefit
Early Retirement Pension Benefit
Surviving Spouse Benefit
Termination Benefit – Vested
Disability Benefit

SUMMARY OF PRINCIPAL PLAN PROVISIONS

ESTABLISHMENT OF THE FUND

The Police Pension Fund is established and administered as prescribed by “Article 3 – Police Pension Fund – Municipalities 500,000 and Under” of the Illinois Pension Code.

ADMINISTRATION

The Police Pension Fund is administered by a Board of Trustees whose duties are to manage the Pension Fund, determine applications for pensions, authorize payment of pensions, establish rules, pay expenses, and keep records.

MEMBER CONTRIBUTIONS

Members contribute 9.910% of their pensionable salary.

REGULAR RETIREMENT PENSION BENEFIT

Tier I

Eligibility: Age 50 with at least 20 years of creditable service.

Benefit: 50% of final salary for the first 20 years of service, plus an additional 2.5% of final salary for each year of service beyond 20 years of service, and not to exceed 75% of final salary. “Final salary” is based on the police officer’s pensionable salary attached to rank held on the last day of service, unless the pensionable salary was greater at some point within the year prior to the last day of service. If so, the pensionable salary is averaged over the last 12 months.

Annual Increase in Benefit: A police officer is entitled to receive an initial increase equal to 1/12 of 3% of the original monthly benefit for each full month that has passed since the pension began. The initial increase date will be the later of the first day of the month after the pensioner turns age 55 or the first day of the month after the benefit date anniversary. Subsequent increases of 3% of the current monthly benefit will be granted every January 1st thereafter.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

REGULAR RETIREMENT PENSION BENEFIT - CONTINUED

Tier II

Eligibility: Age 55 with at least 10 years of creditable service.

Benefit: 2.5% of final average salary for each year of service, and not to exceed 75% of final average salary. "Final average salary" is determined by dividing the total pensionable salary during 48 consecutive months of service within the last 60 months of service in which total pensionable salary was the highest, by the number of months of service in that period (or by dividing the total pensionable salary during 96 consecutive months of service within the last 120 months of service in which total pensionable salary was the highest, by the number of months of service in that period, if greater). Annual salary for this purpose will not exceed the salary cap, indexed by the lesser of 3% or the CPI-U for the 12 months ending with the September preceding each November 1st. The salary cap will not decrease.

Annual Increase in Benefit: The initial increase date will be the later of the January 1st after the pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.

EARLY RETIREMENT PENSION BENEFIT

Tier I

None.

Tier II

Eligibility: Age 50 with at least 10 years of creditable service.

Benefit: The regular retirement pension benefit reduced by ½ of 1% for each month that the police officer's age is between 50 and 55.

Annual Increase in Benefit: The initial increase date will be the later of the January 1st after the pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

SURVIVING SPOUSE BENEFIT

Tier I

Eligibility: Married to an active police officer with at least 8 years of creditable service, a disabled pensioner at the time of death, or a retired pensioner on the last day of service.

Active Line of Duty Death Benefit: An eligible surviving spouse is entitled to receive 100% of the police officer's final pensionable salary attached to rank held on the last day of service.

Non-Duty Death Benefit:

Disabled or Retired Pensioner: An eligible surviving spouse is entitled to receive the pensioner's benefit at the time of death.

Active Member with 20+ Years of Service: An eligible surviving spouse is entitled to the police officer's eligible benefit at the time of death.

Active Member with 10-20 Years of Service: An eligible surviving spouse is entitled to receive 50% of the police officer's pensionable salary attached to rank held on the last day of service, unless the pensionable salary was greater at some point within the year prior to the last day of service. If so, the pensionable salary is averaged over the last 12 months.

Annual Increase in Benefit: None.

Tier II

Eligibility: Married to an active police officer with at least 8 years of creditable service, a disabled pensioner at the time of death, or a retired pensioner on the last day of service.

Active Line of Duty Death Benefit: An eligible surviving spouse is entitled to receive 100% of the police officer's final pensionable salary attached to rank held on the last day of service.

Non-Duty Death Benefit:

Disabled or Retired Pensioner, Active Member with 20+ Years of Service, and Active Member with 10-20 Years of service: An eligible surviving spouse is entitled to receive the greater of 66⅔% of the police officer's earned pension benefit at the time of death or 54% of the police officer's monthly salary at the time of death.

Annual Increase in Benefit: The initial increase date will be the January 1st after the surviving spouse turns age 60. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

SURVIVING SPOUSE BENEFIT - CONTINUED

Public Act 102-0811 passed on May 13, 2022 and is effective as of January 1, 2023 for Article 3 Pension Funds. The Act establishes that a surviving spouse of a deceased police retiree may be eligible for a survivor's pension of up to 15 years of benefit payments if (a) the surviving spouse has attained age 62 and (b) if the police officer was married to the surviving spouse after retirement, and for at least 5 years prior to the officer's death. Previously, there was no survivor's pension for spouses married after retirement. In our opinion, under a prudent interpretation of the provisions, we believe the impact to be de minimis. The legal community has suggested some uncertainty about multiple provisions contained in the Act, and the IDOI Public Pension Division has not provided an interpretation. The client has not made an administrative interpretation as to how the provisions of the Act will impact future surviving spouses. Due to the uncertainty around the interpretation and the expected *de minimis* impact, we have not valued this contingency separately for active Members. However, for any current retirees who were married after retirement and have been married for at least 5 years, as well as any surviving spouses currently in receipt of benefits under this provision, we have valued the liability of the benefit granted.

TERMINATION BENEFIT – VESTED

Tier I

Eligibility: Age 60 with at least 8 but less than 20 years of creditable service.

Benefit: 2.5% of final salary for each year of service. "Final salary" is based on the police officer's pensionable salary attached to rank held on the last day of service, unless the pensionable salary was greater at some point within the year prior to the last day of service. If so, the pensionable salary is averaged over the last 12 months.

Annual Increase in Benefit: A police officer is entitled to receive an initial increase equal to 1/12 of 3% of the original monthly benefit for each full month that has passed since the pension began. The initial increase date will be the first day of the month after the benefit date anniversary. Subsequent increases of 3% of the current monthly benefit will be granted every January 1st thereafter.

Tier II

None.



SUMMARY OF PRINCIPAL PLAN PROVISIONS

DISABILITY BENEFIT

Tier I

Eligibility: Duty or Non-Duty Disability or Occupational Disease Disability with at least 1 day of creditable service.

Benefit: For a duty disability or an occupational disease disability with at least 5 years of creditable service, a police officer is entitled to receive the greater of 65% of final salary or the regular retirement pension benefit at the time of disability. For a non-duty disability, a police officer is entitled to receive 50% of their final salary. “Final salary” is based on the police officer’s pensionable salary attached to rank held on the last day of service.

Annual Increase in Benefit: A police officer is entitled to receive an initial increase equal to 3% of the original monthly benefit for each full year that has passed since the pension began. The initial increase date will be the later of the January 1st after following pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases of 3% of the original monthly benefit will be granted every January 1st thereafter.

Tier II

Eligibility: Duty or Non-Duty Disability or Occupational Disease Disability with at least 1 day of creditable service.

Benefit: For a duty disability or an occupational disease disability with at least 5 years of creditable service, a police officer is entitled to receive the greater of 65% of final salary or the regular retirement pension benefit at the time of disability. For a non-duty disability, a police officer is entitled to receive 50% of their final salary. “Final salary” is based on the police officer’s pensionable salary attached to rank held on the last day of service.

Annual Increase in Benefit: The initial increase date will be the later of the January 1st after the pensioner turns age 60 or the January 1st after the benefit date anniversary. Subsequent increases will be granted every January 1st thereafter. The initial increase and subsequent increases will be the lesser of 3% of the original benefit or ½ of the CPI-U for the 12 months ending with the September preceding each November 1st.





GLOSSARY OF TERMS

Glossary of Terms

GLOSSARY OF TERMS

GLOSSARY OF TERMS

Actuarial Accrued Liability – The Actuarial Present Value of future benefits based on Members’ service rendered to the Measurement Date using the selected Actuarial Cost Method. It is that portion of the Actuarial Present Value of Plan benefits and expenses allocated to prior years of employment. It is not provided for by future Normal Costs.

Actuarial Cost Method – The method used to allocate the projected obligations of the Plan over the working lifetimes of the Plan Members.

Actuarial Value of Assets – The value of the assets used in the determination of the Unfunded Actuarial Accrued Liability. The Actuarial Value of Assets is related to the Fair Value of Assets, with adjustments made to spread unanticipated gains and losses for a given year over a period of several years. Actuarial Value of Assets is generally equally likely to fall above or below the Fair Value of Assets, and generally does not experience as much volatility over time as the Fair Value of Assets.

Asset Valuation Method – A valuation method designed to smooth random fluctuations in asset values. The objective underlying the use of an Asset Valuation Method is to provide for the long-term stability of Employer Contributions.

Funding Policy – A set of procedures for a Pension Fund that outlines the “best practices” for funding the pension benefits based on the goals of the Plan Sponsor. A Funding Policy discusses items such as assumptions, Actuarial Cost Method, assets, and other parameters that will best help the Plan Sponsor meet their goal of working in the best interest of the Plan Members.

Fair Value of Assets – The value of the cash, bonds, securities, and other assets held in the pension trust as of the Measurement Date.

Normal Cost – The present value of future benefits earned by Members during the current Fiscal Year. It is that portion of the Actuarial Present Value of benefits and expenses which is allocated to a valuation year by the Actuarial Cost Method.

Unfunded Actuarial Accrued Liability – The excess of the Actuarial Accrued Liability over the Actuarial Value of Assets. The Unfunded Actuarial Accrued Liability is amortized over a period either in level dollar amounts or as a level percentage of projected payroll.





Lauterbach & Amen, LLP

CERTIFIED PUBLIC ACCOUNTANTS



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 8.d. O-2024-0104

Ordinance Approving a Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan to Accommodate a Proposed Parking Lot Expansion at Aptakisic Junior High School at 1231 Weiland Road, 1351 Abbot Court, and Aptakisic Park.

Contacts

Liaison: Trustee Weidenfeld

Staff: Nicole Woods

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve an ordinance approving a Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan to accommodate a proposed parking lot expansion at Aptakisic Junior High School at 1231 Weiland Road, 1351 Abbot Court, and Aptakisic Park.

Summary

See attached memorandum

Strategic Alignment

Guiding Principle

Principle 3: Plan and Invest in the Future

Goal

Goal 2: Enhanced, beautiful, safe and sustainable neighborhoods

File Attachments

1. Memo - Aptakisic Tripp Parking Lot - 1231 Weiland Rd
2. DRAFT Ordinance - Aptakisic Tripp Parking Lot - 1231 Weiland Rd
3. DRAFT Ordinance - Exhibit B. Plan Set
4. DRAFT Ordinance - Exhibit C. Draft PZC Minutes - Oct 16, 02024

DATE: November 4, 2024

TO: Village Manager Dane Bragg

FROM: Nicole Woods, Community Development Director
Andrew Binder, Associate Planner

SUBJECT: 1231 Weiland Road & 1351 Abbot Court (Aptakisic Jr. High) - Parking Lot Expansion

RECOMMENDATION

Staff recommends that the Village Board approve an Ordinance granting approval of a Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan approved by Ordinance No. 2017-035 to accommodate a proposed parking lot expansion on the Aptakisic Junior High School properties at 1231 Weiland Road, 1351 Abbot Court, and Aptakisic Park, subject to the conditions in the attached Ordinance.

PROJECT BACKGROUND

School District 102 (D102) is seeking approval to construct a parking lot expansion into the Aptakisic Park property, which is to the south of the Aptakisic Junior High School (AJHS) property at 1231 Weiland Road and 1351 Abbot Court, shown in Figure 1.

To help alleviate congestion, parking, and other traffic concerns, the School District is looking to expand the south parking lot at AJHS into the Aptakisic Park site. Aptakisic Park is a 3.94-acre park that is owned by the school. To accommodate for the parking lot, the school will remove the existing baseball field (which is minimally used) and reconfigure the existing walking paths.

The Junior High property, including the admin office building, will be consolidated with the Aptakisic Park property to the south, creating one lot. The park property will be rezoned from R-9: Multi-Family Dwelling District to R-E Residential District to be consistent with the zoning of the school lot.

PLANNING & ZONING ANALYSIS

The proposed parking lot implements recommendations from the traffic study that was conducted during the school's building addition projects in 2023. The parking lot was suggested as a way to alleviate



Figure 1: Subject Properties

circulation and safety concerns and allow for ample parking for school staff and overflow during high-volume school events.

The proposed project will feature a perimeter drive aisle, which will serve as designated lane for parent vehicles, thereby increasing vehicle queuing capacity. Parents will circulate the drive aisle under the supervision of crossing guards and signage. School buses will continue to operate in front of the school without blocking driveways or crosswalks.

The proposed parking lot will eliminate the existing 31 parking spots south of the building and replace them with the 152-stall lot. With the new lot, the whole school campus's parking count will increase from 87 to 208, exceeding the parking requirement by 108 spaces. The parking lot will be fully illuminated and landscaped, meeting all Code requirements.

There is potential to add additional secondary access points from Weiland Road to the parking lot via an access road(s) on ComEd's property. D102, the Village, and ComEd are working collectively to examine the feasibility of this accessibility. A Potential Secondary Access Exhibit plan is included in the packet, to show the conceptual design and location for this access points and roads. The exact design and location may be modified if and when the accessibility is created.

The proposed parking lot expansion aligns with the 2009 Comprehensive Plan, which shows the site to be Public/Semi-Public (School) and Parks/Open Space (Public and Private).

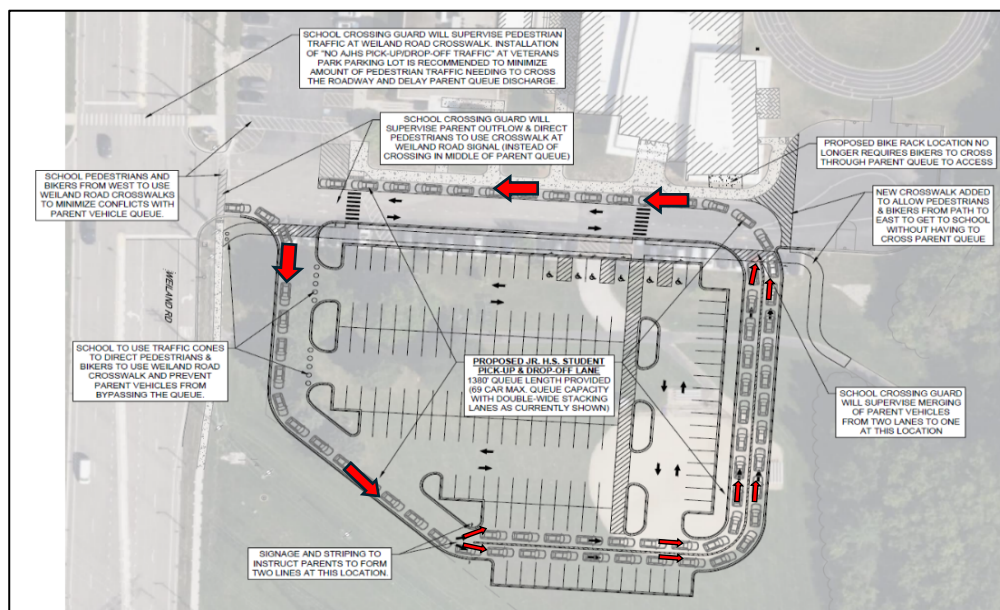


Figure 2: Proposed Parking Lot Configuration

Stormwater & Engineering

A stormwater detention facility is being added south of the parking lot. Village Engineering has reviewed the request and has no concerns, as maintenance will comply with Lake County and Village Stormwater Management requirements.

PUBLIC HEARING COMMENTS

No comments were received before the public hearing, and no members of the public were present at the meeting to discuss this project.

PLANNING & ZONING COMMISSION (PZC) RECOMMENDATION

The PZC **unanimously recommended approval** of a Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan approved by Ordinance No. 2017-035 to accommodate a proposed parking lot expansion at Aptakisic Junior High School at 1231 Weiland Road, 1351 Abbot Court, and the Aptakisic Park property, subject to the following conditions:

1. The proposed improvements shall be constructed in substantial conformance with the plans attached as part of the petition.
2. The Final Engineering Plans shall be submitted in a manner acceptable to the Village.
3. The Final Landscaping Plan shall be submitted in a manner acceptable to the Village.
4. The Plat of Consolidation shall be submitted in a manner acceptable to the Village.
5. Any directional or incidental signage added to the site shall be reviewed administratively by staff.
6. The potential suggested secondary access from Weiland Road, as depicted on the Secondary Access Exhibit, may change in scope and location, but shall be permitted if feasible and if approved by all parties. Staff shall review and approve any modifications to the access plan administratively.



ORDINANCE 2024-xxx

AN ORDINANCE APPROVING A PLAT OF CONSOLIDATION, A ZONING MAP AMENDMENT, AND AN AMENDMENT TO THE SPECIAL USE AND PRELIMINARY PLAN APPROVED BY ORDINANCE No. 2017-035 FOR 1231 WEILAND ROAD, 1351 ABBOT COURT, AND APTAKISIC PARK COMMONLY KNOWN AS APTKISIC TRIPP JUNIOR HIGH SCHOOL

WHEREAS the Village of Buffalo Grove is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and

WHEREAS the real property (“Property”) located at 1231 Weiland Road and 1351 Abbot Court, Buffalo Grove, IL are improved with a junior high school and administrative offices located on approximately 11.41-acres in the R-E One Family Dwelling District, and the Aptakisic Park Property is a 3.94-acre public park in the R-9 Multi-Family Dwelling District, and are hereinafter legally described in Exhibit A; and

WHEREAS, in 2017, the Village Board approved Ordinance No. 2017-035 granting a Special Use for an elementary school and side yard setback Variations for 1231 Weiland Road; and,

WHEREAS, in 2024, the Village Board approved Ordinance No. 2024-010 granting approval of a Plat of Consolidation, Zoning Map Amendment, a Preliminary Plan, an Amendment to the Special Use, and Zoning Variations to allow the construction of a new building link-addition to connect the school building and the administrative office building on the Property, and a gymnasium addition on the rear of the school; and,

WHEREAS, CAGE Engineering, (“Petitioner”) has filed a petition on behalf of Aptakisic-Tripp School District #102, to allow the construction of a south parking lot expansion at Aptakisic Junior High School into Aptakisic Park, and is requesting the following approvals:

1. A Plat of Consolidation to combine the two properties; and,
2. A Zoning Map Amendment to rezone Aptakisic Park from R-9: Multi-Family Dwelling District to R-E Residential District; and,
3. An amendment to the Special Use and Preliminary Plan approved by Ordinance No. 2017-035 and as an amendment by Ordinance No. 2024-010; and,

WHEREAS the Planning & Zoning Commission held a public hearing on October 16, 2024, concerning the requests; and

WHEREAS the Planning & Zoning Commission made findings of fact and determined that the petition meets the criteria for a Special Use as set forth in the Buffalo Grove Zoning Ordinance, and as described in the minutes attached hereto as Exhibit C; and

WHEREAS the Planning & Zoning Commission voted 8-0 to recommend approval of the requested Plat of Consolidation, Zoning Map Amendment, Amendment to the Special Use, and Preliminary Plan; and

WHEREAS the Corporate Authorities of the Village of Buffalo Grove hereby determine and find that the requested Plat of Consolidation, Zoning Map Amendment, Amendment to the Special Use, and Preliminary Plan are reasonable and will serve the best interests of the Village; and

WHEREAS, the proposed development shall be installed in accordance with and pursuant to the following exhibits:

EXHIBIT A	Legal Description of the Property
EXHIBIT B	Plan Set
EXHIBIT C	Draft Minutes from the October 16, 2024 Planning & Zoning Commission Meeting

NOW THEREFORE BE IT ORDAINED by the President and Board of Trustees of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2. The Corporate Authorities hereby adopt a proper, valid, and binding ordinance approving a Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan approved by Ordinance No. 2017-035 as amended by Ordinance No. 2024-010 to accommodate a proposed parking lot expansion at Aptakisic Junior High School at 1231 Weiland Road, 1351 Abbot Court, and the Aptakisic Park property, subject to the following conditions:

1. The proposed improvements shall be constructed in substantial conformance with the plans attached as part of the petition.
2. The Final Engineering Plans shall be submitted in a manner acceptable to the Village.
3. The Final Landscaping Plan shall be submitted in a manner acceptable to the Village.
4. The Plat of Consolidation shall be submitted in a manner acceptable to the Village.
5. Any directional or incidental signage added to the site shall be reviewed administratively by staff.
6. The potential suggested secondary access from Weiland Road, as depicted on the Secondary Access Exhibit, may change in scope and location, but shall be permitted if feasible and if approved by all parties. Staff shall review and approve any modifications to the plan administratively.

SECTION 3. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Ordinance.

SECTION 4. This Ordinance shall be in full force and effect from and after its passage and approval and shall not be codified.

AYES: _____
NAYES: _____
ABSENT: _____
PASSED: _____, 2024
APPROVED: _____, 2024
PUBLISHED: _____, 2024

ATTEST:

APPROVED:

Janet M. Sirabian, Village Clerk

Eric N. Smith, Village President

EXHIBIT A

Legal Description

Aptakisic Jr. High School Parking Lot

Aptakisic-Tripp School District #102

1231 Weiland Road, 1351 Abbot Court, & Aptakisic Park

SUBJECT PROPERTY COMMON ADDRESS: 1231 Weiland Road & 1351 Abbot Court

LEGAL DESCRIPTION: THAT PART OF THE SOUTHEAST QUARTER OF SECTION 28, TOWNSHIP 43 NORTH, RANGE 11, LYING EAST OF THE THIRD PRINCIPAL MERIDIAN IN LAKE COUNTY, ILLINOIS, BOUNDED AND DESCRIBED AS FOLLOWS, TO- WIT: BEGINNING AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER OF SECTION 28 AFORESAID; THENCE WEST ALONG THE NORTH LINE OF SAID SOUTHEAST QUARTER 957.67 FEET TO THE CENTER LINE OF APTAKISIC ROAD (NOW CALLED WEILAND ROAD); THENCE SOUTHERLY ALONG THE CENTER LINE OF SAID ROAD 618 FEET, THENCE EAST PARALLEL TO THE NORTH LINE OF SAID SOUTHEAST QUARTER TO THE EAST LINE OF SAID SOUTHEAST QUARTER, THENCE NORTH ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER 616.64 FEET TO THE POINT OF BEGINNING. EXCEPT THAT PART LYING EAST AND SOUTH OF THE CENTER THREAD OF THE CREEK RUNNING IN A NORTHERLY DIRECTION THROUGH SAID PROPERTY IN QUESTION, EXCEPT WINDBROOK SUBDIVISION, EXCEPT ANY PARTS TAKEN FOR ROAD PURPOSES AND THAT PART OF THE LAND DEDICATED IN THE PLAT OF DEDICATION RECORDED DECEMBER 27, 1989 AS DOCUMENT NO. 2864096 AND THAT PART OF THE LAND CONVEYED IN THE WARRANTY DEED RECORDED JANUARY 9, 2019 AS DOCUMENT NO. 7536398; and

LOT 3 IN ABBOTT BUSINESS CENTER, BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 27 AND THE NORTHEAST QUARTER OF SECTION 28, TOWNSHIP 43 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 9, 1991 AS DOCUMENT 3038077, IN LAKE COUNTY, ILLINOIS.

PARCEL INDEX NUMBER: 15-28-418-001

SUBJECT PROPERTY: Aptakisic Park

LOT 2 IN WINDBROOKE SUBDIVISION, BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 28 AND THE SOUTHWEST QUARTER OF SECTION 27, ALL IN TOWNSHIP 43 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 8, 1986, AS DOCUMENT NUMBER 2411928 IN LAKE COUNTY, ILLINOIS.

PARCEL INDEX NUMBER: 15-28-410-001

EXHIBIT B

Plan Set

Aptakisic Jr. High School Parking Lot

Aptakisic-Tripp School District #102

1231 Weiland Road, 1351 Abbot Court, & Aptakisic Park

DRAFT

EXHIBIT C

Draft Minutes from October 16, 2024, Planning & Zoning Commission Meeting

Aptakisic Jr. High School Parking Lot

Aptakisic-Tripp School District #102

1231 Weiland Road, 1351 Abbot Court, & Aptakisic Park

DRAFT



September 20, 2024

Kelly Purvis
Deputy Director of Community Development
Village of Buffalo Grove
50 Raupp Boulevard
Buffalo Grove, IL 60089

RE: Aptakismic Junior High School Parking Lot Expansion
1231 Weiland Road
Development Review Submittal Cover Letter & Narrative

Kelly:

We are pleased to be reaching out to you on behalf of our client, Aptakismic-Tripp Community Consolidated School District 102 (D102), who is the owner of the property located at 1231 Weiland Road. The site is currently occupied by the Aptakismic Junior High School (AJHS) campus. As previously discussed between the Village and our project team, D102 is proposing an expansion to the existing south parking lot at AJHS into the Aptakismic Park site located immediately south of the school to improve on-site traffic operations and provide additional on-site parking. Please consider this as our formal development review submittal to the Village of Buffalo Grove as necessary to initiate each of the Concept and Preliminary Plan Review, Special Use Permit, Rezoning, and Resubdivision/Consolidation processes as we understand will be required for the project to proceed.

Provided within this cover letter are a narrative statement describing the project and a detailed list of all attachments included as part of the formal submittal.

Should you have any questions regarding the proposed development or require any additional information, please do not hesitate to contact me via telephone at 847.849.7726 or at abruder@cagecivil.com.

Sincerely,
CAGE ENGINEERING, INC.

Aaron J. Bruder, PE
Director of Engineering – Illinois

CC: Dr. Jessica McIntyre (Superintendent; Aptakismic-Tripp CCSD102)
Scott Blumberg (Assistance Superintendent for Business Services/CSBO; Aptakismic-Tripp CCSD102)
Evan Tiberi (Director of Facilities and Operations; Aptakismic-Tripp CCSD102)
Erin M. Miller, LEED AP (Principal; ARCON Associates, Inc.)
Jeffrey F. Minor, AIA (Architect; ARCON Associates, Inc.)



Aptakisic Junior High School Parking Lot Expansion Narrative Statement / Use Description

The proposed improvements by Aptakisic-Tripp Community Consolidated School District 102 (D102) consist of the construction of a new expansion to the existing Aptakisic Junior High School (AJHS) south parking lot, located at 1231 Weiland Road in the Village of Buffalo Grove, Illinois. The site where the expansion will be located is currently occupied by Aptakisic Park, a 3.94-acre public park facility that includes an asphalt-paved walking path and a youth baseball field. In addition to the proposed expansion, the project scope will also include the replacement of the existing public walking path and associated stormwater management facilities in accordance with Village and County requirements.

The primary objectives of the project are to address several existing deficiencies at the AJHS campus with respect to school traffic circulation that leads to on-site congestion and backups into the adjacent public roadway network: limited queuing capacity for parent vehicles during student arrival/dismissal periods, an excessive number of potential conflict points between vehicular and pedestrian/bike traffic, and insufficient parking supply for peak demands during high-attendance events at the school. Each of these issues will be addressed as follows (with additional details being provided in the attached documents):

1. The provided on-site queue length for parent vehicles during arrival/dismissal periods will be expanded from 820 feet to 1,380 feet, encompassing additional driveway length and a double-stack queue to provide a maximum queue capacity of 69 vehicles (a 68% increase from the existing 41-vehicle capacity).
2. The existing bike racks will be relocated and additional traffic control measures (crosswalks, crossing guards, and cones) will be implemented to prevent any student pedestrian/bike traffic from having to cross through the middle of the queue of parent vehicles during arrival/dismissal periods.
3. The proposed parking lot will provide an additional 121 parking spaces compared to the existing condition, increasing the number of parking spaces on-site from 87 spaces to 208 (a 139% increase).

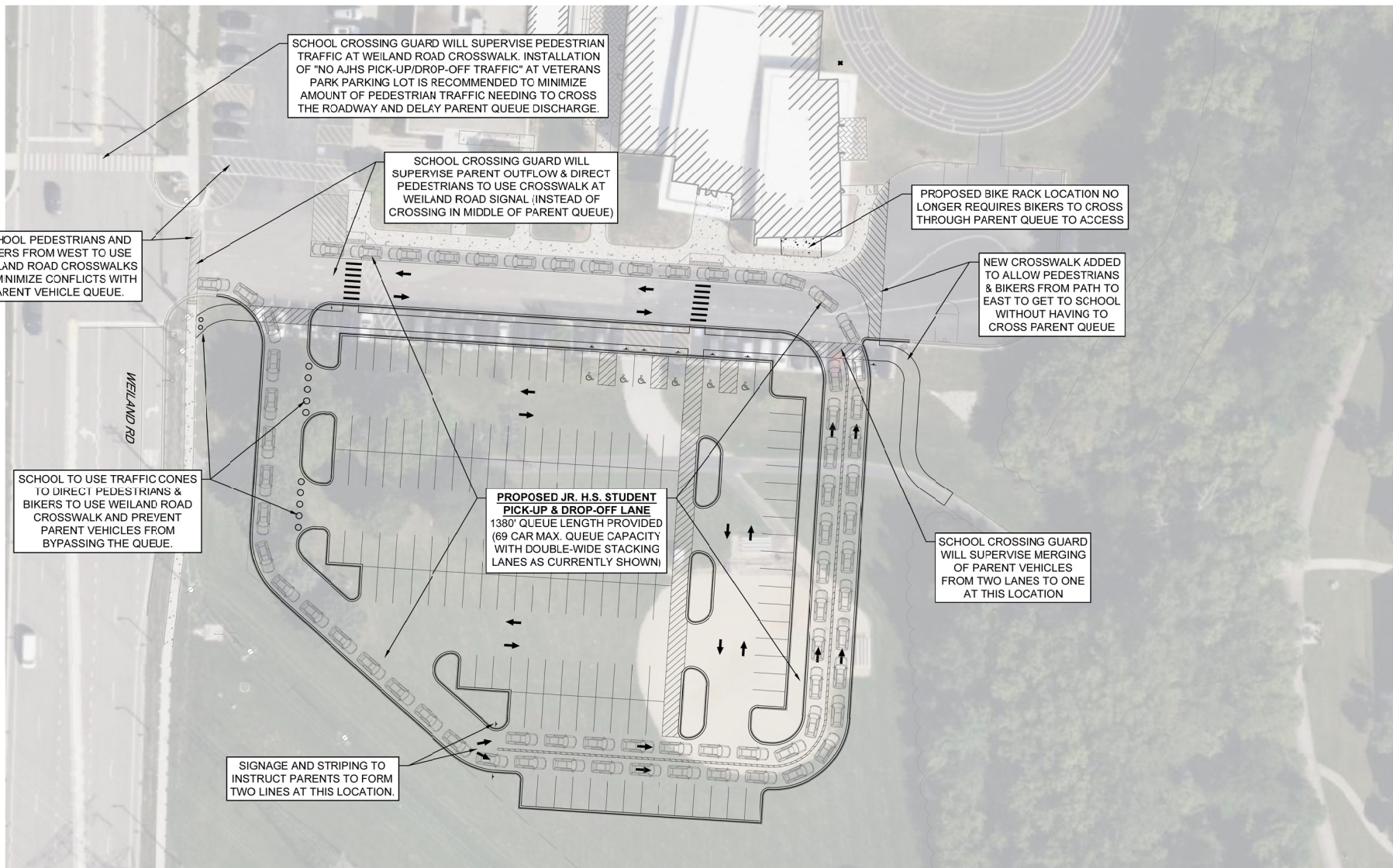
It is expected that these improvements will result in significant improvements to the regional traffic circulation during morning arrival and afternoon dismissal periods, minimizing the risk of vehicular backups onto the public roadway to the extents practicable given the available space for the expansion with the Aptakisic Park property.

Lastly, we also acknowledge the Village's request during prior correspondence regarding this project to investigate the feasibility of incorporating a secondary access point to the expanded parking lot from Weiland Road. This secondary access point would be an inbound-only driveway primarily routed through the Commonwealth Edison (ComEd) electrical transmission right-of-way which is adjacent to the subject property. An exhibit depicting a potential configuration for this secondary access was prepared by CAGE Engineering, Inc. and formally presented to ComEd's Real Estate & Facilities team on Tuesday, September 10th, 2024. A copy of that exhibit is included herein for reference and review. As of the date of this submittal, no response/feedback has been received from ComEd regarding the feasibility of the secondary access; any updates will be provided by our team to the Village as soon as possible while the project progresses through the various formal review processes.



Aptakisic Junior High School Parking Lot Expansion
List of Village Formal Submittal Attachments

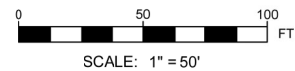
- A. Petition for Concept and Preliminary Plan Review
- B. Proof of Ownership
- C. Recovery of Village Costs Form
- D. Certificate of Mailing List Form (*including Exhibit "A" – Mailing List & Exhibit "B" – Legal Description*)
- E. Responses to Special Use Standards
- F. Plat of Survey
- G. Preliminary Engineering Plans (*including detailed site plan, signage/stripping plans, and turning exhibit*)
- H. Detailed Landscape Plans (*including tree survey/protection plan*)
- I. School Traffic Operations & Parking Analysis Memo
- J. Photometric Plan
- K. Light Fixture Cut Sheets
- L. Plat of Consolidation
- M. Preliminary Stormwater Management Report
- N. Potential Secondary Access Exhibit (*as formally issued to ComEd for review on 09/10/2024*)



APTAKISIC JUNIOR HIGH SCHOOL
1231 WEILAND ROAD
BUFFALO GROVE, ILLINOIS

PROPOSED PARENT PICK-UP & DROP-OFF OPERATIONS EXHIBIT

SCALE: 1"=50' (11x17)



SEPTEMBER 20, 2024

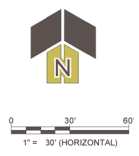
PR-1





DEMOLITION LEGEND

- BUILDING DEMOLITION
- ASPHALT PAVEMENT REMOVAL, FULL DEPTH
- CONCRETE PAVEMENT / SIDEWALK REMOVAL, FULL DEPTH
- SAWCUT PAVEMENT, FULL DEPTH
- CURB & GUTTER REMOVAL
- UTILITY REMOVAL
- TREE/BUSH REMOVAL
- UTILITY STRUCTURE REMOVAL TO BE REMOVED



2000 CABOT DRIVE
SUITE 225
LISLE, IL 60532
P. 630.988.0007
WWW.CAGECIVIL.COM

CAGE
CIVIL ENGINEERING

ARON J. BRUER
062-071413
LICENSED PROFESSIONAL ENGINEER
STATE OF ILLINOIS

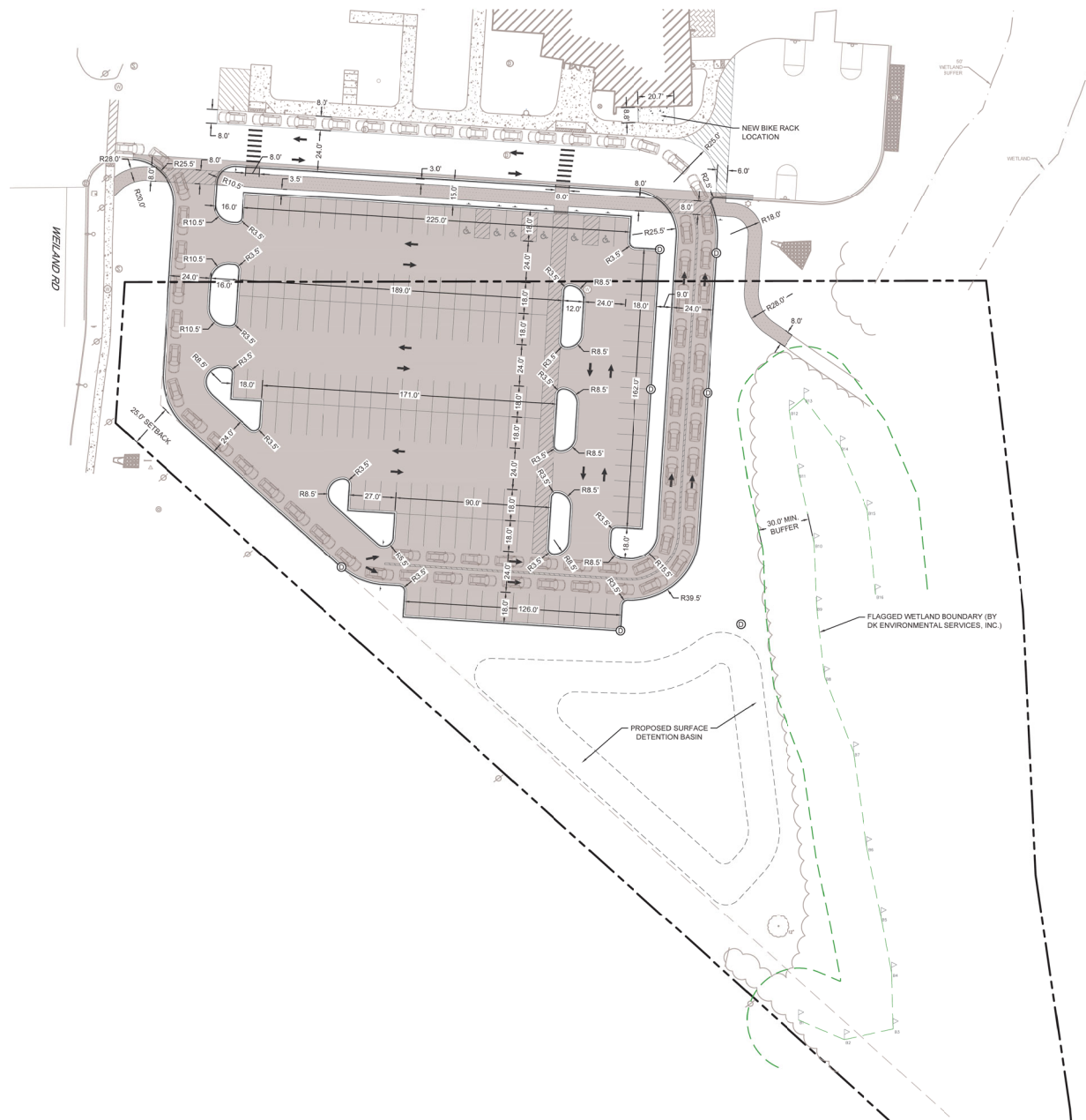
REVISIONS

APTAKISIC-JRPP SCHOOL DISTRICT 102
**APTAKISIC JUNIOR H.S.
PARKING EXPANSION**
1231 WELAND ROAD
BUFFALO GROVE, IL 60089

PROJ NO: 240108
ENG: AJB/HKC
DATE: 09/20/2024

SHEET TITLE
EXISTING CONDITIONS & DEMOLITION PLAN

SHEET NUMBER
C1.0A



PROPOSED LEGEND	
	COMBINATION CURB & GUTTER
	DEPRESSED CURB & GUTTER
	FULL-DEPTH ASPHALT PARKING LOT PAVEMENT
	FULL-DEPTH ASPHALT WALKING PATH PAVEMENT

SHEET NOTES:
1. ALL DIMENSIONS ARE TO BE TAKEN FROM THE FACE OF CURB (GUTTER FLOWLINE).
2. ALL CURB RADII ARE TO BE TAKEN FROM THE FACE OF CURB (GUTTER FLOWLINE).

PARKING SUMMARY:
REQUIRED PARKING = 1 SPACE/STAFF MEMBER 94 SPACES
EXISTING PARKING = 31 SPACES (29 STANDARD + 2 ADA)
PROPOSED PARKING = 152 SPACES (146 STANDARD + 6 ADA)
NET CHANGE = +121 SPACES (117 STANDARD + 4 ADA)

PICK-UP/DROP-OFF QUEUE SUMMARY:
EXISTING QUEUE LENGTH = 820 FEET (41 CAR CAPACITY)
PROPOSED QUEUE LENGTH = 1,350 FEET* (68 CAR CAPACITY)
NET CHANGE = +560 FEET (+28 CAR CAPACITY)

* INCLUDING DOUBLE-STACK LANE AS SHOWN ON SOUTH AND EAST OF PARKING LOT PERIMETER.

2009 CABOT DRIVE
SUITE 125
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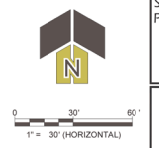
REVISIONS

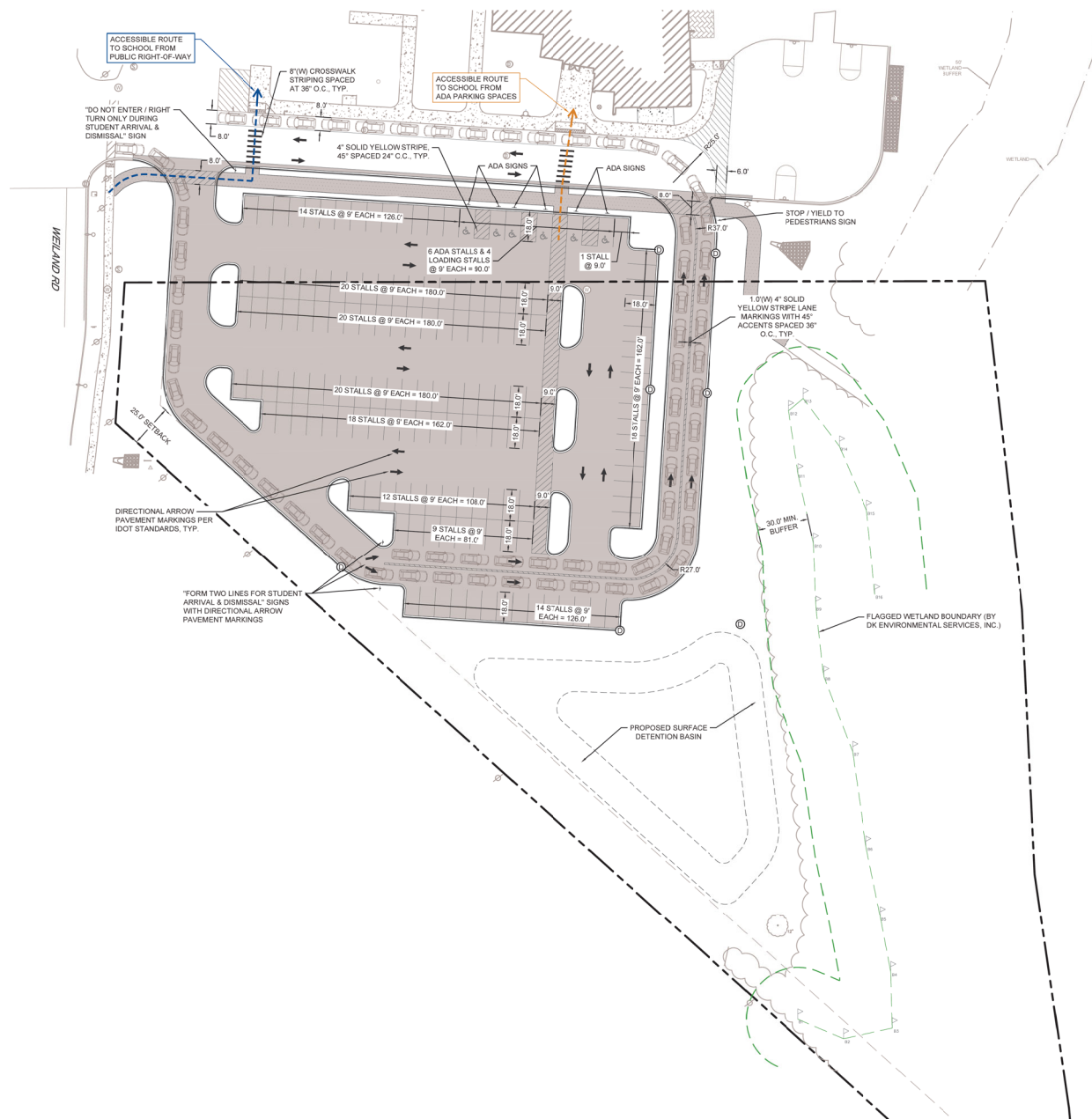
APTAKISIC-TRIPP SCHOOL DISTRICT 102
**APTAKISIC JUNIOR H.S.
PARKING EXPANSION**
1231 WEILAND ROAD
BUFFALO GROVE, IL 60089

PROJ NO: 240108
ENG: AJB/HKC
DATE: 09/20/2024

SHEET TITLE
SITE LAYOUT PLAN

SHEET NUMBER
C2.0A
2 OF 6



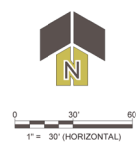


PROPOSED LEGEND

- COMBINATION CURB & GUTTER
- DEPRESSED CURB & GUTTER
- FULL-DEPTH ASPHALT PARKING LOT PAVEMENT
- FULL-DEPTH ASPHALT WALKING PATH PAVEMENT

SHEET NOTES:

- ALL DIMENSIONS ARE TO BE TAKEN FROM THE FACE OF CURB (GUTTER FLOWLINE).
- ALL CURB RADII ARE TO BE TAKEN FROM THE FACE OF CURB (GUTTER FLOWLINE).



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LICENSED PROFESSIONAL ENGINEER
STATE OF ILLINOIS

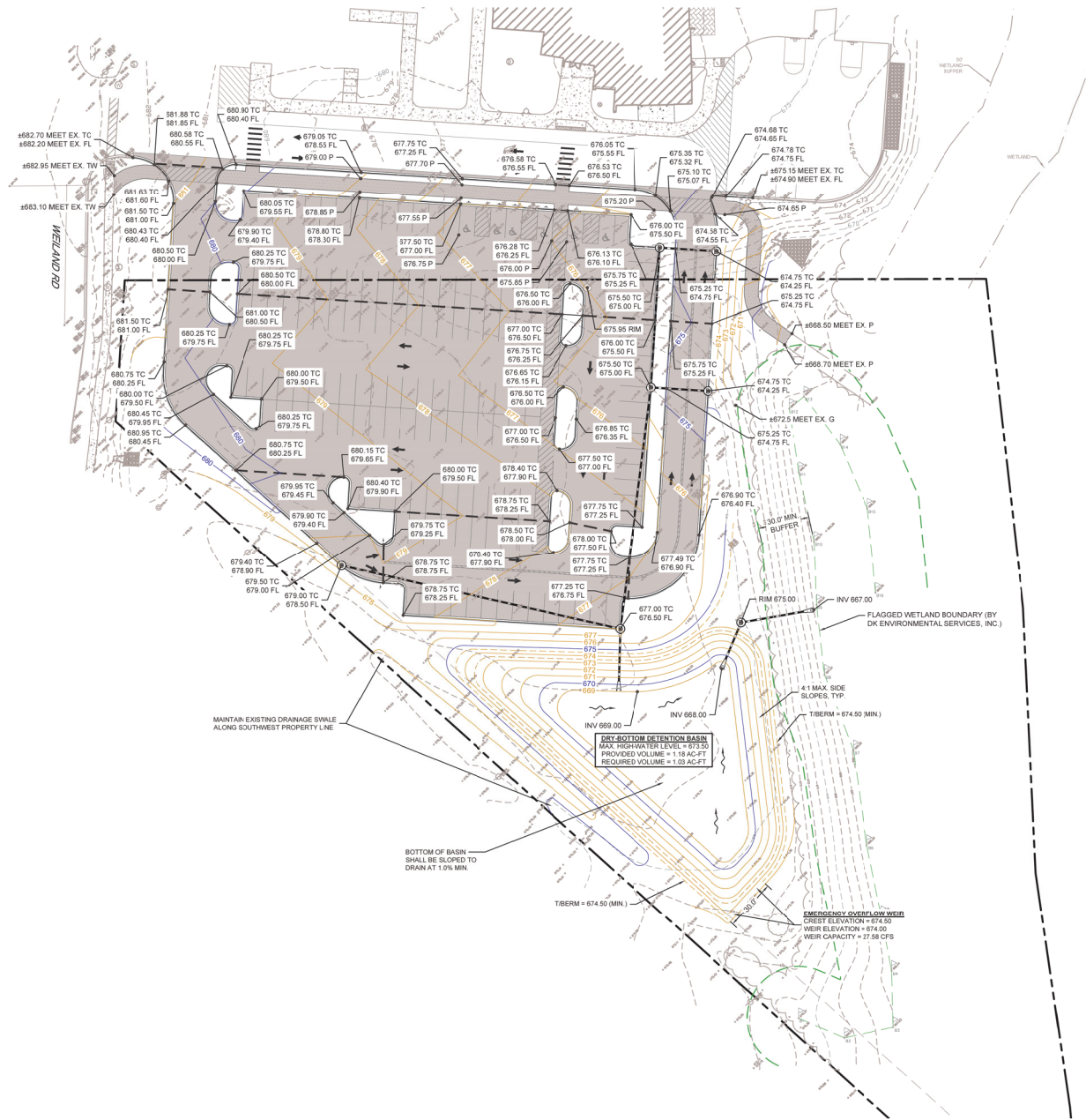
REVISIONS

APTAKISIC-JRPP SCHOOL DISTRICT 102
**APTAKISIC JUNIOR H.S.
PARKING EXPANSION**
1231 WEILAND ROAD
BUFFALO GROVE, IL 60089

PROJ. NO. 240108
ENG. AJB/HKC
DATE: 09/20/2024

SHEET TITLE
SITE SIGNAGE & STRIPING PLAN

SHEET NUMBER
C2.1A
3 OF 6



GRADING LEGEND	
100.00 TW	TOP OF SIDEWALK GRADE
100.00 TC	TOP OF CURB GRADE
100.00 P	PAVEMENT GRADE
100.00 G	GROUND GRADE
100	MAJOR CONTOUR
100	MINOR CONTOUR
100	EXISTING MAJOR CONTOUR
100	EXISTING MINOR CONTOUR

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SUITE 125
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P. 630.986.0007
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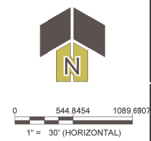
REVISIONS	

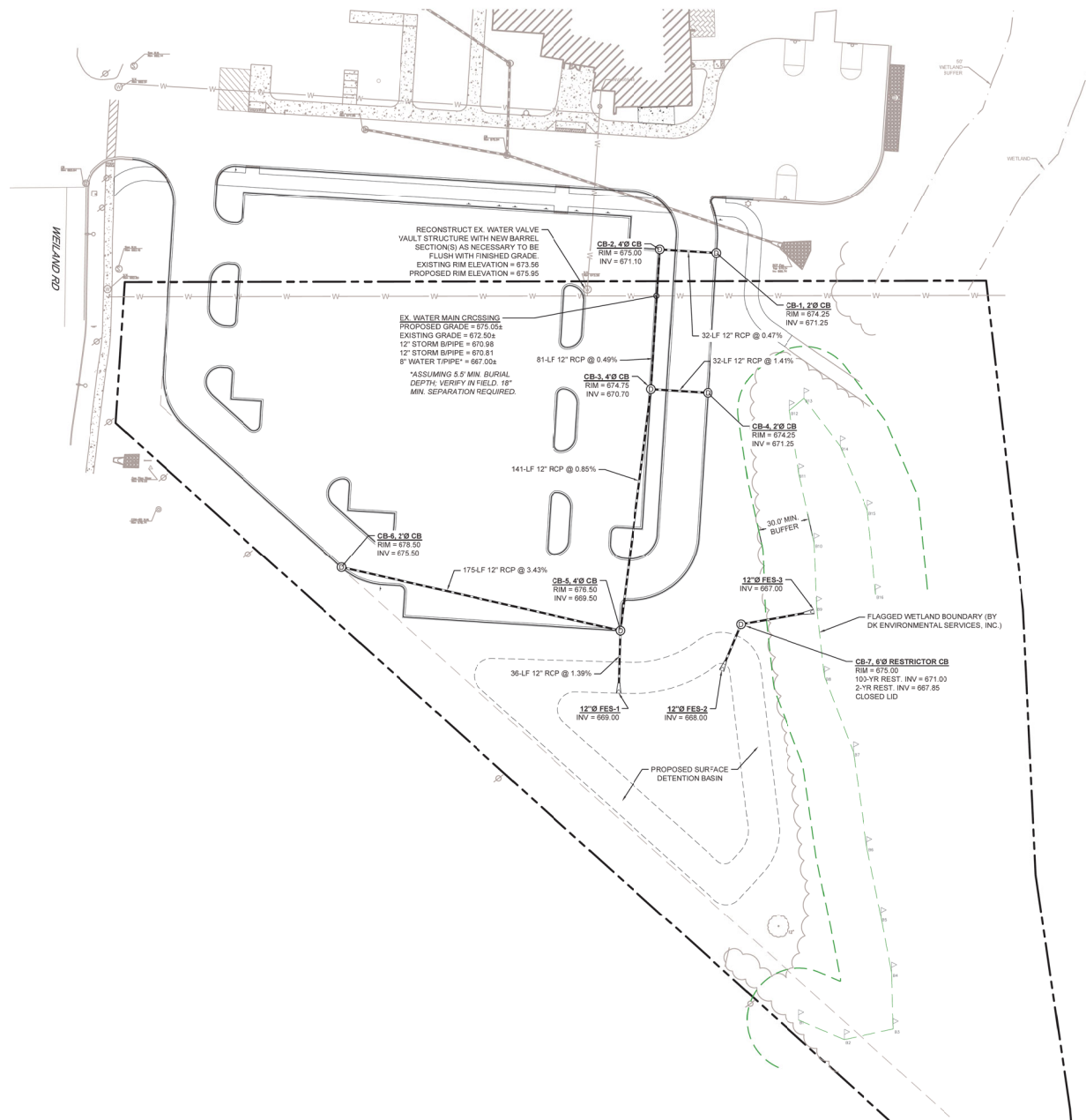
APTAKISIC-JRPP SCHOOL DISTRICT 102
**APTAKISIC JUNIOR H.S.
PARKING EXPANSION**
1231 WEILAND ROAD
BUFFALO GROVE, IL 60089

PROJ NO: 240108
ENG: AJB/HKC
DATE: 09/20/2024

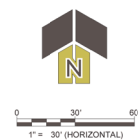
SHEET TITLE
**SITE GRADING
PLAN**

SHEET NUMBER
C3.0A

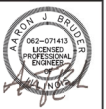




UTILITY LEGEND	
	PROPOSED STORM PIPE
	PROPOSED STORM STRUCTURE
	PROPOSED STORM CLEANOUT
	EXISTING WATER LINE
	EXISTING STORM SEWER LINE
	EXISTING SANITARY MANHOLE
	EXISTING WATER VALVE
	EXISTING STORM STRUCTURE



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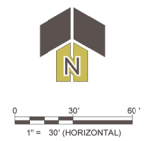
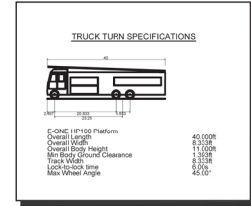
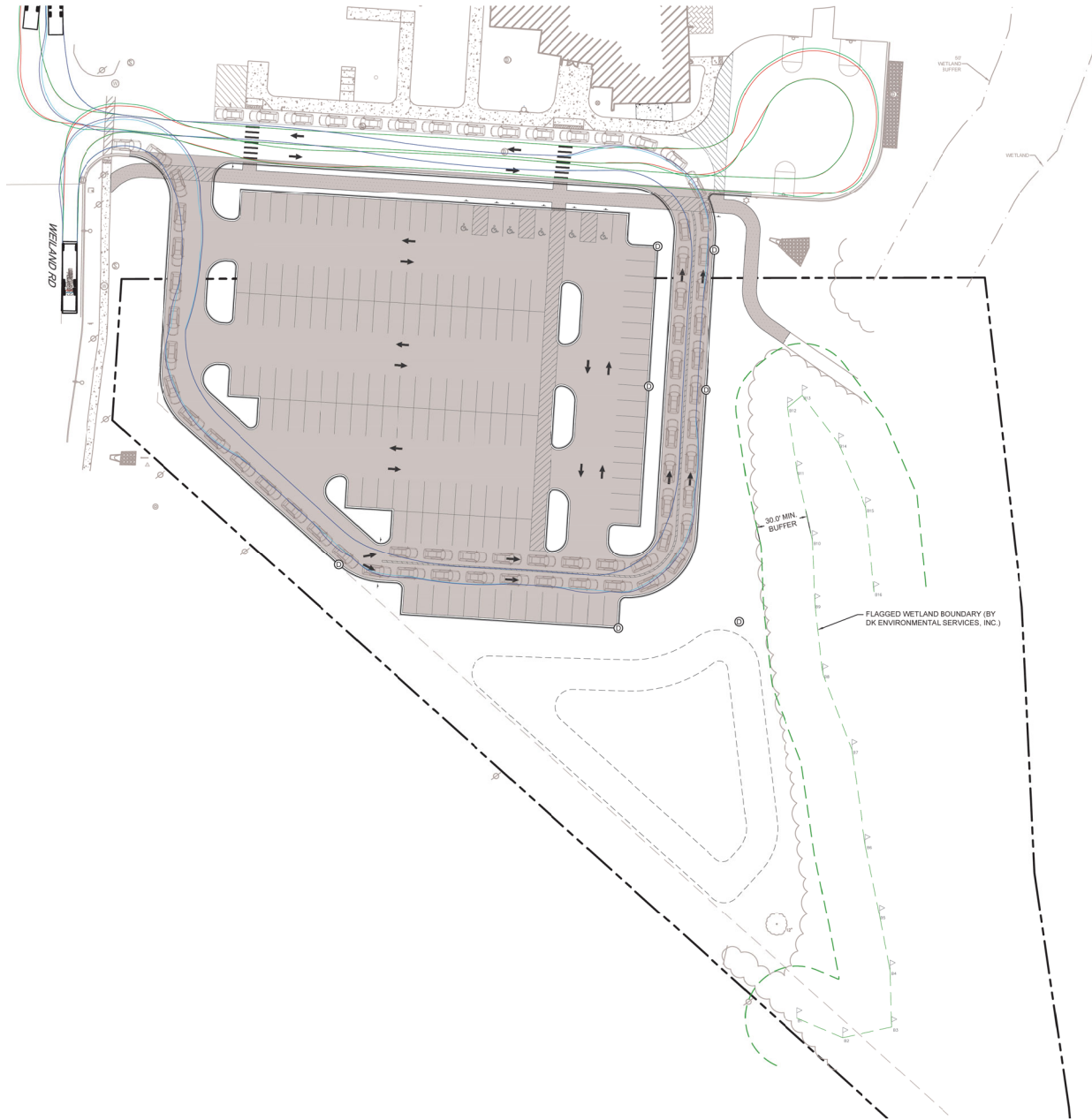
REVISIONS	

APTAKISIC-TRIPP SCHOOL DISTRICT 102
**APTAKISIC JUNIOR H.S.
PARKING EXPANSION**
1231 WEILAND ROAD
BUFFALO GROVE, IL 60089

PROJ. NO. 240108
ENG. AJB/HKC
DATE: 09/20/2024

SHEET TITLE
**SITE UTILITY
PLAN**

SHEET NUMBER
C4.0A



2000 CABOT DRIVE
SUITE 225
LISLE, IL 60532
P. 630.988.0007
WWW.CAGECIVIL.COM



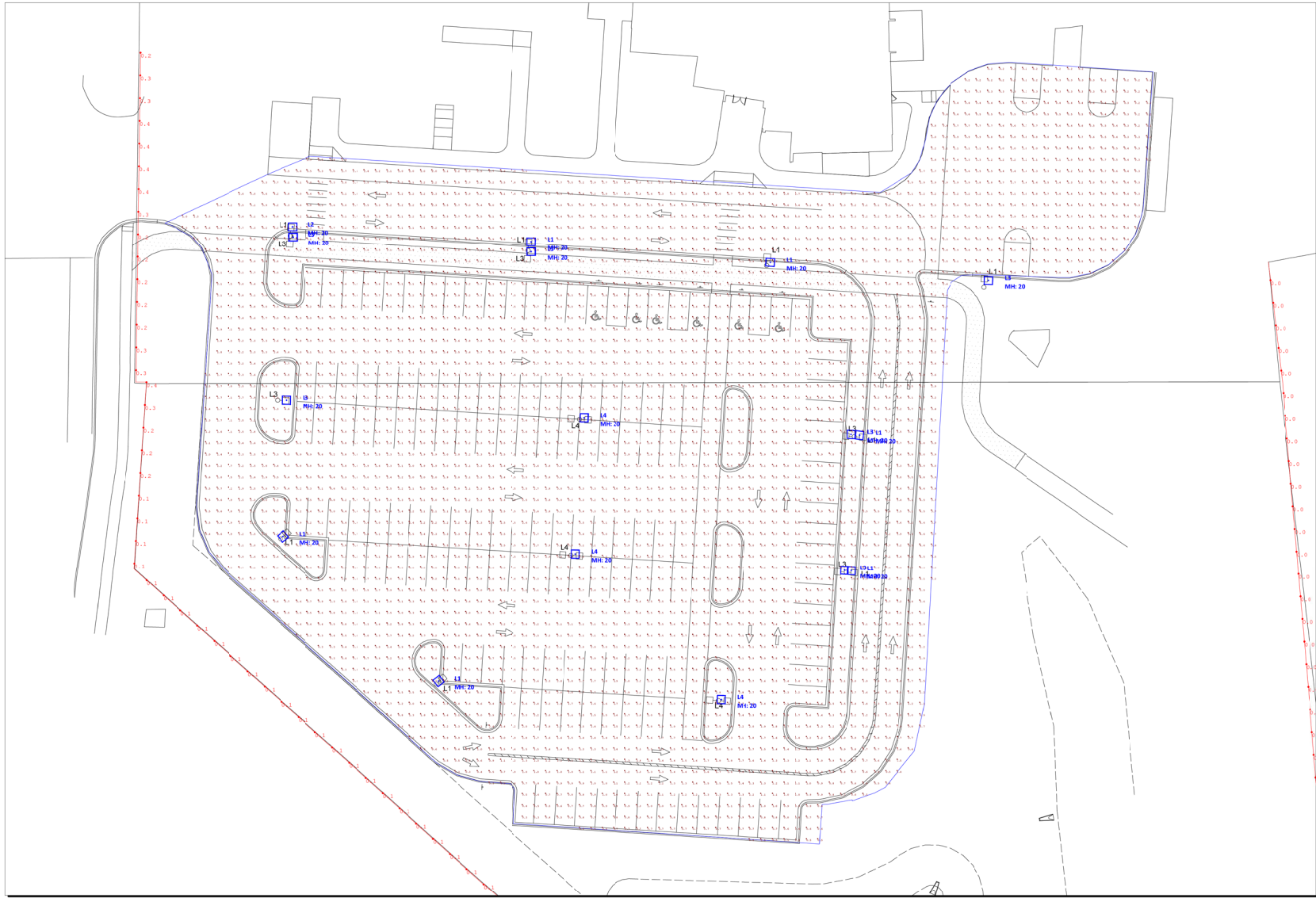
REVISIONS	

APTAKISIC-TRIPP SCHOOL DISTRICT 102
**APTAKISIC JUNIOR H.S.
PARKING EXPANSION**
1231 WEILAND ROAD
BUFFALO GROVE, IL 60089

PROJECT NO. 240108
ENG. AJB/HKC
DATE: 09/20/2024

SHEET TITLE
**TRUCK TURN
EXHIBIT**

SHEET NUMBER
C5.0A



Tripp D102

KSA LIGHTING & CONTROLS

Luminaire Schedule				
Symbol	Qty	LLF	Description	Type
	6	0.950	DSX1 LED P6 50K 80CRI T3M	L1
	1	0.950	DSX1 LED P5 50K 80CRI T4M	L2
	6	0.950	DSX1 LED P6 50K 80CRI TFTM	L3
	3	0.950	DSX1 LED P6 50K 80CRI T5W	L4

Calculation Summary						
Label	CalcType	Units	Avg	Max	Min	Avg/Min
Object_1_Planar	Illuminance	Fc	2.70	10.8	0.1	27.00
Property Line	Illuminance	Fc	0.05	0.4	0.0	N.A.

- Notes :
1. Calculation Work Plane : Ground Level
 2. Fixture Mounting Height : 20'
 3. Calculation Point Spacing : 5' x 5'

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Drawn By: Scott Shillberg

Date: 07/2024

Notes:

Page M of 1



2. REMOVE LIGHT FIXTURE AND RETURN TO OWNER.

DEMOLITION SYMBOLS	
SYMBOL	DESCRIPTION
X	EXISTING ELECTRICAL EQUIPMENT OR OUTLET TO REMAIN.
XRR	EXISTING ELECTRICAL EQUIPMENT OR OUTLET TO BE REMOVED, RELOCATED AND JUNCTION BOX REMOVED OR CAPPED AS REQUIRED.
XR	EXISTING ELECTRICAL EQUIPMENT OR OUTLET RELOCATED (NEW LOCATION).
R	EXISTING ELECTRICAL EQUIPMENT OR OUTLET TO BE REMOVED.



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LIGHTING	
NO SCALE	
2' X 4' LIGHT FIXTURE, RECESSED OR SURFACE MOUNTED PER LIGHTING FIXTURE SCHEDULE.	
2' X 2' LIGHT FIXTURE, RECESSED OR SURFACE MOUNTED PER LIGHTING FIXTURE SCHEDULE.	
TYPICAL - HALF SHADING DENOTES LIGHTING FIXTURE UNWITCHED (EMERGENCY LIGHT OR NIGHTLIGHT)	
LIGHT FIXTURE, WALL, CEILING OR PENDANT MOUNTED PER LIGHTING FIXTURE SCHEDULE.	
STRIP LIGHT FIXTURE, PER LIGHTING FIXTURE SCHEDULE.	
WALL MOUNTED FIXTURE PER LIGHTING FIXTURE SCHEDULE.	
LIGHT FIXTURE, RECESSED OR SURFACE MOUNTED PER LIGHTING FIXTURE SCHEDULE.	
RECESSED MOUNTED WALLWASHER, PER LIGHTING FIXTURE SCHEDULE.	
WALL MOUNTED FIXTURE, PER LIGHTING FIXTURE SCHEDULE.	
LINEAR WALL MOUNTED FIXTURE, PER LIGHTING FIXTURE SCHEDULE.	
EMERGENCY EXIT FIXTURE, SURFACE, CEILING MOUNTED, SINGLE OR DOUBLE FACE, WITH OR WITHOUT DIRECTIONAL ARROWS PER EXIT SIGN SCHEDULE.	
EMERGENCY EXIT FIXTURE, SURFACE, WALL MOUNTED, SINGLE OR DOUBLE FACE, WITH OR WITHOUT DIRECTIONAL ARROWS PER EXIT SIGN SCHEDULE.	
HIGH IMPACT EMERGENCY EXIT FIXTURE, SURFACE, WALL MOUNTED, SINGLE OR DOUBLE FACE, WITH OR WITHOUT DIRECTIONAL ARROWS PER EXIT SIGN SCHEDULE.	
EMERGENCY, DUAL HEAD, BATTERY PACK LIGHTING FIXTURE, RECESSED CEILING MOUNTED.	
EMERGENCY REMOTE HEAD.	
WALL MOUNTED, DUAL TECHNOLOGY, ULTRASONIC AND PASSIVE INFRARED OCCUPANCY SENSOR SWITCH.	
CEILING MOUNTED DUAL TECHNOLOGY OCCUPANCY SENSOR TYPE AND LAYOUT BY MANUFACTURER'S RECOMMENDATIONS ("GUARANTEED LAYOUT").	
CEILING MOUNTED DAYLIGHT HARVESTING SENSOR TYPE AND LAYOUT BY MANUFACTURER'S RECOMMENDATIONS.	

FIRE ALARM	
FA SYSTEM ADDRESSABLE CONTROL PANEL.	
FA SYSTEM REMOTE OPERATOR CONSOLE W/ MICROPHONE.	
FA SYSTEM PULL STATION.	
FA SYSTEM VISUAL (STROBE) SIGNAL, WALL MOUNTED.	
FA SYSTEM VISUAL (STROBE) SIGNAL, CEILING MOUNTED.	
FA SYSTEM COMBO SPEAKER / VISUAL (STROBE) SIGNAL, WALL MOUNTED.	
FA SYSTEM COMBO SPEAKER / VISUAL (STROBE) SIGNAL, CEILING MOUNTED.	
FA SYSTEM SPEAKER, WALL MOUNTED.	
FA SYSTEM SPEAKER, CEILING MOUNTED.	
FA SYSTEM, HIGH OUTPUT TPCA - CENTRAL SPEAKER ARRAY.	
FA SYSTEM SMOKE DETECTOR, CEILING MOUNTED. "P" TO DENOTE DEVICE AS A COMBO SMOKE/HEAT DETECTOR.	
FA SYSTEM HEAT DETECTOR, CEILING MOUNTED. PROVIDE RATE OF RISE OR FIXED TEMPERATURE (P/T) TYPE TO BEST PROTECT ENVIRONMENT INSTALLED.	
FA SYSTEM MAGNETIC DOOR HOLD OPEN DEVICE.	
FA SYSTEM DOOR CLOSER DEVICE.	
FA SYSTEM CARBON MONOXIDE DETECTOR.	
FA SYSTEM KEY OPERATED REMOTE TEST SWITCH WITH INDICATING LIGHT.	
FA SYSTEM ZONE ADAPTER MODULE.	
FA SYSTEM SPRINKLER BELL.	
FA SYSTEM STARTER, FLOW SWITCH.	
FA SYSTEM VALVE SUPERVISORY (TAMPER) SWITCH.	
DUCT MOUNTED CARBON MONOXIDE (CO) DETECTOR.	
DUCT MOUNTED SMOKE DETECTOR.	

CLOCK, PAGING & SOUND	
WALL MOUNTED ANALOG CLOCK.	
CEILING MOUNTED ANALOG CLOCK.	
DUAL FACE DIGITAL CLOCK.	
FLUSH, ROUND-TYPE CEILING MOUNTED PAGING SPEAKER.	
SURFACE, SQUARE-TYPE CEILING MOUNTED PAGING SPEAKER.	
PROJECTION TYPE, SURFACE, SQUARE-TYPE WALL MOUNTED SPEAKER.	
TWO POSITION CALL SWITCH (NORMAL-EMERGENCY).	
PREWIERED ADMINISTRATIVE TELEPHONE JACK INTEGRATED WITH PAGING SYSTEM WALL MOUNTED.	
COMBINATION WALL MOUNTED SPEAKER / CALL SWITCH.	
COMBINATION OF SPEAKER AND CLOCK.	
SURFACE MOUNTED LOCAL SOUND SYSTEM SPEAKER.	
MICROPHONE OUTLET.	
VOLUME CONTROL AND LOCAL SOUND SYSTEM INPUT.	
WALL MOUNTED LATERAL LOUD SPEAKER AT 10 AS SURFACE MOUNTED. COORDINATE EXACT LOCATION AND REQUIREMENTS WITH VENDOR VENDOR. REFER SHEET E-1.2 TYPICAL VENDOR SPEAKER DETAIL FOR ADDITIONAL INFORMATION.	
OVERHEAD LOUDSPEAKERS INCLUDING MOUNTED COORDINATE EXACT LOCATION AND REQUIREMENTS WITH VENDOR VENDOR.	
MICROPHONE SUSPENDED FROM CEILING APPROXIMATELY 16'-18" AFF. COORDINATE EXACT LOCATION AND REQUIREMENTS WITH VENDOR VENDOR.	

RACEWAY AND BOXES	
NO SCALE	
CEILING MOUNTED JUNCTION BOX.	
WALL MOUNTED JUNCTION BOX.	
JUNCTION BOX WITH FLEXIBLE CONDUIT AND FINAL CONNECTION TO EQUIPMENT.	
CONDUIT ROUTED CONCEALED IN WALLS AND CEILING. HASH MARKS DENOTE QUANTITY OF #12 CONDUCTORS OR AS NOTED.	
CONDUIT ROUTED EXPOSED. INSTALL PARALLEL TO WALLS AND CEILING. HASH MARKS DENOTE QUANTITY OF #12 CONDUCTORS OR AS NOTED.	
DENOTES CONDUIT CONTAINING A #12 EQUIPMENT GROUND CONDUCTOR OR AS NOTED.	
FLEXIBLE CONDUIT.	
SOLID CIRCUIT DENOTES DEVICE FED WITH AND/OR MOUNTED ON SURFACE BOX ON SURFACE CONDUIT. VERIFY ROUTING IN FIELD.	
WIREMOLD VISO SERIES OR EQUAL. FINISHED OR PAINTED TO MATCH WALL. PROVIDE RECEPTACLES AND/OR OUTLET BOXES AS SHOWN.	
POWER POLE FROM ACCESSIBLE CEILING ABOVE.	
DENOTES SURFACE MOUNTED RACEWAY. REFER TO PLANS FOR SPEC.	
DENOTES PLUGMOLD. REFER TO PLANS FOR SPEC.	

SERVICE AND DISTRIBUTION	
NON-FUSED SAFETY DISCONNECT SWITCH, AMPERE RATING AND NUMBER OF POLES AS NOTED.	
FUSED DISCONNECT SWITCH, AMPERE RATING AND NUMBER OF POLES AS NOTED.	
CIRCUIT BREAKER DISCONNECT SWITCH.	
COMBINATION MOTOR STARTER WITH FUSED DISCONNECT SWITCH.	
CONTROL OR MISC. PANEL, PANEL AS NOTED.	
CIRCUIT BREAKER PANELBOARD.	
DISTRIBUTION PANEL.	
MOTOR CONNECTION, HORSEPOWER, VOLTAGE AND PHASE AS NOTED.	
TRANSIENT VOLTAGE SURGE PROTECTOR MOUNTED ADJACENT TO SWITCHBOARD OR PANELBOARD.	
METER.	
TRANSFORMER.	

DATA, VOICE AND VIDEO	
SINGLE VOICE JACK - 1" A.F.F. PROVIDE 1 GANG EXTRA DEEP BACKBOX WITH T.C. WITH INSULATED BUSHING STUBBED INTO ACCESSIBLE CEILING SPACE. "W" DENOTES WALL MOUNTED "H" A.F.F. REFER TO DETAILS.	
DUAL DATA JACK - 1" A.F.F. PROVIDE 1 GANG EXTRA DEEP BACKBOX WITH T.C. WITH INSULATED BUSHING STUBBED INTO ACCESSIBLE CEILING SPACE. REFER TO DETAILS.	
APPROXIMATE LOCATION OF CEILING MOUNTED DATA JACK FOR WIRELESS NETWORK. VERIFY EXACT SPECIFICATION / MODEL TYPE WITH OWNER'S IT DIRECTOR. REFER TO DETAILS.	
APPROXIMATE LOCATION OF WALL MOUNTED DATA JACK FOR WIRELESS NETWORK. VERIFY EXACT SPECIFICATION / MODEL TYPE WITH OWNER'S IT DIRECTOR. REFER TO DETAILS.	

WIRING DEVICES	
SINGLE POLE 20 AMP 120-277 VOLT SWITCH INSTALLED 4" A.F.F.	
SINGLE POLE 20 AMP 120-277 VOLT KEY TYPE SWITCH INSTALLED 4" A.F.F. REFER TO PLANS FOR SPEC.	
SINGLE POLE 20 AMP DIMMER SLIDE SWITCH INSTALLED 4" A.F.F. COMPATIBLE WITH VOLTAGE TYPE AND LAMP TYPE SERVED BY SWITCH.	
THREE WAY 20 AMP 120-277 VOLT TOGGLE SWITCH INSTALLED 4" A.F.F. "X" DENOTES KEY TYPE.	
THREE WAY 20 AMP DIMMER SLIDE SWITCH INSTALLED 4" A.F.F. "X" DENOTES KEY TYPE.	
MANUAL MOTOR STARTER, THERMAL OVERLOAD TOGGLE SWITCH.	
MANUAL SINGLE PHASE FUSIBLE DISCONNECT SWITCH W/ FUSE SEED PER EQUIPMENT MANUFACTURER'S RECOMMENDATION.	
MAGNETIC MOTOR STARTER THERMAL OVERLOAD SWITCH WITH INDICATING LIGHT AND PERMANENT IDENTIFICATION NAMEPLATE.	
20 AMP 2P 3 WIRE, GROUNDING TYPE, 120 VOLT SPECIFICATION GRADE DUPLEX RECEPTACLE NEMA 5-20R INSTALLED 16" A.F.F. UNLESS NOTED OTHERWISE, "OP" DENOTES RECEPTACLE EQUIPPED WITH INTEGRAL GROUND FAULT CIRCUIT INTERRUPTER.	
20 AMP 2P 3 WIRE, GROUNDING TYPE, 120 VOLT SPECIFICATION GRADE DUPLEX RECEPTACLE NEMA 5-20R INSTALLED 16" A.F.F. UNLESS NOTED OTHERWISE, "OP" DENOTES RECEPTACLE EQUIPPED WITH INTEGRAL GROUND FAULT CIRCUIT INTERRUPTER.	
20 AMP 2P 3 WIRE, GROUNDING TYPE, 120 VOLT SPECIFICATION GRADE DUPLEX RECEPTACLES NEMA 5-20R INSTALLED ABOVE COUNTER TOP OR COUNTER TOP BACK SPLASH. "UP" DENOTES RECEPTACLE EQUIPPED WITH INTEGRAL GROUND FAULT CIRCUIT INTERRUPTER.	
SHADING DENOTES RECEPTACLE ON EMERGENCY POWER, RED IN COLOR.	
RECEPTACLE MOUNTED IN FLOOR BOX (SINGLE GANG).	
VENDOR (PREFABRICATED) (PREFAB) AND RECEPTACLE MOUNTED IN FLOOR BOX (THREE GANG).	
SPECIALIZED RECEPTACLE FOR RESPECTIVE EQUIPMENT AS NOTED ON PLANS.	
HAND DRYER OR HAIR DRYER, 120V, DEDICATED 20A, CIRCUIT - VERIFY PRIOR TO ROUGH-IN.	
MOTORIZED DOOR OPERATOR.	
ADA PUSH-BUTTON FOR MOTORIZED DOOR OPERATOR.	
PROJECTOR INPUT PROVIDE 2 GANG, DOUBLE DEEP BACKBOX WITH SINGLE GANG RING. PROVIDE RING CONNECTOR WITH STAINLESS STEEL FACE PLATE AND RING CABLE CONNECTED TO PROJECTOR.	
CEILING MOUNTED CORD REEL.	

SECURITY / MISC.	
ACCESS CONTROL.	
HOLD OPEN FIRE ALARM & LOCKDOWN. MOST OF THESE ARE FOR THE LOCKDOWN SYSTEM, HOWEVER, WHERE LOCATED AT A SMOKE / FIRE DOOR, THEY SHOULD BE PART OF BOTH SYSTEMS.	
CAMERA - SINGLE COME.	
CAMERA.	
CAMERA - 4-IN-1.	
INDICATING DETECTOR SIGNAL. "N" DENOTES "NMSB" FOR LOCKDOWN. "P" DENOTES "BLUE" FOR INTERCOM IN-USE.	
KEYPAD.	
INTERCOM CALL STATION.	
INTERCOM MASTER STATION.	
DOOR RELEASE.	
DOOR CONTACT OR POSITION SWITCH.	
ELECTRIC STRIKE.	
CARD READER LOCATION. PROVIDE SINGLE GANG BACKBOX AT 46"X14" F.F. WITH 3" CONDUIT STUBBED INTO "SAFE-SIDE" CEILING SPACE FOR SECURITY CABLING.	

ABBREVIATIONS	
A	AMPERE
ADDTL.	ADDITIONAL
A.F.F.	ABOVE FINISH FLOOR
C	CONDUIT
CB	CIRCUIT BREAKER
CCT	CIRCUIT
CLG	CEILING
DA	DIAMETER
DED	DEDICATED CIRCUIT
DISC.	DISCONNECT
DIST	DISTRIBUTION
E.C.	ELECTRICAL CONTRACTOR
EM	EMERGENCY
EMT	ELECTRICAL METALLIC TUBING
EW	ELECTRIC WATER COOLER
EW	ELECTRIC WATER HEATER
EX. X	EXISTING TO REMAIN
FLA	FULL LOAD AMPS
FUSE	FUSE
GFI, GFCI	GROUND FAULT CURRENT INTERRUPTER
GRD	GROUND
HP	HORSEPOWER
IMC	INTERMEDIATE METAL CONDUIT
J-BOX, JB	JUNCTION BOX
MCA	MINIMUM CIRCUIT AMPS
MCB	MAIN CIRCUIT BREAKER
MLO	MAIN LUGS ONLY
MOCP	MAXIMUM OVERCURRENT PROTECTION
MTD	MOUNTED
N	NEW
N.C.	NOT IN CONTRACT
NL	NIGHTLIGHT
N.T.S.	NOT TO SCALE
PB	PULLBOX
PNL	PANEL
REQD	REQUIRED
SW	SWITCH
SWB	SWITCHBOARD
TYP	TYPICAL
V	VOLTS
VA	VOLTS - AMPERES
VR	VANDAL-RESISTANT
W	WATTS OR WIRE
WG	WIRE GUARD
WP	WEATHERPROOF
WXR	TRANSFORMER
1P	SINGLE POLE
2P	TWO POLE
3P	THREE POLE
Ø, PH	PHASE

LIGHTING FIXTURE SCHEDULE							
TYPE	DESCRIPTION	MOUNTING	LAMPS	VOLTAGE	MANUFACTURER & CATALOG NUMBER	REMARKS	
A	2'X4' LED LIGHTING FIXTURE, LOW PROFILE	RECESSED GRID	LED 3500K	120VOLT	LITHONIA 2VTL4 40, ADJ E21, LP355 MVOLT		
AA	2'X4' LED LIGHTING FIXTURE, LOW PROFILE, HIGH OUTPUT.	RECESSED GRID	LED 3500K	120VOLT	LITHONIA 2VTL4 60, ADJ E21, LP355 MVOLT		
AF	2'X4' LED LIGHTING FIXTURE, LOW PROFILE	RECESSED GRID	LED 3500K	120VOLT	LITHONIA 2VTL4 40, ADJ E21, LP355 MVOLT	ORDER DGA4 FBV1 AS SEPARATE CATALOG NUMBER FOR SURFACE MOUNTING IN DRYWALL CEILING	
B	2'X2' LED LIGHTING FIXTURE, LOW PROFILE	RECESSED GRID	LED 3500K	120VOLT	LITHONIA 2VTL2 33, ADJ E21, LP355 MVOLT		
BF	2'X2' LED LIGHTING FIXTURE, LOW PROFILE	RECESSED FLANGE	LED 3500K	120VOLT	LITHONIA 2VTL2 33, ADJ E21, LP355 MVOLT	ORDER DGA4 FBV1 AS SEPARATE CATALOG NUMBER FOR SURFACE MOUNTING IN DRYWALL CEILING	
C	4'-0" LED STRIP LIGHT	SURFACE	LED 3500K	120VOLT	LITHONIA CLX 148 3000LM SEF ROL W/ MVOLT G210 35K		
DS	1'X4' LED LIGHTING FIXTURE, LOW PROFILE	SURFACE	LED 3500K	120VOLT	LITHONIA 1VTL4 33, ADJ E21, LP355 MVOLT	ORDER 1X48MBP148 AS SEPARATE CATALOG NUMBER FOR SURFACE MOUNTING TROFFER KIT	
G	6 IN. LED DOWN LIGHT	RECESSED	LED 2500K	120VOLT	GOTHAM EVOR 3500 60R W/ LD LV MOUNT E21	VERIFY DIAMETER OF CAN LIGHT TO BE REPLACED IN FIELD FOR EACH LOCATION BEFORE PURCHASE	
GR	6 IN. LED RETROFIT DOWN LIGHT	RECESSED	LED 3500K	120VOLT	GOTHAM EVOR 3500 60R W/ LD LV MOUNT E21	VERIFY DIAMETER OF CAN LIGHT TO BE REPLACED IN FIELD FOR EACH LOCATION BEFORE PURCHASE	
GW	6 IN. EXTERIOR CANOPY RETROFIT CAN LIGHT	RECESSED	LED 3500K	120VOLT	LITHONIA 1VTL6 20M 35K MVOLT 1/4 ROCI 27 MM C20 VET	VERIFY DIAMETER OF CAN LIGHT TO BE REPLACED IN FIELD FOR EACH LOCATION BEFORE PURCHASE	
11	PARKING LOT POLE LIGHT	POLE	LED 3500K	120VOLT	LITHONIA DSK1 P5 40K 80CR 17M MVOLT SPA D08X	ORDER PHOTOCELL SEPARATELY, CATALOG NUMBER DLL127F 1.5 J.U	
12	PARKING LOT POLE LIGHT	POLE	LED 3500K	120VOLT	LITHONIA DSK1 P5 40K 80CR 14M MVOLT SPA D08X	ORDER PHOTOCELL SEPARATELY, CATALOG NUMBER DLL127F 1.5 J.U	
13	PARKING LOT POLE LIGHT	POLE	LED 3500K	120VOLT	LITHONIA DSK1 P6 40K 80CR 17FM MVOLT SPA D08X	ORDER PHOTOCELL SEPARATELY, CATALOG NUMBER DLL127F 1.5 J.U	
14	PARKING LOT POLE LIGHT	POLE	LED 3500K	120VOLT	LITHONIA DSK1 P6 40K 80CR 15W MVOLT SPA D08X	ORDER PHOTOCELL SEPARATELY, CATALOG NUMBER DLL127F 1.5 J.U	
M	EXTERIOR WALL MOUNTED DOWN LIGHT WITH EMERGENCY BATTERY	WALL	LED 3500K	120VOLT	DSK1V1 LED 10C 530 40K T25 MVOLT E20WC		
M2	EXTERIOR WALL MOUNTED DOWN LIGHT, HIGH OUTPUT.	WALL	LED 3500K	120VOLT	DSK LED P1 40K 80CR 17M MVOLT WBA D08X	VERIFY LENGTH IN FIELD	
P	TRACK LIGHT	SURFACE	LED 3500K	120VOLT	JUNG TRACK T 12FT VH HEAD: T385, G2 35K ROCI PDM FL VH	VERIFY LENGTH IN FIELD	
S	4'-0" LED WALL-MOUNTED LINEAR LIGHT DIRECT/INDIRECT, HIGH OUTPUT.	WALL	LED 3500K	120VOLT	80 8000LM SEF ALU 080 MVOLT G210 35K 80CR DWH	ORDER WIRE GUARD SEPARATELY, SIZE FOR LUMEN PACKAGE	
W	LED HIGH BAY LIGHT FIXTURES	PENDANT	LED 3500K	120VOLT	LITHONIA 80 8000LM SEF ALU 080 MVOLT G210 35K 80CR DWH	ORDER WIRE GUARD SEPARATELY, SIZE FOR LUMEN PACKAGE	
Z	ANGLED COVE LIGHT	SURFACE	LED 3500K	120VOLT	LUMINOVO LCN2 RO LD 12 49 35K T4W XX WH	FIELD VERIFY EXISTING FIXTURE LENGTHS, HARDWARE FITTINGS, AND FEEDING POINTS.	
EXT	LED DUAL HEAD EMERGENCY LIGHTING UNIT NICKEL CADMIUM BATTERIES, EXTREME TEMPERATURE	AS REQUIRED	LED	120VOLT	LITHONIA ELK LED G0	VERIFY EXACT MOUNTING WITH ARCHITECT	
Q	LED EMERGENCY EXIT SIGN NICKEL CADMIUM BATTERIES	AS REQUIRED	LED	120VOLT	LITHONIA EDGR W 1 H BL	VERIFY EXACT MOUNTING WITH ARCHITECT, (SINGLE OR DOUBLE) AS REQUIRED	

LIGHTING FIXTURE SCHEDULE NOTES

- VERIFY COLOR/TEMPERATURE OF ALL LIGHTING FIXTURES WITH ARCHITECT AND OWNER.
- ALL LIGHT FIXTURES SHALL BE RATED FOR THE BUILDING VOLTAGE WITH MULTI-VOLTAGE INSTALLATIONS WHERE AVAILABLE.
- REFER TO ARCHITECTURAL REFLECTED CEILING PLAN FOR ADDITIONAL INFORMATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL QUANTITIES AND LOCATIONS.
- CONTRACTOR SHALL SHALL PROVIDE EACH LIGHT FIXTURE COMPLETE WITH PLASTER FRAME AND ALL OTHER INSTALLATION AND HANGING HARDWARE AS REQUIRED FOR A COMPLETE AND FINISHED INSTALLATION AT EACH FIXTURE LOCATION.
- REFER TO APPLICABLE SECTIONS OF THE SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS FOR LIGHT FIXTURES.
- ALTERNATE MANUFACTURERS FOR APPROVED EQUIVALENTS WILL BE CONSIDERED FOR ALL LIGHTING FIXTURES. HUBBELL LIGHTING AND EXTON COVER LIGHTING ARE ACCEPTABLE MANUFACTURERS.
- COLOR SELECTION OF EXISTING EXTERIOR LIGHT FIXTURES WILL BE BY ARCHITECT. COLORS TO BE SELECTED FROM MANUFACTURER'S COLOR PALETTE.

NOTE:

ALL SYMBOLS, ABBREVIATIONS, ETC., ARE GENERAL OFFICE STANDARDS AND ARE NOT ALL NECESSARILY USED IN THIS PROJECT.

MOUNTING HEIGHT NOTE:

REFER TO ARCHITECTURAL FLOOR PLANS FOR ADDITIONAL INFORMATION REGARDING MOUNTING HEIGHTS AND LOCATIONS OF ELECTRICAL DEVICES BEFORE ROUGH-IN.

BIDDING NOTE:

SEE DRAWING ME-T FOR GENERAL NOTES, HVAC / PLUMBING / FIRE PROTECTION / ELECTRICAL COORDINATION SCHEDULE AND ADDITIONAL DETAILS APPLICABLE TO THIS TRADE'S WORK.

SCHOOL DISTRICT 102 - SCHOOL BUILDING MASTER LIGHTING CONTROL SCHEDULE

LIGHTING CONTROLS SCHEDULE:						
AREA SERVED	VACANCY SENSOR	OCCUPANCY SENSOR	TIME-CLOCK	DIMMING	DAYLIGHTING (WHEN CODE REQD)	REMARKS
TOILETS AND JANITOR CLOSETS		✓				PROVIDE OCCUPANCY SENSOR WALL PDD IN SINGLE TOILET BATHROOMS AND JANITOR CLOSETS.
CLASSROOM		✓		✓	✓	CLASSROOM LIGHTS TO TURN ON LIGHTS TO 50% UPON OCCUPANCY. *NORM 25 0X WMF TWO 25 SCENE DIMMING WALL PDD CONTROLS
CORRIDORS		✓			✓	CORRIDOR LIGHTS TO TURN ON LIGHTS TO 100% UPON OCCUPANCY. PROVIDE KEY TYPE SWITCHES.
ELECTRICAL ROOMS/MECHANICAL ROOMS AND BOILER ROOMS						PROVIDE MANUAL ON/OFF CONTROLS
BUILDING EXTERIOR			✓			PROVIDE TIME SWITCH WITH PHOTOCELL



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2025 BUILDING RENOVATIONS

at
Prithvi Elementary
School
200 Horatio Blvd.
Buffalo Grove, IL 60089

Trill Elementary
School
850 Highland Grove
Drive
Buffalo Grove, IL 60089

Meridian Middle School
2195 Brandwyn, Ln.
Buffalo Grove, IL 60089

for the
BOARD OF EDUCATION
Apakist-Tripp
Community
Consolidated School
District 102

1351 Abbott Court
Buffalo Grove, IL 60089



Mechanical/Electrical:
C32 Design Group, LLC
837 Oakton Street
Elk Grove Village, IL 60007
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PROGRESS DRAWING NOT FOR CONSTRUCTION

REVISIONS	
No.	Date

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MEMORANDUM



To: Dr. Jessica McIntyre (Superintendent, Aptakisic-Tripp CCSD102)
Scott Blumberg (Assistance Superintendent for Business Services/CSBO, Aptakisic-Tripp CCSD102)
Evan Tiberi (Director of Facilities and Operations, Aptakisic-Tripp CCSD102)

From: Aaron Bruder (Director of Engineering – Illinois)

Date: September 20, 2024

Re: Aptakisic Junior High School Parking Lot Expansion
Traffic Operations & Parking Analysis

CAGE Engineering, Inc. (CAGE) has been retained by Aptakisic-Tripp Community Consolidated School District 102 (D102) to assist with the design and implementation of an expansion to the existing Aptakisic Junior High School (AJHS) south parking lot and parent pick-up/drop-off lane. AJHS is located at 1231 Weiland Road in the Village of Buffalo Grove, Illinois. This memorandum summarizes the proposed parking lot expansion and its associated impacts to the on-site school traffic operations and parking supply.

Existing School Traffic Operations

The site's existing conditions and traffic patterns during morning arrival/afternoon dismissal periods were previously analyzed as part of a traffic review by Eriksson Engineering Associates, Ltd. in November 2023. That traffic review – which is attached herein as Exhibit A – included an assessment of existing roadway conditions around the school, the school's student drop-off and pick-up procedures, and other observations based on school traffic operations. Eriksson's analysis concluded that the existing 41-car queue capacity for parents was not sufficient and would ideally be expanded to provide additional space on-site for overflow vehicles which currently back up into and beyond the northbound right-turn lane on Weiland Road at the signalized intersection with the school driveway.

To supplement the original findings from Eriksson's analysis regarding existing school traffic operations, additional exhibits (EX-1, EX-2, and EX-3) are provided herein and briefly described as follows:

- **EX-1** further details the existing parent pick-up & drop-off operations. The 41-car existing queue capacity as noted in the Eriksson analysis is graphically verified, locations of school crossing guards are shown, and other traffic observations that cause conflicts/delays are noted. Most critically, there are several conflicts between student pedestrian/bike traffic and parent vehicles which restrict the ability for parents to freely move through the queue and ensure its capacity is fully utilized.
- **EX-2** identifies the existing bus operations during morning arrival periods. It is not understood that there are any circulation/queueing capacity issues with buses during morning arrival due to the staggered arrival of the buses. However, it is noted that buses are occasionally "stuck" at the front of the Weiland northbound right-turn lane due to being unable to turn right on red (a restriction which does not apply to parent vehicles); this occasionally creates additional backup of vehicles onto Weiland Road for the duration of the red light cycle until a green signal is again active and the buses can freely access the site.
- **EX-3** identifies the existing bus operations during afternoon dismissal periods. It is not understood that there are any circulation/queueing capacity issues with buses during afternoon dismissal due to buses occupying two separate lanes, ensuring that all buses used by the school can easily be staged on-site without blocking any other vehicular driveways or pedestrian crosswalks.



Proposed School Traffic Operations Improvements

As previously noted, the proposed improvements consist of an expansion to the existing AJHS south parking lot and parent pick-up/drop-off lane. The southernmost row of parking spaces will be displaced and reconfigured in a larger parking lot that will extend into the existing Aptakistic Park property that will include an extended perimeter drive aisle that will serve as the parent vehicle queue during morning arrival and afternoon dismissal periods. The existing asphalt pedestrian path through the park will also be reconfigured in a manner that improves traffic operations during those critical periods.

The attached **PR-1** exhibit provided herein overlays the proposed site plan for the parking lot expansion onto an aerial image of the school campus and identifies several improvements/modifications to school traffic operations that will result, further described as follows:

- By utilizing a perimeter driveway around the entirety of the expanded parking lot – including a section of double-wide stacking along the south and east sides of the lot – the total provided queue length for parent vehicles is increased to 1,380 feet for a total capacity of up to 69 vehicles, an increase of 28 vehicles (68%) from the existing conditions. Parents will be directed to form two lines by new directional striping and signage near the southwest corner of the parking lot and will be supervised to merge back into a single lane at the student drop-off/pick-up zone closest to the school by a crossing guard.
- The bike rack – which previously was located south of the drop-off/pick-up lane and required students to cross through the parent queue (occasionally twice) to access – has been relocated to the north side of the lane and will no longer directly conflict with parent traffic movements except at the Weiland Road signalized intersection, where pedestrian movements are protected by a dedicated pedestrian signal.
- To further supplement protection of pedestrian movements and elimination of pedestrian/vehicular conflicts, the school will continue to utilize crossing guards and will implement traffic cones to ensure that all pedestrians/bikers are crossing at the Weiland Road intersection instead of any of the crosswalks that conflict with the parent queue (which would only be utilized during non-arrival/dismissal times). Removing the crosswalk conflict at the beginning of the parent queue once entering the site will improve parents' ability to enter the queue and pull forward without needing to be stopped to allow for children to cross in front of them as is currently experienced.
- Lastly, it is recommended that "No AJHS Pick-Up/Drop-Off Traffic" is installed at the Veterans Park parking lot across Weiland Road from the school. This would ensure that parents are utilizing the expanded driveway queue as intended and help to minimize the amount of pedestrian traffic that needs to cross Weiland Road to access the school, which in turn will improve parents' ability to freely exit the site in the northbound direction and discharge from the queue once their students have been dropped off/picked up.

In total, the overall traffic operations and staffing needs from the school will remain similar in the proposed conditions as they do currently, with the proposed expansion significantly increasing the parent vehicle queue capacity for minimizing conflict points between vehicles, pedestrians, and bikers in a way that allows for all traffic to more seamlessly utilize the allocated space. These improvements will result in significant improvements to the regional traffic circulation during morning arrival and afternoon dismissal periods, minimizing the risk of vehicular backups onto the public roadway to the extents practicable with the available space for the expansion.



Parking Analysis

In addition to the extension of the parent drop-off/pick-up lane and associated operational improvements as described above, the proposed parking lot expansion will also significantly increase the amount of parking spaces provided on the AJHS campus. The existing 31 parking spaces currently provided along the south side of the campus will be displaced and superseded by the expanded parking lot, which will include a total of 152 new spaces. The existing and proposed parking conditions are summarized in **Table 1** below.

	Existing Conditions	Proposed Conditions	Net Change
West Parking Lot	56 (53 + 3 ADA)	56 (53 + 3 ADA)	+0
South Parking Lot	31 (29 + 2 ADA)	152 (146 + 6 ADA)	+121 (117 + 4 ADA)
Total On-Site Parking	87 (82 + 5 ADA)	208 (199 + 9 ADA)	+121 (117 + 4 ADA)

Table 1. AJHS existing & proposed conditions parking lot summary.

Village of Buffalo Grove zoning ordinance requirements for elementary schools dictate that such school facilities are required to provide 1 parking space per employee. The school employs a maximum staff population of 100 persons, meaning that 100 parking spaces would be required per Village ordinance (although it is noted that some staff are able to park in the adjacent D102 district office parking lot located immediately north of the school, a facility which is now contiguous with AJHS via a recent addition which linked the two buildings). Nonetheless, the proposed improvements will more than double both the existing parking supply and the Village zoning requirement for the school, thereby ensuring that sufficient parking is available for staff and parents alike during higher-attendance events such as after-school sporting events and open houses. D102 will also continue its agreement with the Buffalo Grove Park District to utilize the Veterans Park parking lot across the street for overflow parking, although the proposed expansion will greatly reduce the likelihood of such overflow occurring.

Should you have any questions regarding the contents of this memorandum or the proposed improvements, please do not hesitate to contact me via telephone at 847.849.7726 or at abruder@cagecivil.com.

Sincerely,

CAGE ENGINEERING, INC.

Aaron J. Bruder, PE
Director of Engineering – Illinois

Attachments: Exhibit A (Eriksson Engineering Associates, Ltd. traffic analysis memo, dated 11/27/2023)
Exhibits EX-1, EX-2, EX-3, and PR-1 (by CAGE Engineering, Inc., dated 09/20/2024)



Memorandum

TO: Benjamin Bercher
Wold Architects & Engineers

FROM: Stephen B. Corcoran, P.E., PTOE
Director of Traffic Engineering

DATE: November 27, 2023

RE: Aptakisic Junior High School
District 102 Administration Center
Expansion Traffic Review
Buffalo Grove, Illinois

Eriksson Engineering Associates, Ltd. (EEA) was retained by the Aptakisic-Tripp Community Consolidated School District 102 and WOLD Architects and Engineers to conduct a traffic review of the proposed expansion plans for Aptakisic Junior High School and the District Administration Center in Buffalo Grove, Illinois. The school district is proposing to expand the size of existing gymnasium and build a connection to the administration center to the school and create additional classrooms.

Aptakisic Junior High School is located at 1231 Weiland Road in Buffalo Grove. The school is on the east side of Weiland Road across from Veterans Park. It currently serves 884 students in 6th thru 8th grades with 100 staff. It has a full unsignalized access drive on the north side of the school and a full signalized drive on the south side.

The Administration Center is located at 1351 Abbott Court in Buffalo Grove. It has a single unsignalized access point on Abbott Court.

EEA completed a traffic review to assess the existing conditions at the site and determine how the expansion will impact traffic conditions.

Existing Roadways

Weiland Road is a four-lane north-south major collector road with two travel lanes in each direction and a center left-turn median. It has a 40-mph speed limit with a 20-mph school speed zone by the school. The signalized intersection serving the school and Veterans Park has separate northbound and southbound left-turn lanes and a northbound right-turn lane. Veterans Park has a single lane exit. The school drive has a shared left-turn/thru lane and a separate right-turn lane. The west, north, and east legs have pedestrian crosswalks and signals.

Abbott Court is a local road that extends east of Weiland Road and then curves north and then back west to Weiland Road. It serves a combination of commercial, recreational, and institutional uses. The south end has an unsignalized intersection with Weiland Road and the north end is signalized. No on-street parking is permitted on the south side of the road by the Administration Center.

Both roads are under the jurisdiction of the Village of Buffalo Grove.

School Procedures

A copy of the school's student drop-off and pick-up procedures is attached.

Classroom time is from 7:50 AM to 2:50 PM. Eighteen school buses use the west parking lot to unload and load their passengers. In the morning, the buses enter the south entrance and turn left into the west lot. A staff member is present to create an opening in exiting parent traffic to allow the turn. After unloading, the buses exit the north entrance.

In the afternoon, the buses enter the north entrance and face southbound when the load students. After they are loaded, the buses exit the signalized south entrance via the traffic signal. A staff member will stop exiting parent traffic to allow the buses to leave as a group.

All parent vehicles must enter from the south signalized entrance and go east thru the south parking lot and loop back west to the south side of the school for drop-off in the morning and pick-up in the afternoon.

Staff can enter either drive to park at either lot.

School Observations

EEA observed the school's arrival period on Wednesday November 15th and dismissal on Friday November 17th, 2023.

Arrival

1. Weather sunny and clear with temperature at 54° F.
2. At approximately 7:37 AM, parent vehicles started stacking onto Weiland road until 7:47 AM or 10 minutes.
3. Most of the queuing was on northbound Weiland Road in the northbound right-turn lane and northbound curb lane extending up to the Creekside Commons driveway approximately 500 feet to the south.
4. The left northbound thru lane was clear that enabled non-school traffic to pass the queued vehicles.
5. Several parents stopped in the queue on Weiland Road let their students exit from the vehicle.
6. A couple of parents dropped off their students in the parking lot behind the 7-11 convenience store.
7. School bus traffic operated well.

Dismissal

1. Weather sunny and clear with temperature at 50° F.
2. No afternoon queuing was observed in the Weiland Road thru lanes. A couple of vehicles were stopped in the right-turn lane.
3. Several parents used the 7-11 lot or the Veteran's Park lot to wait for and pick-up their student(s).
4. School bus traffic operated well.
5. A few students crossed Weiland Road at the signal to the Veteran Park lot and were picked up by their parents.
6. Dismissal lasted about 15 minutes in total.

Northbound Queuing on Weiland Road

During the morning arrival period, there is a significant amount of parent vehicles queuing on Weiland Road for approximately ten minutes. The available on-site stacking lane is 825 feet long or 41 vehicles. The ideal solution would be to add additional space on-site for the overflow vehicles. Unfortunately, the school site is small and landlocked preventing it from expanding the parent drop-off.

Proposed Campus Changes

The school district is proposing to add a third gymnasium and updated locker rooms to adequately meet the physical education requirements for their existing student population. In addition, an enclosed building connection is proposed between the junior high and the administration center to allow access to additional classrooms for specific programming needs. Existing administrative space will be remodeled into classrooms with some administrative functions moved offsite to make room for the remodel. Twelve parking spaces will be removed in the administrative lot.

These changes are considered elbow room improvements to accommodate existing programming needs for the current student population. They are not designed to accommodate an increase in the number of students. In the administrative center, the activity will decrease proportionality with the space reallocated to the school. Overall, there will be no significant change in the traffic volumes or flow around the school due to these changes.

EXHIBIT A

APTAKISIC JUNIOR HIGH SCHOOL STUDENT DROP OFF and PICK UP PROCEDURES 2021-2022

The safety of everyone who comes to our schools is extremely important. Please keep these guidelines in mind when coming to the Junior High:

- Follow instructions from school staff members and on posted signs.
- Be courteous and patient. Leave extra time when dropping off and picking up your students.
- Encourage students to ride the bus to and from school as often as possible.

Morning Drop-Off

- *Parents drop-off students at the south end of the building and exit at the new traffic signal at the south entrance/exit.* Please follow the signs around the drop-off loop, stay in a single-file line along the curb, and pull forward to the designated location to drop off your student. Exit at the new traffic signal onto Weiland Road. **ALL** parent drop-off traffic must exit the parking lot at the new traffic signal at the south entrance/exit and make a right or left turn onto Weiland Road. The north exit will be used for buses only during arrival and dismissal.
- *Buses drop off in front of the school.* The front or west lot will be used for bus drop off only. **ALL** parent drop-off traffic must exit the parking lot at the new traffic signal at the south entrance/exit and make a right or left turn onto Weiland Road.
- *Bike riders:* The bike rack is on the south side of the building. Students should use the sidewalk and designated crosswalk to access the bike rack area.
- *Walkers:* The cross walk at Weiland Road has been moved to the north side of the new traffic signal at the south entrance/exit. The crossing guard will also be moved to this location.

EXHIBIT A

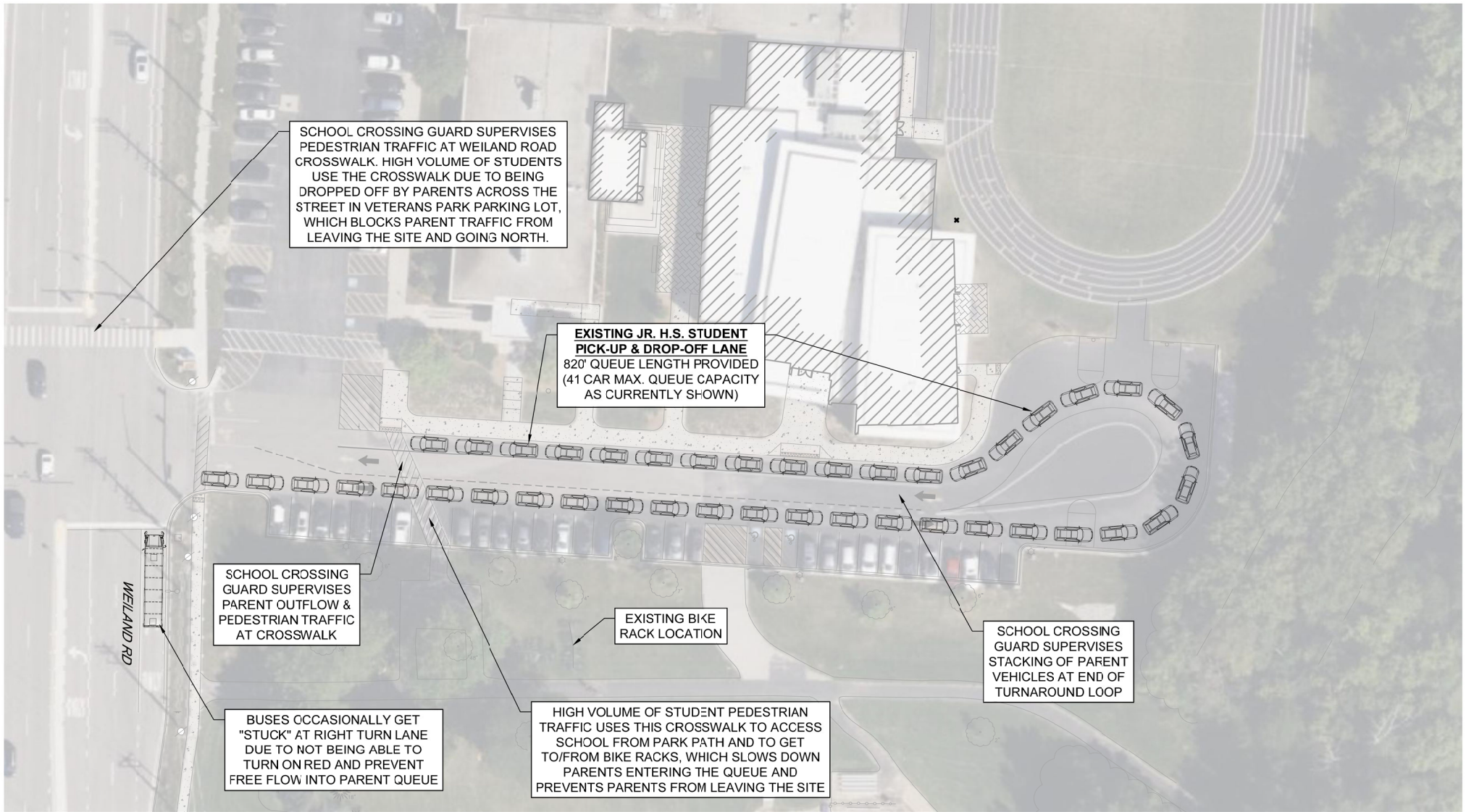


After School Pick-Up - 2:50 pm

- *Parents pick up at the south end of the building and exit at the new traffic signal at the south entrance/exit.* Please follow the signs around the pick-up loop, stay in a single file line along the curb, and pull forward to the designated location to pick-up your student. Student pick up is only allowed along the curb side area designated by the solid white line. Once your student is picked up, parents may use the left (inside) lane to then exit the parking lot at the new traffic signal at the south entrance/exit making a right or left turn onto Weiland Road. For safety, students must stay in the designated student areas along the curb and will **NOT** be permitted to walk through the pick-up loop for any reason. The north exit will be used for buses only during arrival and dismissal. **Please do not arrive at school before 2:40pm for pick-up.**
- *Buses pick up in front of the school.* The front or west lot will be used for bus pick-up only. **ALL** parent pick-up traffic must exit the parking lot at the new traffic signal at the south entrance/exit and make a right or left turn onto Weiland Road.
- *Bike riders:* The bike rack is on the south side of the building. Students should use the sidewalk and designated crosswalk to access the bike rack area.
- *Walkers:* The cross walk at Weiland Road has been moved to the north side of the new traffic signal at the south entrance/exit. The crossing guard will also be moved to this location.

EXHIBIT A

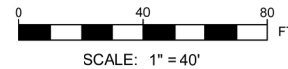




APTAKISIC JUNIOR HIGH SCHOOL
1231 WEILAND ROAD
BUFFALO GROVE, ILLINOIS

EXISTING PARENT PICK-UP &
DROP-OFF OPERATIONS EXHIBIT

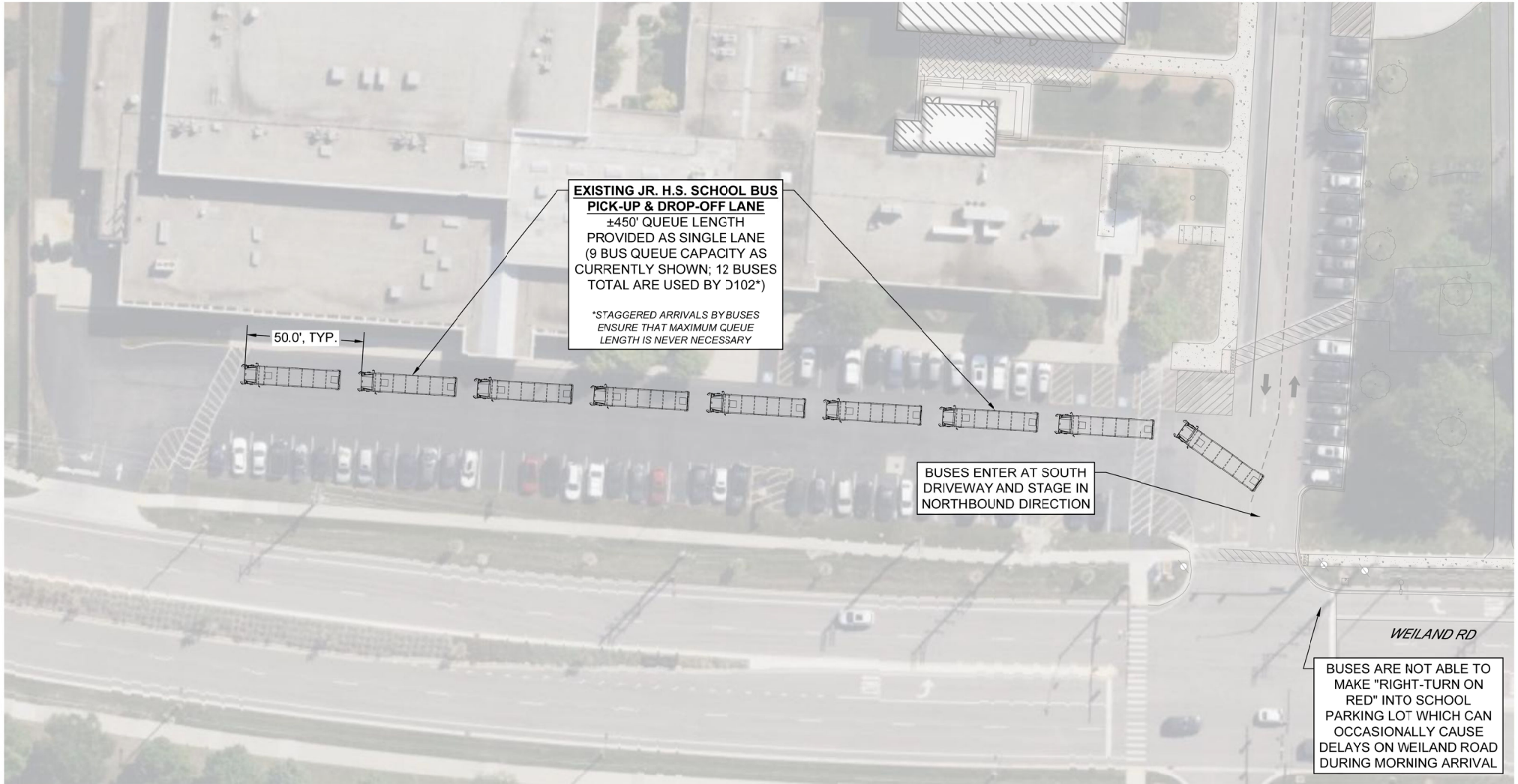
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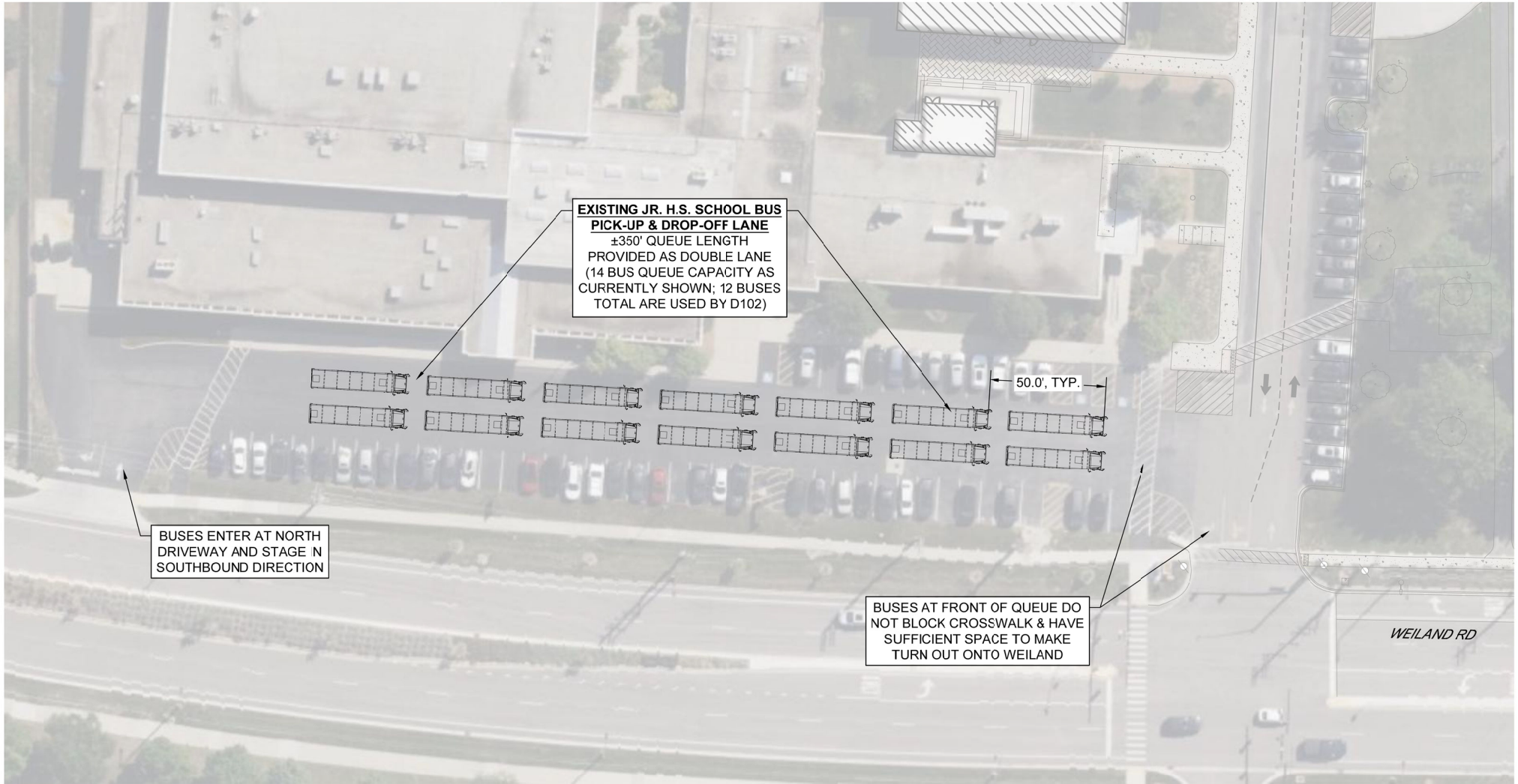


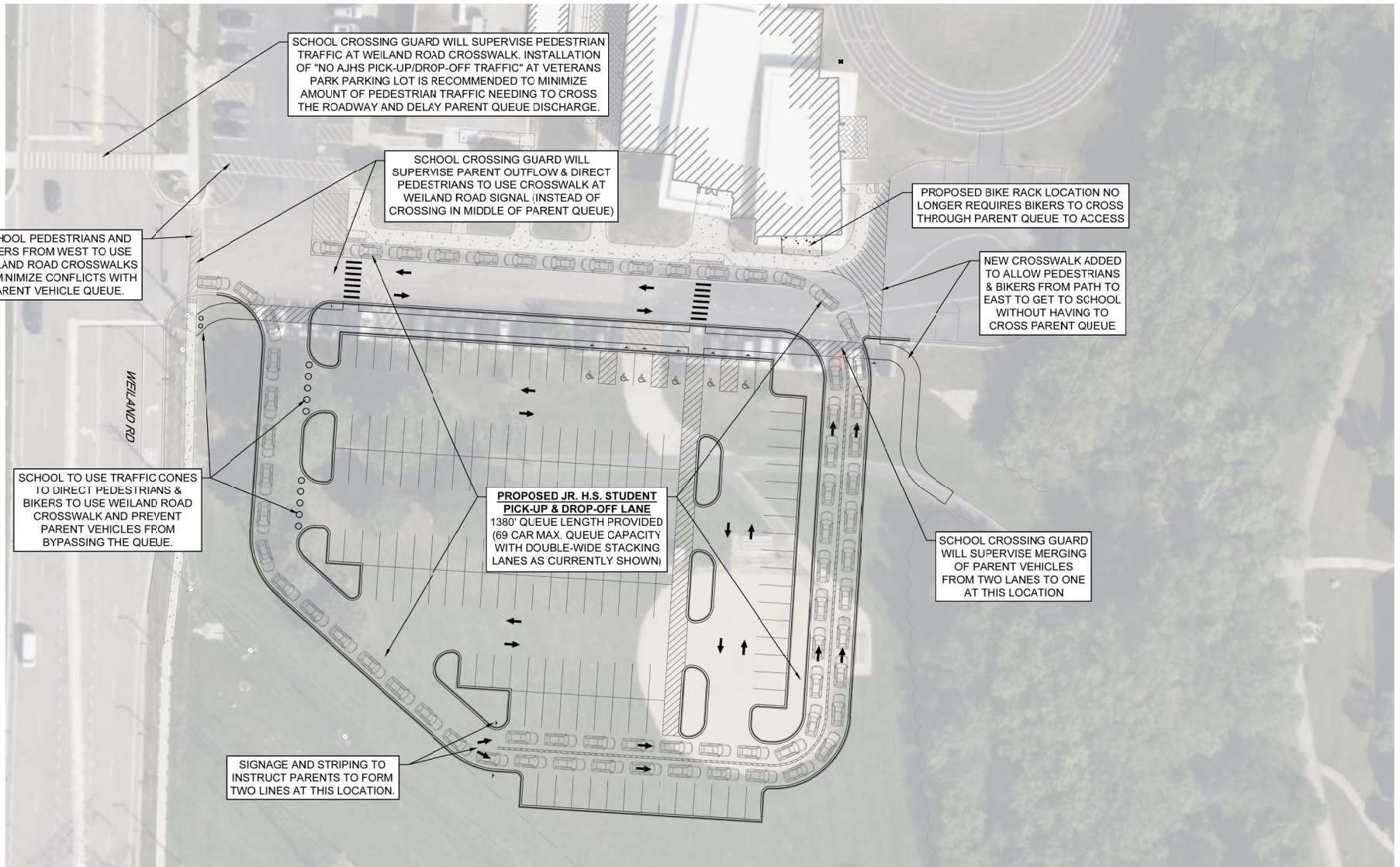
EX-1



SEPTEMBER 20, 2024



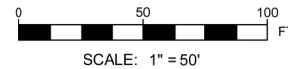




APTAKISIC JUNIOR HIGH SCHOOL
1231 WEILAND ROAD
BUFFALO GROVE, ILLINOIS

**PROPOSED PARENT PICK-UP &
 DROP-OFF OPERATIONS EXHIBIT**

SCALE: 1"=50' (11x17)



PR-1



SURVEY OF EXISTING TREES

BEST 5					
TREE #	SIZE	SCIENTIFIC NAME	COMMON NAME	CONDITION	COMMENTS
101	6"	Ulmus ssp.	Hybrid Elm	5	Remove for Development
102	6"	Quercus rubra	Red Oak	4	Remove for Development
103	4"	Celtis occidentalis	Common Hackberry	4	Remove for Development
104	7"	Ulmus ssp.	Hybrid Elm	5	Remove for Development
105	6"	Quercus rubra	Red Oak	3	Remove for Development
106	6"	Quercus rubra	Red Oak	4	Remove for Development
107	6"	Celtis occidentalis	Common Hackberry	4	Remove for Development
108	6"	Quercus rubra	Red Oak	3	Remove for Development
109	2"	Quercus macrocarpa	Bur Oak	2	Remove for Development
110	27"	Gleditsia triacanthos v. iner	Honeylocust	5	Remove for Development, KEY
111	48"	Acer saccharinum	Silver Maple	4	Remove for Development
112	21"	Tilia americana	American Linden	5	Remove for Development, SGNF
113	36"	Acer saccharinum	Silver Maple	4	Remove for Development
114	24"	Acer platanoides	Norway Maple	5	Remove for Development, KEY
116	18"	Picea pungens 'Glauc'	Colorado Blue Spruce	4	Remove for Development, SGNF
119	18"	Acer platanoides	Norway Maple	4	Remove for Development, SGNF
120	21"	Tilia cordata	Littleleaf Linden	5	Remove for Development, SGNF
121	12"	Gleditsia triacanthos v. iner	Honeylocust	5	PROTECT, SGNF
TOTAL TREES REMOVED = 15 = 178 TOTAL CAL. INCHES - 258 CAL. INCHES FULL REPLACEMENT					

Condition evaluation scale:
5 - A healthy, vigorous tree, reasonably free of signs and symptoms of disease, with good structure and form typical of the species.
4 - Tree with slight decline in vigor, small amount of twig dieback, or minor structural defects that could be corrected.
3 - Tree with moderate vigor, moderate twig and small branch dieback, thinning of crown, poor leaf color, moderate structural defects that might be mitigated with regular care.
2 - Tree in decline, epicormic growth, extensive dieback of medium to large branches, significant structural defects that cannot be abated.
1 - Tree in severe decline, dieback of scaffold branches and/or trunk; most of foliage from epicormic shoots (secondary shoots that arise along the trunk and branches); extensive structural defects that cannot be abated.
0 - Tree is dead.

EXISTING VEGETATION DESCRIPTION

THE PROJECT SITE CONSISTS OF A RECREATIONAL LOT. SEVERAL VERY LARGE TREES EXIST ON THE PROPERTY. 17 TREES RANGING IN SIZE FROM 2"-48" WILL BE REMOVED AS PART OF THIS PROJECT. *- 2 LARGE SILVER MAPLES HAVE NOT BEEN INCLUDED IN TREE REPLACEMENT CALCULATIONS BECAUSE OF SPECIES.

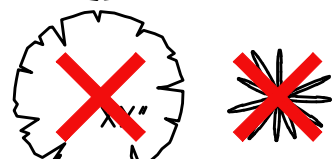
TREE PROTECTION & REMOVAL NOTES

- CONTRACTOR SHALL OBTAIN ALL NECESSARY STATE AND LOCAL PERMITS AND PERMISSIONS TO PRUNE, REMOVE, AND/OR TRANSPLANT ANY TREES ON SITE.
- DEAD AND DYING MATERIAL ON THE SITE SHALL BE REMOVED OR PRUNED. MATERIALS NOT LABELED ON THE PROTECTION PLAN SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT FOR REMEDIATION.
- DURING CONSTRUCTION EXISTING TREES OVER FOUR INCHES IN CALIPER SHALL BE PROTECTED WITH BARRIER FENCING.
- BARRIER SHALL BE CONSTRUCTED OF A MIN. 48" TALL SNOW FENCE OR SIMILAR AND SUPPORT POSTS MIN. 6' O.C. AND SHALL BE ERECTED ONE FOOT BEYOND THE DRIP LINE OFF ALL EXISTING TREES ON SITE AND ADJACENT SITES TO REMAIN.
- BARRIER FENCING SHOWN ON THE PLAN IS APPROXIMATE. CONTRACTOR SHALL ADJUST LOCATION OF BARRIER TO POSITION OUTLINED IN COMMENT 4.
- NO EXCESS SOIL OR ADDITIONAL FILL, BUILDING MATERIALS OR DEBRIS SHALL BE PLACED WITHIN THE PROTECTIVE BARRIER.
- NO VEHICLES OR HEAVY MACHINERY SHALL BE ALLOWED TO WORK WITHIN THE BARRIER AREA.
- NO ATTACHMENTS OR WIRES, OTHER THAN PROTECTIVE GUY WIRES, SHALL BE ATTACHED TO ANY OF THE TREES WHICH ARE WITHIN PROTECTIVE BARRIER.
- STUMPS OR TREE REMAINS NOT TO BE FULLY EXCAVATED SHALL BE REMOVED. A STUMP GRINDER SHALL BE USED TO REMOVE ALL REMAINING ROOTS AND WOODY MATERIAL. WITHIN A 24" RADIUS OF THE TREE TRUNK TO MIN. 6" BELOW GRADE. DISTURBED AREA SHALL BE BACKFILLED WITH COMPACTED TOPSOIL TO MEET SURROUNDING GRADES.

TREE PROTECTION & REMOVAL LEGEND



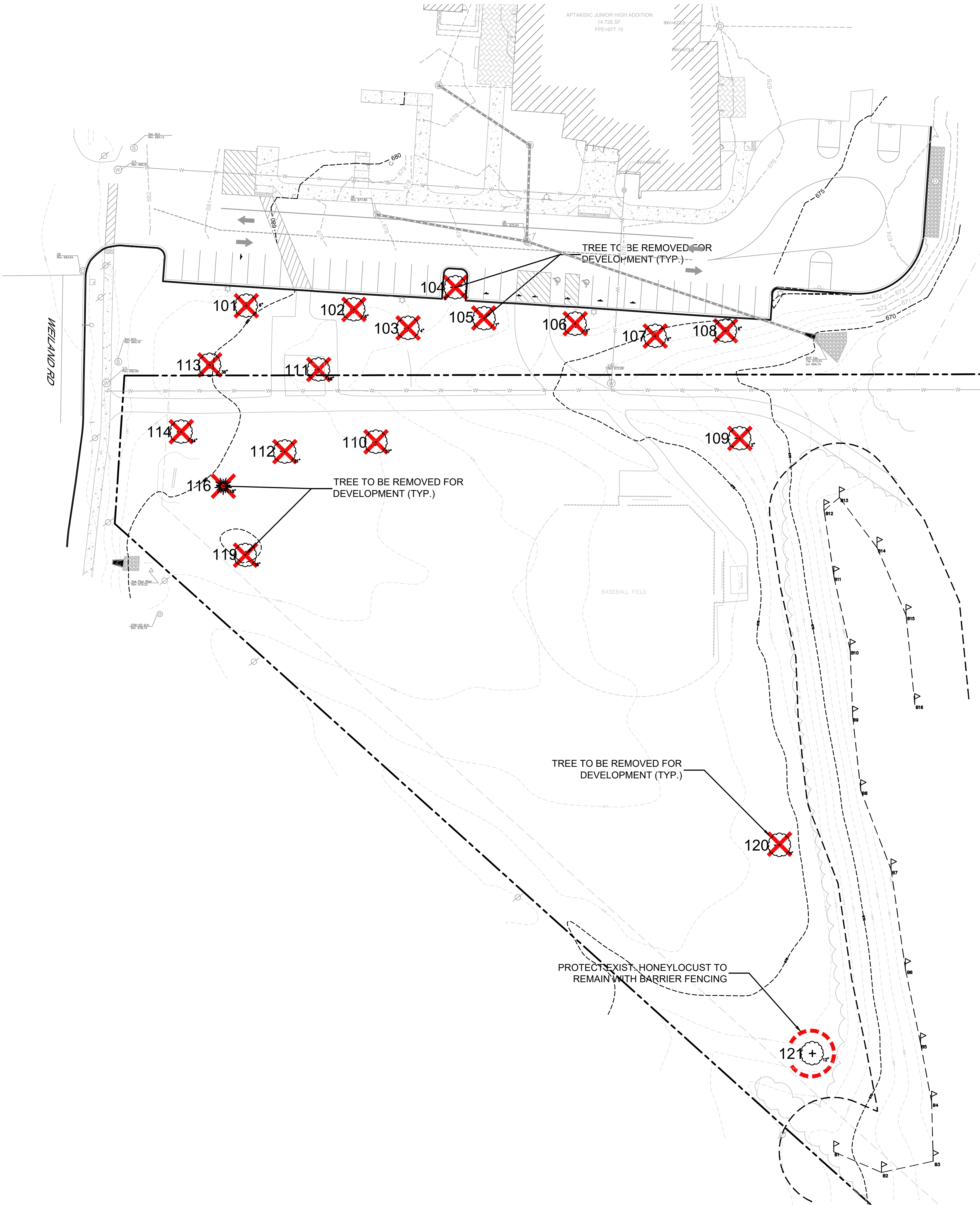
EXISTING TREE TO REMAIN



EXISTING TREE TO BE REMOVED

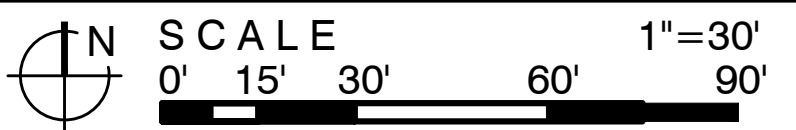


BARRIER FENCING TO BE INSTALLED



1

TREE PROTECTION & REMOVAL PLAN



LG
Workshop,LLC

Landscape Architecture
Master Planning
Site Planning

1955 N. Wilmot Ave
Chicago, IL 60647
ph. 773.697.4388
www.LGWLA.com

SEAL



EXPIRES 08/2025

PROJECT TEAM

CIVIL ENGINEER:



PROJECT NAME

Aptakisic Junior
High School

Proposed
Parking Lot

1231 Weiland Rd,
Buffalo Grove, IL 60089

DRAWING ISSUED

NO.	TITLE	DATE
1.	Issued for Permit	10/04/2024
2.	Revised per Comment	10/11/2024

SET TYPE
LANDSCAPE PLANS

PROJECT NUMBER
2408034

DATE
08-20-2023
DRAWN BY: LCG
APPROVED BY: LCG

SHEET TITLE
TREE PROTECTION & REMOVAL
PLAN

SHEET NUMBER

L.1

SYM	SIZE	QTY	BOTANICAL NAME	COMMON NAME	COMMENT			
DECIDUOUS SHADE TREES								
FAS	2.5' cal.	2	Fagus sylvatica	European Beech	B&B			
GBA	2.5' cal.	2	Ginkgo biloba 'Autumn Gold'	Autumn Gold Maidenhair Tree	B&B			
ULR	2.5' cal.	2	Ulmus x 'Regal'	Regal Elm	B&B			
ORNAMENTAL TREES								
AMG	6' multi.	2	Amelanchier grandiflora 'Autumn Brill'	Autumn Brilliance Apple Serviceberry	B&B			
MRJ	6' multi.	2	Malus x 'Red Jewel'	Red Jewel Crabapple	B&B			
SRI	6' multi.	2	Syringa reticulata 'Ivory Silk'	Ivory Silk Tree Lilac	B&B			
DECIDUOUS SHRUBS								
CSF	24" ht.	9	Cornus stolonifera 'Farrow'	Arctic Fire Redtwig Dogwood	B&B			
FIM	24" ht.	11	Forsythia intermedia 'MNICH101'	Believe It Or Not Forsythia	B&B			
SPN	24" ht.	13	Salix purpurea 'Nana'	Arctic Willow	B&B			
VNB	24" ht.	18	Viburnum nudum 'Bulke'	Brandywine Smooth Whitebush	B&B			
EVERGREEN SHRUBS								
JCS	24" ht.	18	Juniperus chinensis 'Sea Green'	Sea Green Juniper	B&B			
ORNAMENTAL GRASSES								
CAK	#1 gal.	13	Calamagrostis acutiflora 'Karl Foerster'	Karl Foerster Feather Reed Grass				
GROUNDCOVER / PERENNIALS								
ALS	#1 cont.	13	Allium 'Summer Beauty'	Summer Beauty Onion	18" O.C.			
ECB	#1 cont.	5	Echinacea x. 'Balsomblanc'	Sombrero Blanco Coneflower	18" O.C.			
HEC	#1 cont.	9	Hemerocallis x. 'Chicago Apache'	Chicago Apache Daylily	18" O.C.			
PAD	#1 cont.	15	Perovskia atriplicifolia 'Denim n Lace'	Denim n Lace Russian Sage	24" O.C.			
SAL	#1 cont.	9	Salvia nemerosa 'May Night'	May Night Sage	18" O.C.			
SBS	#1 cont.	5	Stachys byzantina 'Silver Carpet'	Silver Carpet Lambs Ears	18" O.C.			
SED	#1 cont.	9	Sedum x 'Autumn joy'	Autumn Joy Sedum	18" O.C.			
TURF / SEED MIXES								
MULCH	sq. yd.	520	3" depth - Western Bed for and all islands.					
SEED	sq. yd.	3544	Seeded Lawn - See Notes Below					
SEED2	sq. yd.	826	Native Seed Mix - Basin Bottom - Fertilizer Lo Pro Detention / Floodplain Mix					
SEED: ALL SEEDED AREAS TO RECEIVE FERTILIZER. FERTILIZER SHALL BE STANDARD COMMERCIAL 10-8-6 OR 10-6-4 GRADE, OR AS OTHERWISE APPROVED BY THE VILLAGE ENGINEER, UNIFORM IN COMPOSITION, FREE FLOWING AND SUITABLE FOR APPLICATION WITH PROPOSED EQUIPMENT. TURF SEED MIXTURE SHALL BE A CERTIFIED SEED MIX CONSISTING OF THIRTY PERCENT PARK KENTUCKY BLUEGRASS, THIRTY PERCENT DAWSON CREEPING RED FESCUE, THIRTY PERCENT "FULTS" PUCCELLINIA DISTANS, AND TEN PERCENT PENNFINE PERENNIAL RYEGRASS, AND SHALL BE APPLIED AT THE MINIMUM RATE OF ONE HUNDRED EIGHTY POUNDS PER ACRE								
SEED2: NATIVE SEED MIX - NATIVE LO PRO DETENTION / FLOODPLAIN MIX AVAILABLE THROUGH: GENESIS NURSERY, INC. 23200 HURD RD. TAMPICO, IL 61283 PHONE: 877-871-5325								
APPLY AMERICAN EXCELSIOR PREMIER STRAW W/ BIO. FIBERNET EROSION CONTROL BLANKET OR EQUAL STAKED EVERY SQ. YD. ON ALL AREAS TO RECEIVE SEED.								

EXISTING TREE

PROPOSED SHADE TREE

PROPOSED ORNAMENTAL TREE

PROP. LARGE DECIDUOUS SHRUB

PROP. MEDIUM DECIDUOUS SHRUB

PROPOSED EVERGREEN SHRUB

PROPOSED ORNAMENTAL GRASS

PROPOSED PERENNIAL MASSING

3" MULCH - SEE NOTE #8

SEEDED TURF

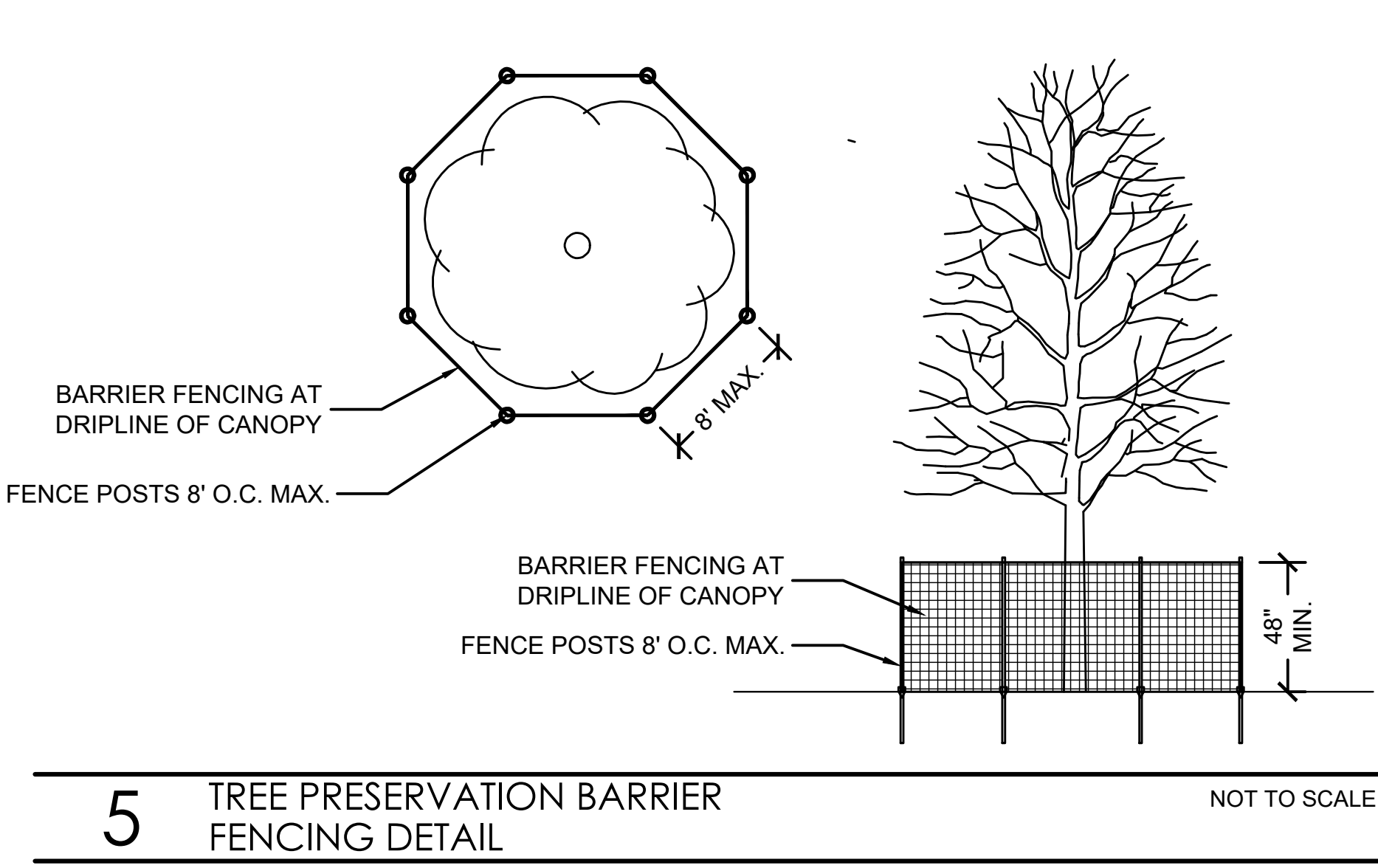
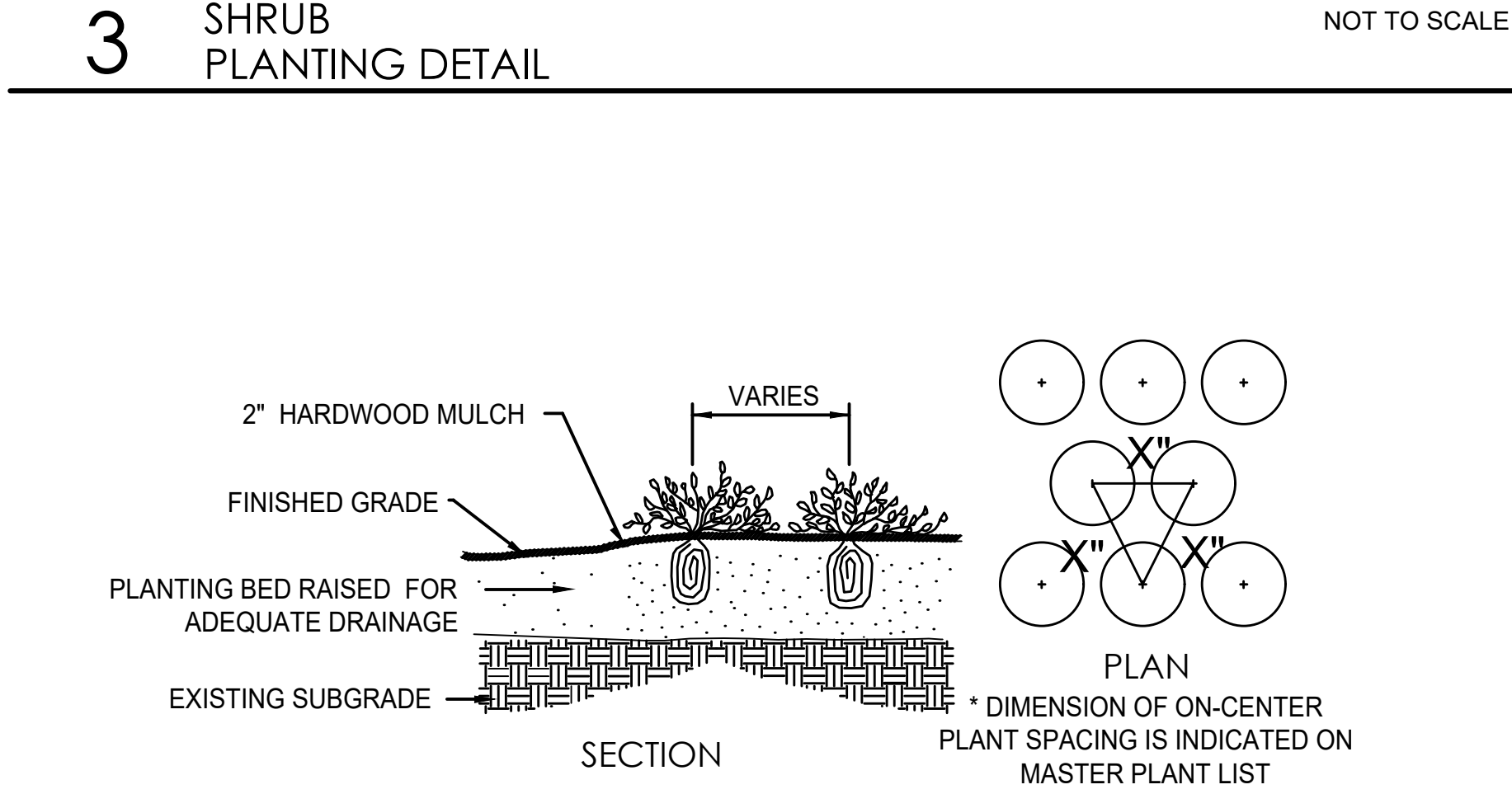
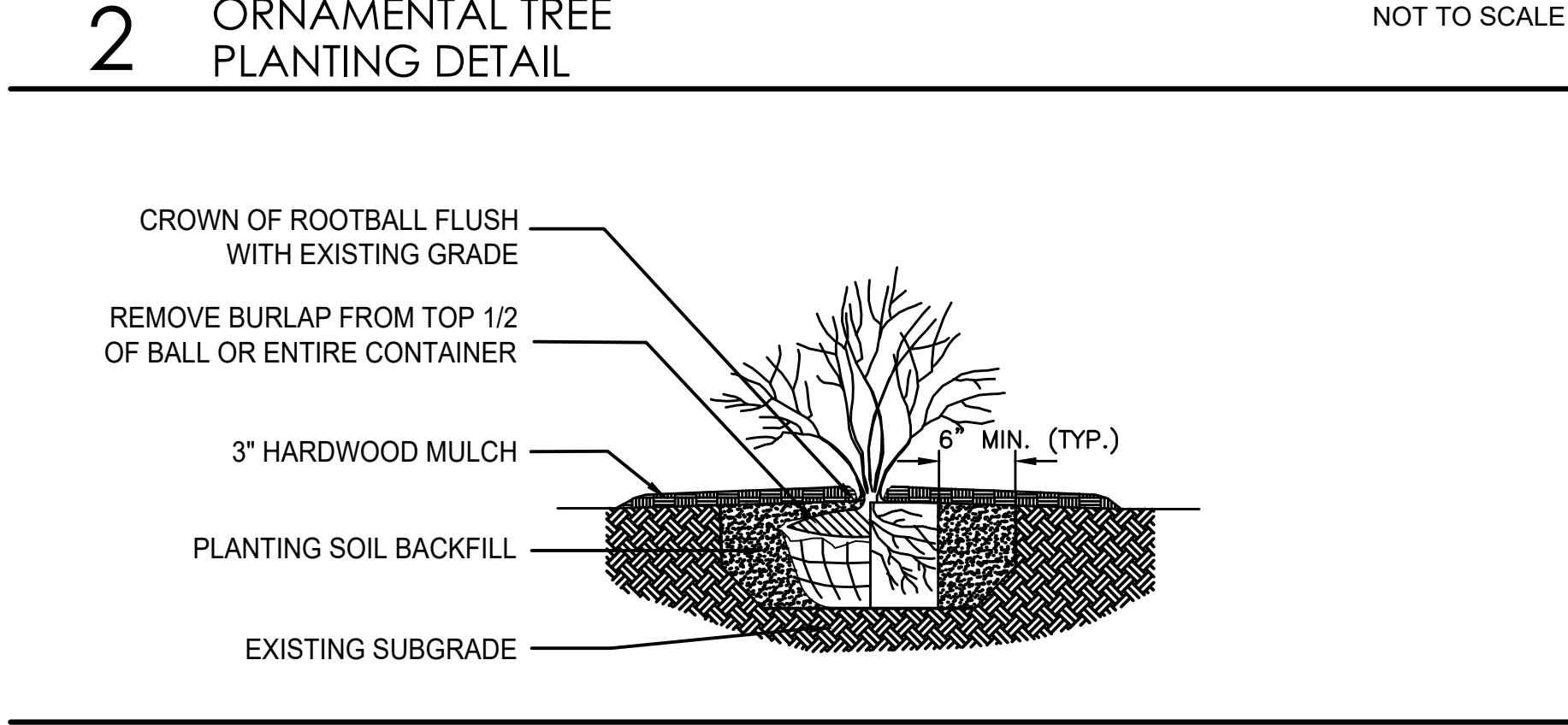
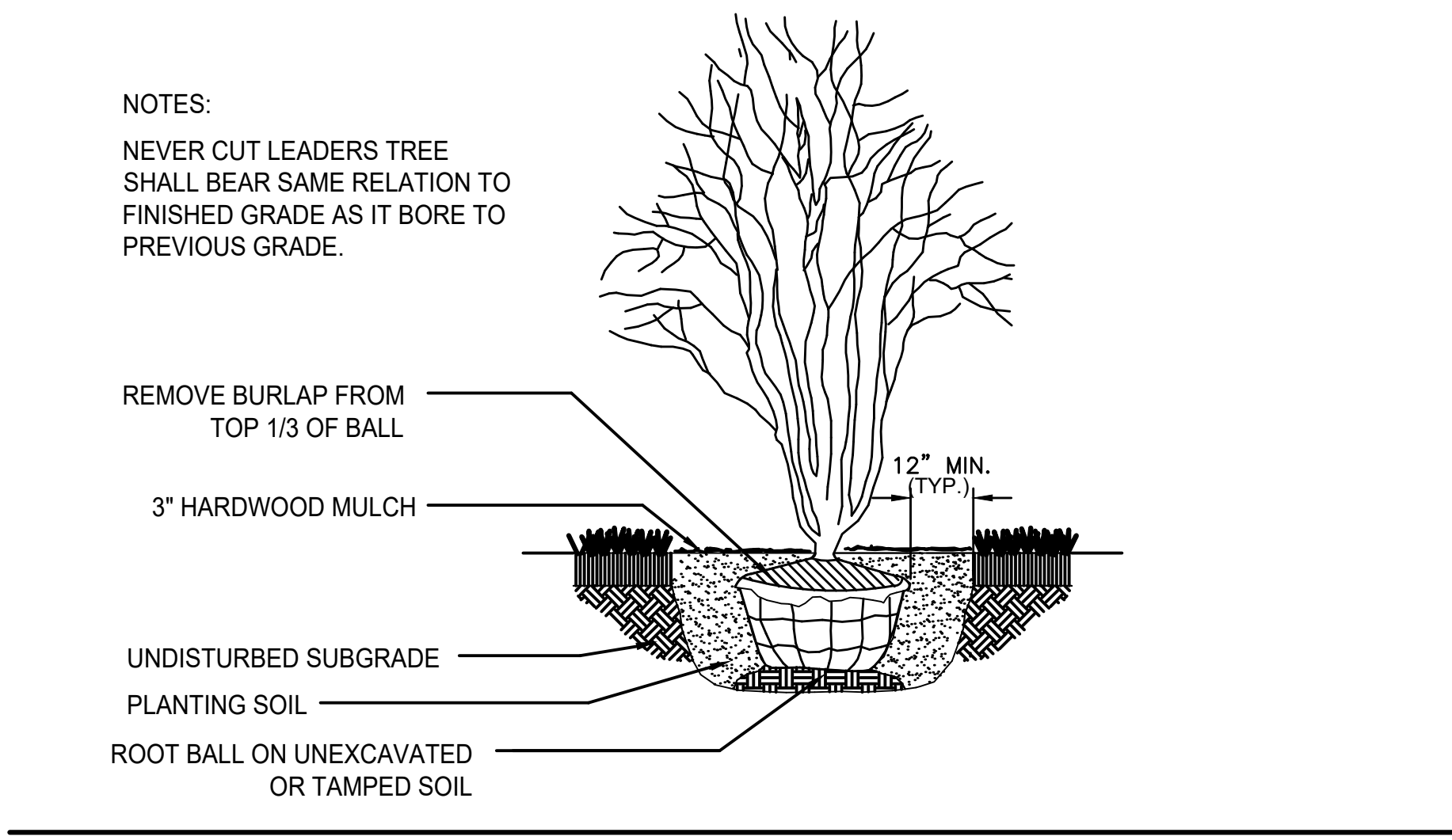
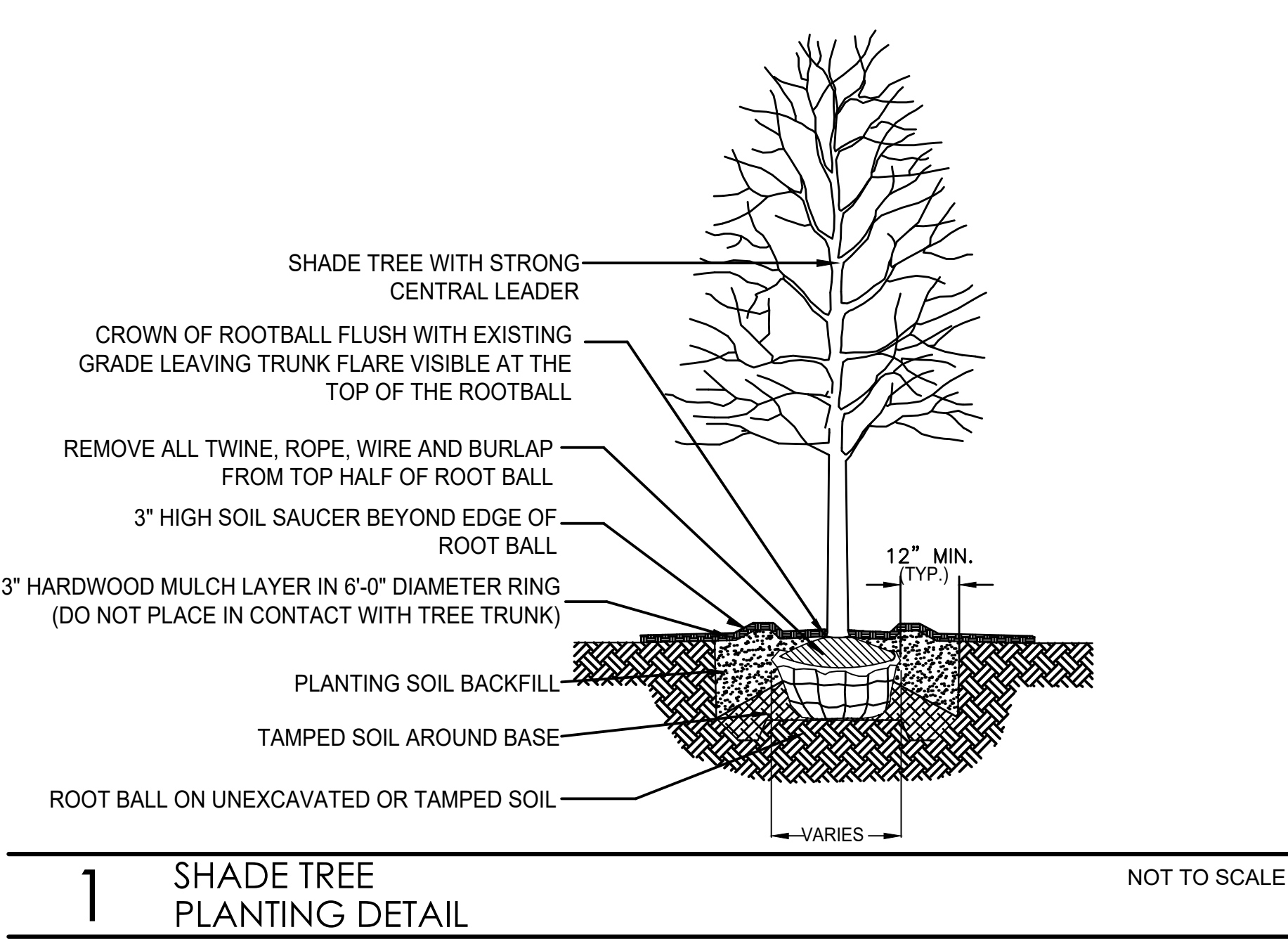
SEED(2)ED NATIVE BASIN BOTTOM



L.2



PROJECT TEAM



5 TREE PRESERVATION BARRIER FENCING DETAIL

SEED(2)ED NATIVE BASIN BOTTOM - PLANT LIST

Native La Pro Detention / Floodplain Mix
 Native species per mix 36
 Native seeds per square foot 710
 Native FQI NE Illinois 24.51
 Native FQI Illinois 19.41
 Native Mean C Value NE Illinois 4.09
 Native Mean C Value Illinois 3.24
 Mean W Value NE Illinois (3.83)
 Mean W Value Illinois (3.89)

Common and Rare Native Plants and Other Associated Plants
 A mix of shorter wetland grasses, sedges, milks, & forbs for the harsh environment of detention basins. Tolerant of less than optimum growing conditions. A "Low Pro Beater Wetland". Obviously, demand seed for maximum diversity, but you know that.
 An urban floodplain is a detention basin, with only two banks & a variable current. All the better to sit you in, my dear!

Plants
 ACRONYMS
 S&W ILL USDA vPlants scientific name common name family type C' index acro C' index acro height color M A M J J A S O N seeds/oz seeds/lb lb/ac seeds/ acre seeds/ftsq % by weight % by count
 ALISUB ALIPPA ALSU ALSU (A plantago-aquatica-parefiorum) Common Water Plantain Alismaceae No P Forb 4 -5 OBL 2 -5 OBL 1.0-3.0 (2.0) white 81,250 1,300,000 0.375 487,500 11.19 2.69% 1.58%
 ASCINC ASCINC ASIN ASIN Asclepias incarnata Swamp Milkweed Asclepiadaceae No P Forb 4 -5 OBL 4 -5 OBL 2.0-4.0 (3.0) pink 5,625 90,000 0.188 16,920 0.39 1.35% 0.05%
 BIDCER BIDCER BICE BICE Bidens cernua Nodding Bur Marigold Compositae No A Forb 5 -5 OBL 2 -5 OBL 1.0-4.0 (2.5) yellow 20,625 330,000 0.313 103,290 2.37 2.24% 0.33%
 BIDPRO BIDPRO BIFE BIFE Bidens frondosa Common Beggarstick Compositae No P Forb 1 -3 FACW 1 -3 FACW 3.0-4.0 (3.5) yellow 5,250 84,000 0.125 10,500 0.24 0.90% 0.03%
 BOECYC BOECYC BOCY BOCY Buchneria cylindrica False Nettle Urticaceae No P Forb 2 -5 OBL 3 -5 OBL 2.0-3.0 (2.5) yellow 180,733 2,891,720 0.015 43,376 1.00 0.11% 0.14%
 BOLLAR BOLLAR BOASR BOASR Botania asteroides False Aster Compositae No P Forb 9 -5 OBL 1 -5 -3 FACW 2.0-4.0 (3.0) white 278,125 4,450,000 0.063 280,350 6.44 0.45% 0.91%
 HELAUT HELAUT HEAU HEAU Helianthus scaberrimus Sneezeweed Compositae No P Forb 5 -4 FACW 3 -4 FACW 2.0-4.0 (3.0) yellow 131,250 2,100,000 0.094 197,400 4.53 0.07% 0.64%
 MIMBIN MIMBIN MIRI MIRI Mimulus ringens Monkey Flower Scrophulariaceae No P Forb 6 -5 OBL 5 -5 OBL 1.0-2.0 (1.5) blue 2,812,500 45,000,000 0.031 1,395,000 32.02 0.22% 4.51%
 PENSED PENSED PES66 PES66 Petalostemum sedoides Dich Stoneycrop Compositae No P Forb 5 -5 OBL 2 -5 OBL 1.0-2.0 (1.5) green 3,687,500 59,000,000 0.006 354,000 8.13 0.04% 1.14%
 SAGLAT SAGLAT SALA2 SALA2 Sagittaria latifolia Common Arrowhead Alismaceae No P Forb 4 -5 OBL 4 -5 OBL 2.0-4.0 (2.5) white 75,000 1,200,000 0.063 75,600 1.74 0.45% 0.24%
 ASTSIS ASTSIM SYLAL4 ASL80 Symphoricarpos laevis Punicled Aster Compositae No P Forb 3 -5 OBL 3 -5 OBL 4.0-5.0 (4.5) white 193,750 3,100,000 0.031 96,100 2.21 0.22% 0.31%
 ASTNOV ASTNOV SYN02 ASNO Symphoricarpos ramosus anglicus (Aster n) New England Aster Compositae No P Forb 4 -3 FACW 4 -3 FACW 3.0-5.0 (4.0) blue 87,500 1,400,000 0.125 175,000 4.02 0.90% 0.57%
 TEUCAN TEUCAN TECA3 TECA3 Teucrium canadense Germanender Lamiaceae No P Forb 3 -3 FACW 3 -2 FACW 2.0-3.0 (2.5) pink 15,938 255,000 0.031 7,905 0.18 0.22% 0.03%
 VERHAS VERHAS VEH42 VEH42 Verbena hastata Blue Vervain Verbenaceae No P Forb 4 -4 FACW 3 -4 FACW 2.0-6.0 (3.0) blue 112,500 1,800,000 1.000 1,800,000 41.32 7.16% 5.82%
 v1231212 Forb totals 2,460 5,042,941 116 17,62% 16.30%
 Grasses and Forb totals 13,960 30,932,617 710 100.00% 100.00%

B+ Key
 OBL = -5, FACW+ = -4, FACW = -3, FACW = -2, FAC+ = -1, FAC = 0, FAC = 1, FACU+ = 2, FACU = 3, FACU = 4, UPL = 5.

LANDSCAPE NOTES

1. CONTRACTOR SHALL OBTAIN ALL NECESSARY LOCAL PERMITS AND PERMISSIONS TO INSTALL THE PROPOSED IMPROVEMENTS
 2. ALL LANDSCAPE MATERIALS SHALL BE INSTALLED IN ACCORDANCE WITH THE VILLAGE OF BUFFALO GROVE LANDSCAPING CODES AND ZONING ORDINANCES.
 3. PRIOR TO COMMENCING ANY WORK, CONTRACTOR SHALL HAVE DIGGERS HOTLINE LOCATE AND MARK ALL UNDERGROUND UTILITY FACILITIES AND LINES.
 4. ALL PLANT MATERIALS (EXCEPT FOR GROUNDCOVER, ANNUALS, AND PERENNIALS) SHALL BE BALLED AND BURLAPPED STOCK AND MEET CURRENT STANDARDS OF THE AMERICAN ASSOCIATION OF NURSERYMEN'S STANDARD FOR NURSERY STOCK (ANSI 260.1-1986) OR EQUAL. PLANT MATERIALS MUST BE SUPPLIED WITHIN A 150 MILE RADIUS OF PROJECT SITE. CONTRACTOR MAY SUBSTITUTE CONTAINER STOCK FOR SHRUBS IF SIZES ARE EQUAL TO SPECIFIED B&B STOCK, WITH THE APPROVAL OF THE LANDSCAPE ARCHITECT.
 5. IF SPECIFIED PLANTS ARE NOT AVAILABLE AT THE TIME OF ORDERING, PLANTS WITH SIMILAR WHOLESAL VALUE AND LANDSCAPE CHARACTERISTICS MAY BE SUBSTITUTED UPON THE APPROVAL OF THE LANDSCAPE ARCHITECT AND VILLAGE STAFF.
 6. SOIL IN GROUNDCOVER BEDS SHALL BE AMENDED USING 2 INCHES OF MUSHROOM COMPOST INCORPORATED INTO THE TOP 4 INCHES OF SOIL.
 7. TREE AND SHRUB BACKFILL MIXTURE SHALL BE 2 PARTS EXIST. NATIVE TOPSOIL AND 1 PART SPHAGNUM PEAT MOSS W/ DECOMPOSED MANURE.
 8. ALL SHRUB BEDS AND INDIVIDUAL TREE PLANTINGS, UNLESS OTHERWISE NOTED, SHALL RECEIVE A 3 INCH LAYER OF SHREDDED HARDWOOD MULCH. ALL GROUNDCOVER, ANNUAL AND PERENNIAL BEDS SHALL RECEIVE A 3 INCH LAYER OF THE SAME MULCH MATERIAL. COSTS FOR
 MULCH SHALL BE CONSIDERED INCIDENTAL AND SHALL BE INCLUDED IN THE COST OF PLANTINGS.
 9. NURSERY TAGS (SPECIES, SIZE) FOR ALL SHADE TREES SHALL REMAIN ATTACHED TO TREES UNTIL FINAL APPROVAL FROM MUNICIPALITY.
 10. THE LANDSCAPE CONTRACTOR SHALL PROVIDE THE OWNER A BONDED WRITTEN ONE-YEAR WARRANTY AGREEMENT (BEGINNING ON THE OWNER'S POSSESSION DATE). THIS AGREEMENT SHALL COVER MAINTENANCE, REPAIR, AND REPLACEMENT OF ALL DEAD OR DAMAGED LANDSCAPING TO PRESERVE THE SAME QUANTITY AND QUALITY AS INITIALLY APPROVED.
 11. CONTRACTOR SHALL PROVIDE A SEPARATE ESTIMATE FOR AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM FOR COMPLETE EFFECTIVE COVERAGE OF ALL LAWN AREAS AND SHRUB BEDS. CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR APPROVAL AND APPLY FOR ALL NECESSARY PERMITS PRIOR TO COMMENCING WORK. IRRIGATION PLANS SHALL INCLUDE HUNTER PRO-C CONTROLLER W/WIRELESS SOLAR SYNC STATION AND HUNTER SPRAYHEADS AND NOZZLES. IRRIGATION WORK SHALL BE WARRANTY ALL LABOR AND MATERIALS FOR 1 FULL YEAR AFTER INSTALLATION AND TESTING.
 12. SEEDED LAWN AREAS SHALL BE BID WITH A BID ALTERNATE FOR HYDROSEEDING LAWN. PRIOR TO SEEDING, 2" OF FINE TOPSOIL SHALL BE TILLED INTO EXIST SOIL MIXTURE. A MIX CONSISTING OF ROUGHLY 30 % BLUEGRASS / 30% FINE FESCUES / 40% RYE GRASSES (AND TACKIFIER FOR HYDROSEEDING) SHALL BE APPLIED AT MANUFACTURERS SPECIFIED RATES FOR NEW LAWNS BETWEEN 5 AND 10 LBS PER 1,000 SF.
 13. TREES AND SHRUBS SHALL NOT BE LOCATED CLOSER THAN TEN (10) FEET TO FIRE HYDRANTS, TRANSFORMERS OR OTHER ABOVE GROUND UTILITIES. ANY DISCREPANCY ON THE PLAN RELATED TO THESE PROXIMATE UTILITIES SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT FOR RESOLUTION.

LEGAL DESCRIPTION: LOT 2 IN WINDBROOKE SUBDIVISION, BEING A SUBDIVISION OF PART OF THE SOUTHEAST QUARTER OF SECTION 28 AND THE SOUTHWEST QUARTER OF SECTION 27, ALL IN TOWNSHIP 43 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JANUARY 8, 1986, AS DOCUMENT NUMBER 2411928, IN LAKE COUNTY, ILLINOIS.

WELAND RD.

COMMONWEALTH EDISON RIGHT OF WAY

LOT 2 WINDBROOKE SUBDIVISION

ASPHALT PARKING

CONCRETE CURB

EASEMENT FOR WATERMAIN PER DOC. NO. 7566894, REC. 06/05/2019

EASEMENT FOR SANITARY SEWER PER DOC. NO. 3073965, REC. 10/17/1991

IRON ROD (FOUND) IS 2.97' NORTHERLY AND 9.80' EAST OF CORNER

IRON PIPE (FOUND) IS 0.60' SOUTH OF LINE AND 51.03' WEST OF CORNER

WOODEN BRIDGE WITH IRON RAILING

CHAIN LINK FENCES FOR BALL FIELD

UTILITY POLE

OVERHEAD WIRES

SOUTHWEST LINE OF LOT 2 WINDBROOKE SUBDIVISION

EAST LINE OF LOT 2 WINDBROOKE SUBDIVISION

BRASS TAP ON CONCRETE MONUMENT (FOUND) IS ON LINE AND 50.00 FT NORTHWEST OF THE SOUTHWEST CORNER OF LOT 2 AS MEASURED ALONG THE SOUTHWEST LINE OF LOT 2

**GRAPHIC SCALE
SCALE 1" = 30 FT.
THE BASIS OF BEARINGS SHOWN HEREON IS ASSUMED
ABBREVIATIONS:
MEAS. = MEASURED
REC. = RECORD DIMENSION**

**PART OF
SECTION
LOT 1
WINDBROOKE SUBDIVISION**

COMPILED JANUARY 30, 2024

DRAWN BY MICHAEL E. PARRELL

DATE FEBRUARY 19, 2024

**MICHAEL E. PARRELL
PROFESSIONAL LAND SURVEYOR
STATE OF ILLINOIS
NO. 035-002839**

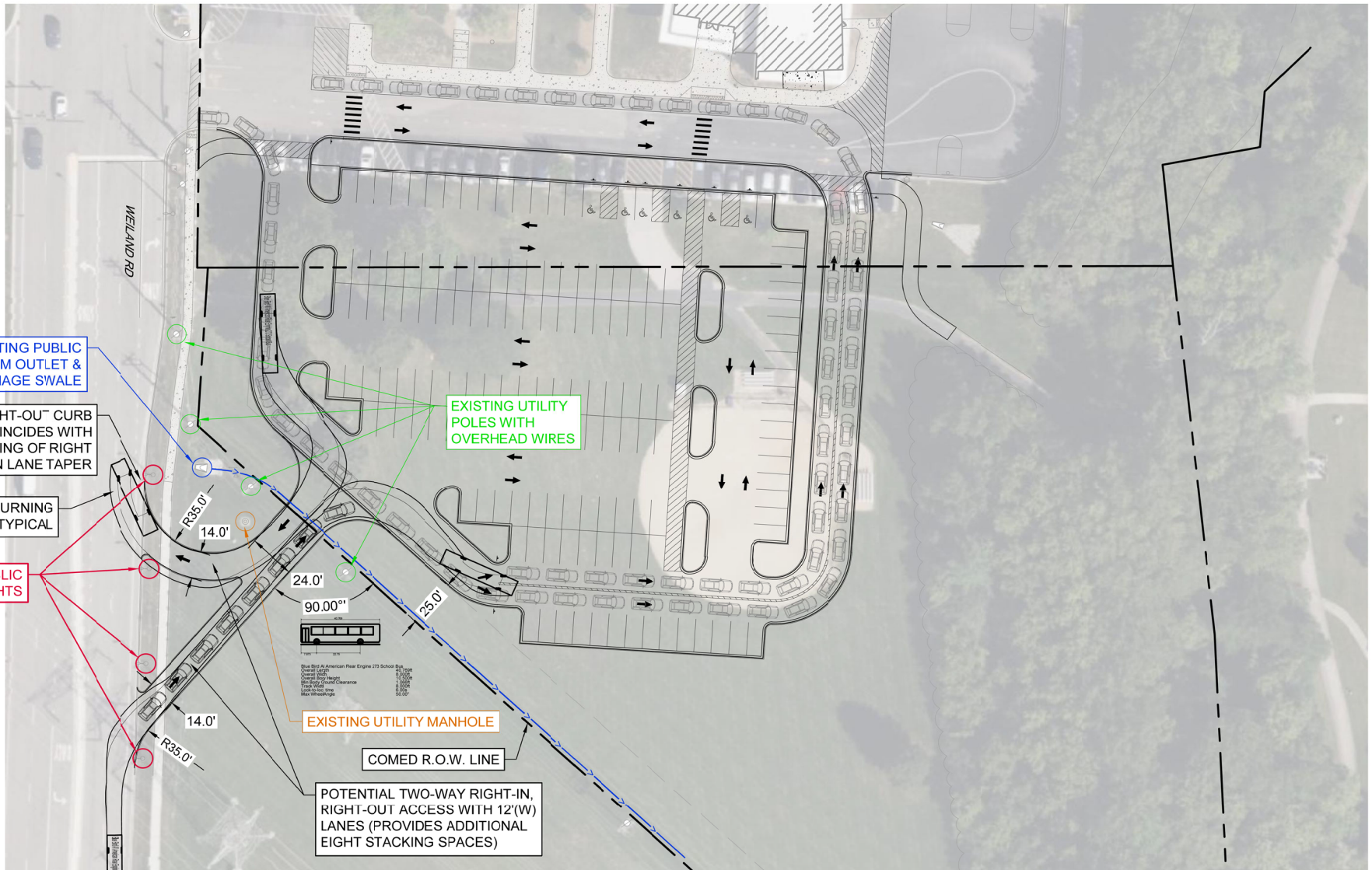
Dimensions are shown in feet and decimal parts thereof. No dimension is to be assumed by scaling.

B.H. SUHR & COMPANY, INC.			
PROTOTYPE RETAINERED 1811 150 SKOKIE BLVD. SUITE 100, NORTHERNBROOK, ILL/IN, 60062 TEL. (847) 864-6375 / FAX (847) 864-0341 E-MAIL: SURVEY@BHSUHR.COM			
LOCATION /PTAKISCK PARK		SURVEY DATE, JANUARY 30	
ORDER NO. 24-003		ORDERED BY EVAN TIBERI	



BEING A CONSOLIDATION OF VARIOUS LOTS AND PARCELS IN PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER AND PART OF THE SOUTHWEST QUARTER OF NORTHEAST QUARTER, ALL IN SECTION 28 TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.

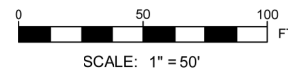




APTAKISIC JUNIOR HIGH SCHOOL
1231 WEILAND ROAD
BUFFALO GROVE, ILLINOIS

POTENTIAL SECONDARY ACCESS EXHIBIT - OPTION 2

SCALE: 1"=50' (11x17)



EX-2



OCTOBER 7, 2024



During your testimony at the Public Hearing, you need to testify and present your case for the Special Use being requested. In doing so, you need to address the six (6) Special Use Standards listed below:

SPECIAL USE STANDARDS

1. The special use will serve the public convenience at the location of the subject property; or the establishment, maintenance or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;

Response: The proposed Special Use consists of an expansion of the existing Aptakisic Jr. High School parking lot and parent drop-off/pick-up queue. The expansion will increase the queuing and parking capacity for on-site vehicles to the extents practicable, thereby minimizing the possibility of backups occurring onto the adjacent Weiland Road and improving the safety conditions in the vicinity of the school. The improvements will also minimize the amount of potential conflict points between vehicles and pedestrians on the school property during morning drop-off and afternoon pick-up periods, providing additional safety for students, parents, and staff.

2. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with said special use, the size of the subject property in relation to such special use, and the location of the site with respect to streets giving access to it shall be such that it will be in harmony with the appropriate, orderly development of the district in which it is located;

Response: As described above, the proposed special use is intended specifically to improve the existing on-site school traffic operations in an appropriate, orderly manner with respect to the adjacent street. The traffic improvements will result in school operations being more harmonious with the surrounding areas.

3. The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity of the subject property for the purposes already permitted in such zoning district, nor substantially diminish and impair other property valuations with the neighborhood;

Response: Due to the anticipated traffic and safety improvements by the proposed special use, it is not understood that any diminished or impaired property valuations within the neighborhood will result. Additionally, the proposed special use is not immediately adjacent to any other active land uses aside from the existing school: it is separated from the Windbrooke Crossing apartment complex to the east by approximately 250 feet of heavily wooded wetland/creek area, and it is separated from the Creekside Commons commercial center to the south by the 200 feet-wide Commonwealth Edison (ComEd) transmission right-of-way.

4. The nature, location and size of the buildings or structures involved with the establishment of the special use will not impede, substantially hinder or discourage the development and use of adjacent land and buildings in accord with the zoning district within which they lie;

Response: The proposed special use does not include the construction of any new buildings or structures.

5. Adequate utilities, access roads, drainage, and/or other necessary facilities have been or will be provided;

Response: The proposed special use is sufficiently accessible by the existing traffic signal at Weiland Road which currently and will continue to provide full access to the school property. Drainage for the proposed special use is being accounted for with a new stormwater detention facility which complies with 100-year runoff control requirements in accordance with Village of Buffalo Grove and Lake County Stormwater Management Commission requirements, and site lighting being accommodated for with new light poles that will be fed from the school's existing electrical service. No other utilities are required.

6. Parking areas shall be of adequate size for the particular special use, which areas shall be properly located and suitably screened from adjoining residential uses, and the entrance and exit driveways to and from these parking areas shall be designed so as to prevent traffic hazards, eliminate nuisance and minimize traffic congestion in the public streets.

Response: As described above, the proposed special use is intended specifically to prevent traffic hazards and minimize congestion in the public streets to the extents practicable. Parking areas are sufficiently screened from the adjoining residential use (the Windbrooke Crossing apartment complex to the east) by the existing heavily wooded wetland/creek area which separates the two properties.

**MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION HELD
AT JEFFREY S. BRAIMAN COUNCIL CHAMBERS
FIFTY RAUPP BLVD, BUFFALO GROVE, IL 60089, WEDNESDAY, OCTOBER 16, 2024**

CALL TO ORDER

Chairperson Weinstein called the meeting to order at 7:30 PM.

Roll call indicated the following were present: PZC Chairperson Weinstein, PZC Vice Chairperson Richards, PZC Commissioner Moodhe, PZC Commissioner Spunt, PZC Commissioner Davis, PZC Commissioner Saxena, PZC Commissioner Schwartz.

Absent: PZC Commissioner Au

Also present were: Trustee Weidenfeld, Village Attorney Brankin, Deputy Director of Community Development Purvis, Associate Planner Binder, and Civil Engineer Larson

PUBLIC HEARINGS/ITEMS FOR CONSIDERATION

- A. **Consideration of a Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan approved by Ordinance No. 2017-035 as amended by Ordinance No. 2024-010 to accommodate a proposed parking lot expansion at Aptakisic Junior High School at 1231 Weiland Road, 1351 Abbot Court, and Aptakisic Park.**

Associate Planner Binder provided an overview of the School District's requests, indicating that staff is supportive of the project.

Claudia Welp from Cage Engineering, Jeff Minor, Evan Tiberi, Jessica McIntyre, Scott Blumberg, were all sworn in on behalf of D102.

Welp indicated that the presentation covered the request and the team is happy to answer any questions the Commission may have.

Com. Worlikar asked how the School District is planning to address future growth.

McIntyre indicated that D102 recently completed an addition on the building connecting the Jr. High to the administrative offices. She noted that there is additional space to expand in the admin office building. She also noted that the parking lot will provide room to grow as well.

Com. Worlikar asked where crossing guards will be stationed to help reduce pedestrian and car conflicts.

Welp provided an overview of where the crossing guards would be located.

Com. Worlikar asked about the traffic study and the analysis that was done.

Minor spoke about some of the issues that occur during the drop-off and pick-up

operations. He specifically noted the issues created by the bike rack being on the south side of the parking lot and queue line.

Com. Worlikar asked about plans for snow removal.

Tiberi indicated that most of the snow will be pushed to the south and east of the property to the landscape areas.

Com. Worlikar asked about the secondary access, its purpose and how traffic flow would be managed.

Tiberi noted that buses cannot turn right on red. One of the issues is that buses get stuck. He indicated that the secondary access could help to reduce bus congestion.

Com. Worlikar asked how the right-in/right-out access would be signed.

Welp indicated that this will need to be thought through if approval is granted by ComEd.

Com. Worlikar asked about posting signage in the Veteran's Park parking lot.

Village Attorney Brankin indicated that permission to post the signage would need to be granted by the Park District.

McIntyre indicated that drop-off in the lot really impacts the flow of the drop-off queue due to the number of kids crossing Weiland Road.

Com. Worlikar asked if cars and buses will enter and exit in the same way they currently do and if any consideration has been given to changing this.

McIntyre noted that is correct, and does not think that this needs to be adjusted.

Blumberg noted that the main goal was to get cars off the road and onto the property.

Vice Chairperson Richards asked if the Commission will be approving the secondary access as part of the request.

Binder stated, yes. Staff will fully review the access if it is granted by ComEd, but staff did not want D102 to have to return for another public hearing for just an access point.

Vice Chair Richards asked about how the park is currently used.

Tiberi indicated that there is field space and a new gym on the east side of the property that will supplement the removal of the park.

Vice Chair Richards asked about the number of trees being removed as compared to the number of trees going in.

Tiberi noted that he walked the site with the Village Forester. He noted the trees to be removed were invasive. The trees that will be used to replace those removed will be native trees with some variety.

Com. Davis asked about the moving of the bike rack and how it will improve operations.

McIntyre and Tiberi explained the new flow of cyclist traffic and locations they will cross.

Chairperson Weinstein asked how many kids ride their bikes.

McIntyre indicated that it can be up to 80 cyclists.

Chairperson Weinstein asked if it would make sense to add more bike racks.

McIntyre noted an additional space where another rack could be located.

Com. Saxena asked if the additional access point has been studied - in terms of impact it might have on the traffic flow.

Welp noted that it has not been studied, but would be looked at closely if ComEd approved the access.

Com. Spunt asked about two-way traffic arrows north of the parking lot.

Tiberi indicated that two-way traffic would be blocked during pick-up/drop-off operations.

Com. Spunt asked about parking and exiting from the lot during pick-up/drop-off times.

McIntyre indicated that staff could be parked in the lot, but they will be assisting with student dismissal and would not be leaving at the same time.

Com. Spunt noted that he thinks the additional access will create more conflict and may not be beneficial.

Com. Schwartz asked about the merging of the traffic.

Tiberi responded that it is fairly common place at schools.

Com. Schwartz asked about where crossing guards will be stationed to assist with merging.

McIntyre noted there would likely be three crossing guards stationed in various locations.

Com. Moodhe asked if they looked into how Longfellow handles their traffic flow and suggested they check it out.

Com. Moodhe asked about the placement of the northern bike rack by the STEM building.

Tiberi showed the location and noted which students would be likely to use it.

Com. Moodhe asked if any consideration has been given to staggering the drop off times.

McIntyre noted that they do that at the elementary schools, but it is harder to do at Junior High schools and would force them to shorten the school day. She noted it is a hard balance to do that.

Com. Moodhe asked about event parking.

McIntyre indicated that D102 will continue to work with the Park District on overflow parking when needed.

Com. Moodhe asked about the detention basin plantings.

Tiberi indicated that the Village Forester suggested that they use seed planting.

Com. Moodhe asked if it will be a detention pond or retention pond.

Welp indicated it will be a detention pond - it will not retain water.

Com. Moode noted that cones are your best friend and that students respond well to them.

Com. Worlikar asked about EV chargers.

Tiberi noted that it was something that was discussed. He noted that they may consider adding some closer to the building.

Com. Worlikar asked what their plan is to control the light timing.

Tiberi noted that D102 doesn't have control over the light.

Larson noted that it is a Village owned light but the timing is controlled by the County.

Chairperson Weinstein asked if anyone from the public would like to be heard.

Jordan Slansky, D102 Board President spoke in favor of the plan and noted that the School Board is fully supportive. He thanked the Park District for their partnership.

The public hearing was closed.

Vice Chairperson Richards made a motion to approve the proposed Plat of Consolidation, a Zoning Map Amendment, and an Amendment to the Special Use and Preliminary Plan approved by Ordinance No. 2017-035 as amended by Ordinance No. 2024-010 to accommodate a proposed parking lot expansion at Aptakisic Junior High School at 1231 Weiland Road and & 1351 Abbot Court, and the Aptakisic Park property, subject to the following conditions:

1. The proposed improvements shall be constructed in substantial conformance with the plans attached as part of the petition.
2. The Final Engineering Plans shall be submitted in a manner acceptable to the Village.
3. The Final Landscaping Plan shall be submitted in a manner acceptable to the Village.
4. The Plat of Consolidation shall be submitted in a manner acceptable to the Village.
5. Any directional or incidental signage added to the site shall be reviewed administratively by staff.
6. The potential suggested secondary access from Weiland Road, as depicted on the Secondary Access Exhibit, may change in scope and location, but shall be permitted if feasible and if approved by all parties. Staff shall review and approve any modifications to the plan administratively.

The motion was seconded by Com. Davis.

Com. Worlikar noted that he is in favor of the posting of the sign at Veteran's Park. He thinks the plan will address major safety issues and noted that this makes sense for event parking. He indicated that he doesn't love the secondary access.

Com. Moodhe noted he is impressed that D102 heard their concerns the last time they came before the Commission and have addressed them in this plan. He noted that he could see how the right-in/right-out would provide some additional relief. He thanked the School Board President for coming to the meeting to support the project. He further stated that we need pedestrian interval timing at the light.

Chairperson Weinstein stated that he appreciated all the thought and planning that went into this plan. He noted the only thing he didn't love was a park being changed into a parking lot. Overall, he is supportive of the plan and thinks the lot is needed.

Moved by Kevin Richards, seconded by Jason Davis to recommend approval. Upon roll call, the Commissioners voted as follows:

AYES:	7	Mitchell Weinstein, Kevin Richards, Adam Moodhe, Marc Spunt, Jason Davis, Sujat Saxena, Don Schwartz
NAYS:	0	None

ABSENT: 1 Amy Au
Motion declared Passed.

REGULAR MEETING

A. Other Matters for Discussion

B. Approval of Minutes

1. September 18, 2024 - Draft Planning and Zoning Commission Minutes

Moved by Kevin Richards, seconded by Marc Spunt to approve the draft meeting minutes from September 18, 2024. Upon roll call, Commissioners voted as follows:

AYES: 7 Mitchell Weinstein, Kevin Richards, Adam Moodhe, Marc Spunt,
Jason Davis, Sujat Saxena, Don Schwartz

NAYS: 0 None

ABSENT: 1 Amy Au

Motion declared Passed.

2. October 1, 2024 - Draft Planning and Zoning Commission Minutes

Moved by Kevin Richards, seconded by Jason Davis to approve the October 1, 2024 draft minutes. Upon roll call, Commissioners voted as follows:

AYES: 6 Mitchell Weinstein, Kevin Richards, Adam Moodhe, Marc Spunt,
Jason Davis, Don Schwartz

NAYS: 0 None

ABSENT: 1 Amy Au

Motion declared Passed.

C. Chairperson's Report

None.

D. Committee and Liaison Reports

None.

E. Staff Report/Future Agenda Schedule

Staff provided an overview of the upcoming meeting schedule, noting that the November 6th meeting will be canceled and that the Fire Station 25 projects will be presented at the meeting on November 20th.

F. Public Comments and Questions

All comments will be limited to 5 minutes and should be limited to concerns or comments regarding issues that are relevant to Planning and Zoning Commission business and not on the regular agenda for discussion.

ADJOURNMENT

The meeting adjourned at 8:45pm.



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 8.e. R-2024-26

Resolution Ceding the 2024 Unused Private Activity Bond Volume Cap

Contacts

Liaison: Trustee Weidenfeld

Staff: Nicole Woods

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve a Resolution Ceding the 2024 Unused Private Activity Bond Volume Cap to Lake County.

Summary

Background

Buffalo Grove is the host of the Lake County Partners Private Activity Bond Clearinghouse. The resolution is required annually so that unused funds can be transferred over to the next year and used in the future.

Strategic Alignment

Guiding Principle

Principle 5: Partnership with Local Districts

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

1. DRAFT Resolution - Ceding 2024 PABC
2. DRAFT Resolution - Exhibit A



RESOLUTION 2024-xx

A RESOLUTION CEDING THE 2024 UNUSED PRIVATE ACTIVITY BOND VOLUME CAP OF THE VILLAGE OF BUFFALO GROVE (INCLUDING VOLUME CAP TRANSFERRED FROM OTHER LAKE COUNTY HOME RULE UNITS) TO LAKE COUNTY.

WHEREAS the Village of Buffalo Grove, Cook and Lake Counties, Illinois (the “Village”) is a municipality and a home rule unit of government duly organized and validly existing under Section 6(a) of Article VII of the 1970 Constitution and laws of the State of Illinois; and

WHEREAS in order to facilitate economic development both in the Village of Buffalo Grove and in Lake County, Illinois, the Village has received Volume Cap from the Lake County Home Rule Municipalities in the amounts identified in Exhibit A to consolidate management under control of a single Home Rule entity in cooperation with Lake County Partners Private Activity Bond Clearinghouse (the “PABC”); and

WHEREAS, tax exempt private activity bonds provide for opportunities to increase business and commerce and relieve conditions of unemployment; and

WHEREAS, the PABC has \$46,547,250 of calendar year 2024 unused Volume Cap available from Lake County Home Rule Units; and

WHEREAS, the PABC has recommended that it is in the best interest of the Village of Buffalo Grove to transfer \$46,547,250 of unused Volume Cap to Lake County, Illinois and thereby permit Lake County to issue tax-exempt private activity bonds to finance multi-family projects; and

WHEREAS, it is in the best interest of the Village, Lake County Home Rule Municipalities, and Lake County Partners to collect the anticipated 1.0% Volume Cap fee as soon as possible; and

WHEREAS, the Village will report this transfer of \$46,547,250 of unused Volume Cap to Lake County, Illinois to the State of Illinois Bureau of the Budget as soon as reasonably possible; and

NOW THEREFORE BE IT RESOLVED by the President and Board of Trustees of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, as follows:

SECTION 1. That the Village of Buffalo Grove hereby transfers \$46,547,250 of unused Volume Cap to Lake County, Illinois.

SECTION 2. The PABC and the Village shall both retain a copy of this Resolution in their records for a minimum of 30 years. Notice of this Resolution together with a copy of this Resolution shall be given in writing by the Village after passage and approval hereof.

SECTION 3. That the officials of the Village are hereby authorized, empowered, and directed to take all necessary or advisable actions concerning the execution and implementation of this Resolution.

SECTION 4. That this Resolution shall be in full force and effect from and after its passage and approval according to law.

AYES: _____
NAYES: _____
ABSENT: _____
PASSED: _____, 2024
APPROVED: _____, 2024

ATTEST:

APPROVED:

Janet M. Sirabian, Village Clerk

Eric N. Smith, Village President

Collected / Allocated 2024 PABC Volume Cap	2024 Estimate (from Illinois Guidelines)	2024 Per Capita - \$125.00	Actual Collected	Date Received	Comments / Resolution Number
Bannockburn	1,011	\$126,375	\$126,375	2/23/2024	2024-R-02
Buffalo Grove	42,569	\$5,321,125	\$5,321,125	4/26/2024	2024-04
Deerfield	18,950	\$2,368,750	\$2,368,750	4/5/2023	R-24-18
Gurnee	30,303	\$3,787,875	\$3,787,875	3/14/2024	2024-01
Highland Park	30,163	\$3,770,375	\$3,770,375	3/13/2024	R24-2024
Highwood	5,335	\$666,875			
Lake Barrington	5,095	\$636,875	\$636,875	3/11/2024	2024-R-02
Lake Bluff	5,549	\$693,625	\$693,625	2/13/2024	2024-11
Lake Forest	19,252	\$2,406,500	\$2,406,500	4/19/2023	2024-009
Lincolnshire	7,922	\$990,250	\$990,250	3/12/2024	851
Mundelein	31,612	\$3,951,500	\$3,951,500	4/26/2024	0-24-04-20
North Chicago	30,490	\$3,811,250	\$3,811,250	5/8/2024	2024-15
Park City	7,848	\$981,000	\$981,000	2/2/2024	2024-R-01
Riverwoods	3,746	\$468,250			
Round Lake Beach	26,879	\$3,359,875	\$3,359,875	4/5/2024	24-02-04
Vernon Hills	26,759	\$3,344,875	\$3,344,875	2/9/2024	2024-003
Waukegan	87,976	\$10,997,000	\$10,997,000	3/20/2024	24-R-37
Total 2023 Volume Cap		\$47,682,375	\$46,547,250		
Total Rollover					
Rollover 2022	\$40,075,970.00				
Rollover 2023	\$44,803,680.00				
Rollover 2024	\$46,547,250.00				
TOTAL ROLLOVER IN 2024	\$131,426,900.00				



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 8.f. O-2024-0105

An Ordinance Updating Lake County Sewer Utility Fees

Contacts

Liaison: Trustee Bocek

Staff: Chris Black

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve an ordinance updating the Village Municipal Code to reflect the current Lake County Sewer fees.

Summary

See Attached Memo

Strategic Alignment

Guiding Principle

Principle 1: Financially Responsible and Sound

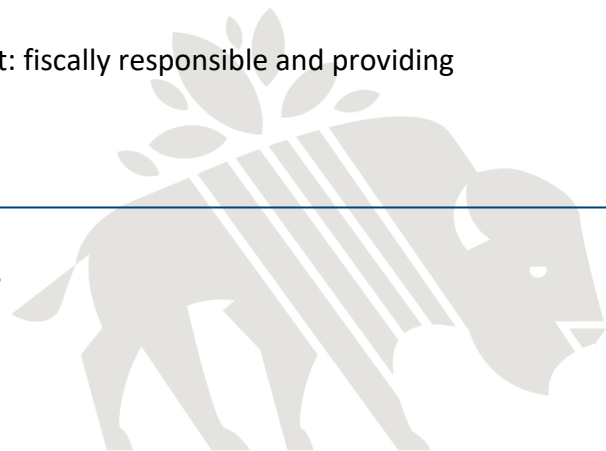
Principle 5: Partnership with Local Districts

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

1. BOT Lake County Sewer Memo 11.4.24
2. DRAFT Ordinance - Lake County Sewer Fees





MEMORANDUM

DATE: November 4, 2024
TO: Village Manager Dane Bragg
FROM: Chris Black, Finance Director
SUBJECT: Lake County Sewer Fees

RECOMMENDATION

Staff recommends the Village Board approve the enclosed ordinance updating the Village Municipal Code to reflect the current Lake County Sewer fees.

BACKGROUND

The Village approved the Lake County Sewer Agreement in February 2022. The Lake County Board approved a system wide rate and connection fee study in July 2023. The study called for multi-year rate increases of 4 percent for sewer services. This allows for updating the Village's municipal code to reflect the current fee structure.

The fee per 1,000 gallons has increased from \$4.86 in 2024 to \$5.06 in 2025. The single-family residential connection fee remains unchanged at \$5,950 while the Residential Customer Equivalent for industrial, commercial, and institutional is increased from \$36.47 to \$37.93. Staff collects the estimated amounts per the Lake County Sewer Agreement/Code per year to prevent having to back charge residents or developers for the increase in fees in from Lake County.



ORDINANCE 2024-xxx

AN ORDINANCE AMENDING CHAPTERS 1 AND 13 OF THE VILLAGE OF BUFFALO GROVE MUNICIPAL CODE

WHEREAS, the Village of Buffalo Grove is a home rule unit pursuant to the Illinois Constitution of 1970; and

WHEREAS, the County of Lake provides for certain sanitary and stormwater management and treatment services for all system customers within the Lake County portion of the Village of Buffalo Grove pursuant to an “agreement for Sewerage Disposal” dated February 22nd, 2022; and

WHEREAS, said Agreement sets forth the requirements for the Village to assess and collect on behalf of the County of Lake rates and fees necessary to offset the expense of treating and disposing of sanitary system sewage generated; and

WHEREAS, the County of Lake has determined that it is necessary to revise its connection fees for their operational and maintenance expenses incurred in treating and disposing of sanitary system sewage within the Southeast service region, which includes Lake County Buffalo Grove; and

WHEREAS, to that effect, the Lake County Board approved, on July 11th, 2023, an ordinance amending rates for all wholesale and retail water and sewer systems in the County.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Ordinance as if fully set forth herein effective December 1st, 2024.

SECTION 2.

Section 1.16 Fee Schedule, is hereby amended as follows:

1.16.010 – Fee Schedule

Buffalo Grove Municipal Code Section	Classification	Fee
---	----------------	-----

13.04.290 subsection A.3.	Sewer user charges for each user/consumer serviced by the Lake County sanitary sewer.	\$4.86 \$5.06 per 1,000 gallons of water consumed
---	---	---

SECTION 3. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Ordinance.

SECTION 4. This Ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law. This Ordinance may be published in pamphlet form.

AYES: _____
NAYES: _____
ABSENT: _____
PASSED: _____, 2024
APPROVED: _____, 2024
PUBLISHED: _____, 2024

ATTEST:

APPROVED:

Janet M. Sirabian, Village Clerk

Eric N. Smith, Village President



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 8.g. O-2024-0106

An Ordinance Authorizing the Village President to Send Notice to the Village of Lincolnshire Allowing for the Termination and Expiration of the Existing Planning and Boundary Agreement

Contacts

Liaison: President Smith

Staff: Christopher Stilling

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve an ordinance authorizing the Village President to send notice to the Village of Lincolnshire allowing for the termination and expiration of the existing Planning and Boundary Agreement

Summary

Background

On May 16, 2005, the Village approved Ordinance 2005-30 authorizing the execution of a Boundary and Planning Agreement ("Agreement") by and between the Village of Buffalo Grove and the Village of Lincolnshire. The Agreement was executed on May 23, 2005, by both Parties and pursuant to Section 13 of the Agreement, it had a term of 20-years (May 23, 2005) and automatically renews unless either of the Parties provides written notice 180-days prior to the expiration. Staff believes the Agreement has served its purpose and recommends that it not be renewed.

Next Steps

If approved, staff will prepare a letter for the Village Presidents signature.

Strategic Alignment

Guiding Principle

N/A

Goal

N/A

File Attachments

1. DRAFT Ordinance - Boundary Agreement
2. VBG & Lincolnshire Boundary Agreement





ORDINANCE 2024-xxx

AN ORDINANCE AUTHORIZING THE VILLAGE PRESIDENT TO SEND NOTICE OF ITS INTENT NOT TO RENEW THE BOUNDARY AND PLANNING AGREEMENT BETWEEN THE VILLAGE OF BUFFALO GROVE AND VILLAGE OF

WHEREAS, the Village of Buffalo Grove (“Village”) is a home rule unit pursuant to the Illinois Constitution of 1970; and

WHEREAS, on May 16, 2005, the Village approved Ordinance 2005-30 authorizing the execution Boundary and Planning Agreement (“Agreement”) by and between the Village of Buffalo Grove and the Village of Lincolnshire (“Parties”); and

WHEREAS, said Agreement was executed on May 23, 2005 by both Parties and pursuant to Section 13 of the Agreement, it had a term of 20-years (May 23, 2005) and automatically renews unless either of the Parties provides written notice 180-days prior to the expiration; and

WHEREAS, the Village finds that the Agreement has served its purpose and that the Village wishes to terminate and not renew the Agreement; and

WHEREAS, the Buffalo Grove Village Board authorizes the Village President to send notice to the Village of Lincolnshire allowing for the termination and expiration of the Agreement.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2. Pursuant to our Home Rule powers, the President and Board of Trustees of the Village of Buffalo Grove hereby authorize the Village President to send notice to the Village of Lincolnshire allowing for the termination and expiration of the Agreement.

SECTION 3. This Ordinance shall be in full force and effect upon passage. This Ordinance shall not be codified.

AYES: _____
NAYES: _____
ABSENT: _____
PASSED: _____, 2024
APPROVED: _____, 2024
PUBLISHED: _____, 2024

ATTEST:

APPROVED:

Janet M. Sirabian, Village Clerk

Eric N. Smith, Village President

DRAFT

**AN ORDINANCE APPROVING A BOUNDARY AND PLANNING AGREEMENT
BETWEEN THE VILLAGE OF LINCOLNSHIRE AND VILLAGE OF BUFFALO GROVE**

WHEREAS, the Village of Buffalo Grove is a Home Rule Unit pursuant to the Illinois Constitution of 1970; and

WHEREAS, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*) provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised jointly with any other unit of local government; and

WHEREAS, the Villages of Lincolnshire and Buffalo Grove are recommending approval of an Intergovernmental Agreement to create a consistent and compatible approach toward land use, zoning and development planning within those areas which might be annexed by either Village so as to create a uniform sense of community.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, as follows:

Section 1. The President and Board of Trustees of the Village of Buffalo Grove support a comprehensive land use and boundary agreement in an effort to insure property in a designated area is developed consistent with the comprehensive plans of both communities.

Section 2. The Village President and Village Clerk of the Village of Buffalo Grove are hereby authorized to execute the Boundary and Planning Agreement, a copy of which is attached and dated 5-10-05.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval.

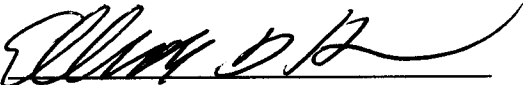
AYES: 6 – Braiman, Glover, Berman, Kahn, Trilling, Rubin

NAYS: 0 - None

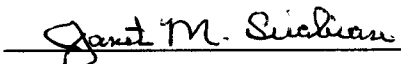
ABSENT: 0 - None

PASSED May 16, 2005 APPROVED: May 16, 2005

Approved:


Village President

Attest:


Village Clerk

**BOUNDARY AND PLANNING AGREEMENT BETWEEN THE
VILLAGE OF LINCOLNSHIRE AND
VILLAGE OF BUFFALO GROVE**

THIS AGREEMENT is entered into by and between the Village of Buffalo Grove, Cook and Lake Counties, a municipal corporation ("Buffalo Grove") and the Village of Lincolnshire, Lake County, Illinois a municipal corporation ("Lincolnshire").

WHEREAS, this Agreement is being created in order to establish a consensus defining logical municipal boundaries and areas of municipal authority as well as clarifying planning concepts between both municipalities for the purpose of insuring the development of certain territory in a manner consistent with the Comprehensive Plans of both communities; and

WHEREAS, the purpose of this Agreement is to define those areas which might be annexed to each of the municipalities at such time as annexation becomes feasible; and

WHEREAS, it is further the purpose of this Agreement to set forth a consistent and compatible approach toward land use, zoning and development planning within those areas which might be annexed by either Village so as to create a uniform sense of community; and

WHEREAS, the municipalities have consulted and have determined that the establishment of a proper boundary delineation as herein set forth would be in the best interests of each Village as well as the citizens and property owners of the area generally; and

WHEREAS, each Village has determined that it shall not seek annexation as between each other beyond the boundaries hereinafter defined; and

WHEREAS, Section 10 of Article VII of the Constitution of the State of Illinois of 1970 authorizes units of local government, including municipalities, to contract, to exercise, combine, or transfer any power or function not prohibited to them by law or ordinance; and

WHEREAS, in arriving at this Agreement, Buffalo Grove and Lincolnshire have given consideration to the natural flow of stormwater drainage and, when practical, have included all of a single tract of land having common ownership within the jurisdiction of only one municipality; and

WHEREAS, the Intergovernmental Cooperation Act of 1973 (5 ILCS, 220/1 et seq.) authorizes municipalities to exercise jointly with any public agency of the State, including other units of local government, any power, privilege, or authority which may be exercised by a unit of local government individually, and to enter into contracts for the performance of governmental services, activities, and undertakings; and

WHEREAS, The Village of Lincolnshire and the Village of Buffalo Grove are both home rule units of government pursuant to Article VII of the Constitution of the State of Illinois; and

WHEREAS, Section 6 of Article VII of the Constitution of the State of Illinois of 1970 provides that a home rule unit may exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public health, safety morals and welfare; and

WHEREAS, the Illinois Courts have held that a municipality has a legitimate interest in regulating the development of land near its borders to protect the health and safety of its people [*City of Urbana v. County of Champaign*, 76 Ill. 2d 63 (1979) and *Village of Lake Bluff v. City of North Chicago*, 224 Ill.App.3d 866 (1992)] and to provide uniformity and continuity [*Petterson v. City of Naperville*, 9 Ill. 2d 233 (1956) and *Village of South Elgin v. City of Elgin*, 203 Ill.App.3d at 364 (1990)]; and

WHEREAS, unincorporated territory lies within one and one-half miles of the boundaries of Buffalo Grove and Lincolnshire; and

WHEREAS, Buffalo Grove and Lincolnshire have authorized, by ordinance, the execution of this Agreement as an exercise of their home rule powers and authority under the Constitution of the State of Illinois of 1970.

NOW THEREFORE, in consideration of the mutual covenants hereinafter set forth, it is agreed by and between the Buffalo Grove and Lincolnshire as follows:

Section 1. Incorporation of Preambles

The foregoing Preambles are hereby incorporated herein as if fully set forth hereby.

Section 2. Boundary Line

Buffalo Grove and Lincolnshire agree that in the unincorporated area lying between and near the two municipalities, the boundary line for annexation, governmental planning, subdivision control, official map, ordinances, utility services and other municipal purposes and services shall be as is depicted on the Map attached hereto and made a part hereof as Exhibit "A" and as described on the Area Description and Land Use attached hereto and made a part hereof as Exhibit "B". Neither Village will allow the extension of utilities into any area designated to the other Village without the express written consent of that Village.

Section 3. Disconnection

A. The Villages acknowledge that Area "H" is currently within the incorporated boundary of Lincolnshire. It is agreed that for zoning, planning, and municipal services purposes that Area "H" would be better served by being disconnected

from Lincolnshire and annexed to Buffalo Grove. Both Villages shall take what ever actions may be deemed necessary to disconnect Area “H” from Lincolnshire and to have it annexed to Buffalo Grove.

In the event any owner or several owners of Area “H” shall request disconnection from Lincolnshire and shall have entered into an annexation agreement with Buffalo Grove which is not inconsistent with the Land Uses permitted herein, as described in Exhibit “B”, Lincolnshire shall act to disconnect the subject property. In the event that during the term of this Agreement any owner or the several owners of all or any portion of Area “H” fail or refuse to file a petition for disconnection from Lincolnshire, or otherwise frustrate the intent of this Section 3, the Villages hereby agree that this Section 3 shall be severable from the remainder of this Agreement and such failure, refusal or frustration shall not be cause for termination or cancellation of this Agreement.

B. Both parties hereto shall take all necessary action, to include but not by way of limitation Buffalo Grove instituting a *Quo Warranto* action, to disconnect Area I from Lincolnshire. If Buffalo institutes a *Quo Warranto* action regarding Area I, Lincolnshire shall not contest or object to such action and shall consent to a judgment finding Lincolnshire’s annexation of Area I as invalid.

Section 4. Land Planning and Zoning

Buffalo Grove and Lincolnshire acknowledge that each has a legitimate interest in regulating the development and/or redevelopment of land near their borders to protect the health and safety of their residents and to provide uniformity and continuity. In furtherance of said interest, both municipalities further acknowledge that certain uses of property may be incompatible to their interests.

Therefore, Buffalo Grove and Lincolnshire agree that land uses for the designated Areas shall be in accordance with the Land Use as depicted on Exhibit “B” hereto.

The Villages shall not have breached this Agreement if a court orders other uses or development. Both municipalities shall contest any application or litigation requesting permission to conduct, operate or improve a use not described as a Land Use in Exhibit “B” to this Agreement.

Modifications of existing land uses in the designated Areas may be made by mutual consent of the Villages.

Section 5. Jurisdiction

A. With respect to the property located within the area assigned to Buffalo Grove, identified on Exhibit “A” as Areas “C”, “F”, “G”, “H”, “I”, “K” and “L”, Lincolnshire agrees that it shall not annex any unincorporated territory nor shall it exercise or attempt to exercise or enforce any zoning ordinance, subdivision control, official map, or other municipal authority or ordinances, except as may be hereinafter provided in this Agreement.

B. With respect to the property located within the area assigned to Lincolnshire, identified on Exhibit "A" as Areas "A", "B", "D", "E", and "J", Buffalo Grove agrees that it shall not annex any unincorporated territory nor shall it exercise or attempt to exercise or enforce any zoning ordinance, subdivision control, official map, or other municipal authority or ordinances, except as may be hereinafter provided in this Agreement.

C. Notwithstanding anything herein to the contrary, in the event the properties identified above and depicted on Exhibit "A" as Areas M-1 and M-2 come under common ownership during the term of this Agreement, both Area M-1 and Area M-2 shall be annexed to the same municipality according to the following direction:

- (i) If the owner(s) of M-1 purchases M-2, the combined M-1 and M-2 shall not be annexed to Buffalo Grove; and
- (ii) If the owner of M-2 purchases M-1, the combined M-1 and M-2 shall not be annexed to Lincolnshire.
- (iii) If another owner purchases both M-1 and M-2, that owner may elect to annex to either Lincolnshire or Buffalo Grove, unless such owner owns another Area identified on Exhibit "A", in which case both M-1 and M-2 shall be treated in the same manner as the owner's other Areas subject to this Agreement, provided that such treatment would not affect contiguity of other Areas described herein.

Nothing in this Subsection C. is intended to affect the land uses for Areas M-1 and M-2 described in Exhibit B.

Section 6. Prohibited Annexations or Disconnections

Each municipality shall actively oppose any attempt to effectuate a voluntary or involuntary annexation or disconnection initiated by a third party to have territory annexed to its respective municipality which annexation would have the effect of changing the boundaries established under this Agreement.

Section 7. Statutory Objections

This Agreement shall not be construed so as to limit or adversely affect the right of either municipality to file a statutory objection to proposed rezonings that have been presented to the corporate authorities of Lake County and that are within one and one-half miles of its corporate limits.

Section 8 Notification

Upon receipt by either Village of an annexation, disconnection or zoning petition or proposal or inquiry on the properties included herein, that Village shall as early as possible, notify the other Village, in writing, of said proposal/petition, but in no event later than two (2) business days before the first meeting of said Village when the petition/proposal is discussed or within seven (7) days of an inquiry, whichever occurs earlier.

Section 9. Annexation of Roadways

For territory that has been annexed by either municipality prior to the date of this Agreement, then the roadway shall be deemed to be located within the municipality to which the roadway has been annexed either by ordinance or by operation of state law (Chapter 65, ILCS, Section 5/7-1-1). For unincorporated territory that is located on either side of the boundary line and that will be annexed to the designated municipality in the future, the roadway shall be deemed to be located within the municipality that first annexes its respective territory adjacent to the roadway. The boundary line set by this Agreement shall be deemed to have been amended accordingly without further action by either municipality.

Section 10. Waiver of Annexation Challenges

Each municipality agrees that it waives any right to challenge or otherwise contest the validity of any annexation the other municipality has effected, is effecting, or will effect in the future for territory located within the other municipality's designated areas as depicted in Exhibit "A" and Exhibit "B".

Section 11. Amendment of Agreement

Neither Buffalo Grove nor Lincolnshire shall either directly or indirectly seek any modification of this Agreement through court action, and this Agreement shall remain in full force and effect until amended or changed by the mutual agreement of the corporate authorities of both municipalities.

Section 12. Severability

If any provisions of this Agreement shall be declared invalid for any reason, such invalidation shall not affect other provisions of this Agreement which can be given effect without the invalid provisions and to this end the provisions of this Agreement are to be severable.

Section 13. Duration of Agreement

This Agreement shall be in full force and effect for a period of twenty (20) years from the date hereof and shall be automatically renewed thereafter for successive five (5) year terms unless either party serves written notice upon the other party not less than 180 days prior to the scheduled expiration of the initial term or renewal thereof of its desire that this Agreement not be so renewed.

Section 14. Applicable Law and Recording Requirements

This Agreement shall be construed in accordance with the laws of the State of Illinois and shall be published by the respective municipalities and recorded or filed with the Lake County Recorder and the Cook County Recorder.

Section 15. Litigation

If either Village successfully enforces the provisions of this Agreement against the other Village by judicial proceedings, the prevailing party shall be reimbursed for all costs of litigation, including reasonable attorneys' fees and court costs, by the losing Village. If litigation should be initiated by any third party challenging this Agreement, or any application thereof to any person or territory, the expenses of defending such litigation shall be shared equally by the two Villages.

The defense of such litigation and the choice of attorneys shall be controlled by the Village whose annexation is being challenged or from whose territory land is to be disconnected. In the event the other Village desires to engage additional counsel to defend such litigation it shall be at its own expense. Venue for all litigation related to or arising out of this Agreement shall be in Lake County, Illinois.

Section 16. Notice and Service

Any notice hereunder from either party hereto to the other party shall be in writing and shall be served by certified mail, postage prepaid, return receipt requested addressed as follows:

To Buffalo Grove: Village of Buffalo Grove
50 Raupp Boulevard
Buffalo Grove, Illinois 60089
Attn: Village Manager

To Lincolnshire: Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, Illinois 60069
Attn: Village Manager

or to such persons or entities and at such address as either party may from time to time designate by notice to the other party. Notice shall be deemed received on the third business day following deposit in the U.S. Mail in accordance with this Section.

Section 17. Adoption of Ordinances

The parties agree that this Agreement shall be adopted by ordinance approved by the corporate authorities of each municipality.

IN WITNESS WHEREOF, the parties hereto have caused the execution of this Agreement by their duly authorized officers as of the 23rd day of May, 2005.

Village of Lincolnshire

Village of Buffalo Grove

BY: Brett Walsh
Mayor

BY: Elliot Heston
Village President

Attest: _____
Village Clerk

Attest: Janet M. Sudaian
Village Clerk

F:\Buffalo Grove\boundary Line Agreement\Lincolnshire\Boundary Agreement (4-26-05) Clean .doc

NORTH



Prepared by the Village of Buffalo Grove – Division of Planning Services, 4/27/05
All area calculations are approximate and rounded to the nearest one acre interval.

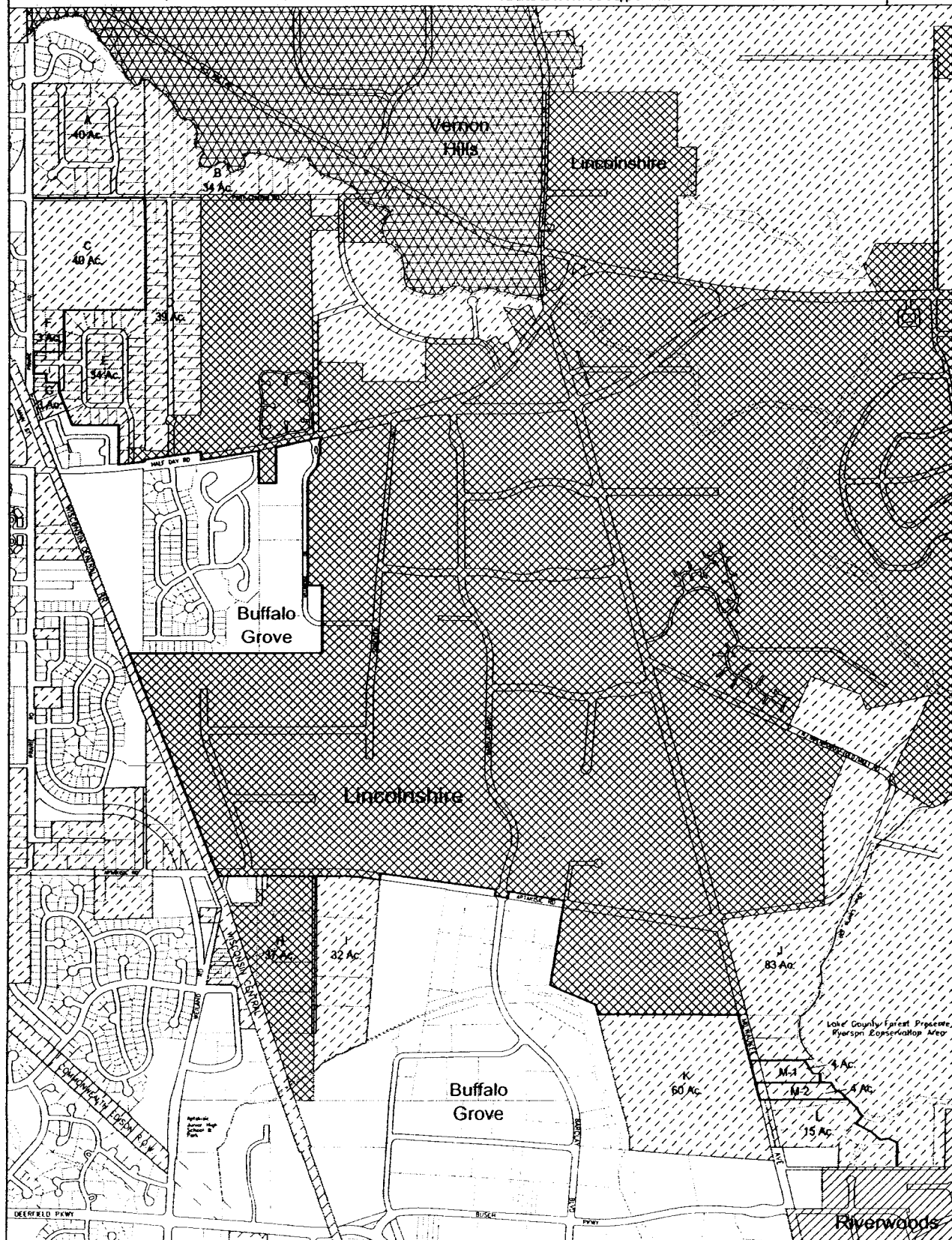


Exhibit B -- Buffalo Grove & Lincolnshire Boundary & Planning Agreement

Area Description & Land Use

Village of Buffalo Grove

Area		Acreage ¹	Description	Land Use/Zoning District ²
C	+	40 Ac.	Standliff Property	Single Family Detached, 2 Units / Acre
F	+	3 Ac.	Prairie Road / Opposite Roslyn Woods	Single Family Detached, 2 Units / Acre
G	+	3 Ac.	Prairie Road / North of Noah's Landing	Single Family Attached, 6 Units / Acre
H	+	37 Ac.	Industrial Drive / Dick's Crane Service	Office & Research / Industrial
I	+	32 Ac.	Peerless / Cole Wire / Laidlaw	Office & Research / Industrial
K	+	60 Ac.	Land & Lakes / West Milwaukee Avenue	B1/B2/B3/B4 or Recreational / Open Space
L	+	15 Ac.	Cowhey / East of Milwaukee Avenue	B1/B2/B3/B4 or Recreational / Open Space
		190 Ac.		

Village of Lincolnshire

Area		Acreage ¹	Description	Land Use/Zoning District ²
A	+	40 Ac.	Meadows of Prairie View Subdivision	Single Family Detached, 2 Units / Acre
B	+	34 Ac.	East of the Meadows / North of Port Clinton Road	Single Family Detached, 2 Units / Acre
D	+	39 Ac.	Prairie Ridge Subdivision (Apple Hill Lane)	Single Family Detached, 2 Units / Acre
E	+	34 Ac.	Kris View Acres Subdivision	Single Family Detached, 2 Units / Acre
H	-	37 Ac.	Industrial Drive / Dick's Crane Service	Office & Research / Industrial
J	+	83 Ac.	Boznos / East Milwaukee Avenue	B1/B2 or Recreational / Open Space
		193 Ac.		

Flex Parcels

Area		Acreage ¹	Description	Land Use ²
M-1	+	4 Ac.	PIN # 15-26-100-030 & PIN # 15-26-100-040	Lincolnshire - Commercial / Parking / Open Space Buffalo Grove - Commercial / Transfer Station / Open Space
M-2	+	4 Ac.	PIN # 15-26-100-035	Lincolnshire - Commercial / Parking / Open Space Buffalo Grove - Commercial / Transfer Station / Open Space
		8 Ac.		

¹ All area calculations are approximate and rounded to the nearest one acre interval.

² Notwithstanding any mixed uses allowed by each party's zoning code, no residential uses are permitted except where expressly described herein.



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 9.a. O-2024-0107

Ordinance Authorizing the Village Manager to Purchase a New Fire Department Squad from LDV Custom Specialty Vehicles Utilizing the Houston Galveston Purchasing Cooperative.

Contacts

Liaison: Trustee Cesario

Staff: Lawrence Kane

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve an ordinance purchasing one (1) squad from LDV Custom Specialty Vehicles in accordance with the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.) in a total amount not to exceed \$441,000, subject to the final review and approval of the Village Attorney.

Summary

Recommendation

Staff recommends the purchase of one (1) squad from LDV Custom Specialty Vehicles in accordance with the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.) in a total amount not to exceed \$441,000. This amount includes a 5% contingency and costs for upfitting.

Background

The Buffalo Grove Fire Department operates one squad vehicle that is used as a multi-purpose vehicle carrying dive rescue equipment, hazardous materials response supplies, an air cascade for refilling self-contained breathing apparatus and a multitude of specialized rescue tools as well as medical equipment. The current vehicle (Unit 246) is a 2005 Marion with 24,839 miles and 3,516 engine hours. Although this vehicle has served the fire department effectively, the response landscape as well as the mission of the fire department has evolved since 2005. In addition, this vehicle is beyond its scheduled replacement cycle of 20 years based on a 14-month expected build time of a new squad.

Based on the evolution in emergency response as well as continually evaluating our department's goals and efficiency, our apparatus committee was tasked with evaluating

multiple options for replacement. After multiple meetings, it was decided to purchase a smaller vehicle which could be outfitted for rapid response rescue and medical scenarios while still carrying gear for firefighting. The vehicle's size will make it more maneuverable than the current squad as well as create a vehicle that is more efficient to operate.

Due to the complexity of the buildout as well as vehicle modifications as the vehicle is built, staff is requesting that an additional 5% contingency be calculated into the final not to exceed amount. This contingency will be held by the Village and only spent if necessary modifications to the vehicle are required and are authorized by the Village Manager.

Financial Analysis

The cost of the vehicle is \$412,185. When factoring a 5% contingency (\$20,609.25) plus \$8,205.75 for upfitting, the total amount is \$441,000. This purchase is a planned purchase and is currently programmed for the 2024 and 2025 CIP vehicle replacement schedule. This vehicle was deferred from the original replacement schedule by one year.

Strategic Alignment

Guiding Principle

Principle 1: Financially Responsible and Sound

Principle 2: Outstanding Village Services

Principle 3: Plan and Invest in the Future

Principle 4: High Performing Village Team

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

Goal 2: Enhanced, beautiful, safe and sustainable neighborhoods

Goal 3: Strengthened Buffalo Grove community identity and pride

Goal 4: Vibrant and innovative community: leading edge

File Attachments

1. Draft Ordinance - 10-16-24 Squad Ordinance
2. LDV Quotes for Squad
3. AM10-23 Att A LDV Inc





ORDINANCE 2024-xxx

AN ORDINANCE Authorizing the Purchase of a Squad through the Houston Galveston Purchasing Cooperative from LDV Custom Vehicles.

WHEREAS the Village of Buffalo Grove is a home rule unit pursuant to the Illinois Constitution of 1970; and

WHEREAS the Village of Buffalo Grove requires a replacement squad; and

WHEREAS the Village of Buffalo Grove will make this purchase in accordance with the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.)..

NOW THEREFORE BE IT ORDAINED by the President and Board of Trustees of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2. The Village Manager is authorized to purchase a squad from LDV Custom Specialty Vehicles, through the Houston Galveston Purchasing Cooperative contract AM10-23, at a price not to exceed \$441,000.00.

SECTION 3. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Ordinance.

SECTION 4. This Ordinance shall be in full force and effect from and after its passage and approval and shall not be codified.

AYES: _____
NAYES: _____
ABSENT: _____
PASSED: _____, 2024
APPROVED: _____, 2024
PUBLISHED: _____, 2024

ATTEST:

APPROVED:

Janet M. Sirabian, Village Clerk

Eric N. Smith, Village President

DRAFT



LDV, Inc.
180 Industrial Dr,
Burlington, WI 53105
Phone: +1 (262) 763-0147
Fax: +1 (262) 767-2529

Invoice #: 10242024
Invoice Date: 10/24/2024
Page: 1
Salesperson: NP/EP

Village of Buffalo Grove Fire Department
1051 Highland Grove Drive
Buffalo Grove, IL 60089

INVOICE

[illegible]

Please Remit Payment to:
LDV, Inc.
180 Industrial Dr,
Burlington, WI 53105
Attn: Accounting Dept.

Please note: All returns must have a Return Merchandise (RMA) Number.
Prior to returning goods to LDV, please call 1-800-558-5986 for an RMA number.

ALL RETURNS MUST BE MADE WITHIN 30 DAYS



Fax: +1 (262) 767-2529

Invoice Date: 10/24/2024

Page: 1

Salesperson: NP/EP

Buffalo Grove, IL 60089

INVOICE

[illegible]

****Note: Invoices paid by credit card will incur a 3% transaction fee.**

Total:	\$ 344,185.00
---------------	----------------------

WI Sales Tax:

Invoice Total:	\$ 344,185.00
-----------------------	----------------------

Terms: Upon Receipt

Attn: Accounting Dept.

Please note: All returns must have a Return Merchandise (RMA) Number.
Prior to returning goods to LDV, please call 1-800-558-5986 for an RMA number.

ALL RETURNS MUST BE MADE WITHIN 30 DAYS

		CONTRACT PRICING WORKSHEET For MOTOR VEHICLES Only		Contract No.: AM10-23	Date Prepared: 10/16/2024
This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both the PO and the Worksheet <u>MUST</u> be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.					
Buying Agency: Buffalo Grove FD (IL)	Contractor: LDV Inc.				
Contact Person: Scott Wood	Prepared By: Jake Brever				
Phone: 847-899-3861	Phone: 262-757-2446				
Fax:	Fax: 262-767-2529				
Email: swood@vbg.org	Email: jbrever@ldvusa.com				
Product Code: C22EEQ-33732	Description: 4x4 Crew cab diesel 19,500 lb GVW chassis with all-aluminum welded 12' body. Includes NEPA treadplate roof. Class IV receiver hitch. Custom running boards and				
A. Product Item Base Unit Price Per Contractor's H-GAC Contract:					\$ 444,619.03
B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable. (Note: Published Options are options which were submitted and priced in Contractor's bid.)					
Description	Cost	Description	Cost		
Qty.-1 Extend front bumper for winch mounting. Available	\$ (2,974.71)		\$ -		
Qty.-1 9,000 lb winch with fairlead. Available on all model	\$ (4,261.28)		0		
Qty.-1 Cradle for winch, front/rear hitch mount. Available	\$ (726.10)		0		
Qty.-2 Exterior 20A-125Vac GFCI duplex receptacle with	\$ (371.72)		0		
Qty.-1 Inverter/charger 2800 watt. Available on all model	\$ (4,785.15)		0		
Qty.-5 12vdc 15 amp interior outlet. Available on all model	\$ (760.75)		0		
0	\$ -		0		
0	\$ -		0		
0	\$ -		0		
0	\$ -		0		
0	\$ -		0		
0	\$ -		0		
0	\$ -		0		
		Subtotal From Additional Sheet(s):	0		
		Subtotal B:	-13879.71		
C. Customization Category Totals - Itemize below / attach additional sheet(s) if necessary. (Note: Customization Category amounts are items which were not submitted and priced in Contractor's bid.)					
Description	Cost	Description	Cost		
Chassis Customizations - Delete custom running boards	\$ (3,739.00)	Exterior Compartment Customizations - Delete Tool box	\$ (1,225.32)		
Paint Customizations - Delete Zolatone coating	\$ (6,758.00)	Subtotal From Additional Sheet(s):		\$ -	
DC Electrical Customizations - Delete pole lights	\$ (7,832.00)	Subtotal C:		\$ (19,554.32)	
Check: Total cost of Customization Categories (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B).		For this transaction the percentage is:		-5%	
D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)					
Quantity Ordered:	1	X	Subtotal of A + B + C:	411185	=
			Subtotal D:	411185	
E. H-GAC Order Processing Charge (Amount Per Current Policy)				Subtotal E:	\$ 1,000.00
F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges					
Description	Cost	Description	Cost		
		Subtotal F:	0		
Delivery Date: TBD with PO		G. Total Purchase Price (D+E+F):		412185	



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 9.b. O-2024-0108

Ordinance Authorizing Execution of an Agreement with Fredrick Quinn Corporation for Construction Management and Supervision Services, Waiver of Bids and Authorization to Execute Multiple Construction Contracts.

Contacts

Liaison: Trustee Cesario

Staff: Lawrence Kane

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve an Ordinance authorizing the Village Manager to execute a contract with Fredrick Quinn Construction Management (FQC) to provide construction management and supervision services in an amount not to exceed \$48,700, waiver of bids, and authorization allowing Frederick Quinn Corporation, subject to the review and approval by the Village Manager, the ability to execute multiple construction contracts for the Temporary Fire Station, not to exceed a total of \$275,000.00, in accordance with the terms and conditions of this Ordinance. The combined total expenditure shall not exceed \$323,700 and shall be subject to the final review and approval by the Village Attorney.

Summary

Background

In preparation for the rebuild of Fire Station 25, the former public works facility needs to be changed into a temporary fire station. The reuse will accommodate the fire department for both the rebuild of Fire Station 25 and the remodel of Fire Station 26. The facility has been evaluated, and it has been agreed that a value-based approach will be used to convert the facility into an operational fire station with an expected timeline of 2-4 years of use.

Additional information can be found in the attached memorandum.

Strategic Alignment

Guiding Principle

Principle 1: Financially Responsible and Sound

Principle 2: Outstanding Village Services

Principle 3: Plan and Invest in the Future

Principle 7: Builds Our Community

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

Goal 2: Enhanced, beautiful, safe and sustainable neighborhoods

Goal 3: Strengthened Buffalo Grove community identity and pride

Goal 4: Vibrant and innovative community: leading edge

File Attachments

1. BOT Memo FQC Contract
2. DRAFT Ordinance - Temp Fire Station
3. Temporary Fire Station Buildout Agreement REVISED
4. 23-3637.01_BuffaloGroveFPD_TempStation-IFC-1004-COMBINED





MEMORANDUM

DATE: October 28, 2024
TO: Village Manager Dane Bragg
FROM: Fire Chief Lawrence J. Kane
SUBJECT: Construction Management Authorization Temporary St. 25

RECOMMENDATION

Staff recommends approval of an Ordinance authorizing the Village Manager to execute a contract with Fredrick Quinn Construction Management (FQC) to provide construction management and supervision services in an amount not to exceed \$48,700, waiver of bids, and authorization allowing Frederick Quinn Corporation, subject to the review and approval by the Village Manager, the ability to execute multiple construction contracts for the Temporary Fire Station, not to exceed a total of \$275,000.00, in accordance with the terms and conditions of this Ordinance. The combined total expenditure shall not exceed \$323,700.

BACKGROUND

In preparation for the rebuild of Fire Station 25, the former public works facility needs to be changed into a temporary fire station. The reuse will accommodate the fire department for both the rebuild of Fire Station 25 and the remodel of Fire Station 26. The facility has been evaluated and it has been agreed that a value-based approach will be used to convert the facility into a useable fire station with an expected timeline of 2-4 years of use.

ANALYSIS

FQC will provide construction management services for the reuse of the facility. Services include construction supervision, estimating, procurement, contract selection and authorization (pending Village Manager approval), provide cost summaries, oversee punch list completion, etc. FQC estimates the below tentative schedule pending construction document completion in October 2024:

- November 2024: Procure contractor pricing
- Mid December 2024: Construction begins
- February 2025: Expected completion

As part of the request, the Village is seeking a waiver of bids and allow FQC the ability to solicit proposals to complete the required work. FQC will seek out the most responsible and appropriate contractors for the trade scope and will solicit a minimum of three bids in each area. The Village Manager will review and approve the bids prior to FQC executing the construction contracts for the temporary fire station in an amount not to exceed \$275,000.00.

The combined expenditure, inclusive of a 10% contingency for the construction contracts and FQC's fees, shall not exceed \$323,700.00, pending Village attorney review and approval.

FINANCIAL IMPACT

Pending Village Board authorization of the attached agreement, FQC will be paid \$48,700.00 for construction management services. In addition, construction contracts will be paid in an amount not to exceed \$275,000.00 (inclusive of a 10% contingency). The total not to exceed amount for this agreement will be \$323,700.00. This amount was programmed in the 2024 construction design budget for Station 25 in the Facilities budget, #150.75.560.30.

NEXT STEPS

Pending Village Board approval and legal review, the Village Manager will be authorized to enter into an agreement with Fredrick Quinn Construction for the construction management and contractor selection for the temporary Station 25 facility.

APPENDICES

- a. Exhibit A: 10-25-24 FQC Services Temp. 25



ORDINANCE 2024-xxx

AN ORDINANCE AUTHORIZING EXECUTION OF AN AGREEMENT WITH FREDERICK QUINN CORPORATION FOR CONSTRUCTION MANAGEMENT & SUPERVISION SERVICES, WAIVER OF BIDS, AND AUTHORIZATION TO EXECUTE MULTIPLE CONSTRUCTION CONTRACTS

WHEREAS the Village of Buffalo Grove is a home rule unit pursuant to the Illinois Constitution of 1970; and

WHEREAS the Village sought out companies qualified to provide the requested services and materials for the temporary Fire Station at 51 Raupp Blvd; and

WHEREAS pursuant to an agreement, Frederick Quinn Corporation will solicit and procure competitive price proposals from at least three trade contractors in each trade bid package to obtain the best value for money.

NOW THEREFORE BE IT ORDAINED by the President and Board of Trustees of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Ordinance as if fully set forth herein.

SECTION 2. The Village Manager is authorized to execute an agreement with Frederick Quinn Corporation for Construction Management & Supervision Services in an amount not to exceed \$48,700.00. Furthermore, the Village Board authorizes the waiving of competitive bidding and gives the Frederick Quinn Corporation authorization, subject to the review and approval by the Village Manager, to execute multiple construction contracts for the Temporary Fire Station, not to exceed a total of \$275,000.00, in accordance with the terms and conditions of this Ordinance. The combined expenditure, inclusive of a 10% contingency for the construction contracts, shall not exceed \$323,700.00, pending final review and approval by the Village Attorney.

SECTION 3. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any other provision of this Ordinance.

SECTION 4. This Ordinance shall be in full force and effect from and after its passage and approval and shall not be codified.

AYES: _____
NAYES: _____
ABSENT: _____
PASSED: _____, 2024
APPROVED: _____, 2024
PUBLISHED: _____, 2024

ATTEST:

APPROVED:

Janet M. Sirabian, Village Clerk

Eric N. Smith, Village President

DRAFT

VILLAGE OF BUFFALO GROVE
PROFESSIONAL SERVICES AGREEMENT
TEMPORARY FIRE STATION BUILDOUT

THIS AGREEMENT is dated as of the _____ day of _____ 20__ (**"Agreement"**) and is by and between the **VILLAGE OF BUFFALO GROVE**, an Illinois home rule municipal corporation (**"Village"**) and the Consultant identified in Subsection 1A below.

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in this Agreement, and pursuant to the Village's statutory and home rule powers, the parties agree as follows:

SECTION 1. CONSULTANT.

A. Engagement of Consultant. The Village desires to engage the Consultant identified below to provide all necessary professional consulting services and to perform the work in connection with the project identified below:

Company: Fredrick Quinn Corporation ("Consultant")
Street: 103 S. Church St
City, State, Zip: Addison, IL 60101
Telephone: 630-628-8500
Email: jhayes@fquinncorp.com

B. Project Description. The Consultant shall provide **Construction Management & Supervision** Services for the Village of Buffalo Grove as detailed in Exhibit B.

C. Representations of Consultant. The Consultant has submitted to the Village a description of the services to be provided by the Consultant, a copy of which is attached as Exhibit B to this Agreement ("Services"). The Consultant represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the professional consulting services set forth in Exhibit B in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

SECTION 2. SCOPE OF SERVICES.

- A. **Retention of the Consultant.** The Village retains the Consultant to perform, and the Consultant agrees to perform, the Services.
- B. **Services.** The Consultant shall provide the Services pursuant to the terms and conditions of this Agreement.
- C. **Commencement.** Time of Performance. The Consultant shall commence the Services immediately upon receipt of written notice from the Village that this Agreement has been fully executed by the Parties (the "Commencement Date"). The Consultant shall diligently and continuously prosecute the Services until the completion of the Work.,
- D. **Reporting.** The Consultant shall regularly report to the Public Works Director ("Director"), or his/her designee, regarding the progress of the Services during the term of this Agreement.

SECTION 3. COMPENSATION AND METHOD OF PAYMENT.

- A. **Agreement Amount.** The total amount billed for the Services during the term of this Agreement shall not exceed the amount identified in the Schedule of Prices section in Exhibit A, unless amended pursuant to Subsection 8A of this Agreement.
- B. **Invoices and Payment.** The Firm shall submit invoices to the Village for all Services and subcontractor services monthly. The Invoices shall be in a Village approved and itemized format for those portions of the Services performed and completed by the Firm. The amount billed in any such invoice shall be based on the method of payment set forth in Exhibit B. The Village shall pay to the Firm the amount billed pursuant to the Illinois Local Government Prompt Payment Act (50 ILCS 505/1 et seq.)
- C. **Records.** The Consultant shall maintain records showing actual time devoted and costs incurred and shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under the Agreement. The records shall be made available to the Village at reasonable times during the Agreement period, and for three years after the termination of the Agreement.
- D. **Claim In Addition to Agreement Amount.** if the Consultant wishes to make a claim for additional compensation as a result of action taken by the Village, the Consultant shall provide written notice to the Village of such claim within 7 calendar days after occurrence of such action as provided by Subsection 8.D. of this Agreement, and no claim for additional compensation shall be valid unless made in accordance with this Subsection. Any changes in this Agreement Amount shall be valid only upon written amendment pursuant to Subsection 8.A. of this Agreement. Regardless of the decision of the Village relative to a claim submitted by the Consultant, the Consultant shall proceed with all of the Services required to complete the project under this Agreement as determined by the Village without interruption.

SECTION 3. COMPENSATION AND METHOD OF PAYMENT (cont.)

- E. **Taxes, Benefits and Royalties.** The Agreement Amount includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by consultant.
- F. **Final Acceptance.** The Services, or, if the Services are to be performed in separate phases, each phase of the Services, shall be considered complete on the date of final written acceptance by the Village of the Services or each phase of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed.

SECTION 4. PERSONNEL SUBCONTRACTORS.

- A. **Key Project Personnel.** The Key Project Personnel identified in Exhibit B shall be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel shall not be changed without the Village's prior written approval.
- B. **Availability of Personnel.** The Consultant shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. The Consultant shall notify the Village as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant shall have no claim for damages and shall not bill the Village for additional time and materials charges as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassigning, or resignation.

SECTION 4. PERSONNEL SUBCONTRACTORS (cont.)

- C. **Approval and Use of Subcontractors.** The Consultant shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by the Village in writing. All subcontractors and subcontracts used by the Consultant shall be acceptable to, and approved in advance by, the Village. The Village's approval of any subcontractor or subcontract shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by the Agreement. All Services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" shall be deemed also to refer to all subcontractors of the Consultant, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.
- D. **Removal of Personnel and Subcontractors.** If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the Village, the Consultant shall immediately upon notice from the Village remove and replace such personnel or subcontractor. The Consultant shall have no claim for damages, for compensation in excess of the amount contained in this Agreement of for a delay or extension of the Time of Performance as a result of any such removal or replacement. The Firm shall employ competent staff and shall discharge, at the request of the Village Manager, any incompetent, unfaithful, abusive or disorderly staff or subcontractor in its employ.

SECTION 5. CONFIDENTIAL INFORMATION.

- A. **Confidential Information.** The term "Confidential Information" shall mean information in the possession or under the control of the Village relating to the technical, business or corporate affairs of the Village; Village property; user information, including, without limitation, any information pertaining to usage of the Village's computer system, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. Village Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Consultant from a source other than the Village prior to the time of disclosure of said information to the Consultant under this Agreement ("Time of Disclosure"); (ii) to have been in the public domain prior to the Time of Disclosure; (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Consultant or the Village; or (iv) to have been supplied to the Consultant after the Time of Disclosure without restriction by a third party who is under no obligation to the Village to maintain such information in confidence.
- B. **No Disclosure of Confidential Information by the Consultant.** The Consultant acknowledges that it shall, in performing the Services for the Village under this Agreement, have access to or be directly or indirectly exposed to Confidential Information. The Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without express prior written consent of the Village. The Consultant shall use reasonable measures at least as strict as those the Consultant uses to protect its own confidential information. Such measures shall include, without limitation, requiring employees and subcontractors of the Consultant to execute a non-disclosure agreement before obtaining access to Confidential Information.

SECTION 6. WARRANTY; INDEMNIFICATION; INSURANCE

- A. **Warranty of Services.** The Consultant warrants that the Services shall be performed in accordance with the highest standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in existence at the Time of Performance, The warranty expressed shall be in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto the Village.
- B. **Indemnification.** The Consultant shall, without regard to the availability or unavailability of any insurance, either of the Village or the Consultant, indemnify, save harmless, and defend the Village, and its officials, employees, agents, and attorneys against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, that arise, or may be alleged to have arisen, out of or in connection with, the Consultant's performance of, or failure to perform, the Services or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of the Consultant, except to the extent caused by the sole negligence of the Village.
- C. **Insurance.** Contemporaneous with the Consultant's execution of this Agreement, the Consultant shall provide certificates and policies of insurance, all with coverages and limits acceptable to the Village, and evidencing at least the minimum insurance coverages and limits as set forth in Exhibit C to this Agreement. For good cause shown, the Public Works Director ("Director") may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as the Director may impose in the exercise of his sole discretion. Such certificates and policies shall be in a form acceptable to the Village and from companies with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Such insurance policies shall provide that no change, modification in, or cancellation of, any insurance shall become effective until the expiration of 30 calendar days after written notice thereof shall have been given by the insurance company to the Village. The Consultant shall, at all times during the term of this Agreement, maintain and keep in force, at the Consultant's expense, the insurance coverages provided above, including, without limitation, at all times while correcting any failure to meet the warranty requirements of Subsection 6.A., Warranty of Services, of this Agreement.
- D. **No Personal Liability.** No elected or appointed official, agent, or employee of the Village shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement.

SECTION 7. CONSULTANT AGREEMENT GENERAL PROVISIONS.

- A. **Relationship of the Parties.** The Consultant shall act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement shall be construed (i) to create the relationship of principal and agent, employer and employee, partners, or joint ventures between the Village and Consultant; or (ii) to create any relationship between the Village and any subcontractor of the Consultant.
- B. **Conflict of Interest.** The Consultant represents and certifies that, to the best of its knowledge, (1) no Village employee or agent is interested in the business of the Consultant or this Agreement; (2) as of the date of this Agreement neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant shall at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.
- C. **No Collusion.** The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 et seq. of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq. The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant shall be liable to the Village for all loss or damage that the Village may suffer, and this Agreement shall, at the Village's option, be null and void.
- D. **Sexual Harassment Policy.** The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 512-105(A)(4).
- E. **Termination.** Notwithstanding any other provision hereof, the Village may terminate this Agreement, without cause, at any time upon 15 calendar days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in Exhibit B.
- F. **Term.** The Term of this agreement shall be for 18 months from the date of award.

SECTION 7. CONSULTANT AGREEMENT GENERAL PROVISIONS (cont.)

- G. **Compliance with Laws and Grants.** Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall also comply with all conditions of any federal, state, or local grant received by Owner or Consultant with respect to this Agreement or the Services.

Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part thereof.

Every provision of law required by law to be inserted into this Agreement shall be deemed to be inserted herein.

- H. **Default.** if it should appear at any time that the Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement ("Event of Default"), and fails to cure any such Event of Default within fourteen (14) calendar days after the Consultant's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:
1. **Cure by Consultant.** The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement.
 2. **Termination of Agreement by Village.** The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement.
 3. **Withholding of Payment by Village.** The Village may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Consultant or as a result of actions taken by the Village in response to any Event of Default by the Consultant.

SECTION 7. CONSULTANT AGREEMENT GENERAL PROVISIONS (cont.)

- I. **No Additional Obligation.** The Parties acknowledge and agree that the Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant or with any vendor solicited or recommended by the Consultant.
- J. **Village Board Authority.** Notwithstanding any provision of this Agreement, any negotiations, or agreements with, or representations by the Consultant to vendors shall be subject to the approval of the Village Board of Trustees. The Village shall not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Village Board of Trustees.
- K. **Mutual Cooperation.** The Village agrees to cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with such confidential and non-confidential information that the Village may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the Village in the performance of the Services to complete the Work and with any other consultants engaged by the Village.
- L. **News Releases.** The Consultant shall not issue any news releases or other public statements regarding the Services without prior approval from the Director. Nothing Herein shall limit the Firm's right to identify the Village as a client of the Firm or from disclosing matters arising from the relationship between the Village and the Firm that are subject to disclosure under the Illinois Freedom of Information Act, (5 ILCS 140, et seq)
- M. **Ownership.** Designs, drawings, plans, specifications, photos, reports, information, observations, records, opinions, communications, digital files, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement ("Documents") shall be and remain the exclusive property of the Village. At the Village's request, or upon termination of this Agreement, the Consultant shall cause the Documents to be promptly delivered to the Village, in original format or a suitable facsimile acceptable to the Village
- N. **Favorable Terms.** Consultant represents that all of the benefits and terms granted by Firm herein are at least as favorable as the benefits and terms granted by Firm to Illinois Home Rule Municipalities

Should consultant enter into any subsequent agreement with any Illinois Home Rule Municipalities, during the term of this Agreement, which provides for benefits or terms more favorable than those contained in this Agreement, including all exhibits to this Agreement, then this Agreement shall be deemed to be modified to provide the Village with those more favorable benefits and terms.

Consultant shall notify the Village, in writing, promptly of the existence of such more favorable benefits and terms and the Village shall have the right to receive the more favorable benefits and terms immediately. If requested in writing by the Village, consultant shall amend this Agreement to contain the more favorable terms and conditions.

SECTION 7. CONSULTANT AGREEMENT GENERAL PROVISIONS (cont.)

- O. **Joint Purchasing/Purchasing Extension.** The purchase of goods and services pursuant to the terms of this Agreement shall also be offered for purchases to be made by other Village, as authorized by the Governmental Joint Purchasing Act, 30 ILCS 525/0.01, et seq. (the “Act”). All purchases and payments made under the Act shall be made directly by and between each municipality and the Consultant. The Consultant agrees that the Village shall not be responsible in any way for purchase orders or payments made by the other Village. The Consultant further agrees that all terms and conditions of this Agreement shall continue in full force and effect as to other Village during the extended term of this Agreement.

The Consultant and the other Village may negotiate such other and further terms and conditions to this Agreement (“Other Terms”) as individual projects may require. In order to be effective, Other Terms shall be reduced to writing and signed by a duly authorized representative of both the Consultant and the other municipality.

The Consultant shall provide other Village with all documentation as required in the Request for Qualifications, and as otherwise required by the Village including, but not limited to:

- Certificate of insurance naming each additional municipality as an additional insured

SECTION 8. GENERAL PROVISIONS.

- A. **Amendment.** No amendment or modification to this Agreement shall be effective unless and until such amendment or modification is in writing, properly approved in accordance with applicable procedures, and executed.
- B. **Assignment.** This Agreement may not be assigned by the Village or by the Consultant without the prior written consent of the other party.
- C. **Binding Effect.** The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns

SECTION 8. GENERAL PROVISIONS (cont)

- D. **Notice.** Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail and deposited in the U.S. Mail, postage prepaid, (iv) by facsimile, or (v) by electronic Internet mail ("e-mail"). Facsimile notices shall be deemed valid only to the extent that they are (a) actually received by the individual to whom addressed and (b) followed by delivery of actual notice in the manner described in either (i), (ii), or (iii) above within three business days thereafter at the appropriate address set forth below. E-mail notices shall be deemed valid and received by the addressee thereof when delivered by e-mail and (a) opened by the recipient on a business day at the address set forth below, and (b) followed by delivery of actual notice in the manner described in either (i), (ii) or (iii) above within three business days thereafter at the appropriate address set forth below. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail. By notice complying with the requirements of this Subsection, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received. The provisions of this Section 8 D shall not control with respect to the manner of communications utilized by the consultant in rendering the Services.

Notices and communications to the Village shall be addressed to, and delivered at, the following address:

Village of Buffalo Grove ("Village")
50 Raupp Blvd.
Buffalo Grove, IL 60089
Attn: Dane Bragg
Email: dbragg@vbg.org
cc: pbrankin@schainbanks.com

With a copy to

Law Firm.
Street
City, State, Zip
Attention:
Email:

Notices and communications to the Consultant shall be addressed to, and delivered at, the following address:

Company: Fredrick Quinn Corporation ("Consultant")
Street: 103 S. Church St
City, State, Zip: Addison, IL 60101
Attention: Jack Hayes
Email: jhayes@fquinncorp.com

SECTION 8. GENERAL PROVISIONS (cont)

- E. **Third Party Beneficiary.** No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation other than the Consultant shall be made or be valid against the Village.
- F. **Provisions Severable.** If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
- G. **Time.** Time is of the essence in the performance of this Agreement.
- H. **Governing Laws.** This Agreement shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois. Venue shall be in Cook County, Illinois
- I. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Village and the Consultant with respect to the Request for Proposal.
- J. **Waiver.** No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.
- K. **Exhibit.** Exhibit, A, Exhibit B, and Exhibit C are attached hereto, and by this reference incorporated in and made a part of this Agreement. In the event of a conflict between the Exhibit and the text of this Agreement, the text of this Agreement shall control.
- L. **Rights Cumulative.** Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law
- M. **Counterpart Execution.** This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.
- N. **Calendar Days and Time.** Unless otherwise provided in this Contract, any reference in this Contract to “day” or “days” shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Contract falls on a Saturday, Sunday or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday or federal holiday.
- O. **No Waiver of Tort Immunity.** Nothing contained in this Agreement shall constitute a waiver by the Village of any right, privilege or defense available to the Village under statutory or common law, including, but not limited to, the Illinois Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 et seq., as amended.

SECTION 8. GENERAL PROVISIONS (cont)

- P. **Freedom of Information.** The Firm agrees to furnish all documentation related to the Contract, the Work and any documentation related to the Village required under an Illinois Freedom of Information Act (ILCS 140/1 et. seq.) ("FOIA") request within five (5) calendar days after the Village issues Notice of such request to the Firm. The Firm agrees to defend, indemnify and hold harmless the Village, and agrees to pay all reasonable costs connected therewith (including, but not limited to attorney's and witness fees, filing fees and any other expenses) for the Village to defend any and all causes, actions, causes of action, disputes, prosecutions, or conflicts arising from Firm's actual or alleged violation of FOIA or the Firm's failure to furnish all documentation related to a FOIA request within five (5) calendar days after Notice from the Village for the same. Furthermore, should the Firm request that the Village utilize a lawful exemption under FOIA in relation to any FOIA request thereby denying that request, Firm agrees to pay all costs connected therewith (such as attorneys' and witness fees, filing fees and any other expenses) to defend the denial of the request. This defense shall include, but not be limited to, any challenged or appealed denials of FOIA requests to either the Illinois Attorney General or a court of competent jurisdiction.

Acknowledgement.

The undersigned hereby represent and acknowledge that they have read the foregoing Agreement, that they know its contents, and that in executing this Agreement they have received legal advice regarding the legal rights of the party on whose behalf they are executing this Agreement, and that they are executing this Agreement as a free and voluntary act and on behalf of the named parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

VILLAGE OF BUFFALO GROVE

By: _____
Dane Bragg, Village Manager

Date: _____

Firm: FREDERICK QUINN CORPORATION

By: _____

Title: _____

Date: _____

Exhibit A.
Agreed Upon Pricing Structure

Exhibit A – Agreed Upon Pricing Structure

Compensation:

FQC proposes to provide construction supervision on a full-time basis during performance of the project. It is expected, based on the scope of work as we understand it, that the work will take from six to eight weeks to complete. Based on this understanding, FQC proposes to provide the services outlined in this proposal for the following fees:

- Preconstruction and Procurement: \$ 3,500 – fixed fee
- Supervision: \$ \$35,200 (Not to Exceed)
(Not to Exceed 40 hours/week at \$110/hour = \$35,200)
- CM Fee/Insurance/Closeout \$ 10,000 – fixed fee

FQC will invoice for our services and the trade contractor costs on a monthly basis in a manner consistent with the performance of work previously provided on the new Public Works Facility project.

Exhibit B.
Description of Work

October 25 2024

Mr. James Warnstedt
Deputy Public Works Director
Public Works Department
Village of Buffalo Grove
1650 Leider Lane
Buffalo Grove, IL 60089

TEMPORARY FIRE STATION BUILDOUT

Dear Jim:

This proposal letter is sent in response to your request to provide construction management services to modify the existing Public Works Facility for use as temporary housing and operations for the Fire Department. This proposal has been prepared to accompany the Village of Buffalo Grove Professional Services Agreement.

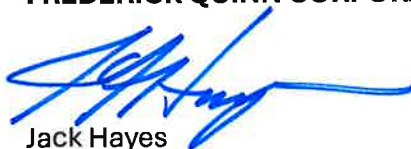
FQC proposes to provide construction management and supervision services for the work needed to renovate the existing Public Works Facility at 51 Raupp Boulevard in Buffalo Grove. Design services for the renovation are being provided by FGM Architects under contract to the Village. The direction provided by the Village for this work is to retain as much of the existing facility layout and infrastructure as possible, and to use "off the shelf" materials and supplies to the maximum extent possible (e.g., cabinetry, doors) to keep costs down. FQC has met with Village and FGM representatives, and is basing our proposed Description of Work and Pricing Structure on the agreed upon direction for the work from those meetings. Our understanding is that FGM will be providing updated drawings for the renovation by the end of October.

For purposes of clarity, we have divided the proposal into two parts; Exhibit A – Agreed Upon Pricing Structure and Exhibit B – Description of Work, as attachments to this proposal. The entire proposal, including this cover page as well as Exhibits A & B will become part of the Professional Services Agreement.

FQC appreciates the opportunity to continue our working relationship with the Village of Buffalo Grove and is excited to assist with this project. If you have any questions, please do not hesitate to contact me.

Respectfully submitted,

FREDERICK QUINN CORPORATION



Jack Hayes
President

Exhibit B – Description of Work

The following description of work is based upon direction provided by the Village and the results of various meetings regarding the project and facility walkthroughs of the existing public work facility.

Project Understanding:

The Village of Buffalo Grove seeks assistance with the construction management and supervision of work associated with converting the existing Public Works facility at 51 Raupp Blvd. into a temporary fire station. Following the move of Public Works into your new facility on Leider Lane, the existing facility will be used for a temporary fire station while Station No. 25 is re-built, and then subsequently while Station No. 26 is renovated and expanded. The intent is for the temporary station to be in service for approximately two years. The Village is currently working with FGM Architects for the design and engineering needed to identify the scope of the renovation work. It is expected that the scope will be minor in nature, include modest renovations needed to support living quarters, locker rooms, a kitchen, and the infrastructure required to support staff and the apparatus that will be housed at the temporary station. It is expected that the work will be of a residential type of construction, with the anticipated magnitude in the range of \$250,000.

Scope of Services:

Based on the discussions we have had with Village staff, FQC proposes to provide services needed to assist with project cost estimating and budgeting, procurement of competitive price proposals, project supervision in the field, and project administration through construction and closeout. Specifically, we have discussed the following:

- **Estimating:** FQC will develop one cost estimate based on drawings provided by FGM. These drawing are anticipated to be provided in October for this purpose.
- **Procurement:** FQC will solicit and procure competitive price proposals from at least three trade contractors in each trade bid package. The number of bid packages will be determined following receipt of design documents. FQC will conduct scope reviews with the low responsive/responsible proper and provide a recommendation for award to the Village.
- **Contracts:** FQC will, upon authorization from the Village, contract with the low awarded trade contractors using the same contract form, general conditions, certifications and front-end bidding requirements as utilized for the Public Works project, adjusted as needed for use on this project.
- **Project Cost Summary:** FQC will, following award, provide a Project Cost Summary, including all construction trade costs, FQC costs, allowances, General Requirements and Contingencies, for Village approval. This summary will be used throughout performance of the work to track project costs and the use of contingency.

October 25, 2024

Village of Buffalo Grove – Temp Fire Station

Description of Work Page 1 of 2

- **Contractor Change Orders:** The process for Village authorization of change orders will follow the same procedure FQC and the Village utilized for the new Public Works Facility project. In summary, that includes verbal discussion of the pending change order, a proposal from the trade contractors, which is then discussed and approved as part of a Budget Adjustment presented by FQC to the Village. Upon authorization of the Budget Adjustment, a contract change order to the trade contractor will be processed by FQC. Due to the small size of the project, and the short schedule, these various authorizations may be confirmed via email, with the corresponding formal paperwork to follow.
- **Supervision:** On-site construction management supervision will be provided for efficient and proper flow of work. It is expected that full-time, every day supervision will be required. Based on the preliminary design information provided, it is expected that the work will take approximately six to eight weeks to perform. If this is expected to change substantially, based on a change of scope or added work, FQC will advise the Village.
- **Owner provided items:** FQC will be responsible for work of the contract depicted on the FGM design documents and as contracted through the trade contractors. Owner provided items will not be coordinated by FQC.
- **Punch list:** FQC will manage completion of the punch list provided at completion of work by FGM.
- **Closeout:** Proper documentation of all records and warranty items will be required for a full and complete project. FQC will provide these services as part of this project.

Schedule:

FQC understands that the design documents will be complete in October, 2024, with procuring of trade contractor pricing to occur in November, 2024. Construction work will commence upon authorization of approved trade proposals and procurement of materials. It is expected that the design will specify “off-the-shelf” materials and supplies to minimize delays in lead time for construction, which will allow for construction to likely begin in mid - December 2024. Allowing six to eight weeks for renovation, plus Holidays, the renovation work is targeted for completion in early February 2025. A final project schedule will be provided following receipt and review of the design documents prepared by FGM.

EXHIBIT C. Insurance

Consultant shall procure and maintain, for the duration of the Contract and any maintenance period, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Consultant, his agents, representatives, employees or subcontractors.

A. Minimum Scope of Insurance: Coverage shall be at least as broad as:

Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Village of Buffalo Grove named as additional insured on a primary and non-contributory basis. This primary, non-contributory additional insured coverage shall be confirmed through the following required policy endorsements: ISO Additional Insured Endorsement CG 20 10 or CG 20 26 and CG 20 01 04 13

1. Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Village named as additional insured, on a form at least as broad as the ISO Additional Insured Endorsement CG 2010 and CG 2026
2. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."
3. Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

B. Minimum Limits of Insurance: Consultant shall maintain limits no less than:

1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.
2. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
3. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.

C. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as it respects the Village, its officials, agents, employees and volunteers; or the Consultant shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

D. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages:
 - a. The Village, its officials, agents, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, leased or used by the Consultant; or automobiles owned, leased, hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees and volunteers.
2. The Consultant's insurance coverage shall be primary and non-contributory as respects the Village, its officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the Village, its officials, agents, employees and volunteers shall be excess of Consultant's insurance and shall not contribute with it.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials, agents, employees and volunteers.
4. The Consultant's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Consultant shall be required to name the Village, its officials, employees, agents and volunteers as additional insureds
6. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.

E. All Coverages:

1. No Waiver. Under no circumstances shall the Village be deemed to have waived any of the insurance requirements of this Contract by any act or omission, including, but not limited to:
 - a. Allowing work by Consultant or any subcontractor to start before receipt of Certificates of Insurance and Additional Insured Endorsements.
 - b. Failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance and Additional Insured Endorsement received.
2. Each insurance policy required shall have the Village expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

F. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

G. Verification of Coverage

Consultant shall furnish the Village with certificates of insurance naming the Village, its officials, agents, employees, and volunteers as additional insured's and with original endorsements, affecting coverage required herein. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Village before any work commences. The Village reserves the right to request full certified copies of the insurance policies and endorsements.

The Certificate of Insurance shall state the Village of Buffalo Grove has been endorsed as an "additional insured" by the Vendor's insurance carrier. Specifically, this Certificate must include the following language: **"The Village of Buffalo Grove, and it's respective elected and appointed officials, employees, agents, consultants, attorneys and representatives, are, and have been endorsed, as an additional insured under the above reference policy number _____ on a primary and non-contributory basis for general liability and automobile liability coverage for the duration of the agreement term."**

H. Subcontractors

Consultant shall include all subcontractors as insured's under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverage's for subcontractors shall be subject to all of the requirements stated herein.

I. Assumption of Liability

The Consultant assumes liability for all injury to or death of any person or persons including employees of the Consultant, any subcontractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to the Contract.

J. Workers' Compensation and Employers' Liability Coverage

The insurer shall agree to waive all rights of subrogation against the Village of Buffalo Grove, its officials, employees, agents and volunteers for losses arising from work performed by Consultant for the municipality.

K. Failure to Comply

In the event the Consultant fails to obtain or maintain any insurance coverage's required under this contract, The Village may purchase such insurance coverage's and charge the expense thereof to the Consultant.

PROJECT:

BUFFALO GROVE FIRE DEPARTMENT - TEMPORARY STATION

51 RAUPP BLVD, BUFFALO GROVE, IL 60089

OWNER:

VILLAGE OF BUFFALO GROVE

1051 HIGHLAND GROVE DR, BUFFALO GROVE, IL 60089

ISSUANCE:

ISSUED FOR 100% CD - October 4th, 2024



FGMARCHITECTS

ARCHITECT

FGM Architects Inc.
1211 West 22nd Street, Suite 700
Oak Brook, Illinois 60523
Phone : 630.574.8300
Fax : 630.574.7070
www.fgmarchitects.com

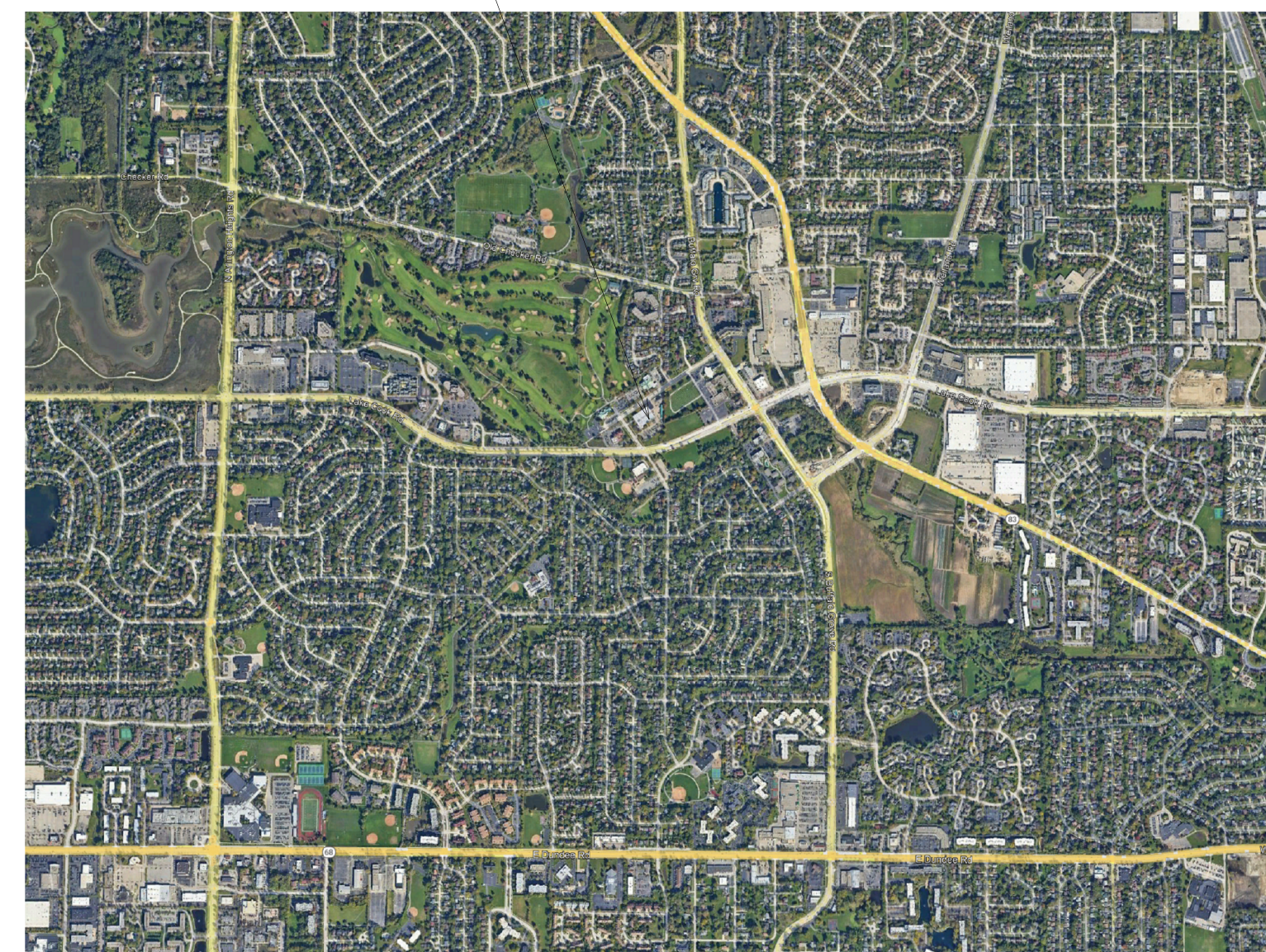
M.E.P.

WT Group
2675 Pratum Avenue
Hoffman Estates, Illinois 60192
Phone: 224.293.6333

CONSTRUCTION MANAGER

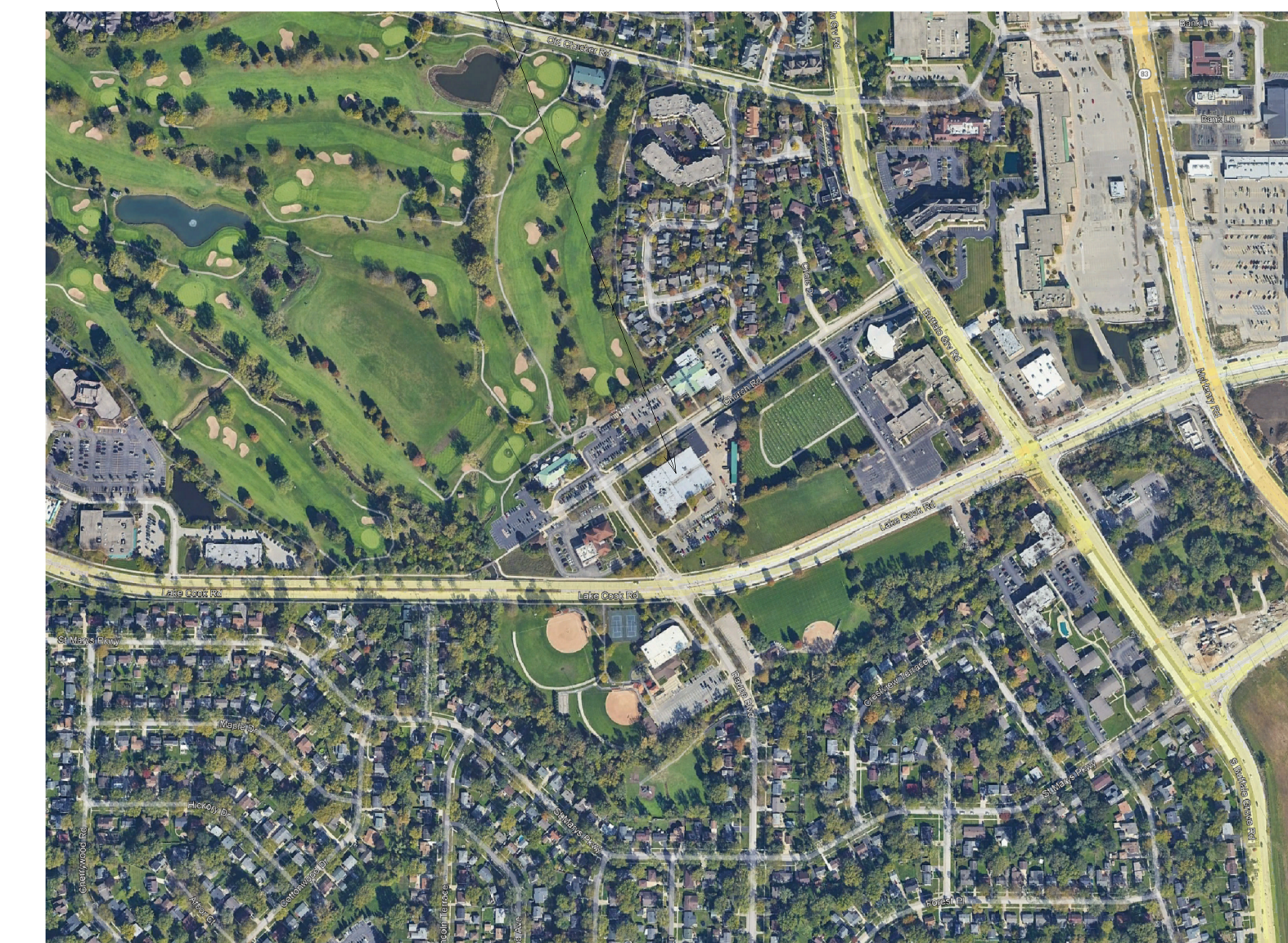
Frederick Quinn Corp.
103 South Church Street
Addison, Illinois 60101
Phone: 630.628.8500
Fax: 630.628.8595

PROJECT LOCATION



1 VICINITY MAP

PROJECT LOCATION



2 | LOCATION MAP

EXPIRES:
SIGNATURE:
DATE SIGNED:

[illegible][illegible]

fgma

FGM Architects Inc.
1211 W 22nd St, Suite 700
Oak Brook, Illinois 60523

630.574.8300 OFFICE
630.574.7070 FAX

ILLINOIS PROFESSIONAL DESIGN
FIRM #184-000350

MEP
WT GROUP
2675 PRATUM AVE
HOFFMAN ESTATES, ILLINOIS, 60192
224.293.6333 (O)
ILL. STATE CERTIFICATE OF AUTHORITY
NO. 184.007570-0015

CONSTRUCTION MANAGER
FREDERICK QUINN CORP.
103 SOUTH CHURCH ST
ADDISON, IL 60101
630.628.8500 (O) 630.628.8595(F)
ILL. STATE CERTIFICATE OF AUTHORITY
NO. XXXXXXXXXX

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**BUFFALO GROVE FIRE DEPARTMENT -
TEMPORARY STATION**
VILLAGE OF BUFFALO GROVE
51 RAUPP BLVD, BUFFALO GROVE, IL 60089

ISSUE FOR CD

COVER SHEET

SHEET NO.

G0.0

JOB NO. 23-3637.02
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2. REFER TO G-Series SHEETS FOR TYPICAL ABUTMENTS, SYMBOLS & TAGS.
3. VERIFY LOCATION AND CONDITION OF WALLS, GULLIES, FLOORS, EQUIPMENT.
4. VERIFY LOCATION AND CONDITION OF EXISTING CONDUITS, CABLES, AND DISCREPANCIES BETWEEN THE CONSTRUCTION DOCUMENTS AND EXISTING CONDITION TO THE ARCHITECT/ENGINEER.
5. REMOVE CONDUIT, WIRING AND PIPING. MAINTAIN EXITS AS INDICATED, AND IF NOT INDICATED MAINTAIN AT LEAST TWO EXITS OUT OF ALL AREAS IN ACCORDANCE WITH LOCAL JURISDICTION AT ALL TIMES DURING DEMOLITION.
6. REMOVE ALL MATERIALS FROM THE PROJECT AREA AND MAINTAIN THE EXISTING AREA AS TO MAINTAIN THE STRUCTURAL INTEGRITY AND STABILITY OF THE PORTIONS OF THE BUILDING TO REMAIN.
7. PROTECT EXISTING STRUCTURE FROM REPAIR DAMAGED SURFACES SCHEDULED TO REMAIN USING MATERIALS AND METHODS TO MATCH EXISTING CONSTRUCTION.
8. REMOVE CEILING AND PARTITIONS SCHEDULED TO BE REMOVED INCLUDING ALL MECHANICAL ACCESSORIES THEREIN, INCLUDING BUT NOT LIMITED TO ELECTRICAL MECHANICAL AND PLUMBING APPEARANCES AND ALL CONDUIT, WIRING AND PIPING.
9. REMOVE CONDUIT, WIRING AND PIPING NOT SCHEDULED TO BE RE-ROUTED, TO NEAREST POINT CONCEALED BEHIND CONSTRUCTION TO REMAIN, AND CAP ENDS.
10. REMOVE ALL DEBRIS FROM SITE ON A DAILY BASIS AND DISPOSE OF LEGALLY.
11. REMOVE ALL MATERIALS FROM THE PROJECT AREA AND MAINTAIN THE EXISTING AREA AS TO MAINTAIN THE STRUCTURAL INTEGRITY AND STABILITY OF THE PORTIONS OF THE BUILDING TO REMAIN.
12. FOR DEFINED LIMITS, REFER TO SHEET KEY FOR SPECIFIC INFORMATION. IF REQUIRED, OWNER'S ABATEMENT CONTRACTOR TO PERFORM ASBESTOS ABATEMENT THEREAFTER. FOR UNDEFINED LIMITS, REFER TO LOCAL JURISDICTION. IN ACCORDANCE WITH SPECIFICATIONS AND WITH AUTHORITIES HAVING JURISDICTION, PRIOR TO STARTING GENERAL DEMOLITION ACTIVITIES.
13. FOR DETAILS OF DEMOLITION, REFER TO MECHANICAL DEMOLITION. FOR DETAILS OF ELECTRICAL DEMOLITION, REFER TO ELECTRICAL DEMOLITION. FOR DETAILS OF PLUMBING AND FIRE PROTECTION DEMOLITION, REFER TO PLUMBING AND FIRE PROTECTION DEMOLITION.
14. FOR DETAILS OF ELECTRICAL DEMOLITION, REFER TO ELECTRICAL DEMOLITION.

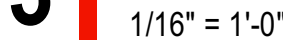
D1	REMOVE EXISTING DOOR, FRAME AND HARDWARE. INFILL OPENING TO MATCH EXISTING WALL CONSTRUCTION.
D2	REMOVE EXISTING DOOR, FRAME AND HARDWARE, INCLUDING PORTION OF EXISTING WALL TO PROVIDE FOR EGRESS OF OPENING.
D3	REMOVE EXISTING OVERHEAD DOOR IN ITS ENTIRETY. INFILL OPENING TO MATCH EXISTING CMU WALL CONSTRUCTION.
D4	SAW-CUT EXISTING CONCRETE SLAB AS REQUIRED FOR INSTALLATION OF NEW WALKING SURFACES. PROVIDE FOR PLUMBING/DRAININGS FOR EXTENT OF SAWCUTTING REQUIRED.
D5	VEHICLE EXHAUST EXTRACTION SYSTEM TO REMAIN IN PLACE UNTIL MOVE TO NEW LOCATION AND END OF PROJECT CONSTRUCTION.
D6	PROTECT EXISTING FIRE PROOFING OF EXISTING STEEL. REPLACE ANY MATERIAL THAT MAY BE GOTTEN OFF DURING CONSTRUCTION.
D7	REMOVE EXISTING WASHER AND DISH. TO BE REPLACED WITH WASHER AND DISH FROM EXISTING STAIR 25.
D8	REMOVE EXISTING LOCKERS

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ISSUE FOR CD

AD1.1

JOB NO. 23-3637.02
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- ☐
- NOT IN CONTRACT

DATE	DESCRIPTION
10.04.2024	ISSUE FOR 100% CD

ISSUE FOR CD

Page 283 of 299



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 11.a.

Truth in Taxation Determination

Contacts

Liaison: Trustee Bocek

Staff: Chris Black

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve the determination that it will not be necessary to publish for and hold a public hearing as required by the Truth in Taxation Act and authorizing the Village President to execute the required Certificate of Compliance.

Summary

See Attached Memorandum

Strategic Alignment

Guiding Principle

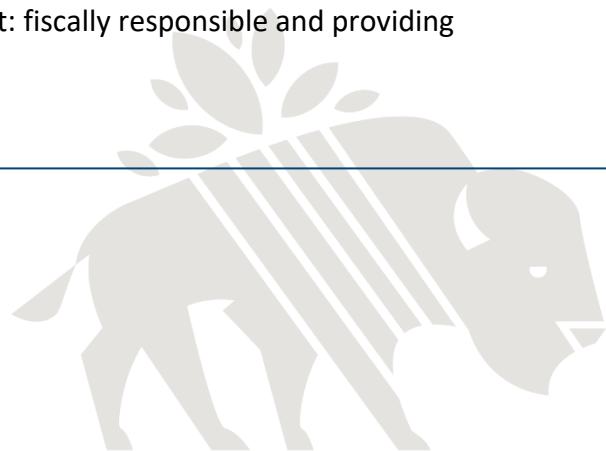
Principle 1: Financially Responsible and Sound

Goal

Goal 1: Maintained effective village government: fiscally responsible and providing outstanding, responsive services

File Attachments

1. BOT Truth in Tax Memo 11.4.24
2. BOT Truth in Taxation Cert 11.4.24





MEMORANDUM

DATE: November 4, 2024
TO: Village Manager Dane Bragg
FROM: Chris Black, Finance Director
SUBJECT: Proposed Tax Levy 2024

RECOMMENDATION

Staff recommends the Village Board approve the determination that it will not be necessary to publish for and hold a public hearing as required by the Truth in Taxation Act and authorizing the Village President to execute the required Certificate of Compliance.

BACKGROUND

The Truth in Taxation Act, (the "Act") Chapter 35, ILCS Section 200/18-55 through 200/18-100 requires that staff determine whether the proposed tax levy exceeds the 2023 levy (collected in 2024) by five percent. For determination purposes, only corporate, special purpose, and pension levies are compared. Debt service levies are exempt from the calculation but are required to be disclosed in the public notice. Abatements are added back to the levies for the comparison. The determination must be made not less than 20 days prior to the adoption of the 2024 property tax levy. The proposed tax levy will be discussed in its entirety during both the budget hearing on November 18th and ordinance presentation on December 2nd.

The proposed tax levy for purposes of truth in taxation reporting is as follows:

Proposed 2024 Tax Levy (all levies other than debt service)	\$16,780,272
Proposed 2024 Tax Extension (all levies other than debt service)	\$16,780,272
Annual Tax Levy Increase	0.0%

Based on the above calculation, it will not be necessary to publish for and hold a public hearing as required by the Truth in Taxation Act. A notice certifying that the Village has complied with all of the requirements of the Act shall be provided at the time the Tax Levy is filed in both Cook and Lake Counties.

The following are the component of the levy and the proposed change (including abatements).

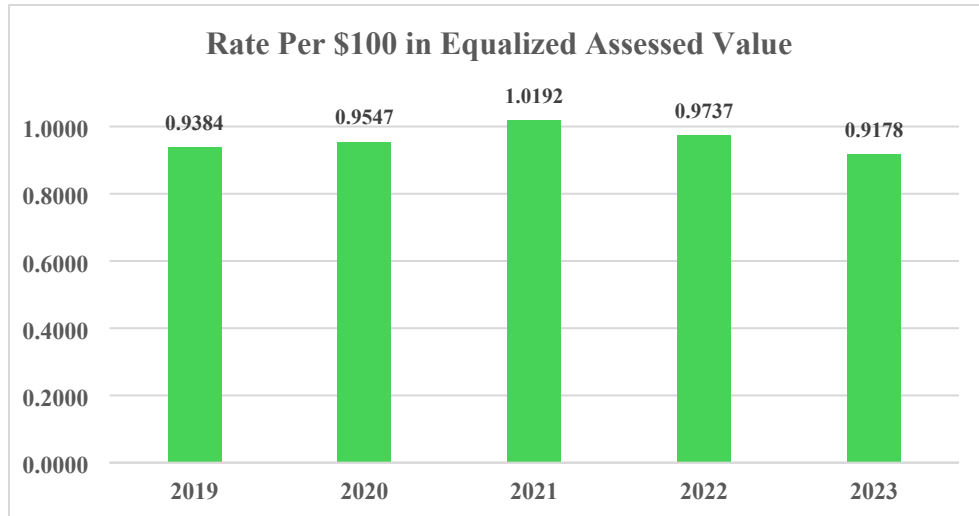
2024 Levy Purpose	Increase/(Decrease)
Corporate Levy	0.0%
Special Purpose/IMRF	0.0%
Public Safety Pensions	0.0%
Debt Service	-1.5%

Below is an historic Truth-in-Taxation review since tax year 2015 with the percentage change of levy over extension for each individual levy. The table provides a review of the components of the tax levy (net of debt service) over the last ten years.

Tax Year	Corporate Levy	Change	IMRF/FICA Levy	Change	Police Pension Levy	Change	Firefighters' Pension Levy	Change	Total Levy / Extension	Change
2015	8,475,959	4.03%	1,502,955	-6.82%	2,440,239	11.24%	2,174,632	7.56%	14,593,785	3.38%
2016	8,645,479	2.00%	1,540,529	2.50%	2,525,647	3.50%	1,862,674	-14.35%	14,574,329	-0.13%
2017	8,904,843	3.00%	1,571,339	2.00%	2,673,256	5.84%	1,897,942	1.89%	15,047,380	3.25%
2018	9,171,988	3.00%	1,571,339	0.00%	2,925,672	9.44%	1,933,212	1.86%	15,602,211	3.69%
2019	9,171,988	0.00%	1,882,715	19.82%	3,115,296	6.48%	2,032,773	5.15%	16,202,772	3.85%
2020	9,171,988	0.00%	1,788,579	-5.00%	3,361,940	7.92%	2,390,386	17.59%	16,712,893	3.15%
2021	9,171,988	0.00%	1,790,122	0.09%	3,394,077	0.96%	2,424,085	1.41%	16,780,272	0.40%
2022	9,171,988	0.00%	1,790,122	0.00%	3,794,077	11.79%	2,024,085	-16.50%	16,780,272	0.00%
2023	9,171,988	0.00%	1,790,122	0.00%	3,446,922	-9.15%	2,371,240	17.15%	16,780,272	0.00%
2024	9,171,988	0.00%	1,790,122	0.00%	3,446,922	0.00%	2,371,240	0.00%	16,780,272	0.00%
10 Year Avg Change		1.20%		1.26%		4.80%		2.18%		1.76%

The amount requested of \$9,171,988, an increase of 0.0% from the prior year for the Corporate Levy which is used to support public safety operations. The Village's corporate levy has not increased in each of the last six years.

The total aggregate levy that will be presented in December will have a tax rate based on an estimated equalized assessed value for the upcoming year. The following is a five-year history of the Village combined tax rate.



FINANCIAL IMPACT

The proposed net levy is \$17,115,541, provides an increase of 0.0 percent or \$0 year-over-year in property tax revenue.

NEXT STEPS

The ordinance for the levy and collection of property taxes and property tax abatement will be presented to the Board for approval on December 2nd.



MEMORANDUM

DATE: November 4, 2024
TO: Village Manager Dane Bragg
FROM: Chris Black, Finance Director
SUBJECT: Proposed Tax Levy 2024

Section 200/18-90 of the Truth In Taxation Act (the "Act") requires that "the presiding officer of the corporate authority" shall certify that the Village has complied with certain provisions of the Act. The provisions that must be complied with (Sections 200/18-60 through 200/18-85 of the Act) are summarized as follows:

Section 200/18-60. Sets forth the requirements of the corporate authorities to determine the amount of funds to be raised by taxation for the particular tax year under consideration. This must be done no less than twenty (20) days prior to the adoption of the levy. The Village Board was notified on November 4, 2024 as to the amount to be raised by taxation subject to the constraints of the Act.

Section 200/18-65. States that until it has complied with the notice and hearing provisions of the Act, no taxing district shall levy an amount of property taxes which is more than 105% of the amount which was extended, or estimated to be extended, in the prior tax year.

Section 200/18-70. States the requirements that must be followed if the estimate presented per Section 200/18-60 is 105% of the prior tax year's extension. In that case, the corporate authorities shall give public notice of, and hold a public hearing on, its intent to adopt a levy in the amount which is more than 105% of the prior year's extension. The requirements and specifics relative to the public notice and hearing called for under the Act are also noted.

Section 200/18-75. Sets the public notice requirements if the final tax levy as adopted differs from what was originally proposed and published.

Sections 200/18-80 and 18-85. These sections contain the form of notice and in part set forth certain public hearing disclosure requirements. The intent here is to provide for and publish a more realistic comparison

of the levy proposed against the prior year's extension, which is grossed back up by the amount of levy abatements approved, in the immediate case, for tax year 2023.

The Certificate of Compliance is attached for the Village President's signature to be affixed to the levy submittal after the tax levy is adopted.

CERTIFICATE OF COMPLIANCE

ILLINOIS TRUTH IN TAXATION ACT

I, Eric Smith, hereby certify that I am the presiding officer of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, and as such presiding officer, I do hereby certify that the 2024 Tax Levy Ordinance of said Village of Buffalo Grove, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of Sections 200/18-60 through 200/18-85 of the Illinois Truth In Taxation Act, as amended.

_____ The Village published a notice as required and conducted a hearing meeting the requirements of the Truth in Taxation Act.

 X The Village's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, public notice and hearing were not necessary.

_____ The proposed aggregate levy did not exceed a 5% increase over the prior year's extension and therefore a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year's extension and notice was published within 15 days of its adoption in accordance with the Truth in Taxation Act.

_____ The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Act.

In Witness, Whereof, I have placed my official signature on this _____ day of December, 2024.

Eric Smith, Village President

ATTEST:

Janet M. Sirabian, Village Clerk



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 11.b.

Presentation highlighting 2024 Buffalo Grove Days Report

Contacts

Liaison: Trustee Johnson

Staff: Molly Gillespie

Staff Recommendation

Staff recommends presentation.

Recommended Motion

N/A

Summary

Staff will present a review of the 2024 Buffalo Grove Days event, including the final financial report. Additional information can be found in the attached memorandum.

Strategic Alignment

Guiding Principle

Principle 3: Plan and Invest in the Future

Principle 5: Partnership with Local Districts

Principle 6: Engages Our Residents

Principle 7: Builds Our Community

Goal

Goal 3: Strengthened Buffalo Grove community identity and pride

Goal 5: More livable Buffalo Grove community with leisure experiences for all

File Attachments

1. Memo - 2024 Buffalo Grove Days Report



BUFFALO
GROVE
PARK
DISTRICT

MEMORANDUM

DATE: October 31, 2024

TO: Village Board, Village of Buffalo Grove
Board of Commissioners, Buffalo Grove Park District

FROM: Molly Gillespie, Director of Communications and Engagement
Joe Zimmermann, Director of Recreation and Facilities

SUBJECT: Buffalo Grove Days 2024

SUMMARY

This year's annual Buffalo Grove Days (BG Days) festival was held August 29 - September 2, 2024. Marking its fourth year of the event's 50/50 partnership between the Village and the Park District for the planning, hosting and operations, BG Days was a tremendous success.

Not only did BG Days debut Mike Rylko Community Park's new amphitheater, inclined lawn seating and covered pavilion, this year's event saw the highest attendance in recent history (with data available back through 2018) of over 37,000 visits by 27,700 visitors over the five-day festival weekend. Financially, the event had a positive cash flow for the fourth year in a row, earning \$93,371.80 in net revenues – \$46,685.90 for each agency.

Success through partnerships

In 2024, the Village and Park District entered the second year of a three-year agreement with the Buffalo Grove – Lincolnshire Chamber of Commerce to host its 'Main Street' business and craft fair on Saturday, Sunday and Monday during BG Days.

The Rotary Club of Buffalo Grove hosted Bingo on Thursday under the new pavilion, conducted duck sales and a duck race on Sunday, and volunteered many member hours at the information tent throughout the weekend as part of a newly formalized partnership agreement.

The Rick Kahen Commission for Residents with Disabilities (RK-CRD) hosted Fun and Food, Buddy Baseball, and managed sign-ups for the courtesy shuttle drivers at the event.

The Village brought back the parade on Sunday with the help of Community Events Committee volunteers, who also helped fill vacancies in the courtesy shuttle schedule. Volunteers served as parade marshals, judges and an emcee. As part of the Village's community brand integration strategy, a new live screen-printing activity was hosted on Saturday, getting t-shirts and totes in the

hands of community members while raising proceeds for the Buffalo Grove Community Foundation.

The event continues to develop meaningful relationships with community groups while maintaining a stable financial model.

BACKGROUND AND PLANNING

The 50/50 partnership highlighted the skills of each agency, with the Park District leading sponsorship acquisition, beverage sales, food trucks, and entertainment at the event. They also assisted with site preparation, website, and kid's entertainment activities. The Village continued to coordinate purchasing, contract execution, public safety planning, site set up, marketing, and more. In addition, the Village worked with its volunteer network to coordinate the many volunteer hours needed to host this event, specifically the parade and courtesy shuttle activities.

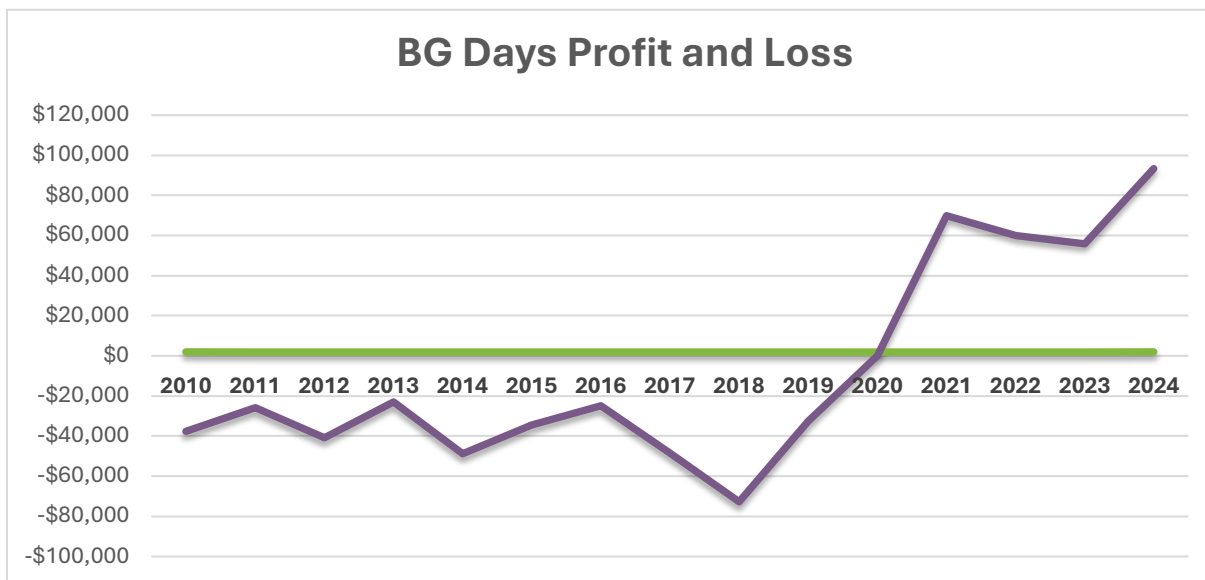
The event itself consisted of the following:

- 1) The carnival ran during all five days, with its footprint consistent to the previous year.
- 2) Entertainment consisted of ten bands, Kids 90 (including a magic and animal show), a puzzle palooza, and the Park District's Big Deal Productions Highlight Show. A focal point of the entertainment was the newly opened amphitheater, which created a great experience for all festival goers. These band and entertainment options contributed to one of the most highly attended days in recent history, with about 12,000 visitors on Saturday.
- 3) Over 20 food trucks and stand-alone food vendors provided food, alongside the carnival concession offerings. An open eating area with picnic tables and standing bar tables was provided in the main field and under the new pavilion.
- 4) Beverage sales were run by the Park District, including alcoholic and non-alcoholic options, between the Spray and Play facility and the new amphitheater lawn seating.
- 5) The BG Days Parade, which marched from Thompson Boulevard south along Buffalo Grove Road and then west on Deerfield Parkway to the Fitness Center entrance, had great participation and a wide variety of community groups and entertainment.
- 6) Both Buddy Baseball and Fun and Food events were once again hosted by the RK-CRD, and both experienced great participation by community members with disabilities and their families.

FINANCIAL HIGHLIGHTS

Below is a profit and loss chart from 2010-2024. This year was positive, at \$93,371.80 net. As a reminder, this only covers hard costs of the event contracts and operational supplies, and it does not include staff time for either the Park District or Village.

- 1) The Park District was able to acquire \$50,300 in sponsorships, a major (50%) increase from 2023's \$33,500 in sponsorships.
- 2) The carnival had a record year. Total sales came in at \$345,418.50, a 21% increase from last year's \$285,371.23. The Village's portion of this income, per contract, was \$125,346.91.
- 3) Beverage sales were strong. Total sales were \$55,104.05, down slightly from \$57,784.60 in 2023.
- 4) The entertainment budget was increased to \$25,000 for bands and kid's activities. The Park District was able to increase the number of bands and activities while staying within the budget.



NEXT STEPS

The Village and the Park District look forward to another great event in 2025. Both organizations are grateful to their staff, community partners and volunteers for the collaborative effort present another successful event.

The event's partnership agreement between the Village and Park District has one more year left on its term, concluding with the 2025 event. In addition, the Chamber and Rotary agreements continues to 2025 as well. No modifications are currently necessary.



AGENDA ITEM SUMMARY

BUFFALO GROVE VILLAGE BOARD

Regular Meeting: November 4, 2024

AGENDA ITEM 11.c.

Memorandum of Understanding with the Buffalo Grove Community Foundation

Contacts

Liaison: Trustee Weidenfeld

Staff: Molly Gillespie

Staff Recommendation

Staff recommends approval.

Recommended Motion

I move to approve a memorandum of understanding with the Buffalo Grove Community Foundation, pending final review and approval of the Village Attorney.

Summary

Please see the attached memorandum.

Strategic Alignment

Guiding Principle

Principle 3: Plan and Invest in the Future

Principle 7: Builds Our Community

Goal

Goal 2: Enhanced, beautiful, safe and sustainable neighborhoods

Goal 3: Strengthened Buffalo Grove community identity and pride

Goal 5: More livable Buffalo Grove community with leisure experiences for all

File Attachments

1. Memo_MOU with BGCF
2. Memorandum of Understanding with BG Community Foundation (1)



MEMORANDUM

DATE: October 30, 2024

TO: Village Manager Dane Bragg

FROM: Mike Skibbe, Deputy Village Manager/Director of Public Works

SUBJECT: Memorandum of Understanding (MOU) with the BG Community Foundation

RECOMMENDATION

Staff recommends that the Village Manager be authorized to execute a memorandum of understanding with the Buffalo Grove Community Foundation, pending final review and approval of the Village Attorney.

BACKGROUND

The Buffalo Grove Days event is traditionally held each Labor Day weekend. In 2021 the event operated under a new partnership between the Village and the Buffalo Grove Park District. This 50/50 partnership realized a profit for the first time in many years. Success with this model continued in 2022-2024.

Due to the outside factors that can affect the success of Buffalo Grove Days in any given year, it was advantageous to set aside a “rainy day fund” to support Buffalo Grove Days in future years, limiting the financial exposure long term. In 2021, \$28,000 was committed in a newly established Buffalo Grove Days fund, for restricted use to support future Buffalo Grove Days events. In addition, \$4,000 was donated to the Foundation’s general fund, for unrestricted support of Foundation activities. On December 5, 2022, the Village and BGCF entered a Memorandum of Understanding (MOU). This MOU stipulated the donation of the Village's share of proceeds from the 2022 BG Days event, which totaled \$30,040.15, and 2023 BG Days event, which totaled \$21,815.53, for the support of community nonprofit organizations.

With the formation of the Buffalo Grove Community Foundation, and their mission to support village wide initiatives that improve quality of life in Buffalo Grove, the Village and Foundation wish to enter into a memorandum of understanding in regard to a portion of the 2024 BG Days profits. This MOU will provide a mechanism for donation of certain funds in support of the Buffalo Grove Community Foundation.

ANALYSIS

With the formation of the Buffalo Grove Community Foundation, and their mission to support village wide initiatives that improve quality of life in Buffalo Grove, the Village and Foundation wish to enter into a memorandum of understanding in regard to a portion of the 2024 BG Days profits. This MOU will provide a mechanism for donation of certain funds in support of the Buffalo Grove Community Foundation.

FINANCIAL IMPACT

The Village of Buffalo Grove will donate \$14,000 to the Buffalo Grove Community Foundation.

The funds will be used by the Foundation to support their mission in a manner consistent with the Foundation's established guidelines, providing benefit to all of Buffalo Grove.

APPENDICES

- a. Memorandum of Understanding

Memorandum of Understanding

Between: Village of Buffalo Grove and the Buffalo Grove Community Foundation

This Memorandum of Understanding (MOU) sets the terms and understanding between the Village of Buffalo Grove (Village) and the Buffalo Grove Community Foundation (Foundation).

Background & Purpose

The Buffalo Grove Days event is traditionally held each Labor Day weekend. In 2021 the event operated under a new partnership between the Village and the Buffalo Grove Park District. This 50/50 partnership realized a profit for the first time in many years. Success with this model continued in 2022-2024.

Due to the outside factors that can affect the success of Buffalo Grove Days in any given year, it was advantageous to set aside a “rainy day fund” to support Buffalo Grove Days in future years, limiting the financial exposure long term. In 2021, \$28,000 was committed in a newly established Buffalo Grove Days fund, for restricted use to support future Buffalo Grove Days events. In addition, \$4,000 was donated to the Foundation’s general fund, for unrestricted support of Foundation activities. On December 5, 2022, the Village and BGCF entered a Memorandum of Understanding (MOU). This MOU stipulated the donation of the Village's share of proceeds from the 2022 BG Days event, which totaled \$30,040.15, and 2023 BG Days event, which totaled \$21,815.53, for the support of community nonprofit organizations.

With the formation of the Buffalo Grove Community Foundation, and their mission to support village wide initiatives that improve quality of life in Buffalo Grove, the Village and Foundation wish to enter into a memorandum of understanding in regard to a portion of the 2024 BG Days profits. This MOU will provide a mechanism for donation of certain funds in support of the Buffalo Grove Community Foundation.

Funds

The Village of Buffalo Grove will donate \$14,000 to the Buffalo Grove Community Foundation from the 2024 BG Days proceeds.

The funds will be used by the Foundation to support their mission in a manner consistent with the Foundation’s established guidelines, providing benefit to all of Buffalo Grove.

Duration

This MOU shall become effective upon signature by the authorized officials and will remain in effect until 12/31/2029.

Date: 11/05/2024

Dane C. Bragg
Village of Buffalo Grove, Village Manager

Date: 11/05/2024

David Weidenfeld
Buffalo Grove Community Foundation, Chair