



Meeting of the Village of Buffalo Grove
Village Board
Regular Meeting
July 18, 2022 at 7:30 PM

Fifty Raupp Blvd
Buffalo Grove, IL 60089-2100
Phone: 847-459-2500

1. Call to Order

A. Open Meetings Act Compliance

Pursuant to the Illinois Open Meetings Act as well as the Disaster Proclamation and Executive Orders issued by Governor Pritzker, this meeting will be held electronically by utilizing the Zoom link below.

Zoom Link: www.vbg.org/July18BoardMeeting

Phone Number: 312-626-6799

Webinar ID: 883 3899 6315

Instructions for how the public can see, listen and/or participate in the meeting are listed immediately below this statement. In accordance with the Open Meetings Act, any person shall be permitted an opportunity to address public officials under the rules established and recorded in the Buffalo Grove Municipal Code. In addition, The public can still participate by emailing their public comment to the Village Clerk at clerk@vbg.org before 4:30 pm the day of the meeting. Individuals with no access to email may leave a message at (847) 459-2506 before 4:30 pm the day of the meeting. All comments received in accordance with the foregoing will be read at the meeting. The Village President reserves the right to alter the order of the appearance of speakers to maintain decorum during the meeting.

The meeting will also be broadcast via Facebook Live however; the comments on the stream will not be monitored by village staff and will not be read into the official record.

B. Pledge of Allegiance

2. Approval of Minutes

A. Village Board - Regular Meeting - Jun 20, 2022 7:30 PM

3. Approval of Warrant

A. Approval of Warrant #1343 (Trustee Weidenfeld) (Staff Contact: Chris Black)

4. Village President's Report

5. Village Manager's Report

A. Acceptance of the 2021 Audit and Management Letter (Trustee Weidenfeld) (Staff Contact: Chris Black)

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. (Attached).

- A. R-2022-10 Resolution Revising the Procurement Policy (Trustee Weidenfeld) (Staff Contact: Brett Robinson)

SUMMARY: Staff recommends approval of a resolution adopting the revisions to the Procurement Policy as further detailed in the attached memo.

- B. O-2022-69 Ordinance Approving an Amendment to Ordinance No. 98-15 a Special Use to Allow the Installation of a Second Drive-Through Lane and a Sign Variation at 1200 Arlington Hts Rd. (Trustee Smith, Trustee Ottenheimer) (Staff Contact: Nicole Woods)

SUMMARY: McDonald's USA LLC is requesting an amendment to Ordinance No. 98-15 to install a second drive-through lane on the property as well as a Variation from the Sign Code. The PZC unanimously recommended approval, subject to conditions. Staff concurs with this recommendation.

- C. O-2022-70 Ordinance Approving Sign Variations at 220 Milwaukee Ave (Trustee Pike) (Staff Contact: Nicole Woods)

SUMMARY: Mi Mexcio is looking to replace an existing ground sign at 220 Milwaukee Avenue, which requires multiple variations. The Planning & Zoning Commission unanimously recommended approval, subject to the conditions in the attached Ordinance.

- D. O-2022-71 Vernon Township Intergovernmental Agreement (Trustee Pike) (Staff Contact: Darren Monico)

SUMMARY: Vernon Township and the Village are proposing to enter into an Inter-Governmental Agreement to address the paving of Arlyd Road. The Township will be completing the paving work to serve the unincorporated area and they will include the Village portion of Arlyd Road as part of their project. The Village will reimburse the Township for its proportionate share.

- E. Authorization to Seek Competitive Bids for Various Projects FY 2022 (Trustee Weidenfeld) (Staff Contact: Tom Wisniewski)

SUMMARY: Staff requests Authorization to Bid for the various Fiscal Year 2022 projects as further detailed in the attached memo.

- F. Authorization to Waive Bids and Seek Competitive Proposals Projects for FY 2022 (Trustee Weidenfeld) (Staff Contact: Tom Wisniewski)

SUMMARY: Staff requests authorization to waive bids for a limited number of fiscal year 2022 projects and seek competitive proposals or negotiate for services as further detailed in the attached memo.

9. Ordinances and Resolutions

- A. O-2022-72 Construction Manager at Risk Preconstruction Services (Trustee Smith) (Staff Contact: Jim Warnstedt)
- B. O-2022-73 Architectural Services for New PW Facility (Trustee Smith) (Staff Contact: Jim Warnstedt)
- C. O-2022-74 Ordinance Approving Six-Year Golf Car Lease Agreement with E-Z-Go Division of Textron Inc (Trustee Stein) (Staff Contact: Geoff Tollefson)
- D. O-2022-75 The Clove Development Improvement Agreement (Trustee Pike) (Staff Contact: Darren Monico)
- E. O-2022-76 Ordinance Authorizing the Village Manager to Negotiate the Terms and Conditions of the Village of Buffalo Tax Exempt Revolving Line of Credit with Buffalo Grove Bank and Trust (Trustee Weidenfeld) (Staff Contact: Chris Black)

10. Unfinished Business

11. New Business

12. Questions From the Audience

Questions from the audience are 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 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

- A. Executive Session - 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. (President Sussman) (Staff Contact: Dane Bragg)

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 459-2525 to allow the Village to make reasonable accommodations for those persons.

**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, JUNE 20, 2022**

CALL TO ORDER

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

ROLL CALL

Roll call indicated the following present: President Sussman; Trustees Ottenheimer, Weidenfeld, Johnson, Smith, and Pike. Trustee Stein was absent.

Also present were: Chris Stilling, Deputy Village Manager; Patrick Brankin, Village Attorney; Mike Skibbe, Deputy Village Manager/Director of Public Works; Kyle Johnson, Assistant Director of Public Works; Art Malinowski, Director of Human Resources; Chris Black, Director of Finance; Evan Michel, Management Analyst; Nicole Woods, Director of Community Development; Darren Monico, Village Engineer; Brett Robinson, Administrative Services Director; Tom Wisniewski, Buyer; Geoff Tollefson, Director of Golf Operations; Fire Chief Baker; Deputy Fire Chief Wagner; Deputy Fire Chief Kane; and Police Chief Casstevens.

APPROVAL OF MINUTES

Moved by Weidenfeld, seconded by Ottenheimer, to approve the minutes of the May 16, 2022, Regular Meeting. Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
NAYS: 0 – None
ABSENT: 1 – Stein
Motion declared carried.

Moved by Smith, seconded by Johnson, to approve the minutes of the June 6, 2022, Committee of the Whole Meeting. Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
NAYS: 0 – None
ABSENT: 1 – Stein
Motion declared carried.

WARRANT #1342

Mr. Black read Warrant #1342. Moved by Weidenfeld, seconded by Pike, to approve Warrant #1342 in the amount of \$7,354,015.76 authorizing payment of bills listed. Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
NAYS: 0 – None
ABSENT: 1 – Stein
Motion declared carried.

VILLAGE PRESIDENT'S REPORT

Trustee Weidenfeld read a Proclamation recognizing June 29, 2022, as **OMNI Youth Services Day** to honor the work the organization has done over the last 50 years to ensure the safety and mental health of children and youth in our community and their on-going commitment to continue that work. Trustee Weidenfeld presented the Proclamation to the President of OMNI Youth Services, Doryce McCarthy.

Minutes Acceptance: Minutes of Jun 20, 2022 7:30 PM (Approval of Minutes)

Rich Rosen of the Interfaith Council reviewed the purpose of the annual **iWalk** which will take place on Sunday, June 26, 2022, and urged residents to contribute to this cause to help those in need of food in our community.

VILLAGE MANAGER'S REPORT

Chief Baker reviewed the career of **Deputy Fire Chief Bill Wagner**, who will be retiring July 1, 2022, after 32 years serving our community. Chief Baker thanked Deputy Chief Wagner for his commitment and dedication to Buffalo Grove and the Buffalo Grove Fire Department.

Chief Baker then introduced **Deputy Fire Chief Larry Kane** and reviewed Deputy Chief Kane's qualifications, as he was welcomed to the Buffalo Grove Fire Department by Chief Baker, the audience, and the Board. Deputy Chief Kane thanked everyone for the opportunity to be a part of the Department and the community.

REPORTS FROM TRUSTEES

There were no reports from Trustees tonight.

CONSENT AGENDA

President Sussman 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.

Rejection of Sidewalk Improvement Bids

Motion to reject bids for the 2022 Sidewalk Improvement Project, as project work can be programmed for 2023 with a more favorable bid and construction schedule.

Ordinance No. 2022-55 - Midwest Power Industry Contract

Motion to pass Ordinance No. 2022-55, authorizing the Village Manager to execute a Change Order to expend an additional \$15,000.00 with Midwest Power Industry, Inc. for generator repair services for a total amount not to exceed \$45,600.00 for fiscal year 2022, pending final review and approval by the Village Attorney.

Ordinance No. 2022-56 - 1305 Busch Parkway

Motion to pass Ordinance No. 2022-56, approving the Certificate of Initial Acceptance for the development improvements located at 1305 Busch Parkway, with approval to begin the one-year maintenance period on June 20, 2022, pending Village Attorney review.

Ordinance No. 2022-57 - 361 Raymond Road

Motion to pass Ordinance No. 2022-57, approving the amendment of the Planned Unit of Development to allow for an addition to extend outside the rear boundary of the building box at 361 Raymond Road.

Ordinance No. 2022-58 - Woodland Commons at 312 Half Day Road

Motion to pass Ordinance No. 2022-58, approving a Special Use to operate a recreational/amusement facility, Golf Lobby, at Space 45 at Woodland Commons at 312 Half Day Road.

Ordinance No. 2022-59 - Golf Lobby at 312 Half Day Road

Motion to pass Ordinance No. 2022-59, approving a Class A liquor license for Golf Lobby at 312 Half Day Road, subject to the applicant completing Village requirements for said license on or before September 18, 2022.

Minutes Acceptance: Minutes of Jun 20, 2022 7:30 PM (Approval of Minutes)

Ordinance No. 2022-60 - Lake County Sanitary Sewer Fees

Motion to pass Ordinance No. 2022-60, updating Lake County Sanitary Sewer Fees. Lake County Public Works has increased their sanitary sewer fees as approved by the Lake County Board. Per the current agreement, Lake County Public Works provides sanitary sewer treatment, and the Village is required to charge certain pass-through fees.

Ordinance No. 2022-61 - Park District Property

Motion to pass Ordinance No. 2022-61, transferring ownership of 985 Buffalo Grove Road (wooded pond parcel between 15 Dundee Road and Cambridge Park) from the Buffalo Grove Park District to the Village, including a sewer easement along Cambridge Park, subject to Village Attorney review.

Moved by Ottenheimer, seconded by Weidenfeld, to approve the Consent Agenda as presented. Upon roll call, Trustees voted as follows on the Consent Agenda:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
 NAYS: 0 – None
 ABSENT: 1 – Stein
 Motion declared carried.

ORDINANCE NO. 2022-62 – EXISTING TOWN CENTER

Moved by Johnson, seconded by Weidenfeld, to pass Ordinance No. 2022-62, approving a Redevelopment Agreement with IMKD 5 LLC and BGA Residential LLC for the redevelopment of the Existing Town Center located at 100-228 N. McHenry Road (excluding 150 N. McHenry), and 270-314 N. McHenry Road, Buffalo Grove, IL to be known as The Clove, in accordance with materials contained in Board packets and subject to review and approval of the Village Attorney.

Mr. Stilling reviewed the proposed ordinance, details of which are contained in his memo to the Board of June 16, 2022. Mr. Stilling emphasized that the Village is not raising taxes, that there is no financial risk to the Village, and the revenue sources are new dollars that will be generated by the project.

Jay Eck, Kensington Development, reviewed the process of the development team and the Village to date, and thanked everyone for their dedication to making this project come to fruition. The team reviewed a PowerPoint presentation as they led the audience through a summary of the plan itself.

Kevin Clark, Lakota Group, reviewed the landscape architecture and planning for The Clove.

Dan Rea, Kensington Development, reviewed several elevations and renderings.

Jason Hill, Chick-fil-A, highlighted elevations for the facility they are proposing for The Clove.

Jim Wells, Urban Street, represented the residential aspect of the development, and reviewed the plans for the residential portion of the development.

After all presentations were made, staff and the development team answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
 NAYS: 0 – None
 ABSENT: 1 – Stein
 Motion declared carried.

ORDINANCE NO. 2022-63 – EXISTING TOWN CENTER

Moved by Johnson, seconded by Smith, to pass Ordinance No. 2022-63, approving an Amendment to Planned Development Ordinance No. 86-61, as amended for Approval of a Special Use for a Mixed Use Planned Development, Approval of a Final Plat of Subdivision and Approval of a Final Development Plan with Special Uses, Variations and Amendments for the property located at 100-228 N. McHenry Road (excluding 150 N. McHenry), and 270-314 N. McHenry Road, Buffalo Grove, IL to be known as The Clove, in accordance with materials contained in Board packets.

Mr. Stilling reviewed the proposed ordinance, details of which are contained in his memo to the Board of June 20, 2022.

Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike

NAYS: 0 – None

ABSENT: 1 – Stein

Motion declared carried.

ORDINANCE NO. 2022-64 – TAX INCREMENT FINANCING

Moved by Johnson, seconded by Ottenheimer, to pass Ordinance No. 2022-64, providing for the issuance of Tax Increment Financing Revenue Notes (Buffalo Grove Lake Cook Road Project), of the Village of Buffalo Grove, Lake and Cook Counties, Illinois, and providing for the Execution of a Depository Agreement and Note Orders to Connection Therewith, subject to review and approval of the Village Attorney.

Mr. Stilling reviewed the proposed ordinance, details of which are contained in his memo to the Board of June 16, 2022.

Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike

NAYS: 0 – None

ABSENT: 1 – Stein

Motion declared carried.

ORDINANCE NO. 2022-65 – SIDEWALK SERVICES

Moved by Pike, seconded by Weidenfeld, to pass Ordinance No. 2022-65, authorizing sidewalk inspection and repair services and authorizing the Village Manager to enter into an agreement with Safe Step, LLC for an amount not to exceed \$250,000.00 pending proposal review and approval by the Village Attorney

Mr. Monico reviewed the proposed ordinance, details of which are contained in his memo to Mr. Bragg of June 16, 2022, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike

NAYS: 0 – None

ABSENT: 1 – Stein

Motion declared carried.

ORDINANCE NO. 2022-66 – BUFFALO GROVE FF/PM

Moved by Pike, seconded by Smith, to pass Ordinance No. 2022-66, approving a Letter of Agreement between the Village of Buffalo Grove and the Buffalo Grove Professional Firefighter/Paramedic Association to include wages for the period of May 1, 2022, to April 30, 2023.

Mr. Malinowski reviewed the proposed ordinance, details of which are contained in the Village Board Meeting Agenda Item Overview that he prepared, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
 NAYS: 0 – None
 ABSENT: 1 – Stein
 Motion declared carried.

ORDINANCE NO. 2022-67 – LAKE COOK ROAD WEST

Moved by Pike, seconded by Johnson, to pass Ordinance No. 2022-67, authorizing a contract for Phase 1 Design Engineering Services with Civiltech Engineering Inc. for the Lake Cook Road West Project with project limits of Raupp Boulevard to Arlington Heights Road, subject to review and approval by the Village Attorney.

Mr. Monico reviewed the proposed ordinance, details of which are contained in his memo to Mr. Bragg of June 16, 2022.

Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
 NAYS: 0 – None
 ABSENT: 1 – Stein
 Motion declared carried.

RECRUITMENT SERVICES

Moved by Pike, seconded by Johnson, to authorize the Village Manager to enter into an Agreement with GovHr USA for Recruitment Services for the position of Chief of Police.

Mr. Malinowski reviewed the proposal, details of which are contained in the Village Board Meeting Agenda Item Overview that he prepared, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 5 – Ottenheimer, Weidenfeld, Johnson, Smith, Pike
 NAYS: 0 – None
 ABSENT: 1 – Stein
 Motion declared carried.

QUESTIONS FROM THE AUDIENCE

President Sussman 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 none.

ADJOURNMENT

Moved by Weidenfeld, seconded by Smith, to adjourn the meeting. Upon voice vote, the motion was unanimously declared carried. The meeting was adjourned at 8:40 P.M.

 Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 18th DAY OF July 2022

 Village President

**Action Item : Approval of Warrant #1343****Recommendation of Action**

Staff recommends approval.

TOTAL WARRANT #1343- \$4,299,874.57

ATTACHMENTS:

- Warrant #1343 SUMMARY (PDF)

Trustee Liaison

Weidenfeld

Staff Contact

Chris Black, Finance

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE WARRANT #1343
18-Jul-22

General Fund:	725,143.02
Parking Lot Fund:	241.54
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:	121,697.68
Capital Projects-Vehicles/Equipment:	151,410.18
Capital Projects-Streets:	190,774.21
Retiree Health Savings (RHS):	87,289.94
Water Fund:	662,948.95
Buffalo Grove Golf Fund:	19,885.04
Arboretum Golf Fund:	33,486.89
Refuse Service Fund:	74,927.00
Information Technology Internal Service Fund:	99,503.13
Central Garage Internal Service Fund:	130,094.50
Building Maintenance Internal Service Fund:	35,576.42
	2,332,978.50
PAYROLL PERIOD ENDING 06/23/2022	944,949.03
PAYROLL PERIOD ENDING 07/07/2022	1,021,947.04
	1,966,896.07
TOTAL WARRANT #1343	4,299,874.57

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

 Village Clerk

 Village President

Attachment: Warrant #1343 SUMMARY (Approval of Warrant #1343)



Information Item : Acceptance of the 2021 Audit and Management Letter

Recommendation of Action

Staff recommends acceptance.

Attached for the Village of Buffalo Grove President and Board of Trustees review is the Financial Audit for Fiscal Year 2021. In accordance with state statute, this was completed and submitted to the State of Illinois Comptroller's Office. The financial audit is presented in the form of the Annual Comprehensive Financial Report. The purpose of the Comprehensive Annual Financial Report is to provide accurate and meaningful information concerning village's financial condition and performance. Independent auditors have verified that the village has fairly presented its financial position, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Representatives from Lauterbach and Amen, will provide a brief presentation and answer questions at the Board Meeting.

ATTACHMENTS:

- Buffalo Grove ACFR 1221 (PDF)

Trustee Liaison
Weidenfeld

Staff Contact
Chris Black, Finance

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE, ILLINOIS

ANNUAL COMPREHENSIVE FINANCIAL REPORT



FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2021

VILLAGE OF BUFFALO GROVE, ILLINOIS

**ANNUAL COMPREHENSIVE
FINANCIAL REPORT**

**FOR THE FISCAL YEAR ENDED
DECEMBER 31, 2021**

Prepared by:
Finance Department

Chris Black
Finance Director/Village Treasurer

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

INTRODUCTORY SECTION

This section includes miscellaneous data regarding the Village of Buffalo Grove, including:

- List of Principal Officials
- Organizational Chart
- Letter of Transmittal
- GFOA Certificate of Achievement for Excellence in Financial Reporting

VILLAGE OF BUFFALO GROVE, ILLINOIS

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VILLAGE OF BUFFALO GROVE, ILLINOIS

List of Principal Officials December 31, 2021

Beverly Sussman
Village President

Janet M. Sirabian
Village Clerk

Board of Trustees

Gregory S. Pike

Andrew Stein

Joanne Johnson

Lester Ottenheimer

Eric Smith

David Weidenfield

Appointed Officials

Dane Bragg, Village Manager

Christopher Stilling
Deputy Village Manager

Chris Black
Finance Director/Village Treasurer

Steven Casstevens
Chief of Police

William Baker
Fire Chief

Michael Skibbe
Deputy Village Manager/Public Works Director

Arthur Malinowski
Human Resource Director

Darren Monico
Village Engineer

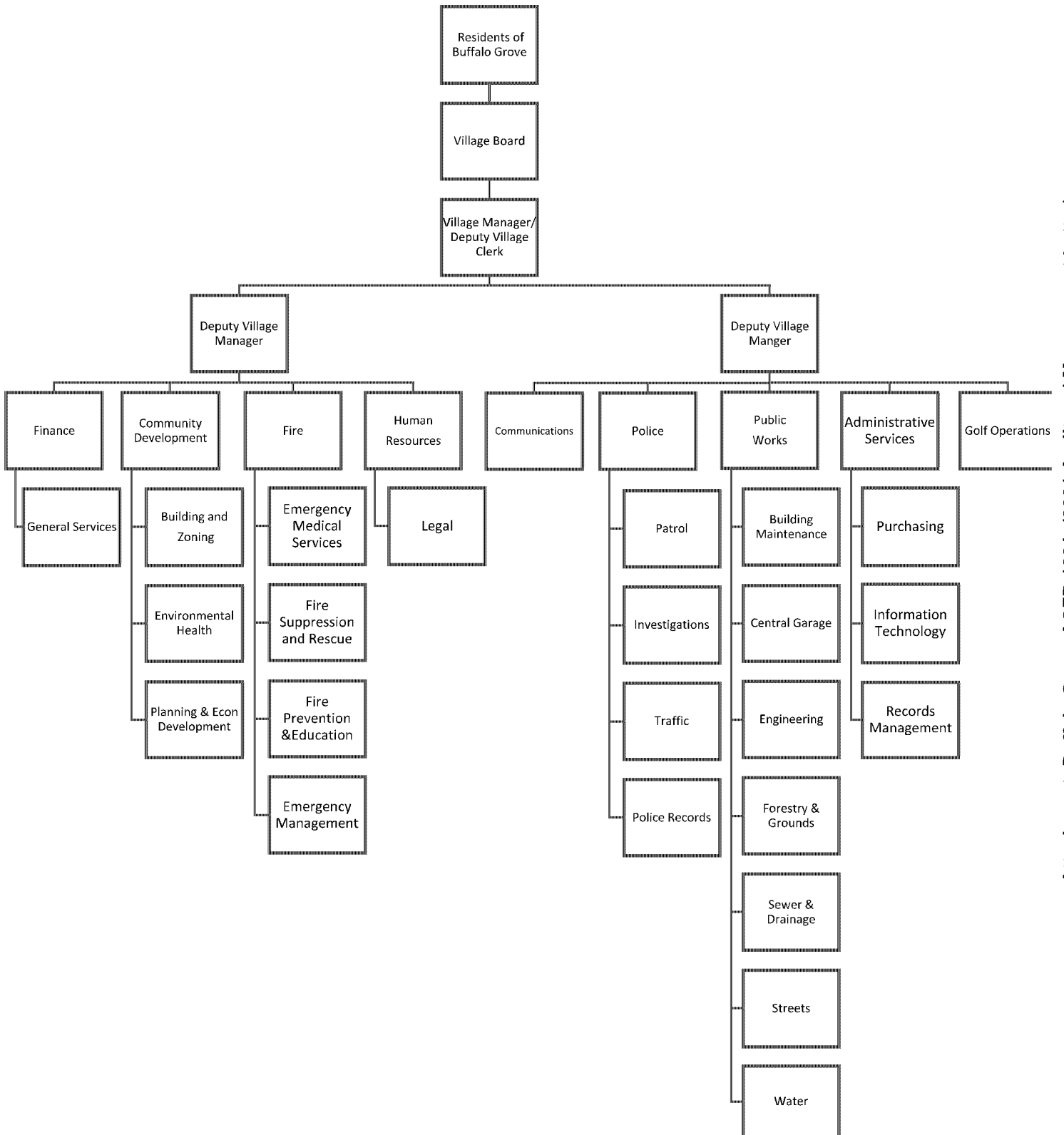
Nicole Woods
Director of Community Development

Geoff Tollefson
Golf Course Manager

Vacant
Building Commissioner

Brett Robinson
Administrative Services Director

ORGANIZATIONAL CHART



Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

Department of Finance &
General Services
Fifty Raupp Blvd.
Buffalo Grove, IL 60089-2100
Phone 847-459-2500
Fax 847-459-0332

July 11, 2022

The Honorable Beverly Sussman
Members of the Village Board
Citizens of the Village of Buffalo Grove

The Annual Comprehensive Financial Report of the Village of Buffalo Grove for the year ended December 31, 2021, is submitted herewith. This report represents a comprehensive picture of the Village's financial activities during Fiscal Year 2021 and the financial condition of its various funds at December 31, 2021. State law requires that all general-purpose local governments publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audit in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

Management assumes full responsibility for the completeness and reliability of all information presented in the report based upon a comprehensive internal control framework. Because the cost of internal controls should not outweigh their benefits, the Village's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

Lauterbach & Amen, Independent Certified Public Accountants, have issued an unmodified (clean) opinion on the Village's financial statements for the fiscal year ended December 31, 2021. The independent auditors' report is presented at the front of the financial section of this report.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of a Management's Discussion and Analysis (MD&A). The letter of transmittal is designated to complement the MD&A and should be read in conjunction with it. The Village of Buffalo Grove's MD&A can be found immediately following the report of the independent auditors.

Profile of the Village of Buffalo Grove

The Village of Buffalo Grove was incorporated March 7, 1958, and is located approximately 29 miles northwest of the downtown of the City of Chicago. The Village resides in both Cook and Lake Counties and spans 9.2 square miles and, based on the 2020 U.S. Census, serves a population of 43,212. The Village of Buffalo Grove is empowered to levy a property tax on real property located within its boundaries. It is also empowered by state statute to extend its corporate limits by annexation, which it has done from time to time.

The Village became a home rule unit by referendum on July 1, 1980, giving it additional powers to tax and regulate in ways not specifically granted, or prohibited, by the Illinois Constitution. As a home rule entity, the Village has no tax rate or debt limits, nor is it required to conduct a referendum to authorize the issuance of debt or to increase property taxes.

The Village operates under a Council/Manager form of government. Policy making and legislative authority are vested with the Village Board, which consists of a President and a six member Board of Trustees. The Village Board is responsible for passing ordinances and resolutions, adopting the annual budget, appointing committees, and hiring the Village's Manager and Attorney. The Village Manager is responsible for carrying out the policies, ordinances and resolutions of the Village Board, developing and presenting an annual budget, overseeing the day-to-day operations of the Village, and appointing department directors.

The Village provides a full range of services including police and fire protection, construction and maintenance of streets and infrastructure, planning and zoning, water and sewer utilities, and general administrative services. The Village also operates two golf courses and a municipal commuter parking lot. To provide these services there were 202 full-time and 28 part-time/seasonal positions in the Fiscal Year 2021 annual budget.

Budgetary Control and Accounting Systems

The annual budget serves as the foundation for the Village's financial planning and as a management spending control document. All departments of the Village of Buffalo Grove are required to submit budget requests by a specified date each year. These requests serve as the starting point for budget development. The proposed budget is presented to the Village Board in November and adopted by ordinance in December concurrently with the property tax levy.

Legal spending thresholds are established through the annual budget under the budget officer method. The Village Board is required to hold a public hearing on the budget document and must adopt a final budget no later than December 31st of each year. The budget is prepared by fund, department and program. Department directors may make transfers of budget allocations within a department. Transfers of budget allocations between funds, however, require the approval of the Village Board. All budget adjustments must be approved by the Village Board to amend the legal spending thresholds.

The accounts of the Village are organized on the basis of funds, each of which is considered a separate and distinct accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Revenues are allocated to and accounted for in individual funds based upon the purpose for which they are to be expended and the means by which spending activities are controlled. The accounting records for general governmental operations are maintained on the modified accrual basis, with revenues being recorded when available and measurable and expenditures being recorded when the material or services are received and the liability is incurred. Accounting records for the Village's enterprise funds, internal service funds, agency funds and pension trust funds are maintained on the accrual basis of accounting.

Factors Affecting Financial Condition

Local Economy

The Village of Buffalo Grove, like many other communities, suffered a major economic decline following the onset of the COVID-19 pandemic in March 2020. As Buffalo Grove and the metro area approach the end of the COVID-19 pandemic, the Village finds itself in a strong fiscal position due to proactive leadership at all levels of the organization. The Village Board and staff team have taken deliberate action to carefully monitor and adjust operating expenses while using more frequent projection methods to predict revenue trends. Additionally, the Village continues to pursue options to diversify revenue streams and reduce long-term liabilities.

The Village is primarily residential, with supporting commercial activity and limited industrial and manufacturing activity. There are approximately 889 licensed businesses operating in the Village. The majority of residents are employed in management, professional, sales and office occupations. The Village's unemployment statistics have consistently been lower than the national and state averages, with an unemployment rate at the end of the year at 3.8 percent besting the state by 2.3 percent.

External economic factors at the national and state level continue to impact the Village's revenue profile and, subsequently its ability to manage operating and capital resources.

- Property tax collections totaled \$16,970,657 which is a slight decline from the previous year's total of \$17,035,362, a decrease of 0.4 percent.
- Water and Sewer collections increased from \$14,625,649 in 2020 to \$16,326,679 in 2021; a total increase of 11.6 percent.
- Sales taxes [net of rebates], both state shared and home rule, generated \$16,013,176 in 2021, an increase of 31.8 percent.

The Village equalized assessed valuation decreased by \$30.8 million or 1.7 percent to \$1.79 billion for the 2020 levy year. The Lake County portion of the Village's equalized assessed value decreased by 2.2 percent and Cook County portion grew by 0.23 percent.

The unassigned fund balance of the General Fund will again exceed the 25 percent threshold of the subsequent year's budgeted expenditures, less non-operating transfers, which is policy established by the Village Board.

<u>Fiscal Year Ended</u>	<u>Unassigned Fund Balance</u>	<u>Budgeted Expenditures</u>	<u>Percent</u>
December 31, 2012	\$10,302,515	\$29,768,828	34.61%
December 31, 2013	\$12,395,113	\$35,511,109*	34.90%
December 31, 2014	\$13,225,644	\$37,083,251	35.67%
December 31, 2015	\$14,991,907	\$38,165,617	39.29%
December 31, 2016	\$16,143,726	\$39,177,439	41.21%
December 31, 2017	\$18,902,476	\$39,477,439	47.88%
December 31, 2018	\$17,039,974	\$39,717,331	42.90%
December 31, 2019	\$18,939,974	\$43,948,348	43.10%
December 31, 2020	\$20,134,162	\$44,657,330	45.09%
December 31, 2021	\$22,485,209	\$44,610,467	50.40%

* Budget number includes employer pension costs beginning in FY 2013.

Long-Term Financial Planning

The Village compiles a General Fund Five-Year Financial Forecast annually which provides an analysis of future revenue and expenditures. This report is completed in tandem with the start of the annual budget process. Other long-range financial plans include the five-year Capital Improvement Plan, Twenty-Year Water Fund Pro-Forma, and a Twenty-Year Storm Sewer Pro-Forma.

The Village assesses its capital needs through the Capital Improvement Plan (CIP) update. This document is a planning tool to identify short and medium term capital needs (facilities, infrastructure and roadways) and measure those demands against the Village's ability to pay. For a project to be incorporated into the CIP, it must involve the creation, improvement, or acquisition of a tangible asset with an original cost of at least \$25,000.

The Village is in year two of a five-year Infrastructure Modernization Program that involves managing over \$175 million in capital projects. Transportation-related projects represent a large percentage of the improvements at \$76 million. Routine maintenance of existing streets accounts for \$63 million of those projects. Approximately \$32 million and \$7.5 million respectively, is allocated to improving and maintaining the water utility and sanitary sewer systems.

The Twenty-Year Water Fund Pro-Forma provides an overview of the Water Fund and adequacy of the current water rate to fund operating expenses and infrastructure improvements as well as generating a reserve to continue with a pay-as-you-go approach to capital budgeting. The Reserve for Capital Replacement Funding Report lists all Village owned vehicles, the service life, and its respective reserve balance.

Major Initiatives

In 2021, the Village of Buffalo Grove issued nearly 3,400 commercial and residential building permits. These permits represent a total project valuation of \$127 million invested into the Buffalo Grove community. In addition to building permit activity, the following major projects occurred in 2021:

Plans neared completion regarding the Lake Cook Road Corridor implementation strategy to stimulate redevelopment of land within the corridor consistent with the adopted plan. Northwest Community Healthcare (NCH) and their development partner, MedProperties Group, continued to redevelop the 7.5 acre site at 15 S McHenry Road and 125 E Lake Cook Road into new four-story, 70,000 square foot medical office building to accommodate NCH. The project also includes a 4,900 square foot retail building.

Work continued on the new Link Crossing Development by K. Hovnanian Homes. This project will have a total of 187 units and include a mix of 68 clustered single-family detached homes and 119 two-story townhomes.

The Village approved plans for the redevelopment of an existing office building at 700 E. Lake Cook Road into multiple uses including an 8,720 square foot convenience store, fuel center and car wash complex, 8,550 square foot retail center, and a 2,400 square foot quick service restaurant.

In late 2021, the Village reviewed and approved a submission for the redevelopment and expansion of the Speedway gas station and 4,600 square foot convenience store. Located at 201 N. Milwaukee, the project is situated on approximately 3.5 acres of land and will service both personal and commercial vehicles. Additionally, Lou Malnati's Pizza announced it will consolidate its headquarters and move to 900 Busch Parkway. The 125,000 square foot building will service as the company's home office, e-commerce site and fulfillment center.

Plans were approved for WJ Golf, the new tenant at the Arboretum Club, to renovate the building to offer indoor year-round golf simulators and private lessons, in addition to a newly refurbished and managed full-service dining and entertainment area.

In November 2021, the Village passed a Memorandum of Understanding with Kensington Development Partners to redevelop the 20-acre Town Center property at Route 83 and Lake Cook Roads. The proposed redevelopment is a new, modern central entertainment and residential district anchored by a national grocery store, retail shops, a park, restaurants and luxury multi-family residential and includes 65,000 square feet of retail space. Project costs are estimated to exceed \$150 million.

In 2021, 53 businesses opened, expanded and/or relocated in the Village of Buffalo Grove.

Awards and Acknowledgments

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Village of Buffalo Grove for its Annual Comprehensive Financial Report for the fiscal year ended December 31, 2020. This was the thirty-ninth consecutive year that the government has received this prestigious award. To be awarded a Certificate of Achievement, the government published an easily readable and efficiently organized Annual Comprehensive Financial Report. This report satisfies both GAAP and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current Annual Comprehensive Financial Report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

In addition, the Village also received the GFOA's Distinguished Budget Presentation Award for its annual budget document for the fiscal year beginning January 1, 2021. In order to qualify for the Distinguished Budget Presentation Award, the Village's budget document had to be judged proficient as a policy document, a financial plan, an operations guide, and a communications device.

The preparation of this report would not have been possible without the dedicated services of the entire staff of the Finance Department. Credit also must be given to the Village President and Board of Trustees, and the Village Manager Dane Bragg for their assistance in planning and conducting the fiscal affairs of the Village in a responsible manner.

Respectfully submitted,



Chris Black
Director of Finance/Village Treasurer



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Village of Buffalo Grove
Illinois**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

December 31, 2020

Christopher P. Morrill

Executive Director/CEO

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

FINANCIAL SECTION

This section includes:

- Independent Auditors' Report
- Management's Discussion and Analysis
- Basic Financial Statements
- Required Supplementary Information
- Combining and Individual Fund Statements and Schedules
- Supplemental Schedules

INDEPENDENT AUDITORS' REPORT

This section includes the opinion of the Village's independent auditing firm.



INDEPENDENT AUDITOR'S REPORT

July 11, 2022

The Honorable Village President
Members of the Board of Trustees
Village of Buffalo Grove, Illinois

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Buffalo Grove, Illinois, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Buffalo Grove, as of December 31, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Village, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Village of Buffalo Grove, Illinois
 July 11, 2022
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Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Village of Buffalo Grove, Illinois
July 11, 2022
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Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Buffalo Grove, Illinois' basic financial statements. The other supplementary information and supplemental schedules are (is) presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, other supplementary information and supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Lauterbach & Amen, LLP
LAUTERBACH & AMEN, LLP

MANAGEMENT'S DISCUSSION AND ANALYSIS

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

The Village of Buffalo Grove's Management's Discussion and Analysis (MD&A) offers the readers of the Village of Buffalo Grove's financial statements this narrative overview and analysis of the financial activities of the Village of Buffalo Grove for the fiscal year ended December 31, 2021. This information presented here should be considered in conjunction with additional information provided in the letter of transmittal, which is found in the introductory section of this report, and the Village's financial statements, which can be found in the basic financial statement section of this report.

Financial Highlights

- The assets and deferred outflows of the Village exceeded its liabilities and deferred inflows at December 31, 2021 by \$101.2 million (net position). The Net Position for governmental activities is \$36.7 million or 36.3 percent of the total, and business-type activities account for \$64.5 million. Of this amount, \$0.6 million is unrestricted. Governmental activities unrestricted amount is (\$19.6) million at the end of the year. This negative amount of unrestricted assets is directly related to the recognition of all retirement obligations in noncurrent liabilities, which is \$44.6 million for 2021 (a decrease of \$15.1 million or 33.9% from 2020).
- The Village's total debt decreased by \$3.0 million (or 7.4 percent). Total general bonded debt outstanding is \$32.0 million as of December 31, 2021. The General Fund transferred \$0.7 million from fund balance to the Capital Projects Fund.
- The Village's net position increased by \$25.1 million (or 33.0 percent) from a restated beginning balance of \$76.1 million during the fiscal year ending December 31, 2021. The governmental net position increased by \$16.7 million (83.5 percent) from a restated beginning balance of \$20.0 million and the business-type activities net position increased by \$8.4 million (15.0 percent) from a restated beginning balance of \$56.1 million.
- As of December 31, 2021, the Village of Buffalo Grove's General Fund reported ending fund balance of \$38.3 million, an increase of \$7.8 million from the prior year. Of this amount, \$22.5 million was unassigned.
- Beginning net position was restated to reflect an error in recognition of capital assets for both the governmental and business-type activities.

Overview of the Financial Statements

The MD&A is intended to serve as an introduction to the Village's basic financial statements. The Village of Buffalo Grove's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

Government-wide financial statements

The government-wide financial statements are designed to provide readers with a broad overview of the Village's finances similar to the corporate sector in that all governmental and business-type activities are consolidated into one total for the Primary Government.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

The statement of net position presents information on all assets and deferred outflows and liabilities and deferred inflows, with the difference between the two reported as net position. Changing of the net position total over time can be one useful indicator in assessing the financial position of the Village. This statement combines and consolidates governmental funds' current financial resources (short-term spendable resources) with capital assets and long-term obligations using the accrual basis of accounting and economic resources measurement focus.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event causing the change occurs, regardless of the timing of related cash flows. Revenues and expenses are reported in this statement for some items that will result in cash flows in future fiscal periods (e.g., uncollected taxes).

Both of the government-wide financial statements distinguish functions of the Village that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Village include public safety (police and fire), public works, streets and sidewalks, community development, and general government. Property taxes, state and home rule sales tax, shared state income tax, real estate transfer tax, prepared food and beverage tax, and utility taxes finance most of these services. The Business-type Activities reflect private sector type operations and include Water and Sewer Funds, Refuse Fund, Buffalo Grove Golf Course and Arboretum Golf Course. The intent is for the fees to cover the costs of operations, infrastructure replacement, and debt services expenses.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village uses fund accounting to ensure and demonstrate fiscal accountability and legal compliance. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds are used to account for primarily the same functions reported as governmental activities in the government wide financial statements. The focus, unlike the government-wide financial statement, is on the sources and uses of available resources (cash and cash equivalents), in order to provide a near, or short-term view of the Village's operations. This information is useful in the evaluation of short-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

The Village of Buffalo Grove maintains nine individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General, Debt Service, Facilities Development, Street Maintenance, and Vehicle Equipment Replacement Funds, which are classified as major funds. Data on the other four governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in the report.

Proprietary Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Village uses enterprise funds to account for its water and sewer utility, refuse service, and activities at the Buffalo Grove and Arboretum Golf Courses. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water and Sewer Fund and the Arboretum Golf Fund as they are considered major funds.

Fiduciary Funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are reflected in the government-wide financial statement since the implementation of GASB 67 & 68. The implementation was completed in fiscal year 2015. The accounting used for fiduciary funds is much like that used for proprietary funds. Notes to the financial statement provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the budgetary comparison to actual for the general fund, as well as the Village's progress in funding its obligation to provide pension and retiree benefit plans to its employees.

Government-wide Financial Analysis

The assets and deferred outflows of the Village of Buffalo Grove exceeded liabilities and deferred inflows by \$101.2 million as of December 31, 2021. The largest portion of the Village's net position reflects its net investment in capital assets (\$95.7 million). Those capital assets include land, buildings, streets, utility infrastructure, and equipment, less any outstanding debt related to the original acquisition. The Village uses these capital assets to help facilitate service delivery to its residents; consequently, these assets are not available for future spending. Although the Village's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay the debt must be provided from other sources, since the capital assets cannot be used to reduce these liabilities.

A portion of the Village's net position (\$4.9 million) represents resources that are subject to external restrictions on how they may be used, of that amount \$3.8 million is restricted for improvements to roadway, public infrastructure, and other municipal public improvements. The remaining balance of unrestricted net position of \$0.6 million includes (\$19.6) million in governmental activities which reduces total net position due to GASB 68 and 75, which requires the Village to show the outstanding retirement obligations in noncurrent liabilities. The total increase in unrestricted net position from the prior year is \$19.5 million (103.2 percent).

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited)
December 31, 2021

The Village's combined net position increased by \$25.1 million as a result of governmental activities increasing by \$16.7 million and business-type activities increasing by \$8.4 million. The net position of the Village's governmental fund was \$36.7 million. The Village's unrestricted net position for governmental activities that are available for day-to-day financial operations were (\$19.6) million compared to (\$35.6) million at December 31, 2020. The net position of business-type activities was \$64.5 million. The business type activities unrestricted net position increased by \$3.5 million from the previous year.

Village of Buffalo Grove's Net Position (in Millions)*

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Assets						
Current / Other Assets	\$ 76.5	72.4	23.3	19.3	99.8	91.7
Capital Assets	78.0	71.6	49.8	44.6	127.8	116.2
Total Assets	154.5	144.0	73.1	63.9	227.6	207.9
Deferred Outflows	14.6	12.2	2.3	2.3	16.9	14.5
Total Assets/Deferred Outflows	169.1	156.2	75.4	66.2	244.5	222.4
Liabilities						
Current Liabilities	8.3	7.5	2.2	1.4	10.5	8.9
Non-Current Liabilities	76.7	93.9	7.8	8.9	84.5	102.8
Total Liabilities	85.0	101.4	10.0	10.3	95.0	111.7
Deferred Inflows	47.4	35.6	0.9	0.5	48.3	36.1
Total Liabilities/ Deferred Inflows	132.4	137.0	10.9	10.8	143.3	147.8
Net Position:						
Net Investment in Capital Assets	51.4	50.8	44.3	38.7	95.7	89.5
Restricted	4.9	4.0	-	-	4.9	4.0
Unrestricted	(19.6)	(35.6)	20.2	16.7	0.6	(18.9)
Total Net Position	36.7	19.2	64.5	55.4	101.2	74.6

* Values may differ from financials due to rounding.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

Normal Impacts

There are five basic (normal) transactions that will affect the comparability of the Statement of Net Position summary presentation.

Net Results of Activities – which will impact (increase/decrease) current assets and unrestricted net position.

Borrowing of Capital – which will increase current assets and long-term debt.

Spending Borrowed Proceeds on New Capital – which will reduce current assets and increase capital assets. There is a second impact, an increase in invested in capital assets and an increase in related net debt which will not change the net investment in capital assets.

Reduction of Capital Assets through Depreciation – which will reduce capital assets and net investment in capital assets.

Current Year Impacts

At the end of the current fiscal year, the Village reported positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities.

Within the governmental activities, the Village increase in “Current and Other Assets” of \$4.1 million is primarily related to \$1.6 million more in cash and investments and \$2.4 million more in receivables. The Village experienced an increase of \$1.1 million (23.4 percent) in service charge revenues, \$6.0 million (51.7 percent) in sales and use taxes, \$1.0 million (27.7 percent) in income taxes, \$0.6 million (60.0 percent) in property transfer taxes, and \$0.9 million (36 percent) in other revenues. Property taxes and utility taxes stayed consistent to the prior year. The Village experienced a decrease of \$0.2 (22.2 percent) in telecommunications taxes, \$0.6 (15.8 percent) in operating grants/contributions, and \$0.3 (15.0 percent) in capital grants/contributions.

The Village maintained capital improvement and asset purchases in 2021. The Village has adopted a philosophy of funding capital improvements to a large extent on a pay-as-you-go basis, and retires debt obligations quickly, resulting in positive net position calculations. Declines in “Capital Assets” are primarily as a result of depreciation.

Changes in Net Position.

The Village's total revenues and expenses for governmental and business-type activities are reflected in the following chart:

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited)
December 31, 2021

Village of Buffalo Grove's Changes in Net Position (in Millions)*

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Revenues						
Program Revenues						
Charges for Services	\$ 5.8	4.7	19.9	18.2	25.7	22.9
Grants / Contributions						
Operating	3.2	3.8	-	-	3.2	3.8
Capital	1.7	2.0	-	0.3	1.7	2.3
General Revenues						
Property Taxes	17.0	17.0	-	-	17.0	17.0
Sales and Use Taxes	17.6	11.6	-	-	17.6	11.6
Income Taxes	5.6	4.6	-	-	5.6	4.6
Telecommunications Taxes	0.7	0.9	-	-	0.7	0.9
Utility Taxes	2.6	2.6	-	-	2.6	2.6
Property Transfer Taxes	1.6	1.0	-	-	1.6	1.0
Other General Revenues	3.4	2.5	0.8	0.6	4.2	3.1
Total Revenues	59.2	50.7	20.7	19.1	79.9	69.8
Expenses						
General Government	7.7	7.2	-	-	7.7	7.2
Public Safety	23.9	26.1	-	-	23.9	26.1
Public Works	8.0	7.7	-	-	8.0	7.7
Interest	1.0	1.2	-	-	1.0	1.2
Water	-	-	10.5	10.4	10.5	10.4
Sewer	-	-	0.9	0.8	0.9	0.8
Golf	-	-	2.8	2.6	2.8	2.6
Total Expenses	40.6	42.2	14.2	13.8	54.8	56.0
Change in Net Position						
Before Transfers	18.6	8.5	6.5	5.3	25.1	13.8
Transfers	(1.9)	(1.6)	1.9	1.6	-	-
Change in Net Position	16.7	6.9	8.4	6.9	25.1	13.8
Net Position - Beginning as Restated	20.0	12.3	56.1	48.5	76.1	60.8
Net Position - Ending	36.7	19.2	64.5	55.4	101.2	74.6

* Values may differ from financials due to rounding.

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

Normal Impacts

Revenues

Economic Condition – which can reflect a declining, stable or growing economic environment and has a substantial impact on property, sales, income, utility tax revenues as well as public spending habits for building permits, elective user fees and volumes of consumption.

Increase/Decrease in the Village Approved Rates – while certain tax rates are set by statute, the Village has significant authority to impose and periodically increase/decrease rates (water, building and licensing fees, ambulance fee, etc.).

Changing patterns in Intergovernmental and Grant Revenue – (both recurring and non-recurring) – certain recurring revenue (state shared revenues) may experience significant changes periodically while non-recurring (one-time) grants are less predictable and often distorting in their impact on year-to-year comparisons.

Market Impact on Investment Income – the Village's investment portfolio is structured to meet certain liabilities as they become due and the income generated is subject to market conditions that may cause the investment income to fluctuate.

Expenses

Changes in Authorized Personnel – changes in service demand may cause the Village to increase/decrease authorized staffing.

Salary Increase (general wage adjustments and merit) – compensation adjustments to ensure the Village can attract and retain high level employees.

Inflation – while overall inflation appears to be reasonably modest, the Village is a major consumer of certain commodities such as supplies, fuels, and parts. Some functions may experience unusual commodity-specific increases (e.g. fuel, road salt).

Current Year Impacts

Government Activities:

Governmental activities increased the Village's net position by \$16.7 million to \$36.7 million. Significant elements contributing to this net change are as follows;

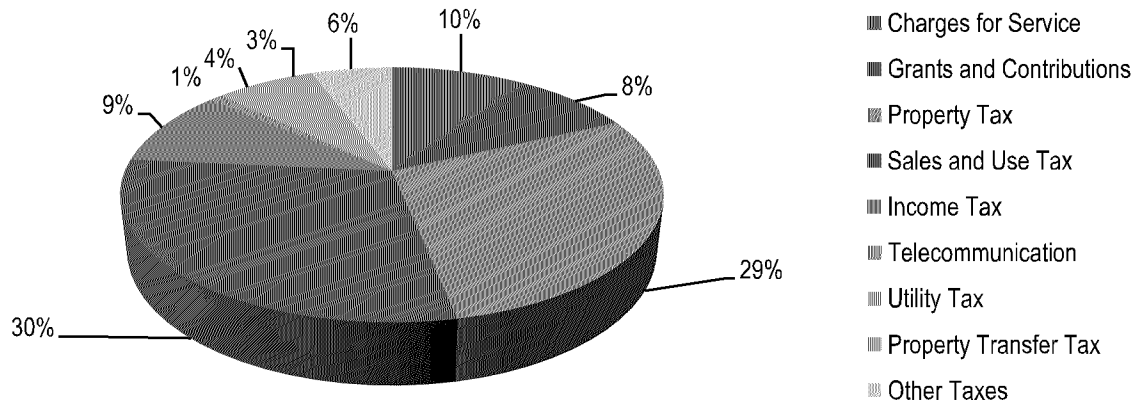
Revenues:

Revenues for the Village's governmental activities for the year ended December 31, 2021 were \$59.2 million, an increase of \$8.5 million or 16.8 percent. Property taxes continue to be one of the Village's largest source of revenue (28.7 percent) at \$17.0 million. Included within the property tax revenues are the pension levies for the Police and Firefighter Pension Funds and IMRF/Social Security. The pension levies account for 40.7 percent of the property tax levy. Other taxes and intergovernmental revenue including sales tax, state income tax, utility tax, prepared food and beverage tax, hotel tax, and real estate transfer tax total \$31.5 million or 53.2 percent of total governmental activities revenue. Property taxes decreased by \$0.06 million. There was a 0.3% decrease in the corporate agency tax levy collected in 2021, primarily due to the deferred collection of property tax payments in Cook County. The corporate levy for 2021, to be collected in 2022, is funding Police and Fire Protection.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

Village of Buffalo Grove 2021 Revenue by Source Governmental Activities



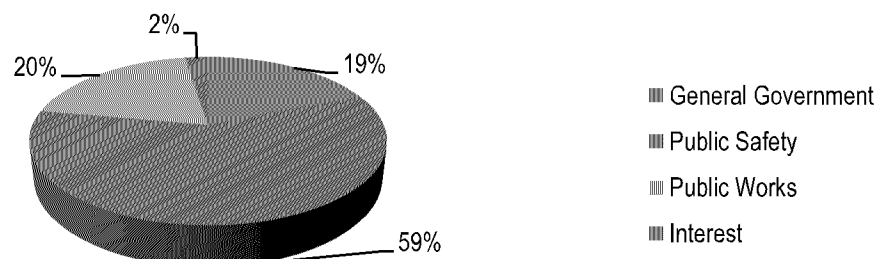
The Police Protection levy increased \$0.2 million (7.9 percent) and the Fire Protection Levy increased \$0.35 million (17.6 percent). The total tax levy increased marginally by 0.08 percent.

Sales and use tax increased by \$6.0 million compared to the previous year. The increase was due in part to sales tax rebates being newly classified as an expense in 2021. Telecommunications taxes decreased \$0.2 million compared to prior year. Income taxes continue to rebound increasing \$1.0 million from FY 2020, a 21.7 percent change. Utility taxes stayed consistent with prior year. Property transfer taxes increased \$0.6 million compared to prior year. Income tax and sales and use tax are key indicators for the Village of Buffalo Grove's local economy and are improving year over year.

Expenses:

The cost of all governmental activities this year was \$40.6 million, a decrease of 3.8 percent from 2020 (\$42.2 million). The largest decrease was made in Public Safety expenses \$2.2 million in 2021. General Government expenses increased by \$0.5 million (6.9 percent) and Public Works expenses increased by \$0.3 million (3.9 percent).

Village of Buffalo Grove 2021 Expenses by Function Governmental Activities Expenses



VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

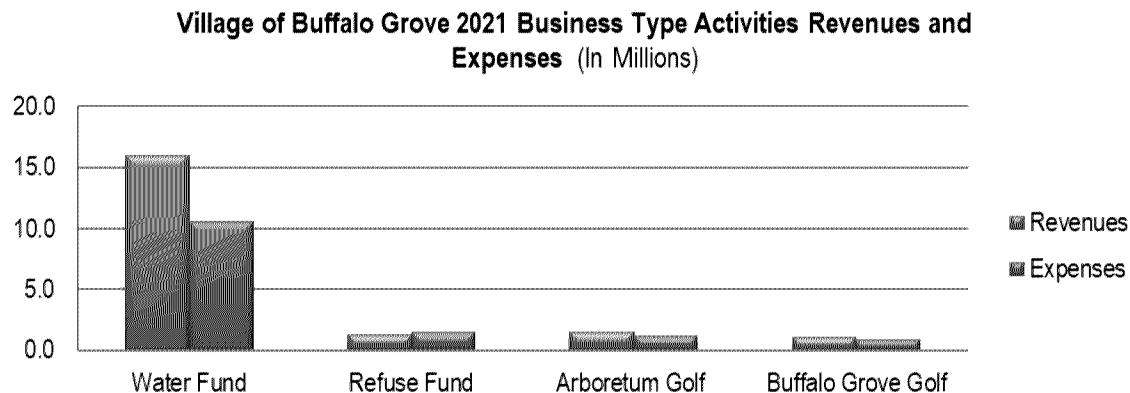
The Statement of Activities shows that \$5.8 million in revenue was generated to finance the services rendered by the user fees. Another \$4.9 million in revenue was generated by operating and capital grants and other contributions that was expended for capital improvement.

Business-Type Activities:

Business-type activities net position increased by \$8.4 million. Significant changes are noted below.

Revenue:

Water sales increased \$1.3 million from the previous year. The total amount pumped was 1.26 billion gallons in 2020 versus 1.29 billion in 2021. The utility increased revenue with a 4.0 percent water rate increase. There was a slight increase in water consumed of .01 billion gallons (.84 percent). The two golf courses generated \$2.6 million in 2021, \$0.1 million (4 percent) better than 2020 earnings. The following graph shows a comparison of revenues and expenses for each business type activity (excludes non-operating activity, transfers and GAAP adjustments).



Expenses:

Expenses from all business-type activities increased by \$0.4 million or 3.6 percent. The Water Fund expenses increased by \$0.2 million, which compares favorably to a budgeted increase in expenses. Golf expenses were increased in 2021 to \$2.8 million in total or 7.7 percent.

Financial Analysis of the Village's Funds

As noted earlier, the Village utilizes fund accounting to ensure and demonstrate compliance with finance related legal requirements.

Governmental Funds

The focus of the Village's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources.

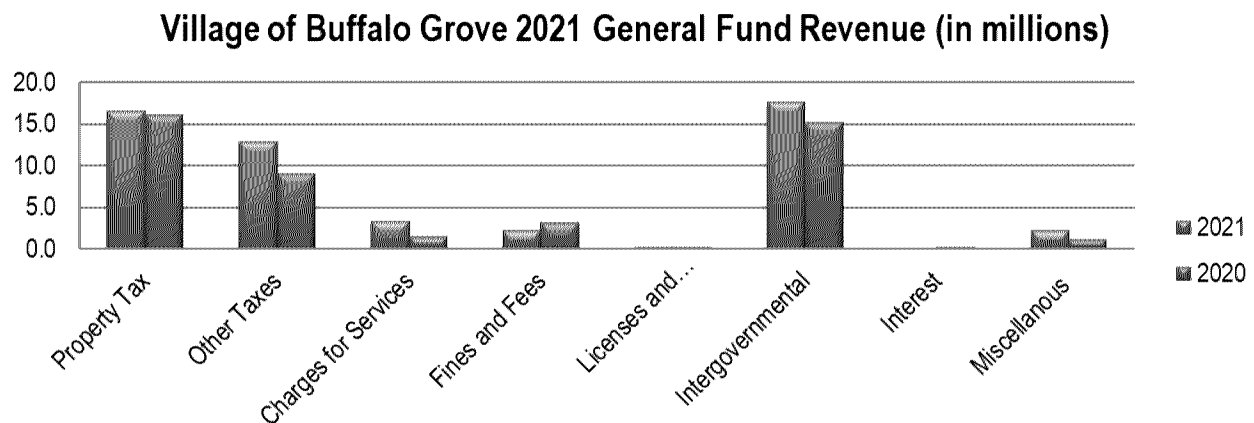
VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

The Village's governmental funds for the year ended December 31, 2021, reflect a combined fund balance of \$51.2 million on its balance sheet. This represents a \$0.5 million dollar increase over the balance posted last year. Governmental revenues increased a total of \$8.4 million. Sales taxes, both state shared and home rule, increased by \$6.1 million dollars. The increase was due in part to sales tax rebates being newly classified as an expense in 2021. State shared income taxes increased by \$1.0 million and building permit revenues increased by \$0.9 million. Governmental expenditures increased over prior year by \$2.1 million. Due to the issuance in bonds in 2020, the net decrease in Fund Balance for the Debt Service Fund in 2021 was \$8.6 million compared to a combined increase in all other Governmental Funds of \$9.1 million. Of the total fund balance of \$51.2 million, \$22.5 million is unassigned indicating availability for future obligations.

The 2021 unassigned fund balance increased by \$2.4 million. Nonspendable fund balance (\$0.58 million) represents amounts set aside for inventory and deposits. Restricted fund balance (\$12.9 million) relates to the remaining proceeds available on the 2020 General Obligation Bond, federal and state seizure funds, and non-major special revenue fund balances including the Motor Fuel Tax and Local Motor Fuel Tax funds. Committed fund balance (\$15.2 million) is to be used for future capital replacement.

The General Fund is the Village's main operating fund and accounts for core municipal services including, public safety (police and fire), public works, community development, and general administration. As such, its useful to review the liquidity of the fund by comparing the unassigned fund balance against the operating General Fund operating budget. As of December 31, 2021, the unassigned fund balance represents 45.7 percent of the FY 2021 operating budget. The Fund Balance of the General Fund increased by \$7.7 million for the fiscal year ended December 31, 2021.



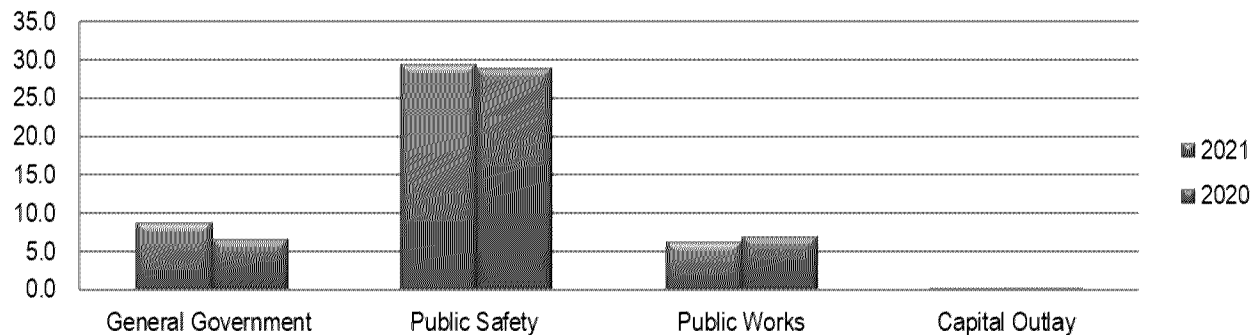
General Fund revenues increased by \$8.5 million in 2021. The most notable increases were in state shared sales tax and home rule sales tax of \$3.0 million and \$3.1 million, respectively. As noted earlier, the increase was due in part to sales tax rebates being newly classified as an expense in 2021. Income tax increased \$1.0 million (23.49 percent) and local use tax decreased \$0.24 million (12.8 percent). Real estate transfer taxes increased by \$0.62 million (61.9%) while building permit revenue increased by \$0.91 million (73.1%). Other State of Illinois shared revenues increased \$74,751 (0.58%).

The overall increase in the General Fund revenue was 18.3 percent, while expenditures increased 4.4 percent (\$1.9 million) in 2021.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

Village of Buffalo Grove 2021 General Fund Expenditures



The surplus of revenues over expenditures (before other financing sources/uses) was \$10.5 million. Adding in the Other Financing Sources (Uses), the net change to fund balance resulted in an increase of \$7.7 million. Public Safety Expenditures increased \$0.5 million, 1.7 percent, in FY 2021. Public Works decreased 10.0 percent (\$0.7 million) and General Government spent \$2.1 million more in 2021 versus 2020.

Special Revenue Funds have a combined fund balance of \$3.8 million as of December 31, 2021. In 2021 the Village continued its initiative to improve local roadways by resurfacing streets, repairing bridges, and maintaining street, curb and gutter as needed. These projects were funded through Motor Fuel Tax (MFT) funds, Local Motor Fuel Tax (LMFT) funds, the Capital Projects Street Fund, and grant revenues in 2021. Revenues received from the state share of the motor fuel tax were \$2.6 million and local share of motor fuel tax of \$0.5 million. The scope of each year's identified maintenance, as determined through pavement analysis studies, typically surpasses the revenues received. The Capital Projects Street Fund expended \$7.5 million which was mostly transferred from the General Fund. Some street projects tied to grant funding are not complete as of December 31, 2021, the remainder will be expended in FY 2022. The Village continues to make streets a priority spending over the annual allotment for MFT by transferring general fund revenues to funds that build and improve roadway infrastructure.

The Debt Service Fund has a fund balance of \$8.2 million at the end of FY 2021, The Village debt totals \$32.0 million, all general obligation bonds, and retired \$1.6 million in principal in the current year. The interest paid associated with the debt retired was \$1.2 million. Debt per capita is \$927.13 as of December 31, 2021.

Proprietary Funds

The Village of Buffalo Grove's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The Village reports that both the Water and Sewer Fund and the Arboretum Golf Course as major proprietary funds. The Water and Sewer Fund accounts for all operating expenses of the municipal water system. Water is purchased wholesale from the City of Evanston through the Northwest Water Commission of which the Village is one of four members. Sanitary sewer service is provided by the Lake County Public Works Department for those property owners in Lake County. The Village acts as a billing partner to reduce administrative costs. The Metropolitan Water Reclamation District of Greater Chicago handles all the sanitary sewer treatment for Cook County residents and recovers its expenses through a property tax levy.

VILLAGE OF BUFFALO GROVE, ILLINOIS**Management's Discussion and Analysis (Unaudited)
December 31, 2021**

The water and sewer utility experienced net operating income before interest and transfers of \$5.8 million for FY 2021, an increase of \$1.4 million (31.8 percent) from the prior fiscal year. A rate increase of 4% percent was applied to all water and sewer usage. Sewer operations accounted for 33.8 percent, or \$5.0 million of the total Water and Sewer operational expenditures. Water operations accounted for \$1.8 million (12.4 percent) and capital outlay for both systems totaling \$6.1 million (41.2 percent). The purchase of water accounted for 12.5 percent, or \$1.9 million. Sanitary sewer fees collected on behalf of Lake County Public Works was \$3.5 million for FY 2021. These two pass-through expenses account for 36.42 percent of the total operating expense of the fund.

Non-operating revenue (expense) decreased \$68,016 due to investment income.

The unrestricted net position of the Water and Sewer Fund at the end of the current fiscal year was \$18.8 million and of that amount \$8.8 million is the Village's equity interest in the Northwest Water Commission. The installment note to pay down the water meter replacement project is \$5.1 million, or 55.3 percent, of total liabilities in the water and sewer enterprise. The note is paid off by the increased margin of water metering accuracy.

The Village of Buffalo Grove owns and operates two municipal golf courses. The Village also reported the Arboretum Golf Course Fund as a major proprietary fund. This fund accounts for all operations of the Arboretum Golf Course. The course reported a year end unrestricted net position balance of \$0.85 million. Total revenues were up \$55,000 from 2020. The Buffalo Grove Golf Course generated \$1.5 million in operating revenue while incurring \$1.2 million in operating expenses. A total of 71,617 paid rounds were played between the two courses in 2021.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

General Fund Budgetary Highlights

The budget is formally presented to the Village Board in November and approved in December in conjunction with the tax levy request. As the Village operates under the Budget Officer Act, a public hearing, for public comment is conducted, before the budget is adopted. The budget document sets the legal spending ceiling for each fund and serves as the day-to-day management tool to ensure fiscal accountability.

General Fund Budgetary Highlights For the Fiscal Year Ended December 31, 2021 (in thousands)*

	Final Budget	Actual
Revenues and Transfers:		
Taxes	\$ 39,851	47,041
Charges for Services	2,349	3,295
Fines and Fees	1,545	2,206
Licenses and permits	356	302
Other Revenues	1,199	2,184
Transfers In	1,780	1,431
Total Revenues and Transfers	47,080	56,459
Expenditures and Transfers		
Expenditures	44,610	44,561
Transfers Out	4,566	4,157
Total expenditures and Transfers	49,176	48,718
Change in fund balance	(2,096)	7,741

* Values may differ from financials due to rounding.

Revenue (taxes) performed better than expected due to stronger than anticipated sales, income tax, real estate transfer taxes and building permit revenue. Actual expenditures performed better than budget due to the reduction in transfers out to other funds.

Capital Assets

At the end of December 31, 2021, the Village had a combined total capital assets of \$127.8 million invested in a broad range of capital assets including, buildings, streets, storm sewers, and equipment. This amount represents a net increase (including additions and deductions) of \$10.1 million.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited)
December 31, 2021

Village of Buffalo Grove Capital Assets at Year End (in millions)*

		Governmental Activities		Business-Type Activities		Total	
		2021	2020	2021	2020	2021	2020
Land	\$	39.5	39.5	6.2	6.2	45.7	45.7
Construction in Progress		8.0	3.0	5.2	1.8	13.2	4.8
Buildings		4.2	4.4	0.6	0.7	4.8	5.1
Equipment and Vehicles		7.4	7.7	0.1	-	7.5	7.7
Land Improvements		2.5	2.6	-	-	2.5	2.6
Streets and Storm Sewers		16.4	15.1	-	-	16.4	15.1
Water and Sewer Infrastructure		-	-	37.7	36.7	37.7	36.7
		78.0	72.3	49.8	45.4	127.8	117.7

* Values may differ from financials due to rounding.

The Governmental Activities net capital assets increased from last year by \$5.7 million (7.9 percent). For the Business-type activities, the net capital assets increased by \$4.4 million or (9.7 percent).

The capital activity for the Village of Buffalo Grove is mostly in streets, water and sewer, and vehicles, including the construction in progress in these areas. The amounts added to the asset classes was offset by accumulated depreciation and not shown in the table above.

Detailed information on the Village's capital assets is included in Note 3.

Long-Term Debt

At year end, the Village had total debt outstanding of \$37.5 million as shown in the next table:

Village of Buffalo Grove Long-Term Debt (in millions)*

		Governmental Activities		Business-Type Activities		Total	
		2021	2020	2021	2020	2021	2020
General Obligation Bonds	\$	32.0	34.6	-	-	32.0	34.6
IEPA Loans		-	-	0.3	0.3	0.3	0.3
Installment Contracts Payable		-	-	5.2	5.6	5.2	5.6
		32.0	34.6	5.5	5.9	37.5	40.5

* Values may differ from financials due to rounding.

The Village maintains assigned "AAA" ratings on its general obligation bonds from Standard and Poor's Corporation. Moody's Investor Services rates the Village of Buffalo Grove as "AA1".

VILLAGE OF BUFFALO GROVE, ILLINOIS

Management's Discussion and Analysis (Unaudited) December 31, 2021

The total per capita general obligation (GO) debt for the community stands at \$795.26 and represents 0.64 percent of the equalized assessed valuation of the Village.

The Village, under its home rule authority, does not have a legal debt limit.

Detailed information on the Village's long-term debt can be found in Note 3.

Economic Factors and Next Year's Budgets and Rates

The Village entered 2022 with a balanced operating budget. The budget for the fiscal year beginning January 1, 2022, is \$118,384,488 a 4.7 percent increase from the previous year. The operating budget totals \$52,136,718 resulting in a 6.0 percent increase over the previous year.

Total capital spending during the year is estimated to be \$22.1 million. Continued emphasis will remain on developing innovative ways to deliver services and reduce costs while actively working to improve sales tax collections through economic development. In 2022, the Village enters year 2 of a five-year capital program to address the community's water and sanitary sewer system infrastructure replacement and street resurfacing and reconstructions projects. The additional funding that increases in water and sewer utility rates as well as the new fixed facility fees bring in are allocated entirely to capital projects and used to offset debt service exposure in the property tax levy.

Property taxes remain the Village's most stable revenue although the total assessed value of all taxable property was not expected to increase for the 2021 tax levy (extended and collected in 2022). A tax levy was adopted for the 2022 budget at the same level as the prior year for an increase of 0.0 percent. The Village mitigated an additional \$3.34 million in levied taxes through full abatements of the 2016 and 2020 bonds, as well as a partial abatement of the 2012 bonds. If these amounts were not abated the levy increase would have been 19.6 percent. The Village will use operating funds to pay the bond payable amount not covered by the tax levy.

A Storm Water Management User Fee introduced in the FY 2016 budget offsets the costs related to maintaining, repairing and developing an infrastructure reserve for future system needs. This revenue stream has resulted in an additional \$1.1 million to the General Fund that is funding new and replacement storm sewer infrastructure.

Budgeted expenditures include general wage adjustments for non-represented employees and contractual salary adjustments which are part of labor agreements. The Village currently has two represented employee groups (police and fire).

Health insurance increases are minimized by the economies of scale provided by the Village's membership in the Intergovernmental Personnel Benefits Cooperative (IPBC). In 2022, included in the budget are monies to restore a portion of the positions eliminated as part of the 2021 Budget due to Covid-19 and its economic impact.

VILLAGE OF BUFFALO GROVE, ILLINOIS**Management's Discussion and Analysis (Unaudited)
December 31, 2021**

CONTACTING THE VILLAGE'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, customers, investors, and creditors with a general overview of the Village's finances and to demonstrate the Village's accountability for the money it receives. Questions concerning this report or requests for additional financial information should be directed to Chris Black, Director of Finance or Christine Berman, Deputy Director of Finance, Village of Buffalo Grove, 50 Raupp Boulevard, Buffalo Grove, IL 60089.

BASIC FINANCIAL STATEMENTS

The basic financial Statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements

Governmental Funds

Proprietary Funds

Fiduciary Funds

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

VILLAGE OF BUFFALO GROVE, ILLINOIS**Statement of Net Position
December 31, 2021**

See Following Page

VILLAGE OF BUFFALO GROVE, ILLINOIS

Statement of Net Position
December 31, 2021

	Governmental Activities	Business-Type Activities	Totals
ASSETS			
Current Assets			
Cash and Investments	\$ 49,222,036	11,605,786	60,827,822
Receivables - Net of Allowances	26,709,358	2,878,126	29,587,484
Prepays/Inventories	583,442	37,432	620,874
Total Current Assets	76,514,836	14,521,344	91,036,180
Noncurrent Assets			
Capital Assets			
Nondepreciable	47,508,397	11,445,101	58,953,498
Depreciable	115,338,357	94,760,463	210,098,820
Accumulated Depreciation	(84,816,431)	(56,441,936)	(141,258,367)
	78,030,323	49,763,628	127,793,951
Other Assets			
Investment in Joint Venture	-	8,782,108	8,782,108
Total Noncurrent Assets	78,030,323	58,545,736	136,576,059
Total Assets	154,545,159	73,067,080	227,612,239
DEFERRED OUTFLOWS OF RESOURCES			
Derferred Items - ARO	-	1,598,350	1,598,350
Deferred Items - IMRF	2,358,127	430,577	2,788,704
Deferred Items - Police Pension	4,454,306	-	4,454,306
Deferred Items - Firefighters' Pension	3,659,202	-	3,659,202
Deferred Items - RBP	4,108,162	232,617	4,340,779
Total Deferred Outflows of Resources	14,579,797	2,261,544	16,841,341
Total Assets and Deferred Outflows of Resources	169,124,956	75,328,624	244,453,580

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

	Governmental Activities	Business-Type Activities	Totals
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 3,433,406	1,295,833	4,729,239
Accrued Payroll	1,007,951	59,677	1,067,628
Deposits Payable	329,145	326,878	656,023
Other Payables	657,496	-	657,496
Compensated Absences Payable	268,908	24,958	293,866
Current Portion of Long-Term Debt	2,570,990	510,746	3,081,736
Total Current Liabilities	8,267,896	2,218,092	10,485,988
Noncurrent Liabilities			
Compensated Absences Payable	1,075,632	99,834	1,175,466
Net Pension Liability - IMRF	675,579	123,357	798,936
Net Pension Liability - Police Pension	19,784,431	-	19,784,431
Net Pension Liability - Firefighters' Pension	8,450,055	-	8,450,055
Total OPEB Liability - RBP	14,725,648	833,813	15,559,461
General Obligation Bonds Payable - Net	32,041,590	-	32,041,590
IEPA Loan Payable	-	252,725	252,725
Installment Note Payable	-	4,687,282	4,687,282
Asset Retirement Obligation	-	1,725,500	1,725,500
Total Noncurrent Liabilities	76,752,935	7,722,511	84,475,446
Total Liabilities	85,020,831	9,940,603	94,961,434
DEFERRED INFLOWS OF RESOURCES			
Grants	2,752,462	-	2,752,462
Property Taxes	17,115,541	-	17,115,541
Deferred Items - IMRF	4,987,137	910,616	5,897,753
Deferred Items - Police Pension	12,313,616	-	12,313,616
Deferred Items - Firefighters' Pension	9,795,621	-	9,795,621
Deferred Items - RBP	431,750	24,447	456,197
Total Deferred Inflows of Resources	47,396,127	935,063	48,331,190
Total Liabilities and Deferred Inflows of Resources	132,416,958	10,875,666	143,292,624
NET POSITION			
Net Investment in Capital Assets	51,402,847	44,312,875	95,715,722
Restricted - IMRF	514,540	-	514,540
Restricted - Public Safety	350,645	-	350,645
Restricted - Motor Fuel Tax	3,780,893	-	3,780,893
Restricted - Metra Parking Lot	15,100	-	15,100
Restricted - TIF	11,833	-	11,833
Restricted - Debt Service	247,676	-	247,676
Unrestricted (Deficit)	(19,615,536)	20,140,083	524,547
Total Net Position	36,707,998	64,452,958	101,160,956

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Statement of Activities

For the Fiscal Year Ended December 31, 2021

	Expenses	Program Revenues		
		Charges for Services	Operating Grants/ Contributions	Capital Grants/ Contributions
Governmental Activities				
General Government	\$ 7,742,034	3,612,362	-	-
Public Safety	23,840,822	1,951,101	994,387	-
Public Works	8,011,808	254,557	2,163,064	1,642,292
Interest on Long-Term Debt	1,013,033	-	-	-
Total Governmental Activities	40,607,697	5,818,020	3,157,451	1,642,292
Business-Type Activities				
Water and Sewerage	10,645,623	15,909,163	-	-
Arboretum Golf	1,528,123	1,348,531	-	-
Buffalo Grove Golf	1,238,423	1,494,672	-	-
Refuse Service	908,620	1,122,716	-	-
Total Business-Type Activities	14,320,789	19,875,082	-	-
Total Primary Government	54,928,486	25,693,102	3,157,451	1,642,292

General Revenues

Taxes

Property

Home Rule Sales Tax

Telecommunications Tax

Utility Tax

Property Transfer Tax

Other Taxes

Intergovernmental - Unrestricted

State Income Tax

Sales Tax

Local Use Tax

Replacement Tax

Other Taxes

Interest

Miscellaneous

Transfers - Internal Activity

Change in Net Position

Net Position - Beginning as Restated

Net Position - Ending

The notes to the financial statements are an integral part of this statement.

Net (Expenses)/Revenues		
Primary Government		
Governmental Activities	Business-Type Activities	Totals
(4,129,672)	-	(4,129,672)
(20,895,334)	-	(20,895,334)
(3,951,895)	-	(3,951,895)
(1,013,033)	-	(1,013,033)
(29,989,934)	-	(29,989,934)
-	5,263,540	5,263,540
-	(179,592)	(179,592)
-	256,249	256,249
-	214,096	214,096
-	5,554,293	5,554,293
(29,989,934)	5,554,293	(24,435,641)
16,970,657	-	16,970,657
6,873,226	-	6,873,226
716,737	-	716,737
2,662,956	-	2,662,956
1,601,370	-	1,601,370
923,393	-	923,393
5,643,154	-	5,643,154
9,139,951	-	9,139,951
1,616,041	-	1,616,041
42,887	-	42,887
302,397	-	302,397
(33,773)	394,698	360,925
2,210,580	417,516	2,628,096
(1,955,738)	1,955,738	-
46,713,838	2,767,952	49,481,790
16,723,904	8,322,245	25,046,149
19,984,094	56,130,713	76,114,807
36,707,998	64,452,958	101,160,956

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Balance Sheet - Governmental Funds
December 31, 2021

	General
ASSETS	
Cash and Investments	\$ 36,512,376
Receivables - Net of Allowances	
Taxes	22,698,589
Other	2,369,642
Due from Other Funds	54,941
Inventories	124,965
Prepays	458,477
	<u>62,218,990</u>
Total Assets	
LIABILITIES	
Accounts Payable	2,419,849
Accrued Payroll	959,345
Deposits Payable	329,145
Due to Other Governments	657,496
Due to Other Funds	60,472
Total Liabilities	<u>4,426,307</u>
DEFERRED INFLOWS OF RESOURCES	
Grants	2,752,462
Property Taxes	16,780,272
	<u>19,532,734</u>
Total Liabilities and Deferred Inflows of Resources	<u>23,959,041</u>
FUND BALANCES	
Nonspendable	583,442
Restricted	865,185
Committed	14,326,113
Unassigned	22,485,209
Total Fund Balances	<u>38,259,949</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>62,218,990</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

Debt Service	Capital Projects			Nonmajor	Totals
	Facilities Development	Street Maintenance	Vehicle Equipment Replacement		
8,229,293	68,989	202,909	149,531	3,708,554	48,871,652
335,269	-	-	-	-	23,033,858
4,222	-	1,147,327	-	154,309	3,675,500
-	-	-	-	-	54,941
-	-	-	-	-	124,965
-	-	-	-	-	458,477
8,568,784	68,989	1,350,236	149,531	3,862,863	76,219,393
735	27,682	551,715	131,786	96	3,131,863
-	-	-	-	-	959,345
-	-	-	-	-	329,145
-	-	-	-	-	657,496
-	-	-	-	54,941	115,413
735	27,682	551,715	131,786	55,037	5,193,262
-	-	-	-	-	2,752,462
335,269	-	-	-	-	17,115,541
335,269	-	-	-	-	19,868,003
336,004	27,682	551,715	131,786	55,037	25,061,265
-	-	-	-	-	583,442
8,232,780	-	-	-	3,807,826	12,905,791
-	41,307	798,521	17,745	-	15,183,686
-	-	-	-	-	22,485,209
8,232,780	41,307	798,521	17,745	3,807,826	51,158,128
8,568,784	68,989	1,350,236	149,531	3,862,863	76,219,393

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Reconciliation of Total Governmental Fund Balance to Net Position - Governmental Activities

December 31, 2021

Total Governmental Fund Balances	\$ 51,158,128
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.	78,030,323
Deferred outflows (inflows) of resources related to the pensions not reported in the funds.	
Deferred Items - IMRF	(2,629,010)
Deferred Items - Police Pension	(7,859,310)
Deferred Items - Firefighters' Pension	(6,136,419)
Deferred Items - RBP	3,676,412
Internal service funds are used by the Village to charge the costs of vehicle and equipment management and employee compensated absences to individual funds. The assets and liabilities of the internal service funds are included in the governmental activities in the Statement of Net Position	60,707
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.	
Compensated Absences Payable	(1,344,540)
Net Pension Liability - IMRF	(675,579)
Net Pension Liability - Police Pension	(19,784,431)
Net Pension Liability - Firefighters' Pension	(8,450,055)
Total OPEB Liability - RBP	(14,725,648)
General Obligation Bonds Payable - Net	(34,612,580)
Net Position of Governmental Activities	<u>36,707,998</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS**Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
For the Fiscal Year Ended December 31, 2021**

See Following Page

VILLAGE OF BUFFALO GROVE, ILLINOIS

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
For the Fiscal Year Ended December 31, 2021

	<u>General</u>
Revenues	
Taxes	\$ 29,302,675
Intergovernmental	17,738,817
Charges for Services	3,294,828
Licenses and Permits	301,917
Fines and Forfeitures	2,205,658
Interest	(40,060)
Miscellaneous	2,210,580
Total Revenues	<u>55,014,415</u>
Expenditures	
Current	
General Government	8,707,739
Public Safety	29,352,949
Public Works	6,324,738
Capital Outlay	175,376
Debt Service	
Principal Retirement	-
Interest and Fiscal Charges	-
Total Expenditures	<u>44,560,802</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>10,453,613</u>
Other Financing Sources (Uses)	
Disposal of Capital Assets	13,500
Transfers In	1,431,386
Transfers Out	<u>(4,157,028)</u>
	<u>(2,712,142)</u>
Net Change in Fund Balances	7,741,471
Fund Balances - Beginning	<u>30,518,478</u>
Fund Balances - Ending	<u><u>38,259,949</u></u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

Debt Service	Capital Projects			Nonmajor	Totals
	Facilities Development	Street Maintenance	Vehicle Equipment Replacement		
414,823	-	-	-	30,841	29,748,339
-	-	730,709	-	3,074,647	21,544,173
-	-	-	-	-	3,294,828
-	-	-	-	-	301,917
-	-	-	-	15,617	2,221,275
6,287	-	-	-	-	(33,773)
-	-	-	-	-	2,210,580
421,110	-	730,709	-	3,121,105	59,287,339
-	-	-	-	211,595	8,919,334
-	-	-	-	-	29,352,949
-	-	-	-	-	6,324,738
-	138,190	6,482,065	1,705,147	-	8,500,778
2,550,445	-	-	-	-	2,550,445
1,200,773	-	-	-	-	1,200,773
3,751,218	138,190	6,482,065	1,705,147	211,595	56,849,017
(3,330,108)	(138,190)	(5,751,356)	(1,705,147)	2,909,510	2,438,322
-	-	-	-	-	13,500
3,346,411	138,190	6,308,126	1,705,147	150,000	13,079,260
(8,612,990)	-	-	-	(2,264,980)	(15,034,998)
(5,266,579)	138,190	6,308,126	1,705,147	(2,114,980)	(1,942,238)
(8,596,687)	-	556,770	-	794,530	496,084
16,829,467	41,307	241,751	17,745	3,013,296	50,662,044
8,232,780	41,307	798,521	17,745	3,807,826	51,158,128

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances to the Statement of Activities - Governmental Activities

For the Fiscal Year Ended December 31, 2021

Net Change in Fund Balances - Total Governmental Funds	\$ 496,084
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Amounts reported for governmental activities in the Statement of Activities
are different because:

Governmental funds report capital outlays as expenditures. However, in the
Statement of Activities the cost of those assets is allocated over their estimated
useful lives and reported as depreciation expense.

Capital Outlays	8,254,757
Depreciation Expense	(2,488,036)
Disposals - Cost	(1,114,236)
Disposals - Accumulated Depreciation	1,074,687

The net effect of deferred outflows (inflows) of resources related
to the pensions not reported in the funds.

Change in Deferred Items - IMRF	(2,307,678)
Change in Deferred Items - Police Pension	(3,439,146)
Change in Deferred Items - Firefighters' Pension	(785,314)
Change in Deferred Items - RBP	(106,830)

The issuance of long-term debt provides current financial resources to
governmental funds, while the repayment of the principal on long-term
debt consumes the current financial resources of the governmental funds.

Change in Compensated Absences Payable	(62,771)
Change in Net Pension Liability - IMRF	4,484,897
Change in Net Pension Liability - Police Pension	6,835,676
Change in Net Pension Liability - Firefighters' Pension	3,824,923
Change in Total OPEB Liability - RBP	(728,860)
Retirement of Debt	2,550,445
Amortization of Bond Premium	187,740

Internal service funds are used by the Village to charge the costs of vehicle and equipment
management and employee compensated absences to individual funds.

The net revenue of certain activities of internal service funds is
reported with governmental activities.

47,566

Changes in Net Position of Governmental Activities	<u>16,723,904</u>
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Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS**Statement of Net Position - Proprietary Funds
December 31, 2021**

See Following Page

VILLAGE OF BUFFALO GROVE, ILLINOIS

Statement of Net Position - Proprietary Funds
December 31, 2021

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sewerage	Arboretum Golf	Nonmajor	Totals	Internal Service
ASSETS					
Current Assets					
Cash and Investments	\$ 9,602,639	1,179,106	824,041	11,605,786	350,384
Receivables - Net of Allowances					
Accounts	2,172,728	-	-	2,172,728	-
Other	705,398	-	-	705,398	-
Inventories	-	27,806	9,626	37,432	-
Total Current Assets	12,480,765	1,206,912	833,667	14,521,344	350,384
Noncurrent Assets					
Capital Assets					
Nondepreciable	5,246,587	5,219,738	978,776	11,445,101	-
Depreciable	81,522,331	10,001,924	3,236,208	94,760,463	-
Accumulated Depreciation	(43,828,493)	(9,990,848)	(2,622,595)	(56,441,936)	-
	42,940,425	5,230,814	1,592,389	49,763,628	-
Other Assets					
Investment in Joint Venture	8,782,108	-	-	8,782,108	-
Total Noncurrent Assets	51,722,533	5,230,814	1,592,389	58,545,736	-
Total Assets	64,203,298	6,437,726	2,426,056	73,067,080	350,384
DEFERRED OUTFLOWS OF RESOURCES					
Deferred Items - ARO	1,598,350	-	-	1,598,350	-
Deferred Items - IMRF	328,006	32,657	69,914	430,577	-
Deferred Items - RBP	213,140	-	19,477	232,617	-
Total Deferred Outflows of Resources	2,139,496	32,657	89,391	2,261,544	-
Total Assets and Deferred Outflows of Resources	66,342,794	6,470,383	2,515,447	75,328,624	350,384

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

	Business-Type Activities - Enterprise				Governmental Activities
	Water and Sewerage	Arboretum Golf	Nonmajor	Totals	Internal Service
LIABILITIES					
Current Liabilities					
Accounts Payable	\$ 1,186,000	1,596	108,237	1,295,833	241,071
Accrued Payroll	46,055	6,109	7,513	59,677	48,606
Deposits Payable	25,075	301,803	-	326,878	-
Compensated Absences Payable	14,945	-	10,013	24,958	-
IEPA Loan Payable	19,983	-	-	19,983	-
Installment Note Payable	490,763	-	-	490,763	-
Total Current Liabilities	1,782,821	309,508	125,763	2,218,092	289,677
Noncurrent Liabilities					
Compensated Absences Payable	59,780	-	40,054	99,834	-
Net Pension Liability - IMRF	93,971	9,356	20,030	123,357	-
Total OPEB Liability - RBP	763,997	-	69,816	833,813	-
IEPA Loan Payable	252,725	-	-	252,725	-
Installment Note Payable	4,687,282	-	-	4,687,282	-
Asset Retirement Obligation	1,725,500	-	-	1,725,500	-
Total Noncurrent Liabilities	7,583,255	9,356	129,900	7,722,511	-
Total Liabilities	9,366,076	318,864	255,663	9,940,603	289,677
DEFERRED INFLOWS OF RESOURCES					
Deferred Items - IMRF	693,691	69,066	147,859	910,616	-
Deferred Items - RBP	22,400	-	2,047	24,447	-
Total Deferred Inflows of Resources	716,091	69,066	149,906	935,063	-
Total Liabilities and Deferred Inflows of Resources	10,082,167	387,930	405,569	10,875,666	289,677
NET POSITION					
Net Investment in Capital Assets	37,489,672	5,230,814	1,592,389	44,312,875	-
Unrestricted	18,770,955	851,639	517,489	20,140,083	60,707
Total Net Position	56,260,627	6,082,453	2,109,878	64,452,958	60,707
Total Liabilities, Deferred Inflows of Resources, and Net Position	66,342,794	6,470,383	2,515,447	75,328,624	350,384

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds For the Fiscal Year Ended December 31, 2021

	Water and Sewerage
Operating Revenues	
Charges for Services	\$ 15,909,163
Interfund Services	-
Miscellaneous	417,516
Total Operating Revenues	<u>16,326,679</u>
Operating Expenses	
Operations	8,716,283
Capital Outlay	78,917
Depreciation and Amortization	1,715,455
Total Operating Expenses	<u>10,510,655</u>
Operating Income (Loss)	<u>5,816,024</u>
Nonoperating Revenues (Expenses)	
Interest Income	394,698
Interest Expense	(134,968)
	<u>259,730</u>
Income (Loss) Before Transfers	<u>6,075,754</u>
Transfers In	4,267,894
Transfers Out	(2,241,950)
	<u>2,025,944</u>
Change in Net Position	8,101,698
Net Position - Beginning as Restated	<u>48,158,929</u>
Net Position - Ending	<u><u>56,260,627</u></u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

Business-Type Activities - Enterprise			Governmental Activities
Arboretum Golf	Nonmajor	Totals	Internal Service
1,348,531	2,617,388	19,875,082	-
-	-	-	4,943,749
-	-	417,516	-
1,348,531	2,617,388	20,292,598	4,943,749
1,517,497	2,081,623	12,315,403	4,896,183
-	11,755	90,672	-
10,626	53,665	1,779,746	-
1,528,123	2,147,043	14,185,821	4,896,183
(179,592)	470,345	6,106,777	47,566
-	-	394,698	-
-	-	(134,968)	-
-	-	259,730	-
(179,592)	470,345	6,366,507	47,566
129,794	-	4,397,688	-
-	(200,000)	(2,441,950)	-
129,794	(200,000)	1,955,738	-
(49,798)	270,345	8,322,245	47,566
6,132,251	1,839,533	56,130,713	13,141
6,082,453	2,109,878	64,452,958	60,707

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Statement of Cash Flows - Proprietary Funds
For the Fiscal Year Ended December 31, 2021

	Water and Sewerage
Cash Flows from Operating Activities	
Receipts from Customers and Users	\$ 15,508,180
Interfund Services Provided	-
Payments to Suppliers	(7,445,102)
Payments to Employees	(1,014,838)
	<u>7,048,240</u>
Cash Flows from Capital and Related Financing Activities	
Purchase of Capital Assets	(6,029,959)
Principal Retirement	(456,502)
Interest Expense	(134,968)
	<u>(6,621,429)</u>
Cash Flows from Noncapital Financing Activities	
Transfers In	4,267,894
Transfers Out	(2,241,950)
	<u>2,025,944</u>
Cash Flows from Investing Activities	
Interest Income	394,698
Net Change in Cash and Cash Equivalents	2,847,453
Cash and Cash Equivalents - Beginning	6,755,186
Cash and Cash Equivalents - Ending	<u>9,602,639</u>
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities	
Operating Income	5,816,024
Adjustments to Reconcile Operating Income to Net Cash Provided by (Used in) Operating Activities:	
Depreciation and Amortization Expense	1,715,455
Other Income (Expense)	(589,330)
(Increase) Decrease in Current Assets	(229,169)
Increase (Decrease) in Current Liabilities	335,260
Net Cash Provided by Operating Activities	<u>7,048,240</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

Business-Type Activities - Enterprise			Governmental Activities
Arboretum Golf	Nonmajor	Totals	Internal Service
1,256,670	2,634,170	19,399,020	-
-	-	-	4,943,749
(1,076,618)	(282,270)	(8,803,990)	(4,114,792)
(155,531)	(1,708,525)	(2,878,894)	(1,003,613)
24,521	643,375	7,716,136	(174,656)
(11,077)	-	(6,041,036)	-
-	-	(456,502)	-
-	-	(134,968)	-
(11,077)	-	(6,632,506)	-
129,794	-	4,397,688	-
-	(200,000)	(2,441,950)	-
129,794	(200,000)	1,955,738	-
-	-	394,698	-
143,238	443,375	3,434,066	(174,656)
1,035,868	380,666	8,171,720	525,040
1,179,106	824,041	11,605,786	350,384
(179,592)	470,345	6,106,777	47,566
10,626	53,665	1,779,746	-
(93,892)	25,326	(657,896)	-
2,031	16,782	(210,356)	-
285,348	77,257	697,865	(222,222)
24,521	643,375	7,716,136	(174,656)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Statement of Fiduciary Net Position
December 31, 2021

	Pension Trust
ASSETS	
Cash and Cash Equivalents	\$ 5,656,621
Investments	
U.S. Treasury Obligations	10,790,132
U.S. Agency Obligations	21,254,430
Corporate Bonds	15,094,448
State and Local Obligations	3,648,789
Mutual Funds	96,904,549
Equity Securities	31,064,401
Receivables - Net of Allowance	
Accrued Interest	240,736
Due from Other Funds	60,472
Prepays	795
Total Assets	<u>184,715,373</u>
LIABILITIES	
Accounts Payable	<u>60,565</u>
NET POSITION	
Net Position Restricted for Pensions	<u><u>184,654,808</u></u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

**Statement of Changes in Fiduciary Net Position
For the Fiscal Year Ended December 31, 2021**

	Pension Trust
Additions	
Contributions - Employer	\$ 5,704,681
Contributions - Plan Members	1,256,282
Total Contributions	<u>6,960,963</u>
Investment Earnings	
Interest Earned	3,642,465
Net Change in Fair Value	22,328,507
	<u>25,970,972</u>
Less Investment Expenses	(328,216)
Net Investment Income	<u>25,642,756</u>
Total Additions	<u>32,603,719</u>
Deductions	
Administration	112,198
Benefits and Refunds	9,453,883
Total Deductions	<u>9,566,081</u>
Change in Fiduciary Net Position	23,037,638
Net Position Restricted for Pensions	
Beginning	<u>161,617,170</u>
Ending	<u><u>184,654,808</u></u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Village of Buffalo Grove, Illinois (the Village) incorporated in 1958, is a home-rule municipality, under the 1970 Illinois Constitution, located in both Lake County, Illinois and Cook County, Illinois. The Village operates under a Council-Manager form of government and provides public safety (police and fire protection), sanitation (water and sewer), building and zoning, engineering, recreation, civil defense and overall administration.

The government-wide financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant of the Village's accounting policies established in GAAP and used by the Village are described below.

REPORTING ENTITY

The Village's financial reporting entity comprises the following:

Primary Government:	Village of Buffalo Grove
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In determining the financial reporting entity, the Village complies with the provisions of GASB Statement No. 61, "The Financial Reporting Omnibus – an Amendment of GASB Statements No. 14 and No. 34," and includes all component units that have a significant operational or financial relationship with the Village. Based upon the criteria set forth in the GASB Statement No. 61, there are no component units included in the reporting entity.

Police Pension Employees Retirement System

The Village's sworn police employees participate in the Police Pension Employees Retirement System (PPERS). PPERS functions for the benefit of these employees and is governed by a five-member pension board. Two members appointed by the Village's President, one elected pension beneficiary and two elected police employees constitute the pension board. The participants are required to contribute a percentage of salary as established by state statute and the Village is obligated to fund all remaining PPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it is legally separate from the Village, the PPERS is reported as if it were part of the primary government because its sole purpose is to provide retirement benefits for the Village's police employees. The PPERS is reported as a fiduciary fund, and specifically a pension trust fund, due to the fiduciary responsibility exercised over the PPERS.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

REPORTING ENTITY – Continued

Firefighters' Pension Employees Retirement System

The Village's sworn firefighters participate in the Firefighters' Pension Employees Retirement System (FPERS). FPERS functions for the benefit of those employees and is governed by a five-member pension board, with two members appointed by the Village President, two elected from active participants of the Fund, and one elected from the retired members of the Fund. The participants are required to contribute a percentage of salary as established by state statute and the Village is obligated to fund all remaining FPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it is legally separate from the Village, the FPERS is reported as if it were part of the primary government because its sole purpose is to provide retirement benefits for the Village's sworn firefighters. The FPERS is reported as a fiduciary fund, and specifically a pension trust fund, due to the fiduciary responsibility exercised over the FPERS.

BASIS OF PRESENTATION

Government-Wide Statements

The Village's basic financial statements include both government-wide (reporting the Village as a whole) and fund financial statements (reporting the Village's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business type. The Village's police and fire safety, public works, and general administrative services are classified as governmental activities. The Village's water and sewerage, Arboretum golf, Buffalo Grove golf, and refuse services are classified as business-type activities.

In the government-wide Statement of Net Position, both the governmental and business-type activities columns are: (a) presented on a consolidated basis by column, and (b) reported on a full accrual, economic resource basis, which recognizes all long-term assets/deferred outflows and receivables as well as long-term debt/deferred inflows and obligations. The Village's net position is reported in three parts: net investment in capital assets; restricted; and unrestricted. The Village first utilizes restricted resources to finance qualifying activities.

The government-wide Statement of Activities reports both the gross and net cost of each of the Village's functions and business-type activities (general government, police and fire safety, public works, etc.). The functions are supported by general government revenues (property, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, which include 1) charges to customers or applicants who purchase, use, or directly benefit from foods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION – Continued

Government-Wide Statements – Continued

The net costs (by function or business-type activity) are normally covered by general revenue (property tax, sales tax, intergovernmental revenues, interest income, etc.).

The Village does not allocate indirect costs. An administrative service fee is charged by the General Fund to the other operating funds that is eliminated like a reimbursement (reducing the revenue and expense in the General Fund) to recover the direct costs of General Fund services provided (finance, personnel, purchasing, legal, technology management, etc.).

This government-wide focus is more on the sustainability of the Village as an entity and the change in the Village's net position resulting from the current year's activities.

Fund Financial Statements

The financial transactions of the Village are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets/deferred outflows, liabilities/deferred inflows, fund equity, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories.

GASB Statement No. 34 sets forth minimum criteria (percentage of the assets/deferred outflows, liabilities/deferred inflows, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. The Village electively added funds, as major funds, which either have debt outstanding or a specific or community focus. The nonmajor funds are combined in a column in the fund financial statements. A fund is considered major if it is the primary operating fund of the Village or meets the following criteria:

Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and

Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION – Continued

Fund Financial Statements – Continued

The various funds are reported by generic classification within the financial statements. The following fund types are used by the Village:

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Village:

General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is a major fund.

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Village maintains four nonmajor special revenue funds.

Debt Service Funds are used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt. The Debt Service Fund is treated as a major fund.

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by business-type/proprietary funds). The Facilities Development Fund, a major fund, is used to account for and reports financial resources that are restricted, committed or assigned to expenditures for acquisition, construction, improvement, repair, and replacement of the Village's capital facilities. The Street Maintenance Fund, also a major fund, is used to account for and reports financial resources that are restricted, committed or assigned to expenditures for acquisition, construction, improvement, repair, and replacement of the Village's roadways. The Vehicle Equipment Replacement Fund, also a major fund, is used to account for and reports financial resources that are restricted, committed or assigned to expenditures for the acquisition, construction, improvement, repair, and replacement of the Village's vehicles and equipment.

Proprietary Funds

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The generally accepted accounting principles applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the Village:

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION – Continued

Fund Financial Statements – Continued

Proprietary Funds – Continued

Enterprise Funds are required to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The Village maintains four enterprise funds. The Water and Sewerage Fund, a major fund, is used to account for the revenue and expenses related to the operation of the water and sewerage system. The Arboretum Golf Fund, also a major fund, is used to account for the revenues and expenses related to the operation of the golf course.

Internal Service Funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the Village on a cost-reimbursement basis. The Village maintains three internal services funds. The Information Technology Fund is used to account for all costs associated with providing technology services to all departments for the operation of the Village. The Central Garage Fund is used to account for the activity necessary to operate and maintain the Village's automotive fleet. User departments are charged a proportionate share determined by the number and types of vehicles in each department. The Building Maintenance Fund is used to account for providing a clean, healthy, and safe working environment in Village facilities, meeting areas and public areas.

The Village's internal service funds are presented in the proprietary fund financial statements. Because the principal users of the internal services are the Village's governmental activities, the financial statements of the internal service funds are consolidated into the governmental column when presented in the government-wide financial statements. To the extent possible, the cost of these services is reported in the appropriate functional activity (general government, police and fire safety, public works, etc.).

Fiduciary Funds

Fiduciary funds are used to report assets held in a trustee or custodial capacity for others and therefore are not available to support Village programs. The reporting focus is on net position and changes in net position and is reported using accounting principles similar to proprietary funds.

Pension Trust Funds are used to account for assets held in a trustee capacity for pension benefit payments. The Police Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's police force. The Firefighters' Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's Fire Department.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

BASIS OF PRESENTATION – Continued

Fund Financial Statements – Continued

Fiduciary Funds – Continued

The Village's pension trust funds are presented in the fiduciary fund financial statements. Since by definition these assets are being held for the benefit of a third party (pension participants) and cannot be used to address activities or obligations of the Village, these funds are not incorporated into the government-wide statements.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe “which” transactions are recorded within the various financial statements. Basis of accounting refers to “when” transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined below.

In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate.

All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets/deferred outflows and liabilities/deferred inflows are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

All proprietary and pension trust funds utilize an “economic resources” measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets/deferred outflows and liabilities/deferred inflows (whether current or noncurrent) associated with their activities are reported. Proprietary and pension trust fund equity is classified as net position.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability/deferred inflow is incurred or economic asset used. Revenues, expenses, gains, losses, assets/deferred outflows, and liabilities/deferred inflows resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The Village recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. A sixty-day availability period is used for revenue recognition for all other governmental fund revenues. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due.

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are property taxes, sales and use taxes, franchise taxes, licenses, interest revenue, and charges for services. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

All proprietary and pension trust funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the Village’s enterprise funds and of the Village’s internal service funds are charges to customers for sales and services. The Village also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY

Cash and Investments

For the purpose of the Statement of Net Position, cash and cash equivalents are considered to be cash on hand, demand deposits, and cash with fiscal agent. For the purpose of the proprietary funds “Statement of Cash Flows,” cash and cash equivalents are considered to be cash on hand, demand deposits, cash with fiscal agent, and all highly liquid investments with an original maturity of three months or less.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the Village categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

Receivables

In the government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. Major receivables balances for governmental activities include property taxes, sales and use taxes, franchise taxes, and grants. Business-type activities report charges for services as their major receivables.

Interfund Receivables, Payables and Activity

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Internal service fund services provided and used are not eliminated in the process of consolidation. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

Prepays/Inventories

Prepays/inventories are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements. The costs of governmental fund-type prepaids/inventories are recorded as expenditures when consumed rather than when purchased.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued

Capital Assets

Capital assets purchased or acquired with an original cost of \$10,000 or more (depending on asset class) are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the Village as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized. Infrastructure such as streets, traffic signals and signs are capitalized. The valuation basis for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Capital assets in the proprietary funds are capitalized in the fund in which they are utilized. The valuation bases for proprietary fund capital assets are the same as those used for the general capital assets. Donated capital assets are recorded at acquisition value on the date donated. Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Buildings	20 Years
Equipment and Vehicles	2 – 10 Years
Land Improvements	5 – 50 Years
Streets	5 – 50 Years
Storm Sewers	5 – 50 Years
Infrastructure	5 – 50 Years

Deferred Outflows/Inflows of Resources

Deferred outflow/inflow of resources represents an acquisition/reduction of net position that applies to a future period and therefore will not be recognized as an outflow of resources (expense)/inflow of resources (revenue) until that future time.

Compensated Absences

The Village accrues accumulated unpaid vacation and associated employee-related costs when earned (or estimated to be earned) by the employee. In accordance with GASB Statement No. 16, no liability is recorded for nonvesting accumulation rights to receive sick pay benefits. However, a liability is recognized for that portion of accumulated sick leave that is estimated to be taken as “terminal leave” prior to retirement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY – Continued

Compensated Absences – Continued

All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as expenses at the time of issuance.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Net Position

In the government-wide financial statements, equity is classified as net position and displayed in three components:

Net Investment in Capital Assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislations.

Unrestricted – All other net position balances that do not meet the definition of “restricted” or “net investment in capital assets.”

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

BUDGETARY INFORMATION

The budget data included in the financial statements represent the Village's program budget and the appropriations represent the Village's legal expenditure limit. Budgets are adopted for the General Fund, Special Revenue Funds except for the Lake Cook Road TIF Fund, Debt Service Funds, Capital Projects Funds, Proprietary Funds, Pension Trust Funds and Internal Service Funds. All governmental fund-type budgets, pension trust fund-type budgets and internal service fund-type budgets are adopted on a basis consistent with GAAP. Proprietary Funds are adopted on a basis other than GAAP in that depreciation expense, income from the joint venture, and contributions from developers are not budgeted, and principal payments on long-term debt (if any) are budgeted. The Village Board of Trustees follows these procedures in establishing the budgetary and appropriations data reflected in the financial statements:

1. The Village Manager submits to the Board a proposed program budget for the fiscal year commencing January 1. The program budget includes proposed expenditures and the means of financing them.
2. Appropriation ordinance public hearings are conducted by the Village to obtain taxpayer comments, and the ordinance is subsequently adopted by the Board.
3. The program budget is legally enacted through a resolution adopted by the Board.
4. Any expenditures that exceed the total appropriations at the fund level must be approved by the Board of Trustees.

The Village Manager is authorized to transfer budgeted amounts between departments within any fund. However, any modifications to the legally adopted appropriation ordinance may not exceed expenditure limits, at the fund level, mandated by the appropriation ordinance without approval by the Board.

Appropriations, which are not expended by year-end, lapse and must be re-appropriated in the following year for the expenditure to be made. The Village does not employ the encumbrance method of accounting to reserve net position for subsequent year expenditures.

EXCESS OF ACTUAL EXPENDITURES/EXPENSES OVER BUDGET IN INDIVIDUAL FUND

The following funds had an excess of actual expenditures/expenses, exclusive of depreciation, over budget as of the date of this report:

Fund	Excess
Arboretum Golf	\$ 255,545
Buffalo Grove Golf	78,404
Refuse Service	70,957
Central Garage	120,336
Police Pension	467,892
Firefighters' Pension	212,818

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS

DEPOSITS AND INVESTMENTS

The Village maintains a cash and investment pool that is available for use by all funds except the pension trust funds. Each fund type's portion of this pool is displayed on the financial statements as "cash and investments." In addition, investments are separately held by several of the Village's funds. The deposits and investments of the pension trust funds are held separately from those of other funds.

Permitted Deposits and Investments – Statutes authorize the Village to make deposits/invest in commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, obligations of States and their political subdivisions, credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services, Illinois Funds, the Illinois Metropolitan Investment Fund and the Illinois Public Reserves Investment Management Trust.

The Illinois Funds is an investment pool managed by the Illinois Public Treasurer's Office which allows governments within the State to pool their funds for investment purposes. Illinois Funds is not registered with the SEC as an investment company. Investments in Illinois Funds are valued at the share price, the price for which the investment could be sold.

The Illinois Metropolitan Investment Fund (IMET) is a non-for-profit investment trust formed pursuant to the Illinois Municipal Code. IMET is managed by a Board of Trustees elected from the participating members. IMET is not registered with the SEC as an Investment Company. Investments in IMET are valued at the share price, the price for which the investment could be sold.

The Illinois Public Reserves Investment Management Trust (IPRIME) is an investment opportunity and cash management service for Illinois Municipal Treasurers acting on behalf of counties, townships, cities, towns, villages, special road districts, public water supply districts, fire protection districts, drainage districts, levee districts, sewer districts, housing authorities, and all other political corporations or subdivisions of the State of Illinois. Participation in IPRIME is voluntary. IPRIME is not registered with the SEC as an Investment Company. Investments in IPRIME are valued at the share price, the price for which the investment could be sold.

The deposits and investments of the Pension Funds are held separately from those of other Village funds. Statutes authorize the Pension Fund to make deposits/invest in interest bearing direct obligations of the United States of America; obligations that are fully guaranteed or insured as to the payment of principal and interest by the United States of America; bonds, notes, debentures, or similar obligations of agencies of the United States of America; savings accounts or certificates of deposit issued by banks or savings and loan associations chartered by the United States of America or by the State of Illinois, to the extent that the deposits are insured by the agencies or instrumentalities of the federal government; credit unions, to the extent that the deposits are insured by the agencies or instrumentalities of the federal government;

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

State of Illinois bonds; pooled accounts managed by the Illinois Funds Market Fund (formerly known as IPTIP, Illinois Public Treasurer's Investment Pool), or by banks, their subsidiaries or holding companies, in accordance with the laws of the State of Illinois; bonds or tax anticipation warrants of any county, township, or municipal corporation of the State of Illinois; direct obligations of the State of Israel; money market mutual funds managed by investment companies that are registered under the Federal Investment Company Act of 1940 and the Illinois Securities Law of 1953 and are diversified, open-ended management investment companies, provided the portfolio is limited to specified restrictions; general accounts of life insurance companies; and separate accounts of life insurance companies and mutual funds, the mutual funds must meet specific restrictions, provided the investment in separate accounts and mutual funds does not exceed ten percent of the Pension Fund's plan net position; and corporate bonds managed through an investment advisor, rated as investment grade by one of the two largest rating services at the time of purchase. Pension Funds with plan net position of \$2.5 million or more may invest up to forty-five percent of plan net position in separate accounts of life insurance companies and mutual funds. Pension Funds with plan net position of at least \$5 million that have appointed an investment advisor, may through that investment advisor invest up to forty-five percent of the plan net position in common and preferred stocks that meet specific restrictions. In addition, Pension Funds with plan net position of at least \$10 million that have appointed an investment advisor, may invest up to fifty percent of its net position in common and preferred stocks and mutual funds that meet specific restrictions effective July 1, 2011 and up to fifty-five percent effective July 1, 2012.

Village – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk

Deposits. At year-end, the carrying amount of the Village's deposits for governmental and business-type activities totaled \$30,288,891 and the bank balances totaled \$21,750,620.

Investments. The Village has the following investment fair values and maturities:

Investment Type	Fair Value	Investment Maturities (in Years)			
		Less Than 1	1 to 5	6 to 10	More Than 10
U.S. Treasuries	\$ 758,878	-	758,878	-	-
State and Local Obligations	256,839	256,839	-	-	-
Illinois Funds	9,302,774	9,302,774	-	-	-
IMET	7,795,968	7,795,968	-	-	-
IPRIME	12,424,472	12,424,472	-	-	-
	30,538,931	29,780,053	758,878	-	-

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Village – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

The Village has the following recurring fair value measurements as of December 31, 2021:

Investments by Fair Value Level	Totals	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt Securities				
U.S. Treasuries	\$ 758,878	758,878	-	-
State and Local Obligations	256,839	-	256,839	-
	<u>1,015,717</u>	<u>758,878</u>	<u>256,839</u>	<u>-</u>
Investments Measured at the Net Asset Value (NAV)				
Illinois Funds	9,302,774			
IMET	7,795,968			
IPRIME	<u>12,424,472</u>			
Total Investments at the (NAV)	<u>29,523,214</u>			
Total Investments Measured at Fair Value	<u>30,538,931</u>			

Debt Securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Village's investment policy protects against fair value losses resulting from rising interest rates by diversifying its investment portfolio to prevent over-concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. The Village does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The Village's investment policy applies the "prudent person" standard in managing its investment portfolio. As such, all investments are made with such judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Village – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Credit Risk – Continued. The Village's investment policy also limits investments in commercial paper to the highest rating classifications, as established by at least two of the four major rating services, and which mature not later than 180 days from the purchase date. Such purchases may not exceed 10% of the issuer corporation's outstanding obligations. At year-end, the Village's investment in the Illinois Funds was rated AAAM by Standard & Poor's, the Illinois Metropolitan Investment Trust Convenience Fund was not rated and the Illinois Public Reserves Investment Management Trust was rated AAAM by Standard & Poor's. The ratings on the Village's investments in the state and local obligations are rated AA to AA+ by Standard & Poor's.

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the Village's deposits may not be returned to it. The Village's investment policy requires securing deposit collateral from depository institutions when deposits are in excess of FDIC limits. The amount of deposits not collateralized or insured by an agency of the federal government shall not exceed 75% of the capital stock and surplus of a banking institution. These values shall be reviewed on a quarterly basis comparing actual deposits not insured or collateralized against the capital stock and surplus measure. Values shall be taken from published regulatory agency reports required by either the Comptroller of the Currency or the Commissioner of Banks and Trust Companies. If deposits are maintained with a savings and loan association, the amount of deposits not collateralized or insured shall not exceed 75% of the net worth of the institution as defined and reported to the regulatory agencies. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For an investment, this is the risk that in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. It is the policy of the Village to require all investments and investment collateral to be held in safekeeping by a third-party custodial institution as designated by the Treasurer in the Village's name. Direct investments guaranteed by the United States or an agency of the United States do not require collateral. The Village's investments in the Illinois Funds, IMET, and IPRIME are not subject to custodial credit risk.

Concentration Risk. This is the risk of loss attributed to the magnitude of the Village's investment in a single issuer. The Village limits the amount that can be invested in commercial paper to one-third of the Village's total investments. At year-end, the Village does not have any investments over 5 percent of the total cash and investment portfolio (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk

Deposits. At year-end, the carrying amount of the Fund's deposits totaled \$3,320,835 and the bank balances totaled \$3,380,091.

Investments. The Fund has the following investment fair values and maturities:

Investment Type	Fair Value	Investment Maturities (in Years)			
		Less Than 1	1 to 5	6 to 10	More Than 10
U.S. Treasury Obligations	\$ 8,239,761	4,156,344	290,873	626,890	3,165,654
U.S. Agency Obligations	7,393,727	-	3,189,488	492,517	3,711,722
Corporate Bonds	9,291,226	1,036,913	4,015,304	4,239,009	-
	24,924,714	5,193,257	7,495,665	5,358,416	6,877,376

The Fund has the following recurring fair value measurements as of December 31, 2021:

Investments by Fair Value Level	Totals	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt Securities				
U.S. Treasury Obligations	\$ 8,239,761	8,239,761	-	-
U.S. Agency Obligations	7,393,727	-	7,393,727	-
Corporate Bonds	9,291,226	-	9,291,226	-
Equity Securities				
Mutual Funds	38,871,210	38,871,210	-	-
Equity Securities	31,064,401	31,064,401	-	-
Total Investments Measured at Fair Value	94,860,325	78,175,372	16,684,953	-

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Investments – Continued. Debt Securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

Interest Rate Risk. The Fund's investment policy protects against fair value losses resulting from rising interest rates by diversifying its investment portfolio to prevent over-concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. The Fund does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk. The Fund's investment policy applies the "prudent person" standard in managing its investment portfolio. As such, all investments are made with such judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The Fund's investment policy also limits investments in commercial paper to the highest rating classifications, as established by at least two of the four major rating services, and which mature not later than 180 days from the purchase date. Such purchases may not exceed 10% of the issuer corporation's outstanding obligations. At year-end, the Fund's investments in U.S. agency obligations ratings were not available and investments in corporate bonds were rated Baa1 to A1 by Moody's.

Custodial Credit Risk. The Fund's investment policy requires securing deposit collateral from depository institutions when deposits are in excess of FDIC limits. The amount of deposits not collateralized or insured by an agency of the federal government shall not exceed 75% of the capital stock and surplus of a banking institution. These values shall be reviewed on a quarterly basis comparing actual deposits not insured or collateralized against the capital stock and surplus measure. Values shall be taken from published regulatory agency reports required by either the Comptroller of the Currency or the Commissioner of Banks and Trust Companies. If deposits are maintained with a savings and loan association, the amount of deposits not collateralized or insured shall not exceed 75% of the net worth of the institution as defined and reported to the regulatory agencies. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For an investment, this is the risk that in the event of the failure of the counterparty, the Fund will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. It is the policy of the Fund to require all investments and investment collateral to be held in safekeeping by a third-party custodial institution as designated by the Treasurer in the Fund's name. Direct investments guaranteed by the United States or an agency of the United States do not require collateral.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Police Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Concentration Risk. The Fund limits the amount that can be invested in commercial paper to one-third of the Fund's total investments. In addition to the securities and fair values listed above, the Fund also has \$38,871,210 invested in mutual funds and \$31,064,401 invested in equity securities. At year-end, the Fund does not have any investments over 5 percent of net plan assets available for retirement benefits (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

Concentration Risk – Continued. The Fund's investment policy in accordance with Illinois Compiled Statutes (ILCS) establishes the following target allocation across asset classes:

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	33.00%	0.70% - 3.20%
Large Cap Domestic Equities	52.00%	3.60%
Small Cap Domestic Equities	5.00%	4.50%
International Equities	5.00%	5.20%
Real Estate	3.00%	4.00%
Cash and Cash Equivalents	2.00%	0.00%

Illinois Compiled Statutes (ILCS) limit the Fund's investments in equities, mutual funds and variable annuities to 65%. Securities in any one company should not exceed 5% of the total fund.

The long-term expected rate of return on the Fund's investments was determined using an asset allocation study conducted by the Fund's investment management consultant in January of 2021 in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding the expected inflation. Best estimates or arithmetic real rates of return for each major asset class included in the Fund's target asset allocation as of December 31, 2021, are listed in the table above.

Rate of Return

For the year ended December 31, 2021, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 17.79%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Firefighters' Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk

Deposits. At year-end, the carrying amount of the Fund's deposits totaled \$2,335,786 and the bank balances totaled \$2,335,786.

Investments. The Fund has the following investment fair values and maturities:

Investment Type	Fair Value	Investment Maturities (in Years)			
		Less Than 1	1 to 5	6 to 10	More Than 10
U.S. Treasury Obligations	\$ 2,550,371	-	1,860,855	689,516	-
U.S. Agency Obligations	13,860,703	859,320	4,430,393	8,570,990	-
Corporate Bonds	5,803,222	-	1,035,648	4,767,574	-
State and Local Obligations	3,648,789	241,578	1,436,982	1,634,229	336,000
	<u>25,863,085</u>	<u>1,100,898</u>	<u>8,763,878</u>	<u>15,662,309</u>	<u>336,000</u>

The Fund has the following recurring fair value measurements as of December 31, 2021:

Investments by Fair Value Level	Totals	Fair Value Measurements Using		
		Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
Debt Securities				
U.S. Treasury Obligations	\$ 2,550,371	2,550,371	-	-
U.S. Agency Obligations	13,860,703	-	13,860,703	-
Corporate Bonds	5,803,222	-	5,803,222	-
State and Local Obligations	3,648,789	-	3,648,789	-
Equity Securities				
Mutual Funds	58,033,339	58,033,339	-	-
Total Investments Measured at Fair Value	<u>83,896,424</u>	<u>60,583,710</u>	<u>23,312,714</u>	<u>-</u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Firefighters' Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Investments – Continued. Debt Securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

Interest Rate Risk. The Fund's investment policy protects against fair value losses resulting from rising interest rates by diversifying its investment portfolio to prevent over-concentration of assets in a specific maturity, a specific issuer, or a specific class of securities. The Fund does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk. The Fund's investment policy applies the "prudent person" standard in managing its investment portfolio. As such, all investments are made with such judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The Fund's investment policy also limits investments in commercial paper to the highest rating classifications, as established by at least two of the four major rating services, and which mature not later than 180 days from the purchase date. Such purchases may not exceed 10% of the issuer corporation's outstanding obligations. At year-end, the Fund's investments in U.S. agency obligations and corporate bonds ratings were not available and investments in state and local obligations were not rated or rated Aaa to Aa1 by Moody's.

Custodial Credit Risk. The Fund's investment policy requires securing deposit collateral from depository institutions when deposits are in excess of FDIC limits. The amount of deposits not collateralized or insured by an agency of the federal government shall not exceed 75% of the capital stock and surplus of a banking institution. These values shall be reviewed on a quarterly basis comparing actual deposits not insured or collateralized against the capital stock and surplus measure. Values shall be taken from published regulatory agency reports required by either the Comptroller of the Currency or the Commissioner of Banks and Trust Companies. If deposits are maintained with a savings and loan association, the amount of deposits not collateralized or insured shall not exceed 75% of the net worth of the institution as defined and reported to the regulatory agencies. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For an investment, this is the risk that in the event of the failure of the counterparty, the Fund will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. It is the policy of the Fund to require all investments and investment collateral to be held in safekeeping by a third-party custodial institution as designated by the Treasurer in the Fund's name. Direct investments guaranteed by the United States or an agency of the United States do not require collateral.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

DEPOSITS AND INVESTMENTS – Continued

Firefighters' Pension Fund – Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk – Continued

Concentration Risk. The Fund limits the amount that can be invested in commercial paper to one-third of the Fund's total investments. In addition to the securities and fair values listed above, the Fund also has \$58,033,339 invested in mutual funds. At year-end, the Fund does not have any investments over 5 percent of net plan assets available for retirement benefits (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

The Fund's investment policy in accordance with Illinois Compiled Statutes (ILCS) establishes the following target allocation across asset classes:

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	35.00%	1.50%
Large Cap Domestic Equities	45.50%	5.90%
Small Cap Domestic Equities	13.00%	7.70%
International Equities	6.50%	7.20%
Cash and Cash Equivalents	0.00%	0.00%

Illinois Compiled Statutes (ILCS) limit the Fund's investments in equities, mutual funds and variable annuities to 65%. Securities in any one company should not exceed 5% of the total fund.

The long-term expected rate of return on the Fund's investments was determined using an asset allocation study conducted by the Fund's investment management consultant in January of 2021 in which best-estimate ranges of expected future real rates of return (net of pension plan investment expense and inflation) were developed for each major asset class. These ranges were combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding the expected inflation. Best estimates or arithmetic real rates of return for each major asset class included in the Fund's target asset allocation as of December 31, 2021, are listed in the table above.

Rate of Return

For the year ended December 31, 2021, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 13.76%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

INTERFUND BALANCES

Interfund balances are advances in anticipation of receipts to cover temporary cash shortages. The composition of interfund balances as of the date of this report, is as follows:

Receivable Fund	Payable Fund	Amount
General	Lake Cook Road TIF	\$ 54,941
Police Pension	General	35,328
Fire Pension	General	25,144
		<u>115,413</u>

INTERFUND TRANSFERS

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the Debt Service Fund as debt service payments become due, and (3) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. Interfund transfers for the year consisted of the following:

Transfer In	Transfer Out	Amount
General	Nonmajor Governmental	\$ 651,386 (1)
General	Water and Sewerage	780,000 (1)
Debt Service	General	402,511 (2)
Debt Service	Water and Sewerage	1,461,950 (2)
Debt Service	Nonmajor Governmental	1,281,950 (2)
Debt Service	Nonmajor Business-Type	200,000 (2)
Facilities Development	General	138,190 (2)
Street Maintenance	General	1,631,386 (2)
Street Maintenance	Debt Service	4,345,096 (1)
Street Maintenance	Nonmajor Governmental	331,644 (1)
Vehicle Replacement	General	1,705,147 (2)
Nonmajor Governmental	General	150,000 (3)
Water and Sewerage	Debt Service	4,267,894 (1)
Arboretum Golf	General	129,794 (1)
		<u>17,476,948</u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements
December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

CAPITAL ASSETS

Governmental Activities

Governmental capital asset activity for the year was as follows:

	Restated Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	\$ 39,502,936	-	-	39,502,936
Construction in Progress	3,012,874	5,146,439	153,852	8,005,461
	<u>42,515,810</u>	<u>5,146,439</u>	<u>153,852</u>	<u>47,508,397</u>
Depreciable Capital Assets				
Buildings	26,763,204	256,357	-	27,019,561
Equipment and Vehicles	16,258,415	1,031,748	1,114,236	16,175,927
Land Improvements	3,242,060	-	-	3,242,060
Streets	28,456,266	1,907,565	-	30,363,831
Storm Sewers	38,470,478	66,500	-	38,536,978
	<u>113,190,423</u>	<u>3,262,170</u>	<u>1,114,236</u>	<u>115,338,357</u>
Less Accumulated Depreciation				
Buildings	22,361,195	459,096	-	22,820,291
Equipment and Vehicles	8,568,470	1,237,651	1,074,687	8,731,434
Land Improvements	666,227	64,845	-	731,072
Streets	14,680,762	522,771	-	15,203,533
Storm Sewers	37,126,428	203,673	-	37,330,101
	<u>83,403,082</u>	<u>2,488,036</u>	<u>1,074,687</u>	<u>84,816,431</u>
Net Depreciable Capital Assets	<u>29,787,341</u>	<u>774,134</u>	<u>39,549</u>	<u>30,521,926</u>
Net Capital Assets	<u>72,303,151</u>	<u>5,920,573</u>	<u>193,401</u>	<u>78,030,323</u>

Depreciation expense was charged to governmental activities as follows:

General Government	\$ 149,024
Public Safety	924,012
Public Works	<u>1,415,000</u>
	<u>2,488,036</u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

CAPITAL ASSETS – Continued

Business-Type Activities

Business-type capital asset activity for the year was as follows:

	Restated Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	\$ 6,198,514	-	-	6,198,514
Construction in Progress	1,799,937	4,284,012	837,362	5,246,587
	<u>7,998,451</u>	<u>4,284,012</u>	<u>837,362</u>	<u>11,445,101</u>
Depreciable Capital Assets				
Buildings	11,170,610	11,077	-	11,181,687
Equipment and Vehicles	89,960	46,402	-	136,362
Land Improvements	1,966,485	-	-	1,966,485
Infrastructure	78,939,022	2,536,907	-	81,475,929
	<u>92,166,077</u>	<u>2,594,386</u>	<u>-</u>	<u>94,760,463</u>
Less Accumulated Depreciation				
Buildings	10,508,225	62,310	-	10,570,535
Equipment and Vehicles	74,442	1,981	-	76,423
Land Improvements	1,966,485	-	-	1,966,485
Infrastructure	42,240,188	1,588,305	-	43,828,493
	<u>54,789,340</u>	<u>1,652,596</u>	<u>-</u>	<u>56,441,936</u>
Net Depreciable Capital Assets	<u>37,376,737</u>	<u>941,790</u>	<u>-</u>	<u>38,318,527</u>
Net Capital Assets	<u>45,375,188</u>	<u>5,225,802</u>	<u>837,362</u>	<u>49,763,628</u>

Depreciation expense was charged to business-type activities as follows:

Water and Sewerage	\$ 1,588,305
Arboretum Golf	10,626
Buffalo Grove Golf	<u>53,665</u>
	<u>1,652,596</u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

LONG-TERM DEBT

General Obligation Bonds

The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities. General obligation bonds are direct obligations and pledge the full faith and credit of the Village. General obligation bonds currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
\$6,000,000 General Obligation Bonds of 2012 - Due in annual installments of \$100,000 to \$750,000 plus interest at 2.00% to 2.75% through June 30, 2030.	Debt Service	\$ 5,700,000	-	415,000	5,285,000
\$6,125,000 General Obligation Bonds of 2016 - Due in annual installments of \$300,000 to \$730,000 plus interest at 2.00% to 3.00% through December 30, 2031.	Debt Service	3,645,000	-	300,000	3,345,000
\$1,449,275 General Obligation Refunding Bonds of 2019 - Due in annual installments of \$234,030 to \$251,180 plus interest at 1.40% to 1.80% through December 30, 2025.	Debt Service	1,215,245	-	235,445	979,800
\$24,000,000 General Obligation Bonds of 2020 - Due in annual installments of \$1,330,000 to \$1,840,000 plus interest at 3.00% to 5.00% through December 30, 2035.	Debt Service	24,000,000	-	1,600,000	22,400,000
		34,560,245	-	2,550,445	32,009,800

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

LONG-TERM DEBT – Continued

IEPA Loans Payable

The Village has entered into loan agreements with the IEPA to provide low interest financing for pump station improvements. IEPA loans currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
\$6,638,399 IEPA Loan Payable of 2013 - Pump Stations Improvements - Due in semi-annual installments of \$6,788 to \$12,916, plus interest at 2.295%, through December 1, 2033.	Water and Sewerage	\$ 292,240	-	19,532	272,708

Installment Contract Payable

The Village also issues installment contracts payable to provide funds for the purchase of capital assets. Installment contracts currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
Installment Note Payable dated March 27, 2015, due in quarterly installments of \$21,449 to \$227,680, plus interest at 2.35% through June 1, 2029.	Water and Sewerage	\$ 5,615,015	-	436,970	5,178,045

Asset Retirement Obligation

The Village has recognized an asset retirement obligation (ARO) and related deferred outflow of resources in connection with its obligation to seal and abandon various water wells, to seal underground tanks, and lift station at the end of their estimated useful lives in accordance with federal, state, and/or local requirements. The ARO was measured using actual historical costs for similar abandonments, adjusted for inflation through the end of the year. The estimated remaining useful lives of the water wells are 25 years, underground tanks are 1-50 years, and lift stations are 5 years.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS

LONG-TERM DEBT – Continued

Long-Term Liability Activity

Changes in long-term liabilities during the fiscal year were as follows:

Type of Debt	Beginning Balances	Additions	Deductions	Ending Balances	Amounts Due within One Year
Governmental Activities					
Compensated Absences	\$ 1,281,769	125,542	62,771	1,344,540	268,908
Net Pension Liability - IMRF					
Governmental Activities	5,160,476	-	4,484,897	675,579	-
Net Pension Liability - Police	26,620,107	-	6,835,676	19,784,431	-
Net Pension Liability - Firefighters'	12,274,978	-	3,824,923	8,450,055	-
Total OPEB Liability - RBP	13,996,788	728,860	-	14,725,648	-
General Obligation Bonds	34,560,245	-	2,550,445	32,009,800	2,570,990
Plus: Unamortized Premium	2,790,520	-	187,740	2,602,780	-
	<u>96,684,883</u>	<u>854,402</u>	<u>17,946,452</u>	<u>79,592,833</u>	<u>2,839,898</u>
Business-Type Activities					
Compensated Absences	116,509	16,566	8,283	124,792	24,958
Net Pension Liability - IMRF	826,472	-	703,115	123,357	-
Total OPEB Liability - RBP	824,282	9,531	-	833,813	-
IEPA Loans Payable	292,240	-	19,532	272,708	19,983
Installment Note Payable	5,615,015	-	436,970	5,178,045	490,763
Asset Retirement Obligation	1,725,500	-	-	1,725,500	-
	<u>9,400,018</u>	<u>26,097</u>	<u>1,167,900</u>	<u>8,258,215</u>	<u>535,704</u>

For the governmental activities, payments on the compensated absences, the net pension liabilities and the total OPEB liability are made by the General Fund. Payments on general obligation bonds are being liquidated by the Debt Service Fund.

Additionally, for the business-type activities, the compensated absences are being liquidated by the Water and Sewerage Fund and the Buffalo Grove Golf Fund. The net pension liability is being liquidated by the Water and Sewerage Fund, the Arboretum Golf Fund and the Buffalo Grove Golf Fund. The total OPEB liability is being liquidated by the Water and Sewerage Fund and Buffalo Grove Golf Fund. The IEPA loans payable, installment note payable and asset retirement obligation are being liquidated by the Water and Sewerage Fund.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

LONG-TERM DEBT – Continued

Debt Service Requirements to Maturity

The annual debt service requirements to maturity, including principal and interest, are as follows:

Fiscal Year	Governmental Activities		Business-Type Activities			
	General Obligation		IEPA		Installment	
	Bonds		Loan Payable		Note Payable	
	Principal	Interest	Principal	Interest	Principal	Interest
2022	\$ 2,570,990	1,100,782	19,983	6,145	490,763	117,611
2023	2,591,265	1,002,446	20,444	5,684	548,394	105,549
2024	2,611,365	903,466	20,916	5,212	610,091	92,095
2025	2,646,180	803,976	21,399	4,729	676,096	77,149
2026	2,310,000	702,969	21,893	4,235	746,659	60,610
2027	2,385,000	615,244	22,398	3,730	822,046	42,367
2028	2,510,000	522,688	22,915	3,213	902,537	22,304
2029	2,640,000	424,175	23,444	2,684	381,459	3,371
2030	2,695,000	350,475	23,985	2,143	-	-
2031	2,005,000	271,500	24,539	1,589	-	-
2032	1,685,000	211,350	25,105	1,023	-	-
2033	1,735,000	160,800	25,687	441	-	-
2034	1,785,000	108,750	-	-	-	-
2035	1,840,000	55,200	-	-	-	-
Totals	32,009,800	7,233,821	272,708	40,828	5,178,045	521,056

Legal Debt Margin

Article VII, Section 6(k) of the 1970 Illinois Constitution governs the computation of legal debt margin. “The General Assembly may limit by law the amount and require referendum approval of debt to the incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property...(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum...shall not be included in the foregoing percentage amounts.” To date the Illinois General Assembly has set no limits for home rule municipalities. The Village is a home rule municipality.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

OPERATING LEASES

The Village has commitments with non-Village entities to lease certain property. Future minimum rental commitments are as follows:

Fiscal Year	Total Lease Payments
2022	\$ 138,917
2023	141,695
2024	144,529
	<u>425,141</u>

PROPERTY TAXES

Property taxes for 2020 attach as an enforceable lien on January 1, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by Lake County and are payable in two installments, on or about July 1 and September 1 during the following year. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy to reflect actual collection experience.

TAX ABATEMENTS

The Village has entered into a tax abatement agreement with Woodman's Food Market, Inc. as an incentive to stimulate economic development. The abatement is authorized through a Development Agreement passed by the Village Board in Ordinance 2016-067 on December 19, 2018. Woodman's will be financially responsible for constructing all necessary offsite roadway and intersection improvements as required by the Village, County, or State along the public roadways along the perimeter of the property. The offsite improvements are estimated to be \$4,000,000. The Village will reimburse Woodman's an amount not to exceed \$4,000,000 for the roadway improvements and an additional payment of \$3,000,000 for a combined total of \$7,000,000. In order to promote and assist Woodman's with the project, the Village agrees to share certain sales tax received that corresponds to the new sales tax revenue generated from the retail sales of the project. The sales tax allowable is limited to the sales tax associated with grocery, general merchandise, and products only. Woodman's must acquire or otherwise be authorized to use the premise in Buffalo Grove, construct and operate the business, and construct the offsite roadway improvements to be eligible for the incentives. As of December 31, 2021, the Village owes Woodman's Food Market, Inc. \$437,583.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

TAX ABATEMENTS – Continued

The Village has entered into a tax abatement agreement with Edward Hines Lumber Co. as an incentive to stimulate economic development. The abatement is authorized through Village Ordinance 2000-67 on November 20, 2000 and has since been amended with Village Ordinance 2003-18 on March 3, 2003, Ordinance 2009-47 on August 3 2009 and Ordinance 2020-060 on August 17, 2020. Edward Hines Lumber Co. shall maintain a single order-acceptance point policy for all credit sales and shall not relocate the single order-acceptance point outside of the Village unless it violates or contravenes any state or federal law or court decision/determination. The Village will remit 60 percent of the municipal sales tax resulting from the credit sales received by the Village to Edward Hines Lumber Co. The Village will keep the remaining 40 percent. The Village's incentive payments for the year ended December 31, 2021 were \$1,821,824.

The Village has entered into a tax abatement agreement with LAB Development, LLC as an incentive to stimulate economic development. The abatement is authorized through Village Ordinance 2011-14 on March 21, 2011 and has since been amended with Village Ordinance 2016-032 on May 10, 2016. LAB Development, LLC shall conduct its business in Buffalo Grove, maintain a single order-acceptance point on premise. The amendment to the original agreement in 2016 requires LAB Development, LLC to extend their current lease at the premise in Buffalo Grove and expand the operation from 61,416 square feet to 124,605 square feet. The lease extension must be no less than 8.5 years, commencing January 1, 2016. The original agreement provided LAB Development, LLC with a tax abatement of 100 percent of the municipal sales tax in year one of the agreement, this percentage decreases 10 percent per year until year seven of the agreement. The amount of municipal sales tax abated to LAB Development, LLC could not exceed \$500,000 over the seven-year term. The amended agreement extended the abatements to LAB Development, LLC under new terms. LAB Development, LLC is entitled to 80 percent of the base municipal sales tax above \$162,207 in year one. The percentage per year decreases 10 percent until year five, from year five to year eight and a half the percentage is fixed at 50 percent. The base municipal sales tax amount of \$162,207 is fixed for the term of the contract and prorated for the half year in 2024. The amount of municipal sales tax to be abated is not to exceed \$2,600,000 over the life of the amended agreement. If LAB Development, LLC relocates or ceases business operations on the premise within five years of the commencement date of the amended contract they shall reimburse the Village 100 percent of the municipal sales tax payments to the Village within ninety days. IF LAB Development, LLC relocates or ceases business operations on the premise after the fifth year they will remit \$750,000 to the Village within ninety days. If LAB Development, LLC relocates or ceases business operations on the premise after the sixth year they will remit \$375,000 to the Village within ninety days. If LAB Development, LLC relocates or ceases business operations on the premise after the seventh year they will remit \$187,500 to the Village within ninety days. If LAB Development, LLC conducts less than \$30,000,000 of taxable sales at the premise in any given year of the contract they shall not receive more than 50 percent of the municipal sales tax increment for that year. The Village's incentive payments for the year ended December 31, 2021 were \$144,344.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

TAX ABATEMENTS – Continued

The Village has entered into a tax abatement agreement with Zonatherm. In order to encourage Zonatherm to maintain its business operation in the Village, and to assist with their project in the Village, the Village agrees to share home rule sales tax received by the Village using a formula which corresponds to new sales tax generated by Zonatherm over a finite period of time. For the first sales tax year, 100 percent of that year's incremental municipal sales tax above the base of \$100,000 will be paid to Zonatherm. For the second sales tax year 90 percent of that year's municipal sales tax above the base of \$100,000 will be paid to Zonatherm. For the third sales tax year 80 percent of that year's municipal sales tax above the base of \$100,000 will be paid to Zonatherm. For the fourth sales tax year 70 percent of that year's municipal sales tax above the base of \$100,000 will be paid to Zonatherm. For the fifth sales tax year 60 percent of that year's municipal sales tax above the base of \$100,000 will be paid to Zonatherm. For the sixth sales tax year 50 percent of that year's municipal sales tax above the base of \$100,000 will be paid to Zonatherm. For the seventh sales tax year 50 percent of that year's municipal sales tax above the base of \$100,000 will be paid to Zonatherm. The entire distribution cannot exceed \$500,000 in aggregate. This agreement will end upon the completion of the seventh year or the \$500,000 cap. In the event that Zonatherm ceases the business with seven years or generate less than \$1,000 in sales tax in any sales tax year, Zonatherm shall reimburse the Village 100 percent of the municipal sales tax payments received. The Village's incentive payments for the year ended December 31, 2021 were \$0.

In order to encourage BITS to relocate its business operation to the Village of Buffalo Grove, and to assist with their project in the Village, the Village agrees to share a portion of its home rule sales tax received by the Village using a formula which corresponds to new sales tax revenue generated by the business over a finite period of time. For the first sales tax year, 75 percent of that year's home rule sales tax received by the Village for the first \$40,000,000 in annual taxable sales and 100 percent of that year's home rule sales tax for annual taxable sales greater than \$40,000,000. For the second sales tax year, 75 percent of that year's home rule sales tax received by the Village for the first \$40,000,000 in annual taxable sales and 100 percent of that year's home rule sales tax for the annual taxable sales greater than \$40,000,000. For the third sales tax year, 75 percent of that year's home rule sales tax received by the Village for the first \$40,000,000 in annual taxable sales and 100 percent of that year's home rule sales tax for the annual taxable sales greater than \$40,000,000. For the fourth sales tax year, 75 percent of that year's home rule sales tax received by the Village for the first \$40,000,000 in annual taxable sales and 100 percent of that year's home rule sales tax for the annual taxable sales greater than \$40,000,000. For the fifth sales tax year, 75 percent of that year's home rule sales tax received by the Village for the first \$40,000,000 in annual taxable sales and 100 percent of that year's home rule sales tax for the annual taxable sales greater than \$40,000,000. For the sixth sales tax year, 75 percent of that year's home rule sales tax received by the Village for the first \$40,000,000 in annual taxable sales and 100 percent of that year's home rule sales tax for the annual taxable sales greater than \$40,000,000. Should BITS relocate or cease its business within the first two years of the agreement BITS shall reimburse the Village 85 percent of the total home rule sales tax distributed. Should BITS relocate or cease business after two years of this agreement than BITS agrees to reimburse the Village 75 percent

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

TAX ABATEMENTS – Continued

of the total home rules sales tax payments received. Should BITS relocate or cease business after three years of this agreement than BITS agrees to reimburse the Village 55 percent of the total home rules sales tax payments received. Should BITS relocate or cease business after four years of this agreement than BITS agrees to reimburse the Village 40 percent of the total home rules sales tax payments received. Should BITS relocate or cease business after five years of this agreement than BITS agrees to reimburse the Village 35 percent of the total home rules sales tax payments received. The Village's incentive payments for the year ended December 31, 2021 were \$681,262.

FUND BALANCE/NET POSITION

Fund Balance Classifications

In the governmental fund financial statements, the Village considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. The Village first utilizes committed, then assigned and then unassigned fund balance when an expenditure is incurred for purposes for which all three unrestricted fund balances are available.

Nonspendable Fund Balance. Consists of resources that cannot be spent because they are either: a) not in a spendable form; or b) legally or contractually required to be maintained intact.

Restricted Fund Balance. Consists of resources that are restricted to specific purposes, that is, when constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance. Consists of resources constrained (issuance of an ordinance) to specific purposes by the government itself, using its highest level of decision-making authority, the Village Board; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

Assigned Fund Balance. Consists of amounts that are constrained by the Village Board intent to be used for specific purposes but are neither restricted nor committed. Intent is expressed by the Village Board itself or by a body or official to which the Village Board has delegated the authority to assign amounts to be used for specific purposes. The Village's highest level of decision-making authority is the Village Board, who is authorized to assign amounts to a specific purpose.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements
December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

FUND BALANCE/NET POSITION – Continued

Fund Balance Classifications – Continued

Unassigned Fund Balance. Consists of residual net resources of a fund that has not been restricted, committed, or assigned within the General Fund and deficit fund balances of other governmental funds.

Minimum Fund Balance Policy. The Village's fund balance policy for the General Fund requires committed fund balance to be maintained at a minimum of 25% of budgeted operating expenditures.

The following is a schedule of fund balance classifications for the governmental funds as of the date of this report:

	General	Debt Service	Capital Projects			Nonmajor	Totals
			Facilities Development	Street Maintenance	Vehicle Equipment Replacement		
Fund Balances							
Nonspendable							
Inventories	\$ 124,965	-	-	-	-	-	124,965
Prepays	458,477	-	-	-	-	-	458,477
	583,442	-	-	-	-	-	583,442
Restricted							
Seizure Funds	350,645	-	-	-	-	-	350,645
IMRF	514,540	-	-	-	-	-	514,540
Motor Fuel Tax	-	-	-	-	-	3,780,893	3,780,893
Metra Parking Lot	-	-	-	-	-	15,100	15,100
TIF	-	-	-	-	-	11,833	11,833
Debt Service	-	247,676	-	-	-	-	247,676
Capital Projects	-	7,985,104	-	-	-	-	7,985,104
	865,185	8,232,780	-	-	-	3,807,826	12,905,791
Committed							
Capital Projects	14,326,113	-	41,307	798,521	17,745	-	15,183,686
Unassigned	22,485,209	-	-	-	-	-	22,485,209
Total Fund Balances	38,259,949	8,232,780	41,307	798,521	17,745	3,807,826	51,158,128

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

NET POSITION/FUND BALANCE – Continued

Net Position Classifications

Net investment in capital assets was comprised of the following as of December 31, 2021:

Governmental Activities	
Capital Assets - Net of Accumulated Depreciation	\$ 78,030,323
Plus: Unspent Bond Proceeds	7,985,104
Less Capital Related Debt:	
General Obligation Bonds	(32,009,800)
Unamortized Premium	(2,602,780)
Net Investment in Capital Assets	<u>51,402,847</u>
Business-Type Activities	
Capital Assets - Net of Accumulated Depreciation	49,763,628
Less Capital Related Debt:	
IEPA Loans Payable	(272,708)
Installment Note Payable	(5,178,045)
Net Investment in Capital Assets	<u>44,312,875</u>

Restatement

Beginning net position was restated to reflect an error in recognition of capital assets for both the governmental and business-type activities. Net position as originally reported and as restated is as follows:

Net Position	As Reported	As Restated	Increase
Governmental Activities	\$ 19,280,689	19,984,094	703,405
Business-Type Activities	55,340,713	56,130,713	790,000
Water and Sewerage	47,368,929	48,158,929	790,000

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION

RISK MANAGEMENT

The Village is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and injuries to the Village's employees. The Village has purchased insurance from private insurance companies. Risks covered included certain types of liabilities and bonds. Premiums have been displayed as expenditures/expenses in appropriate funds. There were no significant changes in insurance coverages from the prior year and settlements did not exceed insurance coverage in any of the past three fiscal years.

CONTINGENT LIABILITIES

Litigation

The Village is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the Village's attorney, the resolution of these matters will not have a material adverse effect on the financial condition of the Village.

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Village expects such amounts, if any, to be immaterial.

Financial Impact of COVID-19

In March of 2020, the World Health Organization declared the COVID-19 virus a public health emergency. As of the date of this report, the extent of the impact of COVID-19 on the Village's operations and financial position cannot be determined.

JOINT VENTURES

Northwest Water Commission (NWWC)

The Village is a member of the Northwest Water Commission (NWWC) which consists of four municipalities. NWWC is a municipal corporation and public body politic and corporate established pursuant to the Constitution of the State of Illinois and the Intergovernmental Cooperation Act of the State of Illinois, as amended (the Act). NWWC is empowered under the Act to plan, construct, improve, extend, acquire, finance, operate and maintain a water supply system to serve its members and other potential water purchasers.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

JOINT VENTURES – Continued

Northwest Water Commission (NWWC) – Continued

The four members of NWWC and their percentage shares as of April 30, 2021 are as follows:

	Percent Share
Village of Arlington Heights	36.43 %
Village of Buffalo Grove	17.06
Village of Palatine	29.10
Village of Wheeling	17.41
	<u>100.00 %</u>

These percentage shares are based upon formula contained in the water supply agreement and are subject to change in future years based on consumption by the municipalities.

The members form a contiguous geographic service area which is located northwest of downtown Chicago. Under the NWWC Agreement, additional members may join NWWC upon the approval of each member.

NWWC is governed by a Board of Commissioners which consists of one Village Manager from each member municipality. Each Commissioner has an equal vote. The officers of NWWC are appointed by the Board of Commissioners. The Board of Commissioners determines the general policy of NWWC, makes all appropriations, approves contracts for sale or purchase of water, adopts by-laws, rules and regulations, and exercises such powers and performs such duties as may be prescribed in the NWWC Agreement or the by-laws.

Summary of financial positions as of April 30, 2021:

Current Assets	\$ 18,690,589	Current Liabilities	\$ 769,589
Noncurrent Assets		Noncurrent Liabilities	<u>-</u>
Capital Assets	<u>31,864,190</u>	Total Liabilities	<u>769,589</u>
Total Assets	<u>50,554,779</u>	Net Position	<u>49,785,190</u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

JOINT VENTURES – Continued

Northwest Water Commission (NWWC) – Continued

Summary of revenues, expenses and changes in net position for the year ended April 30, 2021:

Operating Revenues	\$ 11,230,964
Operating Expenses	<u>10,655,496</u>
Operating Income	575,468
Nonoperating Revenue (Expenses)	<u>120,686</u>
Change in Net Position	696,154
Net Position - Beginning	<u>49,089,036</u>
Net Position - Ending	<u><u>49,785,190</u></u>

Complete financial statements can be obtained from the Northwest Water Commission, 1525 North Wolf Road, Des Plaines, Illinois 60015.

NWWC's bonds are revenue obligations. They are limited obligations of NWWC with a claim for payment solely from and secured by a pledge of the revenues of the system and amounts in various funds and accounts established by NWWC resolutions. The bonds are not a debt of any member. NWWC has no power to levy taxes.

Revenues of the system consist of: (a) all receipts derived from Water Supply Contracts or any other contract for the supply of water; (b) all income derived from the investment of monies; and (c) all income, fees, water service charges, and all rates, rents and receipts derived by NWWC from the ownership and operation of the system and the sale of water. JAWA covenants to establish fees and charges sufficient to provide revenues to meet all its requirements.

NWWC has entered into Water Supply Contracts with the four-member municipalities for a term of 40 years, extending to 2030. The Water Supply Contracts are irrevocable and may not be terminated or amended except as provided in the Water Supply Contract. Each member is obligated, on a "take or pay" basis, to purchase or in any event to pay for a minimum annual quantity of water.

NWWC has entered into an agreement with the City of Evanston under which the City has agreed to sell quantities of lake water sufficient to supply the projected water needs of NWWC through the year 2030.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

JOINT VENTURES – Continued

Northwest Water Commission (NWWC) – Continued

The obligation of the Village to make all payments as required by this Contract is unconditional and irrevocable, without regard to performance or nonperformance by NWWC of its obligations under this Contract.

The payments required to be made by the Village under this Contract are required to be made solely from revenues to be derived by the Village from the operation of the Village's system. Members are not prohibited by the Contract from using other available funds to make payments required under the Contract. This Contract shall not constitute an indebtedness of the Village within the meaning of any statutory or constitutional limitation.

The obligation of the Village to make payments required by this Agreement from revenues of the Waterworks and Sewerage System shall be payable from the operation and maintenance account of the Water and Sewerage Fund.

In accordance with the joint venture agreement, the Village remitted \$1,856,787 to NWWC for the year ended April 30, 2021. All payments were paid from the Water and Sewerage Fund. The Village's share of net position of NWWC was \$8,782,108 at April 30, 2021.

Solid Waste Agency of Northern Cook County (SWANCC)

The Village is a member of the Solid Waste Agency of Northern Cook County (SWANCC) which consists of twenty-three municipalities. SWANCC is a municipal corporation and public body politic established pursuant to the Constitution Act of the State of Illinois and the Intergovernmental Cooperation Act of the State of Illinois, as amended.

SWANCC is empowered to plan, construct, finance, operate, and maintain a solid waste disposal system to serve its members. SWANCC is governed by a Board of Directors which consists of one appointed representative from each member municipality. Each Director has an equal vote. The officers of SWANCC are appointed by the Board of Directors.

The Board of Directors determines the general policy of SWANCC, makes all appropriations, approves contracts, adopts resolutions providing for the issuance of bonds or notes by SWANCC, adopts by-laws, rules and regulations, and exercises such powers and performs such duties as may be prescribed in the SWANCC agreement or the by-laws. Separate audited financial statements are available at 77 W Hintz Road, Suite 200, Wheeling, Illinois 60090.

SWANCC's bonds are revenue obligations. They are limited obligations of SWANCC, with a claim for payment solely from and secured by a pledge of the revenues of the system, and amounts in various funds and accounts established by SWANCC resolutions. SWANCC has no power to levy taxes.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

JOINT VENTURES – Continued

Solid Waste Agency of Northern Cook County (SWANCC) – Continued

Revenues of the system consist of: (a) all receipts derived from Solid Waste Disposal Contracts or any other contracts for the disposal of waste; (b) all income derived from the investment of monies; and (c) all income, fees, service charges, and all grants, rents, and receipts derived by SWANCC from the ownership and operation of the system.

SWANCC covenants to establish fees and charges sufficient to provide revenues to meet all its requirements.

SWANCC has entered into Solid Waste Disposal Contracts with the member municipalities. The Contracts are irrevocable, and may not be terminated or amended, except as provided in the Contract. Each member is obligated, on a “take or pay” basis, to purchase or in any event to pay for a minimum annual cost of the system.

The obligation of the Village to make all payments as required by this Contract is unconditional and irrevocable, without regard to performance or nonperformance by SWANCC of its obligations under this Contract.

The payments required to be made by the Village under this Contract are required to be made solely from revenues to be derived by the Village from the operation of the Municipal Waste System Fund. The Village is not prohibited by the Contract from using any other funds to make the payments required by the Contract. The Contract shall not constitute an indebtedness of the Village within the meaning of any statutory or constitutional limitation.

In accordance with the joint venture agreement, the Village remitted \$908,620 to SWANCC for the year ended December 31, 2021, which is recorded in the Village’s Refuse Service Fund.

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS

The Village contributes to three defined benefit pension plans, the Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system and the Police Pension Plan which is a single-employer pension plan, and the Firefighters’ Pension Plan which is a single-employer pension plan. A separate report is issued for the Police Pension Plan and Firefighters’ Pension Plan and may be obtained by writing to the Village at 50 Raupp Boulevard, Buffalo Grove, Illinois 60089. IMRF issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained online at www.imrf.org. The benefits, benefit levels, employee contributions, and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

The aggregate amount recognized for the three pension plans is:

	Pension Expense/ (Revenue)	Net Pension Liability	Deferred Outflows	Deferred Inflows
IMRF	\$ (1,321,968)	798,936	2,788,704	5,897,753
Police Pension	(62,654)	19,784,431	4,454,306	12,313,616
Firefighters' Pension	(668,804)	8,450,055	3,659,202	9,795,621
	<u>(2,053,426)</u>	<u>29,033,422</u>	<u>10,902,212</u>	<u>28,006,990</u>

Illinois Municipal Retirement Fund (IMRF)

Plan Descriptions

Plan Administration. All employees (other than those covered by the Police Pension Plan and the Firefighters' Pension Plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

Benefits Provided. IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

IMRF provides two tiers of pension benefits. Employees hired *before* January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Plan Descriptions – Continued

Employees hired *on or after* January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the *lesser* of:

- 3% of the original pension amount, or
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

Plan Membership. As of December 31, 2020, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	123
Inactive Plan Members Entitled to but not yet Receiving Benefits	66
Active Plan Members	<u>89</u>
Total	<u><u>278</u></u>

Contributions. As set by statute, the Village's Regular Plan Members are required to contribute 4.5% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. For the year-ended December 31, 2021, the Village's contribution was 13.26% of covered payroll.

Net Pension Liability. The Village's net pension liability was measured as of December 31, 2020. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions. The total pension liability was determined by an actuarial valuation performed, as of December 31, 2020, using the following actuarial methods and assumptions:

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Plan Descriptions – Continued

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Fair Value
Actuarial Assumptions	
Interest Rate	7.25%
Salary Increases	2.85% to 13.75%
Cost of Living Adjustments	2.25%
Inflation	2.25%

For nondisabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 106%) and Female (adjusted 105%) tables, and future mortality improvements projected using scale MP-2020. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Plan Descriptions – Continued

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	28.00%	1.30%
Domestic Equities	37.00%	5.00%
International Equities	18.00%	6.00%
Real Estate	9.00%	6.20%
Blended	7.00%	2.85% - 6.95%
Cash and Cash Equivalents	1.00%	0.70%

Discount Rate

The discount rate used to measure the total pension liability was 7.25%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the IMRF's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Net Pension Liability/(Asset)	\$ 9,218,380	798,936	(5,914,584)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at December 31, 2019	\$ 68,823,815	62,836,867	5,986,948
Changes for the Year:			
Service Cost	941,942	-	941,942
Interest on the Total Pension Liability	4,904,123	-	4,904,123
Changes of Benefit Terms	-	-	-
Difference Between Expected and Actual Experience of the Total Pension Liability	980,313	-	980,313
Changes of Assumptions	(738,149)	-	(738,149)
Contributions - Employer	-	1,212,986	(1,212,986)
Contributions - Employees	-	400,474	(400,474)
Net Investment Income	-	8,789,950	(8,789,950)
Benefit Payments, including Refunds of Employee Contributions	(3,303,412)	(3,303,412)	-
Other (Net Transfer)	-	872,831	(872,831)
Net Changes	2,784,817	7,972,829	(5,188,012)
Balances at December 31, 2020	71,608,632	70,809,696	798,936

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Illinois Municipal Retirement Fund (IMRF) – Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2021, the Village recognized pension revenue of \$1,321,968. At December 31, 2021, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	\$ 1,146,557	-	1,146,557
Change in Assumptions	512,358	(665,969)	(153,611)
Net Difference Between Projected and Actual			
Earnings on Pension Plan Investments	-	(5,231,784)	(5,231,784)
Total Pension Expense to be			
Recognized in Future Periods	1,658,915	(5,897,753)	(4,238,838)
Pension Contributions Made Subsequent			
to the Measurement Date	1,129,789	-	1,129,789
Total Deferred Amounts Related to IMRF	2,788,704	(5,897,753)	(3,109,049)

\$1,129,789 reported as deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the reporting year ended December 31, 2022. Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Net Deferred Outflows/ (Inflows) of Resources
2022	\$ (1,008,168)
2023	(356,360)
2024	(2,024,496)
2025	(849,814)
2026	-
Thereafter	-
Total	(4,238,838)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan

Plan Descriptions

Plan Administration. The Police Pension Plan is a single-employer defined benefit pension plan that covers all sworn police personnel. The defined benefits and employee and minimum employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. The Village accounts for the Fund as a pension trust fund. The Fund is governed by a five-member pension board. Two members of the Board are appointed by the Village President, one member is elected by pension beneficiaries and two members are elected by active police employees.

Plan Membership. At December 31, 2021, the measurement date, membership consisted of the following:

Inactive Plan Members Currently Receiving Benefits	61
Inactive Plan Members Entitled to but not yet Receiving Benefits	10
Active Plan Members	<u>58</u>
Total	<u><u>129</u></u>

Benefits Provided. The following is a summary of the Police Pension Plan as provided for in Illinois State Statutes.

The Police Pension Plan provides retirement benefits through two tiers of benefits as well as death and disability benefits. Covered employees hired before January 1, 2011 (Tier 1), attaining the age of 50 or older with 20 or more years of creditable service are entitled to receive an annual retirement benefit of $\frac{1}{2}$ of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.5 percent of such salary for each additional year of service over 20 years up to 30 years, to a maximum of 75 percent of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a police officer who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and be paid upon reaching the age of at least 55 years, by 3 percent of the original pension and 3 percent compounded annually thereafter. Covered employees hired on or after January 1, 2011 (Tier 2), attaining the age of 55 or older with 10 or more years of creditable service are entitled to receive an annual retirement benefit equal to the average monthly salary obtained by dividing the total salary of the police officer during the 48 consecutive months of service within the last 60 months of service in which the total salary was the highest by the number of months of service in that period. Police officer salary for the pension purposes is capped at \$106,800, plus the lesser of $\frac{1}{2}$ of the annual change in the Consumer Price Index or 3 percent compounded.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Plan Descriptions – Continued

Benefits Provided – Continued. The annual benefit shall be increased by 2.5 percent of such a salary for each additional year of service over 20 years up to 30 years to a maximum of 75 percent of such salary. Employees with at least 10 years may retire at or after age 50 and receive a reduced benefit (i.e., ½ percent for each month under 55). The monthly benefit of a Tier 2 police officer shall be increased annually at age 60 on the January 1st after the police officer retires, or the first anniversary of the pension starting date, whichever is later. Noncompounding increases occur annually, each January thereafter. The increase is the lesser of 3 percent or ½ of the change in the Consumer Price Index for the proceeding calendar year.

Contributions. Covered employees are required to contribute 9.91% of their base salary to the Police Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan and the administrative costs as actuarially determined by an enrolled actuary. However, effective January 1, 2011, ILCS requires the Village to contribute a minimum amount annually calculated using the projected unit credit actuarial cost method that will result in the funding of 90% of the past service cost by the year 2040. For the year-ended December 31, 2021, the Village's contribution was 50.55% of covered payroll.

Concentrations. At year end, the Pension Plan does not have any investments (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments) in any one organization that represent 5 percent or more of net position available for benefits.

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed, as of December 31, 2021, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market
Actuarial Assumptions	
Interest Rate	7.00%
Salary Increases	Graded by Years of Service
Cost of Living Adjustments	3.25%
Inflation	2.25%

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Actuarial Assumptions – Continued

Mortality rates were based on the PubS-2010(A) adjusted for plan status, collar, and Illinois Public Pension data, as appropriate.

Discount Rate

The discount rate used to measure the total pension liability was 7.00%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Net Pension Liability	\$ 36,915,182	19,784,431	5,867,390

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at December 31, 2020	\$ 111,111,390	84,491,283	26,620,107
Changes for the Year:			
Service Cost	1,833,711	-	1,833,711
Interest on the Total Pension Liability	7,526,496	-	7,526,496
Changes of Benefit Terms	-	-	-
Difference Between Expected and Actual Experience of the Total Pension Liability	2,734,913	-	2,734,913
Changes of Assumptions	105,796	-	105,796
Contributions - Employer	-	3,333,876	(3,333,876)
Contributions - Employees	-	702,138	(702,138)
Contributions - Other	-	-	-
Net Investment Income	-	15,052,674	(15,052,674)
Benefit Payments, including Refunds of Employee Contributions	(5,271,645)	(5,271,645)	-
Administrative Expense	-	(52,096)	52,096
Net Changes	6,929,271	13,764,947	(6,835,676)
Balances at December 31, 2021	118,040,661	98,256,230	19,784,431

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements
December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Police Pension Plan – Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2021, the Village recognized pension revenue of \$62,654. At December 31, 2021, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	\$ 3,562,336	(33,883)	3,528,453
Change in Assumptions	891,970	(1,058,441)	(166,471)
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	-	(11,221,292)	(11,221,292)
Total Deferred Amounts Related to Police Pension	4,454,306	(12,313,616)	(7,859,310)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Net Deferred Outflows/ (Inflows) of Resources
2022	\$ (2,226,980)
2023	(3,231,744)
2024	(1,441,830)
2025	(1,054,815)
2026	96,059
Thereafter	-
Total	(7,859,310)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Firefighters' Pension Plan

Plan Descriptions

Plan Administration. The Firefighters' Pension Plan is a single-employer defined benefit pension plan that covers all sworn firefighter personnel. The defined benefits and employee and minimum employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/4-1) and may be amended only by the Illinois legislature. The Village accounts for the Fund as a pension trust fund. The Fund is governed by a five-member pension board. Two members of the Board are appointed by the Village President, one member is elected by pension beneficiaries and two members are elected by active fire employees.

Plan Membership. At December 31, 2021, the measurement date, membership consisted of the following:

Inactive Plan Members Currently Receiving Benefits	50
Inactive Plan Members Entitled to but not yet Receiving Benefits	4
Active Plan Members	<u>54</u>
Total	<u><u>108</u></u>

Benefits Provided. The following is a summary of the Firefighters' Pension Plan as provided for in Illinois State Statutes.

The Firefighters' Pension Plan provides retirement benefits through two tiers of benefits as well as death and disability benefits. Covered employees hired before January 1, 2011 (Tier 1), attaining the age of 50 or older with 20 or more years of creditable service are entitled to receive an annual retirement benefit of $\frac{1}{2}$ of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.5 percent of such salary for each additional year of service over 20 years up to 30 years, to a maximum of 75 percent of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a firefighter who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and be paid upon reaching the age of at least 55 years, by 3 percent of the original pension and 3percent compounded annually thereafter.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Firefighters' Pension Plan – Continued

Plan Descriptions – Continued

Benefits Provided – Continued. Covered employees hired on or after January 1, 2011 (Tier 2), attaining the age of 55 or older with 10 or more years of creditable service are entitled to receive an annual retirement benefit equal to the average monthly salary obtained by dividing the total salary of the firefighter during the 48 consecutive months of service within the last 60 months of service in which the total salary was the highest by the number of months of service in that period. Firefighters' salary for the pension purposes is capped at \$106,800, plus the lesser of ½ of the annual change in the Consumer Price Index or 3 percent compounded. The annual benefit shall be increased by 2.5 percent of such a salary for each additional year of service over 20 years up to 30 years to a maximum of 75 percent of such salary. Employees with at least 10 years may retire at or after age 50 and receive a reduced benefit (i.e., ½ percent for each month under 55). The monthly benefit of a Tier 2 firefighter shall be increased annually at age 60 on the January 1st after the firefighter retires, or the first anniversary of the pension starting date, whichever is later. Noncompounding increases occur annually, each January thereafter. The increase is the lesser of 3 percent or ½ of the change in the Consumer Price Index for the proceeding calendar year.

Contributions. Covered employees are required to contribute 9.455% of their base salary to the Firefighters' Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan and the administrative costs as actuarially determined by an enrolled actuary. However, effective January 1, 2011, ILCS requires the Village to contribute a minimum amount annually calculated using the projected unit credit actuarial cost method that will result in the funding of 90% of the past service cost by the year 2040. For the year-ended December 31, 2021, the Village's contribution was 40.55% of covered payroll.

Concentrations. At year end, the Pension Plan does not have any investments (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments) in any one organization that represent 5 percent or more of net position available for benefits.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Firefighters' Pension Plan – Continued

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed, as of December 31, 2021, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market
Actuarial Assumptions	
Interest Rate	7.00%
Salary Increases	Graded by Years of Service
Cost of Living Adjustments	3.25%
Inflation	2.25%

Mortality rates were based on the PubS-2010(A) adjusted for plan status, collar, and Illinois Public Pension data, as appropriate.

Discount Rate

The discount rate used to measure the total pension liability was 7.00%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements
December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Firefighters' Pension Plan – Continued

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Net Pension Liability/(Asset)	\$ 22,042,320	8,450,055	(2,635,023)

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at December 31, 2020	\$ 89,400,865	77,125,887	12,274,978
Changes for the Year:			
Service Cost	1,597,174	-	1,597,174
Interest on the Total Pension Liability	6,039,849	-	6,039,849
Changes of Benefit Terms	-	-	-
Difference Between Expected and Actual Experience of the Total Pension Liability	1,911,008	-	1,911,008
Changes of Assumptions	81,975	-	81,975
Contributions - Employer	-	2,370,805	(2,370,805)
Contributions - Employees	-	554,144	(554,144)
Net Investment Income	-	10,590,082	(10,590,082)
Benefit Payments, including Refunds of Employee Contributions	(4,182,238)	(4,182,238)	-
Administrative Expense	-	(60,102)	60,102
Net Changes	5,447,768	9,272,691	(3,824,923)
Balances at December 31, 2021	94,848,633	86,398,578	8,450,055

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLANS – Continued

Firefighters' Pension Plan – Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2021, the Village recognized pension revenue of \$668,804. At December 31, 2021, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	\$ 2,653,141	(295,067)	2,358,074
Change in Assumptions	1,006,061	(503,768)	502,293
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	-	(8,996,786)	(8,996,786)
Total Deferred Amounts Related to Firefighters' Pension	<u>3,659,202</u>	<u>(9,795,621)</u>	<u>(6,136,419)</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Net Deferred Outflows/ (Inflows) of Resources
2022	\$ (1,689,889)
2023	(3,136,378)
2024	(1,673,611)
2025	(516,091)
2026	505,658
Thereafter	<u>373,892</u>
Total	<u>(6,136,419)</u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS

General Information about the OPEB Plan

Plan Description. The Village's defined benefit OPEB plan, Village of Buffalo Grove Retiree Benefits Plan (RBP), provides OPEB for all permanent full-time general and public safety employees of the Village. RBP is a single-employer defined benefit OPEB plan administered by the Village. Article 11 of the State Compiled Statutes grants the authority to establish and amend the benefit terms and financing requirements to the Village Board. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits Provided. RBP offers medical, prescription, vision, dental, life insurance coverage to retirees. Retirees pay full cost of coverage. Coverage ends at age 65 or once retirees are eligible for Medicare.

Plan Membership. As of December 31, 2021, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	60
Inactive Plan Members Entitled to but not yet Receiving Benefits	-
Active Plan Members	<u>195</u>
Total	<u><u>255</u></u>

Total OPEB Liability

The Village's total OPEB liability was measured as of December 31, 2021, and was determined by an actuarial valuation as of December 31, 2020.

Actuarial assumptions and other inputs. The total OPEB liability in the December 31, 2020 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS – Continued

Total OPEB Liability – Continued

Actuarial assumptions and other inputs - Continued.

Inflation	2.25%
Salary Increases	3.50%
Discount Rate	1.84%
Healthcare Cost Trend Rates	5.75% for 2020, decreasing to an ultimate rate of 4.50% for 2026 and later years
Retirees' Share of Benefit-Related Costs	100% of Benefit-Related Costs

The discount rate was based on a combination of the expected long-term rate of return on plan investments and the municipal bond rate.

Mortality rates were based on the sex distinct raw rates as developed in the RP-2014 study, with blue collar adjustment. These rates are improved generationally using MP-2020 improvement rates.

Change in the Total OPEB Liability

	Total OPEB Liability
Balance at December 31, 2020	<u>\$ 14,821,070</u>
Changes for the Year:	
Service Cost	630,551
Interest on the Total Pension Liability	290,591
Changes of Benefit Terms	-
Difference Between Expected and Actual Experience	-
Changes of Assumptions or Other Inputs	400,334
Benefit Payments	<u>(583,085)</u>
Net Changes	<u>738,391</u>
Balance at December 31, 2021	<u><u>15,559,461</u></u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS – Continued

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The discount rate used to measure the total pension liability was 1.84%, while the prior valuation used 2.00%. The following presents the total OPEB liability, calculated using the discount rate, as well as what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher:

	1% Decrease (0.84%)	Current Discount Rate (1.84%)	1% Increase (2.84%)
Total OPEB Liability	\$ 18,218,799	15,559,461	13,471,652

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following is a sensitivity analysis of the total OPEB liability to changes in the healthcare cost trend rates. The table below presents the OPEB liability of the Village calculated using the discount rate as well as what the Village's total OPEB liability would be if it were calculated using healthcare trend rates that are one percentage point lower or one percentage point higher than the current rates:

	(4.75% decreasing to 3.50%)	Healthcare Cost Trend Rates (5.75% decreasing to 4.50%)	(6.75% decreasing to 5.50%)
Total OPEB Liability	\$ 13,184,498	15,559,461	18,665,623

VILLAGE OF BUFFALO GROVE, ILLINOIS

Notes to the Financial Statements December 31, 2021

NOTE 4 – OTHER INFORMATION – Continued

OTHER POST-EMPLOYMENT BENEFITS – Continued

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended December 31, 2021, the Village recognized OPEB expense of \$1,442,935. At December 31, 2021, the Village reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	\$ 1,312,871	-	1,312,871
Change in Assumptions	3,027,908	(456,197)	2,571,711
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	-	-	-
Total Deferred Amounts Related to OPEB	<u>4,340,779</u>	<u>(456,197)</u>	<u>3,884,582</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year	Net Deferred Outflows of Resources
2022	\$ 521,793
2023	521,793
2024	521,793
2025	521,793
2026	521,793
Thereafter	<u>1,275,617</u>
Total	<u>3,884,582</u>

SUBSEQUENT EVENT

On March 11, 2021, the American Rescue Plan Act of 2021 was signed into law. This act provides \$350 billion in funding for local governments. The Village has been allocated \$5,510,612 to be received in two installments. On September 1, 2021 the Village received their first installment of \$2,742,462. As of the date of these financial statements, the Village has not received their second installment.

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Schedule of Employer Contributions
 - Illinois Municipal Retirement Fund
 - Police Pension Fund
 - Firefighters' Pension Fund
- Schedule of Changes in the Employer's Net Pension Liability
 - Illinois Municipal Retirement Fund
 - Police Pension Fund
 - Firefighters' Pension Fund
- Schedule of Investment Returns
 - Police Pension Fund
 - Firefighters' Pension Fund
- Schedule of Changes in the Employer's Total OPEB Liability
 - Retiree Benefit Plan
- Budgetary Comparison Schedule
 - General Fund

Notes to the Required Supplementary Information

Budgetary Information – Budgets are adopted on a basis consistent with generally accepted accounting principles.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Illinois Municipal Retirement Fund

Required Supplementary Information Schedule of Employer Contributions December 31, 2021

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2014	\$ 1,020,544	\$ 1,071,994	\$ 51,450	\$ 7,802,324	13.74%
2015	1,093,142	1,093,142	-	8,157,772	13.40%
2016	1,112,901	1,112,901	-	8,023,803	13.87%
2017	1,164,635	1,164,635	-	8,384,700	13.89%
2018	1,225,584	1,225,584	-	8,810,810	13.91%
2019	1,045,988	1,053,229	7,241	9,272,947	11.36%
2020	1,218,373	1,218,373	-	8,938,907	13.63%
2021	1,129,789	1,129,789	-	8,520,279	13.26%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	23 Years
Asset Valuation Method	5-Year Smoothed Market
Inflation	2.50%
Salary Increases	3.35% - 14.25%
Investment Rate of Return	7.25%
Retirement Age	See the Notes to the Financial Statements
Mortality	An IMRF specific mortality table was used with fully generational projection scale MP-2017 (base year 2015).

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Police Pension Fund

Required Supplementary Information Schedule of Employer Contributions December 31, 2021

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2014	\$ 2,359,777	\$ 2,083,758	\$ (276,019)	\$ 5,984,178	34.82%
2015	2,256,676	2,284,315	27,639	6,056,962	37.71%
2016	2,407,865	2,430,017	22,152	6,406,672	37.93%
2017	2,538,183	2,641,453	103,270	6,565,793	40.23%
2018	2,673,256	2,668,632	(4,624)	6,738,022	39.61%
2019	2,795,672	2,899,820	104,148	6,957,008	41.68%
2020	3,034,524	3,095,593	61,069	7,316,636	42.31%
2021	3,361,940	3,333,876	(28,064)	6,594,984	50.55%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	19 Years
Asset Valuation Method	5-Year Smoothed Market
Inflation	2.25%
Salary Increases	Graded by Years of Service
Investment Rate of Return	7.00%
Retirement Age	Graded by Age (11% at 50 to 100% at age 62)
Mortality	PubS-2010(A) Adjusted for Plan Status, Collar, and Illinois Public Pension Data, as Appropriate

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Firefighters' Pension Fund

Required Supplementary Information
 Schedule of Employer Contributions
 December 31, 2021

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2014	\$ 1,884,815	\$ 2,168,844	\$ 284,029	\$ 5,224,950	41.51%
2015	1,848,990	2,202,138	353,148	5,308,713	41.48%
2016	1,728,496	2,166,040	437,544	5,390,509	40.18%
2017	1,862,674	1,864,498	1,824	5,585,881	33.38%
2018	1,897,942	1,897,968	26	5,836,466	32.52%
2019	1,859,212	1,915,164	55,952	6,026,152	31.78%
2020	1,984,773	2,019,305	34,532	5,890,818	34.28%
2021	2,390,386	2,370,805	(19,581)	5,846,393	40.55%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	19 Years
Asset Valuation Method	5-Year Smoothed Market
Inflation	2.25%
Salary Increases	Graded by Years of Service
Investment Rate of Return	7.00%
Retirement Age	Graded by Age (7% at 50 to 100% at age 65)
Mortality	PubS-2010(A) Adjusted for Plan Status, Collar, and Illinois Public Pension Data, as Appropriate

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Illinois Municipal Retirement Fund

Required Supplementary Information
Schedule of Changes in the Employer's Net Pension Liability
December 31, 2021

	12/31/14
Total Pension Liability	
Service Cost	\$ 964,574
Interest	3,808,085
Differences Between Expected and Actual Experience	(1,126,970)
Change of Assumptions	1,736,515
Benefit Payments, Including Refunds of Member Contributions	(2,148,231)
	<u>3,233,973</u>
Net Change in Total Pension Liability	3,233,973
Total Pension Liability - Beginning	<u>51,366,296</u>
	<u>54,600,269</u>
Plan Fiduciary Net Position	
Contributions - Employer	\$ 1,071,994
Contributions - Members	369,278
Net Investment Income	2,892,087
Benefit Payments, Including Refunds of Member Contributions	(2,148,231)
Other (Net Transfer)	(1,146,370)
	<u>1,038,758</u>
Net Change in Plan Fiduciary Net Position	1,038,758
Plan Net Position - Beginning	<u>47,764,745</u>
	<u>48,803,503</u>
Employer's Net Pension Liability	<u>\$ 5,796,766</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	89.38%
Covered Payroll	\$ 8,195,678
Employer's Net Pension Liability as a Percentage of Covered Payroll	70.73%

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

12/31/15	12/31/16	12/31/17	12/31/18	12/31/19	12/31/20
860,654	871,953	858,070	843,915	908,935	941,942
4,031,299	4,310,485	4,434,597	4,483,157	4,689,245	4,904,123
1,338,146	(921,372)	40,460	582,645	492,814	980,313
145,117	(220,386)	(1,963,662)	1,849,878	-	(738,149)
(2,416,367)	(2,582,301)	(2,637,150)	(2,792,678)	(2,983,908)	(3,303,412)
3,958,849	1,458,379	732,315	4,966,917	3,107,086	2,784,817
54,600,269	58,559,118	60,017,497	60,749,812	65,716,729	68,823,815
58,559,118	60,017,497	60,749,812	65,716,729	68,823,815	71,608,632
1,093,142	1,112,901	1,164,635	1,218,342	1,053,229	1,212,986
402,168	428,936	377,312	394,144	421,491	400,474
241,715	3,350,903	8,949,122	(2,997,666)	10,038,062	8,789,950
(2,416,367)	(2,582,301)	(2,637,150)	(2,792,678)	(2,983,908)	(3,303,412)
520,582	(346,357)	(974,388)	938,575	58,920	872,831
(158,760)	1,964,082	6,879,531	(3,239,283)	8,587,794	7,972,829
48,803,503	48,644,743	50,608,825	57,488,356	54,249,073	62,836,867
48,644,743	50,608,825	57,488,356	54,249,073	62,836,867	70,809,696
9,914,375	9,408,672	3,261,456	11,467,656	5,986,948	798,936
83.07%	84.32%	94.63%	82.55%	91.30%	98.88%
8,157,772	8,023,803	8,384,700	8,758,756	9,272,947	8,899,385
121.53%	117.26%	38.90%	130.93%	64.56%	8.98%

VILLAGE OF BUFFALO GROVE, ILLINOIS

Police Pension Fund

Required Supplementary Information
Schedule of Changes in the Employer's Net Pension Liability
December 31, 2021

	2014
Total Pension Liability	
Service Cost	\$ 1,415,171
Interest	5,318,732
Differences Between Expected and Actual Experience	-
Change of Assumptions	-
Change of Benefit Terms	-
Benefit Payments, Including Refunds of Member Contributions	<u>(2,747,592)</u>
Net Change in Total Pension Liability	3,986,311
Total Pension Liability - Beginning	<u>77,355,682</u>
Total Pension Liability - Ending	<u><u>81,341,993</u></u>
Plan Fiduciary Net Position	
Contributions - Employer	\$ 2,083,758
Contributions - Members	654,693
Contributions - Other	-
Net Investment Income	3,756,487
Benefit Payments, Including Refunds of Member Contributions	(2,747,592)
Administrative Expense	<u>(33,343)</u>
Net Change in Plan Fiduciary Net Position	3,714,003
Plan Net Position - Beginning	<u>52,540,449</u>
Plan Net Position - Ending	<u><u>56,254,452</u></u>
Employer's Net Pension Liability	<u><u>25,087,541</u></u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	69.16%
Covered Payroll	\$ 5,984,178
Employer's Net Pension Liability as a Percentage of Covered Payroll	419.23%

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

2015	2016	2017	2018	2019	2020	2021
1,386,660	1,534,051	1,637,139	1,628,794	1,649,198	1,978,338	1,833,711
5,438,273	5,861,687	6,171,179	6,489,093	6,772,474	7,214,313	7,526,496
(1,015,708)	358,140	353,405	(92,557)	1,380,756	832,348	2,734,913
4,811,344	170,816	(3,590,403)	-	1,501,809	(639,813)	105,796
-	-	-	-	425,172	-	-
(2,969,657)	(3,283,543)	(3,602,086)	(3,803,918)	(4,150,161)	(4,677,746)	(5,271,645)
7,650,912	4,641,151	969,234	4,221,412	7,579,248	4,707,440	6,929,271
81,341,993	88,992,905	93,634,056	94,603,290	98,824,702	106,403,950	111,111,390
88,992,905	93,634,056	94,603,290	98,824,702	106,403,950	111,111,390	118,040,661
2,284,315	2,430,017	2,524,306	2,668,632	2,899,820	3,095,593	3,333,876
669,077	622,198	627,548	674,488	660,350	820,098	702,138
-	-	117,147	28,742	83,945	-	-
186,635	3,418,114	8,300,527	(2,726,611)	13,161,796	8,491,232	15,052,674
(2,969,657)	(3,283,543)	(3,602,086)	(3,803,919)	(4,150,161)	(4,677,746)	(5,271,645)
(39,870)	(43,969)	(62,733)	(51,073)	(59,767)	(56,614)	(52,096)
130,500	3,142,817	7,904,709	(3,209,741)	12,595,983	7,672,563	13,764,947
56,254,452	56,384,952	59,527,769	67,432,478	64,222,737	76,818,720	84,491,283
56,384,952	59,527,769	67,432,478	64,222,737	76,818,720	84,491,283	98,256,230
32,607,953	34,106,287	27,170,812	34,601,965	29,585,230	26,620,107	19,784,431
63.36%	63.57%	71.28%	64.99%	72.20%	76.04%	83.24%
6,056,962	6,406,672	6,565,793	6,738,022	6,957,008	7,316,636	6,594,984
538.35%	532.36%	413.82%	513.53%	425.26%	363.83%	299.99%

VILLAGE OF BUFFALO GROVE, ILLINOIS

Firefighters' Pension Fund

Required Supplementary Information
 Schedule of Changes in the Employer's Net Pension Liability
 December 31, 2021

	2014
Total Pension Liability	
Service Cost	\$ 1,378,069
Interest	4,304,137
Differences Between Expected and Actual Experience	218,159
Change of Assumptions	(938,734)
Change in Benefit Terms	-
Benefit Payments, Including Refunds of Member Contributions	(1,943,411)
	<u>3,018,220</u>
Net Change in Total Pension Liability	3,018,220
Total Pension Liability - Beginning	<u>62,459,374</u>
	<u>65,477,594</u>
Plan Fiduciary Net Position	
Contributions - Employer	\$ 2,168,844
Contributions - Members	502,014
Contributions - Other	-
Net Investment Income	3,195,916
Benefit Payments, Including Refunds of Member Contributions	(1,943,409)
Administrative Expense	(42,368)
	<u>3,880,997</u>
Net Change in Plan Fiduciary Net Position	3,880,997
Plan Net Position - Beginning	<u>45,275,721</u>
	<u>49,156,718</u>
Employer's Net Pension Liability	<u>16,320,876</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	75.07%
Covered Payroll	\$ 5,224,950
Employer's Net Pension Liability as a Percentage of Covered Payroll	312.36%

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

2015	2016	2017	2018	2019	2020	2021
1,179,270	1,260,242	1,348,459	1,325,255	1,264,639	1,621,266	1,591,437
4,508,473	4,757,917	4,961,836	5,226,040	5,477,561	5,825,574	6,039,648
(1,080,688)	(133,067)	204,895	234,796	1,246,145	(121,525)	1,916,946
1,139,953	(588,791)	-	-	1,195,177	(453,769)	81,975
-	-	-	-	640,951	-	-
(2,141,668)	(2,225,410)	(2,540,912)	(2,940,773)	(3,445,092)	(3,823,483)	(4,182,238)
3,605,340	3,070,891	3,974,278	3,845,318	6,379,381	3,048,063	5,447,768
65,477,594	69,082,934	72,153,825	76,128,103	79,973,421	86,352,802	89,400,865
69,082,934	72,153,825	76,128,103	79,973,421	86,352,802	89,400,865	94,848,633
2,202,138	2,166,040	1,863,911	1,897,968	1,915,164	2,019,305	2,370,805
524,714	516,422	520,184	533,534	542,215	535,959	554,144
-	-	588	-	-	-	-
654,625	3,415,513	7,601,179	(2,917,744)	11,064,141	10,436,145	10,590,082
(2,141,668)	(2,225,410)	(2,540,912)	(2,940,773)	(3,445,092)	(3,823,483)	(4,182,238)
(48,363)	(42,284)	(60,925)	(75,110)	(104,664)	(74,148)	(60,102)
1,191,446	3,830,281	7,384,025	(3,502,125)	9,971,764	9,093,778	9,272,691
49,156,718	50,348,164	54,178,445	61,562,470	58,060,345	68,032,109	77,125,887
50,348,164	54,178,445	61,562,470	58,060,345	68,032,109	77,125,887	86,398,578
18,734,770	17,975,380	14,565,633	21,913,076	18,320,693	12,274,978	8,450,055
72.88%	75.09%	80.87%	72.60%	78.78%	86.27%	91.09%
5,308,713	5,390,509	5,585,881	5,836,466	6,026,152	5,890,818	5,846,393
352.91%	333.46%	260.76%	375.45%	304.02%	208.37%	144.53%

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Police Pension Fund

Required Supplementary Information Schedule of Investment Returns December 31, 2021

Fiscal Year	Annual Money- Weighted Rate of Return, Net of Investment Expense
2014	7.00%
2015	0.67%
2016	5.71%
2017	14.38%
2018	(4.09%)
2019	20.58%
2020	11.06%
2021	17.79%

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Firefighters' Pension Fund

Required Supplementary Information Schedule of Investment Returns December 31, 2021

Fiscal Year	Annual Money- Weighted Rate of Return, Net of Investment Expense
2014	7.08%
2015	1.32%
2016	6.78%
2017	14.05%
2018	(4.77%)
2019	19.23%
2020	15.46%
2021	13.76%

Note: This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Retiree Benefit Plan

Required Supplementary Information
Schedule of Changes in the Employer's Total OPEB Liability
December 31, 2021

	2018	2019	2020	2021
Total OPEB Liability				
Service Cost	\$ 298,851	263,570	525,258	630,551
Interest	321,987	360,862	304,253	290,591
Changes in Benefit Terms	-	-	-	-
Differences Between Expected and Actual Experience	-	-	1,668,331	-
Change of Assumptions or Other Inputs	(774,109)	2,158,863	1,494,795	400,334
Benefit Payments	(389,489)	(409,592)	(551,381)	(583,085)
Net Change in Total OPEB Liability	(542,760)	2,373,703	3,441,256	738,391
Total OPEB Liability - Beginning	9,548,871	9,006,111	11,379,814	14,821,070
Total OPEB Liability - Ending	9,006,111	11,379,814	14,821,070	15,559,461
Covered-Employee Payroll	\$ 21,900,270	22,925,736	19,323,659	20,861,759
Total OPEB Liability as a Percentage of Covered-Employee Payroll	41.12%	49.64%	76.70%	74.58%

Notes:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Changes of Assumptions. Changes in assumptions related to the discount rate were made in 2018 through 2021.

VILLAGE OF BUFFALO GROVE, ILLINOIS

General Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
Property Taxes	\$ 16,712,894	16,712,894	16,524,993
Other Taxes	10,285,256	10,285,256	12,777,682
Intergovernmental	12,854,480	12,854,480	17,738,817
Charges for Services	2,348,540	2,348,540	3,294,828
Licenses and Permits	355,600	355,600	301,917
Fines and Forfeitures	1,544,600	1,544,600	2,205,658
Interest	143,500	143,500	(40,060)
Miscellaneous	1,055,810	1,055,810	2,210,580
Total Revenues	45,300,680	45,300,680	55,014,415
Expenditures			
Current			
General Government	8,643,181	8,643,181	8,707,739
Public Safety	28,829,663	28,829,663	29,352,949
Public Works	7,067,623	7,067,623	6,324,738
Capital Outlay	70,000	70,000	175,376
Total Expenditures	44,610,467	44,610,467	44,560,802
Excess (Deficiency) of Revenues Over (Under) Expenditures	690,213	690,213	10,453,613
Other Financing Sources (Uses)			
Disposal of Capital Assets	-	-	13,500
Transfers In	1,780,000	1,780,000	1,431,386
Transfers Out	(4,566,155)	(4,566,155)	(4,157,028)
	(2,786,155)	(2,786,155)	(2,712,142)
Net Change in Fund Balance	(2,095,942)	(2,095,942)	7,741,471
Fund Balance - Beginning			30,518,478
Fund Balance - Ending			38,259,949

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedules include:

- Budgetary Comparison Schedules – Major Governmental Funds
- Combining Statements – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Major Enterprise Funds
- Combining Statements – Nonmajor Enterprise Funds
- Budgetary Comparison Schedules – Nonmajor Enterprise Funds
- Combining Statements – Internal Service Funds
- Budgetary Comparison Schedules – Internal Service Funds
- Combining Statements – Pension Trust Funds
- Budgetary Comparison Schedules – Pension Trust Funds
- Consolidated Year-End Financial Report

INDIVIDUAL FUND SCHEDULES

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than fiduciary funds or capital projects funds) that are legally restricted to expenditure for specified purposes.

Motor Fuel Tax Fund

The Motor Fuel Tax Fund is used to account for expenditures related to approved motor fuel tax projects and revenue from the state gasoline tax as collected and distributed by the State of Illinois.

Local Motor Fuel Tax Fund

The Local Motor Fuel Tax Fund is used to finance local road and street improvements from local gasoline tax revenues collected and distributed by the State of Illinois.

Lake Cook Road TIF Fund

The Lake Cook Road TIF Fund is used to account for incremental revenues generated within the TIF boundaries and costs incurred from the formation and redevelopment of the Village's Lake Cook Road Corridor.

Metra Parking Lot Fund

The Metra Parking Lot fund is used to account for revenue generated and costs incurred from the operation of the Metra parking lot operated by the Village.

DEBT SERVICE FUND

The Debt Service Fund is used to account for monies restricted, committed or assigned to pay for principal and interest payments on the Village's debt obligations.

INDIVIDUAL FUND SCHEDULES

CAPITAL PROJECTS FUNDS

The Capital Projects Funds are used to account for all resources used for the acquisition of capital assets except those financed by Proprietary Funds.

Facilities Development Fund

The Facilities Development Fund is used to account for and reports financial resources that are restricted, committed or assigned to expenditures for acquisition, construction, improvement, repair, and replacement of the Village's capital facilities.

Street Maintenance Fund

The Street Maintenance Fund is used to account for and reports financial resources that are restricted, committed or assigned to expenditures for acquisition, construction, improvement, repair, and replacement of the Village's roadways.

Vehicle Equipment Replacement Fund

The Vehicle Equipment Replacement Fund is used to account for the purchase of vehicles and capital equipment for the General Fund operating departments. Financing is typically provided by the General Fund committed fund balance.

ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where it has been decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purpose.

Water and Sewerage Fund

The Water and Sewerage Fund is used to account for the revenue and expenses related to the operation of the water and sewerage system.

Arboretum Golf Fund

The Arboretum Fund is used to account for the revenues and expenses related to the operation of the Arboretum golf course.

INDIVIDUAL FUND SCHEDULES

ENTERPRISE FUNDS - Continued

Buffalo Grove Golf Fund

The Buffalo Grove Golf Fund is used to account for revenue and expenses associated with operating the Village's golf course.

Refuse Service Fund

The Refuse Fund is used to account for refuse services contracted by the Village for the benefit of its citizens by a private entity. The fund is financed by the fees charged to residents by the private entity and remitted back to the Village of Buffalo Grove.

INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies other governmental unit, or to other governmental units, on a cost-reimbursement basis.

Information Technology Fund

The Technology Fund is used to account for all costs associated with providing technology services to all departments in the Village. This fund accounts for global technology costs, shared, and/or exclusive department specific hardware, software, and other technology needs. Costs are assessed to each department by combining the cost of all direct and indirect/shared services as incurred. The indirect/shared costs are charged back per the user base of service(s).

Central Garage Fund

The Central Garage Fund is used to account for the activities required to operate and maintain the Village's automotive fleet. Department charges are derived from the work order process; which documents the type of work performed and cost(s) associated with the work.

Building Maintenance Fund

The Building Maintenance Fund is used to account for providing a clean, healthy, and safe working environment in Village facilities, meeting areas and public areas.

INDIVIDUAL FUND SCHEDULES

TRUST AND CUSTODIAL FUNDS

PENSION TRUST FUNDS

Police Pension Fund

The Police Pension Fund is used to account for the resources necessary to provide retirement and disability pension benefits to full-time sworn police personnel. Although this is a single-employer pension plan, the defined benefits and employer and employee contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. Financing is provided by the Village contributions, employee payroll withholdings, and investment income.

Firefighter's Pension Fund

The Firefighters' Pension Fund is used to account for the accumulation of resources to be used for retirement annuity payments to employees of the fire department at appropriate amounts and times in the future. Resources are contributed by employees at rates fixed by law and by the Village at amounts determined by an annual actuarial study.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Debt Service Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
Taxes			
Property Taxes	\$ 402,648	402,648	414,823
Interest	-	-	6,287
Total Revenues	402,648	402,648	421,110
Expenditures			
Debt Service			
Principal Retirement	2,550,445	2,550,445	2,550,445
Interest and Fiscal Charges	1,203,614	1,203,614	1,200,773
Total Expenditures	3,754,059	3,754,059	3,751,218
Excess (Deficiency) of Revenues Over (Under) Expenditures	(3,351,411)	(3,351,411)	(3,330,108)
Other Financing Sources (Uses)			
Transfers In	3,346,411	3,346,411	3,346,411
Transfers Out	(11,390,948)	(11,390,948)	(8,612,990)
	(8,044,537)	(8,044,537)	(5,266,579)
Net Change in Fund Balance	(11,395,948)	(11,395,948)	(8,596,687)
Fund Balance - Beginning			16,829,467
Fund Balance - Ending			8,232,780

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Facilities Development - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
None	\$ -	-	-
Expenditures			
Capital Outlay	159,000	159,000	138,190
Excess (Deficiency) of Revenues Over (Under) Expenditures	(159,000)	(159,000)	(138,190)
Other Financing Sources			
Transfers In	159,000	159,000	138,190
Net Change in Fund Balance	-	-	-
Fund Balance - Beginning			41,307
Fund Balance - Ending			41,307

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Street Maintenance - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
Intergovernmental	\$ -	-	730,709
Expenditures			
Capital Outlay	7,634,626	7,634,626	6,482,065
Excess (Deficiency) of Revenues Over (Under) Expenditures	(7,634,626)	(7,634,626)	(5,751,356)
Other Financing Sources			
Transfers In	7,634,626	7,634,626	6,308,126
Net Change in Fund Balance	-	-	556,770
Fund Balance - Beginning			241,751
Fund Balance - Ending			798,521

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Vehicle Equipment Replacement - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
None	\$ -	-	-
Expenditures			
Capital Outlay	1,969,850	1,969,850	1,705,147
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,969,850)	(1,969,850)	(1,705,147)
Other Financing Sources			
Transfers In	1,969,850	1,969,850	1,705,147
Net Change in Fund Balance	-	-	-
Fund Balance - Beginning			17,745
Fund Balance - Ending			17,745

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Nonmajor Governmental Funds

Combining Balance Sheet
December 31, 2021

	Special Revenue				
	Motor Fuel Tax	Local Motor Fuel Tax	Lake Cook Road TIF	Metra Parking Lot	Totals
ASSETS					
Cash and Investments	\$ 3,400,209	226,375	66,774	15,196	3,708,554
Receivables - Net of Allowances					
Other	154,309	-	-	-	154,309
Total Assets	3,554,518	226,375	66,774	15,196	3,862,863
LIABILITIES					
Accounts Payable	-	-	-	96	96
Due to Other Funds	-	-	54,941	-	54,941
Total Liabilities	-	-	54,941	96	55,037
FUND BALANCES					
Restricted	3,554,518	226,375	11,833	15,100	3,807,826
Total Liabilities and Fund Balances	3,554,518	226,375	66,774	15,196	3,862,863

VILLAGE OF BUFFALO GROVE, ILLINOIS

Nonmajor Governmental Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended December 31, 2021

	Special Revenue				Totals
	Motor Fuel Tax	Local Motor Fuel Tax	Lake Cook Road TIF	Metra Parking Lot	
Revenues					
Taxes	\$ -	-	30,841	-	30,841
Intergovernmental	2,587,872	486,775	-	-	3,074,647
Charges for Services	-	-	-	-	-
Fines and Forfeitures	-	-	-	15,617	15,617
Total Revenues	2,587,872	486,775	30,841	15,617	3,121,105
Expenditures					
Current					
General Government	-	-	19,008	192,587	211,595
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,587,872	486,775	11,833	(176,970)	2,909,510
Other Financing Sources (Uses)					
Transfers In	-	-	-	150,000	150,000
Transfers Out	(1,783,030)	(481,950)	-	-	(2,264,980)
	(1,783,030)	(481,950)	-	150,000	(2,114,980)
Net Change in Fund Balances	804,842	4,825	11,833	(26,970)	794,530
Fund Balances - Beginning	2,749,676	221,550	-	42,070	3,013,296
Fund Balances - Ending	3,554,518	226,375	11,833	15,100	3,807,826

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Motor Fuel Tax - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
Intergovernmental			
Motor Fuel Tax	\$ 1,600,000	1,600,000	1,676,289
Grants	911,600	911,600	911,583
Total Revenue	2,511,600	2,511,600	2,587,872
Expenditures			
Current			
None	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	2,511,600	2,511,600	2,587,872
Other Financing (Uses)			
Transfers Out	(2,153,139)	(2,153,139)	(1,783,030)
Net Change in Fund Balance	358,461	358,461	804,842
Fund Balance - Beginning			2,749,676
Fund Balance - Ending			3,554,518

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Local Motor Fuel Tax - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
Intergovernmental			
Local Motor Fuel Tax	\$ 485,000	485,000	486,775
Expenditures			
None	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	485,000	485,000	486,775
Other Financing (Uses)			
Transfers Out	(481,950)	(481,950)	(481,950)
Net Change in Fund Balance	<u>3,050</u>	<u>3,050</u>	4,825
Fund Balance - Beginning			<u>221,550</u>
Fund Balance - Ending			<u>226,375</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Metra Parking Lot - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Revenues			
Charges for Services	\$ 400	400	-
Fines and Forfeitures	60,000	60,000	15,617
Total Revenues	60,400	60,400	15,617
Expenditures			
Current			
General Government	196,917	196,917	192,587
Excess (Deficiency) of Revenues Over (Under) Expenditures	(136,517)	(136,517)	(176,970)
Other Financing Sources			
Transfers In	125,000	125,000	150,000
Net Change in Fund Balance	(11,517)	(11,517)	(26,970)
Fund Balance - Beginning			42,070
Fund Balance - Ending			15,100

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Water and Sewerage - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Operating Revenues			
Charges for Services			
Water and Sewer Charges	\$ 14,621,258	14,621,258	15,399,503
Connection and Recapture Fees	106,000	106,000	509,660
Miscellaneous	20,000	20,000	417,516
Total Operating Revenues	14,747,258	14,747,258	16,326,679
Operating Expenses			
Operations			
Water	2,337,807	2,337,807	1,842,533
Sewer	4,603,073	4,603,073	5,016,963
Water Purchases	1,725,000	1,725,000	1,856,787
Capital Outlay	7,491,105	7,491,105	6,108,876
Total Operating Expenses	16,156,985	16,156,985	14,825,159
Operating Income (Loss)	(1,409,727)	(1,409,727)	1,501,520
Nonoperating Revenue (Expenses)			
Interest Income	39,696	39,696	394,698
Interest Expense	(134,968)	(134,968)	(134,968)
	(95,272)	(95,272)	259,730
Income (Loss) Before Contributions and Transfers	(1,504,999)	(1,504,999)	1,761,250
Transfers In	6,089,461	6,089,461	4,267,894
Transfers Out	(2,441,950)	(2,441,950)	(2,241,950)
	3,647,511	3,647,511	2,025,944
Income Before GAAP Adjustments	2,142,512	2,142,512	3,787,194
Beginning Net Position - Budgetary Basis			5,085,813
Ending Net Position - Budgetary Basis			8,873,007

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Water and Sewerage - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual - Continued For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Income Before GAAP Adjustments	\$ 2,142,512	2,142,512	3,787,194
GAAP Adjustments			
Capitalized Assets	-	-	6,029,959
Depreciation and Amortization	-	-	(1,715,455)
	-	-	4,314,504
Change in Net Position	<u>2,142,512</u>	<u>2,142,512</u>	8,101,698
Net Position - Beginning as Restated			<u>48,158,929</u>
Net Position - Ending			<u>56,260,627</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Arboretum Golf - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Operating Revenues			
Charges for Services			
Daily Greens Fee and Membership	\$ 818,000	818,000	1,018,931
Merchandise Sales	56,160	56,160	59,281
Cart, Club and Other Rentals	224,650	224,650	229,917
Miscellaneous	(53,800)	(53,800)	40,402
Total Operating Revenues	1,045,010	1,045,010	1,348,531
Operating Expenses			
Operations			
Golf Operations	1,228,029	1,228,029	1,471,732
Cost of Sales - Pro Shop	45,000	45,000	56,842
Total Operating Expenses	1,273,029	1,273,029	1,528,574
(Loss) Before Transfers	(228,019)	(228,019)	(180,043)
Transfers In	129,794	129,794	129,794
Income Before GAAP Adjustments	(98,225)	(98,225)	(50,249)
Beginning Net Position - Budgetary Basis			885,718
Ending Net Position - Budgetary Basis			835,469

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Arboretum Golf - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Income Before GAAP Adjustments	\$ (98,225)	(98,225)	(50,249)
GAAP Adjustments			
Capitalized Assets	-	-	11,077
Depreciation	-	-	(10,626)
	-	-	451
Change in Net Position	<u>(98,225)</u>	<u>(98,225)</u>	(49,798)
Net Position - Beginning			<u>6,132,251</u>
Net Position - Ending			<u>6,082,453</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Net Position
December 31, 2021

	Buffalo Grove Golf	Refuse Service	Totals
ASSETS			
Current Assets			
Cash and Investments	\$ 548,270	275,771	824,041
Inventories	9,626	-	9,626
Total Current Assets	557,896	275,771	833,667
Noncurrent Assets			
Capital Assets			
Nondepreciable	978,776	-	978,776
Depreciable	3,236,208	-	3,236,208
Accumulated Depreciation	(2,622,595)	-	(2,622,595)
Total Noncurrent Assets	1,592,389	-	1,592,389
Total Assets	2,150,285	275,771	2,426,056
DEFERRED OUTFLOWS OF RESOURCES			
Deferred Items - IMRF	69,914	-	69,914
Deferred Items - RBP	19,477	-	19,477
Total Deferred Outflows of Resources	89,391	-	89,391
Total Assets and Deferred Outflows of Resources	2,239,676	275,771	2,515,447

	Buffalo Grove Golf	Refuse Service	Totals
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 12,147	96,090	108,237
Accrued Payroll	7,513	-	7,513
Compensated Absences Payable	10,013	-	10,013
Total Current Liabilities	29,673	96,090	125,763
Noncurrent Liabilities			
Compensated Absences Payable	40,054	-	40,054
Net Pension Liability - IMRF	20,030	-	20,030
Total OPEB Liability - RBP	69,816	-	69,816
Total Noncurrent Liabilities	129,900	-	129,900
Total Liabilities	159,573	96,090	255,663
DEFERRED INFLOWS OF RESOURCES			
Deferred Items - IMRF	147,859	-	147,859
Deferred Items - RBP	2,047	-	2,047
Total Deferred Inflows of Resources	149,906	-	149,906
Total Liabilities and Deferred Inflow of Resources	309,479	96,090	405,569
NET POSITION			
Investment in Capital Assets	1,592,389	-	1,592,389
Unrestricted	337,808	179,681	517,489
Total Net Position	1,930,197	179,681	2,109,878
Total Liabilities, Deferred Inflows of Resources, and Net Position	2,239,676	275,771	2,515,447

VILLAGE OF BUFFALO GROVE, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended December 31, 2021

	Buffalo Grove Golf	Refuse Service	Totals
Operating Revenues			
Charges for Services	\$ 1,494,672	1,122,716	2,617,388
Operating Expenses			
Operations			
Golf Operations	1,135,226	-	1,135,226
Cost of Sales - Pro Shop	37,777	-	37,777
Capital Outlay	11,755	-	11,755
Refuse	-	908,620	908,620
Depreciation	53,665	-	53,665
Total Operating Expenses	1,238,423	908,620	2,147,043
Income Before Transfers	256,249	214,096	470,345
Transfers Out	-	(200,000)	(200,000)
Change in Net Position	256,249	14,096	270,345
Net Position - Beginning	1,673,948	165,585	1,839,533
Net Position - Ending	1,930,197	179,681	2,109,878

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Nonmajor Enterprise Funds

Combining Statement of Cash Flows
For the Fiscal Year Ended December 31, 2021

	Buffalo Grove Golf	Refuse Service	Totals
Cash Flows from Operating Activities			
Receipts from Customers and Users	\$ 1,511,454	1,122,716	2,634,170
Payments to Employees	(282,270)	-	(282,270)
Payments to Suppliers	(881,065)	(827,460)	(1,708,525)
	348,119	295,256	643,375
Cash Flows from Noncapital Financing Activities			
Transfers Out	-	(200,000)	(200,000)
Net Change in Cash and Cash Equivalents	348,119	95,256	443,375
Cash and Cash Equivalents - Beginning	200,151	180,515	380,666
Cash and Cash Equivalents - Ending	548,270	275,771	824,041
Reconciliation of Operating Income to Net Cash			
Provided (Used) by Operating Activities			
Operating Income	256,249	214,096	470,345
Adjustments to Reconcile Operating Income to Net Income			
to Net Cash Provided by (Used in) Operating Activities			
Depreciation and Amortization Expense	53,665	-	53,665
Other Income (Expense)	25,326	-	25,326
(Increase) Decrease in Current Assets	16,782	-	16,782
Increase (Decrease) in Current Liabilities	(3,903)	81,160	77,257
Net Cash Provided by Operating Activities	348,119	295,256	643,375

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Buffalo Grove Golf - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Operating Revenues			
Charges for Services			
Daily Greens Fee and Membership	\$ 734,000	734,000	972,573
Merchandise Sales	73,700	73,700	51,214
Cart, Club and Other Rentals	271,700	271,700	294,543
Driving Range Fees	71,000	71,000	124,384
Miscellaneous	30,000	30,000	51,958
Total Operating Revenues	1,180,400	1,180,400	1,494,672
Operating Expenses			
Operations			
Golf Operations	1,056,354	1,056,354	1,135,226
Cost of Sales - Pro Shop	45,000	45,000	37,777
Capital Outlay	5,000	5,000	11,755
Total Operating Expenses	1,106,354	1,106,354	1,184,758
Income Before GAAP Adjustments	74,046	74,046	309,914
Beginning Net Position - Budgetary Basis			1,113,935
Ending Net Position - Budgetary Basis			1,423,849

VILLAGE OF BUFFALO GROVE, ILLINOIS

Buffalo Grove Golf - Enterprise Fund

**Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual - Continued
For the Fiscal Year Ended December 31, 2021**

	Original Budget	Final Budget	Actual
Income Before GAAP Adjustments	\$ 74,046	74,046	309,914
GAAP Adjustments			
Depreciation	-	-	(53,665)
Change in Net Position	<u>74,046</u>	<u>74,046</u>	256,249
Net Position - Beginning			<u>1,673,948</u>
Net Position - Ending			<u>1,930,197</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Refuse Service - Enterprise Fund

Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Operating Revenues			
Charges for Services			
SWANCC User Fees	\$ 1,085,000	1,085,000	1,122,716
Operating Expenses			
Operations			
Refuse	837,663	837,663	908,620
Income Before Transfers	247,337	247,337	214,096
Transfers Out	(200,000)	(200,000)	(200,000)
Change in Net Position	47,337	47,337	14,096
Net Position - Beginning			165,585
Net Position - Ending			179,681

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Internal Service Funds

Combining Statement of Net Position December 31, 2021

	Information Technology	Central Garage	Building Maintenance	Totals
ASSETS				
Current Assets				
Cash and Investments	\$ 71,281	114,730	164,373	350,384
LIABILITIES				
Current Liabilities				
Accounts Payable	70,491	83,721	86,859	241,071
Accrued Payroll	-	25,916	22,690	48,606
Total Liabilities	70,491	109,637	109,549	289,677
NET POSITION				
Unrestricted	790	5,093	54,824	60,707
Total Liabilities and Net Position	71,281	114,730	164,373	350,384

VILLAGE OF BUFFALO GROVE, ILLINOIS

Internal Service Funds

Combining Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended December 31, 2021

	Information Technology	Central Garage	Building Maintenance	Totals
Operating Revenues				
Interfund Services	\$ 1,572,786	1,645,138	1,725,825	4,943,749
Operating Expenses				
Operations				
Information Technology	1,572,786	-	-	1,572,786
Central Garage	-	1,645,138	-	1,645,138
Building Maintenance	-	-	1,678,259	1,678,259
Total Operating Expenses	1,572,786	1,645,138	1,678,259	4,896,183
Change in Net Position	-	-	47,566	47,566
Net Position - Beginning	790	5,093	7,258	13,141
Net Position - Ending	790	5,093	54,824	60,707

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Internal Service Funds

Combining Statement of Cash Flows
For the Fiscal Year Ended December 31, 2021

	Information Technology	Central Garage	Building Maintenance	Totals
Cash Flows from Operating Activities				
Interfund Services Provided	\$ 1,572,786	1,645,138	1,725,825	4,943,749
Payments to Suppliers	(1,679,122)	(1,092,560)	(1,343,110)	(4,114,792)
Payments to Employees	-	(551,350)	(452,263)	(1,003,613)
	(106,336)	1,228	(69,548)	(174,656)
Cash and Cash Equivalents - Beginning	177,617	113,502	233,921	525,040
Cash and Cash Equivalents - Ending	71,281	114,730	164,373	350,384
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities				
Operating Income	-	-	47,566	47,566
Adjustments to Reconcile Operating Income to Net Cash Provided by (Used in) Operating Activities				
Increase (Decrease) in Current Liabilities	(106,336)	1,228	(117,114)	(222,222)
Net Cash Provided by Operating Activities	(106,336)	1,228	(69,548)	(174,656)

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Information Technology - Internal Service Fund

**Schedule of Revenues, Expenses and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021**

	Original Budget	Final Budget	Actual
Operating Revenues			
Interfund Services	\$ 1,637,111	1,637,111	1,572,786
Operating Expenses			
Operations			
Information Technology	1,637,111	1,637,111	1,572,786
Change in Net Position	-	-	-
Net Position - Beginning			790
Net Position - Ending			790

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Central Garage - Internal Service Fund

Schedule of Revenues, Expenses and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Operating Revenues			
Interfund Services	\$ 1,524,802	1,524,802	1,645,138
Operating Expenses			
Operations			
Central Garage	1,524,802	1,524,802	1,645,138
Change in Net Position	-	-	-
Net Position - Beginning			5,093
Net Position - Ending			5,093

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Building Maintenance - Internal Service Fund

Schedule of Revenues, Expenses and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Operating Revenues			
Interfund Services	\$ 1,784,915	1,784,915	1,725,825
Operating Expenses			
Operations			
Building Maintenance	1,681,215	1,681,215	1,678,259
Change in Net Position	<u>103,700</u>	<u>103,700</u>	47,566
Net Position - Beginning			<u>7,258</u>
Net Position - Ending			<u>54,824</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Pension Trust Funds

Combining Statement of Fiduciary Net Position
December 31, 2021

	Police Pension	Firefighters' Pension	Totals
ASSETS			
Cash and Cash Equivalents	\$ 3,320,835	2,335,786	5,656,621
Investments			
U.S. Treasury Obligations	8,239,761	2,550,371	10,790,132
U.S. Agency Obligations	7,393,727	13,860,703	21,254,430
Corporate Bonds	9,291,226	5,803,222	15,094,448
State and Local Obligations	-	3,648,789	3,648,789
Mutual Funds	38,871,210	58,033,339	96,904,549
Equity Securities	31,064,401	-	31,064,401
Receivables - Net of Allowance			
Accrued Interest	96,754	143,982	240,736
Due from Other Funds	35,328	25,144	60,472
Prepays	795	-	795
Total Assets	98,314,037	86,401,336	184,715,373
LIABILITIES			
Accounts Payable	57,807	2,758	60,565
NET POSITION			
Net Position Restricted for Pensions	98,256,230	86,398,578	184,654,808

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Pension Trust Funds

Combining Statement of Changes in Fiduciary Net Position
For the Fiscal Year Ended December 31, 2021

	Police Pension	Firefighters' Pension	Totals
Additions			
Contributions - Employer	\$ 3,333,876	2,370,805	5,704,681
Contributions - Plan Members	702,138	554,144	1,256,282
Total Contributions	4,036,014	2,924,949	6,960,963
Investment Income			
Interest Earned	1,504,432	2,138,033	3,642,465
Net Change in Fair Value	13,775,429	8,553,078	22,328,507
	15,279,861	10,691,111	25,970,972
Less Investment Expenses	(227,187)	(101,029)	(328,216)
Net Investment Income	15,052,674	10,590,082	25,642,756
Total Additions	19,088,688	13,515,031	32,603,719
Deductions			
Administration	52,096	60,102	112,198
Benefits and Refunds	5,271,645	4,182,238	9,453,883
Total Deductions	5,323,741	4,242,340	9,566,081
Change in Fiduciary Net Position	13,764,947	9,272,691	23,037,638
Net Position Restricted for Pensions			
Beginning	84,491,283	77,125,887	161,617,170
Ending	98,256,230	86,398,578	184,654,808

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Police Pension - Pension Trust Fund

Schedule of Changes in Fiduciary Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Additions			
Contributions - Employer	\$ 3,361,940	3,361,940	3,333,876
Contributions - Plan Members	750,000	750,000	702,138
Total Contributions	4,111,940	4,111,940	4,036,014
Investment Income			
Interest Earned	234,000	234,000	1,504,432
Net Change in Fair Value	3,366,000	3,366,000	13,775,429
	3,600,000	3,600,000	15,279,861
Less Investment Expenses	(250,000)	(250,000)	(227,187)
Net Investment Income	3,350,000	3,350,000	15,052,674
Total Additions	7,461,940	7,461,940	19,088,688
Deductions			
Administration	65,000	65,000	52,096
Benefits and Refunds	4,790,849	4,790,849	5,271,645
Total Deductions	4,855,849	4,855,849	5,323,741
Change in Fiduciary Net Position	2,606,091	2,606,091	13,764,947
Net Position Restricted for Pensions			
Beginning			84,491,283
Ending			98,256,230

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Firefighters' Pension - Pension Trust Fund

Schedule of Changes in Fiduciary Net Position - Budget and Actual
For the Fiscal Year Ended December 31, 2021

	Original Budget	Final Budget	Actual
Additions			
Contributions - Employer	\$ 2,390,386	2,390,386	2,370,805
Contributions - Plan Members	545,000	545,000	554,144
Total Contributions	2,935,386	2,935,386	2,924,949
Investment Income			
Interest Earned	219,780	219,780	2,138,033
Net Change in Fair Value	3,443,220	3,443,220	8,553,078
	3,663,000	3,663,000	10,691,111
Less Investment Expenses	(175,000)	(175,000)	(101,029)
Net Investment Income	3,488,000	3,488,000	10,590,082
Total Additions	6,423,386	6,423,386	13,515,031
Deductions			
Administration	110,000	110,000	60,102
Benefits and Refunds	3,919,522	3,919,522	4,182,238
Total Deductions	4,029,522	4,029,522	4,242,340
Change in Fiduciary Net Position	2,393,864	2,393,864	9,272,691
Net Position Restricted for Pensions			
Beginning			77,125,887
Ending			86,398,578

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Consolidated Year-End Financial Report December 31, 2021

CSFA #	Program Name	State	Federal	Other	Totals
494-00-1488	Motor Fuel Tax Program	\$ 2,264,980	-	-	2,264,980
494-42-0495	Local Surface Transportation Program	-	913,386	-	913,386
	Other Grant Programs and Activities	28,886	791,978	16,194	837,058
	All Other Costs Not Allocated	-	-	50,913,062	50,913,062
	Totals	2,293,866	1,705,364	50,929,256	54,928,486



**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING
STANDARDS**

July 11, 2022

The Honorable Village President
Members of the Board of Trustees
Village of Buffalo Grove, Illinois

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Buffalo Grove, Illinois, as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements, and have issued our report thereon dated July 11, 2022.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Village's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. According, we do not express an opinion on the effectiveness of the Village's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Village's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

Village of Buffalo Grove, Illinois
July 11, 2022
Page 2

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Village's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Village's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Lauterbach & Amen, LLP
LAUTERBACH & AMEN, LLP

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

SUPPLEMENTAL SCHEDULES

VILLAGE OF BUFFALO GROVE, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2012
December 31, 2021

Date of Issue	August 27, 2012
Date of Maturity	June 30, 2030
Authorized Issue	\$6,000,000
Denomination of Bonds	\$5,000
Interest Rates	2.00% - 2.75%
Interest Dates	June 30 and December 30
Principal Maturity Date	December 30
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jun. 30	Amount	Dec. 30	Amount
2022	\$ 425,000	123,225	548,225	2022	61,612	2022	61,613
2023	440,000	114,725	554,725	2023	57,362	2023	57,363
2024	450,000	105,925	555,925	2024	52,962	2024	52,963
2025	470,000	96,925	566,925	2025	48,462	2025	48,463
2026	650,000	86,938	736,938	2026	43,469	2026	43,469
2027	650,000	72,313	722,313	2027	36,156	2027	36,157
2028	700,000	56,875	756,875	2028	28,437	2028	28,438
2029	750,000	39,375	789,375	2029	19,687	2029	19,688
2030	750,000	20,625	770,625	2030	10,312	2030	10,313
	<u>5,285,000</u>	<u>716,926</u>	<u>6,001,926</u>		<u>358,459</u>		<u>358,467</u>

VILLAGE OF BUFFALO GROVE, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2016 December 31, 2021

Date of Issue	May 3, 2016
Date of Maturity	December 30, 2031
Authorized Issue	\$6,125,000
Denomination of Bonds	\$5,000
Interest Rates	2.00% - 3.00%
Interest Dates	June 30 and December 30
Principal Maturity Date	December 30
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jun. 30	Amount	Dec. 30	Amount
2022	\$ 305,000	77,231	382,231	2022	38,615	2022	38,616
2023	310,000	71,131	381,131	2023	35,565	2023	35,566
2024	315,000	64,931	379,931	2024	32,465	2024	32,466
2025	325,000	58,631	383,631	2025	29,315	2025	29,316
2026	330,000	52,131	382,131	2026	26,065	2026	26,066
2027	335,000	45,531	380,531	2027	22,765	2027	22,766
2028	345,000	38,413	383,413	2028	19,206	2028	19,207
2029	350,000	30,650	380,650	2029	15,325	2029	15,325
2030	360,000	21,900	381,900	2030	10,950	2030	10,950
2031	370,000	11,100	381,100	2031	5,550	2031	5,550
	<u>3,345,000</u>	<u>471,649</u>	<u>3,816,649</u>		<u>235,821</u>		<u>235,828</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Long-Term Debt Requirements

General Obligation Refunding Bonds of 2019 December 31, 2021

Date of Issue	December 17, 2019
Date of Maturity	December 30, 2025
Authorized Issue	\$1,449,275
Denomination of Bonds	\$5,000
Interest Rates	1.40% - 1.80%
Interest Dates	June 30 and December 30
Principal Maturity Date	December 30
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jun. 30	Amount	Dec. 30	Amount
2022	\$ 240,990	16,426	257,416	2022	8,213	2022	8,213
2023	241,265	12,690	253,955	2023	6,345	2023	6,345
2024	246,365	8,710	255,075	2024	4,355	2024	4,355
2025	251,180	4,520	255,700	2025	2,260	2025	2,260
	<u>979,800</u>	<u>42,346</u>	<u>1,022,146</u>		<u>21,173</u>		<u>21,173</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Long-Term Debt Requirements

General Obligation Bonds of 2020
December 31, 2021

Date of Issue	May 20, 2020
Date of Maturity	December 30, 2035
Authorized Issue	\$24,000,000
Denomination of Bonds	\$5,000
Interest Rates	3.00% - 5.00%
Interest Dates	June 30 and December 30
Principal Maturity Date	December 30
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Requirements			Interest Due on			
	Principal	Interest	Totals	Jun. 30	Amount	Dec. 30	Amount
2022	\$ 1,600,000	883,900	2,483,900	2022	441,950	2022	441,950
2023	1,600,000	803,900	2,403,900	2023	401,950	2023	401,950
2024	1,600,000	723,900	2,323,900	2024	361,950	2024	361,950
2025	1,600,000	643,900	2,243,900	2025	321,950	2025	321,950
2026	1,330,000	563,900	1,893,900	2026	281,950	2026	281,950
2027	1,400,000	497,400	1,897,400	2027	248,700	2027	248,700
2028	1,465,000	427,400	1,892,400	2028	213,700	2028	213,700
2029	1,540,000	354,150	1,894,150	2029	177,075	2029	177,075
2030	1,585,000	307,950	1,892,950	2030	153,975	2030	153,975
2031	1,635,000	260,400	1,895,400	2031	130,200	2031	130,200
2032	1,685,000	211,350	1,896,350	2032	105,675	2032	105,675
2033	1,735,000	160,800	1,895,800	2033	80,400	2033	80,400
2034	1,785,000	108,750	1,893,750	2034	54,375	2034	54,375
2035	1,840,000	55,200	1,895,200	2035	27,600	2035	27,600
	<u>22,400,000</u>	<u>6,002,900</u>	<u>28,402,900</u>		<u>3,001,450</u>		<u>3,001,450</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Long-Term Debt Requirements

IEPA Loan Payable of 2013 - Pump Stations Improvements December 31, 2021

Date of Issue	November 20, 2013
Date of Maturity	December 1, 2033
Authorized Issue	\$407,307
Interest Rate	2.295%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Illinois Environmental Protection Agency

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2022	\$ 19,983	6,145	26,128
2023	20,444	5,684	26,128
2024	20,916	5,212	26,128
2025	21,399	4,729	26,128
2026	21,893	4,235	26,128
2027	22,398	3,730	26,128
2028	22,915	3,213	26,128
2029	23,444	2,684	26,128
2030	23,985	2,143	26,128
2031	24,539	1,589	26,128
2032	25,105	1,023	26,128
2033	25,687	441	26,128
	<u>272,708</u>	<u>40,828</u>	<u>313,536</u>

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Long-Term Debt Requirements

Installment Note Payable of 2015 December 31, 2021

Date of Issue	March 27, 2015
Date of Maturity	June 1, 2029
Original Contract	\$6,970,999
Interest Rate	2.35%
Interest Dates	Quarterly
Principal Maturity Date	Quarterly
Payable at	U.S. Bank National Association

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2022	\$ 490,763	117,611	608,374
2023	548,394	105,549	653,943
2024	610,091	92,095	702,186
2025	676,096	77,149	753,245
2026	746,659	60,610	807,269
2027	822,046	42,367	864,413
2028	902,537	22,304	924,841
2029	381,459	3,371	384,830
	<u>5,178,045</u>	<u>521,056</u>	<u>5,699,101</u>

STATISTICAL SECTION (Unaudited)

This part of the annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Village's overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how the Village's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Village's most significant local revenue sources.

Debt Capacity

These schedules present information to help the reader assess the affordability of the Village's current levels of outstanding debt and the Village's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Village's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Village's financial report relates to the services the Village provides and the activities it performs.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Net Position by Component - Last Ten Fiscal Years*
December 31, 2021

See Following Page

VILLAGE OF BUFFALO GROVE, ILLINOIS

Net Position by Component - Last Ten Fiscal Years* **December 31, 2021 (Unaudited)**

	2012	2013	2014	2015**
Governmental Activities				
Net Investment in Capital Assets	\$ 52,096,183	51,011,919	50,712,982	50,609,420
Restricted	6,268,039	2,412,222	2,664,110	1,974,115
Unrestricted (Deficit)	11,550,011	12,387,400	11,048,700	(34,637,401)
Total Governmental Activities Net Position	69,914,233	65,811,541	64,425,792	17,946,134
Business-Type Activities				
Net Investment in Capital Assets	36,706,161	35,553,648	35,871,503	38,372,943
Unrestricted	11,242,301	11,515,793	11,067,173	7,770,059
Total Business-Type Activities Net Position	47,948,462	47,069,441	46,938,676	46,143,002
Primary Government				
Net Investment in Capital Assets	88,802,344	86,565,567	86,584,485	88,982,363
Restricted	6,268,039	2,412,222	2,664,110	1,974,115
Unrestricted (Deficit)	22,792,312	23,903,193	22,115,873	(26,867,342)
Total Primary Government Net Position	117,862,695	112,880,982	111,364,468	64,089,136

* Accrual Basis of Accounting

** Beginning in 2015, the Village implemented GASB 68 which resulted in the inclusion of net pension liabilities.

Data Source: Audited Financial Statements

2016	2017	2018	2019	2020	2021
51,756,933	53,318,041	49,126,833	50,663,992	50,847,075	51,402,847
1,632,934	1,629,079	1,909,851	1,839,449	4,004,829	4,920,687
(36,592,629)	(36,022,097)	(41,165,382)	(40,174,356)	(35,571,215)	(19,615,536)
16,797,238	18,925,023	9,871,302	12,329,085	19,280,689	36,707,998
35,494,070	36,802,425	36,831,535	37,080,189	38,677,933	44,312,875
11,034,826	10,837,462	11,296,427	11,417,357	16,662,780	20,140,083
46,528,896	47,639,887	48,127,962	48,497,546	55,340,713	64,452,958
87,251,003	90,120,466	85,958,368	87,744,181	89,525,008	95,715,722
1,632,934	1,629,079	1,909,851	1,839,449	4,004,829	4,920,687
(25,557,803)	(25,184,635)	(29,868,955)	(28,756,999)	(18,908,435)	524,547
63,326,134	66,564,910	57,999,264	60,826,631	74,621,402	101,160,956

Changes in Net Position - Last Ten Fiscal Years*
December 31, 2021 (Unaudited)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Expenses										
Governmental Activities										
General Government	\$ 6,101,008	6,567,545	5,843,623	5,885,811	6,441,707	6,642,798	7,576,163	7,040,728	7,164,852	7,742,034
Public Safety	22,344,117	21,964,989	22,920,180	27,256,737	30,528,127	27,384,964	30,266,207	30,187,967	26,110,362	23,840,822
Public Works	12,026,911	15,091,414	13,553,093	11,551,606	8,078,874	9,764,874	9,173,584	10,161,059	7,760,350	8,011,808
Interest on Long-Term Debt	384,180	374,511	302,781	285,863	356,799	384,073	363,925	252,590	1,206,369	1,013,033
Total Governmental Activities Expenses	40,856,216	43,998,459	42,619,677	44,980,017	45,405,507	44,176,709	47,379,879	47,642,344	42,241,933	40,607,697
Business-Type Activities										
Water & Sewer	8,931,336	8,079,364	8,435,463	8,561,248	9,001,632	9,454,554	10,078,594	9,671,845	10,375,028	10,645,623
Refuse Service	874,366	902,811	803,039	702,106	703,565	705,393	868,794	816,849	803,999	908,620
Golf Courses	2,991,170	2,942,747	2,739,077	3,288,882	2,886,404	2,888,873	2,748,035	2,828,168	2,664,715	2,766,546
Total Business-Type Activities Expenses	12,796,872	11,924,922	11,977,579	12,552,236	12,591,601	13,048,820	13,695,423	13,316,862	13,843,742	14,320,789
Total Primary Government Expenses	53,653,088	55,923,381	54,597,256	57,532,253	57,997,108	57,225,529	61,075,302	60,959,206	56,085,675	54,928,486
Program Revenues										
Governmental Activities										
Charges for Services										
General Government	1,226,552	1,207,504	1,901,996	1,624,134	1,855,506	2,148,760	1,748,555	2,001,018	1,658,024	3,612,362
Public Safety	1,283,956	1,498,819	1,623,171	1,745,580	1,718,647	1,687,759	1,686,390	1,796,065	1,675,331	1,951,101
Public Works	118,547	82,393	88,665	61,194	1,151,594	1,209,784	1,134,383	1,141,998	1,409,408	254,557
Operating Grants/Contributions	1,178,442	1,161,509	1,285,396	1,229,028	1,281,732	1,271,602	1,309,324	1,664,537	3,781,784	3,157,451
Capital Grants/Contributions	-	-	-	-	-	1,478,015	-	254,814	2,002,648	1,642,292
Total Governmental Activities Program Revenues	3,807,497	3,950,225	4,899,228	4,659,936	6,007,479	7,795,920	5,878,652	6,858,432	10,527,195	10,617,763
Business-Type Activities										
Charges for Services										
Water & Sewer	7,464,870	8,692,812	9,076,261	9,495,691	10,304,638	11,060,938	10,832,782	10,663,766	14,589,445	15,909,163
Refuse Service	1,050,386	1,040,878	1,044,442	1,039,876	1,135,748	970,268	1,053,759	1,058,282	1,148,303	1,122,716
Golf Courses	2,221,714	1,178,368	2,257,494	2,335,928	2,240,868	2,201,460	2,042,747	2,039,584	2,469,642	2,843,203
Operating Grants/Contributions	-	1,072,499	-	-	-	-	-	-	-	-
Capital Grants/Contributions	-	-	-	-	94,326	-	250,622	350,000	341,254	-
Total Business-Type Activities Program Revenues	10,736,970	11,984,557	12,378,197	12,871,495	13,775,580	14,232,666	14,179,910	14,111,632	18,548,644	19,875,082
Total Primary Government Program Revenues	14,544,467	15,934,782	17,277,425	17,531,431	19,783,059	22,028,586	20,058,562	20,970,064	29,075,839	30,492,845

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Net (Expense) Revenue										
Governmental Activities	\$ (37,048,719)	(40,048,234)	(37,720,449)	(40,320,081)	(39,398,028)	(36,380,789)	(41,501,227)	(40,783,912)	(31,714,738)	(29,989,934)
Business-Type Activities	(2,059,902)	59,635	400,618	319,259	1,183,979	1,183,846	484,487	794,770	4,704,902	5,554,293
Total Primary Government										
Net (Expense) Revenue	(39,108,621)	(39,988,599)	(37,319,831)	(40,000,822)	(38,214,049)	(35,196,943)	(41,016,740)	(39,989,142)	(27,009,836)	(24,435,641)
General Revenues and Other Changes in Net Position										
Governmental Activities										
Taxes										
Property	14,330,407	14,504,750	14,554,564	14,742,622	15,034,583	15,510,127	15,980,771	16,321,876	17,035,362	16,970,657
Sales and Home Rule	7,570,915	7,803,749	8,455,972	9,274,777	9,095,471	9,229,254	10,159,866	9,945,744	9,829,765	16,013,177
Income and Use	5,462,111	4,737,656	4,104,736	5,409,875	4,994,426	4,843,251	5,221,827	5,852,397	6,422,488	7,259,195
Telecommunications	2,200,809	1,943,811	1,679,653	1,644,309	1,513,254	1,586,128	1,761,326	1,304,425	906,071	716,737
Utility	2,510,242	2,629,997	2,819,427	2,643,642	2,659,554	2,532,662	2,805,912	2,763,471	2,643,697	2,662,956
Property Transfer	459,036	760,164	790,819	904,311	1,115,360	1,256,919	969,039	1,024,769	989,118	1,601,370
Other	1,070,409	1,052,788	1,113,831	1,092,554	1,110,503	1,019,807	1,087,497	1,340,564	987,097	1,268,677
Investment Earnings	132,436	54,522	107,765	25,061	65,600	153,816	292,340	807,330	305,366	(33,773)
Miscellaneous	1,239,906	1,506,994	1,636,721	1,458,118	1,596,806	1,409,537	1,884,579	2,694,331	1,176,737	2,210,580
Transfers	635,500	951,111	1,070,724	749,027	1,062,190	958,315	53,715	1,186,788	(1,629,358)	(1,955,738)
Gain on sales of assets	-	-	488	1,601	1,385	8,758	-	-	-	-
Total Governmental Activities										
General Revenues	35,611,771	35,945,542	36,334,700	37,945,897	38,249,132	38,508,574	40,216,872	43,241,695	38,666,343	46,713,838
Business-Type Activities										
Investment Earnings	27,087	12,455	18,820	10,112	14,159	492,132	359,371	487,333	472,703	394,698
Miscellaneous	1,259	-	520,521	5,737	249,946	393,328	242,058	274,269	36,204	417,516
Transfers	(635,500)	(951,111)	(1,070,724)	(749,027)	(1,062,190)	(958,315)	(53,715)	(1,186,788)	1,629,358	1,955,738
Total Business-Type Activities										
General Revenues	(607,154)	(938,656)	(531,383)	(733,178)	(798,085)	(72,855)	547,714	(425,186)	2,138,265	2,767,952
Total Primary Government										
General Revenues	35,004,617	35,006,886	35,803,317	37,212,719	37,451,047	38,435,719	40,764,586	42,816,509	40,804,608	49,481,790
Changes in Net Position										
Governmental Activities	(1,436,948)	(4,102,692)	(1,385,749)	(2,374,184)	(1,148,896)	2,127,785	(1,284,355)	2,457,783	6,951,605	16,723,904
Business-Type Activities	(2,667,056)	(879,021)	(130,765)	(413,919)	385,894	1,110,991	1,032,201	369,584	6,843,167	8,322,245
Total Primary Government										
Changes in Net Position	(4,104,004)	(4,981,713)	(1,516,514)	(2,788,103)	(763,002)	3,238,776	(252,154)	2,827,367	13,794,772	25,046,149

* Accrual Basis of Accounting

Data Source: Audited Financial Statements

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Fund Balances of Governmental Funds - Last Ten Fiscal Years* **December 31, 2021 (Unaudited)**

	2012	2013	2014	2015
General Fund				
Nonspendable	\$ 518,437	562,399	573,812	551,242
Restricted	-	162,274	130,435	223,622
Committed	7,335,685	7,345,420	7,438,256	7,532,123
Unassigned	10,759,935	12,395,113	13,225,644	14,991,907
Total General Fund	18,614,057	20,465,206	21,368,147	23,298,894
All Other Governmental Funds				
Restricted	6,112,703	1,796,997	1,965,328	1,974,115
Assigned	144,075	101,213	-	-
Committed	-	-	-	-
Unassigned	(253,826)	(927,395)	(2,324,296)	(3,707,560)
Total All Other Governmental Funds	6,002,952	970,815	(358,968)	(1,733,445)
Total Governmental Funds	24,617,009	21,436,021	21,009,179	21,565,449

* Modified Accrual Basis of Accounting

Data Source: Audited Financial Statements

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

2016	2017	2018	2019	2020	2021
167,957	132,843	132,134	159,494	571,654	583,442
229,953	252,729	607,411	484,881	760,160	865,185
8,511,306	7,758,348	6,827,236	8,313,902	9,052,502	14,326,113
16,143,726	18,902,476	17,039,974	18,939,974	20,134,162	22,485,209
25,052,942	27,046,396	24,606,755	27,898,251	30,518,478	38,259,949
1,632,934	1,629,079	1,302,440	1,354,568	19,842,763	12,040,606
-	-	-	-	-	-
-	-	-	261,007	300,803	857,573
(3,859,964)	(3,714,759)	(268,260)	-	-	-
(2,227,030)	(2,085,680)	1,034,180	1,615,575	20,143,566	12,898,179
22,825,912	24,960,716	25,640,935	29,513,826	50,662,044	51,158,128

VILLAGE OF BUFFALO GROVE, ILLINOIS

Changes in Fund Balances of Governmental Funds - Last Ten Fiscal Years*
December 31, 2021 (Unaudited)

	2012	2013	2014**	2015
Revenues				
Property Taxes	\$ 14,330,407	14,504,750	14,554,564	14,742,622
Other Taxes	18,325,614	19,240,365	9,564,978	9,712,718
Licenses and Permits	275,434	294,622	207,312	1,330,769
Intergovernmental	1,011,949	997,371	11,081,081	1,931,512
Fines and Forfeitures	1,283,956	1,647,364	1,803,317	350,042
Charges for Services	1,236,158	1,010,868	1,371,779	12,271,219
Interest	132,457	54,522	107,765	25,061
Miscellaneous	1,239,861	1,506,994	2,107,628	1,404,841
Total Revenues	37,835,836	39,256,856	40,798,424	41,768,784
Expenditures				
Current				
General Government	5,556,101	6,465,636	5,522,549	5,084,772
Public Safety	21,791,218	21,805,910	22,773,535	25,237,115
Public Works	9,865,723	12,178,705	10,878,278	8,092,735
Capital Outlay	1,561,904	1,347,276	2,018,451	2,828,194
Debt Service				
Principal	920,000	940,000	790,000	510,000
Interest	285,420	385,395	313,665	296,747
Total Expenditures	39,980,366	43,122,922	42,296,478	42,049,563
Excess (Deficiency) of Revenues Over (Under) Expenditures	(2,144,530)	(3,866,066)	(1,498,054)	(280,779)
Other Financing Sources (Uses)				
Transfers In	2,621,132	2,119,313	2,552,288	3,521,760
Transfers Out	(1,985,632)	(1,434,235)	(1,481,564)	(2,686,312)
Sales of Capital Assets	-	-	488	1,601
Auction Proceeds	45	-	-	-
Bond Issued	6,000,000	-	-	-
Premium of Issuance of Debt	91,669	-	-	-
Transfer to Escrow Agent	-	-	-	-
Total Other Financing Sources (Uses)	6,727,214	685,078	1,071,212	837,049
Net Change in Fund Balances	4,582,684	(3,180,988)	(426,842)	556,270
Debt Service as a Percentage of Noncapital Expenditures	3.14%	3.17%	2.68%	2.06%

* Modified Accrual Basis of Accounting

**Beginning in 2014, state shared revenues have been recorded as intergovernmental revenues.

Data Source: Village Records

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

2016	2017	2018	2019	2020	2021
15,034,583	15,510,127	15,980,771	16,321,876	17,035,362	16,970,657
9,701,271	9,816,523	10,494,959	9,835,616	8,970,163	12,777,682
326,177	1,763,982	344,389	362,747	301,321	301,917
11,843,812	3,043,453	12,623,735	14,074,544	18,417,351	21,544,173
3,025,628	330,475	2,820,773	3,121,111	3,137,339	2,221,275
1,504,400	11,709,919	1,600,263	1,695,784	1,479,257	3,294,828
65,600	153,816	292,340	807,330	305,366	(33,773)
1,610,746	1,456,876	1,884,579	2,694,331	1,176,737	2,210,580
43,112,217	43,785,171	46,041,809	48,913,339	50,822,896	59,287,339
5,693,142	5,774,748	6,804,142	6,293,156	6,834,043	8,919,334
27,407,019	25,776,184	26,732,460	27,561,835	28,891,545	29,352,949
6,978,307	8,101,888	8,710,363	7,341,611	6,973,359	6,324,738
8,252,604	1,362,213	1,502,272	3,689,375	9,571,463	8,500,778
525,000	1,275,000	1,315,000	1,210,000	1,299,030	2,550,445
371,456	401,609	370,202	325,743	1,196,044	1,200,773
49,227,528	42,691,642	45,434,439	46,421,720	54,765,484	56,849,017
(6,115,311)	1,093,529	607,370	2,491,619	(3,942,588)	2,438,322
3,402,595	4,204,943	9,068,487	5,397,700	12,345,886	13,079,260
(2,253,984)	(3,192,426)	(8,995,638)	(4,171,708)	(13,975,244)	(15,034,998)
1,385	28,758	-	163,085	-	13,500
-	-	-	-	-	-
6,125,000	-	-	1,449,275	24,000,000	-
100,778	-	-	-	2,720,164	-
-	-	-	(1,457,080)	-	-
7,375,774	1,041,275	72,849	1,381,272	25,090,806	(1,942,238)
1,260,463	2,134,804	680,219	3,872,891	21,148,218	496,084
2.19%	4.24%	3.89%	3.48%	5.70%	7.72%

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Assessed Value and Actual Value of Taxable Property - Last Ten Tax Levy Years December 31, 2021 (Unaudited)

Tax Levy Year	Residential Property	Commercial Property	Industrial Property	Other Property
2012	\$ 1,223,424,081	\$ 296,910,564	\$ 10,221,534	\$ 617,198
2013	1,115,221,955	292,225,583	9,050,042	618,433
2014	1,120,788,463	294,457,084	9,119,150	696,091
2015	1,181,620,776	290,063,933	3,377,285	631,771
2016	1,299,550,777	310,452,203	3,611,330	636,718
2017	1,336,606,286	318,894,119	3,900,196	628,731
2018	1,347,695,708	334,731,537	4,684,958	653,520
2019	1,445,252,883	365,037,719	5,211,860	42,604
2020	1,493,688,565	284,382,018	5,900,081	691,021
2021	1,488,518,173 *	283,058,665 *	5,872,625 *	687,805

* Cook County property class and assessed valuation is an estimate. Cook County information not yet available.

Note: Total Direct Tax Rate is weighted for both Cook and Lake Counties.

Data Source: Office of the Cook County Clerk/Office of the Lake County Clerk

Total Assessed Value	Estimated Actual Taxable Value	Tax Rate for Lake County	Estimated Actual Taxable Value %
\$ 1,531,173,377	\$ 4,593,520,131	0.9290	33.333%
1,417,116,013	4,251,348,039	0.9830	33.333%
1,425,060,788	4,275,182,364	0.9930	33.333%
1,475,693,765	4,427,081,295	0.9550	33.333%
1,614,251,028	4,842,753,084	0.9210	33.333%
1,660,029,332	4,980,087,996	0.9080	33.333%
1,687,765,723	5,063,297,169	0.9070	33.333%
1,815,545,066	5,446,635,198	0.8905	33.333%
1,784,661,685	5,362,795,164	0.9032	33.333%
1,778,137,268	* 5,334,411,804	0.9043	33.333%

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Direct and Overlapping Property Tax Rates - Last Ten Tax Levy Years December 31, 2021 (Unaudited)

	2012	2013	2014
Direct Rate			
Lake County			
Village of Buffalo Grove	0.929	0.983	0.993
Cook County			
Village of Buffalo Grove	1.030	1.211	1.235
Total	1.959	2.194	2.228
Overlapping Rate			
Lake County			
County, including Forest Preserve	0.820	0.881	0.893
Combined School Districts (102, 125, 532)	6.779	7.068	7.164
Buffalo Grove Park District	0.511	0.537	0.553
Vernon Area Public Library	0.441	0.311	0.317
All Other (1)	0.106	0.105	0.113
Cook County			
County, including Forest Preserve	0.594	0.125	0.126
Metropolitan Water Reclamation District of Greater Chicago	0.370	0.417	0.430
Combined School Districts (21, 214, 512)	6.917	8.053	8.657
Buffalo Grove Park District	0.557	0.658	0.677
Indian Trails Public Library District	0.463	0.504	0.529
All other (2)	0.187	0.129	0.094
Total (3)	17.745	18.788	19.553

Notes:

Taxes Levied on a calendar year basis for collection in the subsequent year.

The Village is home rule unit under the 1970 Illinois State Constitution and, as such, has no statutory tax rate limitations.

(1) Includes Road and Bridge and General Assistance for the Township herein.

(2) Includes Northwest Mosquito Abatement, Consolidated Elections, Road and Bridge, and General Assistance for the Township herein.

(3) Representative tax rates for other government units are from Vernon Township Tax Code 16-92, which the largest portion of the Village's 2021 EAV. Representative tax rates for other government units are from Cook County Tax Code 38077, which represents the largest portion of the Village's 2018 EAV within Cook County.

N/A - Not Available

Data Source: Cook County Tax Extension/Lake County Tax Extension

2015	2016	2017	2018	2019	2020	2021
0.955	0.921	0.908	0.907	0.890	0.903	0.904
1.316	1.138	0.969	1.210	1.136	N/A	N/A
2.271	2.059	1.877	2.117	2.026	0.903	0.904
0.871	0.825	0.809	0.794	0.776	0.780	0.777
7.034	6.680	6.634	6.665	6.459	6.754	7.045
0.517	0.492	0.482	0.480	0.465	0.478	0.491
0.308	0.293	0.291	0.294	0.293	0.304	0.312
0.110	0.104	0.099	0.096	0.091	0.093	0.095
0.621	0.596	0.558	N/A	0.513	N/A	N/A
0.426	0.406	0.402	N/A	0.389	N/A	N/A
8.989	7.909	8.010	N/A	7.450	N/A	N/A
0.714	0.606	0.641	N/A	0.584	N/A	N/A
0.534	0.476	0.481	N/A	0.446	N/A	N/A
0.130	0.073	0.108	N/A	0.100	N/A	N/A
20.254	18.460	18.515	8.328	17.565	N/A	N/A

VILLAGE OF BUFFALO GROVE, ILLINOIS

Principal Property Tax Payers - Current Year and Nine Years Ago
December 31, 2021 (Unaudited)

Taxpayer	2020			2011		
	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
Chevy Chase Busniess Park Ltd \$	36,245,336	1	2.03%	\$ 32,419,958	1	1.95%
The Wheatlands, LLC	12,585,977	2	0.71%			
Newport Equities LLC	9,657,767	3	0.54%			
BRI 1862 Riverwalk LLC	9,547,124	4	0.54%			
Millbrook	9,504,994	5	0.53%	10,526,585	4	0.63%
Resource Real Estate Inc	8,788,755	6	0.49%			
Chicago Infill Industrial	8,470,984	7	0.47%			
Rivewalk South LLC	6,747,740	8	0.38%	8,388,778	7	0.50%
Woodman's Food Market Inc	6,442,584	9	0.36%			
Inland Woodlands LLC	6,423,126	10	0.36%	6,078,177	10	0.37%
Arthur J. Rogers and Co (4)				8,994,528	6	0.54%
Hamilton Partners (1)				18,164,709	2	1.09%
Remax Consumer Plastics Inc				13,732,947	3	0.83%
Penobscot Management LLC				9,204,717	5	0.55%
Amli at Chevy Chase LP				6,427,630	8	0.39%
Aptakisic Creek Corporate Park				6,394,414	9	0.38%
	<u>114,414,387</u>		<u>6.41%</u>	<u>120,332,443</u>		<u>7.23%</u>

Note: Every effort was made to seek out and report the largest taxpayers. However, many of the taxpayers contain multiple parcels, and it is possible that some parcels and their valuations have been overlooked.

Data Source: Office of the County Clerk of Cook/Office of the County Clerk of Lake

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Property Tax Levies and Collections - Last Ten Fiscal Years
December 31, 2021 (Unaudited)

Tax Levy Year	Lake County			Cook County			Village Total	
	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Amount	Percentage of Levy
		Amount	Percentage of Levy		Amount	Percentage of Levy		
2011	\$ 11,026,478	\$ 11,019,638	99.94%	\$ 3,279,285	\$ 3,225,824	98.37%	\$ 14,245,462	99.58%
2012	11,183,780	11,105,274	99.30%	3,449,572	3,399,477	98.55%	14,504,751	99.12%
2013	11,413,067	11,172,745	97.89%	3,424,515	3,381,819	98.75%	14,554,564	98.09%
2014	11,339,326	11,322,087	99.85%	3,500,800	3,409,458	97.39%	14,731,545	99.27%
2015	11,678,742	11,426,115	97.84%	3,514,106	3,608,468	102.69%	15,034,583	98.96%
2016	11,783,047	11,761,365	99.82%	3,811,228	3,748,763	98.36%	15,510,128	99.46%
2017	12,055,130	12,055,130	100.00%	4,022,627	3,916,453	97.36%	15,971,583	99.34%
2018	12,296,750	12,273,540	99.81%	4,177,992	4,048,337	96.90%	16,321,877	99.07%
2019	12,767,830	12,528,898	98.13%	4,333,453	4,245,195	97.96%	16,774,093	98.09%
2020	12,663,437	12,618,734	99.65%	4,455,175	4,312,066	96.79%	16,930,800	98.90%

Data Source: Office of the County Clerk of Cook/Office of the County Clerk of Lake

VILLAGE OF BUFFALO GROVE, ILLINOIS

Taxable Sales by Category - Last Ten Calendar Years December 31, 2021 (Unaudited)

	2012	2013	2014
General Merchandise	\$ 17,526	10,105	9,098
Food	1,193,312	1,133,605	1,080,556
Drinking and Eating Places	997,738	1,025,547	1,023,545
Apparel	130,163	120,210	104,229
Furniture, Households and Radio	437,774	463,678	356,095
Lumber, Building and Hardware	812,434	1,236,689	1,666,708
Automobile and Filling Stations	954,996	857,713	947,278
Drugs and Misc. Retail	1,847,550	1,915,937	2,349,469
Agriculture and All Others	1,347,303	1,572,248	1,693,506
Manufacturers	334,442	285,848	270,063
Totals	8,073,238	8,621,580	9,500,547
Total Number of Taxpayers	966	972	974
Village Direct Sales Tax Rate	1.00%	1.00%	1.00%
Village Home Rule Tax Rate	1.00%	1.00%	1.00%

Note: Blank Categories have less than four taxpayers; therefore, no data is shown to protect the confidentiality of the individual taxpayers.

*Excludes values for taxpayers in Cook County.

Data Source:

Office of the County Clerk of Cook
Office of the County Clerk of Lake
Illinois Department of Revenue

2015	2016	2017	2018	2019	2020	2021
66,228	86,125	-	-	-	66,754	133,228
1,552,983	1,481,195	1,557,474	1,836,131	2,419,704	2,485,816	2,772,036
1,062,206	1,118,330	1,107,878	1,133,048	1,203,642	987,063	1,166,982
94,538	92,409	68,075	66,797	167,211	57,933	94,887
521,007	369,583	380,907	1,250,788	1,294,886	1,482,689	2,132,025
1,879,818	2,074,008	2,357,551	2,202,029	2,119,185	2,267,449	3,132,250
918,216	867,250	1,007,356	1,068,115	1,089,620	848,373	1,059,622
1,790,381	1,986,578	1,568,024	1,536,061	1,481,357	1,515,668	3,054,824
2,313,502	2,231,299	2,573,323	2,470,229	2,484,560	2,303,808	2,364,628
351,808	220,927	200,727	180,646	213,851	170,291	192,379
10,550,687	10,527,704	10,821,315	11,743,844	12,474,017	12,185,844	16,102,861
1,043	1,022	1,036	1,036	987	902	902
1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%
1.00%	1.00%	1.00%	1.00%	1.00%	1.00%	1.00%

VILLAGE OF BUFFALO GROVE, ILLINOIS

Direct and Overlapping Sales Tax Rates - Last Ten Fiscal Years December 31, 2021 (Unaudited)

Fiscal Year	Village Direct Rate	Village Home Rule Rate	State of Illinois Sales Tax Rate
2012	1.00%	1.00%	6.50%
2013	1.00%	1.00%	6.50%
2014	1.00%	1.00%	6.50%
2015	1.00%	1.00%	6.50%
2016	1.00%	1.00%	6.50%
2017	1.00%	1.00%	6.50%
2018	1.00%	1.00%	6.50%
2019	1.00%	1.00%	6.50%
2020	1.00%	1.00%	6.50%
2021	1.00%	1.00%	6.50%

Data Source: Illinois Department of Revenue

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS**Ratios of Outstanding Debt By Type - Last Ten Fiscal Years
December 31, 2021 (Unaudited)**

See Following Page

VILLAGE OF BUFFALO GROVE, ILLINOIS

Ratios of Outstanding Debt By Type - Last Ten Fiscal Years December 31, 2021 (Unaudited)

Fiscal Year	Governmental Activities	Business-Type Activities		
	General Obligation Bonds	General Obligation Bonds	IEPA Loan	Installment Note
2012	\$ 12,280,000	\$ -	\$ -	\$ -
2013	11,340,000	-	173,618	-
2014	10,730,503	-	400,519	-
2015	10,202,453	-	383,487	1,193,599
2016	15,881,408	-	366,060	6,894,447
2017	14,581,706	-	348,233	6,638,399
2018	13,243,707	-	329,993	6,341,869
2019	11,936,027	-	311,332	6,001,817
2020	37,350,765	-	292,240	5,615,015
2021	34,612,580	-	272,708	5,178,045

Notes: Details of the Village's outstanding debt can be found in the Notes to Financial Statements.

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data.

(2) See the Schedule of Assessed Value and Actual Value of Taxable Property for equalized assessed valuation data.

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

Total Primary Government	Ratio of Total Outstanding Debt to Equalized Assessed Valuation (2)	Total Outstanding Debt Per Capita (1)	Debt Outstanding as a Percentage of Personal Income (1)
\$ 12,280,000	0.27%	\$ 290.10	0.65%
11,513,618	0.27%	275.59	0.61%
11,131,022	0.26%	265.11	0.57%
11,779,539	0.27%	283.82	0.61%
23,141,915	0.48%	557.64	1.19%
21,568,338	0.43%	523.17	1.11%
19,915,569	0.39%	487.49	0.98%
18,249,176	0.34%	450.66	0.84%
43,258,020	0.81%	1068.26	2.00%
40,063,333	0.75%	927.13	1.70%

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years December 31, 2021 (Unaudit

Fiscal Year	General Obligation Bonds	Less: Amounts Available in Debt Service	Total	Percentage of Total Taxable Assessed Value of Property (1)	Per Capita (2)
2012	\$ 12,280,000	\$ -	\$ 12,280,000	0.27%	\$ 290.10
2013	11,340,000	-	11,340,000	0.27%	271.43
2014	10,730,503	-	10,730,503	0.25%	255.57
2015	10,202,453	-	10,202,453	0.23%	245.82
2016	15,881,408	-	15,881,408	0.33%	382.68
2017	14,581,706	-	14,581,706	0.29%	353.70
2018	13,243,707	-	13,243,707	0.26%	324.18
2019	11,936,027	803	11,935,224	0.22%	294.74
2020	37,350,765	231,373	37,119,392	0.69%	916.66
2021	34,612,580	247,676	34,364,904	0.64%	795.26

(1) See the Schedule of Assessed Value and Actual Value of Taxable Property for property value data.

(2) See the Schedule of Demographic and Economic Statistics for population data.

Note: Details of the Village's outstanding debt can be found in the Notes to the Financial Statements.

Data Source: Village Records

VILLAGE OF BUFFALO GROVE, ILLINOIS

Schedule of Direct and Overlapping Governmental Activities Debt December 31, 2021 (Unaudited)

Governmental Unit	Gross Debt	Percentage of Debt Applicable to Village (1)	Village's Share of Debt
Village	\$ 34,612,580	100.00%	\$ 34,612,580
Overlapping Debt			
School Districts			
Cook County School District #21	84,350,000	17.63%	14,867,282
Aptakisic-Tripp Community Consolidated #102	16,580,000	75.06%	12,445,465
Lincolnshire-Half Day District #103	6,595,000	12.21%	805,462
Adlai E. Stevenson H.S. District #125	47,840,000	38.21%	18,280,579
Wheeling Township H.S. District #214	25,000,000	3.75%	936,835
Harper Community College #512	243,530,000	1.76%	4,287,474
College of Lake County #532	45,110,000	5.42%	2,442,888
Total of School Districts	469,005,000		54,065,985
Other than School Districts			
Lake County	137,310,000	5.16%	7,080,403
Lake County Forest Preserve	181,865,000	5.16%	9,377,885
Cook County	2,425,146,750	0.22%	5,336,983
Cook County Forest Preserve	113,105,000	0.22%	248,908
Metropolitan Water Reclamation District	2,759,628,416	0.22%	6,178,289
Buffalo Grove Park District	10,153,000	95.69%	9,702,248
Wheeling Park District	9,725,000	7.15%	630,584
Total Other than School Districts	5,636,933,166		38,555,300
Total Direct and Overlapping Debt	5,671,545,746		92,621,285

Data Source: Cook County Tax Extension Department

(1) Determined by ratio of assessed valuation of property subject to taxation in the Village to valuation of property subject to taxation in overlapping unit.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the Village. This schedule estimates the portion of outstanding debt of those overlapping governments that is borne by the residents and businesses of the Village of Buffalo Grove. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying a debt, of each overlapping government.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Schedule of Legal Debt Margin December 31, 2021 (Unaudited)

The Village is a home rule municipality.

Article VII, Section 6(k) of the 1970 Illinois constitution governs computation of legal debt margin.

The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by some home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property...(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum...shall not be included in the foregoing percentage amounts.

To date the General Assembly has set no limits for home rule municipalities.

VILLAGE OF BUFFALO GROVE, ILLINOIS

Demographic and Economic Statistics - Last Ten Fiscal Years December 31, 2021 (Unaudited)

Fiscal Year	Population		Equalized Assessed Valuation	Per Capita Personal EAV	Personal Income	Per Capita Income	Unemployment Rate
2012	42,330	E	\$ 1,531,173,377	\$ 36,172	1,891,582,681	44,687	E 7.1%
2013	41,778	E	1,456,040,510	34,852	1,882,391,346	45,057	(1) 6.8%
2014	41,987	E	1,425,060,788	33,941	1,939,085,621	46,183	E 5.7%
2015	41,503	E	1,475,693,765	35,556	1,930,595,051	46,517	(1) 4.2%
2016	41,500	E	1,614,251,028	38,898	1,949,794,500	46,983	(2) 4.3%
2017	41,226	E	1,662,450,463	40,325	1,938,570,198	47,023	(2) 5.7%
2018	40,853	E	1,687,765,723	41,313	2,041,301,851	49,967	(2) 3.3%
2019	40,494	E	1,815,545,066	44,835	2,161,569,720	53,380	(2) 3.0%
2020	40,494	E	1,787,598,388	44,145	2,159,342,550	53,325	(2) 13.7%
2021	43,212	E	1,778,137,268	41,149	2,356,263,936	54,528	(1) 3.8%

E - Estimate

(1) - US Census Website

(2) - Illinois Department of Employment Security

Data Source: U.S. Department of Labor, Bureau of Labor Statistics, U.S. Census Bureau

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Principal Employers - Current Year and Nine Years Ago December 31, 2021 (Unaudited)

Employer	2021			2012		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Siemens Building Technologies	1,800	1	4.45%	2,000	1	4.72%
I.S.I.	1,200	2	2.96%			
ESS	550	3	1.36%			
Plexus Corp	370	4	0.91%	370	6	0.87%
Veritas Document Solutions	300	5	0.74%			
US LBM Holdings, LLC	250	6	0.62%			
Village of Buffalo Grove	202	7	0.50%			
ARxIUM	200	8	0.49%			
Vapor Bus International	200	9	0.49%			
Leica Microsystems Inc.	200	10	0.49%			
SMS-NA USA				1,200	2	2.83%
Rexam				800	3	1.89%
Dominick's Finer Foods (three locations)				483	4	1.14%
GSF-USA, Inc.				450	5	1.06%
Harris Trust & Savings Bank				350	7	0.83%
Dell				225	8	0.53%
Texex Corp				220	9	0.52%
Amerisource Bergen				200	10	0.47%
	<u>5,272</u>		<u>13.02%</u>	<u>6,298</u>		<u>14.86%</u>

Data Source:

Sources: 2022 Illinois Manufacturing Directory

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS**Full-Time Equivalent Village Government Employees by Function - Last Ten Fiscal Years
December 31, 2021 (Unaudited)**

See Following Page

VILLAGE OF BUFFALO GROVE, ILLINOIS

Full-Time Equivalent Village Government Employees by Function - Last Ten Fiscal Years December 31, 2021 (Unaudited)

	2012	2013	2014
General Government			
Administration			
Village Managers Office	4.5	5.5	7.5
Information Technology	3.5	3.5	3.0
Human Resources	2.0	2.0	2.0
Finance	8.5	9.5	10.0
Community Development	10.0	10.0	9.5
Planning	1.5	1.5	1.5
Public Safety			
Police			
Full-Time Police Officers	69.0	64.0	63.0
Community Service Officers	3.0	3.0	3.0
Civilians	16.5	17.0	15.0
Fire			
Full-time Firefighters/Paramedics	62.0	58.0	58.0
Civilians	3.5	3.5	1.5
Public Works			
Public Works Administration	11.0	5.0	6.0
Streets/Forestry	20.0	18.5	18.5
Water/Sewer	13.0	8.0	9.0
Central garage	5.5	5.5	5.5
Building Maintenance	4.0	4.0	6.0
Recreation			
Administration	13.5	18.0	19.5
Grounds Maintenance	15.0	16.0	11.5
Total	266.0	252.5	250.0
Recreation			
Seasonal	34.0	30.0	30.0

Data Source: Village Finance Department

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

2015	2016	2017	2018	2019	2020	2021
6.0	5.0	5.5	5.5	5.5	4.5	4.5
-	-	-	-	-	-	-
2.0	2.0	2.0	2.0	2.0	2.0	2.0
8.0	9.0	9.0	9.0	8.0	9.0	8.0
12.0	12.0	14.0	15.0	13.0	13.0	10.0
-	-	-	-	-	-	-
63.0	63.0	61.0	61.0	63.0	60.0	58.0
3.0	3.0	2.0	2.0	2.0	2.0	2.0
15.0	15.5	16.0	16.0	20.0	16.0	12.5
59.0	59.0	58.0	59.0	56.0	56.0	57.0
1.0	1.0	4.5	5.0	7.0	9.0	4.5
6.0	6.0	12.0	11.5	10.0	11.0	11.0
20.0	20.0	20.0	20.0	17.0	17.0	15.0
10.0	9.0	12.0	12.0	13.0	12.0	12.0
5.5	5.5	5.5	5.5	5.5	5.5	5.5
6.0	6.0	4.5	4.5	4.5	4.5	3.0
19.5	4.0	4.0	4.0	2.0	2.0	2.0
11.5	-	-	-	-	-	-
247.5	220.0	230.0	232.0	228.5	223.5	207.0
30.0	30.0	30.0	30.0	29.0	38.0	38.0

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Operating Indicators by Function/Program - Last Ten Fiscal Years December 31, 2021 (Unaudited)

	2012	2013	2014
General Government			
Building and Zoning			
Building Permits Issued	2,206	2,651	2,833
Building Inspections Conducted	15,858	7,456	7,074
Property Maintenance Inspections Conducted	5,828	3,288	3,172
Public Safety			
Police			
Physical Arrests	671	759	886
Parking Violations	3,341	2,984	3,634
Traffic Violations	10,826	13,171	8,349
DUI Arrests	107	124	154
Vehicle Crashes	1,260	1,507	1,429
Fire			
Ambulance Calls/EMS	2,789	2,613	3,385
Service Calls	487	483	1,245
Fire Calls	698	865	821
Auto Aid/Mutual Aid	680	654	1,063
Public Works			
Streets			
Street Resurfacing (Miles)	5.51	10.84	3.28
Parks and Recreation			
Park Sites	46	46	46
Golf Course - Combined			
Golf Rounds Played - Paid	59,937	53,639	54,689
Water			
New Connections (Tap ons)	15	27	9
Average Daily Consumption (1)	3.92	3.70	3.58
Peak Daily Consumption (1)	7.93	6.20	5.40

(1) - Millions of Gallons

Data Source: Various Village Departments

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

2015	2016	2017	2018	2019	2020	2021
2,582	2,957	2,567	2,502	3,443	2,697	3,339
11,625	9,053	6,692	6,817	7,361	5,540	6,097
1,894	2,160	1,954	1,902	2,254	1,856	1,543
809	521	441	452	406	283	233
3,766	5,754	6,781	5,748	3,404	2,185	2,180
7,969	6,054	5,310	6,054	4,844	3,439	3,760
97	74	87	85	74	54	44
363	1,473	1,294	1,353	1,459	829	948
3,123	3,160	3,201	3,145	3,145	3,276	3,444
340	309	293	309	409	249	256
1,585	1,279	1,082	1,257	1,253	1,096	1,209
1,055	987	1,045	967	1,193	1,198	790
2.45	11.40	2.76	0.97	2.64	4.97	4.50
46	46	46	46	46	46	46
68,602	53,599	51,138	48,770	44,000	58,297	71,617
23	19	3	23	11	23	34
3.39	3.60	3.23	3.49	3.13	3.33	3.51
5.14	5.54	5.98	5.69	4.83	4.97	5.67

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

VILLAGE OF BUFFALO GROVE, ILLINOIS

Capital Asset Statistics by Function/Program - Last Ten Fiscal Years December 31, 2021 (Unaudited)

	2012	2013	2014
Public Safety			
Police			
Stations	1	1	1
Vehicles	34	28	29
Fire			
Stations	3	3	3
Vehicles*	21	21	20
Public Works			
Streets	117.70	117.70	118.20
Street (Miles)	2,778	2,778	2,786
Streetlights			
Water			
Water Mains	180.25	180.30	180.90
Fire Hydrants	2,475	2,477	2,487
Wastewater			
Sanitary Sewers	139.27	139.30	139.80

Data Source: Various Village Departments

* Includes fire engines/towers, ambulances, and staff cars

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)

2015	2016	2017	2018	2019	2020	2021
1 30	1 29	1 31	1 30	1 29	1 30	1 31
3 20	3 20	3 20	3 20	3 20	3 20	3 20
118.20 2,789	118.22 2,789	114.02 2,790	114.02 2,755	113.90 2,437	110.83 3,115	116.07 2,958
181.14 2,493	181.31 2,501	181.97 2,514	185.99 2,507	186.19 2,507	188.60 2,584	185.43 2,607
139.92	139.92	139.96	141.60	135.94	137.38	137.08

Attachment: Buffalo Grove ACFR 1221 (2021 Audit and Management Letter)



Resolution No. R-2022-10 : Resolution Revising the Procurement Policy

Recommendation of Action

Staff recommends approval.

SUMMARY: Staff recommends approval of a resolution adopting the revisions to the Procurement Policy as further detailed in the attached memo.

ATTACHMENTS:

- Procurement Policy Memo 2022 (DOCX)
- Procurement_Policy_2022 draft (PDF)
- Resolution_Approving Procurement Policy (DOC)

Trustee Liaison
Weidenfeld

Staff Contact
Brett Robinson, Finance

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: July 14, 2022

TO: Dane Bragg, Village Manager

FROM: Brett Robinson, Administrative Services Director

SUBJECT: Procurement Policy Updates

Recommendation

Staff recommends passing a resolution adopting the proposed changes to the procurement policy to keep the document and associated policies and procedures current.

Background

From time to time the Purchasing Policy is reviewed and updated by staff to reflect current operations and best practices. A summary of the changes to the Procurement Policy is as follows.

Procurement limits below \$2,500 have been adjusted (shown in red) to allow staff to make informal purchases in line with practical usage, as shown below

Procurement Guidelines & Summary

Amount of Purchase	Procurement Method	Notification	Approval*
Purchases of \$500.00 or less	Credit Card	Supervisor or Designee	Supervisor or Designee
\$500.01 to \$1250.00 Purchases	Credit Card Invoice submitted	Department Supervisor or Designee	Department Supervisor or Designee
\$1250.01 to \$2,499.99 Purchases	Quotes (verbal, fax, email, written) 3 Quotes Recommended Purchase Order Procedure	Department Supervisor or Designee	Deputy Department Director or Chief Procurement Officer

Consortium Procurements, language was added to address practices and agreements/contracts already in place.

Consortium Procurements

The Village is a member of multiple consortiums including but not limited to the Northwest Water Commission, Northwest Central Dispatch, Geographical Information Systems Consortium, and Government Information Technology Consortium in which all elect to purchase goods and services. If the consortiums board agrees to make a purchase the Village is obligated to make these purchases and as such does not follow a formal procurement process. All purchases that do not have consortium board approval and are over \$25,000 will be brought before the Village board for approval.

Procurement Card Policy was updated to reflect the use of a new web-based reporting and tracking software.

Staff will adjust the Procurement Policy again, once the Code Review project is complete and changes to the code are adopted.

Village of Buffalo Grove

Finance Department



VILLAGE OF BUFFALO GROVE PROCUREMENT POLICY

This policy is intended for use by Village Personnel as a general reference and will be revised as policies and procedures require revisions or clarification.

Approved by Village Resolution 2022-XX on July 18

Previous Resolution 2020-56 on December 7, 2020

Attachment: Procurement_Policy_2022 draft (R-2022-10 : Revisions to the Procurement Policy)

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Source material for Appendix A and B: American Bar Association The 2000 Model Procurement Code for State and Local Government.

Village of Buffalo Grove Procurement Policy

Introduction

This procurement policy is intended for use as a guide to the Village of Buffalo Grove procurement methods. When used properly, the policies will enable the Village to obtain needed materials, equipment, supplies, and services efficiently and economically. While this policy does not answer all questions related to purchasing, it does provide the foundation for a sound procurement policy. This policy is intended for use by the Village's Personnel as a general reference and will be revised as policies and procedures require revisions or clarification. This procurement policy may sometimes hereafter be referred to as "policy"

The basic goals of the Village's procurement program are:

1. To comply with the legal requirements of public procurement and purchasing.
2. To assure vendors that impartial and equal treatment is afforded to all who wish to do business with the Village.
3. To receive maximum value for each dollar spent by awarding purchase orders to the lowest responsible bidder, taking into consideration quality, performance, technical support, delivery schedule, past performance and other relevant factors.
4. To provide Village departments the required goods, equipment and services at the time and place needed and in the proper quantity and quality.
5. To promote environmentally safe products and services while taking into consideration factors such as price, performance, availability and safety.
6. To promote good and effective vendor relations, cultivated by informed and fair buying practices and strict maintenance of ethical standards.

The purpose of this purchasing policy is to provide the Village of Buffalo Grove staff with guidelines and directions for the acquisition of goods and services. This policy is designed to be a fluid document and will be modified from time to time to conform to changes in legislation, technology and actual practice.

The Village Manager, or his/her designee, shall be the final authority with regards to enforcement of any of the provisions of this policy. Failure to follow the procedures outlined in this policy may lead to disciplinary action in accordance with the provisions of the Village of Buffalo Grove Personnel Manual.

This policy is not intended to provide third parties with any specific rights when transacting with the Village of Buffalo Grove. All policies and procedures in this Policy are subject to modification by the appropriate Village employees and, therefore, vendors or other third parties shall not be entitled to rely on the contents of this policy.

Procurement Guidelines & Summary

Amount of Purchase	Procurement Method	Notification	Approval*
Purchases of \$500.00 or less	Credit Card	Supervisor or Designee	Supervisor or Designee
\$500.01 to \$1250.00 Purchases	Credit Card Invoice submitted	Department Supervisor or Designee	Department Supervisor or Designee
\$1250.01 to \$2,499.99 Purchases	Quotes (verbal, fax, email, written) 3 Quotes Recommended Purchase Order Procedure	Department Supervisor or Designee	Deputy Department Director or Chief Procurement Officer
\$2,500.00 to \$5,000 Purchases	Quotes (written, faxed or email) 3 Quotes Required Purchase Order Procedure	Deputy Department Director or Designee	Department Director or Chief Procurement Officer
\$5,000.01 to \$25,000.00 Purchases	Contact the Chief Procurement Officer or Buyer Informal Procurement Process Purchase Order Procedures	Department Director or Chief Procurement Officer or Buyer	Village Manager, Chief Procurement Officer
Purchase Exceeds \$25,000.00	Contact the Chief Procurement Officer or Buyer Formal Procurement Process Award by Village Board	Village Manager or Designee	Village Board

Ultimate authority to make purchases resides with the Village Board.

*Approval limits are further detailed on pages 7-9

Attachment: Procurement_Policy_2022 draft (R-2022-10 : Revisions to the Procurement Policy)

Responsibilities of Purchasing agents

The Chief Procurement Officer's responsibilities

1. The Administrative Services Director shall fulfil the role of the Chief Procurement Officer, with the Buyer fulfilling this role on an as needed basis.
2. Facilitate the involvement of local vendors in the Village's procurement policy.
3. Impartial judgments in the selection of vendors which are based on product quality, price, warranty, and performance and vendor delivery, service, and performance.
4. Complying with all Village procurement procedures and State Statutes covering procurement and disposal.
5. Reviewing inventory procedures and recommending solutions that reduce carrying costs and improve availability.
6. Determine the most appropriate method of procurement for a given good or service.
7. Preparing formal bid packets and quotation requests.
8. Managing the formal bid process, including advertising for bids, notifying vendors, accepting bid proposals, opening bids, tabulating bids, and serving as the primary resource for questions from vendors.
9. Maintaining adequate procurement records, including a database of vendors established in an accessible vendor file.
10. Upon request, assist departments in locating the best source for supplies, materials, and equipment.
11. Assisting departments in conducting negotiations with vendors concerning prices, bids, terms, deliveries, and adjustments.
12. Maintaining a central file of contracts and related documents including but not limited to certified payroll submissions and associated waivers of lien.
13. Assist departments with the informal bid process.
14. Review and approval of all purchase orders of \$20,000 or less.
15. Creation of purchase orders in excess of \$25,000

The Village Manager's responsibilities

1. Purchase all materials, supplies, equipment, personal services and contracts for which funds are provided in the budget, but no item or personal service which exceeds any budget appropriation may be purchased.
2. For a purchase of more than twenty-five thousand dollars, with the exception of professional services, the Village Manager should solicit bids and such bids shall be presented to the Corporate Authorities for approval.
3. The Village Manager shall seek formal bids or proposals for any public improvement which will exceed twenty-five thousand dollars, which is not to be paid for in whole or in part by a special assessment or special tax.
4. The Village Manager will make recommendations to the Corporate Authorities with respect to all formal bids or proposals.
5. The Village Manager may issue rules and regulations governing requisitions and the transaction of the business of the purchasing agent and the heads of departments, officers and employees of the Village.
6. In case of circumstances creating an emergency, the Village Manager may, without prior consent of the Corporate Authorities, award contracts and make purchases for the purpose of meeting the emergency. In such cases the Village Manager will notify the Corporate Authorities as soon as is practicable of all emergency procurements that exceed \$25,000
7. The Village Manager shall approve all purchase orders in excess of \$20,000

Department and employee responsibilities

1. It is the responsibility of each department to requisition goods and services in such a way as to allow time for competitive bidding, ordering, and delivery of materials. Exceptions shall be made only on rare occasions, when a true emergency exists.
2. It is the responsibility of the Department director or his designee, in consultation with the Chief Procurement Officer, to obtain these goods based upon competitive bids and to give consideration to product price, value, quality, performance, and delivery.
3. While the Department director may delegate minor purchases to employees, he/she is still responsible for ensuring such purchases are made according to the provisions of this policy.
4. No Department Director or employee is authorized to make any commitment to any salesperson or firm that will bind the Village in any way. During meetings with salespersons, no employee shall make any indication that he/she will recommend a particular product for purchase.
5. It is the responsibility of all Village of Buffalo Grove employees to comply with all rules and regulations set forth herein. As directed by the Village Manager, any employee deliberately violating the policy regarding unauthorized purchases shall be held personally accountable for the purchases. Failure to follow the procedures outlined in the Policy may lead to disciplinary action in accordance with the provisions of the Village of Buffalo Grove Employee Manual.
6. Employees may be made responsible for the management of certain contracts. It is important for staff to work with the Chief Procurement Officer to understand their responsibilities in managing contracts including the collection of certificates of insurance, waivers of lien, certified payroll, project closeout documents and completion of the Vendor Evaluation form(Appendix L).
7. All contracts/agreements must be submitted to the Village Clerk within 10 calendar days of final signatory executing the contract/agreement.
8. Departments Heads and may approve purchase orders of \$5,000 or less

Volunteers

1. Volunteers, Committee, Commission members have no authority to purchase on behalf of the Village nor do they have authority to execute contracts on behalf of the Village. Village employees working with volunteers ("Liaisons") shall make purchases for committee/commissions, failure to abide by this rule may be sufficient cause to remove a member from a committee or commission.

The Chief Procurement Officer's responsibilities to Vendors

1. Encourage good Village/vendor relations.
2. Encourage businesses located within the Village to participate in the Village's procurement policy, by notifying all known in-Village vendors of opportunities to bid.
3. Conduct business with vendors in a professional manner that promotes honesty and fairness.
4. Accept, and in some cases require, samples from vendors to be used for testing. A fair trial shall be given to all samples and the outcome of the test shall be presented to the vendor, in general terms.
5. Make every effort to be available for appointments during normal business hours on reasonable notice.
6. Arrange interviews between salespersons and department directors as needed.
7. Write all correspondence to salespersons and vendors, except when technical details can be better written by the department.
8. Collect and maintain vendor information.

The Vendor's responsibilities to Village of Buffalo Grove

1. Understand the needs of Village of Buffalo Grove and provide the correct service or product at the right price, quality, and quantity that benefits the Village as a whole.
2. Conduct themselves in a professional manner: being honest about the supplies, services and products they represent.
3. Honor purchase orders generated as a result of providing price quotes on specified items and quantities.
4. Respond to Bids, Requests for Proposals, and Requests for Qualifications in a professional and ethical fashion. See Appendix D for causes for debarment from bidding.
5. Complete on a biennial basis the Village of Buffalo Grove online Vendor Registry application located at <https://www.vbg.org/bids> , updating all required fields.
6. Provide all documents required of them by the Village including but not limited to Village Financial Forms, Waivers of Lien, Insurance documents, Bonds as required and Certified Payroll as required.

Payment

The Village is bound by State Statute (50 ILCS 505/1 *et seq.*) which states that payments are to be made pursuant to the Illinois Local Government Prompt Payment Act. It is important to note that all contracts and agreements with Vendors reflect these particular payment terms.

Conflicts of Interest

The Village Staff shall not knowingly initiate a purchase order when there is a conflict of interest. All known or suspected conflict of interest situations shall be referred to the Office of the Village Manager. A conflict of interest exists when a Village employee or officer (The Village President, the members of the Village Board of Trustees, the Village Clerk, the Village Treasurer, the members of the Zoning Board of Appeals and the Plan Commission, the Village Manager and his Assistant or Assistants, or the heads of the various departments within the Village) is an officer or director of the supplier, or owns five percent (5%) or more of the supplier of products and or services to the Village of Buffalo Grove.

Gifts and Favors

Employees shall not solicit, accept or agree to accept any gift of any kind from any person or business entity doing business or wishing to do business with the Village, except where said gift is expressly permitted by the Illinois State Officials and Employees Ethics Act (5 ILCS 430/1-5). A "gift" means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of an employee. Employees shall comply with the Illinois State Officials and Employees Ethics Act at all times. The Chief Procurement Officer may accept samples from vendors only for the purpose of testing products.

Procurement Methods

Petty Cash

Purpose: To reimburse an employee for small incidental purchases.

Appropriate use of the Petty Cash: Petty cash funds may be used for small incidental nonrecurring cash purchases that do not exceed \$150.00. The use of petty cash should not be considered as a substitute for regular procurement procedures.

It is recommended that wherever possible a Village issued credit card/procurement card be used in the place of petty cash.

Requests for reimbursement using petty cash must be accompanied by the Petty Cash Form (Appendix F). These forms must be completed and then submitted to the Accounts Payable Clerk.

Advance Check Request

Purpose: To request a check for payment when an invoice is not issued.

Appropriate use of Advance Check Request for Payment: Occasionally, a check is needed when there is no invoice. These occurrences include, but are not limited to:

1. An employee request for reimbursement for out of pocket expense.
2. Vendors requiring payment in advance.
3. Mail in catalog orders requiring pre-payment.

When the Advance Check Request form is used, a cash receipt, a written quote, or a copy of the catalog order must be submitted as supporting documentation.

For a copy of the Advance Check Request form see Appendix G.

Purchase Orders

Purpose: To provide a legal document that places an obligation on both the Village and the vendor. When properly endorsed by the Finance Department, the purchase order obligates the Village to purchase the items listed at the prices stated. The vendor is obligated according to the terms and prices stated on the purchase order to deliver the goods or services. The purchase order provides specifications for goods and services ordered and shipping and billing information.

Appropriate Use of the Purchase Order: A purchase order shall be used for procurement of any item or service that requires a written order or any purchase of \$250.01 or more. Purchase orders are not required for prepaid orders.

Blanket Purchase Orders

Purpose: Blanket purchase orders will be used for repetitive purchases from certain vendors.

Appropriate Use of the Blanket Purchase Order: If the Village has entered into contract with a Vendor then a Blanket purchase may be issued for each fiscal year of that contract. Departments should follow standard purchase order procedures. For repetitive purchases, rather than issuing a purchase order for each purchase, one purchase order with a dollar limit is issued for a period of up to twelve months.

Procurement Card Program

A policy has been designed to establish the procedures to be used with the Village of Buffalo Grove's credit/procurement card program. Refer to Appendix F for the complete policy.

Special Procurement

Electronic Equipment

The IT (Information Technology) Department or the Government Information Technology Consortium (GovITC) will purchase or authorize the purchase of all computers, peripherals, printers, cell phones and all other electronics governed by the Communications and Information Technology Policy. The IT Department or GovITC will then be responsible for communicating to the Office of the Village Manager and requesting a Purchase Order or instructing the department requesting services or equipment to enter the information required to create a Purchase Order. The IT Department or the company contracted by the Village to supply IT services will setup and install equipment in the appropriate departments.

Electronic Equipment Maintenance

When a copier, large format printer, scanner or multifunction print device requires maintenance, the department should use the contact information located on the device.

If you have maintenance or repair need for a cell phone or pager, contact the IT department or the company contracted by the Village to supply IT services.

When maintenance or repair is needed for all other electronic equipment, including but not limited to computers, printers, and telephones, the IT department or the company contracted by the Village to supply IT services shall be contacted. The IT department or the company contracted by the Village to supply IT services will either repair, service or make arrangements for outsourcing the repair.

Vehicles/Equipment Repair

The Central Garage is responsible for the maintenance repair and replacement of all Village owned vehicles. Central Garage personnel will determine when repairs can be made at the garage or should be outsourced. Whenever possible pre-negotiated agreements should be used for outsourced maintenance and repair.

Buildings

The Public Works Department shall be contacted for Village building repairs and remodeling requests. For Village property the Public Works department will assess the need or problem and recommend the best course of action to correct the problem(s).

Repair services for Village buildings or equipment that are not covered by maintenance agreements shall be obtained by the following procedures:

1. Estimates of the repair/improvement work shall be gathered and reviewed before proceeding with the repairs/improvements.
2. As repairs/improvements to public facilities will likely require prevailing wage to be paid, the rider in Appendix I. should be provided to contractors when requesting quotes.
3. If emergency repairs are needed, Emergency Procurement procedures shall be followed.

Maintenance Agreements

Departments should follow these guidelines for all maintenance agreements:

1. All maintenance agreements must be reviewed by the Village Attorney.
2. Maintenance agreements shall be considered for any equipment/asset that requires frequent adjustment or repairs.
3. Maintenance agreements are a form of contract. Department Directors are not authorized to sign contracts in excess of \$5,000.00
4. Copies of all maintenance agreements will be filed with the Chief Procurement Officer.
5. Purchase order procedures shall be followed.

Environmentally Preferable Purchasing

The purchase and use of products and services can have a profound impact on the environment. The Village of Buffalo Grove recognizes the positive impact that it can make on the environment through purchasing decisions that Village staff make. It is the intent of the Village of Buffalo Grove to integrate environmental considerations into the aspects of procurement.

Village staff should seek to reduce the environmental damages associated with their purchases by increasing their acquisition of environmentally preferable products and services to the extent feasible, consistent with price, performance, availability, and safety considerations.

Written Contracts

Contracts range from written contracts described in this section to purchase orders incorporating specifications, which are also contracts. The following purchases will require contracts:

1. Supplies, equipment, apparatus, and material requiring an expenditure of more than \$25,000.00.
2. All maintenance agreements and leases.
3. Construction and repair (including demolition and renovation) projects requiring an expenditure of more than \$25,000.
4. Change Orders: Contracts for construction or repair projects can have change orders during the project prior to completion, without going through a new bid process, providing the bidding laws are not evaded. Change orders that exceed 10% of the total contract price must be approved by the Village Board and then should only be approved if it is in the best interests of the Village of Buffalo Grove. Change orders up to \$10,000.00 (but less than 10% of total contract price) can be approved by the Village Manager. See Appendix K. for more information.
5. Any work that that can be considered an improvement to public facilities and therefore invokes prevailing wage rates must have a written contract. At a minimum the rider in Appendix I. must be attached to a quote provided for such work and signed by the contractor/vendor performing the work.

All contracts that commit the Village to an expenditure of more than \$5,000.00 shall be submitted to the Village Manager, Finance Director or Chief Procurement Officer for approval signature. Contracts at or below \$5,000 may be signed by a Department Director after review by the Village Attorney with the contract forwarded to the Chief Procurement Officer. Contracts that commit the Village to an expenditure of more than \$25,000 can only be signed by the Village President or Village Manager. While Illinois law and Village policy mandate when written contracts are required, this does not preclude the use of written contracts at any time. It should also be remembered that the need for a contract might vary according to circumstances and, a written contract may be used whenever it is deemed necessary and advisable by the Chief Procurement Officer or Village Attorney.

Multi-Year Contracts

Unless otherwise provided by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interests of the Village of Buffalo Grove. The term of the contract and conditions of renewal or extension, if any, must be included in the solicitation and funds must be available for the first fiscal period at the time of contracting. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefor.

Informal Purchases

Any procurement not exceeding \$25,000.00 may be made in accordance with the following purchase procedures, provided however, that purchases are not artificially divided so as to create an Informal purchase. The splitting of a purchase or contract into two or more purchases for the purpose of avoiding the bidding or quotation process is in violation of State law and Village policy.

Informal Buying Requirements – Purchases of \$500.00 or Less

The informal buying requirements cover purchases for construction or repair work and contracts for the purchase or lease-purchase of apparatus, supplies, materials, or equipment involving the expenditure of \$500.00 or less.

Pricing may be obtained verbally, or by electronic or written submission. No advertisement is required. The Village of Buffalo Grove standard is to seek three quotes for all purchases that do not qualify for the informal purchase exception rules. If the purchase is for a routine operating good or service, the price comparison needs to be performed at least once each fiscal year.

Informal Quote Requirements – Purchases Between \$500.01 to \$5000.00

The informal quote requirements cover contracts for construction or repair work and contracts for the purchase or lease-purchase of apparatus, supplies, materials, or equipment involving the expenditure of \$500.01 to \$5,000.00.

Pricing may be obtained by electronic or written submission. No advertisement is required. The Village of Buffalo Grove standard is to seek three quotes for all purchases that do not qualify for the exception rules.

Informal Proposal Requirements – Purchases Between \$5000.01 to \$25,000.00

The informal proposal requirements cover contracts for construction or repair work and contracts for the purchase or lease-purchase of apparatus, supplies, materials, or equipment involving the expenditure of \$5,000.01 to \$25,000.00.

Informal proposals may be obtained by electronic or written submission. No advertisement is required but it is recommended. The Village of Buffalo Grove standard is to seek at least three quotes for all purchases that do not qualify for the exception rules.

Informal Purchase Exceptions

Exceptions to obtaining price quotes from more than one vendor should be limited to the following;

1. There are a variety of numerous items in the order, including but not limited to, maintenance repair and operational (MRO) supplies and office supplies.
2. Specifications are sufficiently detailed, or the item being sought is highly unique and/or specialized.
3. Sole source procurement.
4. Emergency procurement, Purchase Order must contain explanation of emergency.

Exceptions must be noted with the Purchase Order.

Formal Procurement Requirements

Procurement involving the expenditure of \$25,000.00 or more requires Village Board approval. Exception to this rule is provided for only in the case of emergency and is detailed in the section titled Emergency Procurement.

Competitive Sealed Bids

The formal bidding requirements cover contracts for construction or repair work and contracts for the purchase or lease-purchase of apparatus, supplies, materials, or equipment involving the expenditure of more than \$25,000.00. Bids should be used where detailed specifications are available and pricing is of the upmost concern.

A notice to bidders, "Invitation to Bid" must be advertised locally. The advertisement must include:

1. A general description of the service or supplies sought after by the Village of Buffalo Grove, with details on how to obtain more specific information of those services/supplies.
2. Notification that only sealed bids shall be reviewed.
3. Bonding and Insurance requirements as might be necessary.
4. Date, time and location of bid opening.

Bid notices should be mailed/e-mailed to Vendors the week the notice is published. Contract documents should be made available to Vendors. If copies of contract documents are expensive to reproduce, a fee may be required by the Village to create those documents.

Pursuant to authority in chapter 2.08 of the Buffalo Grove Municipal Code the Village may utilize Bids obtained through the Illinois Government Joint Purchase Act (30ILCS 525/0.01)

Bids will be opened at the time and date as advertised on the "Notice to Bidders". Bids received after the time and date specified shall not be accepted.

Both Bid Bonds and Bid deposit checks are acceptable methods of providing earnest payment to show good faith in entering into a Contract with the Village of Buffalo Grove. If the low bidder chooses not to enter into a contract with the Village, the Village shall reserve the right to retain those funds.

See Appendix A for more information on the Formal Bid Process.

The requirement for competitive sealed bids may be waived by a two-thirds vote of the Village Trustees.

Standard for Awarding Bid

The standard for awarding contracts is based on the lowest responsive and responsible bidder, or bidders, taking into consideration quality, performance, and the time specified in the proposals for the performance of the contracts. If a supplier is recommended who has not quoted the lowest price, the reasons for selecting the supplier should be documented.

Appendix A. Bid Evaluation and Award, fully details the methods to be used in determining lowest responsive and responsible bidder.

Single Bids. When only a single bid or quote is received that fact alone shall not prevent the Village from accepting that bid or quote.

Bid/Quote Records

The Village must keep a record of all bids/quotes sought, but those records are not subject to public inspection until the contract has been awarded.

Requests for Proposals

The formal Request for Proposal (RFP) process cover contracts for construction or repair work and contracts for the purchase or lease-purchase of apparatus, supplies, materials, or equipment involving the expenditure of \$25,000 or more. An RFP should be used in those occasions where the need for quality or expertise exceeds the concern for pricing. RFP documents will likely include a section detailing what criteria shall be used to make the selection for the vendor to be awarded the contract.

A notice to proposers, "Request for Proposal" should be advertised locally. The advertisement should include:

- (a.) A general description of the service or supplies sought after by the Village of Buffalo Grove, with details on how to obtain more specific information of those services/supplies;
- (b.) Notification that only sealed proposals shall be reviewed;
- (c.) Bonding and Insurance requirements as might be necessary; and
- (d.) Date, time and location Proposals are due.

A Request for Proposal should be mailed/e-mailed to potential Proposers the week the notice is published. Contract documents should be made available to Proposers in the office of the person authorized to administer the bid. If copies of contract documents are expensive to reproduce, a fee may be required by the Village to create those documents.

Proposals will be opened at the time and date as advertised in the Request for Proposal. Proposals received after the time and date specified shall not be accepted.

Both Bid Bonds and Bid deposit checks are acceptable methods of providing earnest payment to show good faith in entering into a Contract with the Village of Buffalo Grove. If the low bidder chooses not to enter into a contract with the Village the Village shall reserve the right to retain those funds.

The request for Competitive Sealed Proposals is an exception to the bid process. The reasons for selection of this method of procurement and the procedures to be followed are set forth in Appendix B.

Quality Based Selection (QBS) or Request for Qualifications (RFQu)

The primary purpose of undertaking the QBS process is to locate the most qualified consultant to do the work. A Request for Qualifications may be followed by a formal Invitation to Negotiate (ITN) in order to negotiate a fair and equitable agreement. The selection shall be based on the consultant's experience and expertise in projects of the same type as proposed. Special rules apply to the QBS process. When State or Federal funds are involved, the QBS procedure in Appendix M, attached hereto, applies.

The Village of Buffalo Grove believes their adopted QBS written policies and procedures (Appendix M) substantially follows Section 5-5 of the BLRS Manual and specifically Sections 5-5.06(c) and 5-5.06(e), therefore; approval from IDOT is not required.

Exceptions to Bid/Procurement Requirements

Sole Source Procurement

A contract may be awarded for a supply, service, or construction item without competition when, the Finance Director, Chief Procurement Officer, or a designee of either determines in writing that there is only one source for the required supply, service, or construction item. Purchases made in this fashion in excess of \$25,000 must be brought before the Village Board in the form of a request for Bid Waiver.

Emergency Procurements

Notwithstanding any other provision of this Policy, the Village Manager, Finance Director or Chief Procurement Officer may make or authorize others to make emergency procurements when there exists a threat to public health, welfare, or safety under emergency conditions; provided that such emergency procurements shall be made with such competition as is practicable under the circumstances.

If emergency purchases are needed during business hours, begin Purchase Order procedures immediately and contact the Chief Procurement Officer for Purchase Order approval. When emergency purchases occur during non-business hours, contact the Chief Procurement Officer immediately the next business day. A written determination of the basis for the emergency and for the selection of the particular contractor shall be included in the contract file.

The Village Manager must authorize any emergency procurement for more than \$25,000. In such cases the Village Manager will notify the Corporate Authorities as soon as is practicable of all emergency procurements that exceed \$25,000.

Professional Services

Professional services including but not limited to Accounting, Auditing, Financial, Recruitment, Employment, Procurement, Information Technology, Legal, Land Survey, Architectural and Engineering services, are generally procured through a Request for Qualifications or Quality Based Selection process and may be followed by or in conjunction with a Request for Proposals. The Village Manager has authority to award the contract based upon quality, performance, and the time specified in the proposals for the performance of the contracts.

Fuel Procurement

Due to the speculative nature of fuel purchases and an ever-increasing volatile market, the Village Manager working in coordination with the Fleet Manager has been authorized by Section 2.08.040 of the Village of Buffalo Grove Municipal Code to make purchases in excess of the bid limit in order to secure fuel at the best possible price for the Village of Buffalo Grove.

Natural Gas and Electric Supply

Due to the speculative nature of Natural Gas and Electric Supply purchases, the Village Manager working in coordination with the Chief Procurement Officer has been authorized by Section 2.08.040 of the Village of Buffalo Grove Municipal Code to enter into agreements in amounts in excess of the bid limit in order to secure these commodities at the best possible price for Village of Buffalo Grove facilities.

Consortium Procurements

The Village is a member of multiple consortiums including but not limited to the Northwest Water Commission, Northwest Central Dispatch, Geographical Information Systems Consortium, and Government Information Technology Consortium in which all elect to purchase goods and services. If the consortiums board agrees to make a purchase the Village is obligated to make these purchases and as such does not follow a formal procurement process. All purchases that do not have consortium board approval and are over \$25,000 will be brought before the Village board for approval.

Cooperative Procurement

In some cases, the Village has an opportunity to purchase through a joint procurement agency. Joint Procurement cooperatives can save the Village of Buffalo Grove money through collective buying power. It may also be the case that other agencies have gone through the Bid process for items or services the Village now seeks. In those cases the purchasing department may recommend that the Village Board *“authorize the Village Manager to execute a contract with Vendor Name., for goods/services at a not to exceed amount of \$XX,XXX in accordance with the Illinois Governmental Joint Purchasing Act (30 ILCS 525/0.01 et seq.), pending review and approval of the contract/agreement by the Village Attorney.”*

The Illinois State Intergovernmental Cooperation Act (5 ILCS 220) allows for cooperative procurement.

* 3rd Party includes but is not limited to; the State of Illinois Central Management Services, United States General Services Administration, Northwest Municipal Conference and the North Suburban Municipal Partnering Initiative, Sourcewell, and Houston Galveston Area Compact.

Pursuant to authority in chapter 2.08 of the Buffalo Grove Municipal Code the Village may utilize Bids obtained through the Illinois Government Joint Purchase Act (30 ILCS 525/0.01)

Asset Sharing Policy

A subset of Cooperative Procurement is Asset Sharing. The Village of Buffalo Grove is committed to providing safe, efficient and effective services to the Residents of Buffalo Grove and other external stakeholder groups through the sharing of assets where appropriate and practical.

It is the policy of the Village of Buffalo Grove to ensure that certain criteria are evaluated when making capital asset purchases. The administrative guidelines outlined in Appendix J. apply to all situations where the sharing of assets could be of mutual benefit to those involved and reduce the overall lifecycle cost of the asset. This Policy shall apply to all departments of the Village and include such things as vehicles, equipment, trailers, and tools.

The purpose of the Asset Sharing Policy(“Policy”) is to provide the Village of Buffalo Grove staff with guidelines and directions for acquiring assets that can be shared. The benefit to all parties is a more effective use of resources, enhanced inter-governmental cooperation, and more efficient use of taxpayer dollars through cost sharing.

The Policy is designed to be a fluid document and will be modified from time to time to conform to changes in law, technology and actual practice.

Appendix A

Formal Bid Requirements

The Invitation for Bids.

The Invitation for Bids is used to initiate competitive sealed bid procurement.

The Invitation for Bids shall include the following:

1. instructions and information to bidders concerning the bid submission requirements, including the time and date set for receipt of bids, the address of the office to which bids are to be delivered, the maximum time for bid acceptance by the Village of Buffalo Grove, and any other special information;
2. the purchase description, evaluation factors, delivery or performance schedule, and such inspection and acceptance requirements as are not included in the purchase description; and
3. the contract terms and conditions, including warranty and bonding or other security requirements, as applicable.

Incorporation by Reference. The Invitation for Bids may incorporate documents by reference.

Acknowledgement of Addendums. The Invitation for Bids shall require the acknowledgement of the receipt of all Addendums issued.

Bidding Time.

Bidding time is the period of time between the date of publication of the Invitation for Bids and the time and date set for receipt of bids. In each case bidding time will be set to provide bidders a reasonable time to prepare their bids. A minimum of 10 calendar days shall be provided unless a shorter time is deemed necessary for a particular procurement as determined in writing by the Chief Procurement Officer.

Bidder Submissions.

Bid Form. The Invitation for Bids shall provide a form which shall include space in which the bid price shall be inserted and which the bidder shall sign and submit along with all other necessary submissions.

Bid Samples and Descriptive Literature.

1. "Descriptive literature" means information available in the ordinary course of business which shows the characteristics, construction, or operation of an item which enables the Village of Buffalo Grove to consider whether the item meets the Village's needs.
2. "Bid sample" means a sample to be furnished by a bidder to show the characteristics of the item offered in the bid.
3. Bid samples or descriptive literature may be required when it is necessary to evaluate required characteristics of the items bid.
4. The Invitation for Bids shall state that bid samples or descriptive literature should not be submitted unless expressly requested and that, regardless of any attempt by a bidder to condition the bid, unsolicited bid samples or descriptive literature which are submitted at the bidder's risk will not be examined or tested, and will not be deemed to vary any of the provisions of the Invitation for Bids.

Public Notice.

Distribution. Invitations for Bids or Notices of the Availability of Invitations for Bids shall be mailed or otherwise furnished to a sufficient number of potential bidders for the purpose of securing competition. Invitations to Bid shall indicate where, when, and for how long Bid and Contract documents may be obtained; generally describe the supply, service, or construction desired; and may contain other appropriate information. Where appropriate the Chief Procurement Officer may require payment of a fee or a deposit for the supplying of the Invitation for Bids.

Publication. Every procurement in excess of \$25,000 shall be publicized in one or more of the following ways:

1. in a newspaper of general circulation;
2. in a newspaper of local circulation in the area pertinent to the procurement;
3. in industry media;
4. through electronic mailing lists,
5. through the internet, agency web site, or other publicly accessible electronic media, or
6. in a government publication designed for giving public notice.

Public Availability. A copy of the Invitation for Bids shall be made available for public inspection at the Chief Procurement Officer's office, the Village website, or the Village Clerk's office.

Bidders Lists.

Purpose. Bidders lists may be compiled to provide the Village of Buffalo Grove with the names of businesses that may be interested in competing for various types of the Village of Buffalo Grove contracts. Unless otherwise provided, inclusion or exclusion of the name of a business does not indicate whether the business is responsible in respect to a particular procurement or otherwise capable of successfully performing a Village of Buffalo Grove contract.

Public Availability. Names and addresses on bidders lists shall be available for public inspection, unless an exemption to the Illinois Freedom of Information Act applies.

Pre-Bid Conferences.

Pre-bid conferences may be conducted to explain the procurement requirements. The conference should be held long enough after the Invitation for Bids has been issued to allow bidders to become familiar with it, but sufficiently before bid opening to allow consideration of the conference results in preparing their bids. Nothing stated at the pre-bid conference shall modify the Bid document unless a change is made by written addendum.

Addendums to Bids.

Form. Addendums to Bid documents shall be identified as such and shall require that the bidder acknowledge receipt of all Addendums issued. The amendment shall reference the portions of the Bid it amends.

Distribution. Addendums shall be published on the Village website and whenever practical sent to all prospective bidders known to have received a Bid.

Timeliness. Addendums shall be distributed within a reasonable time to allow prospective bidders to consider them in preparing their bids. If the time and date set for receipt of bids will not permit such preparation, such time shall be increased to the extent possible in the addendum or, if necessary, by e-mail and confirmed in the addendum.

Pre-Opening Modification or Withdrawal of Bids.

Procedure. Bids may be modified or withdrawn by written notice received in the office designated in the Invitation for Bids prior to the time and date set for bid opening. An electronic modification or withdrawal received from the bidder or, as applicable, the receiving prior to the time and date set for bid opening will be effective provided that there is objective evidence, in electronic form or from the receiving company, confirming that the message was received prior to the time and date set for bid opening.

Disposition of Bid Security. If a bid is withdrawn in accordance with this Section, the bid security, if any, shall be returned to the bidder.

Records. All documents relating to the modification or withdrawal of bids shall be made a part of the appropriate procurement file.

Late Bids, Late Withdrawals, and Late Modifications.

Any bid received after the time and date set for receipt of bids is late. Any withdrawal or modification of a bid received after the time and date set for opening of bids at the place designated for opening is late.

Notice. Bidders submitting late bids will not be considered for award and shall be so notified as soon as practicable.

Records. Records equivalent to those required in the Section titled "Pre-Opening Modification or Withdrawal of Bids", shall be made and kept for each late bid, late modification, or late withdrawal.

Receipt, Opening, and Recording of Bids.

Receipt. Upon its receipt, each bid and modification shall be time-stamped but not opened and shall be stored in a secure place until the time and date set for bid opening. Bids submitted through electronic means shall be received in such a manner that the time and date of submittal, along with the contents of such bids shall be securely stored until the time and date set for bid opening.

Opening and Recording. Bids and modifications shall be opened publicly, in the presence of one or more witnesses, at the time, date, and place designated in the Invitation for Bids. The name of each bidder, the bid price, and such other information as is deemed appropriate by the Chief Procurement Officer, shall be read aloud or otherwise made available. Such information also shall be recorded at the time of bid opening; that is, the bids shall be tabulated or a bid abstract made. The names and addresses of witnesses shall also be recorded at the opening. The opened bids shall be available, after award of bid has been made, for public inspection except to the extent the bidder designates trade secrets or other proprietary data to be confidential as set forth in the Subsection titled "Confidential Data" of this Section, or as otherwise provided by law. Information marked Confidential shall be readily separable from the bid in order to facilitate public inspection of the non-confidential portion of the bid.

Confidential Data. The Chief Procurement Officer shall examine the bids to determine the validity of any requests for nondisclosure of trade secrets and other proprietary data identified in writing. If the parties do not agree as to the disclosure of data, the Chief Procurement Officer shall inform the bidders in writing what portions of the bids will be disclosed and that, the bids will be disclosed. The bids shall be open to public inspection subject to any continuing prohibition on the disclosure of confidential data unless subject to an exemption under applicable law.

Proposals and bids are exempt from disclosure until an award or final selection is made pursuant to 5 ILCS 140/7(1)(h). (This shall be understood to include bid information on projects that will be re-bid)

Bid Evaluation and Award

The standard for awarding contracts is based on the lowest responsive and responsible bidder, or bidders, taking into consideration quality, performance, and the time specified in the proposals for the performance of the contracts. If a supplier is recommended who has not quoted the lowest price, the reasons for selecting the supplier should be documented.

Product Acceptability. The Invitation for Bids shall set forth any evaluation criterion to be used in determining product acceptability. It may require the submission of bid samples, descriptive literature, technical data, or other material. It may also provide for accomplishing any of the following prior to award:

- (a) inspection or testing of a product prior to award for such characteristics as quality or workmanship;
- (b) examination of such elements as appearance, finish, taste, or feel; or
- (c) other examinations to determine whether it conforms with any other purchase description requirements.

The acceptability evaluation is not conducted for the purpose of determining whether one bidder's item is superior to another but only to determine that a bidder's offering is acceptable as set forth in the

Invitation for Bids. Any bidder's offering which does not meet the acceptability requirements shall be rejected as nonresponsive.

Determination of Lowest Bidder. Following determination of product acceptability, if any is required, bids will be evaluated to determine which bidder offers the lowest cost to the Village of Buffalo Grove in accordance with the evaluation criteria set forth in the Invitation for Bids. Only objectively measurable criteria which are set forth in the Invitation for Bids shall be applied in determining the lowest bidder. Examples of such criteria include, but are not limited to, transportation cost, and ownership or life cycle cost formulas. Evaluation factors need not be precise predictors of actual future costs, but to the extent possible such evaluation factors shall:

- (a) be reasonable estimates based upon information the Village of Buffalo Grove has available concerning future use; and
- (b) treat all bids equitably.

Responsive and Responsible Bidder. In an effort to determine a "Responsive and/or Responsible" Bidder the Village will take in consideration responses from references provided by Bidders as well as information as might be solicited from other local municipalities or governmental agencies, in addition, the following shall be considered when determining whether the bidder is responsive and responsible:

- (a) The ability, capacity and skill of the bidder to perform the contract and to provide the service required;
- (b) Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (d) The quality of the performance of previous contracts or services;
- (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract and service;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- (g) The quality, availability and adaptability of the supplies or contractual services to the particular use required;
- (h) The ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and
- (i) The number and scope of conditions attached to the bid.

Restrictions. Nothing in this Section shall be deemed to permit contract award to a bidder submitting a higher quality item than that designated in the Invitation for Bids if such bidder is not also the lowest bidder. Further, this Section does not permit negotiations with any bidder.

Bid Rejection and Re-bid.

The Chief Procurement Officer has the authority to reject all bids and re-bid for the selected goods and services. Upon review of submitted bids, if the Chief Procurement Officer determines that the bids submitted were inconsistent, an insufficient number of bids were received, or there were substantial errors/omissions in the bid documents/specifications, the Chief Procurement Officer will notify all bidders and either proceed to re-bid the project or reevaluate the selected procurement method.

Low Tie Bids.

Definition. Low tie bids are low responsive bids from responsible bidders that are identical in price and which meet all the requirements and criteria set forth in the Invitation for Bids.

Award. Awards shall not be made by drawing lots, or by dividing business among identical bidders. The Chief Procurement Officer shall bring before the Village Board a request to reject all Bids and negotiate with the Low Tie Bidders.

Records shall be made of all Invitations for Bids on which tie bids are received showing at least the following information:

- (a) the identification number of the Invitation for Bids;
- (b) the supply, service, or construction item; and
- (c) a listing of all the bidders and the prices submitted.

A copy of each such record shall be sent to the Village Clerk's Office

Documentation of Award.

Following award, a record showing the successful bidder shall be made a part of the procurement file.

Appendix B

Competitive Sealed Proposals.

Conditions for Use.

- (a) A contract may be entered into by competitive sealed proposals when the Chief Procurement Officer, Village Manager, the Finance Director, or a designee of any of the foregoing above determines that the use of competitive sealed bidding is either not practicable or not advantageous to the Village of Buffalo Grove.
- (b) Contracts for the design-build, design-build-operate-maintain, or design-build-finance-operate-maintain project delivery methods shall be entered into by competitive sealed proposals.

Request for Proposals.

Proposals shall be solicited through a Request for Proposals.

Public Notice. Adequate public notice of the Request for Proposals shall be given in the same manner as provided in Formal Bid Requirements, Public Notice section of Appendix A.

Receipt of Proposals. Proposals shall be opened so as to avoid disclosure of contents to competing proposers during the process of negotiation. A Register of Proposals shall be prepared and shall be open for public inspection after contract award.

Evaluation Factors. The Request for Proposals shall state the relative importance of price and other factors and subfactors, if any.

Discussion with Responsible Proposers and Revisions to Proposals. As provided in the Request for Proposals, discussions may be conducted with responsible proposers who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there should be no disclosure of any information derived from proposals submitted by competing proposers.

Award. Award shall be made to the responsive and responsible proposer whose proposal conforms to the solicitation and is determined in writing to be the most advantageous to the Village of Buffalo Grove taking into consideration price, reference responses and the evaluation factors set forth in the Request for Proposals and any related Addendums.

Debriefings. The Chief Procurement Officer is authorized to provide debriefings that furnish the basis for the source selection decision and contract award.

When Competitive Sealed Bidding is Not Practicable. Competitive sealed bidding is not practicable unless the nature of the procurement permits award to a low bidder who agrees by its bid to perform without condition or reservation in accordance with the purchase description, delivery or performance schedule, and all other terms and conditions of the Invitation for Bids. Factors to be considered in determining whether competitive sealed bidding is not practicable include:

- (a) whether the contract needs to be other than a fixed-price type;
- (b) whether oral or written discussions may need to be conducted with proposers concerning technical and price aspects of their proposals;
- (c) whether proposers may need to be afforded the opportunity to revise their proposals, including price;
- (d) whether award may need to be based upon a comparative evaluation as stated in the Request for Proposals of differing price, quality, and contractual factors in order to determine the most advantageous offering to the Village of Buffalo Grove. Quality factors include technical and performance capability and the content of the technical proposal; and
- (e) whether the primary consideration in determining award may not be price.

When Competitive Sealed Bidding is Not Advantageous. A determination may be made to use competitive sealed proposals if it is determined that it is not advantageous to the Village of Buffalo Grove, even though practicable, to use competitive sealed bidding. Factors to be considered in determining whether competitive sealed bidding is not advantageous include:

- (a) if prior procurements indicate that competitive sealed proposals may result in more beneficial contracts for the Village of Buffalo Grove; and
- (b) whether the factors are desirable in conducting a procurement rather than necessary; if they are, then such factors may be used to support a determination that competitive sealed bidding is not advantageous.

Determinations.

The Village Manager, Finance Director, or Chief Procurement Officer may make determinations by category of supply, service, infrastructure facility, or construction item that it is either not practicable or not advantageous to the Village of Buffalo Grove to procure specified types of supplies, services, or construction by competitive sealed bidding. Procurements of the specified types of supplies, services, or construction may then be made by competitive sealed proposals based upon such determination. The officer who made such determination may modify or revoke it at any time, and such determination should be reviewed for current applicability from time to time.

Content of the Request for Proposals.

The Request for Proposals shall be prepared in accordance with the Invitation for Bids section in Appendix A of this policy provided that it shall also include:

- (a) a statement that discussions may be conducted with proposers who submit proposals determined to be reasonably susceptible of being selected for award, but that proposals may be accepted without such discussions; and
- (b) a statement of when and how price should be submitted.
- (c) a listing of the criteria by which staff will make a selection and recommendation to the Village Board may also be included.

Proposal Preparation Time.

Proposal preparation time shall be set to provide proposers a reasonable time to prepare their proposals. A minimum of 10 days shall be provided unless a shorter time is deemed necessary for a particular procurement as determined in writing by the Chief Procurement Officer.

Form of Proposal.

The manner in which proposals are to be submitted, including any forms for that purpose, may be designated as a part of the Request for Proposals.

Public Notice.

Public notice shall be given by distributing the Request for Proposals in the same manner provided for distributing an Invitation for Bids

Use of Bidders Lists.

Bidders lists compiled and maintained in accordance with the Bidders Lists section of Appendix A. of this policy may serve as a basis for soliciting competitive sealed proposals.

Pre-Proposal Conferences.

Pre-proposal conferences may be conducted in accordance with the Pre-Bid Conferences section of Appendix A. Any such conference should be held prior to submission of initial proposals.

Addendums to Requests for Proposals.

Addendums to Requests for Proposals may be made in accordance with the Addendums to Invitations for Bids section of Appendix A. prior to submission of proposals.

Modification or Withdrawal of Proposals.

Proposals may be modified or withdrawn prior to the established due date in accordance with Section the Pre-Opening Modification or Withdrawal of Bids section of Appendix A. For the purposes of this Section and the Late Proposals, Late Withdrawals, and Late Modifications section of this Appendix B. the established due date is either the time and date announced for receipt of proposals or receipt of modifications to proposals, if any; or if discussions have begun, it is the time and date by which best and final offers must be submitted, provided that only proposers who submitted proposals by the time announced for receipt of proposals may submit best and final offers.

Late Proposals, Late Withdrawals, and Late Modifications.

Any proposal, withdrawal, or modification received after the established due date at the place designated for receipt of proposals is late. Late Proposals may only be considered in accordance with the Late Bids, Late Withdrawals, and Late Modifications section of Appendix A. of this Policy

Receipt and Registration of Proposals.

Proposals shall not be opened publicly but shall be opened in the presence of two or more Village employees. Proposals and modifications shall be time-stamped upon receipt and held in a secure place until the established due date. After the date established for receipt of proposals, a Register of Proposals shall be prepared which shall include for all proposals the name of each proposer, the number of modifications received, if any, and a description sufficient to identify the supply, service, or construction item offered. The Register of Proposals shall be open to public inspection only after award of the contract. Proposals and modifications shall be shown only to the Village of Buffalo Grove personnel having a legitimate interest in them.

Evaluation of Proposals.

Evaluation Factors in the Request for Proposals. The Request for Proposals can include the following evaluation factors (and subfactors), including price, and their relative importance.

Evaluation. The evaluation shall be based on the evaluation factors set forth in the Request for Proposals. Evaluators shall be required to complete the Evaluation Committee Member Statement attached at the end of Appendix B.

1. Classifying Proposals. For the purpose of conducting Village staff discussions, proposals shall be initially classified as:
 - (a) acceptable;
 - (b) potentially acceptable, that is, reasonably susceptible of being made acceptable; or
 - (c) unacceptable.
2. Proposers whose proposals are unacceptable shall be so notified promptly.
3. Selection Criteria. Proposals will be evaluated by a selection committee made up of Village staff, which will subsequently present its recommendation to the Buffalo Grove Village Board. The recommendation for the successful Proposer may be based on the following or similar criteria, though the weight of each item will vary with the project:
 - (a) 15 % Proposer's experience, capacity and capability to provide the required equipment, installation and training services in a professional, timely, reliable and secure manner.
 - (b) 15 % Proposer's understanding of the Village's technical requirements and demonstrated ability to meet or exceed the same.
 - (c) 50 % The cost of providing the equipment, installation and training services.
 - (d) 10 % Ability to interact productively with Village staff, as required.
 - (e) 10 % Information obtained through reference checks.

Proposal Discussions/Interviews with Individual Proposers.

"Proposers" Defined. "Proposers" includes only those businesses submitting proposals that are acceptable or potentially acceptable. The term shall not include businesses who submitted unacceptable proposals. The Chief Procurement Officer has the authority to reduce the pool of Proposers to be involved in Discussions based upon Selection Criteria.

Purposes of Discussions. Discussions or Interviews are held to:

- (a) promote understanding of the Village of Buffalo Grove's requirements and the proposers' proposals; and
- (b) facilitate arriving at a contract that will be most advantageous to the Village of Buffalo Grove taking into consideration price and the other evaluation factors set forth in the Request for Proposals.

Conduct of Discussions. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussions and revisions of proposals. The Chief Procurement Officer should establish procedures and schedules for conducting discussions. If during discussions there is a need for any substantial clarification of or change in the Request for Proposals, the Request shall be amended to incorporate such clarification or change. Auction techniques (revealing one proposer's price to another) and disclosure of any information derived from competing proposals are prohibited. Any substantial oral clarification of a proposal shall be reduced to writing by the proposer.

Best and Final Offers. The Chief Procurement Officer shall establish a common date and time for the submission of best and final offers. Best and final offers shall be submitted only once; provided, however, the Chief Procurement Officer or the Village Manager may make a written determination that it is in the Village of Buffalo Grove's best interest to conduct additional discussions or change the Village of Buffalo Grove's requirements and require another submission of best and final offers. Otherwise, no discussion of or changes in the best and final offers shall be allowed prior to award. Proposers shall also be informed that if they do not submit a notice of withdrawal or another best and final offer, their immediate previous offer will be construed as their best and final offer.

Proposals and bids are exempt from disclosure until an award or final selection is made pursuant to 5 ILCS 140/7(1)(h). (This shall be understood to include bid information on projects that will be re-bid)

RFP VoBG-2021-## Insert Title
Village of Buffalo Grove Evaluation Committee Member Statement

Dear Evaluation Committee Member:

You have been selected to participate in the evaluation of the above referenced Request for Proposal. Your selection was based upon your technical qualifications in this area and your ability to develop an objective/subjective analysis of each proposal.

It is essential that the integrity of this process be maintained to insure that each offeror is given fair and equal consideration. Your familiarity with particular services, types of products, or material may tend to influence your evaluation; however, you are required in this specific instance to be particularly objective and guard against any tendency that might slant your evaluation in favor of a personal preference.

You are required to report to the Chief Procurement Officer or designee any actual or potential conflict of interest.

An additional consideration is the mandate to maintain strict security and confidentiality regarding the content of any proposal, as well as the proceedings of any Evaluation Committee meetings during the evaluation process. Now that this process has started, it essential that any contact with the Consultant be through, and by, the Chief Procurement Officer or designee.

In addition, any Evaluation Committee Member shall not communicate, except during formal Committee meetings, with any Consultant or potential sub-contractor to that Consultant prior to award nor shall that Member discuss proposals or their evaluation with anyone other than the Chief Procurement Officer or designee and Evaluation Committee Members.

To emphasize the importance of the above considerations, you are asked to sign the following statement:

I have read and understand the above and agree to be bound by the rules and principles represented. I know of no conflict of interest on my part nor have I committed any indiscretion or accepted any gratuities or favors that would compromise my impartiality. I will maintain all deliberations of the Evaluation Committee in strict confidence during this process. My recommendations shall be based upon objective/subjective review of the Consultant's proposal(s) and the appropriate award criteria from the proposal in accordance with the Village of Buffalo Grove Procurement Policy.

Signature of Evaluator

Date

Position

Appendix C

Village of Buffalo Grove Public Contract Statements

The Village of Buffalo Grove is required to obtain certain information in the administration and awarding of public contracts. The following Public Contract Statements shall be executed and notarized.

PUBLIC CONTRACT STATEMENTS

CERTIFICATION OF CONTRACTOR/BIDDER

In order to comply with 720 Illinois Compiled Statutes 5/33 E-1 et seq., the Village of Buffalo Grove requires the following certification be acknowledged:

The below-signed bidder/contractor hereby certifies that it is not barred from bidding or supplying any goods, services or construction let by the Village of Buffalo Grove with or without bid, due to any violation of either Section 5/33 E-3 or 5/33 E-4 of Article 33E, Public Contracts, of the Chapter 720 of the Illinois Compiled Statutes, as amended. This act relates to interference with public contracting, bid rigging and rotating, kickbacks, and bidding.

CERTIFICATION RELATIVE TO 65 ILCS 5/11-42.1-1

In order to comply with 65 Illinois Compiled Statutes 5/11-42.1-1, the Village of Buffalo Grove requires the following certification:

The undersigned does hereby swear and affirm that it is not delinquent in the payment of any tax administered by the Illinois Department of Revenue unless it is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of the tax. The undersigned further understands that making a false statement herein: (1) is a Class A Misdemeanor, and (2) voids the contract and allows the Village to recover all amounts paid to it under the contract.

CONFLICT OF INTEREST

The Village of Buffalo Grove Municipal Code requires the following verification relative to conflict of interest and compliance with general ethics requirements of the Village:

The undersigned supplier hereby represents and warrants to the Village of Buffalo Grove as a term and condition of acceptance of this (bid or purchase order) that none of the following Village Officials is either an officer or director of supplier or owns five percent (5%) or more of the Supplier: the Village President, the members of the Village Board of Trustees, the Village Clerk, the Village Treasurer, the members of the Zoning Board of Appeals and the Plan Commission, the Village Manager and his Assistant or Assistants, or the heads of the various departments within the Village.

If the foregoing representation and warranty is inaccurate, state the name of the Village official who either is an officer or director of your business entity or owns five percent (5%) or more thereof:

(Official) _____

Print Name of Contractor/Bidder/Supplier

Signature

Title

Subscribed and Sworn to before me this _____ day of _____, 20__.

Notary Public

Notary Expiration Date

Appendix D

Causes for Debarment

The Chief Procurement Officer or Village Manager may debar a proposer, bidder, vendor, subcontractor, or supplier (collectively "Vendor") for-

(1) Conviction of, or civil judgment for,-

- (a) Commission or attempted commission of fraud or a criminal offense in connection with (A) obtaining, (B) attempting to obtain, or (C) performing a private or public contract or subcontract.
- (b) Violation or attempted violation of Federal or State statutes, or any other legally applicable law, regulation, or rule relating to the submission of bids, proposals, or claims;
- (c) Commission or attempted commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; or
- (d) Commission or attempted commission of any other offense, or engaging in or attempting to engage in conduct indicating a lack of truthfulness, veracity, or honesty which affects the responsibility of the Vendor.

(2) Violation of the terms of a Village contract or subcontract so serious as to justify debarment, including but not limited to-

- (a) Willful failure to perform in accordance with the terms of one or more contracts or subcontracts;
- (b) A history of failure to perform one or more contracts or subcontracts;
- (c) A history of unsatisfactory performance of one or more contracts or subcontracts; or
- (d) A history of failure to meet prevailing wage obligations, or any other contracting or subcontracting obligation imposed by the Village of Buffalo Grove Municipal Code or any other law.

(3) Making or attempting or causing to be made or attempting to cause to be made any false, deceptive, or fraudulent material statement in any bid, proposal, or application for Village or any government work or in the performance of any such contract for the Village or a government agency, or application for any permit or license;

(4) Refusal to cooperate with reasonable requests of Village inspectors, representatives, or other appropriate Village personnel with respect to work under contract provisions, plans, or specifications, or otherwise, pursuant to the duties of those Village personnel;

(5) Founding, establishing or operating an entity in a manner designed to evade the application or defeat the purpose of these rules or any provision of the Municipal Code of Buffalo Grove, Village of Buffalo Grove rule or regulation, the statutes, rules or regulations of the State of Illinois, Cook County, Lake County, or any federal statute, rule or regulation, or any other legally applicable law, regulation, or rule;

(6) Improper conduct, including but not limited to the commission or attempted commission of;

(a) intentional or negligent billing irregularities;

(b) submitting false or frivolous or exaggerated claims, documents, or records;

(c) falsification of claims, documents, or records;

(d) willful or grossly negligent destruction of documents or records the Vendor had an obligation to maintain;

(e) bribery or coercion of a government official, or other unlawful tampering with a government official;

(f) use of false or deceptive statements to obtain some benefit, or causing competition to be restrained or limited;

(g) misrepresentation to any governmental agency or government official;

(h) violation of ethical standards established by the Village, or other dishonesty incident to obtaining, prequalifying for, or performing any contract or modification thereof;

(i) violation of ethical standards established by the Village or other dishonesty or incident to applying, obtaining, qualifying for, or acquiring any Village certification, license, or permit;

(7) Any other cause of so serious or compelling a nature that it affects the responsibility of the Vendor, including, but not limited to, those specifically enumerated in 65 ILCS 5/8-10-11.

(8) Debarment by any other government agency.



Accounts Payable Department
Phone 847-459-2510
Fax 847-777-6045

QUALIFIED VENDOR REGISTRATION

Please email, fax or mail completed & signed form along with IRS form W-9 to:

Email: APFinance@vbg.org Fax: 847-777-6045 or Mail: Village of Buffalo Grove 50 Raupp Blvd. Buffalo Grove, IL. 60089

Legal Organization Name: _____

Doing Business as: _____

Primary Organization Address: _____

City, State ZIP: _____

Sales Contact Name: _____

Sales Contact Phone: _____

Sales Contact Email : _____

Complete this section for new Vendors or account changes

Select one: ☐ New Vendor ☐ Account Change

FEIN or SSN: _____

Primary business function: _____

Date business was established: _____

Change in ownership in the last 2 years : _____ Y/N

Professional registrations: _____

All payments will be made per the Prompt Payment Act (50 ILCS 505/1 et seq).

By submitting this application, you authorize the Village of Buffalo Grove to make inquiries into the client/trade references that you have supplied.

The undersigned supplier hereby represents and warrants to the Village of Buffalo Grove as a term and condition of acceptance of future (bid or purchase order) that none of the following Village Officials is either an officer or director of supplier or owns five percent (5%) or more of the Supplier: the Village President, the members of the Village Board of Trustees, the Village Clerk, the Village Treasurer, the members of the Planning and Zoning Commission, the Village Manager and his Assistant or Assistants, or the heads of the various departments within the Village

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Attachment: Procurement_Policy_2022 draft (R-2022-10 : Revisions to the Procurement Policy)



Accounts Payable Department
Phone 847-459-2510
Fax 847-777-6045

AUTHORIZATION FOR ACH DEPOSIT OF VENDOR PAYMENT

Please email a completed & signed form to:

Email: BGFinance@vbg.org or APFinance@vbg.org

Payment Address: _____

A/R Contact Name: _____

Contact Email (for ACH notification): _____

Complete this section for new enrollments or for financial institution or account changes. **Include with this form a canceled check or letter from your financial institution noting the Account and Routing Number.**

Select one: ☐ New Enrollment ☐ Financial institution or Account Change

Bank Name: _____

Branch (if applicable): _____

City, State Zip: _____

Transit/Routing Number: _____

Bank Account Number: _____

Account Type (check one): ☐ Checking Account ☐ Savings Account

I certify that the information above is true and correct, and that I, as a representative for the above named company, hereby authorize the Village of Buffalo Grove Account Payable to electronically deposit payments to the designated bank account. This authority remains in full force until The Village of Buffalo Grove Accounts Payable receives written notification requesting a change or cancellation.

Signature: _____ Date: _____

Name (printed): _____ Title: _____

Verify that all of your Illinois Sales Tax Exemption Certificate information is correct

- ✓ If not, contact us immediately.
- ✓ **Do not discard** - your Illinois Sales Tax Exemption Certificate is an important tax document that authorizes you to purchase tangible personal property for use or consumption tax-free.

OFFICIAL DOCUMENT	State of Illinois - Department of Revenue	OFFICIAL DOCUMENT
Illinois Sales Tax Exemption Certificate		
		
VILLAGE OF BUFFALO GROVE		
50 RAUPP BLVD BUFFALO GROVE IL 60089-2139		
Sales Tax Exemption Certificate		
Issue date: 02/10/2020 Expiration date: 03/01/2025	Sales Tax Exemption Organization type:	E99981165 Governmental
This entity is authorized under the Retailers' Occupation Tax Act to purchase tangible personal property for use or consumption tax-free.		
		 ILLINOIS REVENUE  Director
OFFICIAL DOCUMENT - DO NOT DESTROY		

Attachment: Procurement_Policy_2022 draft (R-2022-10 : Revisions to the Procurement Policy)

Appendix F

Procurement Card Policy

Purpose

This policy has been designed to establish the procedures to be used with the Village of Buffalo Grove's procurement card program. This policy intends to accomplish the following:

- Establish appropriate internal controls over the purchase card process to ensure cards are only used for authorized purposes.
- Ensure the Village bears no legal liability from inappropriate use of procurement cards.
- To provide a convenient source of funding for employees who must procure for the Village.
- Verify payments for purchases are made on a timely basis to minimize finance charges.

Background

The Village has used various methods to process the purchase of goods and services. Traditional procurement utilizing a purchase order or check request has worked well in the past for repetitive vendor invoicing and acquisitions of large ticket items where timing is not critical in the invoicing and payment process. The concern is the use of petty cash, advanced check requests, or employee reimbursement requests in the accounts payable process. These nontraditional methods of procurement are due primarily to the timing of the request in light of the next warrant cycle or that the form of payment (check) is occasionally not accepted by merchants. To promote vendor acceptance, improve operational efficiency, and tighten the controls on the use of petty cash and advanced checks the Finance Department is initiating the procurement card program. This program has a number of unique controls that ensure that the card can be used only for specific purposes and within specific dollar limits.

General Information

- The procurement card is a tool for designated Village employees to use when making low-dollar purchases for official business needs.
- Each purchase card will include both the individual cardholder and corporate name. However, the purchase card issuer will not maintain individual cardholder credit records.
- A signed agreement with the Village prior to receiving the card makes the cardholder responsible for any misuse of the card. Failure to comply with these procedures will result in revocation of the card and fraudulent misuse may result in termination of the cardholder.
- Purchase cards must be returned to the Finance Department upon leaving the Village's employment.

Authorizations and spending limits

Each individual's card will have monthly maximum spending limits. Additional restrictions exist on the type of purchase each employee can use the purchase card for, based on the employee's need.

The Village of Buffalo Grove disallows the use of mobile wallets.

A Procurement Card is NOT:

- a means to avoid appropriate procurement or payment procedures
- a card to access cash or credit (ATM)
- for items and services for personal, non-business use
- for tax reportable services (any vendor that is NOT incorporated is subject to the 1099 reporting process for each calendar year)

The following list covers purchases for which purchase card use is expressly prohibited:

- Alcoholic Beverages
- Capital Equipment
- Cash Advances (ATM Machines)
- Computer Hardware and Software (with the exception of the IT Department or department technology liaison)
- Legal Services
- Temporary Help
- Clothing or other personal items
- Telephone calls

Responsibilities of Cardholders

- The card must NOT be used for personal transactions.
- The card must NOT be loaned to others.
- Splitting of purchases into multiple parts in order to circumvent limits on the card is prohibited.
- The cardholder is responsible for all inappropriate charges.
- The cardholder shall not accept cash in lieu of a credit to the Procurement Card account.
- The card must be kept in a secure location at all times.
- Lost or stolen cards must be reported immediately.
- Fraudulent activity must be reported immediately.
- Creation and submission of an "expense report" each month
- The Village is a tax-exempt entity. Each cardholder should do their best to ensure that the Village is not charged sales tax.

Department Cards

- The card must be kept in a secure location at all times.
- All users must have a signed “Cardholder Agreement for Authorized Use of Purchase Card” on file in the Finance Department.

Reporting Lost or Stolen Cards

- Cardholders must notify the Issuing Bank and Finance Department immediately when a card is lost, stolen or suspected fraudulent activity is discovered.
- Report a lost or stolen card or other emergency situations, by calling the Issuing Bank’s Customer Service number.

Required Receipt Documentation

- Receipts must be obtained with all purchases, identifying the date and itemized list of all purchases.
- Receipts should be scanned and attached to an “expense report” using the online reporting system.
- The Department Director is responsible for reviewing all charges and receipts prior to approving the “Expense Report”.

Scanned or photographed copies of the following are acceptable receipts

- Credit Card Orders: charge slip with only the total does not qualify as an original receipt. A receipt needs to include an original record of what was purchased. Any exceptions must be documented.
- Pick Up Orders: Attach the detailed cash register receipt.
- Phone/Fax Orders: original invoice or packing slip providing the packing slip shows what was purchased and pricing
- Internet Orders: Print and attach a copy of the order screen or confirmation screen that shows what was purchased and the dollar amount.
- Registration Fees: Attach the registration form. The form must show who the registration is for, the registration amount and what was included in the registration fee.
- Documentation Not Available: If unable to obtain any type of documentation, write the receipt up by hand. Include the date of the purchase, vendor, items and price. Also attach a brief explanation as to why the original receipt is not attached. This is the exception rather than the rule, individuals not obtaining adequate support multiple times may have their card revoked.

Returns, Credits or Disputed Items

- Returns: A credit should be issued for any item that the supplier has approved for return. The credit will appear on a subsequent statement. Any item purchased with the card that is returned must be returned for credit. Do not accept a refund in cash or check format.
- The cardholder is responsible for following up with the merchant or issuing bank on any erroneous charges, disputed items or returns as soon as possible. Disputed billings can result from failure to receive the goods charged, defective merchandise, incorrect amounts, duplicate charges or credit not processed.
- If you have a problem with a purchased item or a billing resulting from use of the procurement card, you should first try to reach a resolution with the supplier that provided the item.
- If a disputed charge cannot be resolved with the supplier, complete the Cardholder Statement of Questioned Item Form attached. The written dispute notice must be received by the issuing bank within 30 days of the date of the bank statement.
- Credits: request from the merchant that a credit be placed on your card account. Obtain a receipt for the credit like any other purchase documentation.

Responsibilities of Finance Department

- Receive and review the Village's combined billing statement. When the statement is received the majority of the receipts should already be attached to "expense reports".
- Review information submitted by cardholder. Match receipts with statement of account. All receipts will be compared to the purchase record submitted by the cardholder.
- Verify travel-related charges have been authorized by the Village Manager.
- Make accessible on-line, monthly statements of accounts to individual cardholders for their records.
- Make payments on a timely basis to ensure the Village does not accrued finance charges.
- If the Finance Department cannot verify that the purchase made was necessary and for official use, the purchase will be reviewed by the Village Manager. If it is determined the purchase was not appropriate, then the cardholder must provide a credit voucher proving the items have been returned for credit or a personal check for the full amount of that purchase.
- Annual inventory of purchase cards: On an annual basis, the Finance Department will verify that each cardholder is in physical possession of their assigned card.

Cardholder Agreement for Authorized Use of Purchase Card

- 1.) I, _____, have read and do understand the Village's Procurement Card Policy.

- 2) I further agree to abide by the terms and conditions in that policy and understand that this card is subject to revocation if I fail to act in accordance with the policy.

- 3) I agree that if I engage in fraudulent activity or violate the terms and conditions of the Village's Procurement Card Policy, as amended from time to time, I will fully reimburse the Village for all such transactions

- 4) I understand that that if I engage in fraudulent activity or violate the terms and conditions of the Village's Procurement Card Policy , as amended from time to time, I will be subject to disciplinary action that may include termination.

- 5) Upon my termination or resignation as an employee with the Village, I agree to return the purchase card to the Finance Department and will not attempt to use the card after my employment is completed.

Printed name: _____

Signature: _____

Date: _____

Cardholder Addition or Change Request Form

TO: Finance Department

FROM: _____

SUBJECT: Request for Procurement Card or Change of Status

- ☐ Request the following employee by authorized a Village Purchase Card.
- ☐ Request the following employee have their Village Purchase Card limit(s) changed.

Full Name: _____

Signature: _____

Title:

Single Purchase Limit (Not to exceed \$X,XXX.XX): \$ _____

Monthly Cycle Limit (Not to exceed \$X,XXX.XX): \$ _____

☐ Cancel / Reason:

_____ Date: _____

Department Director

_____ Date: _____

Finance Director

_____ Date: _____

Village Manager

* Merchant Category Code

Record of Purchase In Lieu of Original Receipt

Cardholder name:

Date	Description of Purchase	Purpose

I, _____ attest that purchase listed above is accurate and complies with eligible purchases with the Village of Buffalo Grove purchasing policy as of _____, 20___. This record serves in place of the original receipt.

Cardholder signature: _____

Supervisor signature: _____

Appendix G

Petty Cash Reimbursement Request

Note: Reimbursements from petty cash cannot exceed \$150.00.

Date	Description of Purchase	Purpose	Reimbursement Amount

I, _____ attest that purchase listed above is accurate and complies with eligible purchases with the Village of Buffalo Grove purchasing policy as of _____, 20___. The Receipt for this purchase(s) is attached.

Requestor signature: _____

Supervisor signature: _____

*A receipt for goods purchased, must be attached to this form.

Appendix H

Advance Check Request Form

Vendor: _____

Requested By: _____

Purpose: _____

Check Amount: _____

Distribution of Charges:

Date	Description of Purchase	Account	Amount

For use when payment is required in advance of normal accounts payable cycle.

Note: Check Number

Approved By:

Appendix I

Prevailing Wage Rider

Terms

A. The Village is an Illinois unit of local government and the Work hereunder is subject to the Illinois Prevailing Wage Act, 820 ILCS 130/0.01, et seq.

Pursuant to PA 100-1177 the Illinois Department of Labor (IDOL) has activated an electronic database (Payroll Portal) capable of accepting and retaining certified payrolls submitted under the State of Illinois Prevailing Wage Act (820 ILCS/130/1). All contractors and subcontractors completing work for the Village of Buffalo Grove pursuant to the Act must submit all certified payroll through the IDOL Payroll Portal.

Consequently, the Contractor and each subcontractor shall submit with their application for payment(s) the email certification received from their IDOL Payroll Portal submittal with each of their pay requests. Any delay in processing the payments due to a lack of aforementioned email certification shall not be an event of default by the Village and shall not excuse any delay by the Contractor who shall proceed with the Work as if no delay in payment has occurred. The Contractor and Village shall agree to take any further steps not outlined above to ensure compliance with the Prevailing Wage Act. Upon two business days' Notice, the Contractor and each subcontractor shall make available to the Village their records to confirm compliance with the Prevailing Wage Act. Finally, to ensure compliance with Prevailing Wage Act, the Contractor and each subcontractor shall keep for a period of not less than 5 years after the Work has been completed records of all laborers, mechanics, and other workers employed by them for the Work; the records shall include each worker's name, address, telephone number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, the starting and ending times of work each day and, when available, last four digits of the social security number

B. Contractor shall comply with all applicable laws, regulations and rules promulgated by any federal, state, local, or other governmental authority or regulatory body pertaining to all aspects of the Work, now in effect, or which may become in effect during the performance of the Work. The scope of the laws, regulations, and rules referred to in this paragraph includes, but is in no way limited to, the Illinois Human Rights Act, Illinois Equal Pay Act of 2003, Occupational Safety & Health Act along with the standards and regulations promulgated pursuant thereto (including but not limited to those safety requirements involving work on elevated platforms), all forms of traffic regulations, public utility, Interstate and Intrastate Commerce Commission regulations, Workers' Compensation Laws, Public Construction Bond Act, Prevailing Wage Laws, Public Works Preference Act, Employment of Illinois Workers on Public Works Act, USA Security Act, federal Social Security Act (and any of its titles), and any other law, rule or regulation of the Illinois Department of Labor, Department of Transportation, Illinois Environmental Protection Act, Illinois Department of Natural Resources, Illinois Department of Human Rights, Human Rights Commission, EEOC, and the Village of Buffalo Grove.

C. <Insert Appropriate Insurance Requirements>

D. In addition to the requirements set forth above, the Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees and waives any limitation of liability defense based upon the Worker's Compensation Act and cases decided there under. Contractor agrees to indemnify and defend the Village from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, which the Village may sustain as a result of personal injury claims by Contractor's employees, except to the extent those claims arise as a result of the Village's own negligence.

E. Within five (5) business days after the Village's notice to the Contractor of the Village's receipt of a request made pursuant to the Illinois Freedom of Information Act [ILCS 140/1 et seq. – herein "FOIA"], the Contractor shall furnish all requested records in the Contractor's possession which are in any manner related to this Contract, including but not limited to any documentation related to the Village and associated therewith. The Contractor shall not apply any costs or charge any fees to the Village or any other person, firm or corporation for its procurement and retrieval of such records in the Contractor's possession which are sought to be copied or reviewed in accordance with such FOIA request or requests. The Contractor shall defend, indemnify and hold harmless the Village including its several departments and including its officers and employees and shall pay all of the Costs associated with such FOIA request or requests including Costs arising from the Contractor's failure or alleged failure to timely furnish such documentation and/or arising from the Contractor's failure or alleged failure otherwise to comply with the FOIA, whether or not associated with the Contractor's and/or the Village's defense of any litigation associated therewith. In addition, if the Contractor requests the Village to deny the FOIA request or any portion thereof by utilizing one or more of the lawful exemptions provided for in the FOIA, the Contractor shall pay all Costs in connection therewith. As used herein, "in the Contractor's possession" includes documents in the possession of any of the Contractor's officers, agents, employees and/or independent contractors; and "Costs" includes but is not limited to attorneys fees, witness fees, filing fees and any and all other expenses — whether incurred by the Village or the Contractor.

F. Sexual Harassment Policy: The Contractor certifies that the firm has a written sexual harassment policy defining sexual harassment as required in Section 2-105 of the Ill. Human Rights Act. 775 ILCA 5/1-105 et. seq.

G. Tax Payments: The Contractor certifies that the Contractor is not delinquent in the payment of any tax administered by the Illinois Department of Revenue as set forth in 65 ILCS 5/11-42.1-1.

H. The parties hereto agree that for purposes of any lawsuit(s) between them concerning this rider or contract, its enforcement, or the subject matter thereof, venue shall be in Circuit Court of Cook County, Cook County, State of Illinois, and the laws of the State of Illinois shall govern the cause of action.

Accepted by _____, on _____, 20__

Signature

Printed Name & Title

CONTRACTOR'S DRUG-FREE WORKPLACE CERTIFICATION

The undersigned is an authorized representative of

Name of Company: _____, and certifies that they will comply with all requirements Pursuant to Chapter 30, Section 580/1 of the Illinois Compiled Statutes (30 ILCS 580/1) et. Seq. entitled "Drug Free Workplace Act"; the undersigned CONTRACTOR hereby certifies to the contracting agency that it will provide a drug-free workplace by:

1. Publishing a statement:
 - a. Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the grantee's of CONTRACTOR'S workplace.
 - b. Specifying the actions that will be taken against employees for violations of such prohibition.
 - c. Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - d. Abide by the terms of the statement; and
 - e. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction.
2. Establishing a drug free awareness program to inform employees about:
 - a. the dangers of drug abuse in the workplace;
 - b. the grantee's or CONTRACTOR'S policy of maintaining drug free workplace;
 - c. any available drug counseling, rehabilitation, and employee assistance program; and
 - d. The penalties that may be imposed upon employees for drug violations.
3. Making it a requirement to give a copy of the statement required by subsection (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
4. Notifying the contracting agency within 10 days after receiving notice under part (B) of paragraph (3) of subsection (a) from an employee or otherwise receiving actual notice of such conviction.
5. Imposing a sanction on, or requiring the satisfactory participation in a drug assistance or rehabilitation program by any employee who is so convicted, as required by Section 5 (30 ILCS 580/5) of the Act.
6. Assisting employees in selecting a course of action in the event drug counseling treatment, and rehabilitation is required and indicating that a trained referral team in place.
7. Making a good faith effort to continue to maintain a drug free workplace through implementation of this Section.
8. Failure to abide by this certification shall subject the CONTRACTOR to the penalties provided in Section 6 (30 ILCS 580/6) of the Act.

Signed: _____

Printed Name: _____

Title/Position: _____

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public:

NATIONAL SECURITY/USA PATRIOT ACT

Pursuant to the requirements of the USA Patriot Act and applicable Presidential Executive Orders, CONTRACTOR represents and warrants to the Village of Buffalo Grove that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. CONTRACTOR further represents and warrants to the Village of Buffalo Grove that CONTRACTOR and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. CONTRACTOR hereby agrees to defend, indemnify and hold harmless the Village of Buffalo Grove, its Corporate Authorities, and all Village of Buffalo Grove elected or appointed officials, officers, employees, agents, representative, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the foregoing representations and warranties.

CONTRACTOR further represents and warrants it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that CONTRACTOR is not engaged in this transaction directly or indirectly on behalf of or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation. CONTRACTOR hereby agrees to defend, indemnify, and hold harmless the Village of Buffalo Grove, its Corporate Authorities, and all Village of Buffalo Grove elected or appointed officials, officers, employees, agents, representative, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the foregoing representation and warranty.

CONTRACTOR

Printed Name

Date

Appendix J

Asset Sharing Policy

ASSET SHARING GUIDELINES

A. Objectives

1. Through collaborative efforts between all Village Departments and other external stakeholder groups (Park District, School District, County Government, etc...), Asset Sharing initiatives will be used to reduce asset redundancy and save money.

2. To increase collaboration between both internal and external agencies and improve productivity and organizational understanding.

3. Asset Sharing efforts are limited to local, regional, state and federal taxing bodies only, except as provided for specific outside groups with the approval of the Village Manager or designee.

B. Asset Sharing Considerations

Once an asset has been determined to be in need of replacement, the requesting department should follow the process outlined below as part of its regular evaluation. (This process would apply to new additions to the asset inventory as well).

1. Identify potential sharing partners.

a. Can the asset be shared with another department within the Village or outside agency?

b. Is the sharing of the asset appropriate and practical with type of asset and the department/agency for which it will be shared?

c. Will the proposed partner be willing to share equally, or in part, the cost of the asset being purchased as well as the long-term operational cost once acquired?

2. Once a determination has been made that asset sharing is appropriate and practical, and the parties have agreed to participate in such an engagement, an Intergovernmental Agreement (IGA), Letter of Understanding (LOA) or some other written agreement should be drafted or reviewed by the Village Attorney

3. The agreement should clearly identify the responsibilities of the parties with respect to:
 - a. Acquisition cost
 - b. Who will perform the maintenance
 - c. Maintenance costs allocation
 - d. Storage
 - e. Use and scheduling
 - f. Accounting and budgeting
 - g. Decommissioning and sale of the asset
 - h. Other operational considerations.
4. Village department directors will be responsible for ensuring that this policy is communicated to all employees, particularly those with purchasing authority.

Appendix K

Change Orders

Change orders are allowed and can be expected when working on projects, however all personnel should be keenly aware of the following laws and ordinances.

Subsection 9 of Article 33E, Public Contract, of the Illinois Criminal Code (720 ILCS 5/33E-9) makes it a Class 4 felony to approve a change order for an ***increase or decrease in either the cost of a public contract by a total of \$10,000 or more or the time of completion by a total of 30 days*** or more without first obtaining from the Village Board, or from a designee authorized by the Village Board, a determination in writing that (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, or (2) the change is germane to the original contract as signed, or (3) the change order is in the best interest of the unit of local government.

Subsection J. of Section 2.08.040 of the Buffalo Grove Municipal Code gives the Village Manager the authority to approve a change order to a public contract for an increase in an amount of not to exceed 10 percent of the contract amount or \$10,000, whichever is less. Subsection J. of the Municipal Code also authorizes the Village manager to make a determination, based upon the above criteria in regards to the modification of the time of completion of a project by not more than 90 days.

Therefore the Village Board, pursuant to subsection 9, must make the determination in writing that one of the three requirements is applicable or designate the Village Manager as having the authority to make said determination as it pertains to the cost of a project.

Attached at the end of Appendix K. is a sample change order.

Village of Buffalo Grove Change Order

Project Name _____ Change Order Number _____

Project Number _____ Date _____

The Contract is altered as follows:

The original Contract Amount was \$ _____

Amount altered by previous Change Order \$ _____

The Contract Amount prior to this Change Order \$ _____

The Contract Amount will be (increased, decreased)
by this Change Order in the amount of \$ _____

The new Contract Amount including this Change Order \$ _____

Original Contract Completion Date _____

Days altered by previous Change Order _____ Calendar Days

The Contract Time/Completion Date will be
(increased, decreased)by _____ Calendar Days

The new Contract Completion Date _____

Accepted by:

Contractor

Printed Name

Signature

Title

 The Village of Buffalo Grove

Printed Name

Signature

Title

Appendix L

Vendor Evaluation Form

	Village of Buffalo Grove Vendor Performance Evaluation	Page of ____			
INSTRUCTIONS					
1. Use this form to report vendor performance (positive or negative) for deliveries of supplies and/or rendering of services. 2. The person designated for accepting supplies/services or the Contract Manager is responsible for filling out this form (type print). Only page 1 is required, if page 2 is not used. However, if any area on page 1 is marked "unsatisfactory", page 2 <u>must</u> also be filled out and submitted with page 1 (see page 2, Explanations/Comments, when marking "unsatisfactory"). Page is NOT restricted to "unsatisfactory" comments. If you have something good you want on record, use page 2. Attach supporting documents, if applicable. 3. Village Contracts: Regardless of the purchasing method (bid, sole source, etc.) used, <u>as a minimum</u> this form MUST be completed and submitted <u>not later than 2 weeks after completion/expiration of a Village contract</u>. Past performance considered on future contracts. This form should accompany future bid request forms. 4. Send SIGNED form to: the Buyer or email to BGFinance@vbg.org					
VENDOR INFORMATION		COMPLETE ALL APPLICABLE INFORMATION			
Company Name		Contract # VoBG -			
Mailing Address		Description/Title			
City, St, Zip Code		Original Contract Term: From			
Representative		Current Term: From			
Telephone		Solicitation # VoBG -			
Email		# of Change Orders to Contract			
Type of Contract		Purchase Order #			
DEFINITIONS					
OUTSTANDING (1) – Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.					
EXCELLENT (2) - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.					
SATISFACTORY (3) - Vendor met minimum contractual requirements or performance expectations of the products/services.					
UNSATISFACTORY (4) - Vendor did NOT meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements (see page 2, Explanations/Comments)					
EVALUATIONS					
(Place "X" in appropriate box for each major area.)					
Criteria (includes change orders/amendments)	1	2	3	4	N
1. Supplies delivered/Work performed on schedule.					
2. Condition of delivered supplies (includes handling/packaging).					
3. Adherence to specifications/statement of work.					
4. Resolved problems/customer complaints timely.					
5. Working relationship/interfacing with Village staff/public sector (citizens).					
6. Service Call (On-Call) response time.					
7. Other (specify):					
8. Overall evaluation of compliance with contract requirements.					

Attachment: Procurement_Policy_2022 draft (R-2022-10 : Revisions to the Procurement Policy)

	Village of Buffalo Grove Vendor Performance Evaluation		Page ____ of ____
Company Name:		Contract #: VoBG -	
EXPLANATIONS/COMMENTS			
Contract Ref No.	1. Do not submit page 2 <u>without</u> page 1. 2. Be specific (include paragraph and page numbers referenced in the applicable contract, purchase order, etc). Continue on separate sheet (enter company name and contract number or other reference)		
Ref No.	ACTION TAKEN BY VENDOR (reply below or submit separate correspondence)		
NAME/TITLE OF EMPLOYEE		SIGNATURE	DATE
FOR FINANCE DEPARTMENT USE ONLY			

Appendix M

QBS Procedures - using State, MFT(motor fuel tax) or TBP(township bridge project) Funds

The procedure for State required Quality Based Selection (QBS) procurement consists of the following five basic steps:

1. Define the Project. Clearly define the scope of the services desired. Depending on the amount of data, this may be on one or more pages. This information should include the following:

- a) describe in general terms the need, purpose, and objective of the project;
- b) identify the various project components;
- c) establish the desired timetable for the effort;
- d) identify any expected problems; and
- e) determine the total project budget.

A comprehensive evaluation of the problem or need that resulted in the project is essential to the procurement process. The solution, approach, and eventual design for the project will evolve out of the expertise offered by the consultant responding to the request for technical proposals. To ensure that the respondents address the project properly and effectively, clearly articulate all known parameters of the project.

The Village of Buffalo Grove ("Village") may skip to Step 5 when both of the following criteria are met.

- a) The Village elects to select a consultant that has a satisfactory working relationship with the Village; and
- b) The engineering services contract is not being paid for using federal funds.

2. Public Notice. Whenever a project requiring engineering services is proposed, the Village shall post a public notice requesting a statement of interest along with the qualifications and performance data from consultants. This may be accomplished through an advertisement in a local newspaper, posting on the Village's website, or through various trade magazines or websites.

The Village will consider the following sources when preparing a list of potential firms:

- a) identification of consultants from the Village's or IDOT's prequalification list;
- b) a directory or source list identifying small, minority, and women owned businesses with capabilities relevant to the project;
- c) discussions with other persons or agencies who have accomplished similar work;
- d) lists of consultants secured from professional societies; and/or
- e) lists of consultants secured from the agency's own experience of consultants.

3. Evaluation. The Village shall evaluate the consultant submitting letters of interest, taking into account qualifications, ability of professional personnel, past record and experience, performance data on file, willingness to meet time requirements, location, workload of the consultant, and such other qualifications-based factors.

The first objective of evaluation is the elimination of all respondents who are not qualified or who do not have the experience for the required work. The Village may conduct discussions with and require presentations by consultants deemed to be the most qualified based on their qualifications, approach to the project, and ability to furnish the required services. When conducted, interviews shall occur separately with a minimum of three consultants, or all qualified consultants if less than three qualified consultants respond. If the Village decides to conduct discussions with and/or require presentations by consultants deemed to be the most qualified, this should be included in the public notice.

In no case shall the Village, prior to selecting a consultant for negotiation, seek formal or informal submission of verbal, written, or sealed estimates of costs or proposals in terms of dollars, hours required, percentage of construction cost, or any other measure of compensation.

4. Selection. On the basis of evaluations, discussions and presentations, the Village shall select no less than three consultants which it determines to be the most qualified to provide services for the project and rank them in order of qualifications to provide services regarding the specific project. The Village shall then contact the consultant ranked most preferred and attempt to negotiate a contract at a fair and reasonable compensation, taking into account the estimated value, scope, complexity, and professional nature of the services to be rendered. Typical criteria for evaluating and ranking consultants are included in the following consultant ranking criteria. If fewer than three qualified consultants submit letters of interest and the Village determines that one or both are so qualified, the Village may proceed to negotiate a contract.

Consultant Ranking Criteria

The weight given to each evaluation criterion in the ranking process may vary from project to project, with more weight towards the criteria that are critical to the success of the project. Typical technical criteria for both evaluating and ranking entities should include but not be limited to the following:

- a) The education, experience, and expertise of the entity's principals and key employees.
- b) The entity's general experience, stability, and history of performance on projects similar to the one under consideration.
- c) Availability of adequate personnel, equipment, and facilities to do the required work expeditiously.
- d) The name, or names, of individuals in the entity who will be assigned key project responsibilities, with particular attention to their qualification, competence, and past performance.
- e) The entity's approach to the planning, organizing, and management of a project effort, including communication procedures, approach to problem solving, data gathering methods, evaluation techniques, and similar factors.
- f) Facilities and equipment owned by the entity, including computer capability, reproduction and communication equipment, laboratory and testing equipment, or other specialized equipment applicable to the project under consideration.
- g) Present workload with attention to current and future commitments of available personnel, particularly those key persons expected to be assigned to your project.

- h) Financial stability, with particular attention to avoiding a situation in which the entity is solely dependent on income from the project at hand for its existence.
- i) Recommendations and opinions of each entity's previous clients as to its ability to meet deadlines and remain within budget. Prior clients may also be able to advise you as to each entity's sense of responsibility; attitudes of key personnel; concern for economy, efficiency, and environment; and quality of service.
- j) If practical, observation of each entity's facility and the sites of current and/or completed projects.
- k) The reputation and integrity of the engineering entity within the professional field and the community.
- l) Awards received by the entity and technical papers authored by employees.
- m) Special considerations for some projects might include staff conversant in foreign languages.

Non-technical criteria may not exceed 10% of the total evaluation and rank weighting. Typical non-technical criteria for both evaluating and ranking entities may include but not be limited to the following:

- a) Proximity of the engineering entity to the proposed project site and/or the agency's office.
- b) Qualified minority representation.
- c) How DBE goals are addressed.

5. Contract Negotiation. The Village shall prepare a written description of the scope of the proposed services to be used as a basis for negotiations and shall negotiate a contract with the highest qualified consultant at compensation that the Village determines in writing to be fair and reasonable. In making this decision, the Village shall take into account the estimated value, scope, complexity, and professional nature of the services to be rendered.

An important objective of the negotiation process is to reach a complete and mutual understanding of the scope of professional services to be provided and the degree of performance desired. The general scope of professional services developed in the procurement process should be broad in order to serve as the basis for negotiation. The negotiation process offers the opportunity for refinement, amendment, and complete definition of the services to be rendered, as well as the areas of responsibility and liability for those services. Mutual understanding on these points at the negotiation stage can minimize the possibility of misunderstanding as the project progresses.

Special elements of the engineering portion of the project to be established during negotiation include:

- a) project schedule,
- b) manpower requirement and timing,
- c) level of engineering effort,
- d) avenues of research, and
- e) areas of responsibility/liability.

Any percentage fee contract should be fully supported by an acceptable estimate of man-hours, anticipated hourly payroll rates by classification of employee for the project, and applicable overhead and burden rates. These rates should be evaluated and, if determined to be acceptable, the percentage fee may be approved by the Village.

The consultant's method of dividing the project into work units and calculating related time units are to be such that the estimate can be readily reviewed. The consultant will use its own estimates of man-hours, rates of pay, overhead, profit, and itemized non- salary costs based on the consultant's work force and past job experience.

When the prime consultant requires the services of another consultant to provide expertise, advice, or information to the prime consultant, the prime consultant will complete an analysis of fee for engineering services (including a breakdown of direct salary and direct non-salary costs) or supply specific rate for services (e.g. testing). The prime consultant is responsible for ensuring that Disadvantage Business Enterprises (DBEs) will have an equitable opportunity to compete for subcontracts.

Contracts between the Village and consultants must be set forth in fully executed agreements. If there is an agreement with the consultant, and if the fee is within range of the budget, then proceed to finalize an agreement. If problems arise with the scope of the project or the fee, further discussion and clarification may be required.

Selection of a consultant by qualification provides no guarantee that the Village and the consultant will come to an agreeable fee. For that reason, the ranking process provides, in addition to the first preference, at least two alternative qualified consultants. If an agreement cannot be reached on the scope and fee, the Village may drop negotiations with the top-ranked consultant and continue the process with the second ranked consultant.

6. Summary. Ranking and negotiations involve a considerable amount of subjective judgment. Engineering projects involve a large expenditure of public funds, accountability for decisions, and value judgments is most important. To ensure adequate accountability the Village shall endeavor to:

- a) involve more than one knowledgeable person in the evaluation process,
- b) be consistent in reviewing each applicant,
- c) keep accurate and complete records of all correspondence, memoranda, evaluations, and decisions.

QBS Procedures - Federally Funded Consultant Services

When the Village of Buffalo Grove receives federal funds, which may be used to fund the engineering and design related consultant services, the Village will follow the below described procedure. The Village's written policies and procedures as described below for Quality Based Selection (QBS) will meet the requirements of 23 CFR 172 and the Brooks Act.

1. Initial Administration – The Village of Buffalo Grove QBS policy and procedures assigns responsibilities to the following staff members: the Administrative Services Manager, Public Works Director, Village Engineer, Deputy Director of Public Works, and Civil Engineers/Project Managers within the Village of Buffalo Grove organization for the procurement, management, and administration for consultant services.

2. Written Policies and Procedures – The Village of Buffalo Grove believes their adopted QBS written policies and procedures (this Appendix M) substantially follows Section 5-5 of the BLRS Manual and specifically Section 5-5.06(e), therefore; approval from IDOT is not required.

3. Project Description – The Village of Buffalo Grove will use the following five items when developing the project description and may include additional items when unique circumstances exist:

- a) Describe in general terms the need, purpose, and objective of the project;
- b) Identify the various project components;
- c) Establish the desired timetable for the effort;
- d) Identify any expected problems
- e) Determine the total project budget.

4. Public Notice – The Village of Buffalo Grove will post an announcement for professional services on the Village website www.vbg.org and/or publish an ad in a newspaper with appropriate circulation. The item will be advertised for at least 14 days prior to the acceptance of proposals, and at least twice in the newspaper and/or on continuous display on the Village's website.

5. Conflict of Interest – The Village will require consultants to submit a disclosure statement with their proposals. The Village of Buffalo Grove will require the use of the *IDOT BDE DISC 2 Template* as their conflict of interest form.

6. Suspension and Debarment – The Village of Buffalo Grove will make use of SAM (System for Award Management, sam.gov) Exclusions, IDOT's (Illinois Department of Transportation), CPO's (Chief

Procurement Officer)website and the three other state CPO's websites to verify suspensions and debarments actions to ensure the eligibility of firms short listed and selected for projects.

7. Evaluation Factors – The Village of Buffalo Grove allows the Chief Procurement Officer and Village Engineer to set the evaluation factors for each project, but must include a minimum of 4 criterion and stay within the established weighting range shown below. The maximum of DBE and local presence combined will not be more than 10% on projects where federal funds are used.

The following project specific evaluation factors ("Criteria") will be included in the Request for Proposals:

- a) Technical Approach (10 - 30%)
- b) Firm Qualifications & Experience (10 - 30%)
- c) Specialized Expertise (10 - 30%)
- d) Staff References and Resumes (Prime/Sub) (10 - 30%)
- e) Work Load Capacity (10 - 30%)
- f) Past Performance (10 - 30%) In-State or Local Presence*
- g) Participation of Qualified and Certified DBE Sub-consultants* (* The combined total of these two items cannot exceed 10%)

The following shall not be used as a factor in the evaluation, ranking and selection:

- a) All price and cost related items including: cost proposals, direct salaries/wage rates; indirect costs (overhead), and other direct costs.
- b) In-State or Local Presence (other than as explained above).

8. Selection – The Village of Buffalo Grove will require a selection committee made up of no less than 3 persons. The selection committee members may include the Director of Public Works, the Village Engineer, the Deputy Director of Public Works, Civil Engineers/Project Managers, Village Board Members, and Consultants. The selection committee members must certify that they do not have a conflict of interest. Selection committee members are chosen by the Chief Procurement Officer for each project. The Village of Buffalo Grove requires each member of the selection committee to provide an independent score for each proposal using a form substantially similar to that shown below prior to the selection committee meeting.

Criteria	Weighting	Points	Firm 1	Firm 2	Firm 3	Firm 4
Total	100%	100				

The selection committee members' scores are averaged for a committee score which is used to establish a short list of three firms. The committee score is adjusted by the committee based on group discussion and information gained from presentations and interviews to develop a final ranking. If there are other firms within 10% of the minimum score, the Chief Procurement Officer may choose to expand the short list to include more than three firms.

9. Independent Estimate –Village of Buffalo Grove Engineering staff will prepare an independent in-house estimate for the project prior to contract negotiation. The estimate is to be used in the negotiation process.

10. Contract Negotiation – The Village of Buffalo Grove requires a 2 person team to negotiate with consultants. The team consists of The Chief Procurement Officer, and The Village Engineer or The Director of Public Works. Members of the negotiation team may delegate this responsibility to staff members. If agreement cannot be reached on the scope and fee, the Village may drop negotiations with the top-ranked consultant and continue the process with the second ranked consultant. The Village shall shred the concealed cost proposals of unsuccessful firms.

11. Acceptable Costs – The Village of Buffalo Grove requires the Chief Procurement Officer or the Village Engineer review the contract costs and the indirect cost rates to assure they are compliant with Federal cost principles prior to submission to IDOT.

12. Invoice Processing – The Village requires the Village Attorney and the Project Manager/Civil Engineer assigned to any project using federal funds to review and approve all invoices prior to payment and submission to IDOT for reimbursement.

13. Project Administration – The Village requires the assigned Project Manager/Civil Engineer to monitor work on the project in accordance with the contract and to file reports with the Village Engineer/Chief Procurement Officer. The Village procedures require an evaluation of the consultant's work at the end of each project. These reports are maintained in the Village consultant information database. The Village of Buffalo Grove follows IDOT's requirements and will submit *BLRS Form 05613* to the IDOT district at contract close-out along with the final invoice.

14. Professional Service Agreements - While use of standard engineering agreement forms is not required by IDOT, the Village of Buffalo Grove may consider the use of standard engineering agreements developed by IDOT in order to ensure compliance with all federal and state requirements. If a standard engineering agreement form is modified, the department logo, form number, and any other department identifier shall be removed. Separate engineering agreements are required for preliminary and construction engineering services.

The following standard agreement forms are provided by CBLRS:

- Form BLR 05510 – Engineering Services Agreement
- Form BLR 05520 – Maintenance Engineering to Be Performed by a Consulting Engineer
- Form BLR 05530 – Request for Engineering Services Performed by Local Forces

7/18/2022

RESOLUTION NO. 2022- _____**A RESOLUTION APPROVING A VILLAGE PROCUREMENT POLICY**

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

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. A responsibility exists to maintain stewardship over the financial resources that are used to deliver government services, and the approval of the revisions to the Village of Buffalo Grove Procurement Policy will maintain such controls in purchasing. Staff seeks to ensure proper usage and administration of the program through the approval of a Procurement Policy

The Village President and Board of Trustees do hereby approve the Village of Buffalo Grove Procurement Policy which is attached hereto as Exhibit "A".

Section 2. This Resolution shall be in full force and in effect from and after its passage and approval.

AYES: _____

NAYS: _____

ABSENT: _____

PASSED: _____, 2022

APPROVED: _____, 2022

Approved:

Village President

ATTEST:

Village Clerk

Attachment: Resolution_ Approving Procurement Policy (R-2022-10 : Revisions to the Procurement Policy)



Ordinance No. O-2022-69 : Ordinance Approving an Amendment to Ordinance No. 98-15 a Special Use to Allow the Installation of a Second Drive-Through Lane and a Sign Variation at 1200 Arlington Hts Rd.

Recommendation of Action

The PZC unanimously recommended approval, subject to conditions. Staff concurs with this recommendation.

SUMMARY: McDonald's USA LLC is requesting an amendment to Ordinance No. 98-15 to install a second drive-through lane on the property as well as a Variation from the Sign Code. The PZC unanimously recommended approval, subject to conditions. Staff concurs with this recommendation.

ATTACHMENTS:

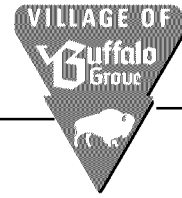
- BOT Memo (DOCX)
- Ordinance (DOCX)
- Exhibit B. Plan Set (PDF)
- Exhibit C. Draft Minutes (PDF)

Trustee Liaison
Smith, Ottenheimer

Staff Contact
Nicole Woods, Community Development

Monday, July 18, 2022

VILLAGE OF
BUFFALO GROVE



DATE: July 18, 2022

TO: President Beverly Sussman and Trustees

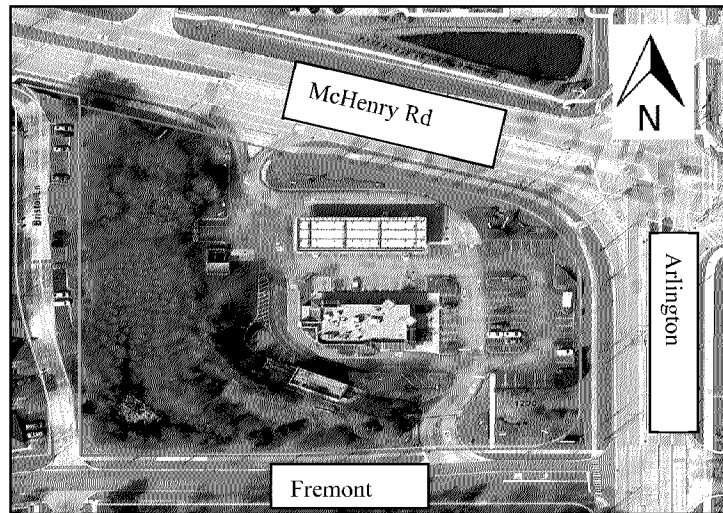
FROM: Nicole Woods, Director Community Development

SUBJECT: Ordinance approving an Amendment to Ordinance No. 98-15, a Special Use and a Sign Variation for McDonald's Restaurant at 1200 Arlington Heights Road.

PROJECT BACKGROUND

In March of 1998, through the adoption of Ordinance No. 98-15, the Village Board approved the annexation and redevelopment of the subject 3.74-acre site to allow the construction of a Shell Gas Station with a principal building featuring a convenience store and a McDonald's Restaurant with a drive-through, and an accessory carwash building.

Joe Coconato, on behalf of McDonald's USA LLC (tenant), is requesting an amendment to the Ordinance No. 98-15 and a Special Use to install a second drive-through lane on the property. The petitioner is also requesting a Variation from the Sign Code to install a two menu boards in each drive-through lane.



PLANNING & ZONING ANALYSIS

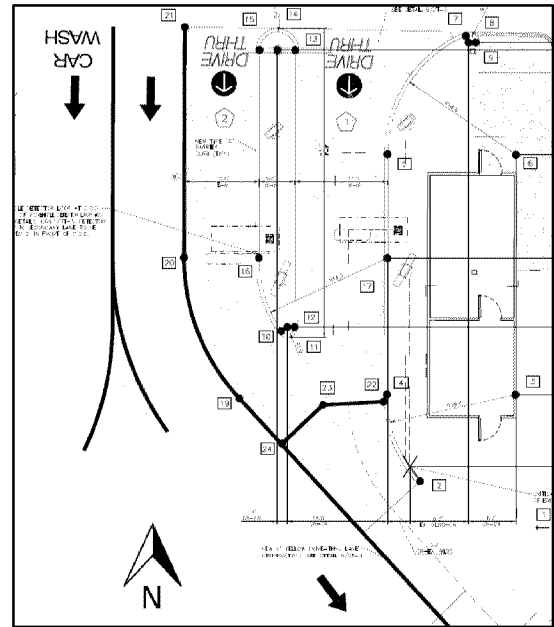
Drive-through

- The Comprehensive Plan indicates that this property should be a commercial use.
- In the B-3 District, a drive-through requires a Special Use. While a drive-through was previously approved on the property, the Zoning Code requires that any expansion of a Special Use be reviewed at a public hearing and approved by the Corporate Authorities.
- Staff is in support of the Special Use to expand the drive-through, as it creates more stacking spaces for cars and allows better traffic circulation on the site.
- The proposed drive-through lane can accommodate vehicle stacking for up to 10 cars, which complies with the minimum requirements.

- Beyond the addition of the second drive-through lane and new menu board signage, an addition to the walk-in cooler/freezer has also been constructed on the site. This improvement is compliant with Village Code requirements.
- The petitioner has provided a sufficient landscape plan showing new landscaping proposed around the affected area of the site.

Signage

- The sign code allows one menu board up to 50 square feet in area per drive-through.
- The petitioner is seeking a Variation to allow the installation of two menu board signs per drive-through lane (a “pre-browse” menu board and a menu board). The size of the menu boards meets code requirements.
- The original drive-through had a pre-browse menu board which was non-conforming. As part of this project, the pre-browse menu board will be relocated to the location shown on the attached plans, which requires a sign variation.
- Staff is in support of the variance request, as many drive-through establishments have pre-menu boards to speed up the ordering process.



PUBLIC HEARING COMMENTS

There were no comments from the public.

PLANNING & ZONING COMMISSION (PZC) RECOMMENDATION

The PZC unanimously recommended approval of the Amendment to the Preliminary Plan, the Special Use, and the Sign Variation subject to the following conditions:

1. The proposed development shall be developed in substantial conformance to the plans attached.
2. The Petitioner shall comply with all applicable Village codes, regulations, and policies.
3. Any directional or incidental sign added to the sign package provided shall be reviewed administratively by staff.
4. The special use is granted to McDonald's USA LLC and said special use does not run with the land.
5. The special use granted may be assignable to subsequent petitioners seeking assignment of this special use as follows:
 - a. Upon application of a petition seeking assignment of this special use, the Village of Buffalo Grove, in their sole discretion, may approve the assignment administratively, or may refer it to the Planning & Zoning Commission and/or the Village Board for a public hearing.

- b. Such assignment shall be valid only upon the written approval of the Village of Buffalo Grove granting said assignment, which may be granted or denied for any reason.

Staff concurs with this recommendation.

RECOMMENDATION

Staff recommends that the Village Board approve an Ordinance granting an Amendment to the Ordinance No. 98-15, a Special Use and a Sign Variation for McDonald's Restaurant at 1200 Arlington Heights Road, subject to the conditions in the attached Ordinance.

ORDINANCE NO. 2022 - ____

**AN ORDINANCE APPROVING AN AMENDMENT TO ORDINANCE NO. 98-15, A SPECIAL USE FOR A
DRIVE-THROUGH AND A SIGN VARIATION AT 1200 ARLINGTON HEIGHTS ROAD
VILLAGE OF BUFFALO GROVE,
COOK AND LAKE COUNTIES, ILLINOIS**

**McDonald's Restaurant
1200 Arlington Heights Road**

WHEREAS, the Village of Buffalo Grove is a Home Rule Unit by virtue of the Illinois Constitution of 1970; and,

WHEREAS, Joe Coconato, ("Petitioner") has filed a petition on behalf of McDonald's USA LLC for an amendment to the Preliminary Plan approved by Ordinance No. 98-15, a Special Use for a drive-through lane addition, and a sign variation to allow two menu boards per drive-through lane, in the B-3: Business District for the Property at 1200 Arlington Heights Road, Buffalo Grove, IL ("Property") hereinafter legally described in Exhibit A; and,

WHEREAS, the Village Planning & Zoning Commission conducted a public hearing on July 6, 2022 concerning the petition for the amendment to the Preliminary Plan, the Special Use and the Sign Variation; and,

WHEREAS, the Planning & Zoning Commission made findings and determined that the petitions meet the criteria for a Special Use as set forth in the Buffalo Grove Zoning Ordinance, and for a Sign Variation as set forth in the Buffalo Grove Sign Ordinance, as described in the minutes attached as Exhibit C; and,

WHEREAS, the Planning & Zoning Commission voted 6 to 0 to unanimously recommend approval of the amendment to the Preliminary Plan, the Special Use and the Sign Variation; and,

WHEREAS, the President and Village Board of Trustees after due and careful consideration have concluded that the proposed amendment to the Ordinance, the Special Use, and the Sign Variation requests are reasonable and will serve the best interests of the Village.

WHEREAS, the proposed development shall be operated 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 July 6, 2022 Planning & Zoning Commission |

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS:

Section 1. This Ordinance is made pursuant to and in accordance with the Village's Zoning and Sign Ordinances and the Village's Home Rule powers. The preceding whereas clauses are hereby made a part of this Ordinance.

Section 2. The Corporate Authorities hereby grant an amendment to Ordinance No. 98-15, a Special Use for a drive-through addition in the B-3: Business District, and a Sign Variation to allow two menu boards per drive-through on the Property at 1200 Arlington Heights Road, Buffalo Grove, IL, subject to the following conditions:

1. The proposed development shall be developed in substantial conformance to the plans attached.
2. The Petitioner shall comply with all applicable Village codes, regulations, and policies.
3. Any directional or incidental sign added to the sign package provided shall be reviewed administratively by staff.
4. The special use is granted to McDonald's USA LLC and said special use does not run with the land.
5. The special use granted may be assignable to subsequent petitioners seeking assignment of this special use as follows:
 - a. Upon application of a petition seeking assignment of this special use, the Village of Buffalo Grove, in their sole discretion, may approve the assignment administratively, or may refer it to the Planning & Zoning Commission and/or the Village Board for a public hearing.
 - b. Such assignment shall be valid only upon the written approval of the Village of Buffalo Grove granting said assignment, which may be granted or denied for any reason.

Section 3. This Ordinance shall be in full force and effect upon passage.

This Ordinance shall not be codified.

AYES: _____

NAYS: _____

ABSENT: _____

PASSED: _____

APPROVED: _____

ATTEST:

APPROVED:

Village Clerk

Beverly Sussman, Village President

EXHIBIT A
Legal Description
McDonald's Restaurant
1200 Arlington Heights Road

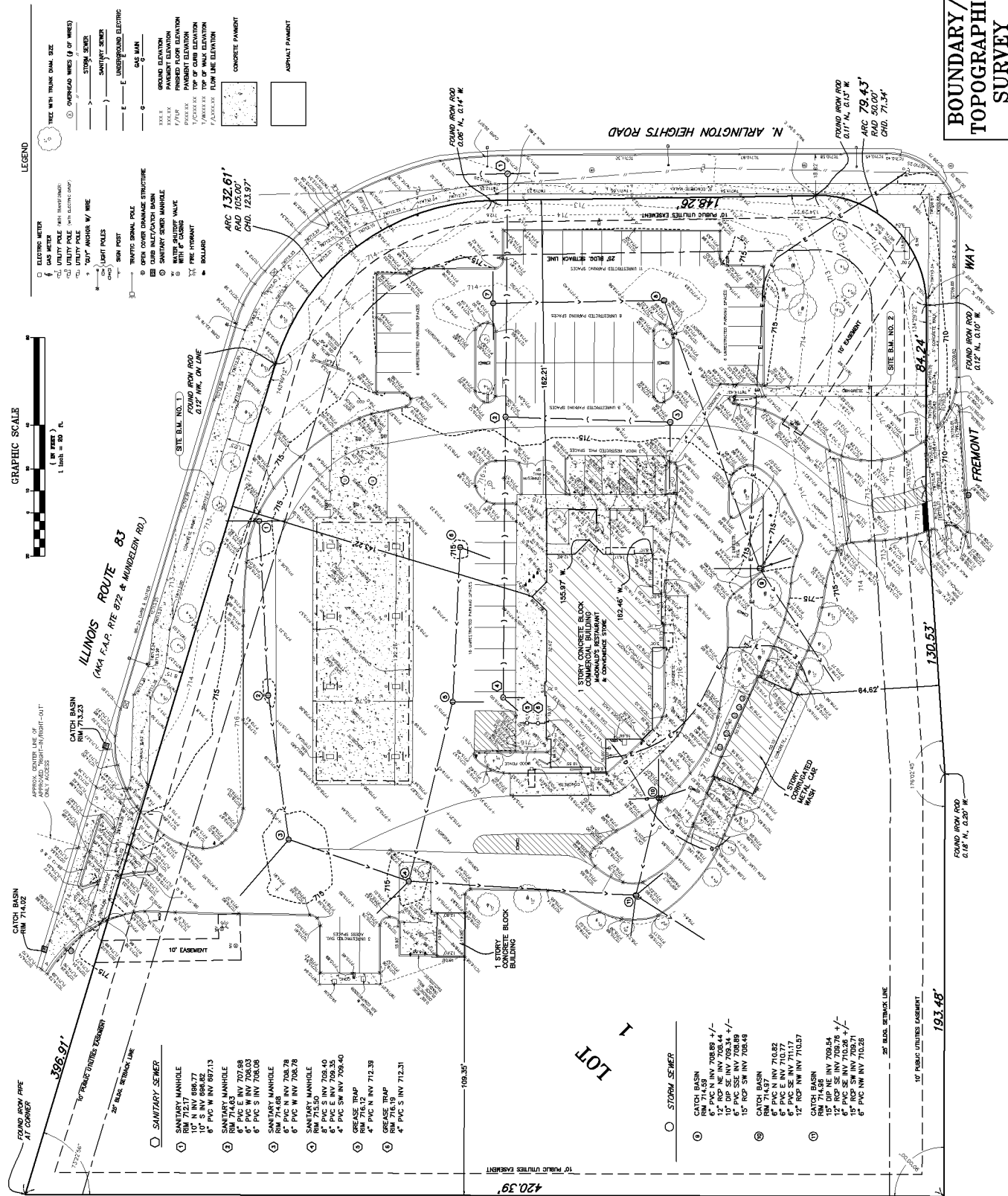
LOT 1 IN EQUILON/MCDONALD'S FIRST SUBDIVISION IN BUFFALO GROVE, BEING A SUBDIVISION OF PART OF THE NORTHEAST ¼ OF THE SOUTHEAST ¼ OF SECTION 30, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.

PIN: 16-30-412-001

EXHIBIT B
Plan Set
McDonald's Restaurant
1200 Arlington Heights Road

EXHIBIT C
Minutes from the July 6, 2022 Planning & Zoning Commission
McDonald's Restaurant
1200 Arlington Heights Road

BOUNDARY/ TOPOGRAPHIC SURVEY



LEGAL DESCRIPTION:
LOT 1 IN EQLION/MCDONALD'S 1ST SUBDIVISION IN BUFFALO GROVE BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 30, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF, RECORDED APRIL 8, 1999, IN LAKE COUNTY.

PROPERTY COMMONLY KNOWN AS:
1200 N. ARLINGTON HEIGHTS RD, BUFFALO GROVE,
IL
CONTAINING: 157,335.03 SQ. FT., 3.61 AC.
(MORE OR LESS)

NOTES:

UNDERGROUND UTILITIES SHOWN HEREON PER FIELD MARKINGS. VERIFY ALL UTILITIES IN FIELD PRIOR TO ANY CONSTRUCTION.

INTERIOR CURBS ARE 0.50' WIDE BARRIER CURBS UNLESS OTHERWISE NOTED.

BENCHMARK: NOS DESIGNATION L0019; PID
D03986
SURVEY DISK SET IN THE TOP OF THE EAST
CORNER OF THE NORTH END OF A BOX CULVERT
FOR BUFFALO CREEK UNDER LAKE COOK ROAD.
D.15 MI EAST OF SCHAEFFER RD. 15' NORTH OF
THE BACK OF CURB OF WEST BOUND LAKE COOK
RD., 1' NORTHEAST OF STEEL CORNER POST OF
CHAIN LINK FENCE. 4.6 MI. NORTH OF ARLINGTON
HEIGHTS, 3.6 MI. NORTH-WEST OF "WHEELING"
AND 3.6 MI. NORTH-NORTHEAST OF PALATINE.
ELEV. = 704.99 (NAVD 86 DATUM)

SITE BENCHMARKS:

NO. 1: CROSS NOTCH IN SOUTH FACE OF PUBLIC WALK IN SOUTHERLY RIGHT OF WAY OF ALCONJOUN ROAD
ELEVATION 712.56

NO. 2: CROSS NOTCH IN CONCRETE WALK IN SUBJECT PROPERTY
ELEVATION 711.82

INTERIOR CURBS ARE 6" BARRIER UNLESS OTHERWISE NOTED.

① STORM SEWER

② CATCH BASIN
RIM 714.90
10" RCP E INV 711.15
12" RCP W INV 711.00
5" PVC S INV 711.95

③ CATCH BASIN
RIM 714.48
12" RCP E INV 710.76
12" RCP NW INV 710.54
12" DIP SW INV 710.88 +/-

④ CATCH BASIN

12" DIP SE INV 710.31
12" RCP SW INV 710.33 +/-
15" DIP SW INV 708.95
6" PVC NW INV 710.88

CATCH BASIN
RIM 715.43
12" RCP SW INV 710.66
12" RCP E INV 710.60 +/-
6" PVC SW INV 712.73

INLET
RIM 714.91
10" RCP W INV 711.66
6" PVC NE INV 713.21

INLET
 RIM 713.52
 6" PVC E INV 711.17
 6" PVC W INV 711.12
 10" RCP S INV 710.59

CATCH BASIN
 RIM 713.55
 10" RCP N INV 709.30 +/-
 6" PVC SSW INV 710.30
 12" RCP SW INV 708.30

FINAL ENGINEERING PLANS

FOR

McDonald's **McDONALD'S - BUFFALO GROVE, IL**

AT

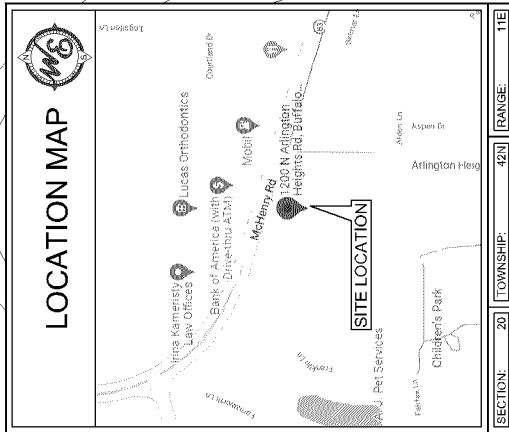
1200 N ARLINGTON HEIGHTS ROAD
VILLAGE OF BUFFALO GROVE
COOK COUNTY, ILLINOIS

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C-2	GEOMETRIC PLAN					
C-3	GRADING AND UTILITY PLAN					
C-4	PROJECT DETAILS AND SPECIFICATIONS					
SUPPORTING DOCUMENTS						
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DT-1	DRIVE THRU PAVEMENT PLAN	X				
DT-2	DRIVE THRU EQUIPMENT PLAN					
DT-3	DRIVE THRU DETAILS					
DT-4	DRIVE THRU DETAILS					
SSD-1	SITE STRUCTURAL DRAWINGS					
SSD-2	SITE STRUCTURAL DRAWINGS					

THIS INDEX WAS PREPARED BY THE DESIGNER FOR INFORMATION PURPOSES ONLY. IT DOES NOT CONSTITUTE A CONTRACT DOCUMENT. ANY CHANGES OR REVISIONS TO THIS INDEX SHALL BE MADE BY THE DESIGNER. THE USER OF THIS INDEX SHALL BE RESPONSIBLE FOR VERIFYING THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE DESIGNER MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE AS TO THE ACCURACY, COMPLETENESS, QUALITY OR FITNESS FOR ANY PARTICULAR PURPOSE OF THE INFORMATION CONTAINED HEREIN. THE USER SHALL BE RESPONSIBLE FOR OBTAINING NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES AND AUTHORITIES.

NOTE: THE DESIGNS CONTAINED IN THE ABOVE PLANS AND SUPPORTING DOCUMENTS WERE PREPARED WITH THE UNDERSTANDING THAT THEY WOULD BE USED AS A WHOLE PART, EACH CONSTRUCTION DISCIPLINE IS TO USE ALL THE PLANS AND SUPPORTING DOCUMENTS TOGETHER AS A WHOLE AND NOT AS SEPARATE DOCUMENTS. EACH CONTRACTOR IS TO BECOME COMPLETELY FAMILIAR WITH THE ENTIRE PLAN SET AND THE ENGINEER'S SPECIFICATIONS. NO SITE CONDITIONS SHOULD ANTHING DIFFER FROM THE PLANS AND SPECIFICATIONS. BEFORE ANY CONSTRUCTION BEGINS, THE SITE CONDITIONS SHALL BE CONTRACTOR TO CONTACT THE ENGINEER IMMEDIATELY BEFORE ANY CONSTRUCTION IS STARTED.

LOCATION MAP



LEGEND

[illegible]

BENCHMARK

REFERENCE BENCHMARK
NGS DESIGNATION IDQ19: PID DM3896

SURVEY DISK SET IN THE TOP OF THE EAST CORNER OF THE NORTH END OF A BOX CULVERT FOR BUFFALO CREEK UNDER LAKE COOK ROAD, 0.15 MI. EAST OF SCHAEFFER RD., 15' NORTH OF THE BACK OF CURB OF WEST BOUND LAKE COOK RD., 1' NORTHEAST OF STEEL CORNER POST OF CHAIN LINK FENCE, 4.5 MI. NORTH OF ARLINGTON HEIGHTS, 3.6 MI. WEST-NORTHWEST OF WHEELING AND 3.6 MI. NORTH-NORTHEAST OF PALATINE.

DATUM: NAVD88
ELEVATION = 704

SITE BENCHMARK
1. CROSS NOTCH IN SOUTHERLY RIGHT OF WAY OF ALCONQUIN ROAD
ELEVATION 712.56

2. CROSS NOTCH IN CONCRETE WALK IN SUBJECT PROPERTY

STATE OF ILLINOIS)
COUNTY OF KANE,

I, JEFFREY C. MILLER, A LICENSED PROFESSIONAL ENGINEER OF LINCOLN, NEBRASKA, CERTIFY THAT THESE CIVIL ENGINEERING PLANS, NOT THE SUPPORTING DOCUMENTS, AS LISTED IN THE INDEX, HAVE BEEN PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF THEY COMPLY WITH ALL CITY, STATE AND FEDERAL REQUIREMENTS, AND, UNDER MY PERSONAL SUPERVISION, THESE PLANS ARE INTENDED TO BE USED AS AN INTEGRAL PART OF THE PROJECT SPECIFICATIONS AND CONTRACT DOCUMENTS.

DATE _____

ENGINEER PROFESSIONAL ENGINEER NO. 60-042628

UNLESS THIS DOCUMENT BEARS ORIGINAL SIGNATURE AND EMBOSSED SEAL OF THE DESIGN ENGINEER, IT IS NOT A VALID DOCUMENT.

ILLINOIS PROFESSIONAL DESIGN FIRM LICENSE NO. 124 000280

ILLINOIS PROFESSIONAL DESIGN FIRM LICENSE NO. 184,002030

COVER SHEET

DESIGN BY:	C-1	LC #12-1967
DRAWN BY:		
DATE: FEBR		
SCALE: NON		
PROJECT NO		

COVER SHEET

4-12/2022	Total rate change based	1
		.

Prepared For:

[illegible]

at 3mark engineering resources
engineering.com | 2631 Ginger Woods Pkwy | Aurora, IL 60502 | (630)

of regular	WITTENKELLER	D'OLSON	MAY 24, 2022	E	21-104
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DESIGN BY: _____
DRAWN BY: _____
DATE: FEBRUARY 1991
SCALE: NON
PROJECT NO: _____

C-1	LC #12-1967
-----	-------------

C-2

3M
Watermark Engineering Resources

Prepared By:	175-1800
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McDonald's
711 Janie Blvd., 3rd Floor
Oak Brook, IL 60523
MCDONALD'S - BUFFALO GROVE, IL
1200 N. Arlington Heights Rd
Buffalo Grove, Illinois

Prepared For:

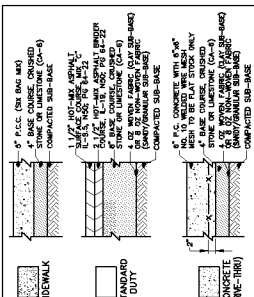
4/22/2022	ANALYSIS CHARGES \$160
75.000000	75.00 PERCENT OTHER

GENERAL NOTES:
THESE PLANS ARE BASED ON THE BOUNDARY AND TOPOGRAPHIC SURVEY 13691-22, U DATED 1/27/72) PREPARED BY GRIFFIN AND ASSOCIATES, INC. PREPARED BY GRIFFIN AND ASSOCIATES, INC. 550 S. ST. CHARLES PLACE, LONGBEARD, ILLINOIS 60148 (630) 919-8282
PRIOR TO CONSTRUCTION, CONTRACTOR TO CONTACT THE DESIGN ENGINEER AND ARCHITECT TO VERIFY THAT THEY ARE WORKING FROM THE MOST CURRENT SET OF PLANS AND

IN SITE PARKING DATA	
REGULAR SPACES	57
ADA ACCESSIBLE SPACES	3
TOTAL SPACES	60
PARKING SPACES LOST	

ISOMETRIC PLAN NOTES:
PROPOSED IMPROVEMENTS ARE PARALLEL AND PERPENDICULAR TO THE EXISTING BUILDING. ALL RADIUS DIMENSIONS ARE TO BACK OF CURB. SEE ARCHITECTURAL PLANS FOR EXACT BUILDING DIMENSIONS. ALL STRIPING TO BE DOUBLE COATED "A" YELLOW PAINT.
UNLESS OTHERWISE NOTED,
WHERE PEDESTRIANS HAVE TO CROSS A TAPERING RAMP OR CURB RAMP THE FACE AND TOP OF CURB ARE TO BE PAINTED USING YELLOW, SLIP RESISTANT PAINT.

PAVEMENT LEGEND



NOTES:

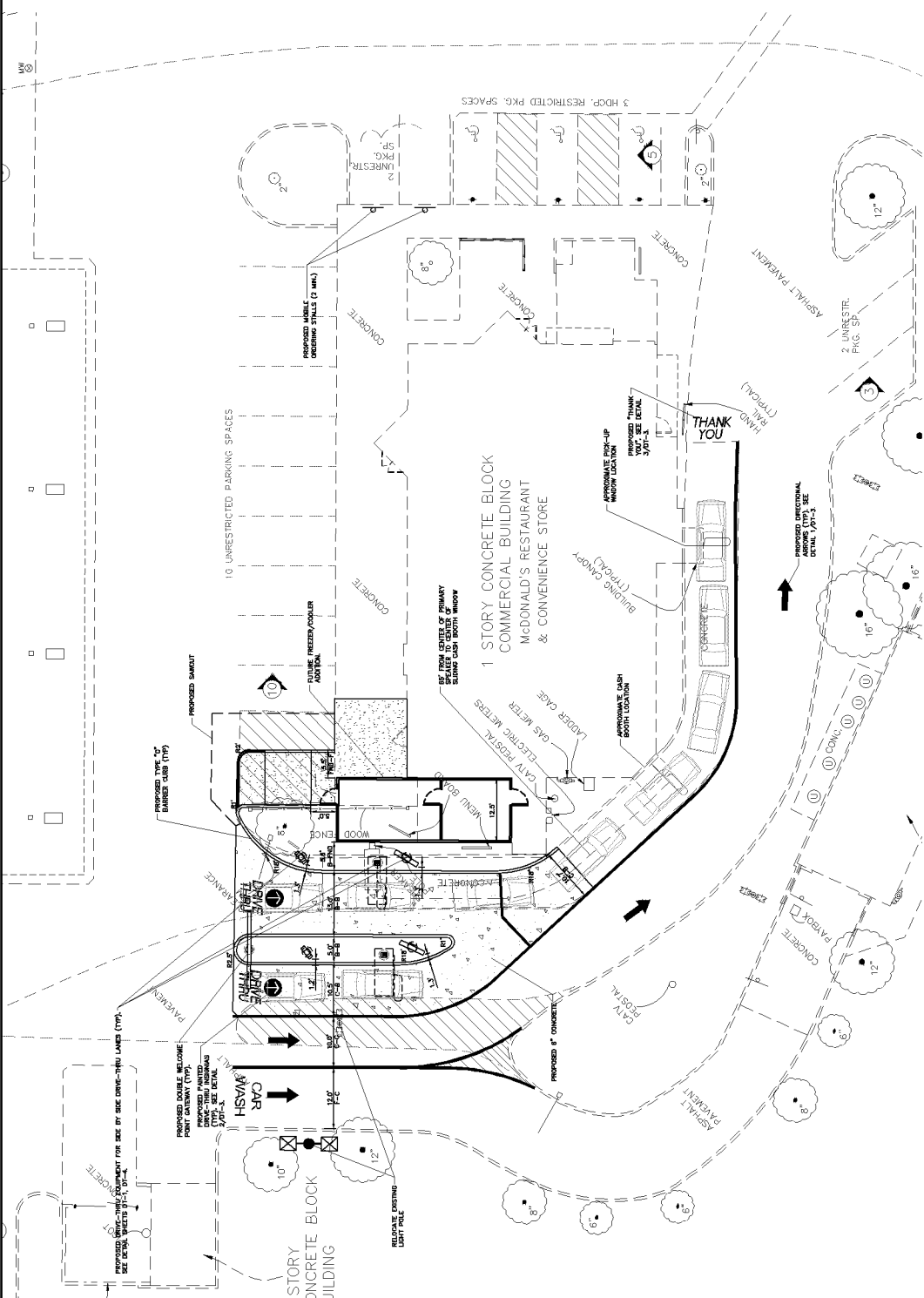
1. REFERENCE D.O.C. STANDARD SPECIFICATIONS (LATEST EDITION) FOR CONCRETE, ASPHALT, AND SOIL MIXTURES AND SECTION 201 FOR AGGREGATE BASE COURSE.
2. THE APPLICATION RATES FOR THE PRIME COAT AND TACK COAT ARE TO BE 0.30 AND 0.10 GALLONS PER SQUARE YARD, RESPECTIVELY.
3. SEE PROJECT SPECIFICATIONS FOR SUB-BASE AND BASE COURSE COMPACT.
4. PROVIDE A JOINT LAYOUT TO MATCH A JOINTING PATTERN SUBMITTAL TO THE OWNER.
5. JOINTS SHALL BE PLACED TO MATCH JOINTS IN THE SUB-BASE TO STAY AS CLOSE TO 6" BY SQUARE PANELS IN LARGE CONCRETE FLATWORK AREAS AS POSSIBLE.
6. FOR SIDEWALKS, PROVIDE TOOLED JOINTS AT 5' 0".
7. CONTRACTION JOINTS AT 15' 0". EXPANSION JOINTS AT 30' 0".
8. PROVIDE AN EXPANSION JOINT ADJACENT TO ALL STRUCTURES. THESE JOINTS SHOULD BE SEALED WITH A TOOL-APPLIED SILICONE SEALANT PER D.O.C. STANDARD.

DIMENSIONI LEGEND

F	= FACE	FNC	= FENCE
ID	= FOUNDATION	R	= RADIUS
B	= BACK	C	= CENTER
E	= EDGE	PL	= PROPERTY LINE



GEOMETRIC PLAN



GENERAL NOTES:

1. THESE PLANS ARE BASED ON THE BOUNDARY AND SURVEY DATA SET IN THE TOP OF THE EAST CORNER OF THE SURVEY PROJECT #15-13891-22.0 DATED 1/27/22 (SURVEY PROJECT #15-13891-22.0 DATED 1/27/22) 550 E. ST. CHARLES PLACE, LOMBARD, ILLINOIS 60148
2. (630) 816-8292. CUSTOMER CONTRACTORS TO CONTACT THE DESIGN ENGINEER AND ARCHITECT TO VERIFY THAT THEY ARE WORKING FROM THE MOST CURRENT SET OF PLANS AND SPECIFICATIONS.

REFERENCE ELEVATIONS:

NAD 83 DATUM: NAVD83
ELEVATION: 704.09

2. CROSS NOTCH IN CONCRETE WALK IN SUBJECT PROPERTY BETWEEN 7112E AND 7112W.

STORM SEWER

1	INLET	6" PVC N INV 713.12
2	6" PVC E INV 711.17	
3	6" PVC W INV 711.12	
4	10" RCP S INV 710.59	
5	CATCH BASIN	6" PVC N INV 711.15
6	10" RCP E INV 711.15	
7	10" RCP W INV 711.00	
8	6" PVC S INV 711.95	
9	6" PVC N INV 710.30	
10	10" RCP S INV 710.30	
11	6" PVC N INV 709.30	
12	10" RCP E INV 709.30	
13	10" RCP W INV 709.30	
14	6" PVC S INV 709.30	
15	10" RCP S INV 709.30	
16	6" PVC N INV 708.89	
17	10" RCP E INV 708.89	
18	10" RCP W INV 708.89	
19	6" PVC S INV 708.89	
20	10" RCP S INV 708.89	
21	6" PVC N INV 708.49	
22	10" RCP E INV 708.49	
23	10" RCP W INV 708.49	
24	6" PVC S INV 708.49	
25	10" RCP S INV 708.49	
26	6" PVC N INV 707.84	
27	10" RCP E INV 707.84	
28	10" RCP W INV 707.84	
29	6" PVC S INV 707.84	
30	10" RCP S INV 707.84	
31	6" PVC N INV 707.26	
32	10" RCP E INV 707.26	
33	10" RCP W INV 707.26	
34	6" PVC S INV 707.26	
35	10" RCP S INV 707.26	
36	6" PVC N INV 706.76	
37	10" RCP E INV 706.76	
38	10" RCP W INV 706.76	
39	6" PVC S INV 706.76	
40	10" RCP S INV 706.76	
41	6" PVC N INV 706.26	
42	10" RCP E INV 706.26	
43	10" RCP W INV 706.26	
44	6" PVC S INV 706.26	
45	10" RCP S INV 706.26	
46	6" PVC N INV 705.76	
47	10" RCP E INV 705.76	
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49	6" PVC S INV 705.76	
50	10" RCP S INV 705.76	
51	6" PVC N INV 705.26	
52	10" RCP E INV 705.26	
53	10" RCP W INV 705.26	
54	6" PVC S INV 705.26	
55	10" RCP S INV 705.26	
56	6" PVC N INV 704.76	
57	10" RCP E INV 704.76	
58	10" RCP W INV 704.76	
59	6" PVC S INV 704.76	
60	10" RCP S INV 704.76	
61	6" PVC N INV 704.26	
62	10" RCP E INV 704.26	
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64	6" PVC S INV 704.26	
65	10" RCP S INV 704.26	
66	6" PVC N INV 703.76	
67	10" RCP E INV 703.76	
68	10" RCP W INV 703.76	
69	6" PVC S INV 703.76	
70	10" RCP S INV 703.76	
71	6" PVC N INV 703.26	
72	10" RCP E INV 703.26	
73	10" RCP W INV 703.26	
74	6" PVC S INV 703.26	
75	10" RCP S INV 703.26	
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78	10" RCP W INV 702.76	
79	6" PVC S INV 702.76	
80	10" RCP S INV 702.76	
81	6" PVC N INV 702.26	
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84	6" PVC S INV 702.26	
85	10" RCP S INV 702.26	
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93	10" RCP W INV 701.26	
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104	6" PVC S INV 700.26	
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109	6" PVC S INV 699.76	
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111	6" PVC N INV 699.26	
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134	6" PVC S INV 697.26	
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174	6" PVC S INV 693.26	
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249	6" PVC S INV 685.76	
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274	6" PVC S INV 683.26	
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322	10" RCP E INV 678.26	
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325	10" RCP S INV 678.26	
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354	6" PVC S INV 675.26	
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358	10" RCP W INV 674.76	
359	6" PVC S INV 674.76	
360	10" RCP S INV 674.76	
361	6" PVC N INV 674.26	
362	10" RCP E INV 674.26	
363	10" RCP W INV 674.26	
364	6" PVC S INV 674.26	
365	10" RCP S INV 674.26	
366	6" PVC N INV 673.76	
367	10" RCP E INV 673.76	
368	10" RCP W INV 673.76	
369	6" PVC S INV 673.76	
370	10" RCP S INV 673.76	
371	6" PVC N INV 673.26	
372	10" RCP E INV 673.26	
373	10" RCP W INV 673.26	
374	6" PVC S INV 673.26	
375	10" RCP S INV 673.26	
376	6" PVC N INV 672.76	
377	10" RCP E INV 672.76	
378	10" RCP W INV 672.76	
379	6" PVC S INV 672.76	
380	10" RCP S INV 672.76	
381	6" PVC N INV 672.26	
382	10" RCP E INV 672.26	
383	10" RCP W INV 672.26	
384	6" PVC S INV 672.26	
385	10" RCP S INV 672.26	
386	6" PVC N INV 671.76	
387	10" RCP E INV 671.76	
388	10" RCP W INV 671.76	
389	6" PVC S INV 671.76	
390	10" RCP S INV 671.76	
391	6" PVC N INV 671.26	
392	10" RCP E INV 671.26	
393	10" RCP W INV 671	

[illegible]

1. PROVIDE 1/2" EXPANSION JOINTS EVERY 45' O.C.
2. PROVIDE HAND TIGHT CONTRACTION JOINTS EVERY 15' O.C.

LC #12-19

2020/21	FY20	9678		1	

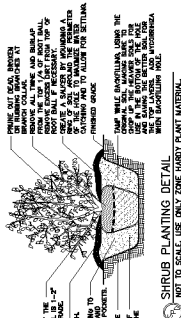
Prepared For:

LC #12-1967	L-1	CHECKED BY: J. MILLER
DESIGN BY: H. WITTENKELLER		
DRAWN BY: D. OLSON		
DATE: FEBRUARY 24, 2022		
SCALE: 1" = 10'		
PROJECT NO.: 21-104		

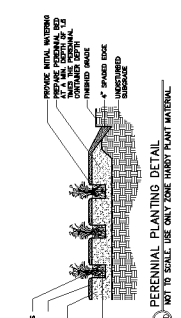
L-1

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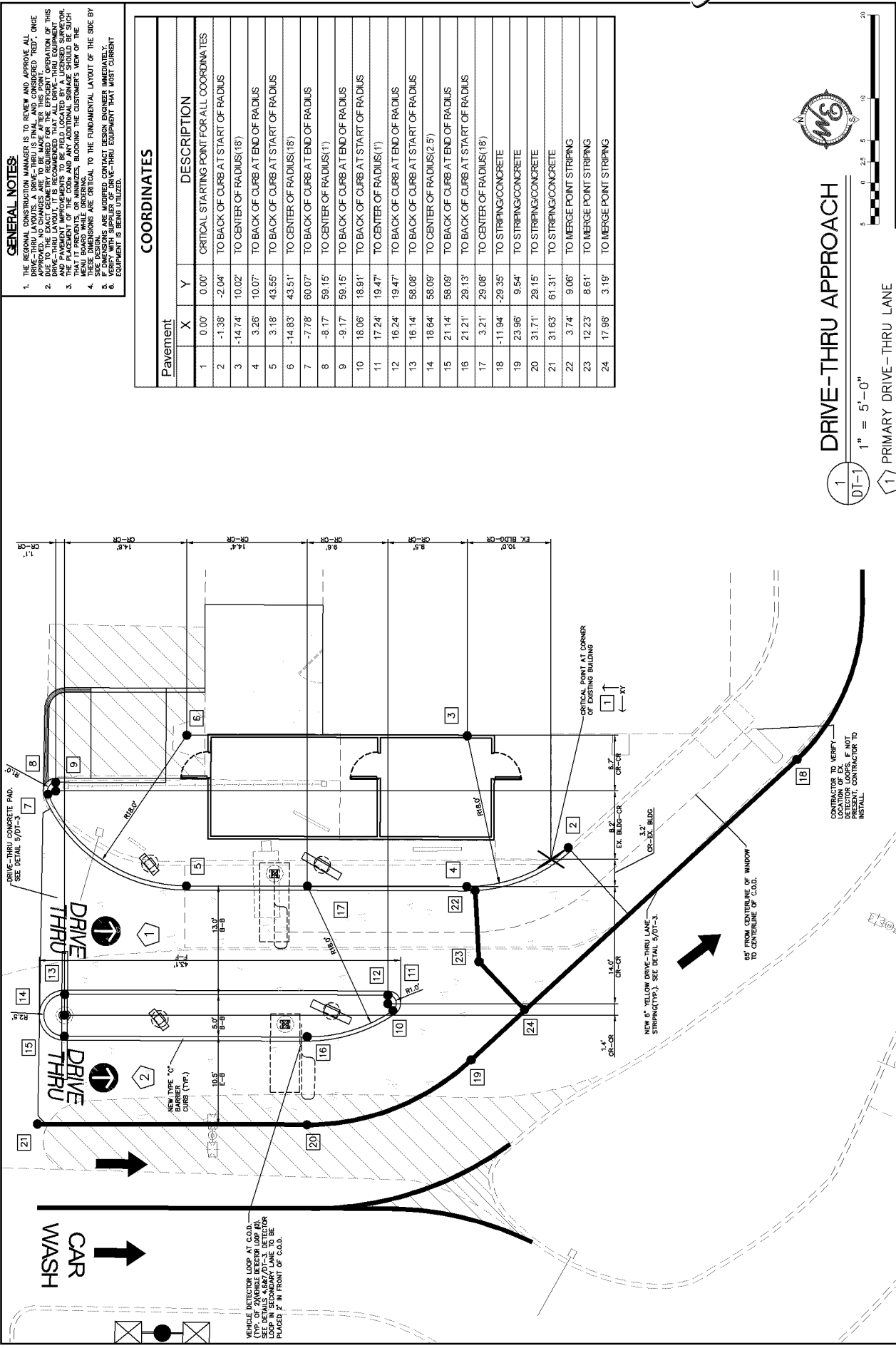
**Know what's Below.
Call before you dig.**



1. 13 1-2°
UAE

[illegible]

PLANT LIST



- GENERAL NOTES:**
1. THE REGIONAL CONSTRUCTION MANAGER IS TO REVIEW AND APPROVE ALL DRIVE-THRU LAYOUTS. A DRIVE-THRU IS FINAL AND CONSIDERED "RED". ONCE A DRIVE-THRU LAYOUT IS APPROVED, IT IS TO BE CONSIDERED FINAL AND NO CHANGES ARE TO BE MADE TO THE LAYOUT. ANY CHANGES TO THE LAYOUT MUST BE APPROVED BY THE REGIONAL CONSTRUCTION MANAGER.
 2. DUE TO THE FACT ASSOCIATED WITH THE OPERATION OF THE DRIVE-THRU EQUIPMENT, IT IS RECOMMENDED THAT ALL DRIVE-THRU EQUIPMENT BE OPERATED IN A "DRIVE-THRU LAYOUT" MODE. THIS MODE IS TO BE USED FOR ALL DRIVE-THRU EQUIPMENT OPERATIONS. THE PLACEMENT OF THE CODE AND ANY ADDITIONAL SIGNAGE SHOULD BE SUCH THAT IT PREVENTS OR MINIMIZES BLOCKING THE CUSTOMER'S VIEW OF THE DRIVE-THRU EQUIPMENT.
 3. THESE DIMENSIONS ARE CRITICAL TO THE FUNDAMENTAL LAYOUT OF THE SIDE BY SIDE DRIVE-THRU. ANY CHANGES TO THESE DIMENSIONS MUST BE APPROVED BY THE REGIONAL CONSTRUCTION MANAGER.
 4. IF DIMENSIONS ARE MODIFIED, CONTACT DESIGN ENGINEER IMMEDIATELY.
 5. VERIFY WITH SUPPLIER OF DRIVE-THRU EQUIPMENT THAT MOST CURRENT EQUIPMENT IS BEING UTILIZED.

COORDINATES		
Pavement		
	X	Y
1	0.00'	0.00'
2	-1.38'	-2.04'
3	-14.74'	10.02'
4	3.26'	10.07'
5	3.18'	43.55'
6	-14.83'	43.51'
7	-7.78'	60.07'
8	-8.17'	59.15'
9	-9.17'	59.15'
10	18.06'	18.91'
11	17.24'	19.47'
12	16.24'	19.47'
13	16.14'	58.08'
14	18.84'	58.09'
15	21.14'	58.09'
16	21.21'	29.13'
17	3.21'	29.08'
18	-11.94'	-29.35'
19	23.96'	9.54'
20	31.71'	29.15'
21	31.63'	61.31'
22	3.74'	9.06'
23	12.23'	8.61'
24	17.98'	3.19'

DESCRIPTION	
1	CRITICAL STARTING POINT FOR ALL COORDINATES
2	TO BACK OF CURB AT START OF RADIUS
3	TO CENTER OF RADIUS(18')
4	TO BACK OF CURB AT END OF RADIUS
5	TO BACK OF CURB AT START OF RADIUS
6	TO CENTER OF RADIUS(18')
7	TO BACK OF CURB AT END OF RADIUS
8	TO CENTER OF RADIUS(1')
9	TO BACK OF CURB AT END OF RADIUS
10	TO BACK OF CURB AT START OF RADIUS
11	TO CENTER OF RADIUS(1')
12	TO BACK OF CURB AT END OF RADIUS
13	TO BACK OF CURB AT START OF RADIUS
14	TO CENTER OF RADIUS(2.5')
15	TO BACK OF CURB AT END OF RADIUS
16	TO BACK OF CURB AT START OF RADIUS
17	TO CENTER OF RADIUS(18')
18	TO STRIPING/CONCRETE
19	TO STRIPING/CONCRETE
20	TO STRIPING/CONCRETE
21	TO STRIPING/CONCRETE
22	TO MERGE POINT STRIPING
23	TO MERGE POINT STRIPING
24	TO MERGE POINT STRIPING

DRIVE-THRU APPROACH

1" = 5'-0"

- 1 PRIMARY DRIVE-THRU LANE
- 2 SECONDARY DRIVE-THRU LANE



DRIVE-THRU PAVEMENT PLAN

DT-1

LC #12-1987

CHECKED BY: J. MILLER
DESIGN BY: H. WITTELLER
DRAWN BY: D. CLARK
DATE: FEBRUARY 24, 2022
SCALE: 1" = 5'
PROJECT NO.: 21-104

Watermark Resources
watermarkresources.com | 2635 Cingular Woods Pkwy | Aurora, IL 60022 | (630) 375-1605

Prepared By: [Signature]
McDonald's - BUFFALO GROVE, IL
1200 N. Arlington Heights Rd
Buffalo Grove, Illinois
711 Jorie Blvd., 3rd Floor
Oak Brook, IL 60052

Prepared For:

NO.	DATE	REVISIONS
1	2/23/22	1



DRIVE-THRU DETAILS

DT-4	LC #12-1967
CHECKED BY: J. MILLER	
DESIGN BY: HWITTEKELLER	
DRAWN BY: DOLSON	
DATE: FEBRUARY 24, 2022	
SCALE: NONE	
PROJECT NO.: 24-194	

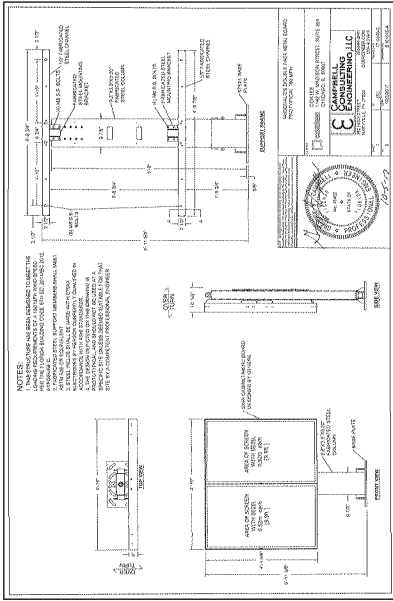
Watmark Engineering Resources

Prepared By:

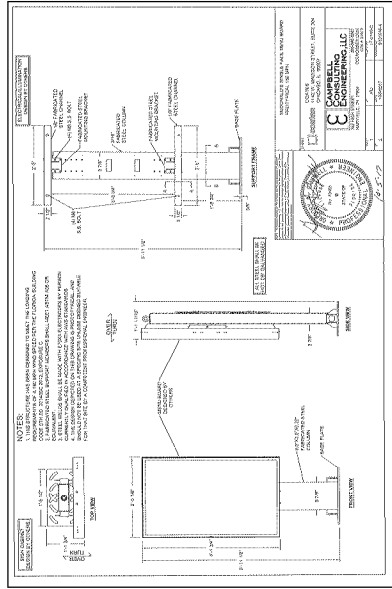
McDonald's
711 Joffe Blvd., 3rd Floor
Oak Brook, IL 60523

Prepared For:

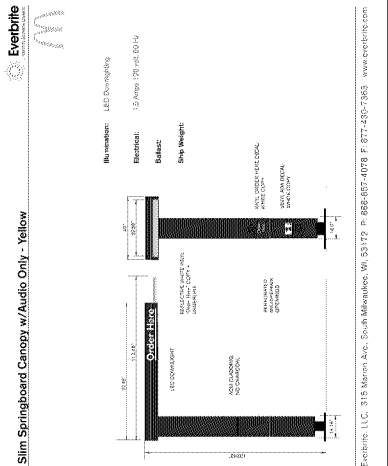
NAME	
REVISIONS	
DATE	4-1-2022



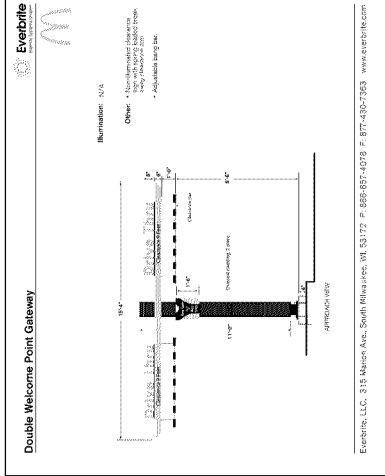
2 ODMB MENU BOARD ELEVATIONS
QT-4 SEE SHEET SSD-1 FOR FOUNDATION DETAIL



4 DIGITAL PRE-BROWSE BOARD
QT-4 SEE SHEET SSD-1 FOR FOUNDATION



1 DRIVE-THRU SPRINGBOARD CANOPY
01-4 SEE SHEET SSD-2 FOR FOUNDATION DET.



3 DOUBLE WELCOME POINT GATEWAY
01-4 SEE SHEET SSD-2 FOR FOUNDATION DETAIL

STRUCTURAL NOTES:

DESIGN CODES:

- IRC 2017
- AISC 7-10
- AASHTO STANDARD SPECIFICATIONS FOR STRUCTURAL SUPPORTS FOR HIGHWAY SIGNS, LUMINAIRES AND TRAFFIC SIGNALS, FIFTH EDITION, 2009
- A3118-08
- AISC 13TH EDITION
- AWS D1.1

MATERIAL SPECIFICATIONS:

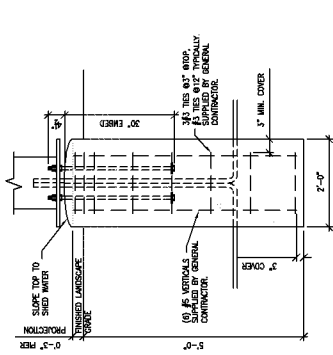
1. CONCRETE COMPRESSIVE STRENGTH (f_c) SHALL BE A MINIMUM OF 3000psi
2. ANCHOR BOLTS SHALL BE ASTM F1554 GRADE 36 OR GRADE 55, AS NOTED, HOT DIP GALVANIZED PER ASTM F2329
3. REINFORCING STEEL SHALL BE ASTM A615 GRADE 60, SUPPLIED BY GENERAL CONTRACTOR
4. NUTS SHALL BE HEAVY HEX ASTM A563, HOT DIP GALVANIZED PER ASTM A153
5. PLATE SHALL BE ASTM A36, HOT DIP GALVANIZED PER ASTM A153
6. LOCK NUT SHALL BE HOT DIP GALVANIZED PER ASTM A153

FOUNDATION DESIGN PARAMETERS:

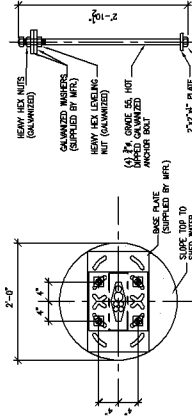
1. ULTIMATE WIND SPEED = 105 MPH
2. MINIMUM REQUIRED SOIL PARAMETERS:
 - COHESIVE SOILS:
 - SHEAR STRENGTH = 750 lbs/ft²
 - 6" MAXIMUM DEPTH OF DISTURBED SOIL OR TOP SOIL
 - ANGLE OF INTERNAL FRICTION = 27 DEGREES
 - WATER TABLE SHALL BE LOCATED BELOW THE BOTTOM OF THE FOUNDATION
 - 6" MAXIMUM DEPTH OF DISTURBED SOIL OR TOP SOIL
 - MINIMUM ALLOWABLE SOIL BEARING CAPACITY = 3,000 lbs/ft²
3. PROVIDE PROPER DRAINAGE TO PREVENT WATER FROM ACCUMULATING AT THIS SITE. THE GENERAL CONTRACTOR SHALL EMPLOY A SOILS TESTING AGENCY TO PREPARE A SITE SPECIFIC SOIL REPORT TO ESTABLISH THE SOIL PARAMETERS NOTED ABOVE. IF THE MINIMUM PARAMETERS ARE NOT MET, THIS DESIGN SHALL NOT BE USED.
4. ALL EXCAVATIONS SHALL BE INSPECTED BY A SOILS TESTING AGENCY TO VERIFY THE SITE CONDITIONS MEET OR EXCEED THE PARAMETERS LISTED ABOVE BEFORE THIS DESIGN IS USED.
5. THE ENGINEER OF RECORD SHALL REVIEW THE MAXIMUM BASE REACTIONS AND DESIGN WIND SPEED FOR THE UNIT TO BE INSTALLED TO DETERMINE IF THE FOUNDATION'S MAXIMUM DESIGN LOADS HAVE NOT BEEN EXCEEDED. THIS FOUNDATION DESIGN SHALL NOT BE USED IF THE MAXIMUM DESIGN LOADS OR WIND SPEED HAVE BEEN EXCEEDED.
6. THIS FOUNDATION DESIGN SHALL NOT BE USED IN LOCATIONS WHICH ARE CLOSER THAN 8 FT TO EXISTING FOUNDATIONS.
7. THE FOUNDATION DESIGN SHALL NOT BE USED AT LOCATIONS WHERE THE GROUND SLOPE EXCEEDS 4 INCHES PER FOOT.

GENERAL NOTES:

1. PIER DEPTHS SHOWN ARE REQUIRED MINIMUMS. ALL PIERS TO EXTEND TO FROST DEPTH AS DETERMINED BY LOCAL JURISDICTION.
2. TOP OF PIERS SHALL BE SLOPED SUCH THAT MOISTURE CANNOT ACCUMULATE.
3. TOP 6" OF SOIL NEGLECTED IN EMBEDMENT DEPTH CALCULATIONS. (EMBEDMENT DEPTHS SHOWN ARE FORM GRADE).
4. PROVIDE 3" MINIMUM CONCRETE COVER TO REINFORCING BARS, UNLESS NOTED OTHERWISE.
5. ALL REINFORCING BY GENERAL CONTRACTOR.
6. ELECTRICAL CONTRACTOR TO PROVIDE INFORMATION ON CONDUIT AND ELECTRICAL REQUIREMENTS.

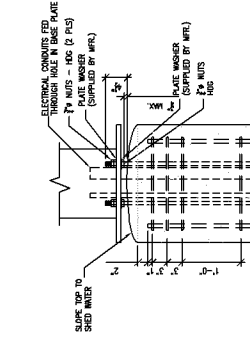


(A) FOUNDATION SECTION
3/4" = 1'-0"



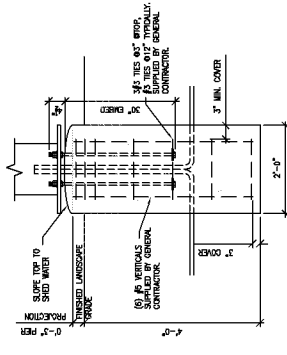
ANCHOR BOLT LAYOUT PLAN VIEW

(B) ANCHOR BOLT DETAILS
1/4" = 1'-0"

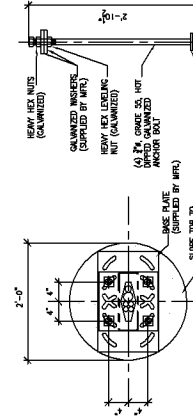


(C) CONNECTION DETAIL
1/4" = 1'-0"

ODMB MENU BOARD FOUNDATION

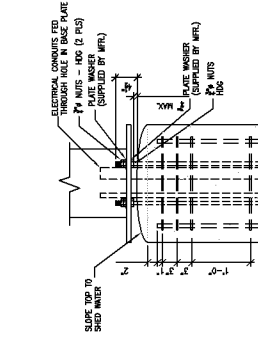


(A) FOUNDATION SECTION
3/4" = 1'-0"



ANCHOR BOLT LAYOUT PLAN VIEW

(B) ANCHOR BOLT DETAILS
1/4" = 1'-0"



(C) CONNECTION DETAIL
1/4" = 1'-0"

DIGITAL PRE-BROWSE BOARD FOUNDATION

STRUCTURAL NOTES:

DESIGN CODES:

- AISC 2017
- AISC 7-10
- AASHTO STANDARD SPECIFICATIONS FOR STRUCTURAL SUPPORTS FOR HIGHWAY SIGNS, LUMINAIRES AND TRAFFIC SIGNALS, FIFTH EDITION, 2009
- A3118-08
- AISC 13TH EDITION
- AWS D1.1

MATERIAL SPECIFICATIONS:

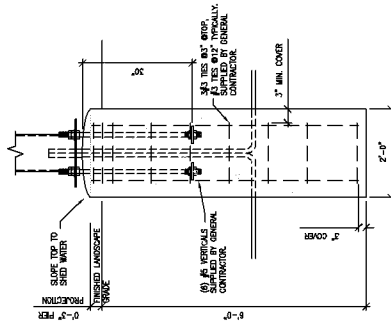
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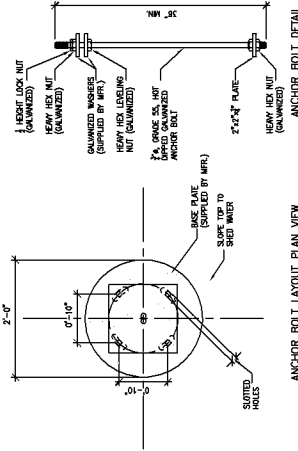
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 - SHEAR STRENGTH = 750 lbs/ft²
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 - COHESIONLESS SOILS:
 - ANGLE OF INTERNAL FRICTION = 27 DEGREES
 - WATER TABLE SHALL BE LOCATED BELOW THE BOTTOM OF THE FOUNDATION
 - 6" MAXIMUM DEPTH OF DISTURBED SOIL OR TOP SOIL
 - MINIMUM ALLOWABLE SOIL BEARING CAPACITY = 3,000 lbs/ft²
3. PROVIDE FOUNDATION DESIGN TO BE USED FOR THIS SITE. THE GENERAL CONTRACTOR SHALL EMPLOY A SOIL TESTERS AGENCY TO PREPARE A SITE SPECIFIC SOIL REPORT TO ESTABLISH THE SOIL PARAMETERS NOTED ABOVE. IF THE MINIMUM PARAMETERS ARE NOT MET, THIS DESIGN SHALL NOT BE USED.
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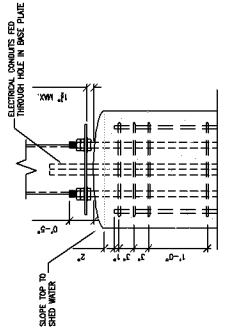
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6. ELECTRICAL CONTRACTOR TO PROVIDE INFORMATION ON CONDUIT AND ELECTRICAL REQUIREMENTS.



(A) FOUNDATION SECTION
3/4" = 1'-0"

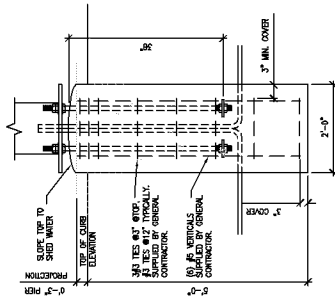


(B) ANCHOR BOLT DETAILS
1/4" = 1'-0"

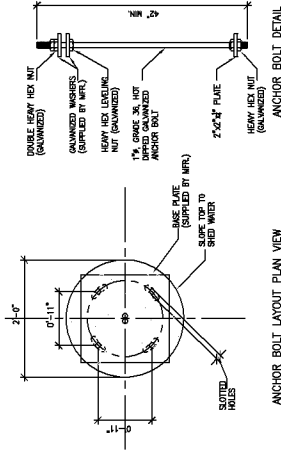


(C) CONNECTION DETAIL
1/4" = 1'-0"

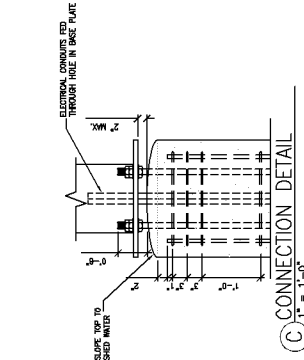
DOUBLE WELCOME POINT GATEWAY FOUNDATION



(A) FOUNDATION SECTION
3/4" = 1'-0"



(B) ANCHOR BOLT DETAILS
1/4" = 1'-0"



(C) CONNECTION DETAIL
1/4" = 1'-0"

DRIVE-THRU SPRINGBOARD CANOPY FOUNDATION

07/6/2022

MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE
VILLAGE OF BUFFALO GROVE HELD IN THE COUNCIL CHAMBERS, 50 RAUPP BOULEVARD,
BUFFALO GROVE, ILLINOIS ON WEDNESDAY, JULY 6, 2022

Call to Order

The meeting was called to order at 7:30 PM by Chairman Frank Cesario

Public Hearings/Items For Consideration

1. Consider a Petition for an Amendment to the Preliminary Plan Approval, a Special Use and Sign Variation to Allow the Installation of a Second Drive-Through Lane with Two Menu Boards in Each Lane for the McDonalds Restaurant Located at 1200 Arlington Heights Road. (Trustee Johnson) (Staff Contact: Kelly Purvis)

Ms. Purvis, Deputy Director of Community Development, provided background on the SUP and sign variation for a second drive through and two menu boards, along with a landscape plan at 1200 Arlington Heights Road.

Mr. Olson provided additional background regarding the SUP and sign variation for a second drive through lane and two menu boards. Additionally, he reviewed the reasons for the update to the site.

Com. Weinstein asked if they are able to accommodate the 4 drive lines with the existing space.

Mr. Olson said yes.

Com. Weinstein asked if they are aware of the conditions outlined in the staff report.

Mr. Olso said yes.

Chairperson Cesario asked if neighbors have called regarding the subject property.

Ms. Purvis said one, but it was just an inquiry and not a complaint.

Com. Moodhe asked how they got so far in the process.

Ms. Purvis provided an explanation to Commissioner Moodhe.

Com. Moodhe asked if their was a hearing for the second menu board in the past.

07/6/2022

Ms. Purvis said she could not find any in their records.

Chairperson Cesario said it looks like an improvement to the establishment and appreciates that the signage size is modest.

The Village Staff Report was entered as exhibit one.

The slide deck staff presentation was entered as exhibit two.

The Public Hearing closed at 7:44.

Com. Weinstein made a motion to recommend approval for an amendment to the Preliminary Plan approved by Ordinance No. 98-15, a Special Use for the addition of a second drive-through lane, and a Variation to Section 14.16 of the Sign Code pertaining to the maximum number of menu boards allowed per drive-through lane for the proposed improvements on the property at 1200 Arlington Heights Road, subject to the following conditions:

- 1. The proposed development shall be developed in substantial conformance to the plans attached.*
- 2. The Petitioner shall comply with all applicable Village codes, regulations, and policies.*
- 3. Any directional or incidental sign added to the sign package provided shall be reviewed administratively by staff.*
- 4. The special use is granted to McDonald's USA LLC and said special use does not run with the land.*
- 5. The special use granted may be assignable to subsequent petitioners seeking assignment of this special use as follows:*
 - a. Upon application of a petition seeking assignment of this special use, the Village of Buffalo Grove, in their sole discretion, may approve the assignment administratively, or may refer it to the Planning & Zoning Commission and/or the Village Board for a public hearing.*
 - b. Such assignment shall be valid only upon the written approval of the Village of Buffalo Grove granting said assignment, which may be granted or denied for any reason.*

Com. Moodhe seconded the motion.

Com. Spunt spoke in favor of the motion.

07/6/2022

RESULT:	RECOMMENDATION TO APPROVE [UNANIMOUS]
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	Next: 7/18/2022 7:30 PM
--	--------------------------------

AYES:	Moodhe, Spunt, Cesario, Khan, Weinstein, Davis
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ABSENT:	Amy Au, Kevin Richards, Neil Worlikar
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Regular Meeting

Other Matters for Discussion

Approval of Minutes

1. Planning and Zoning Commission - Regular Meeting - Jun 15, 2022 7:30 PM

RESULT:	ACCEPTED [5 TO 0]
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AYES:	Moodhe, Spunt, Cesario, Weinstein, Davis
--------------	--

ABSTAIN:	Zill Khan
-----------------	-----------

ABSENT:	Amy Au, Kevin Richards, Neil Worlikar
----------------	---------------------------------------

Chairman's Report

Committee and Liaison Reports

Chairperson Cesario read an email from Com. Richards, which outlined the Village Board meeting he attended.

Staff Report/Future Agenda Schedule

Ms. Purvis provided the Commission with future agenda items.

Public Comments and Questions

Adjournment

The meeting was adjourned at 7:48 PM

Action Items

Chris Stilling

APPROVED BY ME THIS 6th DAY OF July, 2022



Ordinance No. O-2022-70 : Ordinance Approving Sign Variations at 220 Milwaukee Ave

Recommendation of Action

The Planning & Zoning Commission unanimously recommended approval, subject to the conditions in the attached Ordinance. Staff concurs with this recommendation.

SUMMARY: Mi Mexcio is looking to replace an existing ground sign at 220 Milwaukee Avenue, which requires multiple variations. The Planning & Zoning Commission unanimously recommended approval, subject to the conditions in the attached Ordinance.

ATTACHMENTS:

- BOT Memo (DOCX)
- Ordinance (DOC)
- Exhibit A - Plan Set (PDF)
- Exhibit B - PZC Minutes (PDF)

Trustee Liaison
Pike

Staff Contact
Nicole Woods, Community Development

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE



DATE: July 18, 2022

TO: President Beverly Sussman and Trustees

FROM: Nicole Woods, Director Community Development

SUBJECT: Ordinance approving Sign Variations for Mi Mexico Restaurant at 220 Milwaukee Avenue.

BACKGROUND

The subject site is a corner lot that is approximately 0.98 acres and is zoned B-3, Planned Business Center District. The property is currently developed with a one-story commercial building occupied by Mi Mexico Restaurant. The Petitioner is Juan Barajas, the owner of the property.

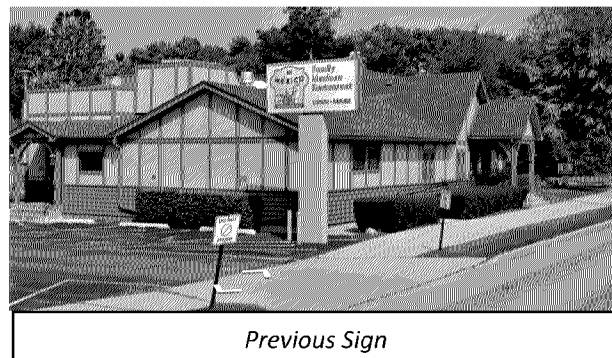
Mi Mexico had a freestanding ground sign that was located near the Milwaukee Road driveway, situated along the east property line. The previous sign did not comply with the maximum height or the minimum setback requirement for a ground sign.



This previous sign (namely the base and stand) was existing when the Village annexed the property in the early 2000s as Weber Grill. The sign was granted a variance upon annexation, however per the Annexation Agreement, if the sign is damaged to the extent of 50% or greater of its value, it is required to conform with code or seek variations as necessary.

On March 18, 2021, Mi Mexico's freestanding sign was knocked down during a windstorm. At this time, the Petitioner is seeking approval to install a new, internally illuminated ground sign that will be 15 feet tall, and 50 square feet in area per sign face.

The Petitioner is also requesting approval to place the new sign in the exact location of the prior sign, so they do not have to relocate the underground wiring for the sign. Since this



Previous Sign

would be a completely new sign, the Petitioner is required by code to comply with all current requirements, including the minimum 15-foot setback for a 15-foot-tall ground sign, and installation of landscaping around the base of the sign.

As a result, the Village Board must approve the following prior to construction of the sign:

Variations from Title 14 (Sign Code), Section 14.16, to allow a reduction to the minimum setback for a freestanding ground sign from 10 feet to approximately 1 foot; to allow the height of the sign to exceed the setback of the sign from the property line; and to allow a ground sign without installation of landscaping around the base.

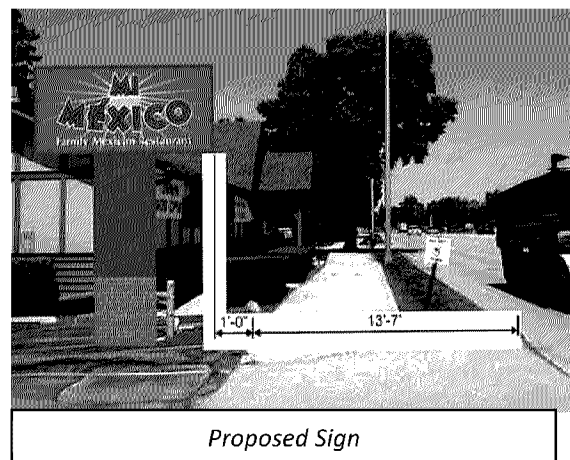
PLANNING & ZONING ANALYSIS

Based upon the property frontage, the sign area of the proposed sign (50 square feet) is compliant with the Village Code.

The proposed sign height of 15 feet complies with the height restrictions. However, a 15 foot sign height requires a 15 foot minimum setback from the property line. The new sign is proposed to maintain the original setback of approximately 1-foot, which is the primary basis of the variation requests.

Staff has analyzed the requests and has determined that if the sign were required to be setback 15-feet from the property line, motorists driving southbound and northbound on Milwaukee Avenue would not be able to see the sign due to existing buildings and a mature tree line in the median.

Related to their request not to install landscaping around the base of the sign, staff agrees with the petitioner's rationale that landscaping in this area may create a barrier from the accessible route into the building.



Proposed Sign

PUBLIC HEARING COMMENTS

There were no comments from the public.

PLANNING & ZONING COMMISSION (PZC) RECOMMENDATION

The PZC unanimously recommended approval of the sign variations, subject to the following condition: that the sign shall be installed in accordance with the documents and plans submitted as part of this petition, and the Petitioner shall comply with all applicable Village codes, regulations, and policies.

RECOMMENDATION

Staff concurs with the recommendation of the PZC and recommends that the Village Board approve an Ordinance granting the sign variations, subject to the conditions in the attached Ordinance.

ORDINANCE NO. 2022 - ____

GRANTING VARIATIONS TO THE BUFFALO GROVE SIGN
CODE FOR A FREESTANDING GOUND SIGNMi Mexico Restaurant
220 Milwaukee Avenue

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

WHEREAS, the real property ("Property") is commonly known as 220 Milwaukee Avenue, Buffalo Grove, Illinois; and

WHEREAS, Juan Barajas, ("Petitioner") has is seeking variations to Section 14.16. of the Village Sign Code (Title 14 of the Buffalo Grove Municipal Code) for the purpose of installing an illuminated ground sign at Mi Mexico Restaurant, at 220 Milwaukee Avenue; and

WHEREAS, the Planning & Zoning Commission held a public hearing on June 15, 2022, concerning the petition for the Sign Variations; and

WHEREAS, the Planning & Zoning Commission made findings of fact and determined that the petition meets the criteria for a Sign Variation as set forth in the Buffalo Grove Sign Code, as described in the minutes attached hereto as Exhibit B; and

WHEREAS, the Planning & Zoning Commission voted 8-0 to unanimously recommend approval of the Sign Variations; and

WHEREAS, the Corporate Authorities of the Village of Buffalo Grove hereby determine and find that the requested Sign Variations are in harmony with the general purpose and intent of the Sign Code (Title 14 of the Buffalo Grove Municipal Code); and

1. The literal interpretation and strict application of the provisions and requirements of this Title would cause undue and unnecessary hardships to the sign user because of unique or unusual conditions pertaining to the specific building, parcel or property in question; and
2. The granting of the requested variance would not be materially detrimental to the property owners in the vicinity; and
3. The unusual conditions applying to the specific property do not apply generally to other properties in the Village; and
4. The granting of the variance will not be contrary to the purpose of this Title pursuant to Section 14.04.020

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 preceding WHEREAS clauses are hereby adopted by the Corporate Authorities and made a part hereof.

Section 2. The following variations are hereby granted to the Village Sign Code (Title 14 of the Buffalo Grove Municipal Code, Sections 14.16) to accommodate a new ground sign to be located at 220 Milwaukee Avenue: allow a reduction to the minimum setback; allow the sign to exceed height restrictions; and allow a ground sign without installation of landscaping around the base subject to the following conditions

1. The proposed sign shall substantially conform to the documents and plans attached as part of the petition.
2. The sign shall be in conformance with all other codes, regulations, and policies set forth in Village of Buffalo Grove Municipal code.

Section 3. This Ordinance shall be in full force and effect from and after its passage, and approval. This Ordinance shall not be codified.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2022.

APPROVED: _____, 2022.

ATTEST:

APPROVED:

Village Clerk

Beverly Sussman, Village President

**Exhibit A
Plan Set**

Mi Mexico Restaurant
220 Milwaukee Avenue

Attachment: Ordinance (O-2022-70 : Ordinance Approving Sign Variations at 220 Milwaukee Ave)

Exhibit B
Minutes from the June 15, 2022 PZC Meeting

Mi Mexico Restaurant
220 Milwaukee Avenue

Attachment: Ordinance (O-2022-70 : Ordinance Approving Sign Variations at 220 Milwaukee Ave)



220 Milwaukee Ave, Buffalo Grove, IL 60089
(847) 229-3491
MimexicoBG@Gmail.com

March 23rd 2022

To whom it may concern,

On March 18th, 2021, we suffered catastrophic damage to our business sign as the result of a wind storm resulting in the aforementioned sign falling over. Upon professional inspection it was determined that the sign in question was improperly sealed at the base resulting in years of water and salt from snow removal seeping in and rusting the support beam that held up the sign. It came as a great shock to us when we heard the thunderous thud during our lunch hour and, so, we scurried outside to find the sign had fallen blocking our exit driveway on the Milwaukee Ave side of our property. Luckily, no one was hurt and there was no damage to anyone else's property, which would have been greatly upsetting as we've already suffered great economic strain as the result of Covid-19.

As a direct result of the loss of our sign, it has lowered our visibility on the avenue. We're already in a section of the block where visibility is difficult for drivers heading northbound on Milwaukee Ave due to the building directly south of us being of such great stature. A lot of first-time patrons call us regularly trying

to find the restaurant. These calls have seen a significant increase with frustrated patrons driving past our location and having to U-turn or turn around further up the road to comeback. In addition, we depend on drivers being able to notice our establishment to get foot traffic into our business. We've had a lot of people tell us they "didn't even know you were here." In the current covid era with all the different variants and new hurdles that have popped up with been hit with a reduction in foot traffic in our industry. Many locally owned and operated businesses have had to shutter their doors. We simply want our sign to be visible so that our business can grow and recover the revenue we've lost to keep serving the community for years to come. Thank you for your time and consideration.

Warmest regards,

Your Name

Manager/Owner of Mi Mexico Family Mexican Restaurant
MiMexicoBG@gmail.com

PLAT OF SURVEY

8.C.C



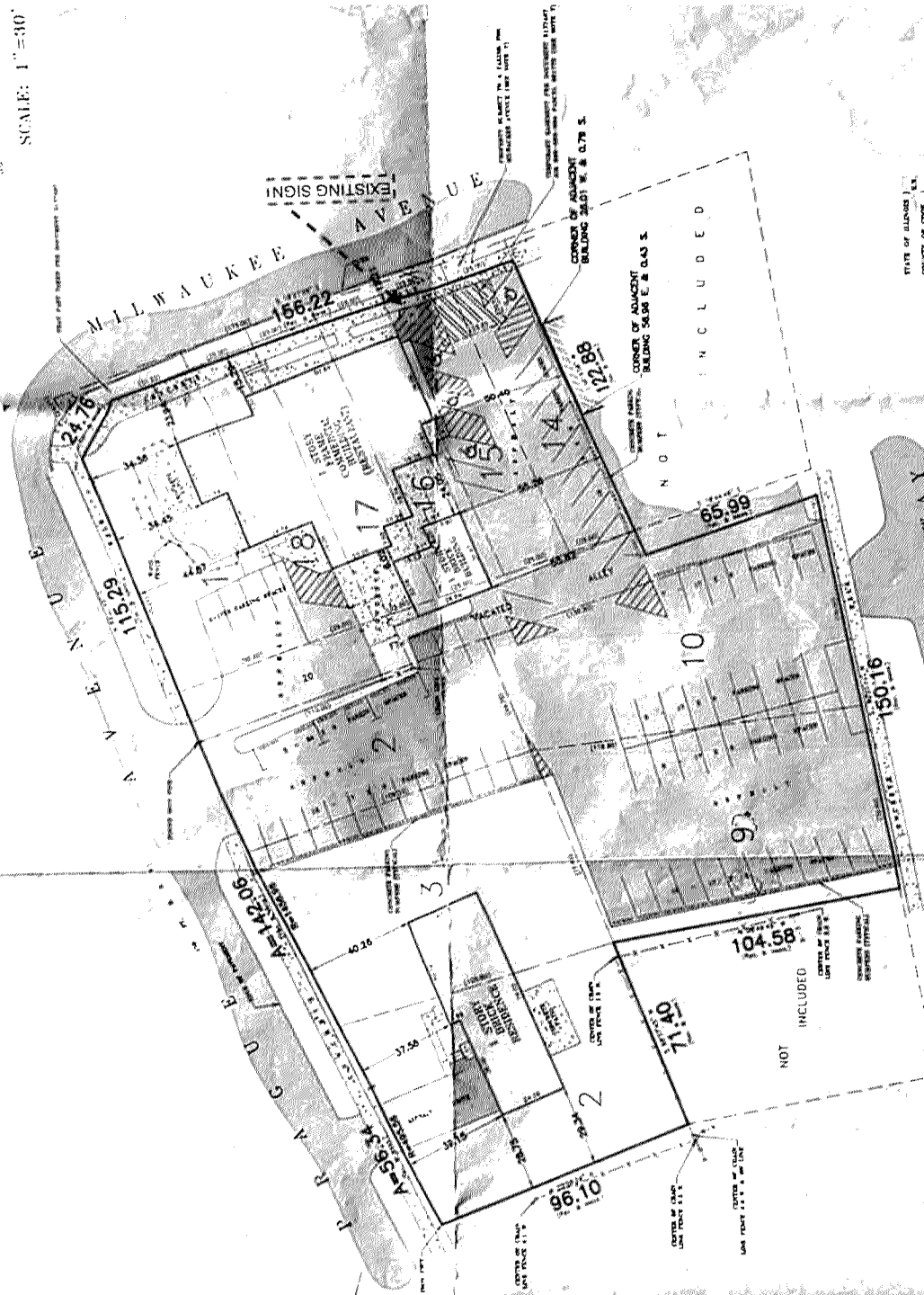
SCALE: 1"=30'

PARCEL 1: LOTS 1, 15, 16, 17 AND 18 IN BLOCK 2, UNIT NUMBER 1 OF COLUMBIA GARDENS, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF SECTION 35, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 5, 1926, AS DOCUMENT 278278, IN BOOK "P" OF PLATS, PAGE 33, (EXCEPT THAT PART TAKEN FOR RIGHT OF WAY PER 32E054) IN LAKE COUNTY, ILLINOIS.

PARCEL 2: LOTS 2, 9, 10 AND 11 IN BLOCK 2, UNIT NUMBER 1 OF COLUMBIA GARDENS, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF SECTION 35, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 5, 1926, AS DOCUMENT 278278, IN BOOK "P" OF PLATS, PAGE 33, (EXCEPT THAT PART TAKEN FOR RIGHT OF WAY PER 32E054) IN LAKE COUNTY, ILLINOIS.

PARCEL 3: LOTS 3 AND 4 IN BLOCK 2, UNIT NUMBER 1 OF COLUMBIA GARDENS, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF SECTION 35, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 5, 1926, AS DOCUMENT 278278, IN BOOK "P" OF PLATS, PAGE 33, IN LAKE COUNTY, ILLINOIS.

ADDRESS: 220 MILWAUKEE AVENUE, BUFFALO GROVE, ILLINOIS



STATE OF ILLINOIS
COUNTY OF COOK

NOTARY PUBLIC
JAMES J. GORMAN
JAN 1 2012

MY LICENSE EXPIRES ON 1/1/2012



GENERAL NOTES:

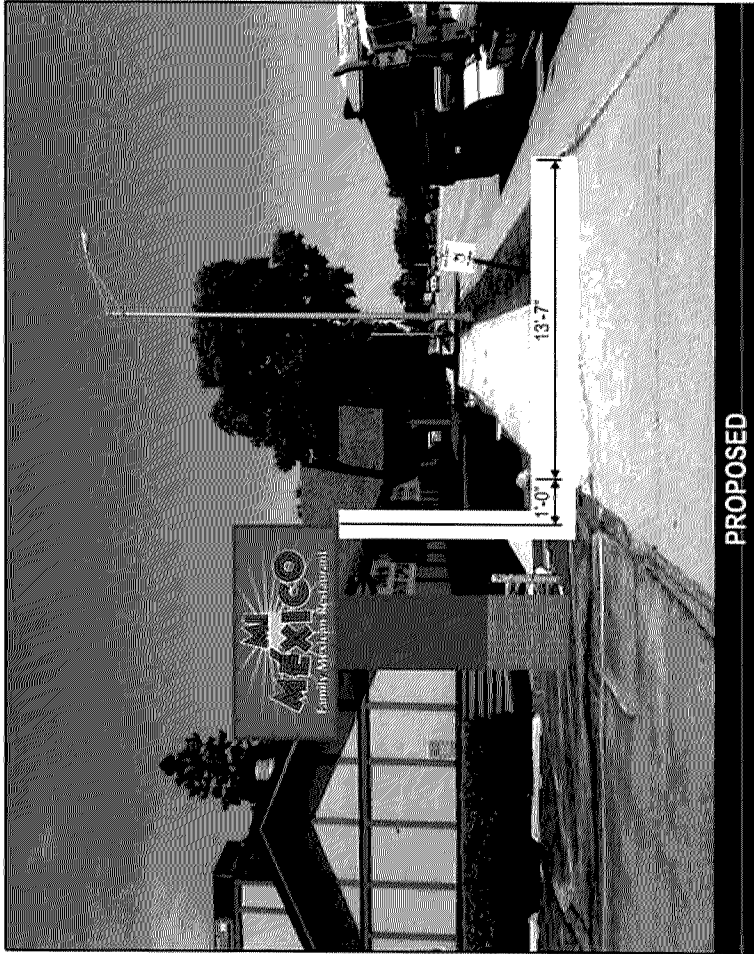
- 1) THE LAND DESCRIPTION HAS BEEN PROVIDED BY THE CLIENT IN THIS SURVEY.
- 2) THIS SURVEY WAS CONDUCTED FOR THE PURPOSE OF DETERMINING THE BOUNDARIES OF THE PARCELS SHOWN ON THIS PLAT. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE ILLINOIS SURVEYING ACT.
- 3) THE SURVEY WAS CONDUCTED ON THE DATE INDICATED ON THIS PLAT.
- 4) THE SURVEY WAS CONDUCTED BY THE SURVEYOR AND HIS ASSISTANTS.
- 5) THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE ILLINOIS SURVEYING ACT.
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PREFERRED SURVEY, INC.
7845 W. 79TH STREET, HURONVIEW, IL 60455
Phone 708-458-7845 / Fax 708-458-7856
www.prsurvey.com

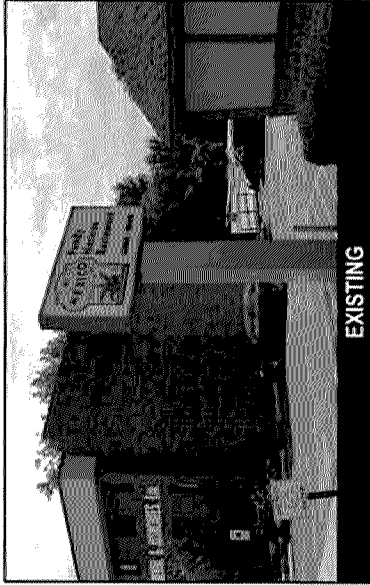
Field Book Completed: 07/12/12
Land Area Surveyed: 53,312.5 sq. ft.
Drawing Number: 07/02

A

D/F CABINET SIGN



PROPOSED



EXISTING



NIGHT SIMULATION

OMEGA
Sign & Lighting Inc.
630.237.4397
OMEGASIGNCHICAGO.COM

MI MEXICO
RESTAURANT

220 Milwaukee Ave.
Buffalo Grove, IL 60089

Date	7/22/2
Acct. Executive	S. Menni
Page No.	00
Revision Number	Date
(Rev. 1)	08/11/2
(Rev. 2)	09/03/2
(Rev. 3)	10/01/2
(Rev. 4)	4/11/2
(Rev. 5)	
(Rev. 6)	

Drawn By J. Richmond
Drawing Scale

PERMIT INFO

Sign Sq. Ft.	
No. of Lamps/LEDs	
Total Waillage	
No. of Power Supplies	
Total Amperage	

Ext. 20 Amp Toggle Switch w/Rubber Boot Yes

Cust. Approval

Landlord Approval

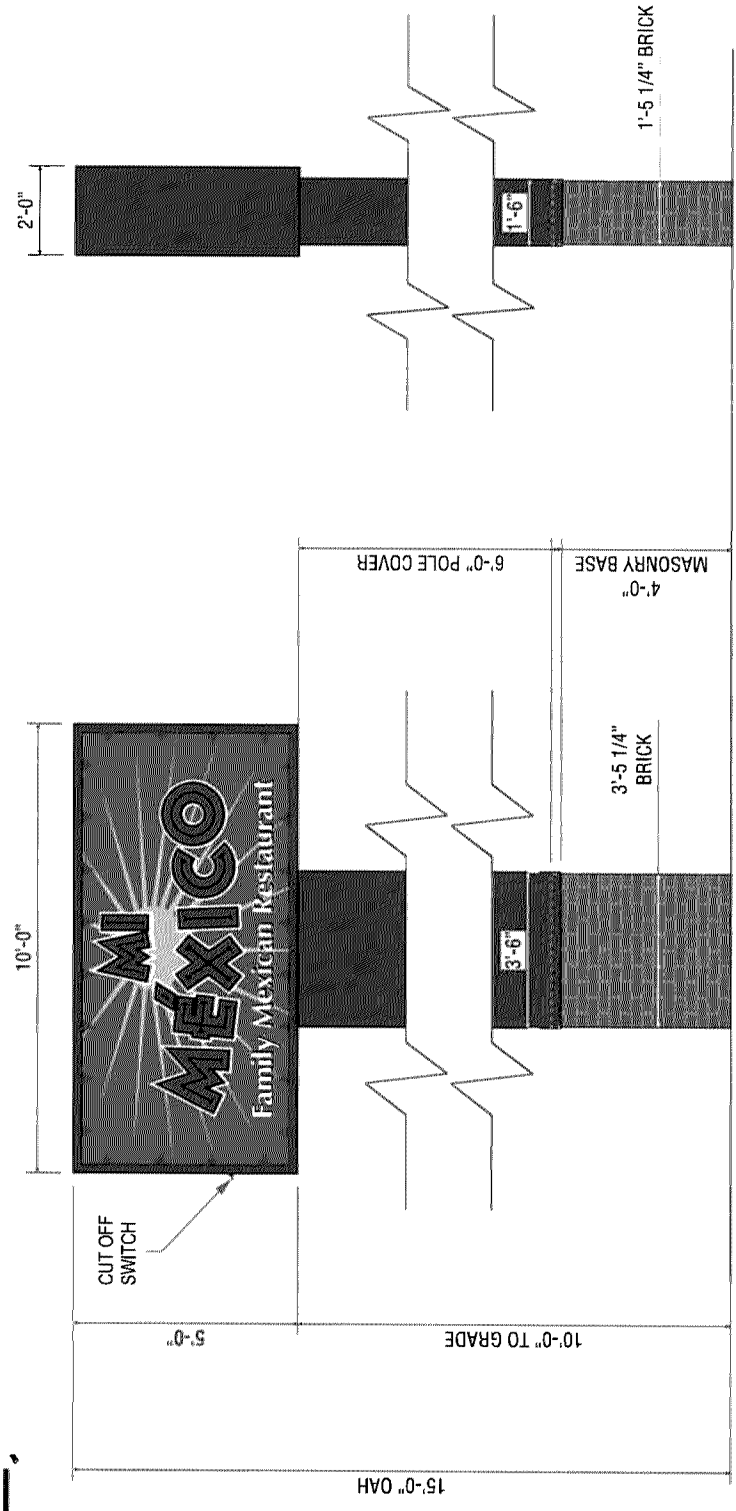
Each Sign Must Have:
1. A 20V/100W Power Junction Box
2. Junction Box Installed within 5' of Sign
3. Three Wire Line Ground and Neutral



630.237.4397
OMEGASIGNCHICAGO.COM

This Document and the information contained in the property of Omega Sign & Lighting Inc. (the Company). By receipt of this Document, the holder agrees not to distribute to any other entities, nor reproduce this Document and the information contained, without the prior written approval of the Company. The Customer agrees that Omega Sign & Lighting Inc. will fabricate signs as per the above rendering(s) and Customer agrees to all charges to fabricate signs(s) including permit & procurement fees & storage fees. The colors depicted in the rendering(s) are not an exact color match that will appear in the sign(s) construction, and exact color swatches can be provided only at the Customer's request.

ELECTRICAL NOTES
Sign company DOES NOT provide
1. A 20V/100W Power Junction Box
2. Junction Box Installed within 5' of Sign
3. Three Wire Line Ground and Neutral



A 5'-0"H x 10'-0"W QTY (1) POLE-MOUNTED D/F CABINET SIGN

- Total Sq.Ft.:** 50
Cabinet: Painted Alum, PMS 200 C
Face: White Polycarbonate
Retainers: 2 1/2" Painted Alum, PMS 200 C
Pole Cover: Painted Alum, PMS 200 C, Full Masonry
Base up to 4'-0"
Vinyl: 8500-031 Red, 8500-070 Black, 8500-024 Yellow, 8500-034 Orange
Illumination: White LED

Notes: Need Vector Art for Production.



This Document and the information contained in it is the property of Omega Sign & Lighting Inc. (the Company). By receipt of this Document, the holder agrees not to distribute to any other entities, nor reproduce this Document and the information contained in it without the prior written approval by the Company. The Customer agrees that Omega Sign & Lighting Inc. will fabricate signs as per the specifications and materials listed herein. The colors depicted in the renderings are not an exact color match that will appear in the sign's construction, and best color matches can be provided only at the Customer's request.

630.237.4397
OMEGASIGNCHICAGO.COM



ELECTRICAL NOTES
Sign company DOES NOT provide:
1. A minimum of One (1) dedicated Primary Electrical to Sign
2. Junction box installed within Sign (6)
3. Three Wire Line, Ground, and Neutral
to a licensed electrician for installation

Each Sign Must Have:

1. A minimum of One (1) dedicated Primary Electrical to Sign
2. Junction box installed within Sign (6)
3. Three Wire Line, Ground, and Neutral to a licensed electrician for installation

630.237.4397
OMEGASIGNCHICAGO.COM

MI MEXICO RESTAURANT

220 Milwaukee Ave.
Buffalo Grove, IL 60089

Date	7/22/22
Acct. Executive	S. Menni
Page No.	001
Revision Number	Date
(Rev. 1)	08/11/22
(Rev. 2)	09/03/22
(Rev. 3)	10/01/22
(Rev. 4)	4/11/22
(Rev. 5)	
(Rev. 6)	
Drawn By	J. Richmond
Drawing Scale	3/8"=1'

PERMIT INFO	
Sign Sq. Ft.	
No. of Lamps/LEDs	
Total Wattage	
No. of Power Supplies	
Total Amperage	
Ext. 20 Amp Toggle Switch w/Rubber Boot	Yes

Signature	Security	Date
Space	Space	Space
Landlord Approval		Date

Attachment: Exhibit A - Plan Set (O-2022-70 : Ordinance Approving Sign Variations at 220 Milwaukee Ave)

06/15/2022

**MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE
VILLAGE OF BUFFALO GROVE HELD IN THE COUNCIL CHAMBERS, 50 RAUPP BOULEVARD,
BUFFALO GROVE, ILLINOIS ON WEDNESDAY, JUNE 15, 2022**

Call to Order

The meeting was called to order at 7:30 PM by Chairman Frank Cesario

Public Hearings/Items For Consideration

1. A Public Hearing to Consider a Request for a Rear Yard Setback Variation to Allow the Construction of an Addition on the Property Located at 900 Holly Stone Lane (Trustee Pike) (Staff Contact: Kelly Purvis)

Mr. Binder, associate planner, provided a background on the subject property.

Mr. Lilly provided testimony of the subject property. He explained he would like to turn his 3-season room into a 4 -season room.

Com. Richards ask if we already went through the process for the 3-season room on the subject property in the past.

Mr. Binder said he found no record.

Chairperson Cesario said the current structure has been there for 30 years.

Com. Moodhe asked if there is heating and air.

Mr. Lilly said no

Com. Richards asked if anyone called regarding the variation.

Mr. Binder said no

Mr. Lilly said just inquiries for his neighbors.

Com. Worlikar asked Mr. Lilly to go over the specifications of the new structure.

Mr. Lilly said it will have the same footprint as the current structure.

Chairperson Cesario entered the staff report at exhibit one.

The public hearing was closed at 7:37 PM.

Com. Weinstein made a motion to grant a variation to Section 17.40 of the Buffalo Grove Zoning Code to allow a proposed addition to encroach into the required rear yard setback at 900 Holly Lane property, subject to the following conditions:

1) The proposed sunroom addition shall be installed in accordance with the documents and plans submitted as part of this petition.

Com. Richards seconded the motion.

Chairperson discussed why we have the process we have for rear yard setbacks.

Com. Spunt spoke in favor of the motion.

Com. Moodhe spoke in favor of the motion.

06/15/2022

Com. Davis spoke in favor of the motion.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Moodhe, Spunt, Cesario, Khan, Weinstein, Richards, Worlikar, Davis
ABSENT:	Amy Au

2. A Public Hearing to Consider a Sign Variation Request for Mi Mexico Restaurant to Allow the Construction of a Freestanding Sign on the Property Located at 220 Milwaukee Avenue (Trustee Ottenheimer) (Staff Contact: Kelly Purvis)

Ms. Purvis, Deputy Community Development Director, provided a background on the petition for a sign variation.

Mr. Barajas confirmed that the background was correct. He said the sign would be helpful to their business.

Com. Moodhe asked if the sign was there when they bought it.

Mr. Barajas said yes.

Com. Moodhe asked how long the sign has been up.

Mr. Barajas said it has been there long before they bought it, and they have been there for 15 years.

Com. Weinstein asked if the road was expanded.

Mr. Barajas said he was unsure.

Chairperson Cesario asked about the landscaping plan around the sign and asked if the sign was the same as the original one.

Mr. Barajas expanded on the landscape and said that the sign would be shorter than the original sign.

Com. Richards referenced packet page 58.

Ms. Purvis provided clarification on the distance between the new sign and the sidewalk.

Com. Worlikar asked if there are any additional signs.

Mr. Barajas said there is a smaller sign on the other side of the building. Noting that the sign is hard to see.

Chairperson Cesario asked if they were going to change the sign on the other side of the building.

Mr. Barajas said not at this time.

Chairperson Cesario entered the staff report as exhibit one and the separate response as exhibit two.

The public hearing was closed at 7:52 PM.

Com. Weinstein made a motion to approve the variations from Title 14.16 (Sign Code), to allow a reduction to the minimum setback for a freestanding ground sign; the height of the sign to exceed the distance the sign is setback from the property line; and allow the installation of a ground sign without landscaping at its base, to accommodate a new ground sign to be located at 220 Milwaukee Avenue. The sign shall be installed in accordance with the documents and plans submitted as part of this petition, and the Petitioner shall comply with all applicable Village codes, regulations, and policies.

06/15/2022

Com. Richards seconded the motion.

Com. Worlikar spoke in favor of the motion.

Com. Davis spoke in favor of the motion.

Com. Weinstein spoke in favor of the motion.

Com. Moodhe spoke in favor of the motion.

Chairperson Cesario spoke in favor of the motion.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Moodhe, Spunt, Cesario, Khan, Weinstein, Richards, Worlikar, Davis
ABSENT:	Amy Au

Regular Meeting

Other Matters for Discussion

Ms. Purvis provided background on the workshop for a proposed car wash at 301 Milwaukee Ave.

Mr. Paul reviewed the presentation and the existing site including the conditions of the site.

Nick provided details on the building floor plan and the components and equipment within the car wash.

Mr. Paul went over the renderings of the facility, including the photometric plan and landscape plan.

Ms. Purvis provided the variations that may be required for the subject property development.

Chairperson Cesario said he expressed his concern regarding the traffic study.

Mr. Paul explained the traffic study and the use of the access points.

Com. Worlikar asked the petitioners how people coming from the north would get into the car wash.

Mr. Paul explained the traffic flow in and out of the car wash.

Mr. Spallone said if you go through the other side, you can use the vacuums if you don't want to wash your car.

Com. Spunt asked about the technology within the car wash.

Mr. Paul explained the lidar and sonar technology.

Com. Spunt asked if they have monthly plans.

Mr. Paul said yes.

Com. Davis commented on the traffic flow. He expressed his concerns regarding the stacking of traffic in the median, making exiting into traffic difficult.

06/15/2022

Mr. Spallone talked about the facility in Bartlett that sees more cars than this facility will. He noted they do not have traffic/stacking issues at that facility.

Mr. Paul talked about the KLOA study/report.

Com. Moodhe expressed his concerns about the south bound traffic. Asked when they did their study.

Mr. Spallone said 9 am, 10 am, 1 pm, 3pm, 8 pm

Mr. Paul continued to talk about the stacking to the south.

Chairperson Cesario said they should flush out the traffic study with KLOA.

Com. Moodhe said staff should consider looking at the whole area and not just the property.

Com. Worlikar liked the concept and shares the concerns around the traffic.

Com. Worlikar asked about the environmental aspect.

Mr. Spallon said they are a green facility and fully biodegradable.

Com. Davis said if they could see some traffic flow options or what KLOA looked at to determine their recommendation.

Com. Weinstein touched on the traffic study and said he can't think of a better option. Spoke in favor of the motion.

Chairperson Cesario spoke in favor of the motion.

Com. Weinstein asked that when they come to the public hearing that they address the lighting.

1. Workshop - Proposed Redevelopment of 301 Milwaukee Avenue as Spotless Auto Spa, a New Carwash Facility (Trustee Johnson) (Staff Contact: Kelly Purvis)

Approval of Minutes

1. Planning and Zoning Commission - Regular Meeting - Jun 1, 2022 7:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Moodhe, Spunt, Cesario, Khan, Weinstein, Richards, Worlikar, Davis
ABSENT:	Amy Au

Chairman's Report

Committee and Liaison Reports

Staff Report/Future Agenda Schedule

Ms. Purvis provided an update on the future agenda schedule.

Public Comments and Questions

06/15/2022

Adjournment

The meeting was adjourned at 8:56 PM

Action Items

Chris Stilling

APPROVED BY ME THIS 15th DAY OF June, 2022



Ordinance No. O-2022-71 : Vernon Township Intergovernmental Agreement

Recommendation of Action

Staff recommends approval upon Village Attorney review and approval.

SUMMARY: Vernon Township and the Village are proposing to enter into an Inter-Governmental Agreement to address the paving of Arlyd Road. The Township will be completing the paving work to serve the unincorporated area and they will include the Village portion of Arlyd Road as part of their project. The Village will reimburse the Township for its proportionate share.

ATTACHMENTS:

- Memo Arlyd Road (DOCX)
- Exhibit A IGA (DOC)
- Ordinance VT IGA (DOCX)
- Arlyd Road Map (JPG)

Trustee Liaison
Pike

Staff Contact
Darren Monico, Public Works

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: July 5, 2022
TO: Dane Bragg, Village Manager
FROM: Darren Monico, Village Engineer
SUBJECT: Arlyd Road IGA with Vernon Township

Arlyd Road is under the Village of Buffalo Grove's jurisdiction that serves only Vernon Township residents. Vernon Township is proposing to pave the entire road and are asking for the Village to agree to an Inter-governmental Agreement (IGA) to pave Arlyd Road with their paving program. The Village will reimburse the Township for the work on Arlyd Road which is estimated at \$12,987.

The road project will be publicly bid by the township who is subject to the same state bidding guidelines as the Village. The existing road is in disrepair but was not planned to be included in the Village's road work. The paving cost can be covered with this year's road budget without asking for an increase in budget.

The roadwork was designed by Gewalt Hamilton Associates Inc., the same company that the Village routinely hires to design the Village road programs, and the cross section meets Village standards for pavement depth. The road is a rural cross section and it does not have curb and gutter.

Overall, staff believes that entering in the IGA with Vernon Township is in the best interest of the Village. Given the size and scope of the Village's portion of the road, it is likely that the Village would have to pay a higher cost to pave the road in the future. Therefore, staff recommends approval.

Attachment: Memo Arlyd Road (O-2022-71 : Vernon Township IGA)

AGREEMENT BETWEEN THE VILLAGE OF BUFFALO GROVE AND VERNON TOWNSHIP FOR THE RESURFACING OF ARLYD ROAD

THIS AGREEMENT entered this _____ day of _____, 2022 by and between Vernon Township (hereinafter, "the Township") and the Village of Buffalo Grove (hereinafter, "the Village")

WITNESSETH:

WHEREAS, a portion of Arlyd Road is within the corporate limits of the Village of Buffalo Grove (hereinafter "the Village") and the remainder of Arlyd Road is within unincorporated Vernon Township (hereinafter, "the Township"); and

WHEREAS, both the Village and the Township have planned separate paving projects for their respective portions of the Subject Property; and

WHEREAS, due to the manner in which the Village boundaries traverse the highway, the Township and the Village have determined that it would be in the best interests of the Township and the Village to include the Village portion (i.e. Arlyd Road) of the highway within the Township's paving project and to enter into an Intergovernmental Agreement to engage in a joint construction project to improve Arlyd Road (hereinafter, "the Joint Paving Project"); and

WHEREAS, the Township and the Village are authorized to enter into an Intergovernmental Agreement for the purposes set forth above pursuant to 65 ILCS 5/1-1-5 and 65 ILCS 5/11-85-2; and

WHEREAS, an estimate of costs for the Joint Paving Project which reflects an estimated cost for the repaving and engineering cost of the Village portion of Arlyd Road to be \$12,987 and said estimate has been reviewed and approved by the Township Supervisor; and

NOW, THEREFORE, in mutual consideration of the desire of the Village and the Township to repave the Subject Property in a thorough, consistent and economical manner, the Village and the Township hereby agree as follows:

1. The foregoing recitals are hereby incorporated as if fully set forth herein.
2. The Township has publicly solicited bids for the Joint Paving Project pursuant to bid specifications agreed upon by both the Village Engineer and the Township Supervisor.
3. The Township and the Village agree to the awarding of the contract for the Joint Paving Project to Chicagoland Paving Contractors, Inc; and said contract shall be entered into by and between Chicagoland Paving Contractors, Inc and the Township.

4. The Village and the Township agree that the Village shall reimburse the Township for the Village's share of the Joint Paving Project, which has been determined as \$12,987. If the final cost of the Village share of the Joint Paving Project exceeds \$12,987, the Village shall reimburse the Township for said amount in excess.

5. The Village agrees that within forty-five (45) days of the receipt of an invoice from the Township it shall pay the amount of its obligation under the terms of this Agreement.

6. The parties agree that each shall, at its own cost, provide and maintain during the term of the Agreement general liability insurance. The Village agrees to indemnify, defend, and hold the Township, its agents, and employees harmless from all claims, causes of action, suits, damages, liabilities, loss, costs and expenses which may arise out of the performance of the services set forth in this Agreement, except to the extent caused by the negligence of the Township, its agents and employees.

7. It is mutually agreed by and between the parties hereto that each party warrants and represents to the other party and agrees that 1) This Agreement is executed by duly authorized agents or officers of such party and that all such agents and officers have executed the same in accordance with the lawful authority vested in them pursuant to all applicable and substantive requirements; 2) This Agreement is binding and valid and will be specifically enforceable against each party; and 3) This Agreement does not violate any presently existing provisions of law nor any applicable order, writ, injunction or decree of any court or government department, commission, board bureau, agency or instrumentality applicable to such party.

8. This Agreement shall be deemed to take effect as of the date on which the duly authorized agents of the last of the parties hereto to execute this Agreement affix their signatures.

9. This Agreement shall be in accordance with the laws of the State of Illinois and enforceable in any court of competent jurisdiction by each of the parties hereto by any appropriate action at law or in equity, including any action to secure the performance of the representations, promises, covenants, agreements, and obligations contained herein.

10. It is mutually agreed by and between the parties hereto that this Agreement shall not be construed, in any manner or form, to limit the power or authority of the Village or the Township to maintain, operate, improve, construct, reconstruct, repair, manage, widen or expand the portions of Arlyd Road within each party's respective jurisdiction.

11. It is mutually agreed by and between the parties hereto that nothing contained in this Agreement is intended or shall be construed as in any manner or form creating or establishing a relationship of co-partners between the parties hereto, or as constituting the Township or the Village (including their respective appointed or elected officials, officers, employees and agents), the agent representative or employee of the other for any purpose or in any manner, whatsoever. The Village and the Township shall remain independent of one another with respect to all services performed under this Agreement. This Agreement is non- assignable and/or nontransferable. Nothing contained in the Agreement shall be construed to result in a

waiver of any immunities. No third party is an intended or implied beneficiary of this Agreement nor is entitled to enforce any provisions hereof.

12. It is mutually agreed by and between the parties hereto that any alterations, amendments, deletions, or waivers of any provision of this Agreement shall be valid only when expressed in writing and duly executed by the parties hereto.

13. This Agreement may be executed in counterparts, and all of said counterparts shall, individually and taken together, constitute this Agreement.

14. It is mutually agreed by and between the parties hereto that the provisions of this Agreement are severable. If any provision, paragraph, section, subdivision, clause, phrase or word of this agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement; which shall remain in full force and effect.

VILLAGE OF BUFFALO GROVE

By: _____

ATTEST:

Clerk

VERNON TOWNSHIP

By: _____

ATTEST:

Clerk

ORDINANCE 2022-_____**AN ORDINANCE AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH VERNON TOWNSHIP
RELATING TO THE REPAVING OF ARLYD ROAD IN THE VILLAGE OF BUFFALO GROVE**

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

WHEREAS, the Village seeks to enter into an Intergovernmental Agreement with Vernon Township relating to a \$12,987 road repaving project on Arlyd Road within the Village of Buffalo Grove.

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 President is authorized to enter into an Intergovernmental Agreement with Vernon Township relating to a \$12,987 road repaving project to Arlyd Road within the Village of Buffalo Grove, pending attorney review.

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: _____, 2022
 APPROVED: _____, 2022

APPROVED:

 Beverly Sussman, Village President

ATTEST:

 Janet Sirabian, Village Clerk

Attachment: Ordinance VT IGA (O-2022-71 : Vernon Township IGA)

Results

[illegible]

Prairie Rd

100
 90
 80
 70
 60
 50
 40
 30
 20
 10
 0

2000

697
698
699
700
701
702
703
704
705

Figure 1

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NOTES

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Action Item : Authorization to Seek Competitive Bids for Various Projects FY 2022

Recommendation of Action

Staff recommends approval.

SUMMARY: Staff requests Authorization to Bid for the various Fiscal Year 2022 projects as further detailed in the attached memo.

ATTACHMENTS:

- Authorization to Bid 2022 Mid Year (DOCX)

Trustee Liaison
Weidenfeld

Staff Contact
Tom C. Wisniewski, Village Board

Monday, July 18, 2022

VILLAGE OF
BUFFALO GROVE



DATE: July 11, 2022

TO: Dane Bragg, Village Manager

FROM: Tom Wisniewski, Buyer

RE: Authorization to Bid 2022

Background

In prior years, staff would bring before the Village Board numerous projects requesting authorization to bid each project separately. As many of those projects were either performed on an annual basis or were scheduled well in advance, staff believes it would be more efficient to bring most of these projects forward for authorization to seek competitive bids as a single agenda item.

The following projects are routinely bid on an annual basis, purchased through joint bids, or are part of the CIP program and are planned to be procured in Fiscal Year 2022, as such staff would request the Village Board provide Authorization to Bid for each of these projects. Each Bid document will be reviewed by the Village Attorney prior to release and each listed project will be brought back before the Village Board with a request for an award of contract/award of agreement.

Recommendation

Staff requests Authorization to Bid or seek Competitive Proposals for the below listed 2022 fiscal year projects.

[illegible]



Action Item : Authorization to Waive Bids and Seek Competitive Proposals Projects for FY 2022

Recommendation of Action

Staff recommends approval.

SUMMARY: Staff requests authorization to waive bids for a limited number of fiscal year 2022 projects and seek competitive proposals or negotiate for services as further detailed in the attached memo.

ATTACHMENTS:

- Authorization to Waive Bids and seek Proposals 2022 Mid Year(DOCX)

Trustee Liaison
Weidenfeld

Staff Contact
Tom C. Wisniewski, Village Board

Monday, July 18, 2022

VILLAGE OF
BUFFALO GROVE



DATE: July 11, 2022

TO: Dane Bragg, Village Manager

FROM: Tom Wisniewski, Buyer

RE: Authorization to Waive Bids and seek Proposals 2022

Background

In prior years, staff would bring before the Village Board numerous projects requesting authorization to bid each project separately. As many of those projects were either performed on an annual basis or were scheduled well in advance, staff believes it would be more efficient to bring most of these projects forward for authorization to waive bids and seek competitive proposals or negotiate services as a single agenda item.

The following projects are part of the CIP program or are planned to be procured in Fiscal Year 2022, as such staff would request the Village Board provide Authorization to waive bids on each of these projects. Each Request for Proposal, Request for Qualifications, or Invitation to Negotiate document will be reviewed by the Village Attorney prior to release and each listed project will be brought back before the Village Board with a request for an award of contract/award of agreement.

Recommendation

Staff requests Authorization to waive bids and seek Competitive Proposals or Negotiate for the below listed 2022 fiscal year projects.

[illegible]



**Ordinance No. O-2022-72 : Construction Manager at Risk
Preconstruction Services**

Recommendation of Action

Staff recommends approval.

Staff recommends that the Village Board authorize the Village Manager to execute an agreement with Frederick Quinn Corporation for Construction Manager at Risk Preconstruction Services in the amount of \$20,000 pending review and approval by the Village attorney. The final guaranteed maximum price once established, will be brought before the Village board for approval.

ATTACHMENTS:

- CM at Risk Memo (DOCX)
- CM at Risk Ordinance (DOCX)

Trustee Liaison
Smith

Staff Contact
Jim Warnstedt, Public Works

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: July 14, 2022
TO: Dane C. Bragg, Village Manager
FROM: Tom Wisniewski, Buyer
SUBJECT: Construction Manager at Risk Services

Staff Recommendation

Staff recommends that the Village Board authorize the Village Manager to execute an agreement with Frederick Quinn Corporation for Construction Manager at Risk Preconstruction Services in the amount of \$20,000.00 pending review and approval by the Village attorney. The final guaranteed maximum price, once established, will be brought before the Village board for approval at a later date.

Overview

The Village advertised for Construction Manager at Risk services ("CM at Risk") through a Qualifications Based Selection (QBS) process for the Public Works Facility Adaptive Reuse Project. Staff received and reviewed proposals from nine different firms. After a thorough review of the proposals, the top three finalists were invited for interviews. The finalists toured the facility on Leider Ln. and were then brought in for interviews. Through the interview process staff chose Frederick Quinn Corporation and subsequently negotiated out a favorable fee structure.

Fee Schedule	
Preconstruction Fixed Fee:	\$20,000.00
Construction Administration:	
General Conditions – Sr. Superintendent/Field Office First 12 Months:	\$27,500.00 Per Month
General Conditions beyond 12 months:	\$13,750.00 Per Month
CM Fee:	2.5% x cost of work
Insurance:	0.85% x cost of work
Bonds:	Actual rates NTE 0.75%

The first phase is the Preconstruction Phase which is arguably one of the most important. This phase finalizes the project scope, project plan, budget and schedule. During this phase of work Frederick Quinn will work extensively with the Village and Wold Architects to provide value engineering, constructability review, cost estimating, logistics, schedule development and phasing input to deliver the best value solution. The fixed fee for preconstruction services is \$20,000. As a separate action item, staff will be recommending that the Village engage the services of Wold Architects for design services as part of the Public Works Facility Adaptive Reuse Project.

Once all the construction documents and specifications have been finalized a Guaranteed Maximum Price (GMP) will be negotiated with Frederick Quin Corporation. A guaranteed maximum price contract sets the maximum price that the Village will have to pay the Frederick Quinn Corporation regardless of the actual costs incurred for the Public Works Facility Adaptive Reuse Project. Any major changes in the scope could result in a change order that could increase the GMP. The final guaranteed maximum price once established, will be brought before the Village board for approval.

ORDINANCE 2022- _____

AN ORDINANCE AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE FREDERICK QUINN CORPORATION FOR CONSTRUCTION MANAGER AT RISK PRECONSTRUCTION SERVICES

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; and

WHEREAS, the Village engaged in a competitive procurement process 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 the Frederick Quinn Corporation for Construction Manager at Risk Preconstruction Services, in an amount not to exceed \$20,000.00 pending 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 not be codified.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2022

APPROVED: _____, 2022

APPROVED:

Beverly Sussman, Village President

ATTEST:

Janet Sirabian, Village Clerk

Attachment: CM at Risk Ordinance (O-2022-72 : Construction Manager at Risk Preconstruction Services)



Ordinance No. O-2022-73 : Architectural Services for New PW Facility

Recommendation of Action

Staff recommends approval.

Staff recommends that the Village Board authorize the Village Manager to execute an agreement with Wold Architects and Engineers for Architectural and Engineering Services in an amount not to exceed \$990,486.00 pending review and approval by the Village attorney.

ATTACHMENTS:

- Wold Memo (DOCX)
- Wold Ordinance (DOCX)

Trustee Liaison
Smith

Staff Contact
Jim Warnstedt, Public Works

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: July 14, 2022
TO: Dane C. Bragg, Village Manager
FROM: Tom Wisniewski, Buyer
SUBJECT: Architectural Services for 1650 Leider Lane

Staff Recommendation

Staff recommends that the Village Board authorize the Village Manager to execute an agreement with Wold Architects and Engineers for Architectural and Engineering Services (AE) in an amount not to exceed \$990,486.00 pending review and approval by the Village attorney.

Overview

Over the past few years, Wold Architects and Engineers has worked with Village staff to evaluate potential properties for proposed relocation of Public Works operations from the current Public Service Center building. As a result of that process, the Village is nearing a final agreement to acquire the property at 1650 Leider Lane in Buffalo Grove.

Wold was selected through an RFQ process in 2017 and staff renegotiated the agreement via an amendment in 2021. Wold has worked on a number of projects for the Village including the recent renovation of the Arboretum Golf Clubhouse.

The 1650 Leider Lane property is an approximately 173,500 square-foot warehouse facility constructed in 1966 and expanded in 1992. This project will involve the adaptive re-use of the existing facility to create a new base of operations for the Public Works Department and will include remodeling of the existing office areas for administrative and employee support functions (locker rooms, break room, etc.), construction of new division shops and work areas within the building's interior, redevelopment of the existing warehouse area to accommodate vehicle and equipment storage, and fleet maintenance. A portion of the existing building is also planned to be demised as a potential tenant space.

While staff has developed an estimated budget for the overall project, the final Guaranteed Maximum Price (GMP) has not been finalized with the Construction Manager at Risk. Therefore, the AE costs with Wold are projected to be approximately \$900,442. Due to the GMP not being established, staff recommends awarding this with a 10% Village Manager Controlled Contingency. See the fee Schedule below.

Fee Schedule	
AE Fixed Fee (7.35%)	\$825,442.00
Other Soft Costs Allowance (Reimbursables, etc.)	\$75,000.00
10% Village Manager Controlled Contingency due to the GMP not being set.	\$90,044.00
Total Not to Exceed	\$990,486.00

ORDINANCE 2022-_____

**AN ORDINANCE AUTHORIZING EXECUTION OF AN AGREEMENT WITH WOLD ARCHITECTS AND ENGINEERS
FOR ARCHITECTURAL AND ENGINEERING SERVICES**

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; and

WHEREAS, the Village engaged in a competitive procurement process 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 the Wold Architects and Engineers for Architectural and Engineering Services, in an amount not to exceed \$990,486.00 pending 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 not be codified.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2022

APPROVED: _____, 2022

APPROVED:

Beverly Sussman, Village President

ATTEST:

Janet Sirabian, Village Clerk

Attachment: Wold Ordinance (O-2022-73 : Architectural Services for New PW Facility)



Ordinance No. O-2022-74 : Ordinance Approving Six-Year Golf Car Lease Agreement with E-Z-Go Division of Textron Inc

Recommendation of Action

Staff recommends approval.

Staff recommends that the Village Board authorize the Village Manager to perform all actions necessary to execute a six-year golf car lease agreement with E-Z-GO Division of Textron Inc, in an amount not to exceed \$1,003,804.20, pending final review and approval of the agreement by the Village Attorney.

ATTACHMENTS:

- 2022 Golf Cart lease agenda memo GT (002) (DOCX)
- Cart Lease Ordinance (DOCX)
- EZGO Village of Buffalo Grove Cart Proposal (PDF)
- 2022 Cart Lease Proposals Spreadsheet (XLSX)

Trustee Liaison
Stein

Staff Contact
Geoff Tollefson, Golf

Monday, July 18, 2022

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: July 14, 2022

TO: Dane Bragg, Village Manager

FROM: Geoff Tollefson, Head Golf Professional

SUBJECT: Golf Cart Lease – Golf Operations

RECOMMENDATION

Staff recommends that the Village Board authorize the Village Manager to perform all actions necessary to execute a six-year golf car lease agreement with E-Z-GO Division of Textron Inc, in an amount not to exceed \$1,003,804.20, pending final review and approval of the agreement by the Village Attorney.

BACKGROUND INFORMATION

The current golf car lease (E-Z-GO) will terminate in December this year as we are currently in our last year of the lease agreement. The costs associated with repairs have started to escalate due to the high volume of rounds and usage over the last two seasons with the lead-acid based battery carts at the Arboretum course. This fleet is no longer covered under warranty.

As technology continues to evolve with the use of battery-powered carts, the main vendors have started to transition into Lithium-based batteries versus a Lead-Acid battery as the power source. The use of Lithium-based batteries provides a higher round usage of golf carts with a single charge, as well as a lighter overall weight of the golf cart which results in less turf damage on the courses. Eventually, all golf cart vendors will most likely only offer lithium-based battery powered electric carts as the only option due to higher sustainability for the environment.

In May, staff began the procurement process early based on global supply chain and inventory issues to secure a fleet of cars heading into the 2023 season with the following objectives:

- Provide both operations with a new fleet of golf cars to enhance the experience for the consumers.
- Hold costs associated with a new lease based on quality and inflation.
- Cost-out upgrading the electric fleet at Arboretum to a lithium-based battery powered cart.
- Maintain the term of the lease to either a 5- or 6-year lease which is an industry standard.
- Include pricing for the annual village special events cart rental for possible cost reductions.

The proposals received were from Harris Golf Cars (Yamaha) and EZ-GO/Textron, Inc. Both proposals were reviewed by staff. After reviewing costs associated with the lease, customer feedback from demo usage, and references from local courses, staff began the process of negotiating a lease with both EZ-GO and Harris Golf Cars. Due to the global supply-chain issues, Harris Golf Cars would not be able to supply the village with a new fleet until the spring of 2024 whereas E-Z-GO/Textron would have a new fleet available in spring of 2023.

KEY POINTS OF THE LEASE NEGOTIATIONS

Term/Cost- Golf Operations

The process asked for pricing on terms of a 5-year lease for cost comparison purposes and warranty coverage based on battery source. The following three proposals were received and reviewed by staff:

- Harris/Yamaha – 65 Gas Powered Carts for BGGC and 80 Lead Acid Battery Carts for Arboretum.
- Harris/Yamaha – 65 Gas Powered Carts for BGGC and 80 Lithium Battery powered carts for Arboretum.
- E-Z-GO – 65 Gas Powered Carts for BGGC and 80 Lithium Battery powered carts for Arboretum.

After meeting with both proposing companies, staff was notified by Harris Golf Cars that Yamaha has instituted a temporary freeze on all new car orders to update pricing. This resulted in the current proposal only being valid until June 24th, 2022, unless a contract was executed. During negotiations, staff was also notified that Yamaha/Harris Golf Cars could not guarantee a new fleet of cars for both facilities until spring of 2024. This would require both courses to execute a short term (1 year) rental of carts before we would receive a Yamaha Fleet in spring of 2024 with no guarantee they could supply the needed number of carts for full operations.

E-Z-GO did notify staff that a new fleet would be available in spring of 2023 and that the pricing included in their proposal would be valid thru July 31, 2022. If staff executed a signed proposal agreement by July 31, 2022, we would be able to run our current fleet of E-Z-GO golf carts at both facilities until the new reserved fleet arrived in February/March of 2023.

After reviewing all proposals, staff negotiated with E-Z-GO to add the following value-added components to their proposal:

- Use of up to 10 loaner vehicles at four mutually agreed upon Village annual events throughout the lease term at no additional cost. Estimated savings annually is \$6,000.
- Permission of Golf Fleet use for Village functions – with written notice and proper insurance coverage.
- Monthly in-season (May thru October) pro-active visits from a certified E-Z-GO technician at both courses at no additional cost.
- Winter storage for all 65 gas golf cars for BGGC with off-season servicing available @\$75 per car.
- E-Z-GO has a pull ahead lease program. In year five of a six-year lease agreement the Village would have the option to bring in a new fleet of carts for year six without penalty for early termination of the six-year lease agreement.

After reviewing all proposals and accounting for availability of golf cars for our operational needs, staff also had E-Z-GO provide a 6-year lease proposal for a better comparison due to a short-term rental period of 1-year staff would need to execute to entertain the Harris/Yamaha proposal. Yamaha entered the lithium battery space for carts just this year. While E-Z-GO has been in this space now for several years. E-Z-GO also has a more robust warranty program compared to its competitor.

The lease term that staff recommends is a 6-year lease with E-Z-GO due to the significant cost reduction compared to the shorter-term proposals and would commence on March 1, 2023 and expire on March 1, 2029. The costs associated for a 6-year lease would be \$99,124 at Arboretum and \$63,300 at Buffalo Grove Golf Club. The costs represent a 79% percent increase over current expenditures the golf department budgets for on an annual basis. This increase would include the upgrade to lithium-based battery powered electric carts at Arboretum and out of season servicing of Buffalo Grove Golf Course golf carts annually. The total lease cost for the golf department would be \$167,300 annually when adding annual optional maintenance service. This amount is \$29,643 less than Harris Golf Cars proposed on an annual basis after including service costs, special event cart rental fees, as well as an additional year of rental for the 2023 season. The table below illustrates the total costs annually to the golf budget based on the term:

	6-Year Lease Cost	5-Year Lease Cost
E-Z-GO	\$167,300.70	\$184,327*
Harris Golf Cars	N/A	\$184,871**
Harris Golf Cars	N/A	\$196,943*

*5-Year pricing includes Lithium Battery pricing

**5-Year pricing includes Lead-Acid Battery

Projected revenue

With both courses receiving a new fleet of golf carts, staff would implement a price adjustment to the rental of all carts for the 2023 season. Staff would recommend a \$2.00 increase at BGGC and \$4.00 at Arboretum based on the increased quality of carts. The projected increase in rental fees charged to the consumer would align both facilities with the current market for cart rental.

Customer Feedback

The demo units from both Harris Golf Cars and E-Z-GO were delivered and both operations were given a 1-week trial period for customers to use for feedback purposes. At both Buffalo Grove Golf Club and Arboretum, the E-Z-GO demo carts were rated higher based upon customer feedback surveys staff created. These surveys covered aspects such as seating comfort and leg room, braking, windshield operation, steering wheel/scorecard holder, overall opinion, dashboard area, storage compartment, and other ancillary features. Out of a possible 400 points, E-Z-GO scored 375/400 compared to Yamaha's score of 300/400 at the Arboretum. At Buffalo Grove Golf Course, E-Z-GO scored 330/400 and Yamaha's scored 315/400. In total, E-Z-GO scored 705/800 and Yamaha scored 615/800.

Lithium Based Battery – Electric Cart

By choosing a lithium-based battery power system versus a lead-acid battery for the electric cart fleet at Arboretum, the lithium-based battery carts will have the following advantages:

- Uses ½ the amount of the out-of-wall energy as a lead-acid cart would require to fully recharge.
- Each lithium-based battery cart is nearly 250lbs. lighter than lead-acid battery carts which would result in less wear and tear on turf.
- Does not require a full charge to return carts back to course for rental.
- Each E-Z-GO cart has an upgraded electronic parking brake system. Each cart will automatically lock after 3 seconds after coming to a complete stop. This replaces the consumer having to manually lock the brake.
- Lithium Batteries do provide extended usage as the life-expectancy of lithium battery powered carts last 7-10 years versus Lead Acid Batteries life expectancy of 3-5 years.

All other equipment specified in the provided quotes would be the same we have in our current fleets.

Color Options

Yamaha golf cars have provided the village (4) standard colors to select with other optional colors available with an upcharge to current lease pricing.

E-Z-GO golf cars have provided the village (8) standard colors along with an option of selecting between two different cart-top colors at no additional cost to the village.

ORDINANCE 2022-_____

AN ORDINANCE AUTHORIZING EXECUTION OF A LEASE WITH E-Z-GO DIVISION OF TEXTRON INC FOR GOLF CARS

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; and

WHEREAS, the Village engaged in a competitive procurement process 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 a six-year golf cart lease agreement with E-Z-Go Division of Textron Inc, in an amount not to exceed \$1,003,804.20 for the entire six-year lease agreement, pending final review and approval of the agreement 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 not be codified.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2022

APPROVED: _____, 2022

APPROVED:

Beverly Sussman, Village President

ATTEST:

Janet Sirabian, Village Clerk

Attachment: Cart Lease Ordinance (O-2022-74 : Golf Cart Lease)

THE BEST WILL ALWAYS
HAVE OUR NAME ON IT



PREPARED FOR:

Village of Buffalo Grove

The Arboretum Club and Buffalo Grove Golf Club





Dear President Sussman and Village Trustees,

We are honored to prepare this exclusive proposal for the Village of Buffalo Grove - The Arboretum Club & Buffalo Grove Golf Club. Since 1954, E-Z-GO has been at the forefront of innovation, reliability and service. We are committed to providing you with best-in-class vehicle solutions that exceed expectations and perform to the demands of your two clubs, residents, and customers.

E-Z-GO vehicles are manufactured with purpose in mind. We continue to be the leader in the golf car industry with technologies such as the Samsung Powered ELiTE Lithium batteries, a first-of-its-kind EX1 gas engine, and our PACE GPS and Fleet Management systems. These technologies, paired with our reliable fleet and utility vehicle options, provide a superior experience for your residents and customers at both The Arboretum Club & Buffalo Grove Golf Club.

As you review the enclosed materials, including pricing on new leases for 80 golf cars at The Arboretum Club & 65 golf cars at Buffalo Grove Golf Club as well as cost savings from our ELiTE Lithium batteries & EX1 gas engine, we are committed to adding additional value to our continued partnership with the Village. Included in a new lease agreement with E-Z-GO are the items listed below:

- Use of up to 10 loaner vehicles at four (4) mutually agreed upon Village annual events throughout the lease term (2023 through 2027)
- Permission of Golf Fleet use for Village Functions – with written notice and proper insurance coverage
- Monthly in-season (May through October) pro-active service visits from a certified E-Z-GO technician at both The Arboretum Club & Buffalo Grove Golf Club
- Winter storage at E-Z-GO indoor climate-controlled branch location for all 65 cars at Buffalo Grove Golf Club. Includes - after season pick-up and before season drop-off. Winter golf car 'out of season' servicing is available @ \$75 per car per year

Thank you for the opportunity to provide you with a proposal for new golf car fleets at The Arboretum Club and Buffalo Grove Golf Club. It has been a pleasure to work with the teams at The Arboretum Club and Buffalo Grove Golf Club through the past 5 years. We look forward to continuing our partnership with the Village of Buffalo Grove and providing you with the best product in the market.

Sincerely,

Philip Arouca

Philip Arouca, Territory Sales Manager

Tom Salzman

Tom Salzman, Director – Midwest Golf Sales



Proposal

Village of Buffalo Grove

June 1, 2022



9.C.c
CUSHMAN

RXV ELITE - Arboretum Club

STANDARD FEATURES

5-YEAR BATTERY WARRANTY	ZERO MAINTENANCE BATTERIES	ADVANCED INTELLIBRAKE TECHNOLOGY
SAMSUNG SDI LITHIUM BATTERIES	UNBEATABLE ENERGY EFFICIENCY	LOWEST COST OF OPERATIONS

ACCESSORIES

Body Color Black	80
Standard Seat Stone Beige	80
Hole-in-One 18 x 8.50 - 8 (4 Ply Rated) - (Set of 4)	80
Spoke, Metallic Gold (Set of 4)	80
Tow Bar Permanent	5
USB Port	80
Light World Charger, ELiTE (3 m [10 ft] Cord)	80
Sand Bottle (Single) Both	160
Message Holder	80
Bag Cover Kit (Stone Beige)	80
Sun Canopy, 54" Stone Beige	80
Service Contract	80
Custom Logo/Decals	80
Freight	80
Windshield, Fold Down	80

Attachment: EZGO Village of Buffalo Grove Cart Proposal (O-2022-74 : Golf Cart Lease)

Village of Buffalo Grove

Accepted by _____



Proposal

Village of Buffalo Grove

June 1, 2022



9.C.c
CUSHMAN

RXV GAS - Buffalo Grove Golf Club

STANDARD FEATURES

BEST-IN-CLASS-FUEL ECONOMY	A SMOOTH, QUIET REFINED RIDE	INTEGRATED STARTER/GENERATOR
2-YEAR OIL CHANGE INTERVALS	LOWEST COST OF OPERATION	GREENEST GAS ENGINE

ACCESSORIES

Body Color Almond	65
Standard Seat Stone Beige	65
Hole-in-One 18 x 8.50 - 8 (4 Ply Rated) - (Set of 4)	65
Tow Bar Permanent	5
High Capacity 12V Battery	65
USB Port	65
Sand Bottle (Single) Both	130
Message Holder	65
Fuel Gauge	65
Bag Cover Kit (Stone Beige)	65
Sun Canopy, 54" Stone Beige	65
Windshield, Fold Down	65
Service Contract	65
Custom Logo/Decals	65
Freight	65

Attachment: EZGO Village of Buffalo Grove Cart Proposal (O-2022-74 : Golf Cart Lease)

Village of Buffalo Grove

Accepted by _____



Packet Pg. 361

Proposal

Village of Buffalo Grove

June 1, 2022



9.C.c
CUSHMAN

5 Golf Season Lease

✓	YEAR	MODEL	QTY	TERM	CAR/MONTH	TOTAL MONTHLY PR
	2023	RXV ELITE	80	55 Month	\$229.43	\$18,354.40
	2023	RXV Gas	65	55 Month	\$177.76	\$11,554.40
MONTHLY AMOUNT						\$29,908.80

6 Golf Season Lease

✓	YEAR	MODEL	QTY	TERM	CAR/MONTH	TOTAL MONTHLY PR
	2023	RXV ELITE	80	67 Month	\$206.51	\$16,520.80
	2023	RXV Gas	65	67 Month	\$162.31	\$10,550.15
MONTHLY AMOUNT						\$27,070.95

PROGRAM DETAILS

NUMBER OF PAYMENTS PER YEAR	PAYMENT MONTHS	DELIVERY	FIRST PAYMENT
6	May - October	March/April 2023	May 2023

Village of Buffalo Grove

Accepted by: _____

Title: _____

Date: _____

E-Z-GO

Accepted by: _____

Title: _____

Date: _____

SPECIAL CONSIDERATIONS

Pricing within proposal will expire July 31st, 2022

E-Z-GO at its discretion reserves the right to offer an early fleet roll option. To receive an early roll, **The Village of Buffalo Grove** must enter into a new lease or purchase agreement with E-Z-GO and the existing lease must be current and in good standing. E-Z-GO and the existing lease must be current and in good standing

NOTE: All goods ordered in error by the Customer or goods the Customer wishes to return are subject to a restock fee. The restock fee is 3% of the original invoice value of the goods. Prices quoted above are those currently in effect and are guaranteed subject to acceptance within 45 days of the date of this proposal. Applicable state taxes, local taxes, and insurance are not included. Lease rates may change if alternate financing is required. Payment schedule(s) does not include any finance, documentation or initiation fees that may be included with the first payment. All lease cars and trades must be in running condition and a fleet inspection will be performed prior to pick up. It is the club's responsibility to either repair damages noted or pay for the repairs to be completed. All electric cars must have a working charger. All prices and trade

values are contingent upon management approval. Any change to the accessory list must be obtained in writing at least 45 days prior to production date.

Village of Buffalo Grove

Accepted by _____



Packet Pg. 362

Attachment: EZGO Village of Buffalo Grove Cart Proposal (O-2022-74 : Golf Cart Lease)

THE INDUSTRY'S #1 GOLF CAR



THE NUMBERS IT TAKES TO BE #1

#1

MOST EFFICIENT
ELECTRIC
GOLF CAR

5 YEAR

UNLIMITED
AMP HOUR
WARRANTY

\$9

ENERGY SAVINGS
PER CART
PER MONTH

2X

FASTER CHARGE
THAN LEAD-ACID

ZERO

MAINTENANCE
BATTERY

100,000+

CARS IN USE
WORLDWIDE

WHAT THEY'RE SAYING ABOUT ELITE

**"WE'VE SEEN SAVINGS OF
\$2,000/MO.**

**on our electric bills, which easily
offsets the cost to upgrade."**

PAUL GRILLO

Executive Director, Sterling Farms Golf Course

**"THE VEHICLES ARE
DURABLE
AND TRUSTWORTHY**

**we never have to worry about
running out of cars on a busy day."**

CHERYL HOWARD

General Manager, Chestatee Golf Club





FIRST IN EFFICIENCY

PROVEN TO BE #1

LEADER IN BATTERY PERFORMANCE

- 15% more efficient than competitive electric golf carts
- Advanced Battery Management System to monitor battery and keep in top performance
- Proven performance in over 100,000 vehicles worldwide

E-Z-GO® RXV® ELITE Lithium



44% CHARGE

Yamaha Drive² AC Lead-Acid

40% CHARGE

Club Car Tempo Li-Ion Lithium

34% CHARGE

UNPARALLELED EFFICIENCY

- Uses 1/2 the out-of-wall energy as a lead acid golf cart
- No need to wait for a full charge to get golf carts back out on the course
- Proven, reliable power that will not fade at the end of the day



E-Z-GO® RXV® ELITE Lithium

2.98 KWhr

Club Car Tempo Li-Ion Lithium

3.52 KWhr

Yamaha Drive² AC Lead-Acid

6.23 KWhr

UNDENIABLY BETTER FOR TURF

At nearly 250 pounds lighter than other electric vehicles, ELITE golf cars are easier on your fairways and other turf.

49 lbs	VS.	328 lbs
ELITE LITHIUM BATTERIES		LEAD-ACID BATTERIES

#1 IN ANNUAL COST OF OPERATIONS

At nearly 250 pounds lighter than other electric vehicles, ELITE golf cars are easier on your fairways and other turf.

E-Z-GO RXV ELITE Lithium

\$3,000

Club Car Tempo Li-Ion Lithium

\$3,500

Yamaha Drive² AC Lead-Acid

\$6,250

Monthly Total Cost of Ownership and Operation

ELITE LITHIUM SAVINGS

[CHANGE POWERTRAIN >](#)

- ☒ My Current Vehicle
- ☒ Includes ELiTE Lithium

Fleet Cost/Month

Car Cost/Month

				OPERATION COSTS ⓘ	MAINTENANCE COSTS ⓘ	TOTAL COST OF OWNERSHIP
☒	1	EZGO	RXV ELiTE	\$291.67	\$0.00	\$291.67
☒	2	EZGO	TXT ELiTE	\$386.17	\$330.34	\$716.51
	3	Club Car	Tempo Li Ion	\$402.50	\$330.34	\$732.84
	4	EZGO	RXV	\$479.50	\$450.92	\$930.42
	5	YAMAHA	Drive AC	\$607.83	\$781.26	\$1,389.09
☒	6	EZGO	TXT	\$667.33	\$781.26	\$1,448.59
	7	YAMAHA	Drive DC	\$845.18	\$781.26	\$1,626.43

Total Savings: *\$69,415.40
*Up to this amount over life of current lease/ownership terms with RXV ELiTE

FLEET DETAILS

Current Fleet Vehicle

 E-Z-GO TXT ▼

Fleet Size

 80 Cars

Fleet Usage ⓘ

 30000 Rounds/Year

Course Length ⓘ

 6.43 Miles/Round

COST DETAILS

Maintenance Cost ⓘ

 18 \$/Hour

Energy Cost ⓘ

 0.14 \$/kWhr

Lease Ownership Terms ⓘ

 60 Months
Pre-populated numbers are national average estimates, but can be overwritten with specific values.



A FIRST-OF-ITS-KIND GAS GOLF CAR THAT CHANGES EVERYTHING.



The all-new E-Z-GO® EX1 first-of-its-kind gas golf car engine purposefully designed for a golf car. Because it was built specifically for the unique driving demands of golf, it offers a refined driving experience unmatched by any other gas golf car. Available in both RXV® and TXT® models, the new EX1 gas engine pairs a best-in-class fuel economy and an advanced design that provides operational cost savings that help your bottom line. One test drive, and you'll see why the difference is day and night.

**INDUSTRY'S CLEANEST
CLOSED-LOOP EFI ENGINE**

**INCREDIBLY
QUIET RIDE**

**BEST-IN-CLASS
FUEL EFFICIENCY**



A REFINED RIDE COMPETITOR'S REPURPOSED INDUSTRIAL ENGINES CAN'T MATCH

SUPERIOR PERFORMANCE

Your golfer's will experience consistent, **perfectly tuned power**, even while climbing up and coasting down hills. With a smooth drive that is **incredibly quiet**, the new EX1 gas engine will elevate your expectations of the gas golf car experience.

REFINED HANDLING

You'll notice the difference the moment you step on the gas. With a gentle start, more responsive pedal and the **industry's lowest hand vibrations**, your golfers will experience a refined ride free of the jerks and jolts expected from the typical gas golf cart.

UNMATCHED SAVINGS

Best-in-class fuel economy is only the beginning of the operational savings the new EX1 gas engine provides. The **industry's most efficient gas engine** features a starter-generator without wear items and only requires 2-year oil change intervals with a washable screen, meaning you will benefit from both lower cost of ownership and maintenance.

ADVANCED TECHNOLOGY

E-Z-GO's **purpose-built** gas engine is a closed-loop EFI system with smart engine management and diagnostics solutions. The innovative design features an integrated starter generator, enclosed CVT with non-slip drive belt and a proven core engine design. Only the EX1's new gas engine delivers its full power to the ground for a more efficient, superior driving experience.

AVAILABLE MODELS



RXV®



FREEDOM
RXV



FREEDOM
RXV 2+2



TXT®



FREEDOM
TXT



FREEDOM
TXT 2+2



Monthly Total Cost of Ownership and Operation

EX1 GAS ENGINE SAVINGS

[CHANGE POWERTRAIN >](#)
☒ My Current Vehicle

☒ Includes New EX1 Engine

Fleet Cost/Month

Car Cost/Month

				OPERATION COSTS ⓘ	MAINTENANCE COSTS ⓘ	TOTAL COST OF OWNERSHIP
	1		TXT EX1	\$850.11	\$521.55	\$1,371.66
	2		RXV EX1	\$937.23	\$521.55	\$1,458.78
	3		Drive 2 EFI	\$961.46	\$549.69	\$1,511.15
	4		Tempo EFI	\$1,080.57	\$549.69	\$1,630.26
	5		TXT	\$1,147.26	\$653.20	\$1,800.46

Total Savings: *\$25,728.22

FLEET DETAILS

Current Fleet Vehicle

E-Z-GO TXT

Fleet Size

65

Cars

Fleet Usage ⓘ

18000

Rounds/Year

Course Length ⓘ

6.43

Miles/Round

COST DETAILS

Maintenance Cost ⓘ

18

\$/Hour

Fuel Cost ⓘ

3.40

\$/Gallon

Lease Ownership Terms ⓘ

60

Months

Pre-populated numbers are national average estimates,
but can be overwritten with specific values.

Limited Warranty Terms and Conditions - RXV and TXT Fleet Vehicles

The Textron Specialized Vehicles (TSV) Division of Textron Inc. ("Company") provides that any new Model Year 2021 E-Z-GO RXV Fleet and TXT Fleet gasoline or lead-acid electric vehicle (the "Vehicles") and/or battery charger purchased from the Company, a Company affiliate, or an authorized Company dealer or distributor, or leased from a leasing company approved by the Company, shall be free from defects in material or workmanship under normal use and service (the "Limited Warranty"). This Limited Warranty with respect only to parts and labor is extended to the Original Retail Purchaser or the Original Retail Lessee ("Purchaser") for defects reported to the Company no later than the following warranty periods for the Vehicle parts and components set forth below (the "Warranty Period"):

Part or Component	Warranty Period
FRAME - WORKMANSHIP	LIFETIME
MAJOR SUSPENSION COMPONENTS - Steering Gearbox, steering column, shocks, struts and leaf springs	4 years
MAJOR ELECTRONICS - Electric motor, solid state speed controller and battery charger	4 years
LEAD ACID DEEP CYCLE BATTERY - TXT ELECTRIC MODELS:	
• Standard Battery	Earlier of 4 years or 23,500 amp hours*
• Standard Battery with optional water fill system	Earlier of 4 years or 25,000 amp hours*
LEAD ACID DEEP CYCLE BATTERY - RXV ELECTRIC MODELS:	Earlier of 4 years or 25,000 amp hours*
GAS CAR BATTERY (Gas cars with added electrical loads must be equipped with heavy duty battery)	2 years
PEDAL GROUP - Pedal assemblies, brake assemblies, brake cables and motor brake	4 years
CANOPY SYSTEM - Canopy and canopy struts	4 years
SEATS - Seat bottom, seat back and hip restraints	3 years
POWERTRAIN - Gasoline engine, gasoline axle, engine air intake and exhaust system	4 years
POWERTRAIN - Electric axle	3 years
BODY GROUP - Front and rear cowl, side panels and instrument panel	3 years
OTHER ELECTRICAL COMPONENTS - Solenoid, limit switches, starter generator, voltage regulator, F&R switch, charger cord and charger receptacle	3 years
ALL OPTIONS AND ACCESSORIES - All options and accessories supplied by Company at time of purchase	2 years
ALL OTHER COMPONENTS - All other components supplied by Company at time of purchase	2 years
INITIAL ADJUSTMENTS - Initial alignment, adjustments, fastener retightening	90 Days
* Added electrical components not part of original Vehicle drive system equipment that consume equal to or more than .4 amps shall reduce the amp hour battery warranty by fifteen percent (15%). Added electrical components not part of original Vehicle drive system equipment that consume less than .4 amps shall reduce the amp hour battery warranty by ten percent (10%). See reverse for other battery warranty limitations, conditions and exceptions.	

The Warranty Period for all parts and components of the Vehicle other than Lead Acid Deep Cycle Batteries shall commence on the date of delivery to the Purchaser's location or the date on which the Vehicle is placed in Purchaser-requested storage.

The Warranty Period for Lead Acid Deep Cycle Batteries shall commence on the earliest of the date of:

- Vehicle delivery to the Purchaser's location,
- on which the Vehicle is placed in Purchaser-requested storage or
- that is one (1) year from the date of manufacture of the Vehicle.

Parts repaired or replaced under this Limited Warranty are warranted for the remainder of the length of the Warranty Period. This Limited Warranty applies only to the Purchaser and not to any subsequent purchaser or lessee without the prior written approval of the TSV Customer Care / Warranty Department.

EXCLUSIONS: Specifically **EXCLUDED** from this Limited Warranty are:

- routine maintenance items, normal wear and tear, cosmetic deterioration or electrical components damaged as a result of fluctuations in electric current;
- damage to or deterioration of a Vehicle, part or battery charger resulting from inadequate or improper maintenance, neglect, abuse, improper usage, accident or collision;
- damage resulting from installation or use of parts or accessories not approved by Company, including but not limited to subsequent failures of the Vehicle, other parts or the battery charger due to the installation and/or use of parts and accessories not approved by Company;
- warranty repairs made by other than a Company branch or an authorized and qualified Dealer designee. Warranty repairs by other than a Company branch or an authorized and qualified Dealer or designee shall void the Limited Warranty;
- damage or loss resulting from acts of nature, vandalism, theft, war or other events over which Company has no control;
- any and all expenses incurred in transporting the Vehicle to and from the Company or an authorized and qualified Dealer, distributor or designee for warranty service or in performing field warranty service; and
- any and all expenses, fees or duties incurred relative to inbound freight, importation, or customs.

THIS LIMITED WARRANTY MAY BE VOIDED OR LIMITED AT THE SOLE DISCRETION OF COMPANY IF THE VEHICLE AND/OR BATTERY CHARGER:

- shows indications that routine maintenance was not performed per the Owner's Manual, including but not limited to rotation of fleet, proper tire inflation, lack of charging, inadequate battery watering, use of contaminated water, loose battery hold downs, routine scheduled oil and filter changes, corroded battery cables and loose battery terminals;
- lacks an adequate number of operating battery chargers, uses unapproved battery chargers for the vehicle or uses extension cords with battery chargers;
- shows indications that the charger has been modified to charge vehicles not approved for the charger;
- gasoline vehicles fueled with unleaded gasoline containing more than 10% ethanol, E85 ethanol fuel or other non-recommended fuels, contaminated gasoline or other non-recommended lubricants;
- shows indications that the speed governor was adjusted or modified to permit the Vehicle to operate beyond Company specifications;
- shows indications it has been altered or modified in any way from Company specifications, including but not limited to alterations to the speed braking system, electrical system, passenger capacity or seating;
- has been altered to be used in an application other than a fleet golf vehicle such as a Personal Transportation Vehicle (PTV), utility vehicle, or other non-fleet golf vehicle
- has non-Company approved electrical accessories or electrical energy consuming devices installed on a gasoline powered Vehicle without installation of a heavy duty 12V battery; or
- is equipped with non-standard tires not approved by Company for the application.



USE OF NON-APPROVED COMPANY PARTS AND ACCESSORIES: THIS LIMITED WARRANTY IS VOID WITH RESPECT TO ANY PROPERTY DAMAGE OR ADDITIONAL ENERGY CONSUMPTION ARISING FROM OR RELATED TO PARTS OR ACCESSORIES NOT MANUFACTURED OR AUTHORIZED BY THE COMPANY, OR WHICH WERE NOT INSTALLED BY THE COMPANY, ITS DEALERS OR DISTRIBUTORS, INCLUDING BUT NOT LIMITED TO NON-APPROVED GPS SYSTEMS, COOLING AND HEATING SYSTEMS, COMMUNICATION SYSTEMS, INFORMATION SYSTEMS, OR OTHER FORMS OF ENERGY CONSUMING DEVICES WIRED DIRECTLY OR INDIRECTLY TO THE VEHICLE BATTERIES.

REMEDY: Purchaser's sole and exclusive remedy under this Limited Warranty in the event of a defect in material or workmanship in the Vehicle, any part or component, or battery charger during the applicable Warranty Period is that E-Z-GO will, at its sole option, repair or replace any defective parts. If the Company elects to repair or replace a defective part, the Company may at its discretion provide a factory reconditioned part or new component from an alternate supplier. All replaced parts become the sole property of the Company. This exclusive remedy will not be deemed to have failed of its essential purpose so long as the Company has made reasonable efforts to repair or replace the defective parts.

DISCLAIMER: THIS LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY PROVIDED FOR THE VEHICLES AND BATTERY CHARGER AND IS MADE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ALL SUCH OTHER WARRANTIES BEING EXPLICITLY DISCLAIMED.

LIABILITY LIMITATIONS: IN NO CASE SHALL THE COMPANY BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO DEATH, PERSONAL INJURY OR PROPERTY DAMAGE ARISING FROM OR RELATED TO ANY ALLEGED FAILURE IN A VEHICLE OR BATTERY CHARGER, OR ANY DAMAGE OR LOSS TO THE PURCHASER OR ANY THIRD PARTY FOR LOST TIME, INCONVENIENCE OR ANY ECONOMIC LOSS, WHETHER OR NOT THE COMPANY WAS APPRISED OF THE FORESEEABILITY OF SUCH DAMAGES OR LOSSES. THE RIGHT OF PURCHASER TO RECOVER DAMAGES WITHIN THE LIMITATIONS SET FORTH IN THIS SECTION IS PURCHASER'S EXCLUSIVE ALTERNATIVE REMEDY IF THE LIMITED REMEDY OF REPAIR OR REPLACEMENT OF THE VEHICLE FAILS OF ITS ESSENTIAL PURPOSE. THE PARTIES AGREE THAT THIS ALTERNATIVE REMEDY WILL BE ENFORCEABLE EVEN IF THE LIMITED REMEDY OF REPAIR OR REPLACEMENT FAILS OF ITS ESSENTIAL PURPOSE. ANY LEGAL CLAIM OR ACTION ARISING THAT ALLEGES BREACH OF WARRANTY MUST BE BROUGHT WITHIN THREE (3) MONTHS FROM THE DATE THE WARRANTY CLAIM ARISES. THIS LIMITED WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS AND YOU MAY HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE. SOME STATES DO NOT ALLOW THE EXCLUSION OF INCIDENTAL DAMAGES OR LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY MAY LAST, SO THE ABOVE EXCLUSIONS AND LIMITATIONS MAY NOT APPLY TO YOU.

WARNING: ANY MODIFICATION OR CHANGE TO THE VEHICLE OR BATTERY CHARGER WHICH ALTERS THE WEIGHT DISTRIBUTION OR STABILITY OF THE VEHICLE, INCREASES THE VEHICLE'S SPEED, OR ALTERS THE OUTPUT OF THE BATTERY CHARGER BEYOND FACTORY SPECIFICATIONS, CAN RESULT IN PROPERTY DAMAGE, PERSONAL INJURY OR DEATH. DO NOT MAKE ANY SUCH MODIFICATIONS OR CHANGES. SUCH MODIFICATIONS OR CHANGES WILL VOID THE LIMITED WARRANTY. THE COMPANY DISCLAIMS RESPONSIBILITY FOR ANY SUCH MODIFICATIONS, CHANGES OR ALTERATIONS WHICH WOULD ADVERSELY IMPACT THE SAFE OPERATION OF THE VEHICLE OR BATTERY CHARGER.

LEAD ACID DEEP CYCLE BATTERY WARRANTY LIMITATIONS, CONDITIONS AND EXCEPTIONS:

- The amp hour Warranty Period for electric Vehicle batteries is as recorded by the Vehicle's controller.
- Claims for battery warranty replacement require specific testing, as specified by the TSV Customer Care / Warranty Department. The Company, or an authorized Company dealer or distributor, should be contacted to obtain a copy of the required tests, which must be performed and corrected for temperature, based upon BCI (Battery Council International) recommendations.
- **NON-FACTORY INSTALLED PARTS OR ACCESSORIES INSTALLED DIRECTLY TO LESS THAN THE COMPLETE VEHICLE BATTERY PACK WILL VOID THE WARRANTY FOR THE ENTIRE BATTERY PACK.**
- **ALL NON-FACTORY INSTALLED ACCESSORIES REQUIRE THE INSTALLATION AND USE OF A COMPANY APPROVED DC TO DC CONVERTER THAT USES ENERGY FROM ALL BATTERIES.**
- **Electric Vehicle storage facilities must provide the following:**
 - ample electrical power to charge all Vehicles and allow the charger to shut off automatically;
 - battery chargers must each have an independent dedicated 15 amp circuit;
 - each battery charger must be connected to its circuit with at minimum a NEMA 15-5R three-pin receptacle;
 - five (5) air exchanges per hour in the charging facility;
 - if the facility utilizes an electrical energy management system, the timer must be set to have available fourteen (14) hours of electricity; and
 - one (1) functional charger for each Vehicle in the fleet with a proper electrical supply as specified above.

OTHER COMPANY RIGHTS:

- Company may perform vehicle inspections (directly or through assigned E-Z-GO representatives) through the term of the warranty period.
- Company may improve, modify or change the design of any Company vehicle, part or battery charger without being responsible to modify previously manufactured vehicles, parts or battery chargers.
- Company may audit and inspect the Purchaser's facility, maintenance records and its Vehicles by a Company representatives prior to approving a warranty claim and may contract with a third party to evaluate the Purchaser's storage facilities, fuel storage tanks and/or batteries.
- **THE WARRANTY FOR ALL VEHICLES IN A FLEET SHALL BE VOIDED IF DATA SUBMITTED FOR AN INDIVIDUAL VEHICLE WARRANTY CLAIM CONTAINS AUTHORITY:** No Company employee, dealer, distributor or representative, or any other person, has any authority to bind the Company beyond the terms of this Limited Warranty without the express written approval of the TSV Customer Care / Warranty Department.

EMISSIONS CONTROL WARRANTY: The Vehicle may also be subject to an emissions control warranty, as required by the U.S. Environmental Protection Agency and California Air Resources Board, which is provided in a separate Statement with the Vehicle

FOR FURTHER INFORMATION, CALL 1-800-774-3946, GO TO EZGO.TXTSV.COM, OR WRITE TO TSV DIVISION OF TEXTRON INC., ATTENTION: TSV CUSTOMER CARE / WARRANTY DEPARTMENT, 1451 MARVIN GRIFFIN ROAD, AUGUSTA, GEORGIA 30906 USA.

TSV P/N 646534G21

Attachment: EZGO Village of Buffalo Grove Cart Proposal (O-2022-74 : Golf Cart Lease)

Limited Warranty Terms and Conditions – RXV and TXT ELiTE Fleet Vehicles



Textron Specialized Vehicles Inc. ("Company") provides that any new Model Year 2021 E-Z-GO RXV Fleet and TXT Fleet Elite electric vehicle (Vehicles factory equipped with a lithium battery pack) (the "Vehicles") and/or the battery charger for the Vehicle's lithium battery pack purchased from the Company, a Company affiliate, or an authorized Company dealer or distributor, or leased from a leasing company approved by the Company, shall be free from defects in material or workmanship under normal use and service (the "Limited Warranty"). This Limited Warranty with respect only to parts and labor is extended to the Original Retail Purchaser or the Original Retail Lessee ("Purchaser") for defects reported to the Company no later than the following warranty periods for the Vehicle parts and components set forth below (the "Warranty Period"):

Part or Component	Warranty Period
FRAME - WORKMANSHIP	LIFETIME
SUSPENSION - Steering Gearbox, steering column, shocks and leaf springs	4 Years
MAJOR ELECTRONICS - Electric motor, solid state speed controller	4 Years
LITHIUM BATTERY SYSTEM - Battery pack, battery management system, battery charger, and charger receptacle	5 Years
PEDAL GROUP - Pedal assemblies, and motor brake	4 Years
SEATS - Seat bottom, seat back and hip restraints	3 Years
CANOPY SYSTEM - Canopy and canopy struts	4 Years
POWERTRAIN - Electric axle	3 Years
BODY GROUP - Front and rear cowl, side panels and instrument panel	3 Years
OTHER ELECTRICAL COMPONENTS - Solenoid, limit switches, DC/DC converter, F&R switch, charger cord, wiring harness	3 Years
ALL REMAINING COMPONENTS - All options and accessories supplied by E-Z-GO at time of delivery, and all components not specified elsewhere	2 Years
INITIAL ADJUSTMENTS - Initial alignment, adjustments, fastener tightening	90 days

The Warranty Period for all parts and components of the Vehicle other than Lithium Batteries shall commence on the date of delivery to the Purchaser's location or the date on which the Vehicle is placed in Purchaser-requested storage. The Warranty Period for Lithium Batteries shall commence on the earliest of the following dates:

- of Vehicle delivery to the Purchaser's location,
- on which the Vehicle is placed in Purchaser-requested storage or
- that is sixty (60) days from the date of sale or lease of the Vehicle by the Company to an authorized Company dealer or distributor.

Parts repaired or replaced under this Limited Warranty are warranted for the remainder of the length of the original Warranty Period. This Limited Warranty applies only to the Purchaser and not to any subsequent purchaser or lessee without the prior written approval from the Director of the Company's Customer Care / Warranty Department.

EXCLUSIONS: Specifically **EXCLUDED** from this Limited Warranty are:

- routine maintenance items, normal wear and tear, cosmetic deterioration or electrical components damaged as a result of fluctuations in electric current;
- damage to or deterioration of a Vehicle, part or battery charger resulting from an accident or collision, or from the neglect, abuse, or inadequate maintenance of the Vehicles;
- damage resulting from installation or use of parts or accessories not approved by Company, including but not limited to subsequent failures of the Vehicle, other parts or the battery charger due to the installation and/or use of parts and accessories not approved by Company;
- warranty repairs performed by someone other than a Company branch or an authorized and qualified Dealer designee. Warranty repairs performed by someone other than a Company branch or an authorized and qualified Dealer or designee shall void the Limited Warranty;
- damage or loss resulting from acts of nature, vandalism, theft, war or other events over which Company has no control;
- any and all expenses incurred in transporting the Vehicle to and from the Company or an authorized and qualified Dealer, distributor or designee for warranty service or in performing field warranty service; and
- any and all expenses, fees or duties incurred relative to inbound freight, importation, or customs.

THIS LIMITED WARRANTY MAY BE VOIDED OR LIMITED AT THE SOLE DISCRETION OF COMPANY IF THE VEHICLE AND/OR BATTERY CHARGER:

- – shows indications that routine maintenance was not performed in accordance with the Owner's Manual provided with the Vehicle, including but not limited to rotation of fleet, proper tire inflation, and lack of charging.
- shows indications that non-recommended lubricants were applied to the Vehicle and any part thereof;
- shows indications that the speed governor was adjusted or modified to permit the Vehicle to operate beyond Company specifications;
- shows indications that it has been altered or modified in any way from Company specifications, including but not limited to alterations to the speed braking system, electrical system, passenger capacity or seating;
- has been altered to be used or operated outside of Company approved applications, specified environments or performance conditions;
- is equipped with tires not expressly approved by Company for use with the Vehicles;
- lacks an adequate number of operating battery chargers, or uses unapproved battery chargers for the Vehicle or uses extension cords with battery chargers;
- shows indication that the battery charger has been modified to charge vehicles not approved for the charger;
- has electrical accessories that are not manufactured or sold by the Company for use with the Vehicle or any electrical energy consuming devices installed directly to the battery pack;
- shows indications that the battery pack was disassembled, opened, or tampered with in any way;
- shows indications that attempts may have been made to intentionally reduce the battery pack life;
- contain lithium battery packs that are not paired with the battery management system as supplied by the Company;

Storage and Operation Limitations Condition	Time Allowed
STORAGE BETWEEN CHARGE CYCLES	3 months
STORAGE BETWEEN -22°F (-30°C) AND -4°F (-20°C) STORAGE ONLY – NO CHARGING OR DISCHARGING OF BATTERY PACK	1 month
OPERATION OF VEHICLE BELOW -4°F (-20°C) OR ABOVE 140°F (60°C)	NOT ALLOWED



USE OF NON-APPROVED PARTS AND ACCESSORIES: THIS LIMITED WARRANTY SHALL NOT APPLY TO ANY PROPERTY DAMAGE OR ADDITIONAL ENERGY CONSUMPTION ARISING FROM OR RELATED TO PARTS OR ACCESSORIES NOT MANUFACTURED OR EXPRESSLY AUTHORIZED BY THE COMPANY, OR WHICH WERE NOT INSTALLED BY THE COMPANY, ITS DEALERS OR DISTRIBUTORS, INCLUDING BUT NOT LIMITED TO GPS SYSTEMS, COOLING AND HEATING SYSTEMS, COMMUNICATION SYSTEMS, INFORMATION SYSTEMS, OR OTHER FORMS OF ENERGY CONSUMING DEVICES WIRED DIRECTLY OR INDIRECTLY TO THE VEHICLE BATTERIES.

REMEDY: Purchaser's sole and exclusive remedy under this Limited Warranty in the event of a defect in material or workmanship in the Vehicle, any part or component, or battery charger during the applicable Warranty Period is that Company will, at its sole option, repair or replace any defective parts. For such warranty repairs or replacements, the Company may, at its discretion, provide factory reconditioned parts or new components from alternate suppliers. All replaced parts become the sole property of the Company. This exclusive remedy will not be deemed to have failed of its essential purpose so long as the Company has made reasonable efforts to repair or replace the defective parts.

DISCLAIMER: THIS LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY PROVIDED FOR THE VEHICLES AND BATTERY CHARGER AND IS MADE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ALL SUCH OTHER WARRANTIES BEING EXPLICITLY DISCLAIMED.

LIABILITY LIMITATIONS: IN NO CASE SHALL THE COMPANY BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO DEATH, PERSONAL INJURY OR PROPERTY DAMAGE ARISING FROM OR RELATED TO ANY ALLEGED FAILURE IN A VEHICLE OR BATTERY CHARGER, OR ANY DAMAGE OR LOSS TO THE PURCHASER OR ANY THIRD PARTY FOR LOST TIME, INCONVENIENCE OR ANY ECONOMIC LOSS, WHETHER OR NOT THE COMPANY WAS APPRISED OF THE FORSEEABILITY OF SUCH DAMAGES OR LOSSES. ANY LEGAL CLAIM OR ACTION ARISING THAT ALLEGES BREACH OF WARRANTY MUST BE BROUGHT WITHIN THREE (3) MONTHS FROM THE DATE THE WARRANTY CLAIM ARISES. THIS LIMITED WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS AND YOU MAY HAVE OTHER RIGHTS WHICH VARY FROM STATE TO STATE. SOME STATES DO NOT ALLOW THE EXCLUSION OF INCIDENTAL DAMAGES OR LIMITATIONS ON HOW LONG AN IMPLIED WARRANTY MAY LAST, SO THE ABOVE EXCLUSIONS AND LIMITATIONS MAY NOT APPLY TO YOU

WARNING: ANY MODIFICATION OR CHANGE TO THE VEHICLE OR BATTERY CHARGER WHICH ALTERS THE WEIGHT DISTRIBUTION OR STABILITY OF THE VEHICLE, INCREASES THE VEHICLE'S SPEED, OR ALTERS THE OUTPUT OF THE BATTERY CHARGER BEYOND FACTORY SPECIFICATIONS, CAN RESULT IN PROPERTY DAMAGE, PERSONAL INJURY OR DEATH. DONOTMAKEANYSUCHMODIFICATIONSORCHANGES. SUCH MODIFICATIONS OR CHANGES WILL VOID THIS LIMITED WARRANTY. THE COMPANY DISCLAIMS RESPONSIBILITY FOR ANY SUCH MODIFICATIONS, CHANGES OR ALTERATIONS WHICH WOULD ADVERSELY IMPACT THE SAFE OPERATION OF THE VEHICLE OR BATTERY CHARGER.

LITHIUM BATTERY WARRANTY LIMITATIONS, CONDITIONS AND EXCEPTIONS:

- Claims for battery replacement require specific testing, as specified by Company's Customer Care / Warranty Department. The Company, or an authorized Company dealer or distributor, should be contacted to obtain a copy of the required tests.
- IF IT IS DETERMINED THAT PARTS OR ACCESSORIES WERE INSTALLED DIRECTLY TO THE VEHICLE'S BATTERY PACK WITHOUT THE COMPANY'S EXPRESS WRITTEN APPROVAL, THEN THE WARRANTY FOR THE BATTERY PACK AND THE BATTERY MANAGEMENT SYSTEM SHALL BE VOID.
- ALL NON-FACTORY INSTALLED ACCESSORIES REQUIRE THE INSTALLATION AND USE OF A COMPANY APPROVED DC TO DC CONVERTER THAT USES ENERGY FROM ALL BATTERIES.
- Electric Vehicle storage facilities must provide the following:
 - ample electrical power to charge all Vehicles and allow the charger to shut off automatically;
 - battery chargers must each have an independent dedicated 15 amp circuit;
 - each battery charger must be connected to its circuit with at minimum a NEMA 15-5R three-pin receptacle;
 - one (1) functional charger for each Vehicle in the fleet with a proper electrical supply as specified above; and
 - BATTERY CHARGERS MUST BE THE COMPANY APPROVED CHARGERS FOR LITHIUM BATTERY PACK VEHICLES.

OTHER COMPANY RIGHTS:

- Company may perform semi-annual vehicle inspections (directly or through assigned Company representatives) through the term of any fleet lease.
- Company may improve, modify or change the design of any Company vehicle, part or battery charger without being responsible to modify previously manufactured vehicles, parts or battery chargers.
- Company may audit and inspect the Purchaser's facility, maintenance records and its Vehicles prior to approving any warranty claim; furthermore, Company may use a third party to perform such audit or inspection of the Purchaser's storage facilities, and/or batteries.
- THE WARRANTY FOR ALL VEHICLES IN A FLEET SHALL BE VOIDED IF DATA SUBMITTED FOR AN INDIVIDUAL VEHICLE WARRANTY CLAIM CONTAINS FALSE OR MISLEADING INFORMATION.

AUTHORITY: No Company employee, dealer, distributor or representative, or any other person, has any authority to bind Company to any modifications of the terms and conditions of this Limited Warranty without the express written approval from the Director of the Company's Customer Care / Warranty Department

FOR FURTHER INFORMATION, CALL 1-800-774-3946, GO TO EZGO.TXTSV.COM, OR WRITE TO TSV DIVISION OF TEXTRON INC., ATTENTION: TSV CUSTOMER CARE / WARRANTY DEPARTMENT, 1451 MARVIN GRIFFIN ROAD, AUGUSTA, GEORGIA 30906 USA.

TSV P/N 646534G21

Attachment: EZGO Village of Buffalo Grove Cart Proposal (O-2022-74 : Golf Cart Lease)



Why E-Z-GO RXV ELiTE & EX1



- ✓ E-Z-GO produces the industry's best golf car
- ✓ Sales Rep & Service Team Availability
- ✓ Lowest Cost of Ownership – Electric & Gas
- ✓ Proven innovation leader
- ✓ We are vested in a long-term partnerships

E-Z-GO
Municipal
RXV ELiTE &
EX1
References



- ✓ Sunset Valley Golf Club – Highland Park, IL
- ✓ Preserve @ Oak Meadows – Addison, IL
- ✓ Highlands of Elgin – Elgin, IL
- ✓ Schaumburg Golf Club – Schaumburg, IL
- ✓ Harborside International – Chicago, IL

E-Z GO/Textron	E-Z GO RXV Gas	E-Z GO Elite Lithium	Course Term Outlay
BGGC 5-Year Lease	\$371,007.00	N/A	\$371,007.00
AGC 5-Year Lease	N/A	\$550,632.00	\$550,632.00
5-Year Department Total			\$921,639.00
BGGC 6-Year Lease	\$409,055.40	N/A	\$409,055.40
AGC 6-Year Lease	N/A	\$594,748.80	\$594,748.80
6-Year Department Total			\$1,003,804.20

Yamaha	Yamaha Drive Gas Cart	Yamah AGM Lead Acid	Course Term Outlay
BGGC 5-Year Lease	\$414,523.33	N/A	\$414,523.33
AGC 5-Year Lease Lead Acid	N/A	\$509,832.00	\$509,832.00
5-Year Department Total			\$924,355.33
BGGC 5-Year Lease	\$414,523.33	N/A	\$414,523.33
AGC 5-Year Lease Lithium	N/A	\$570,192.00	\$570,192.00
5-Year Department Total			\$984,715.33

Department Total Sorted	Total Amount
5 Year E-Z GO	\$921,639.00
5 Year Yamaha (Lead Acid)	\$924,355.33
5 Year Yamaha (Lithium)	\$984,715.33
6 Year E-Z GO	\$1,003,804.20

Department Total Average Per Year Sorted	Total Amount Per Year
6 Year E-Z GO	\$167,300.70
5 Year E-Z GO	\$184,327.80
5 Year Yamaha Lead Acid	\$184,871.06
5 Year Yamaha Lithium	\$196,943.06



Ordinance No. O-2022-75 : The Clove Development Improvement Agreement

Recommendation of Action

Staff recommends approval subject to the review and approval by the Village Engineer and Village Attorney.

Staff recommends approval of the Development Improvement Agreement for the Town Center redevelopment named The Clove along the west side of IL-83 immediately north of Lake Cook Road, subject to Village Attorney review, Village Engineer review, and receipt of the required fees.

ATTACHMENTS:

- The Clove DIA Memo (DOCX)
- DIA Ordinance_The Clove_6-14-2022 (DOCX)
- Kensington BG DEVELOPMENT IMPROVEMENT AGREEMENT 4893-2398-6725 v.13 (DOCX)
- The Clove - Final Plat of Sub Revision 2 - 2022-05-10 (PDF)
- 2022-06-30 The Clove Final Engineering Plans_11x17 (PDF)
- The Clove EOPCC_2022-06-30 (PDF)

Trustee Liaison
Pike

Staff Contact
Darren Monico, Public Works

Monday, July 18, 2022	
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VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: June 8, 2022
TO: Dane Bragg, Village Manager
FROM: Darren Monico, Village Engineer
SUBJECT: The Clove Development Improvement Agreement

Kensington Development Partners has submitted a Development Improvement Agreement (DIA) for The Clove Development (Town Center Redevelopment) located along the west side of IL-83 immediately north of Lake Cook Road. This development includes significant redevelopment of the site making the area creating a new mixed-development requiring site and utility improvements within the development and along Old Checker Drive and IL-83.

The Development Improvement Agreement, or DIA, is an agreement between the Developer and the Village and identifies the items to be constructed by the developer on the project site in addition to the new commercial and residential buildings. Typical items for this type of development include sidewalks, roads, and all utilities such as water main, storm, and sanitary sewers. With this agreement, the developer agrees to provide security as required in the Village Code until the developer completes the required items.

ORDINANCE 2022-_____**AN ORDINANCE AUTHORIZING A
DEVELOPMENT IMPROVEMENT AGREEMENT WITH IMKD 5 LLC (KENSINGTON DEVELOPMENT PARTNERS)**

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

WHEREAS, the Village seeks to enter into a Development Improvement Agreement (DIA) with IMKD 5 LLC ("Retail Developer") and BGA Residential, LLC ("Residential Developer) for site improvements associated with The Clove (Town Center) development at 100 McHenry Road,

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 Development Improvement Agreement is approved subject to 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: _____, 2022

APPROVED: _____, 2022

APPROVED:

Beverly Sussman, Village President

ATTEST:

Janet Sirabian, Village Clerk

Attachment: DIA Ordinance_The Clove_6-14-2022 (O-2022-75 : The Clove Development Improvement Agreement)

The Clove

DEVELOPMENT IMPROVEMENT AGREEMENT

THIS DEVELOPMENT IMPROVEMENT AGREEMENT (this "**Agreement**"), made and entered into as of this ___ day of July, 2022 by and between the **VILLAGE OF BUFFALO GROVE**, an Illinois Municipal Corporation, and having its office at Village Hall, 50 Raupp Boulevard, Buffalo Grove, Illinois (hereinafter called "**Village**"), **IMKD 5 LLC**, a Delaware limited liability company (hereinafter called "**Retail Developer**") and **BGA RESIDENTIAL, LLC**, a Delaware limited liability company (hereinafter called "**Residential Developer**") which, together with Retail Developer, is collectively the "**Developers**" and each a "**Developer**").

WITNESSETH:

WHEREAS, Developers desire to acquire and improve the real property described in **Exhibit "A"** attached hereto and made a part hereof (the "**Property**"), in compliance with the RDA (hereinafter defined) and the Village's Development Ordinance (the "**Development Ordinance**") as modified hereby. Developers have submitted to the Village certain site plans prepared by V3 Companies, who are registered professional engineers (the "**Site Plan**"), which Site Plan was approved by the Village pursuant to Ordinance No. _____ and certain additional plans and specifications prepared by V3 Companies dated 6/30/22 and described in more detail in **Exhibit "C"** attached hereto and made a part hereof (the "**Site Improvement Plans**" which, together with the Site Plan, is collectively, the "**Plans**"); and

WHEREAS, the Village is willing to approve said Plans, provided that this Agreement is executed to insure the completion of certain site improvements, which execution is a condition precedent to the issuance of building permits for any buildings to be constructed on the Property.

NOW, THEREFORE, it is mutually agreed as follows:

1. Upon Developers' acquisition of the Property and receipt of all necessary permits, Developers shall furnish, or cause to be furnished, at their own cost and expense, all the necessary material, labor, and equipment to complete the improvements listed on **Exhibit "B"** attached hereto, and all other site improvements not specifically set forth which are required by applicable ordinances or agreements (collectively, the "**Site Improvements**"), all in a good and workmanlike manner and in accordance with all pertinent ordinances and regulations of the Village and in accordance with the Site Plan and Site Improvement Plans (including any subsequent revisions jointly requested by the Developers and approved in writing by the Village pursuant to the Village's Development Ordinance). All utility lines and services to be installed in the street shall be installed prior to paving. It is expressly understood and agreed that Developers are jointly responsible to complete the improvements listed on **Exhibit B** and as otherwise required by this paragraph.

2. Attached hereto as **Exhibit "D"** is a complete cost estimate for the construction of the improvements described in **Exhibit "B"** hereto. No later than three (3) business days following the later of (i) execution of this Agreement, (ii) execution of the RDA, or (iii) Developers' acquisition of the Property, or (iv) a week prior to the issuance of Village Permits, the Retail Developer shall deposit a Letter of Credit acceptable to and in a form and substance approved by the Village in accordance with the Development Ordinance in the original amount of One Million Nine Hundred Ninety-Four Thousand Eight Hundred Seventeen Dollars (\$1,994,817.00), as further described in Paragraph 9 herein (the "**Retail Letter of**

Credit"). No later than September 30, 2022, the Residential Developer shall deposit a Letter of Credit acceptable to and in a form and substance approved by the Village in accordance with the Development Ordinance in the original amount of One Million Nine Hundred Ninety-Four Thousand Eight Hundred Seventeen Dollars (\$1,994,817.00), as further described in Paragraph 9 herein (the "**Residential Letter of Credit**" which, together with the Retail Letter of Credit is collectively the "**Letters of Credit**", and each a "**Letter of Credit**").

3. All work shall be subject to inspection by and the approval of the Village Engineer. It is agreed that the contractors who are engaged to construct the Improvements are to be approved by the Village Engineer and that such approval will not be unreasonably withheld.

4. Each of the Developers has paid or will pay the Village a Review and Inspection Fee, as required by Ordinance. It is understood that said fees are based on of the amount of the contracts or cost estimate for those items in Exhibit "B."

5. Prior to the time a Developer or any of its contractors begin any of the work provided for herein, such Developer, and/or its contractors shall furnish the Village with evidence of insurance covering such contractor's employees in such amounts and coverage as is acceptable to the Village. The insurance listed on Exhibit E attached hereto is deemed acceptable to the Village. Nothing herein shall waive any immunities the Village may assert in response to or defense of any such claim.

In addition, by its execution of this Agreement, each Developer agrees to protect, indemnify, save and hold harmless, and defend the Village and its employees, officials, and agents, against any and all claims, costs, causes, actions, and expenses, including but not limited to reasonable attorney's fees incurred by reason of a lawsuit or claim for damages or compensation arising in favor of any person, corporation or other entity, including the employees or officers or independent contractors or sub-contractors of such Developer or the Village, on account of personal injuries or death, or damages to property occurring, growing out of, incident to, or resulting directly or indirectly, from the performance of the Site Improvement work of such Developer, independent contractors or sub-contractors of such Developer or their officers, agents, or employees, except as provided in the following two sentences. The Developers shall have no liability or damages for the costs incident thereto to the extent caused by the sole negligence or intentional misconduct of the Village, its independent contractors or sub-contractors or their officers, agents, or employees.

6. Subject to Force Majeure (as defined herein), Developers shall cause the Site Improvements to be completed within the later of (i) twenty-four (24) months following the date of this Agreement (except any improvements for which specified time limits are noted on the Plans, which shall be completed within the specified time limits shown on the Plans, subject to Force Majeure), or (ii) the time period required for Substantial Completion-Retail under that certain Redevelopment Agreement between the Village and Developers (the "**RDA**"), or (iii) the time period required for Substantial Completion-Residential under the RDA.. "**Force Majeure**" as used herein shall mean a delay in a Developer's performance hereunder caused by an Uncontrollable Circumstance as defined in the RDA, or any other cause of any kind beyond the reasonable control of such Developer. If the Site Improvements are not completed within the time prescribed herein, as the same may be extended pursuant to Force Majeure, the Village shall have the right to draw on the Letters of Credit for the purpose of paying for all costs required to complete the Site Improvements (the "**Completion Cost**"); provided, however, (i) the Village agrees that with respect to any such draw, it will only draw on each Letter of Credit in the amount of fifty percent (50%) of the Completion Costs, and (ii) nothing herein will limit or modify any separate

agreement or allocation between the Developers with respect to Site Improvement costs. Upon completion of the Site Improvements herein provided for, as evidenced by a Certificate of Substantial Completion (as defined and provided for in the RDA) or a certificate of completion executed by or for the Village Manager, Village President or Board of Trustees, the Village shall be deemed to have accepted said Site Improvements, and thereupon, the Retail Letter of Credit and the Residential Letter of Credit shall automatically be reduced to serve as security for the obligations of the Developers as set forth in Paragraph 7 hereof. The Developers shall cause their consulting engineers to correct drawings to show work as actually constructed and said engineers shall turn over high quality Mylar reproducible copies thereof to the Village to become the Village's property prior to acceptance of the improvements.

7. The Developers, for a period of one year beyond formal acceptance by the Village of any Site Improvement described in Exhibit "B" hereof, shall be jointly responsible for maintenance, repairs and corrections to such improvements which may be required due to failures or on account of faulty construction or due to the Developers' negligence and/or their contractors' negligence (collectively, the "Defects"), provided that, without limiting the Village right to draw on a Letters of Credit for 100% of the cost to correct Defects, the Village agrees that with respect to any such draw, it will only draw on each Letter of Credit in the amount of fifty percent (50%) of the cost to correct such Defects. The obligation of the Developers under this Paragraph 7 shall be secured by the Letters of Credit as further described in Paragraph 9 hereof.

8. In general, no occupancy permit shall be granted by any official for the construction of any structure until all required utility facilities set forth in the Plans (to include, but not by way of limitation, sanitary sewer, water and storm sewer systems) have been installed and made ready to service said structure; and that all parking lots or access drives (to include curbs) set forth in the Plans that provide access to said structure have been completely constructed, except for the designed surface course. It is understood and agreed that building and occupancy permits will be granted for buildings on specific lots to which utility facilities have been installed and made ready for service and to which parking lots or access drives have been constructed as described above, notwithstanding the fact that all Improvements within the Development may not be completed.

9. A. The obligations of the Retail Developer hereunder as to the deposit of security for the completion of Improvements and the one (1) year maintenance of said Improvements after acceptance by the Village (Paragraph 7) shall be satisfied upon delivery to the Village of the Retail Letter of Credit in favor of the Village in a form acceptable to the Village in accordance with this Agreement, in the amount set forth in Paragraph 2 above. The Retail Letter of Credit shall be made subject to this Agreement. The obligations of the Residential Developer hereunder as to the deposit of security for the completion of the Improvements and the one (1) year maintenance of said Improvements after acceptance by the Village (Paragraph 7) shall be satisfied upon delivery to the Village of the Residential Letter of Credit in favor of the Village in a form acceptable to the Village in accordance with this Agreement, in the amount set forth in Paragraph 2 above. The Residential Letter of Credit shall be made subject to this Agreement. The Developers hereby waive the option pursuant to 30 ILCS 550/3 and 65 ILCS 5/11-39-3 to utilize any type of security other than a letter of credit.

B. In addition to the terms, conditions, and covenants of the Retail Letter of Credit, the Village hereby agrees to draw funds or to call said performance guarantee under such security solely for the purpose of payment for labor and materials supplied or to be supplied, by engineers, contractors, or subcontractors, to, or for the benefit of the Retail Developer or the Village, as the case may be, under the provisions of this Agreement and the Site Improvements for which payment is being made shall have been

completed, or will be completed, in substantial accordance with the Site Plan and the Site Improvement Plans or following correction of Defects. In addition to the terms, conditions, and covenants of the Residential Letter of Credit, the Village hereby agrees to draw funds or to call said performance guarantee under such security solely for the purpose of payment for labor and materials supplied or to be supplied, by engineers, contractors, or subcontractors, to, or for the benefit of the Residential Developer or the Village, as the case may be, under the provisions of this Agreement and the said Improvements for which payment is being made shall have been completed, or will be completed, in substantial accordance with the Site Plan and the Site Improvement Plans or following correction of Defects. The foregoing notwithstanding, each of the Developers shall be responsible for only fifty percent (50%) of the foregoing obligations in this paragraph and accordingly draws under each Letter of Credit shall be limited to fifty percent (50%) of the total Completion Costs or total cost to correct Defects, as the case may be.

C. The Village further hereby agrees that to the extent that Developers cause their commitments of this Agreement to be completed, the outstanding liability of the issuer of each Letter of Credit shall during the course of construction of the Improvements be reduced on a monthly basis to approximate fifty percent (50%) of the cost of completing the improvements and paying unpaid contract balances for the completion of the improvements referred to in this Agreement.

Until all tests required by the Development Ordinance have been submitted and approved by the Village for each of the construction elements including, but not limited to, earthwork, street pavements, parking area pavements, sanitary sewers and water mains (as applicable), a minimum of that portion of the surety for each element shall be subject to complete retention. Each of the Retail Letter of Credit and the Residential Letter of Credit is subject to a minimum fifteen (15%) percent retention until final acceptance by the Village of the Site Improvements.

D. In order to guarantee and warranty Retail Developer's obligations of Paragraph 7 herein, an amount equal to the lesser of fifteen (15%) percent of the total amount of the Retail Letter of Credit, or fifteen (15%) percent of fifty percent (50%) of the cost estimate of the individual improvement(s) shall be retained in the Retail Letter of Credit for a period of one-year beyond formal acceptance by the Village of such improvement(s). In order to guarantee and warranty Residential Developer's obligations of Paragraph 7 herein, an amount equal to fifteen (15%) percent of the total amount of the Residential Letter of Credit, or an amount equal to fifteen (15%) percent of fifty percent of the cost estimate of the individual improvement(s) shall be retained in the Residential Letter of Credit for a period of one-year beyond formal acceptance by the Village of such improvement(s).

E. As a portion of the security amount specified in Paragraph 2, the Developers shall maintain a cash deposit with the Village Clerk in the amount of Forty Thousand Three Hundred Dollars (\$40,300.00), with each Developer responsible for the deposit of fifty percent (50%) thereof. The cash deposit must be on deposit with the Village Clerk prior to the Developers' completion of the site demolition and grading work portions of the Site Improvements. If roads are not maintained with a smooth and firm surface reasonably adequate for access of emergency vehicles such as fire trucks and ambulances, or if any condition develops which is deemed a danger to public health or safety by the Village of Buffalo Grove due to the actions of one of the Developers or its failure to act; and after written notice of this condition, such Developer fails to remedy the condition as soon as reasonably practicable; then the Village may take action to remedy the situation and charge any expenses which results from the action to remedy the situation to such Developer's cash deposit. Upon notification that the cash deposit has been drawn upon, such Developer shall immediately deposit sufficient funds to maintain the deposit in the amount specified above in this Paragraph 9.E. If such Developer has not made the additional deposit

required to maintain the total cash deposit within three (3) days from the date it received notice that such additional deposit was required, it is agreed that the Village may issue a Stop Work Order as to such Developer's work, or also may revoke all permits which such Developer had been granted. This cash deposit shall continue to be maintained until the maintenance guarantee period has lapsed. The deposit may be drawn upon by the Village if the conditions of this Agreement are not met by such Developer within five (5) days after receipt of a written notice of noncompliance with the conditions of this Agreement, except in cases of danger to public health and safety as determined by the Village, in which case, the deposit may be drawn upon immediately following notice to the Developer and his failure to immediately remedy the situation. After termination of the one-year maintenance period and upon receipt by the Village Clerk of a written request for release of the deposit, the Village will either notify the Developer that its Improvements are not in a proper condition for final release of the deposit, or shall release the deposit within fifteen (15) days.

F. In addition to the terms, covenants, and conditions of a Letter of Credit, the Developers hereby agree that no reduction shall occur in the outstanding liability of the issuer there under, except on the written approval of the Village; however, in all events, the Village shall permit such Letter of Credit to expire, either by its terms, or by return of such Letter of Credit to the applicable Developer, upon the expiration of one (1) year from the acceptance of the improvements to which such Letter of Credit applies. To the extent that the provisions of Paragraph 9 herein, and of the Letter of Credit, permit the Village to draw funds under such Letter of Credit, the Village hereby agrees to reduce the outstanding liability of the issuer of the Letter of Credit monthly to the extent that funds are disbursed.

10. Any Letter of Credit shall provide that the issuer thereof shall not cancel or otherwise terminate said security without a written notice being given to the Village between thirty (30) days and forty-five (45) days in advance of termination or cancellation.

11. No occupancy permit for a building shall be issued until all exterior lighting pertaining to such building and specified on Exhibit "C" is installed and operational.

12. Each Developer acknowledges that it is responsible for the proper control of weeds, grass, refuse, and junk on all property which it owns within the Property in accordance with Chapter 8.32 of the Buffalo Grove Municipal Code. It is further agreed that a Developer shall continue to be responsible for the proper maintenance of any parcels of property for which such Developer transfers ownership to the Village until such time as the Improvements are accepted by the Village in writing in accordance with the provisions of this Agreement.

If a Developer fails to perform his maintenance responsibilities established in either this paragraph or Chapter 8.32, the Village may provide a written notice to such Developer of the improper maintenance condition. If proper maintenance is not completed within ten (10) days after such Developer is provided this notice, the Village may perform the maintenance and deduct the costs of the maintenance from the cash deposit of such Developer described in Paragraph 9.E.

13. The Developers agree that no improvements constructed in conjunction with this project are sized or located in such a way as to warrant any recapture payment to either Developer pursuant to any applicable previous agreements.

14. This Agreement shall automatically terminate and be of no further force and effect with respect to a Developer and its portion of the Property upon the expiration of the one year maintenance period, and upon such termination the parties hereto shall have no further obligations to the other, except

for the Village's obligation to return such Developer's Letter of Credit and cash deposit to such Developer or otherwise notify the issuer of such Letter of Credit of the expiration of the Letter of Credit.

15. This Agreement and the obligations contained herein are in addition to, and not in limitation of, all other agreements between the Parties hereto including, without limitation, the RDA and the Preliminary Plan Approval Ordinance No. dated June 20, 2022, and the obligations contained therein.

16. No party shall cause this Agreement (or any memorandum hereof) to be recorded against the Property.

17. Nor party shall assign this Agreement or any of its terms without the prior, express and written consent of the other party. Furthermore, no assignment of a Developer's obligations shall be effective unless and until the Village approves the language of any proposed assignment and substitute security in the amounts required by this Agreement. The foregoing notwithstanding, this Agreement shall be binding on and inure to the benefit of the Developers' respective successors and any assigns made in connection with equity or loan requirements.

18. If any notice is sent to a Party under this Agreement, the sender of the notice shall send a copy of the notice to the other Party hereunder at the same time.

19. Each Developer shall have the right but not the obligation to cure any failure by the other Developer to perform as required hereunder.

[Remainder of page left intentionally blank; signature page to follow]

IN WITNESS WHEREOF, the Village has caused this Agreement to be executed, as have the Developers, all as of the date first above written.

Village: **VILLAGE OF BUFFALO GROVE,**
an Illinois Municipal Corporation

By: _____
Village President

Retail Developer: **IMKD 5 LLC,**
a Delaware limited liability company

By: _____
Name: _____
Title: _____

Address: 700 Commerce Drive, Suite 130
Oak Brook, IL 60523

Residential Developer: **BGA RESIDENTIAL, LLC,**
a Delaware limited liability company

By: _____
Name: _____
Title: _____

Address: 2250 Progress Parkway
Schaumburg, IL 60173

The Clove
DEVELOPMENT IMPROVEMENT AGREEMENT

EXHIBIT A

Legal Description of the Property

PARCEL 1:

LOT 3 IN BUFFALO GROVE TOWN CENTER UNIT 6, BEING A RESUBDIVISION OF LOTS 1 AND 3 IN BUFFALO GROVE TOWN CENTER UNIT 5 AND PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID BUFFALO GROVE TOWN CENTER UNIT 6, RECORDED OCTOBER 21, 1993 AS DOCUMENT 3419308, IN LAKE COUNTY, ILLINOIS.

PARCEL 2:

LOTS 1 AND 3 IN BUFFALO GROVE TOWN CENTER UNIT 8, BEING A RESUBDIVISION OF LOT 2 IN BUFFALO GROVE TOWN CENTER UNIT 5, IN THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID BUFFALO GROVE TOWN CENTER UNIT 8, RECORDED JULY 24, 1998 AS DOCUMENT 4173676, IN LAKE COUNTY, ILLINOIS.

PARCEL 2A:

RECIPROCAL EASEMENTS FOR THE BENEFIT OF PARCEL 2 AS CONTAINED IN AGREEMENT DATED JULY 28, 1998 AND RECORDED JULY 29, 1998 AS DOCUMENT 4176874 BY BUFFALO GROVE JOINT VENTURE AND EAGLE FOOD CENTERS, INC.

PARCEL 3:

LOT 1 IN BUFFALO GROVE TOWN CENTER UNIT 9, BEING A RESUBDIVISION OF LOTS 1 AND 2 IN BUFFALO GROVE TOWN CENTER UNIT 7, IN SECTION 33, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID BUFFALO GROVE CENTER UNIT 9, RECORDED OCTOBER 6, 1999 AS DOCUMENT 4431048, IN LAKE COUNTY, ILLINOIS.

EXCEPTING THAT PART OF LOT 1 TAKEN IN CASE 16ED9 ORDER RECORDED AS DOCUMENT 7487965 DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST EASTERLY CORNER OF SAID LOT 1; THENCE NORTHWESTERLY 19.12 FEET (19.17 FEET, RECORDED) ALONG THE EASTERLY LINE OF SAID LOT 1 ON A CURVE TO THE RIGHT HAVING A RADIUS OF 1497.69 FEET, THE CHORD OF SAID CURVE BEARS ON AN ILLINOIS COORDINATE SYSTEM NAD 83 (2007) EAST ZONE BEARING OF NORTH 9 DEGREES 38 MINUTES 39 SECONDS WEST, 19.12 FEET TO A POINT OF TANGENCY ON SAID EASTERLY LINE; THENCE NORTH 9 DEGREES 16 MINUTES 42 SECONDS WEST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 295.83 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 80 DEGREES 43 MINUTES 31 SECONDS WEST, A DISTANCE OF 11.00 FEET; THENCE NORTH 9 DEGREES 16 MINUTES 29 SECONDS WEST, A DISTANCE OF 125.00 FEET; THENCE NORTH 80 DEGREES 43 MINUTES 31 SECONDS EAST, A DISTANCE OF 5.00 FEET; THENCE NORTH 9 DEGREES 16 MINUTES 29 SECONDS WEST, A DISTANCE OF 155.91 FEET; THENCE NORTH 4 DEGREES 43 MINUTES 33 SECONDS WEST, A DISTANCE OF 151.30 FEET; THENCE NORTH 9 DEGREES 16 MINUTES 29 SECONDS WEST, A DISTANCE OF 48.27 FEET; THENCE NORTH 80 DEGREES 43 MINUTES 31 SECONDS EAST, A DISTANCE OF 8.96 FEET TO THE EASTERLY LINE OF SAID LOT 1; THENCE SOUTH 9 DEGREES 16 MINUTES

42 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 110.84 FEET TO AN ANGLE POINT ON SAID EASTERLY LINE; THENCE SOUTH 6 DEGREES 24 MINUTES 56 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 100.11 FEET TO AN ANGLE POINT ON SAID EASTERLY LINE; THENCE SOUTH 9 DEGREES 16 MINUTES 42 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 222.48 FEET TO A SOUTH LINE OF LOT 1; THENCE SOUTH 89 DEGREES 30 MINUTES 58 SECONDS WEST ALONG A SOUTH LINE OF SAID LOT 1, A DISTANCE OF 10.12 FEET TO THE EASTERLY LINE OF LOT 1; THENCE SOUTH 9 DEGREES 16 MINUTES 42 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 48.24 FEET TO THE POINT OF BEGINNING

PARCEL 3A;

EASEMENT FOR THE BENEFIT OF PARCELS 1, 2 AND 3, FOR DRAINAGE INTO RETENTION POND, AS CREATED BY THE DRAINAGE AND CONSTRUCTION EASEMENT AGREEMENT RECORDED NOVEMBER 30, 1998 AS DOCUMENT NUMBER 4248745. OVER AND ACROSS THAT PART OF LOT 1 IN WALGREENS BUFFALO GROVE RESUBDIVISION, BEING A RESUBDIVISION OF PARTS OF THE SOUTHWEST 1/4 OF SECTION 33, TOWNSHIP 43 NORTH, AND PART OF THE NORTHWEST 1/4 OF SECTION 3, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN IN LAKE AND COOK COUNTIES, ILLINOIS, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE WEST LINE OF LOT 1 IN BUFFALO GROVE TOWN CENTER UNIT 1. BEING A SUBDIVISION IN SAID SOUTHWEST 1/4 OF SECTION 33, TOWNSHIP 43 NORTH, RANGE 11 EAST, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 4, 1988 AS DOCUMENT NUMBER 2737813, THAT POINT ALSO BEING THE NORTHEAST CORNER OF LOT 2 IN FIRNBACH SUBDIVISION, BEING A SUBDIVISION IN SAID SOUTHWEST 1/4 OF SECTION 33, RECORDED AS DOCUMENT NUMBER 1032913; THENCE SOUTH 22 DEGREES 19 MINUTES 24 SECONDS EAST, 41.50 FEET ALONG SAID WEST LINE; THENCE NORTH 85 DEGREES 58 MINUTES 44 SECONDS EAST, 202.9 FEET ALONG THE SOUTH LINE OF SAID LOT 1; THENCE SOUTH 12 DEGREES 25 MINUTES 09 SECONDS EAST, 215.71 FEET; THENCE SOUTH 81 DEGREES 00 MINUTES 00 SECONDS EAST, 25.38 FEET ALONG THE NORTH LINE OF FORMER SCHOOL LOT, ALSO BEING THE SOUTH LINE OF SAID LOT 1 TO THE POINT OF BEGINNING; THENCE SOUTH 31 DEGREES 00 MINUTES 00 SECONDS EAST ALONG SAID SOUTH LINE, 108.72 FEET; THENCE SOUTH 55 DEGREES 09 MINUTES 42 SECONDS WEST, 80.43 FEET; THENCE NORTH 34 DEGREES 06 MINUTES 02 SECONDS WEST, 61.34 FEET TO THE POINT OF BEGINNING, ALL IN LAKE COUNTY, ILLINOIS.

Proposed Lots 1 - 11 in the Final Plat of Subdivision of The Clove containing approximately 22.1544 acres, with the retail parcel consisting of Lots 1 - 4, 6, and 8 - 11, the residential parcel consisting initially of Lots 5 and 7, with Lot 5 to be donated to the Village pursuant to the terms of the RDA.

PIN: 15-33-304-267
 15-33-304-113
 15-33-304-162
 15-33-304-160

The Clove
DEVELOPMENT IMPROVEMENT AGREEMENT

EXHIBIT B

Description of Site Improvements

All improvements set forth and depicted in the Site Improvement Plans, both public and private, including (to the extent applicable) earthwork, grading, roads or streets, parking lots, areas and/or parking facilities, sidewalks, sanitary and storm sewers, water main, drainage and storm water detention facilities, site grading, street lighting, landscaping, survey monuments and benchmarks.

The Clove
DEVELOPMENT IMPROVEMENT AGREEMENT

EXHIBIT C

Description of Site Improvement Plans

Final Engineering Plans prepared by: V3 Companies
Entitled: Final Engineering Plans for The Clove
Consisting of: 42 sheet(s), last revised 6/30/22

Final Landscaping and Irrigation Plans prepared by: The Lakota Group
Entitled: _____
Consisting of: ____ sheet(s), last revised June 24, 2022

Final Site Lighting Plans prepared by: CREE Lighting
Entitled: _____
Consisting of: ____ sheet(s), last revised April 4, 2022 and April 28, 2022

The Clove
DEVELOPMENT IMPROVEMENT AGREEMENT

EXHIBIT D

Engineers Opinion of Probable Costs

V3 dated 7/7/22

[TO BE UPDATED PRIOR TO EXECUTION]

[See copy attached on the following two (2) pages]

Exhibit D
Page 1



ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

for

The Clove

Buffalo Grove, Illinois

June 13, 2022

Revised: July 7, 2022

1.0 DEMOLITION & EROSION CONTROL	QUANTITY	UNITS	UNIT PRICE	COST
1.01 AVERAGE 3" PAVEMENT MILL	49,581	sy	\$ 2.00	\$ 99,162.00
1.02 FULL DEPTH PAVEMENT REMOVAL	18,462	sy	\$ 5.00	\$ 92,310.00
1.03 CONCRETE REMOVAL	7,100	sy	\$ 8.00	\$ 56,800.00
1.04 SUBGRADE PREPARATION	95,500	sy	\$ 3.00	\$ 286,500.00
1.05 STORM PIPE REMOVAL	2,568	lf	\$ 25.00	\$ 64,200.00
1.06 STORM STRUCTURE REMOVAL	39	each	\$ 1,000.00	\$ 39,000.00
1.07 SANITARY PIPE REMOVAL	891	lf	\$ 32.00	\$ 28,512.00
1.08 SANITARY STRUCTURE REMOVAL	7	each	\$ 1,250.00	\$ 8,750.00
1.09 WATER PIPE REMOVAL	1,567	lf	\$ 30.00	\$ 47,010.00
1.10 WATER STRUCTURE REMOVAL	9	each	\$ 1,200.00	\$ 10,800.00
1.11 DRY UTILITY REMOVAL	1	ls	\$ 100,000.00	\$ 100,000.00
1.12 UTILITY TRENCH BACKFILL	1,000	cy	\$ 35.00	\$ 35,000.00
1.13 CURB REMOVAL	9,183	lf	\$ 4.00	\$ 36,732.00
1.14 BACKFILL CURBS	8,873	lf	\$ 1.50	\$ 13,309.50
1.15 SILT FENCE	2,164	lf	\$ 2.50	\$ 5,410.00
1.16 CONCRETE WASHOUT	1	each	\$ 500.00	\$ 500.00
1.17 INLET SEDIMENT TRAPS	97	each	\$ 200.00	\$ 19,400.00
Subtotal Division 1.0:				\$ 943,395.50

2.0 SANITARY SEWER	QUANTITY	UNITS	UNIT PRICE	COST
2.01 6" SANITARY SEWER (<15' depth)	626	lf	\$ 25.00	\$ 15,650.00
2.02 8" SANITARY SEWER (<15' depth)	1,440	lf	\$ 28.00	\$ 40,320.00
2.03 10" SANITARY SEWER (<15' depth)	249	lf	\$ 32.00	\$ 7,968.00
2.04 4' SANITARY MANHOLE (<15' depth)	26	each	\$ 3,000.00	\$ 78,000.00
2.05 4' DROP SANITARY MANHOLE (<15' depth)	4	each	\$ 4,000.00	\$ 16,000.00
2.06 PVC CLEANOUT	2	each	\$ 1,200.00	\$ 2,400.00
2.07 GREASE TRAP	6	each	\$ 4,500.00	\$ 27,000.00
2.08 CONNECT TO EXISTING STRUCTURE	7	each	\$ 2,000.00	\$ 14,000.00
2.09 8" CURED-IN-PLACE PIPE LINING	275	lf	\$ 120.00	\$ 33,000.00
2.10 TRENCH BACKFILL	2,450	cy	\$ 35.00	\$ 85,750.00
Subtotal Division 2.0:				\$ 320,088.00

3.0 WATER SUPPLY	QUANTITY	UNITS	UNIT PRICE	COST
3.01 6" D.I.P. CLASS 52	524	lf	\$ 30.00	\$ 15,720.00
3.02 8" D.I.P. CLASS 52	145	lf	\$ 32.00	\$ 4,640.00
3.03 10" D.I.P. CLASS 52	1,593	lf	\$ 35.00	\$ 55,755.00
3.04 8" GATE VALVE IN 5' DIA. VAULT	1	each	\$ 3,200.00	\$ 3,200.00
3.05 10" GATE VALVE IN 5' DIA. VAULT	5	each	\$ 3,400.00	\$ 17,000.00
3.06 6" VALVE BOX	5	each	\$ 1,500.00	\$ 7,500.00
3.07 10" VALVE BOX	1	each	\$ 1,800.00	\$ 1,800.00
3.08 FIRE HYDRANT W/ VALVE BOX	10	each	\$ 3,000.00	\$ 30,000.00
3.09 TRENCH BACKFILL	2,264	cy	\$ 35.00	\$ 79,240.00
Subtotal Division 3.0:				\$ 214,855.00

4.0 STORM SEWER SYSTEM	QUANTITY	UNITS	PRICE	COST
4.01 STORM SEWER, RCP (12")	1,253	lf	\$ 28.00	\$ 35,084.00
4.02 STORM SEWER, RCP (15")	201	lf	\$ 31.00	\$ 6,231.00
4.03 STORM SEWER, RCP (24")	142	lf	\$ 45.00	\$ 6,390.00
4.04 STORM SEWER, RCP (48")	488	lf	\$ 62.00	\$ 30,256.00
4.05 STORM SEWER, PVC (4")	264	lf	\$ 20.00	\$ 5,280.00
4.06 STORM SEWER, PVC (6")	78	lf	\$ 25.00	\$ 1,950.00
4.07 STORM SEWER, PVC (8")	316	lf	\$ 28.00	\$ 8,848.00

4.08 STORM SEWER, PVC (10")	28	lf	\$	30.00	\$	840.00
4.09 STORM SEWER, DIP (12")	236	lf	\$	34.00	\$	8,024.00
4.10 STORM INLET	3	each	\$	1,400.00	\$	4,200.00
4.11 4" DIA. STORM MANHOLE	32	each	\$	3,200.00	\$	102,400.00
4.12 6" DIA. STORM MANHOLE	7	each	\$	4,500.00	\$	31,500.00
4.13 PVC CLEANOUT	5	each	\$	1,500.00	\$	7,500.00
4.14 CONNECT TO EXISTING PIPE/STRUCTURE	8	each	\$	2,000.00	\$	16,000.00
4.15 TRENCH BACKFILL	2,408	cy	\$	35.00	\$	84,280.00
Subtotal Division 4.0:					\$	348,783.00

5.0 PAVING	QUANTITY	UNITS	UNIT PRICE	COST
5.01 HMA SURFACE COURSE (1.5")	28,305	sy	\$ 7.00	\$ 198,135.00
5.02 HMA BINDER COURSE (1.5")	28,305	sy	\$ 7.00	\$ 198,135.00
5.03 10" AGGR. BASE COURSE TYPE B (CA-6) W/PRIME COAT	2,546	sy	\$ 8.50	\$ 21,641.00
5.04 HMA SURFACE COURSE (2")	15,385	sy	\$ 7.50	\$ 115,387.50
5.05 HMA BINDER COURSE (3")	15,385	sy	\$ 8.00	\$ 123,080.00
5.06 12" AGGR. BASE COURSE TYPE B (CA-6) W/PRIME COAT	1,306	sy	\$ 9.25	\$ 12,080.50
5.07 HMA SURFACE COURSE (2.5")	905	sy	\$ 8.00	\$ 7,240.00
5.08 HMA SURFACE COURSE (4.5")	905	sy	\$ 9.00	\$ 8,145.00
5.09 B6.12 CURB AND GUTTER W/AGGR. BASE	8,873	lf	\$ 17.50	\$ 155,277.50
5.10 4" PCC SIDEWALK	1,803	sf	\$ 2.00	\$ 3,606.00
5.11 4" PCC SIDEWALK W/ 4" COMPACTED CA-6	8,576	sf	\$ 4.50	\$ 38,592.00
5.12 5" PCC SIDEWALK	28,864	sf	\$ 2.50	\$ 72,160.00
5.13 5" PCC SIDEWALK W/ 4" COMPACTED CA-6	24,589	sf	\$ 5.00	\$ 122,945.00
5.14 6" PCC PAVEMENT	3,688	sf	\$ 6.00	\$ 22,128.00
5.15 6" PCC PAVEMENT W/ 4" COMPACTED CA-6	5,334	sf	\$ 9.00	\$ 48,006.00
5.16 6" PCC PAVEMENT W/ 6" COMPACTED CA-6 (TRASH CORRAL)	1,529	sf	\$ 10.00	\$ 15,290.00
5.17 6" PCC PAVEMENT W/ 8" COMPACTED CA-6 (TRUCK DOCK)	3,640	sf	\$ 11.00	\$ 40,040.00
5.18 8" PCC PAVEMENT W/ 4" COMPACTED CA-6	5,500	sf	\$ 12.00	\$ 66,000.00
5.19 STRIPING & SIGNAGE	1	allowance	\$ 35,000.00	\$ 35,000.00
Subtotal Division 5.0:			\$	1,302,888.50

6.0 MISCELLANEOUS	QUANTITY	UNITS	UNIT PRICE	COST
6.01 LIGHTING/ELECTRICAL	1	ls	\$ 289,400.00	\$ 289,400.00
6.02 LANDSCAPE/IRRIGATION	1	ls	\$ 427,100.00	\$ 427,100.00
Subtotal Division 6.0:			\$	716,500.00

TOTALS:

1.0	DEMOLITION & EROSION CONTROL	\$	943,395.50
2.0	SANITARY SEWER SYSTEM	\$	320,088.00
3.0	WATER SUPPLY SYSTEM	\$	214,855.00
4.0	STORM SEWER SYSTEM	\$	348,783.00
5.0	PAVING	\$	1,302,888.50
6.0	MISCELLANEOUS	\$	716,500.00
		Subtotal	\$ 3,846,510.00
		% Contingency	\$ -
		TOTAL:	\$ 3,846,510.00

This Engineer's Opinion of Probable Cost is based upon the Final Engineering Plans for The Clove, prepared by V3 Companies, dated June 30, 2022. Since V3 Companies has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, this Opinion of Probable Construction Costs is made based on V3 Companies' best judgment as an experienced and qualified professional engineer, familiar with the construction industry; however, V3 Companies can not and does not guarantee that proposals, bids or actual Construction Costs will not vary from the Opinions of Probable Construction Costs prepared by V3 Companies.

Typical Units

lf = linear feet
sf = square feet
sy = square yards
cy = cubic yards
ea = each
ls = lump sum
acre
allowance
ton

The Clove
DEVELOPMENT IMPROVEMENT AGREEMENT

EXHIBIT E

Approved Insurance Coverage

[See copy attached on the following page]



CRISSIE INSURANCE GROUP

Exceeding Expectations

July 14, 2022

Village of Buffalo Grove
500 Raupp Blvd
Buffalo Grove, IL 60089

Ref: IMKD 5, LLC, The Clove

We will have an insurance program in place prior to the closing with a national insurance carrier such as CNA, Travelers, Hanover, or Westfield Insurance Company. This insurance program will have the following minimum coverages:

Property Coverage

All Buildings and Future Buildings and Monuments will be coverage at 100% Replacement Cost with a deductible not greater than \$10,000. Coverage will include Loss of Rents and Mechanical Breakdown.

COMMERCIAL GENERAL LIABILITY

\$2,000,000 General Aggregate (other than Products & Completed Ops)
\$2,000,000 Products/Completed Operations Aggregate
\$1,000,000 Per Occurrence
\$1,000,000 Personal and Advertising Injury
\$100,000 Fire Damage Legal Liability – Per Fire
\$5,000 Medical payments – Each Person

AUTOMOBILE LIABILITY

Shall cover all owned, hired and non-owned vehicles used in connection with the work with a limit of: \$1,000,000 combined single limit

WORKERS' COMPENSATION/EMPLOYERS' LIABILITY

Workers' Compensation Limit - Statutory
Employers' Liability Limits
\$500,000 Each Accident
\$500,000 Disease – Policy Limit
\$500,000 Disease – Each Employee

EXCESS/UMBRELLA LIABILITY

\$10,000,000 General Aggregate (other than Products & Completed Ops)
\$10,000,000 Products & Complete Operations Aggregate
\$10,000,000 Per Occurrence

Best Regards,
Bob

● Page 2

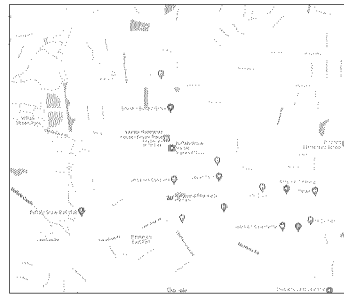
July 14, 2022

Robert G. Bachmann
Vice-President
6400 Shafer Court, Suite 600, Rosemont, IL 60018
Phone: 224-217-6557
Email: bachmannr@crissicins.com
www.crissicinsurance.com

Exhibit E
Page 3

4893-2398-6725.13

Attachment: Kensington BG DEVELOPMENT IMPROVEMENT AGREEMENT 4893-2398-6725 v.13 (O-2022-75 : The Clove Development



VICINITY MAP
NOT TO SCALE

PN: 15-03-304-267
15-03-304-113
15-03-304-162
15-03-304-160

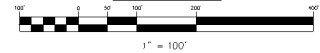
FINAL PLAT OF SUBDIVISION OF THE CLOVE BUFFALO GROVE, IL

PART OF THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 43 NORTH, RANGE
11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.

BASIS OF BEARINGS

THE BASIS OF BEARINGS IS THE STATE PLANE
COORDINATE SYSTEM (SPCS) NAD 83 (2011) ZONE
18N ILLINOIS EAST WITH PROJECT ORIGIN AT
LATITUDE: 42° 09' 17.3388" N
LONGITUDE: 87° 59' 22.287" W
ELLIPSOIDAL HEIGHT: 582.718 BFT
GROUND SCALE FACTOR: 1.0000411519
ALL MEASUREMENTS ARE ON THE GROUND.

GRAPHIC SCALE



ABBREVIATIONS

- PC POINT OF CURVATURE
- POC POINT OF COMPOUND CURVATURE
- PRC POINT OF REVERSE CURVATURE
- PT POINT OF TANGENCY
- REC RECORD DATUM
- MEAS MEASURED DATUM
- (CALC) CALCULATED DATUM
- <DEED> INFORMATION TAKEN FROM DEED
- ETBE EXCEPTION TO EASEMENT
- M.U.E. MUNICIPAL UTILITY EASEMENT
- I.E. INGRESS & EGRESS EASEMENT
- P.U.&D.E. PUBLIC UTILITY & DRAINAGE EASEMENT
- N NORTH
- S SOUTH
- E EAST
- W WEST
- CS CHORD BEARING
- A ARC LENGTH
- R RADIUS
- U.E. UTILITY EASEMENT
- S.S.E. SANITARY SEWER EASEMENT
- EX EXISTING
- PRO PROPOSED

AREA

LOT 1	82,009 SQ. FT.	1.8964 ACRES
LOT 2	166,942 SQ. FT.	4.5671 ACRES
LOT 3	28,905 SQ. FT.	0.6556 ACRES
LOT 4	31,400 SQ. FT.	0.7209 ACRES
LOT 5	34,963 SQ. FT.	0.8045 ACRES
LOT 6	56,556 SQ. FT.	1.2984 ACRES
LOT 7	305,115 SQ. FT.	7.0044 ACRES
LOT 8	26,380 SQ. FT.	0.6051 ACRES
LOT 9	145,380 SQ. FT.	3.3375 ACRES
LOT 10	42,384 SQ. FT.	0.9732 ACRES
LOT 11	10,329 SQ. FT.	0.2371 ACRES
TOTAL	945,045 SQ. FT.	21.5444 ACRES

LEGEND

- SECTION CORNER
- QUARTER SECTION CORNER
- SUBDIVISION PROPERTY LINE
- EXISTING RIGHT-OF-WAY LINE
- PROPOSED RIGHT-OF-WAY LINE
- EXISTING LOT LINE
- PROPOSED LOT LINE
- EX & PRO CENTERLINE
- EXISTING EASEMENT LINE
- PROPOSED EASEMENT LINE
- EX & PRO BUILDING SETBACK LINE
- SECTION LINE
- FOUND DISK IN CONCRETE
- FOUND BRASS DISC
- FOUND ROW MARKER
- FOUND IRON ROD
- FOUND RAILROAD SPIKE
- FOUND PK NAIL
- FOUND MAG NAIL
- FOUND CUT CROSS
- FOUND IRON PIPE
- FOUND IRON BAR
- CONCRETE MONUMENT
- ACCESS EASEMENT HEREBY VACATED

OWNER & SUBDMIDER

IMKD 5, LLC
700 Commerce Drive - Suite 130
Oak Park, IL 60523
630-402-6065

SURVEYOR / ENGINEER

V3 Companies, Ltd.
7325 Janes Avenue
Woodridge, Illinois 60517
630 724 9200

INTERNAL ACCESS NOTE:

CROSS ACCESS EASEMENTS EXIST AND WILL CONTINUE TO PROVIDE INTERNAL ACCESS BETWEEN ALL LOTS ON THIS PLAT PURSUANT TO THAT CERTAIN OPERATION AND EASEMENT AGREEMENT RECORDED JULY 29, 1998 AS DOCUMENT NO. 4178674, AS AMENDED (THE "OEA").

STORM SEWER AND DETENTION NOTE:

THE LOTS ON THIS PLAT CONTAIN PRIVATE STORM SEWERS AND A PRIVATE STORM WATER DETENTION SYSTEM, WITH THE PROPERTY OWNER RESPONSIBLE FOR THE PROPER MAINTENANCE THEREOF IN PERPETUITY, SUBJECT TO AND IN ACCORDANCE WITH THE TERMS OF THE OEA OR ANY OTHER MAINTENANCE AND COST SHARING AGREEMENT RELATED THERETO.

VEHICULAR ACCESS NOTES

- THERE SHALL BE NO DIRECT VEHICULAR ACCESS TO IL ROUTE 83 (MCHENRY ROAD) FROM LOTS 1, 3, 4, 5, 6, 9, AND 10.
- THERE SHALL BE AT MOST ONE DIRECT VEHICULAR ACCESS TO IL ROUTE 83 (MCHENRY ROAD) FROM LOT 2.
- THERE SHALL BE AT MOST ONE DIRECT VEHICULAR ACCESS TO IL ROUTE 83 (MCHENRY ROAD) FROM LOT 7.
- THERE SHALL BE AT MOST ONE DIRECT VEHICULAR ACCESS TO IL ROUTE 83 (MCHENRY ROAD) FROM LOT 11.
- ALL OTHER VEHICULAR ACCESS SHALL BE FROM INTERNAL CIRCULATION.

SURVEYOR'S NOTES:

- DIMENSIONS ALONG CURVED LINES ARE ARC LENGTHS.
- SUBDIVIDED LOTS AND EXTERIOR BOUNDARY CORNERS SHALL BE MONUMENTED WITH 50" CAPPED IRON RODS, UNLESS SHOWN OTHERWISE, IN CONFORMANCE WITH STATE STATUTES AND LOCAL SUBDIVISION CONTROL ORDINANCES WITHIN 18 MONTHS OF RECORDED OF THE PLAT.

SUBMITTED BY AND MAIL TO:

IMKD 5, LLC

700 Commerce Drive - Suite 130

Oak Brook IL 60523

630.402.6065

630.402.6065

FINAL PLAT OF SUBDIVISION

THE CLOVE - BUFFALO GROVE, IL

Project No: 20360

Group No: VP04.1

SHEET NO. 1

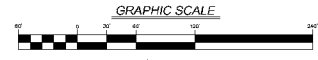
Scale: 1" = 100'

Partial Pg. 328

Attachment: The Clove - Final Plat of Sub. Revision 2 - 2025-04-10 (0-332276) - The Clove Development Improvement Agreement

FINAL PLAT OF SUBDIVISION
OF
THE CLOVE
BUFFALO GROVE, IL

PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE
11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.



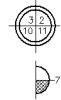
9.0.4
STATE PLANE MERIDIAN

ABBREVIATIONS

PC POINT OF CURVATURE
POC POINT OF COMPOUND CURVATURE
PRO POINT OF REVERSE CURVATURE
PT POINT OF TANGENCY
(REC) REDDEND DUTUM
MEAS. MEASURED DATUM
(CALC) CALCULATED DATUM
<DEED> INFORMATION TAKEN FROM DEED
ETBE EXCEPTION TO BLANKET EASEMENT
M.U.E. MUNICIPAL UTILITY EASEMENT
I.E. INGRESS & EGRESS EASEMENT
P.U.&D.E. PUBLIC UTILITY & DRAINAGE EASEMENT

N NORTH
S SOUTH
E EAST
W WEST
CB CHORD BEARING
A ARC LENGTH
R RADIUS
U.E. UTILITY EASEMENT
S.S.E. SANITARY SEWER EASEMENT
EX. EXISTING
PRO. PROPOSED

LEGEND

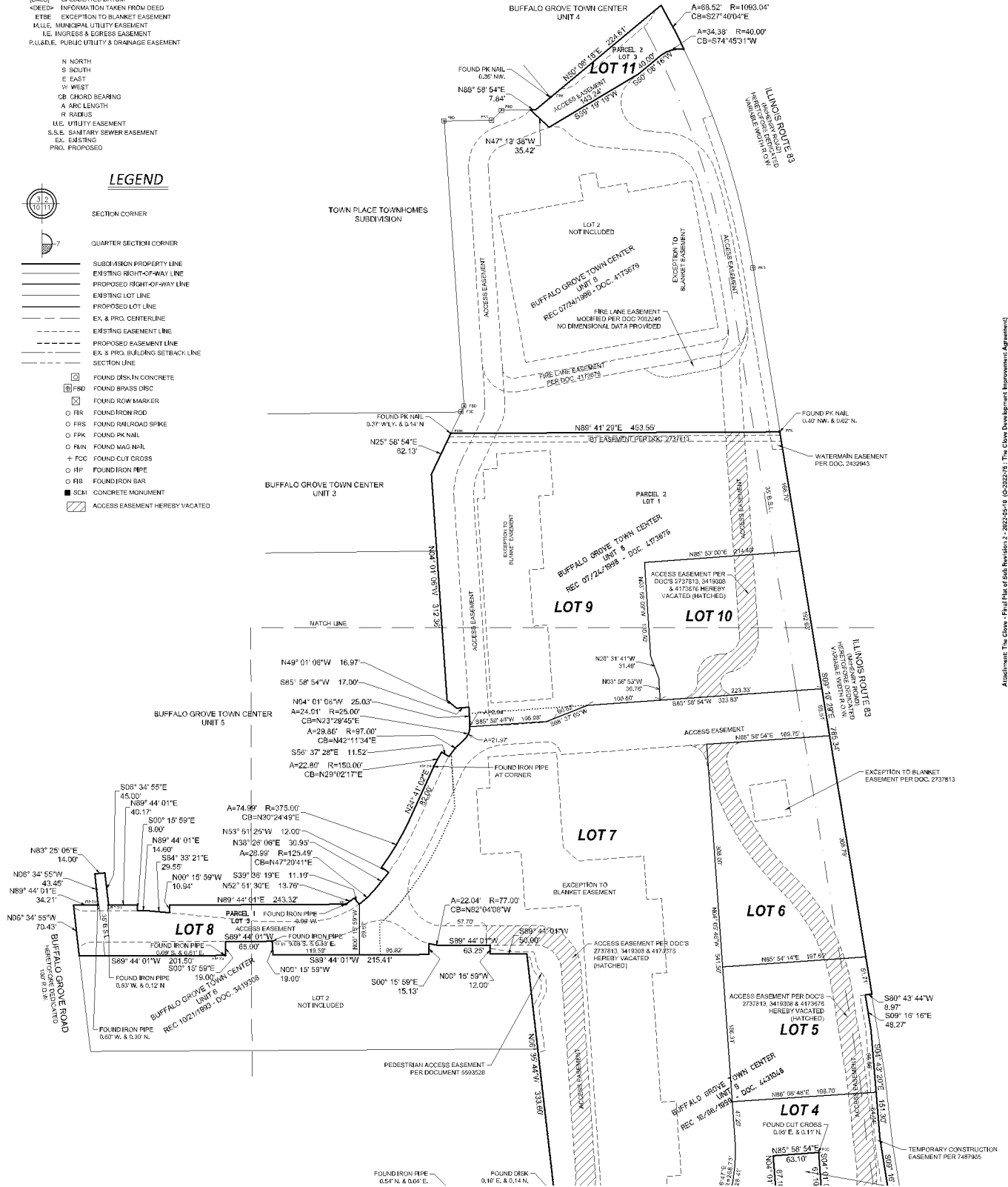


SECTION CORNER

QUARTER SECTION CORNER

SUBDIVISION PROPERTY LINE
EXISTING RIGHT-OF-WAY LINE
PROPOSED RIGHT-OF-WAY LINE
EXISTING LOT LINE
PROPOSED LOT LINE
EX. & PRO. CENTERLINE
EXISTING EASEMENT LINE
PROPOSED EASEMENT LINE
EX. & PRO. BUILDING SETBACK LINE
SECTION LINE

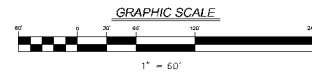
FOUND DISK IN CONCRETE
FOUND BRASS DISC
FOUND ROW MARKER
FOUND IRON ROD
FOUND RAILROAD SPIKE
FOUND PK NAIL
FOUND MAG NAIL
FOUND CUT CROSS
FOUND IRON PIPE
FOUND IRON BAR
CONCRETE MONUMENT
ACCESS EASEMENT HEREBY VACATED



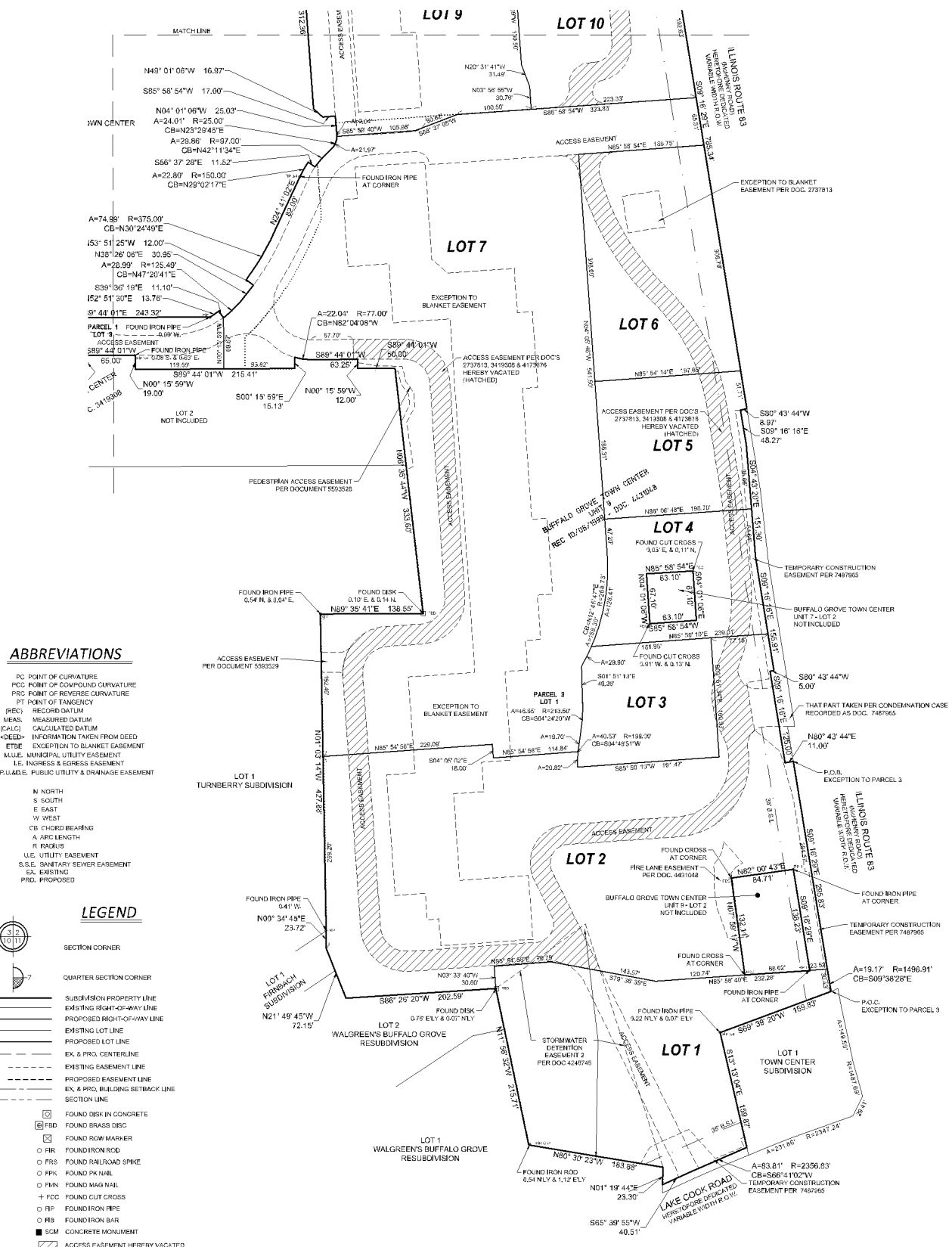
 Engineers Scientists Surveyors	7325 James Avenue, Suite 100 Woodridge, IL 60517 630.724.9200 voice 630.724.0384 fax v3co.com	PREPARED FOR: IMKD 5, LLC 700 Commerce Drive - Suite 130 Oak Brook, IL 60521 630.402.9955	REVISIONS		FINAL PLAT OF SUBDIVISION THE CLOVE - BUFFALO GROVE, IL	Project No: 20360 Group No: VP04.1
			NO.	DATE		
			1.	04/29/22	REVIEWED FOR TYPING COMMENTS	
			2.	05/10/22	REVIEWED PER COMMENTS	
					DRAFTING COMPLETED: 02/01/22	
					DRAWN BY: EJM	
					PROJECT MANAGER: JRB	
					FIELD WORK COMPLETED: N/A	
					CHECKED BY: EJM	
					SCALE: 1" = 100'	
					SHEET NO. 2	
					Plat No: Pg. 327	

FINAL PLAT OF SUBDIVISION
OF
THE CLOVE
BUFFALO GROVE, IL

PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE
11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.



STATE PLANE MERIDIAN



ABBREVIATIONS

- PC POINT OF CURVATURE
- POC POINT OF COMPOUND CURVATURE
- PRC POINT OF REVERSE CURVATURE
- PT POINT OF TANGENCY
- REC RECORD DATUM
- MEAS. MEASURED DATUM
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- S. SOUTH
- E. EAST
- W. WEST
- CB CHORD BEARING
- A. ARC LENGTH
- R. RADIUS
- U.E. UTILITY EASEMENT
- S.S.E. SANITARY SEWER EASEMENT
- EX. EXISTING
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LEGEND

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- FOUND PK NAIL
- FOUND MAG NAIL
- FOUND CUT CROSS
- FOUND IRON PIPE
- FOUND IRON BAR
- CONCRETE MONUMENT
- ACCESS EASEMENT HEREBY VACATED

Attachment: The Clove - Final Plat of Subdivision 2 - 2020-04-10 (0-332276) - The Clove Development Instrument Agreement

**FINAL PLAT OF SUBDIVISION
OF
THE CLOVE
BUFFALO GROVE, IL**

PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE
11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.

OWNER'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF THE PROPERTY DESCRIBED ON THE ANNEXED PLAT AND HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS INDICATED THEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED.

TO THE BEST OF THE OWNERS KNOWLEDGE, THE SCHOOL DISTRICTS IN WHICH EACH TRACT, PARCEL, LOT OR BLOCK OF THE PROPOSED SUBDIVISION LIES ARE:

LOT NUMBER(S) SCHOOL DISTRICT
ALL ELEMENTARY SCHOOL DISTRICT 102
HIGH SCHOOL DISTRICT 125

DATED THIS _____ DAY OF _____, 20____.

NAME _____

TITLE _____

NOTARY CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

I, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY IN THE AFORESAID STATE, DOES HEREBY CERTIFY THAT _____ PERSONALLY KNOWN TO ME TO BE THE _____ OF _____ AND PERSONALLY KNOWN TO ME TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE AFORESAID INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND SEVERALLY ACKNOWLEDGED THAT HE SIGNED AND DELIVERED THE ANNEXED PLAT AS _____ AND OF SAID _____

AND CAUSED THE SEAL OF SAID TO BE AFFIXED THEREON, PURSUANT TO AUTHORITY GIVEN BY THE ACT, AND AS THE FREE AND VOLUNTARY ACT AND DEED OF SAID _____ FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS _____ DAY OF _____, 20____.

NOTARY PUBLIC**CORPORATE AUTHORITY'S CERTIFICATE**

APPROVED AND ACCEPTED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, AT A MEETING HELD THIS _____ DAY OF _____, 20____.

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK**PLAN COMMISSION'S CERTIFICATE**

APPROVED BY THE PLAN COMMISSION OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, AT A MEETING HELD THIS _____ DAY OF _____, 20____.

PLAN COMMISSION CHAIRMAN**PLAN COMMISSION SECRETARY****VILLAGE COLLECTOR'S CERTIFICATE**

STATE OF ILLINOIS)
COUNTY OF LAKE)

I HEREBY CERTIFY THAT I FIND NO DEFERRED INSTALLMENTS OR OUTSTANDING UNPAID SPECIAL ASSESSMENTS DUE AGAINST THE PROPERTY DESCRIBED IN THE PLAT HEREON DRAWN, BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, DATED THIS _____ DAY OF _____, 20____.

VILLAGE COLLECTOR**VILLAGE ENGINEER CERTIFICATE**

APPROVED BY THE VILLAGE ENGINEER OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, DATED THIS _____ DAY OF _____, 20____.

VILLAGE ENGINEER**COUNTY CLERK CERTIFICATE**

STATE OF ILLINOIS)
COUNTY OF LAKE)

I, _____, COUNTY CLERK OF LAKE COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT GENERAL TAXES, UNPAID CURRENT GENERAL TAXES, DELINQUENT SPECIAL ASSESSMENTS OR UNPAID CURRENT SPECIAL ASSESSMENTS AGAINST ANY OF THE LAND INCLUDED IN THE DESCRIBED PROPERTY. I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE PLAT.

I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THIS PLAT.

GIVEN UNDER MY HAND AND SEAL OF THE COUNTY CLERK OF LAKE COUNTY, ILLINOIS.

THIS _____ DAY OF _____, A.D. 20____.

RECORDER'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF LAKE)

THIS INSTRUMENT NO. _____ WAS FILED FOR RECORD IN THE RECORDERS OFFICE OF LAKE COUNTY

AFORSAID ON THE _____ DAY OF _____, A.D. 20____, AT _____ O'CLOCK _____ A.M.

LAKE COUNTY RECORDER**MORTGAGEE CERTIFICATE**

THE UNDERSIGNED, AS MORTGAGEE, UNDER THAT CERTAIN MORTGAGE, DATED _____ AND RECORDED ON _____ AS DOCUMENT NUMBER _____ WITH THE LAKE COUNTY RECORDER OF DEEDS, DOES HEREBY CONSENT TO AND APPROVE THE SUBDIVISION OF THE LAND AND THE GRANTING OF THE EASEMENTS DEPICTED HEREON.

FOR WINTHURST BANK N.A.

BY: _____

ITS: _____

NOTARY CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF _____)

I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY, IN THE STATE AFORESAID, DO HEREBY CERTIFY THAT _____ THE _____ OF WINTHURST BANK N.A., PERSONALLY KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THAT HE SIGNED, SEALED AND DELIVERED THE SAID INSTRUMENT AS HIS FREE AND VOLUNTARY ACT, AND THE FREE AND VOLUNTARY ACT OF THE BANK, FOR THE PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND OFFICIAL SEAL THIS _____ DAY OF _____, 2022.

NOTARY PUBLIC: _____

MY COMMISSION EXPIRES: _____

SURFACE WATER DRAINAGE CERTIFICATE

_____, PROFESSIONAL ENGINEER OF THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT TO THE BEST OF OUR KNOWLEDGE AND BELIEF THE DRAINAGE OF SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF THIS SUBDIVISION OF ANY PART THEREOF, OR IF SUCH SURFACE WATER DRAINAGE WILL BE CHANGED, ADEQUATE PROVISION HAS BEEN MADE FOR COLLECTION AND DIVERSION OF SUCH SURFACE WATERS INTO PUBLIC AREAS, OR DRAINS WHICH THE SUBDIVIDER HAS THE RIGHT TO USE, AND THAT SUCH SURFACE WATERS WILL NOT BE DEPOSITED ON THE PROPERTY OF ADJOINING LAND OWNERS IN SUCH CONCENTRATIONS AS MAY CAUSE DAMAGE TO THE ADJOINING PROPERTY BECAUSE OF THE CONSTRUCTION OF THE SUBDIVISION.

OWNER

REGISTERED PROFESSIONAL ENGINEER

PERMISSION TO RECORD

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

I, EDWARD J. MURRAY, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, HEREBY DESIGNATE CHICAGO TITLE INSURANCE COMPANY, TO RECORD THIS FINAL PLAT OF SUBDIVISION OF THE CLOVE, WITH THE LAKE COUNTY RECORDER OF DEEDS AND REGISTRAR OF TITLES, THIS DESIGNATION IS GRANTED UNDER THE RIGHT TO DESIGNATE SUCH RECORDING UNDER CHAPTER 179, SECTION 2 OF THE ILLINOIS REBID STATUTES.

THIS _____ DAY OF _____, A.D. 2022.

EDWARD J. MURRAY
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-4937
MY LICENSE EXPIRES ON NOVEMBER 30, 2022.
V3 COMPANIES, LTD. PROFESSIONAL DESIGN FIRM NO. 18-600992
THIS DESIGN FIRM NUMBER EXPIRES APRIL 30, 2023.

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

THIS IS TO CERTIFY THAT I, EDWARD J. MURRAY, ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 4037, HAVE SURVEYED AND SUBDIVIDED THE FOLLOWING DESCRIBED PROPERTY:

PARCEL 1:

LOT 3 IN BUFFALO GROVE TOWN CENTER UNIT 6, BEING A RESUBDIVISION OF LOTS 1 AND 3 IN BUFFALO GROVE TOWN CENTER UNIT 6 AND PART OF THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID BUFFALO GROVE TOWN CENTER UNIT 6, RECORDED OCTOBER 21, 1993 AS DOCUMENT 3418369, IN LAKE COUNTY, ILLINOIS.

PARCEL 2:

LOTS 1 AND 3 IN BUFFALO GROVE TOWN CENTER UNIT 6, BEING A RESUBDIVISION OF LOT 2 IN BUFFALO GROVE TOWN CENTER UNIT 6, IN THE SOUTHWEST QUARTER OF SECTION 33, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID BUFFALO GROVE TOWN CENTER UNIT 6, RECORDED JULY 24, 1998 AS DOCUMENT 4173676, IN LAKE COUNTY, ILLINOIS.

PARCEL 3:

RESUBDIVISION EASEMENTS FOR THE BENEFIT OF PARCEL 2 AS CONTAINED IN AGREEMENT DATED JULY 28, 1998 AND RECORDED JULY 28, 1998 AS DOCUMENT 4176874 BY BUFFALO GROVE JOINT VENTURE AND EAGLE FOOD CENTERS, INC.

PARCEL 3:

LOT 1 IN BUFFALO GROVE TOWN CENTER UNIT 9, BEING A RESUBDIVISION OF LOTS 1 AND 2 IN BUFFALO GROVE TOWN CENTER UNIT 9, IN SECTION 33, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID BUFFALO GROVE TOWN CENTER UNIT 9, RECORDED OCTOBER 1, 1999 AS DOCUMENT 451698, IN LAKE COUNTY, ILLINOIS.

EXCEPTING THAT PART OF LOT 1 TAKEN IN CASE 19ED9 ORDER RECORDED AS DOCUMENT 7487905 DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST EASTERLY CORNER OF SAID LOT 1: THENCE NORTHWESTERLY 15.12 FEET (16.17 FEET RECORDED) ALONG THE EASTERLY LINE OF SAID LOT 1 ON A CURVE TO THE RIGHT HAVING A RADIUS OF 1492.59 FEET THE CHORD OF SAID CURVE BEARS ON AN ILLINOIS COORDINATE SYSTEM MAG. BY (2007) EAST ZONE BEARING OF NORTH 9 DEGREES 38 MINUTES 38 SECONDS WEST, 18.12 FEET TO A POINT OF TANGENCY ON SAID EASTERLY LINE; THENCE NORTH 9 DEGREES 18 MINUTES 42 SECONDS WEST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 28.83 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 30 DEGREES 43 MINUTES 31 SECONDS WEST, A DISTANCE OF 11.00 FEET; THENCE NORTH 9 DEGREES 16 MINUTES 29 SECONDS WEST, A DISTANCE OF 125.00 FEET; THENCE NORTH 89 DEGREES 45 MINUTES 31 SECONDS EAST, A DISTANCE OF 5.00 FEET; THENCE NORTH 9 DEGREES 16 MINUTES 38 SECONDS WEST, A DISTANCE OF 195.00 FEET; THENCE NORTH 4 DEGREES 45 MINUTES 33 SECONDS WEST, A DISTANCE OF 151.30 FEET; THENCE NORTH 9 DEGREES 18 MINUTES 29 SECONDS WEST, A DISTANCE OF 48.27 FEET; THENCE NORTH 89 DEGREES 43 MINUTES 31 SECONDS EAST, A DISTANCE OF 4.06 FEET TO THE EASTERLY LINE OF SAID LOT 1; THENCE SOUTH 9 DEGREES 18 MINUTES 42 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 110.54 FEET TO AN ANGLE POINT ON SAID EASTERLY LINE; THENCE SOUTH 9 DEGREES 24 MINUTES 51 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 100.41 FEET TO AN ANGLE POINT ON SAID EASTERLY LINE; THENCE SOUTH 9 DEGREES 16 MINUTES 42 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 22.46 FEET TO A SOUTH LINE OF LOT 1; THENCE SOUTH 89 DEGREES 30 MINUTES 58 SECONDS WEST ALONG A SOUTH LINE OF SAID LOT 1, A DISTANCE OF 16.12 FEET TO THE EASTERLY LINE OF LOT 1; THENCE SOUTH 9 DEGREES 16 MINUTES 42 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 1, A DISTANCE OF 45.28 FEET TO THE POINT OF BEGINNING.

I FURTHER CERTIFY THAT THIS LAND IS WITHIN THE CORPORATE LIMITS OF A MUNICIPALITY WHICH HAS AUTHORIZED A COMPREHENSIVE PLAN AND IS EXERCISING THE SPECIAL POWERS AUTHORIZED BY DIVISION 12 OF ARTICLE 11 OF THE ILLINOIS MUNICIPAL CODE AS NOW OR HEREFTER AMENDED.

I FURTHER CERTIFY THAT THE ANNEXED PLAT IS A CORRECT REPRESENTATION OF SAID SURVEY AND SUBDIVISION. ALL DISTANCES ARE SHOWN IN FEET AND DECIMALS THEREOF. PERMANENT MONUMENTS WILL BE SET AT ALL LOT CORNERS, EXCEPT WHERE CONCRETE MONUMENTS ARE INDICATED.

THIS PROPERTY IS IN AN AREA OF MINIMAL FLOOD HAZARD (ZONE X) AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP OF DUPAGE COUNTY, ILLINOIS (COMMUNITY PANEL NO. 179970282K & 179970284K) EFFECTIVE DATE SEPTEMBER 18, 2013.

DATED THIS _____ DAY OF _____, A.D. 2022.

EDWARD J. MURRAY
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-4937
MY LICENSE EXPIRES ON NOVEMBER 30, 2022.
V3 COMPANIES, LTD. PROFESSIONAL DESIGN FIRM NO. 18-600992
THIS DESIGN FIRM NUMBER EXPIRES APRIL 30, 2023.
emurray@v3co.com

FINAL PLAT OF SUBDIVISION**THE CLOVE - BUFFALO GROVE, IL**

DRAFTING COMPLETED:	02/11/22	DRAWN BY:	EJM	PROJECT MANAGER:	JRB	SHEET NO.	4
FIELD WORK COMPLETED:	N/A	CHECKED BY:	EJM	SCALE:	1" = N/A	OF	4



Engineers
7325 James Avenue, Suite 100
Woodridge, IL 60517
630.724.8200 voice
630.724.0384 fax
v3co.com

PREPARED FOR:
IMKD 5, LLC
700 Commerce Drive - Suite 130
Oak Brook IL 60523
630.402.9955

REVISIONS		NO.	DATE	DESCRIPTION
		1.	04/29/22	REVISED PER DDT COMMENTS
		2.	05/10/22	REVISED PER COMMENTS

Project No: 20360
Group No: VP04.1

SHEET NO. 4 OF 4
Pacheco Pg. 332

[illegible]

9.D.e

EXISTING CONDITIONS PLAN - AREA 1

THE GROVE

BUFFALO GROVE

7205 Lakes Avenue
Buffalo Grove, IL 60089
www.vco.com

DATE: 06-28-22
REVISION: PER V.L.A.O.E. REVIEW

PROJECT NUMBER: 20200

ORIGINAL ISSUE DATE: MAY 24, 2022

DESIGNED BY: DSBV

CHECKED BY: JLB

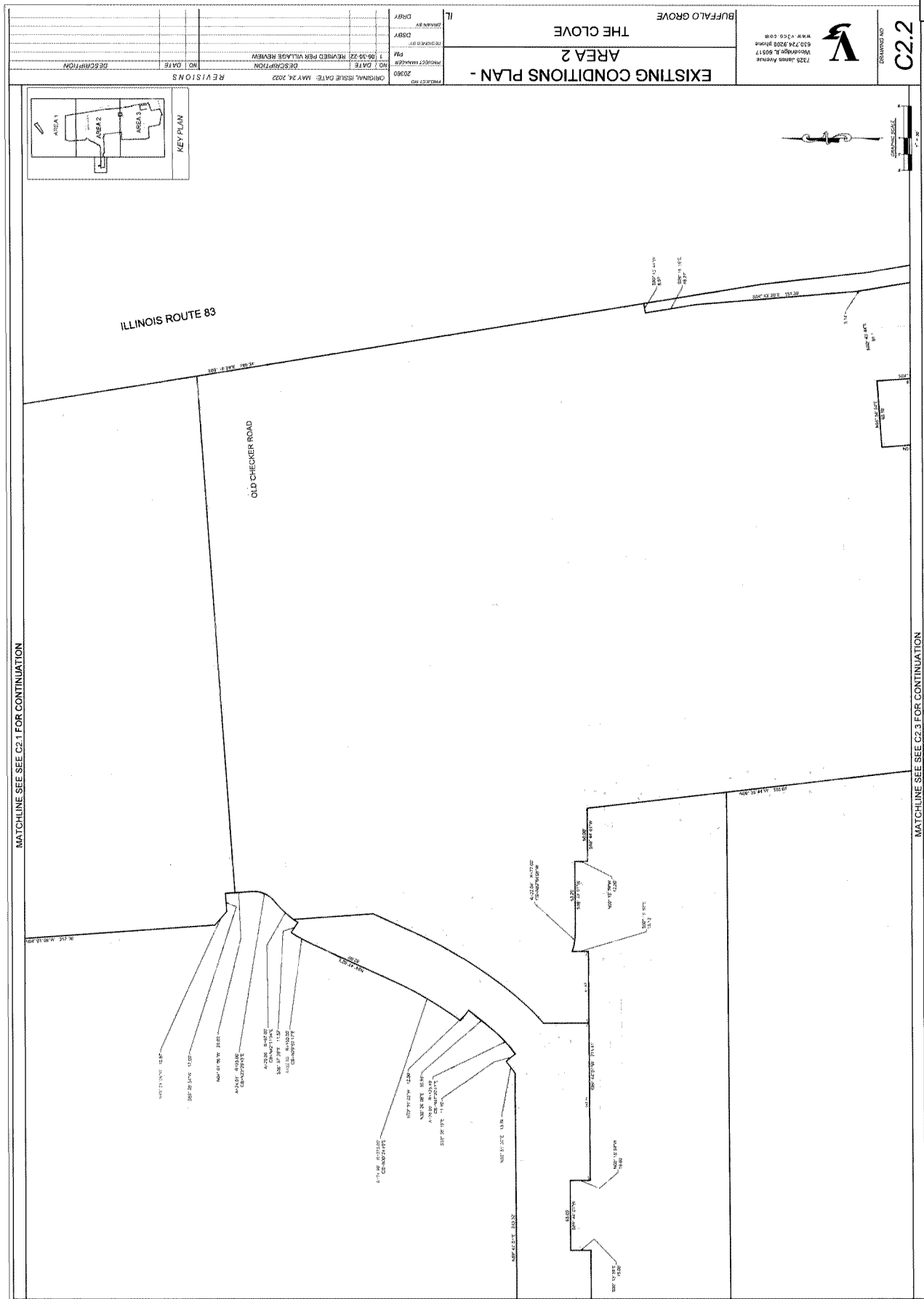
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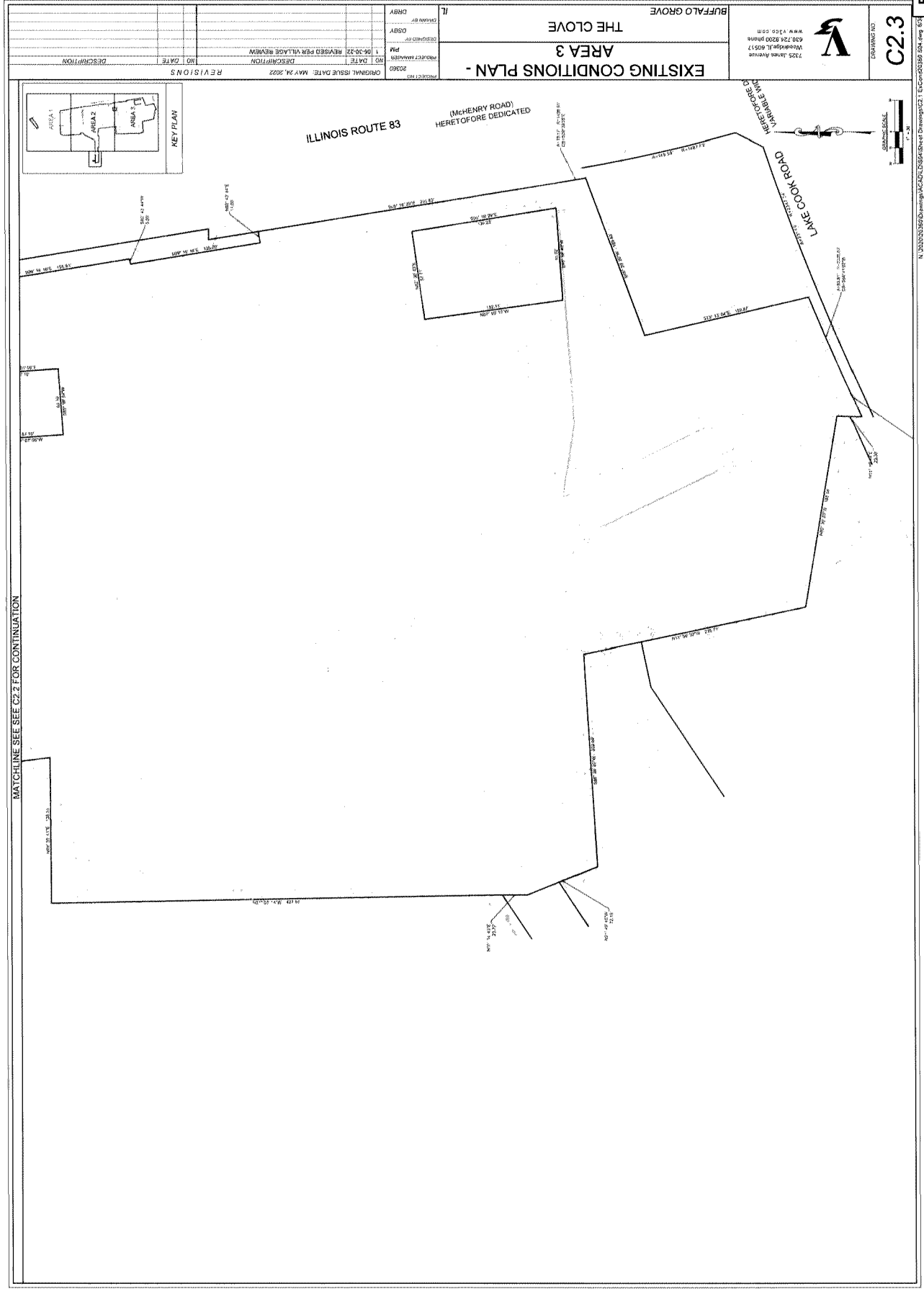
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EXISTING ROADWAY
PROPOSED ROADWAY

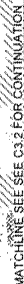
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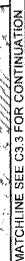
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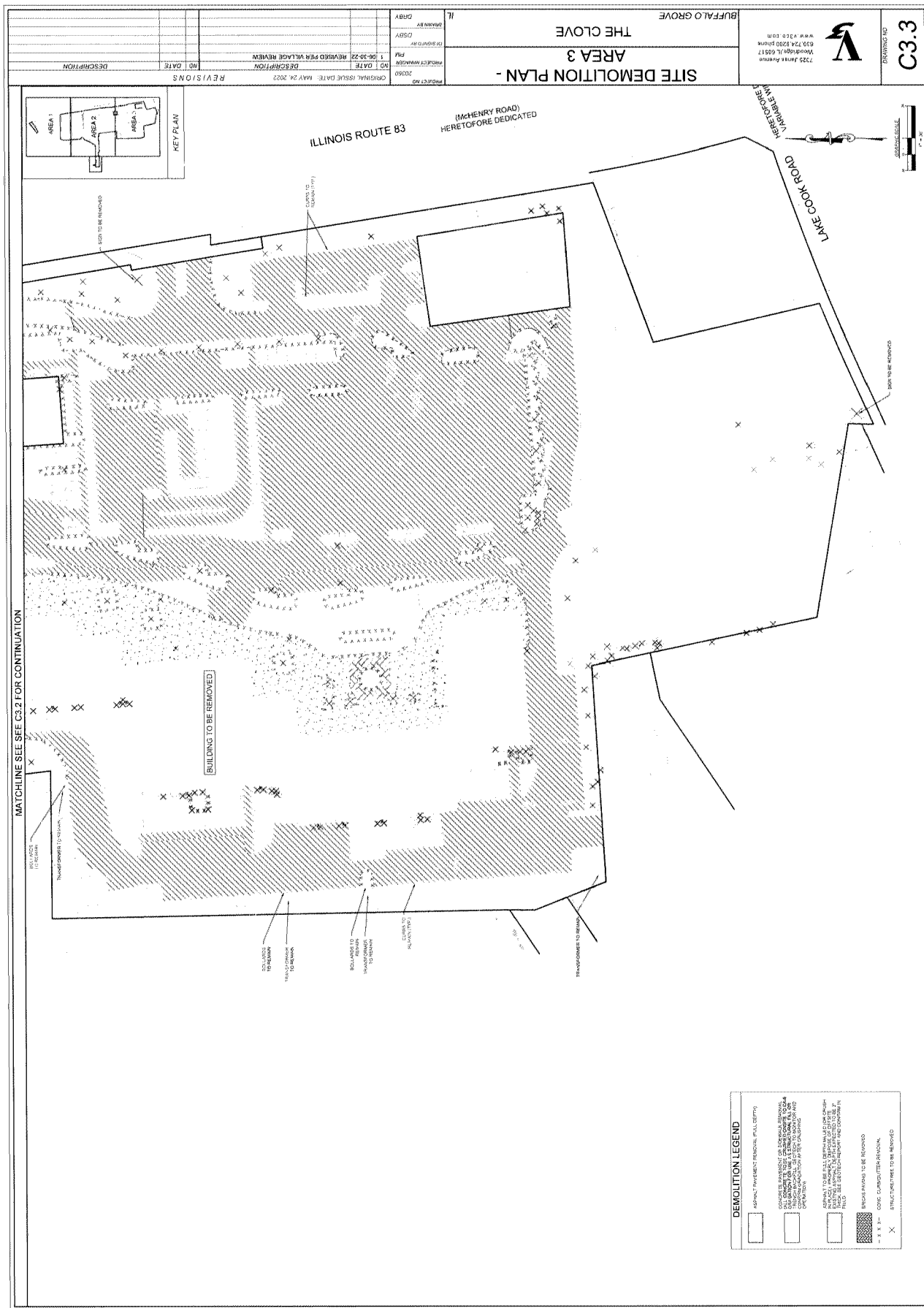
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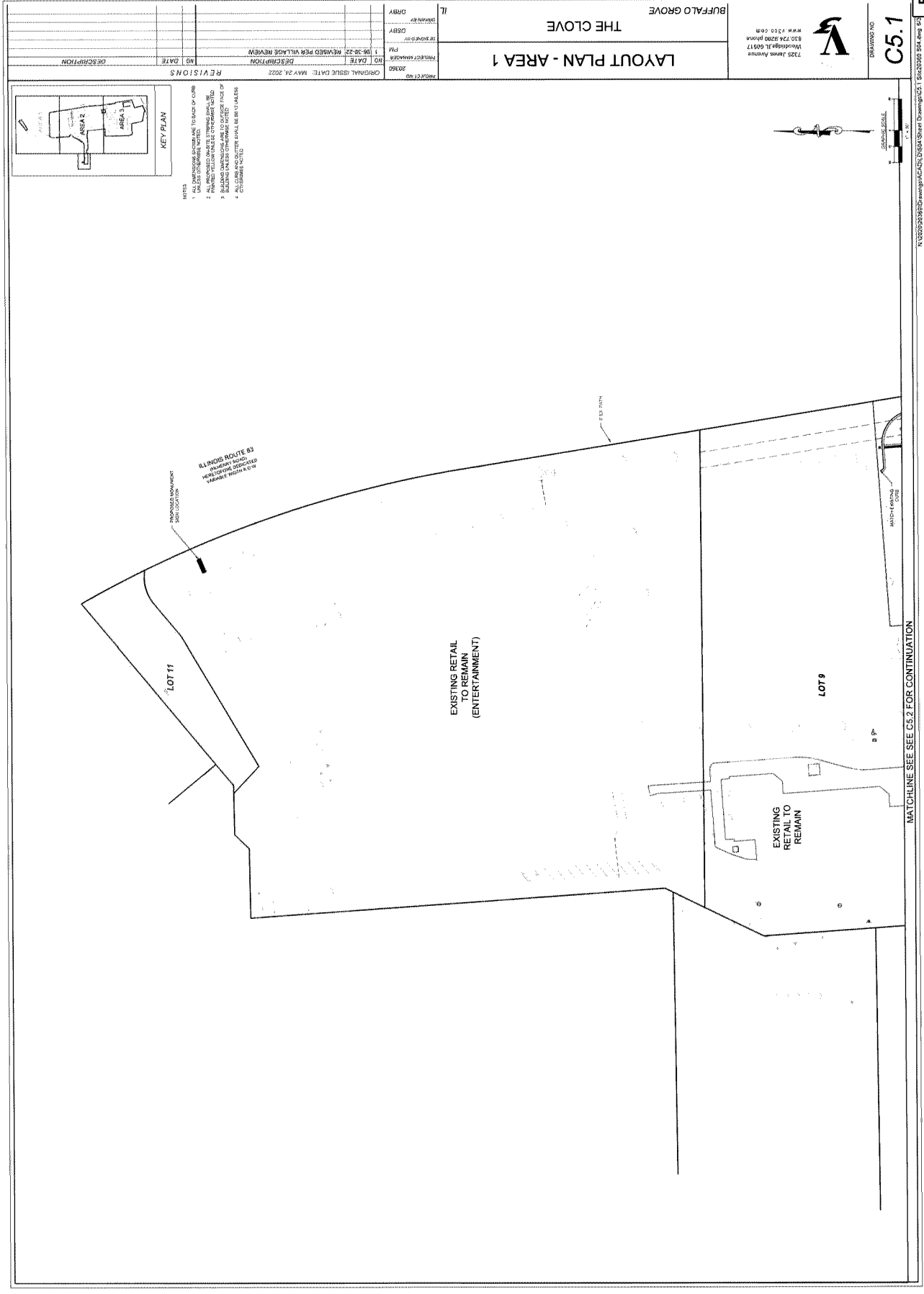


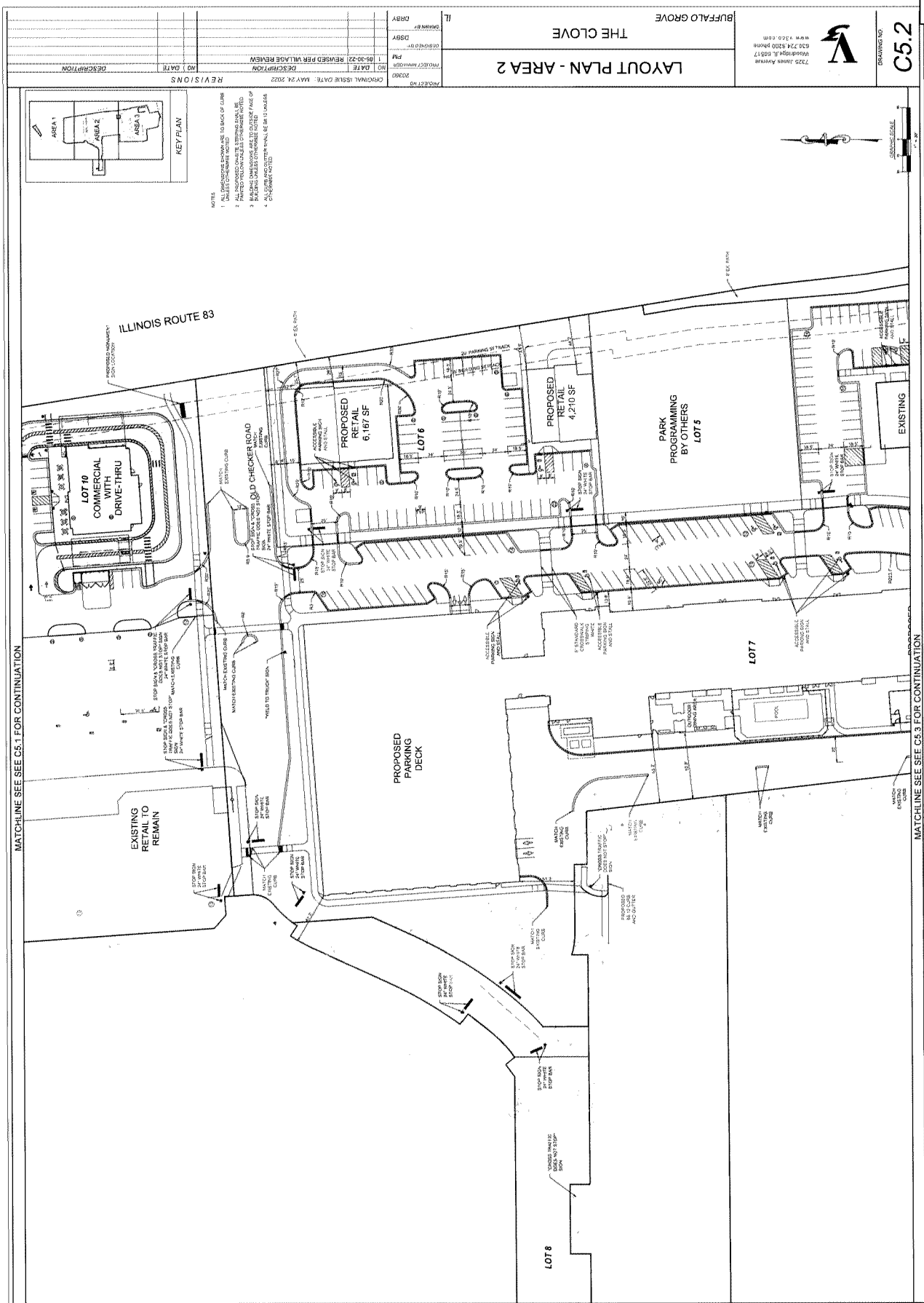


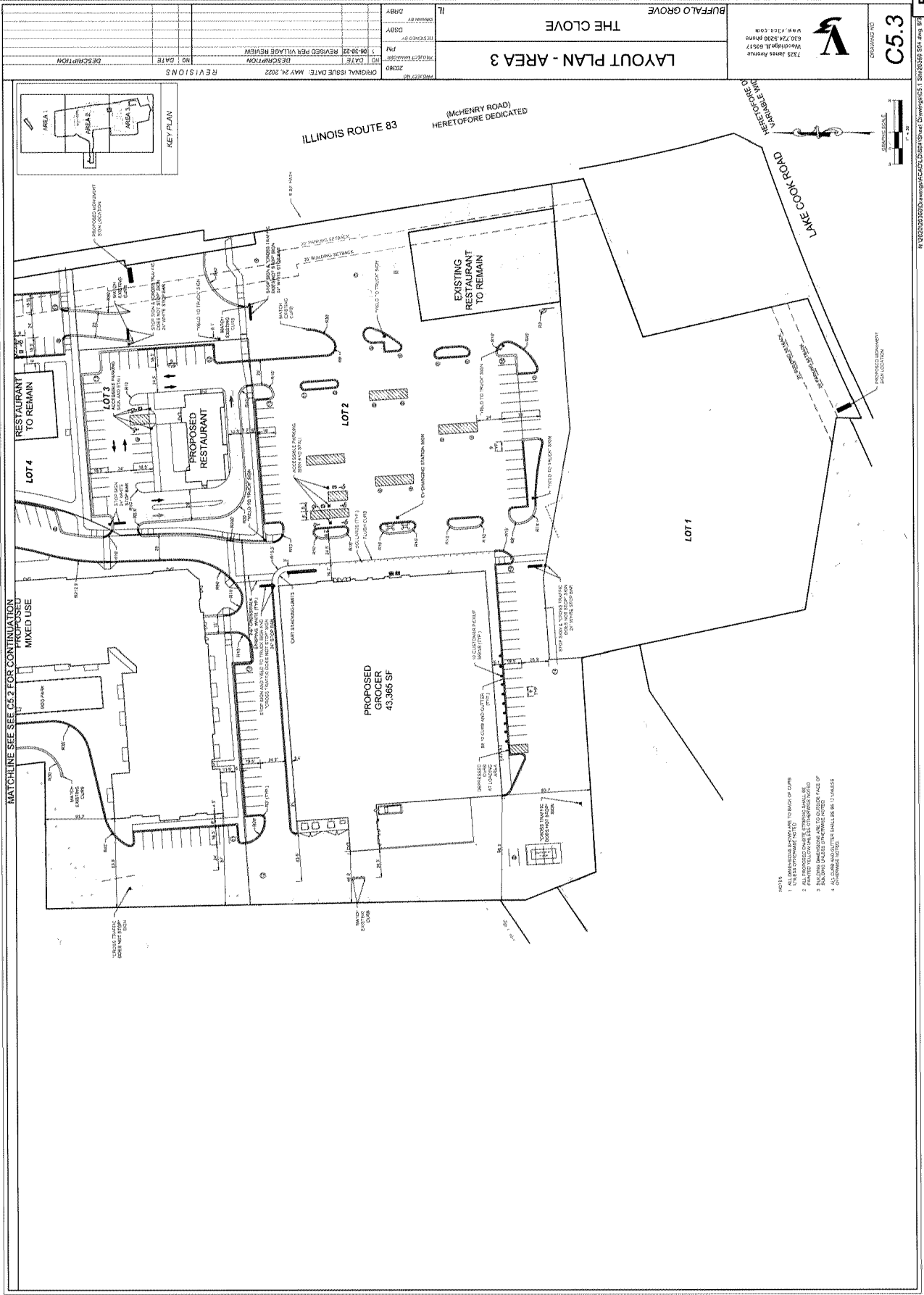




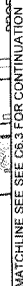
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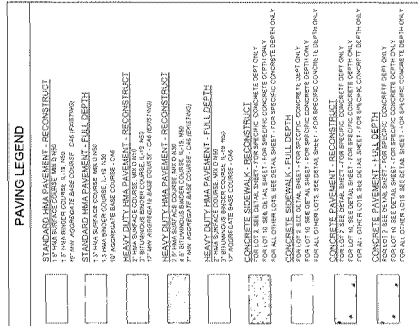


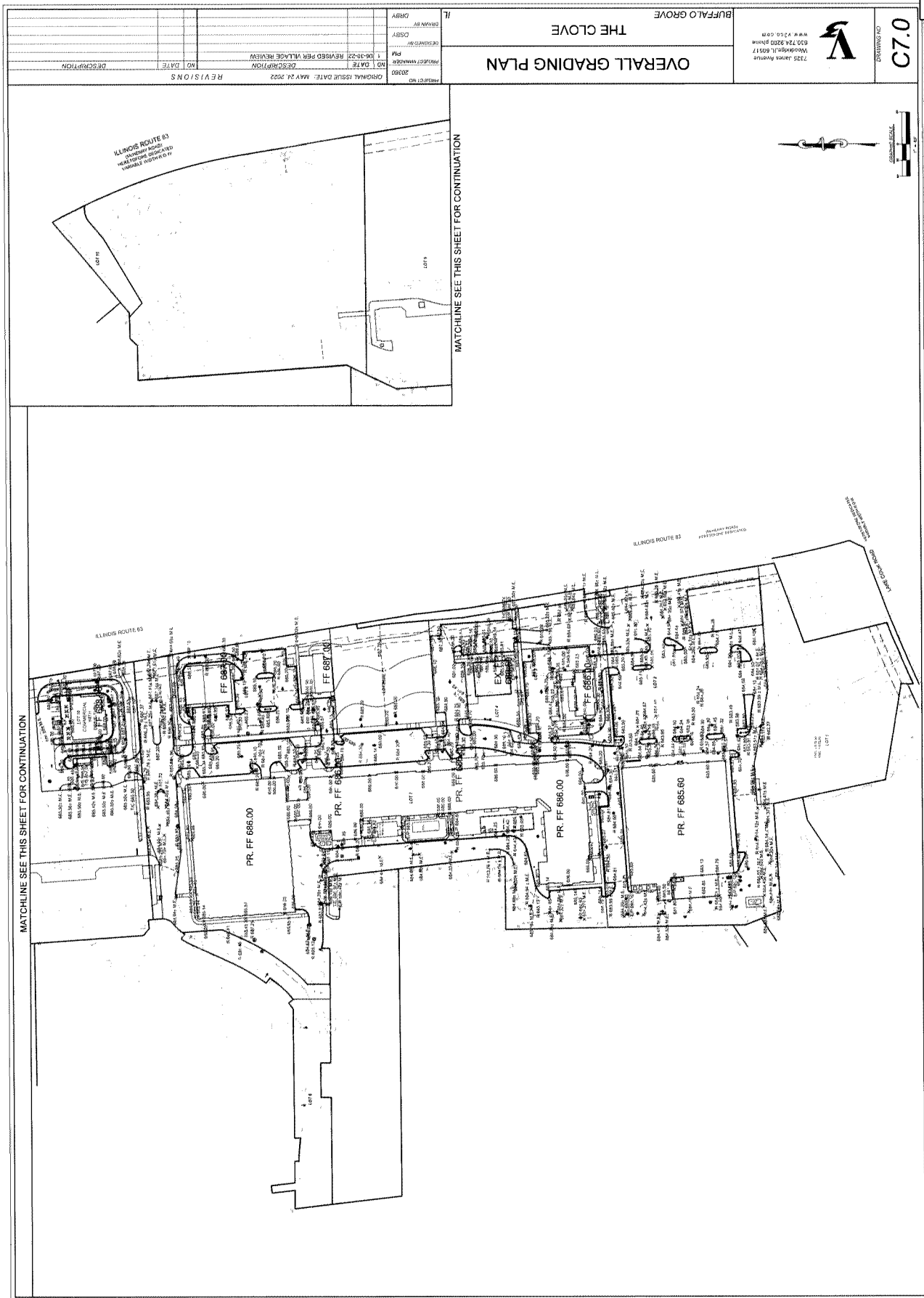


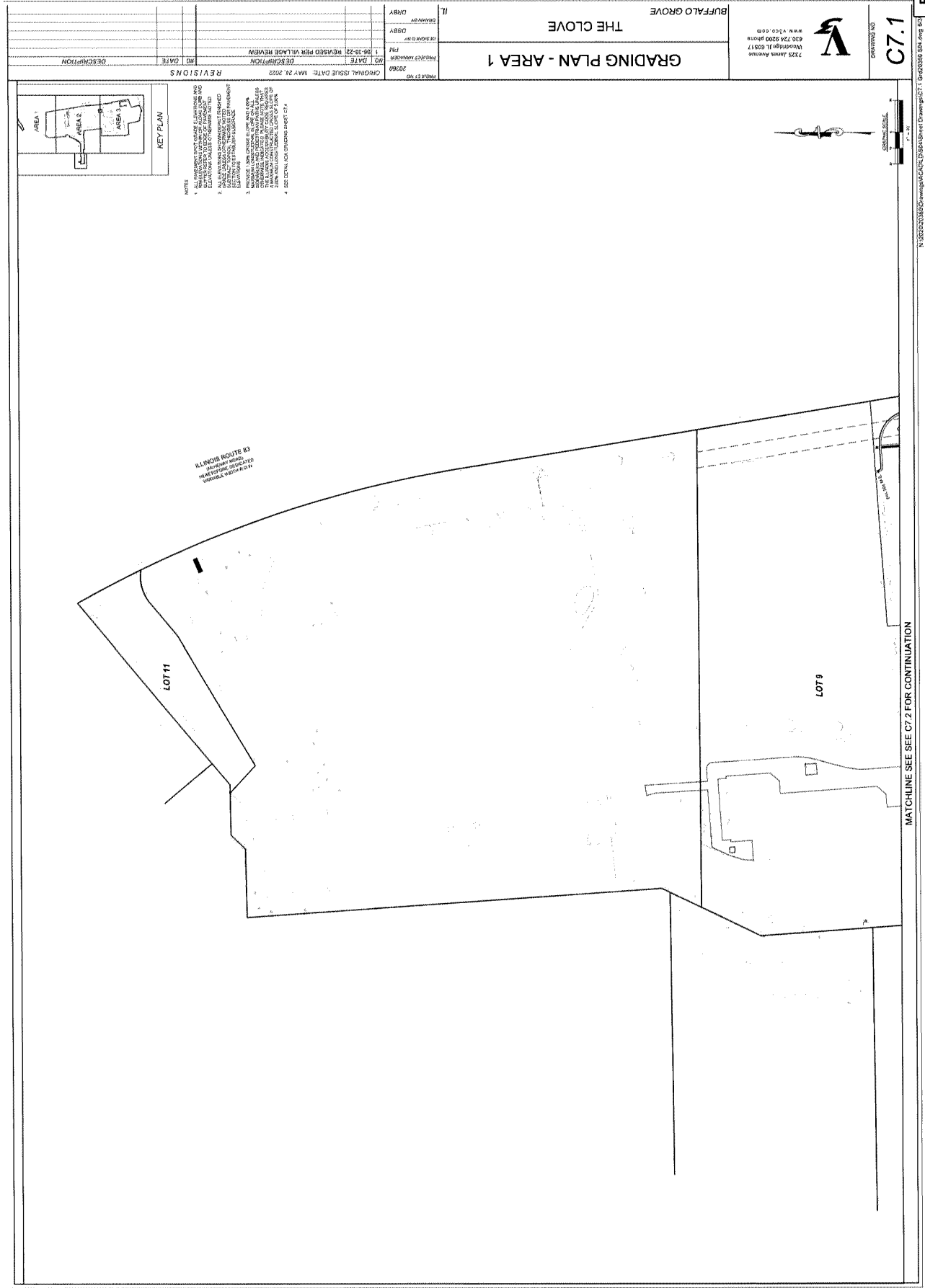




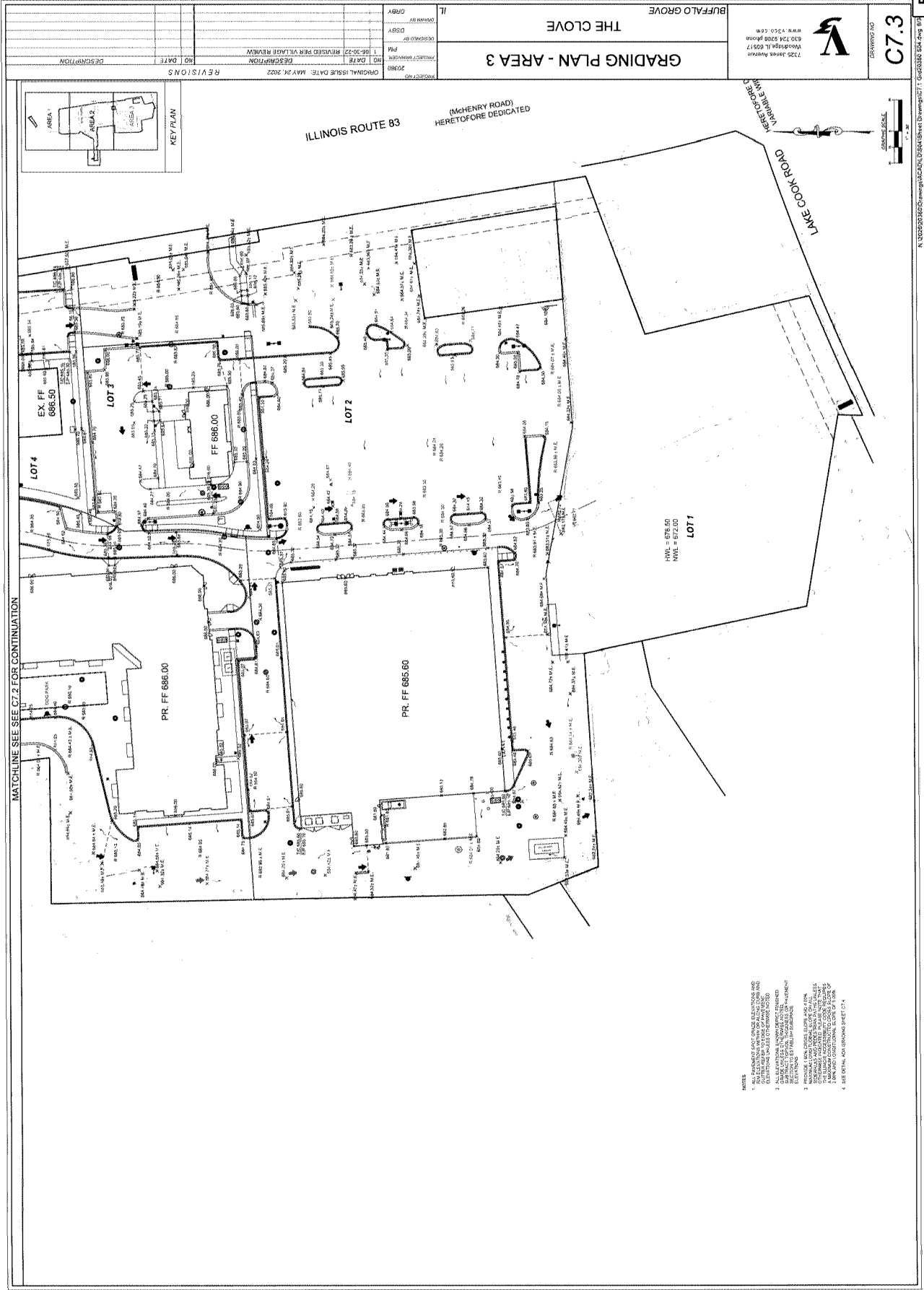


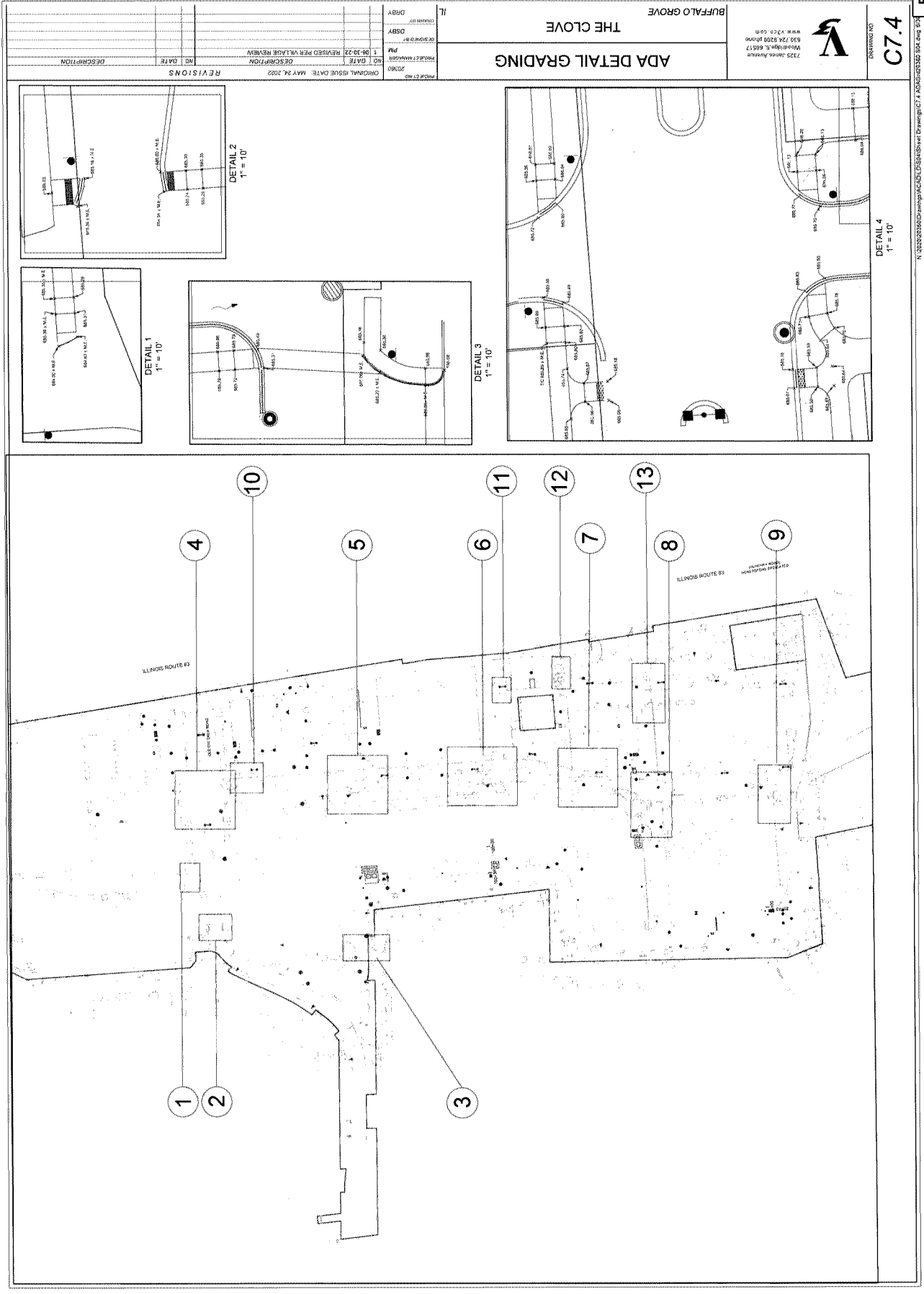


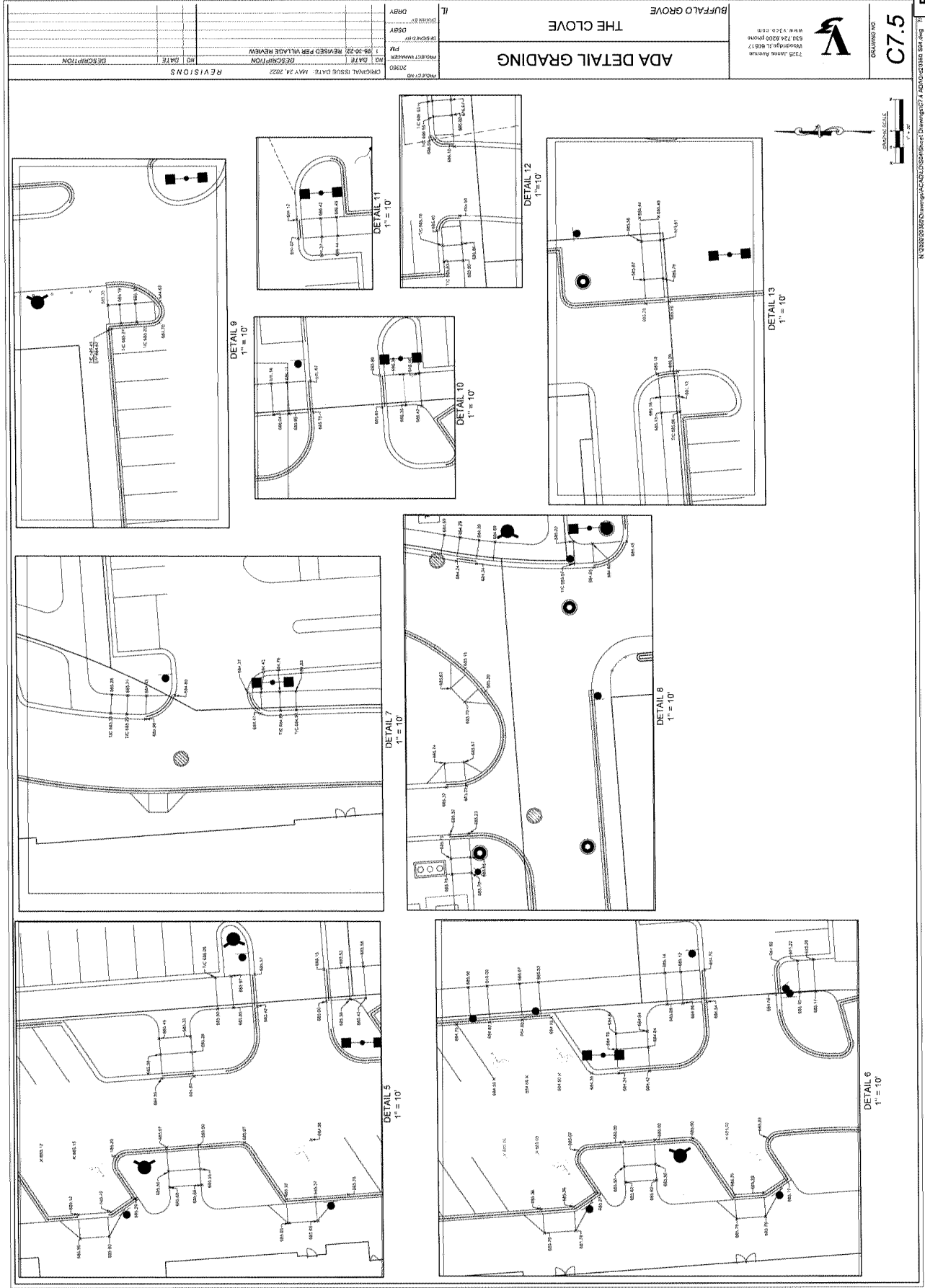


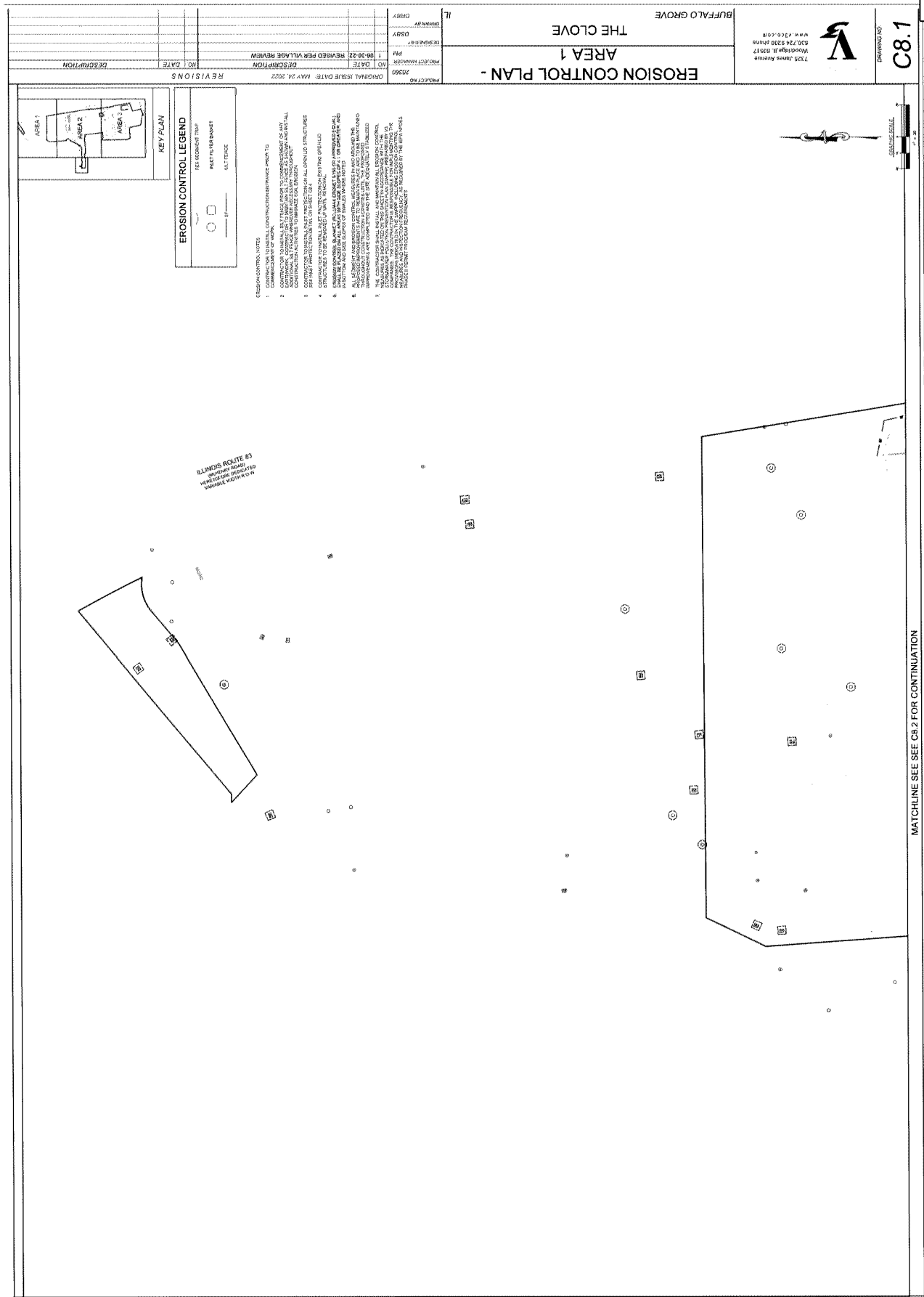


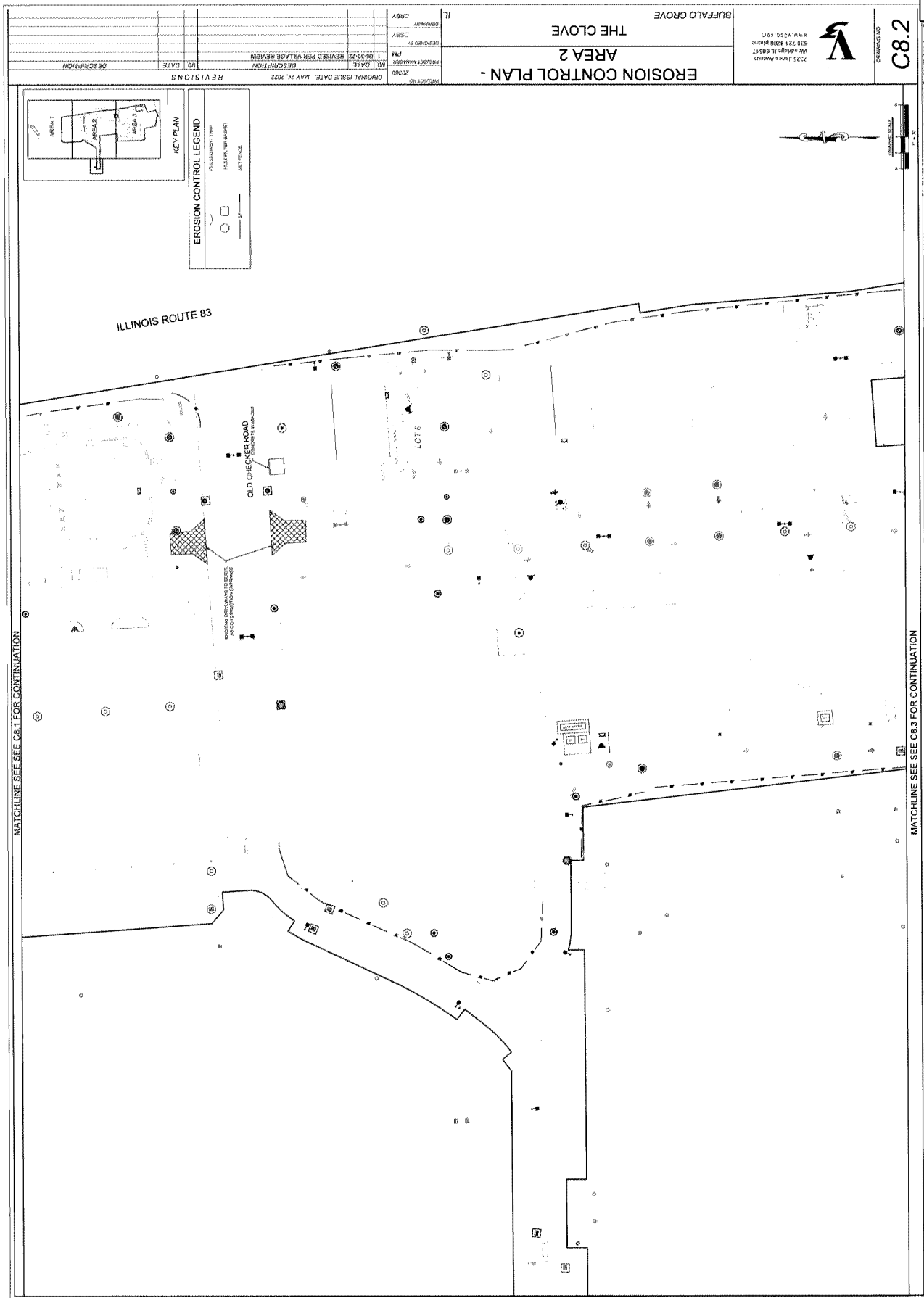












**INLET PROTECTION - PAVED AREAS
DROP-IN PROTECTION**

TEMPORARY CONCRETE WASHOUT FACILITY - BARRIER WALL

THE CLOVE

EROSION CONTROL DETAILS

125 Jones Avenue
Windsor, VT 05091
www.tclove.com

SILT FENCE - SPLITTING TWO FENCES

ATTACHING TWO SILT FENCES

CONCRETE WASHOUT AREA

CONCRETE WASHOUT AREA

CONCRETE WASHOUT AREA

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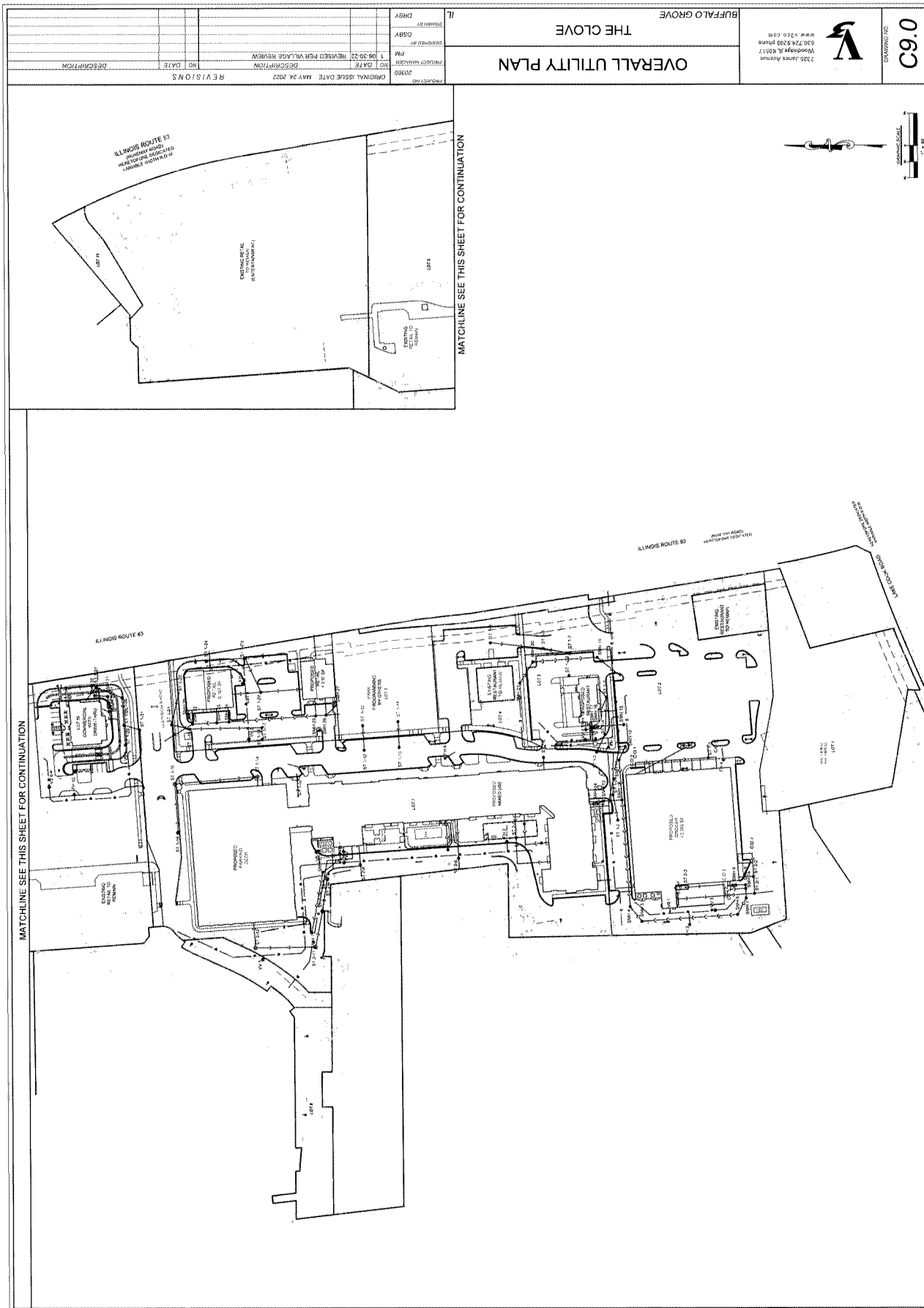
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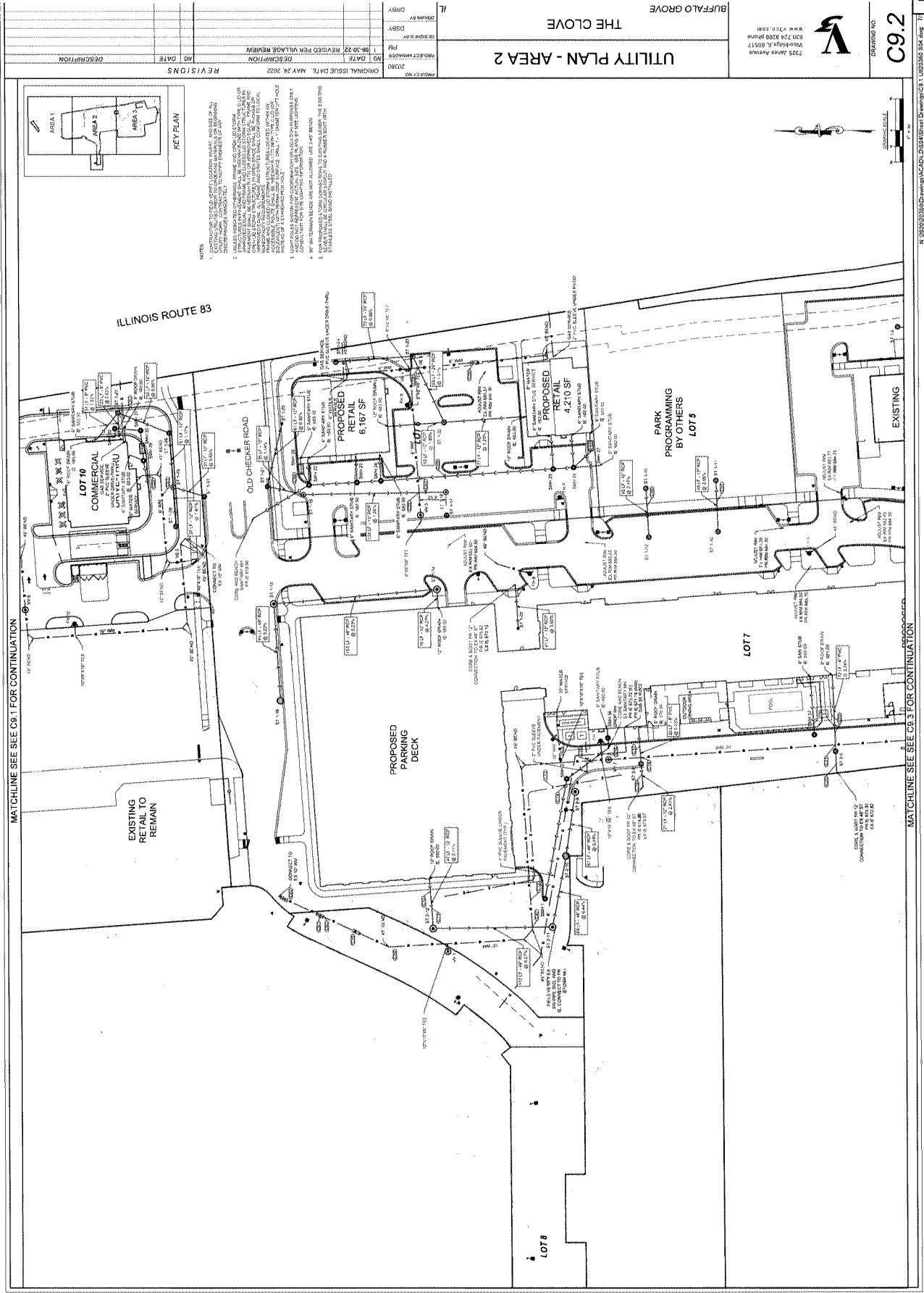
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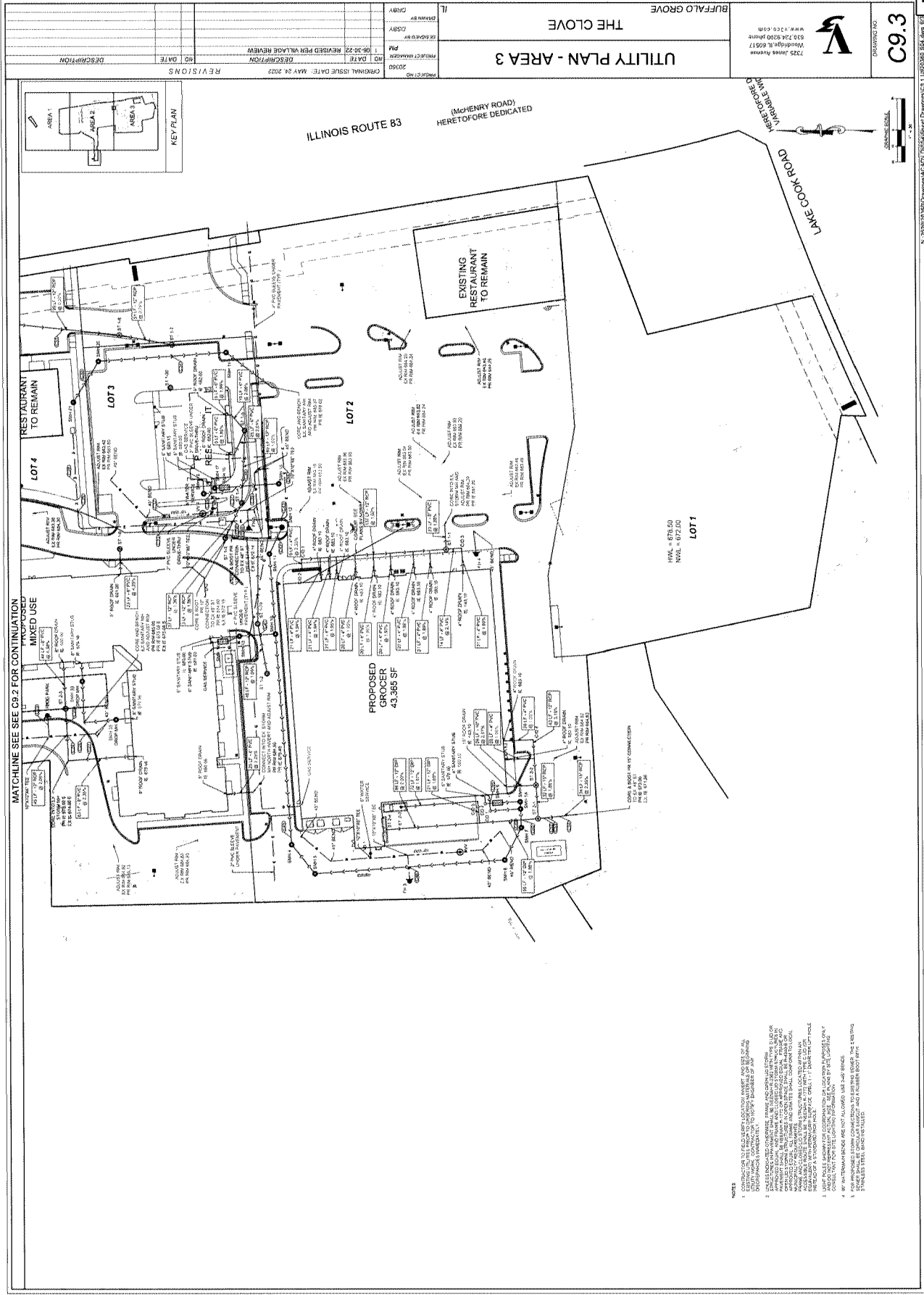






MATCHLINE SEE SEE C9.1 FOR CONTINUATION

MATCHLINE SEE SEE C9.3 FOR CONTINUATION



C9.3

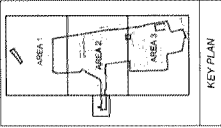


7325 JAMES AVENUE
WILMINGTON, IL 60571
WWW.VCEI.COM

THE CLOVE

PROJECT NO. 200040
DATE: 06-25-22
REVISION: 07-28-22

DESCRIPTION



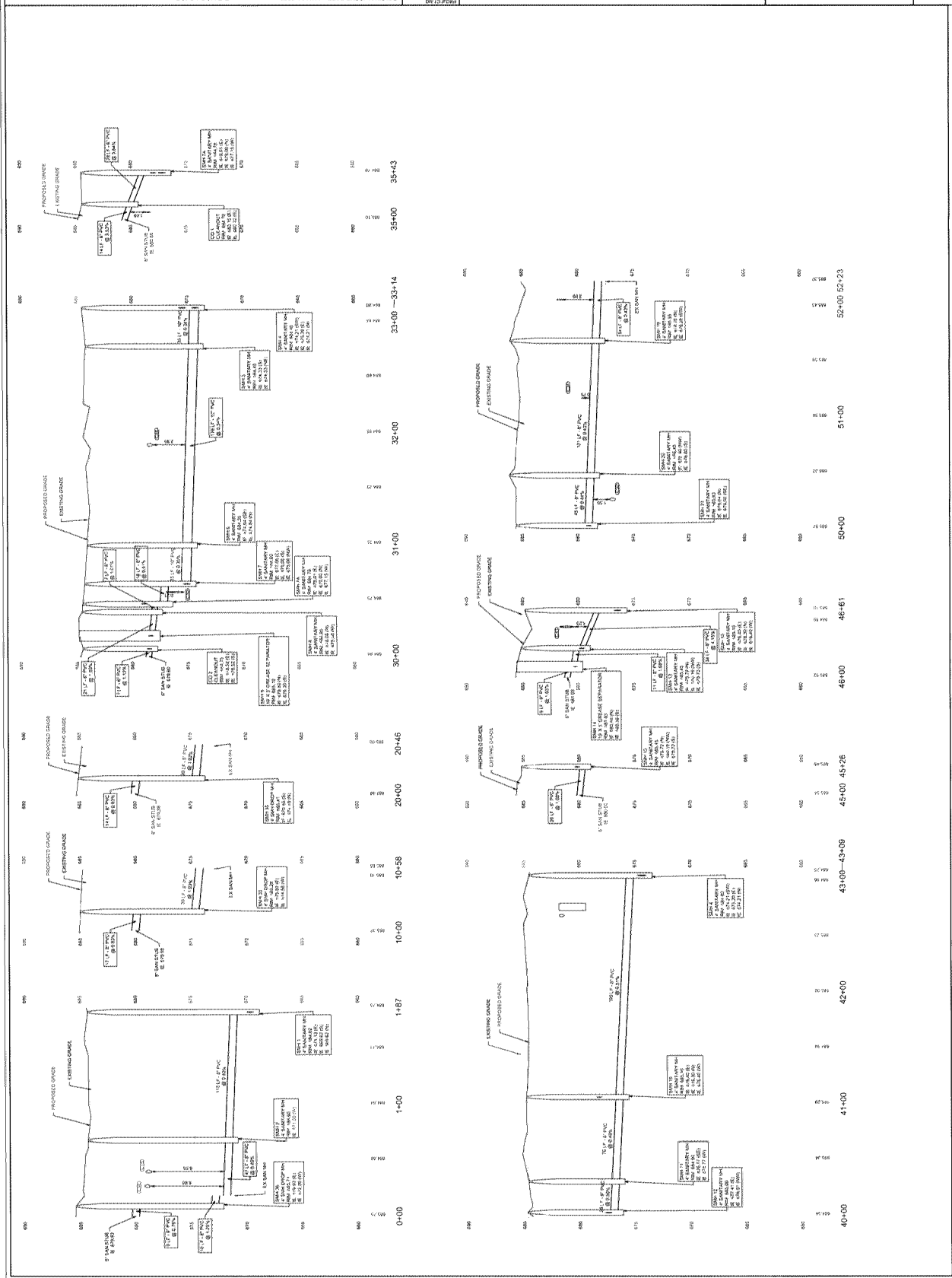


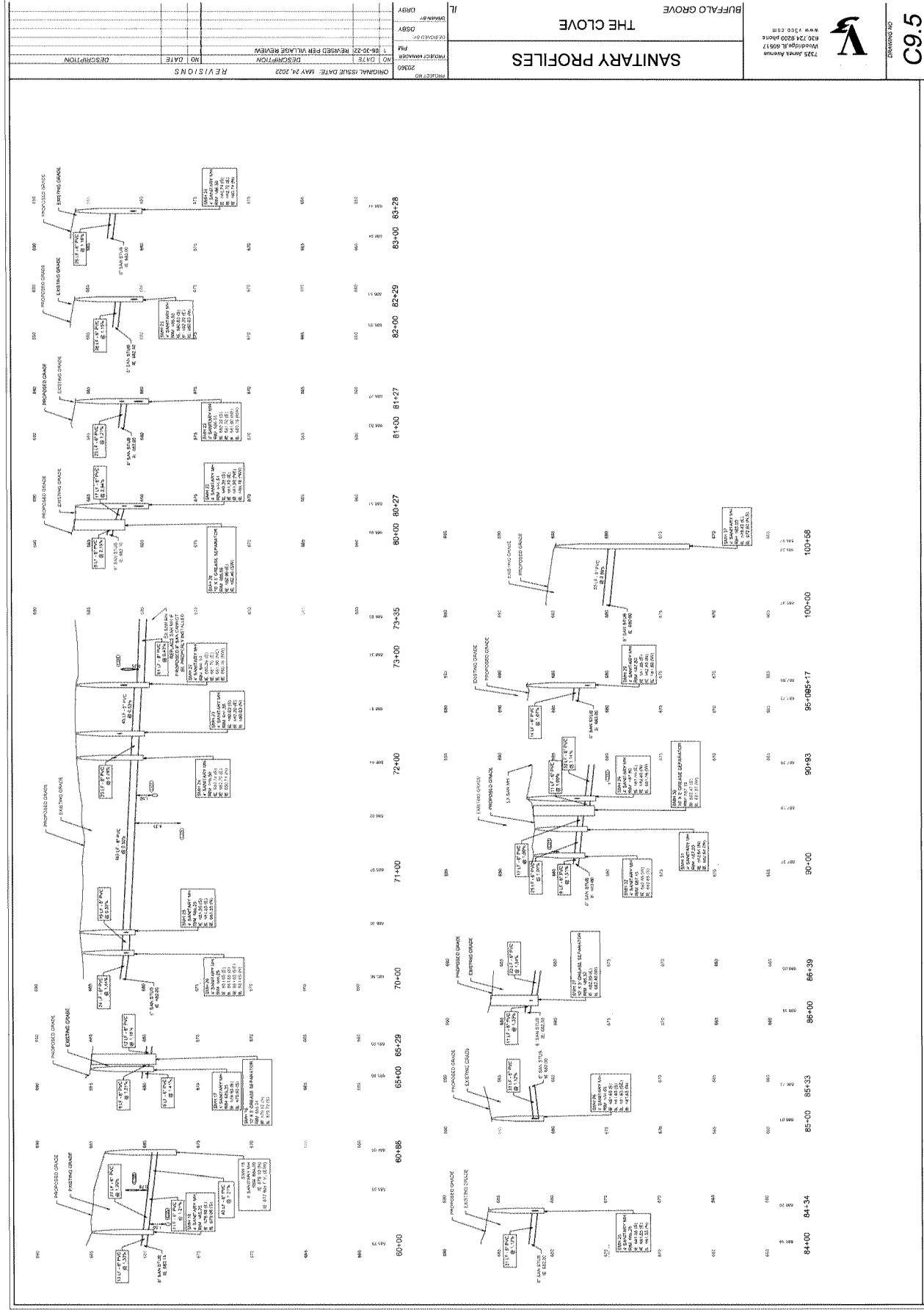
Woodbridge, IL 60517
30.724 9200 phone
www.v3co.com

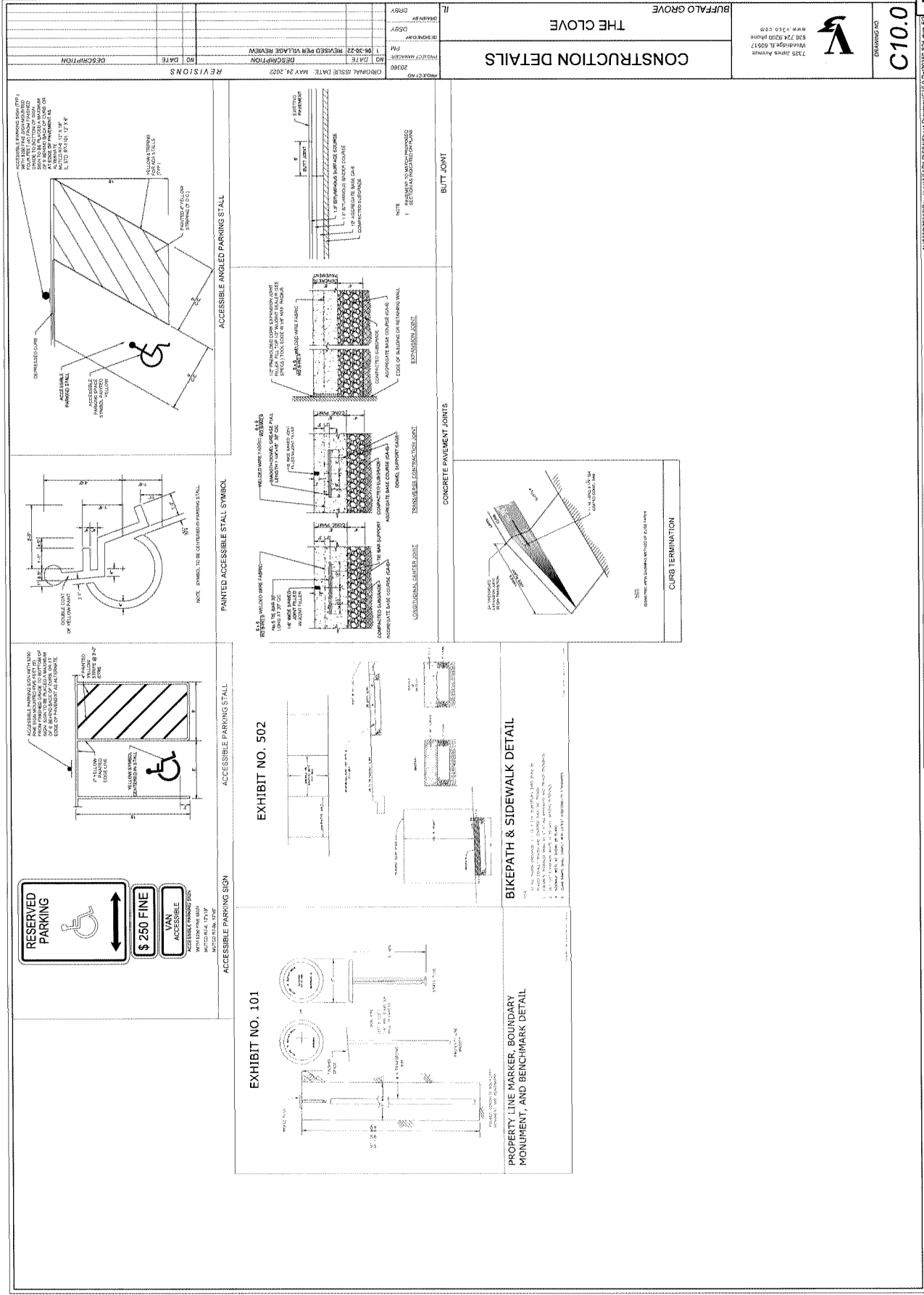
SANITARY PROFILES

THE CLOVE

BUFFALO GROVE

[illegible]





CONSTRUCTION DETAILS

THE CLOVE

BUFFALO GROVE

7325 Sunset Avenue
Washington, IL 60097
630.234.0000
www.vco.com

PROJECT NO. 201309

PROJEKT MANAGER PM 1 09-20-22

DESIGNED BY DSBY

REVISIONS

NO. DATE DESCRIPTION

ORIGINAL ISSUE DATE MAY 24, 2022

REVIEWED PER VILLAGE REVIEW

CONCRETE CURB TYPE B AND COMBINATION CONCRETE CURB AND GUTTER

STANDARD 606001-08

7325 Sunset Avenue
Washington, IL 60097
630.234.0000
www.vco.com

PERPENDICULAR CURB RAMPS FOR SIDEWALKS

STANDARD 640001-11

7325 Sunset Avenue
Washington, IL 60097
630.234.0000
www.vco.com

DIAGONAL CURB RAMPS FOR SIDEWALKS

STANDARD 620001-05

7325 Sunset Avenue
Washington, IL 60097
630.234.0000
www.vco.com

MID-BLOCK CURB RAMPS FOR SIDEWALKS

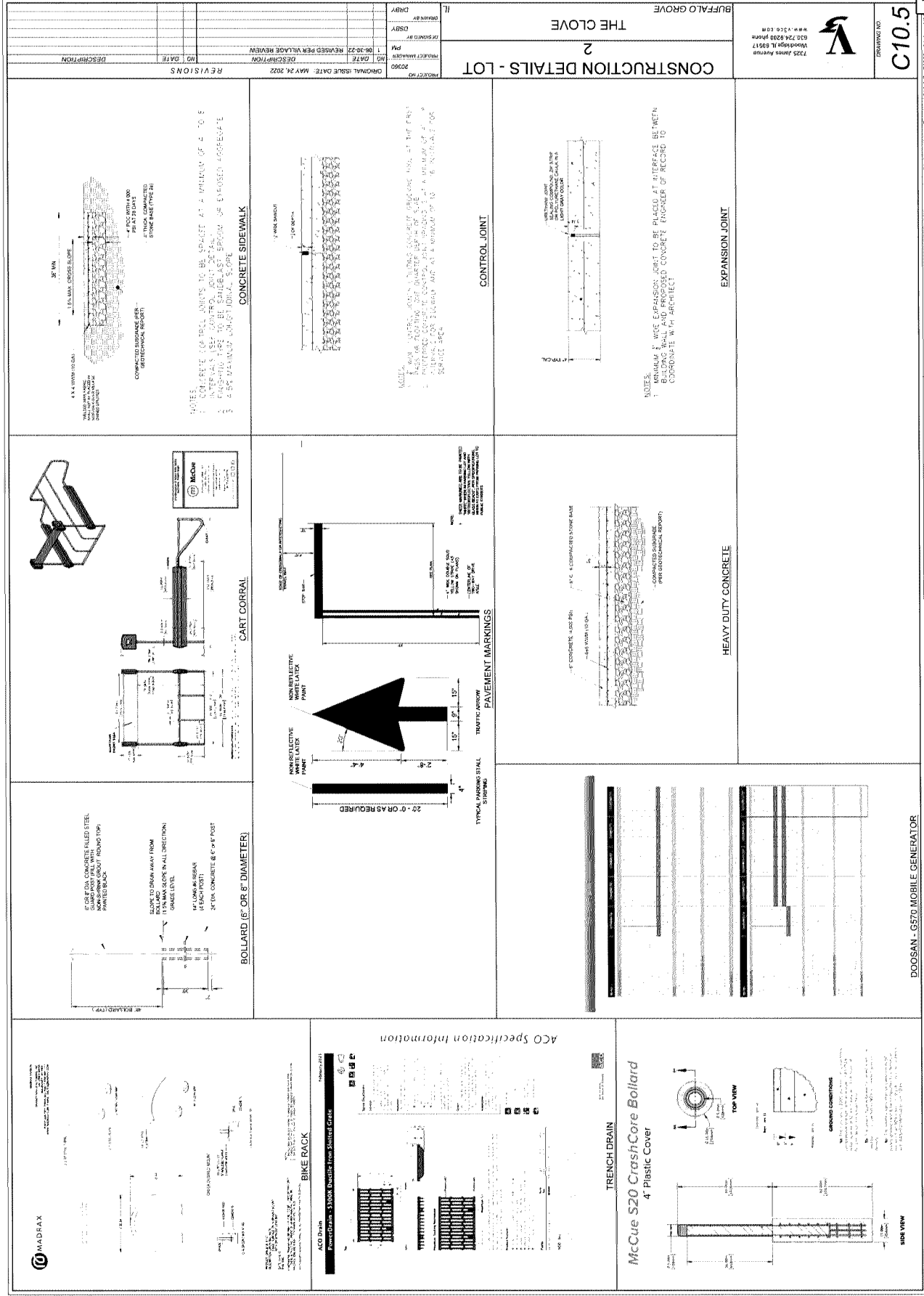
STANDARD 620018-05

7325 Sunset Avenue
Washington, IL 60097
630.234.0000
www.vco.com

Dec 2025 8:04, day 003

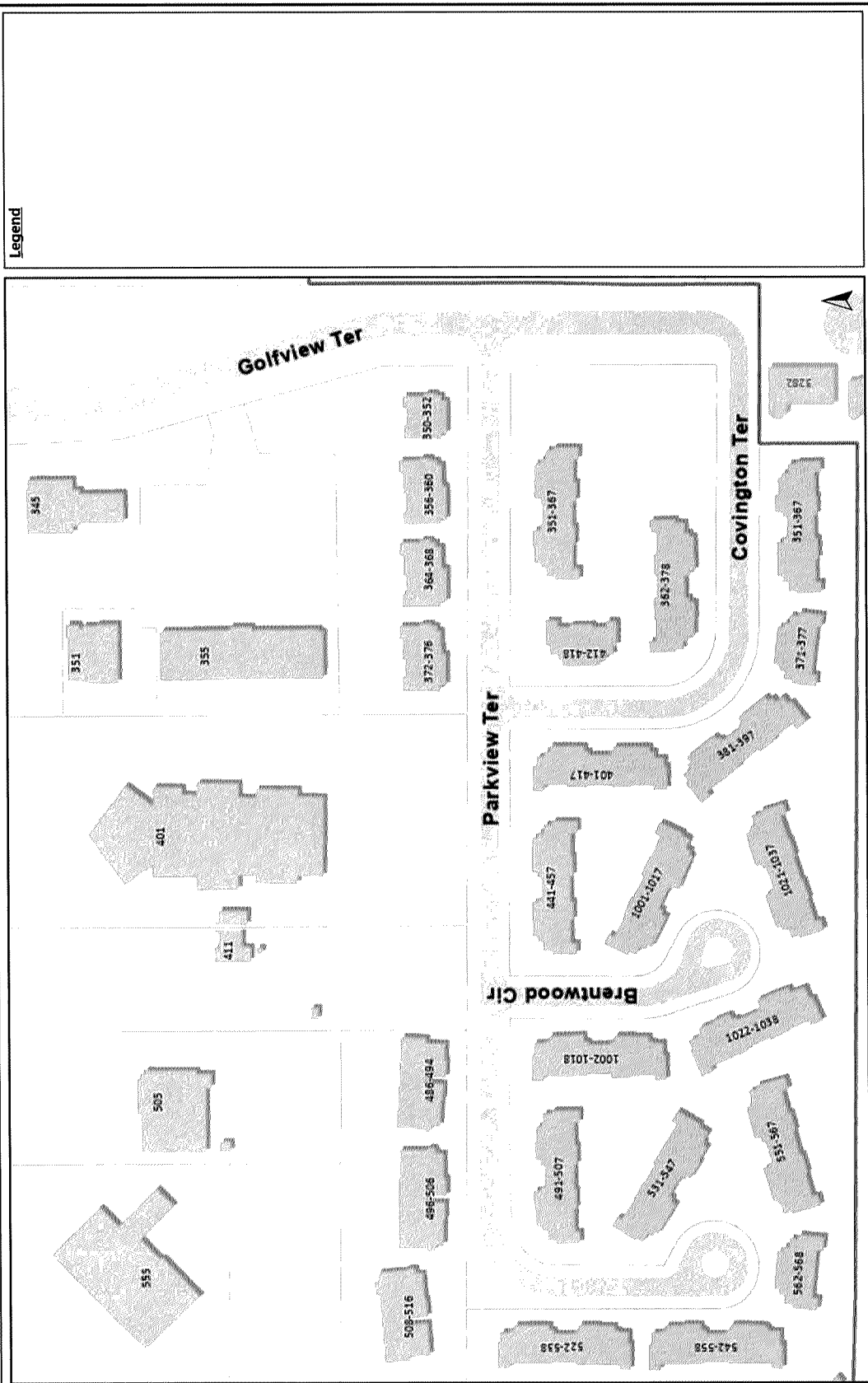
EXHIBIT NO. 401 VALVE VAULT LID DETAIL		EXHIBIT NO. 301 SANITARY SEWER MANHOLE LID DETAIL		PIPE BENDING TRENCH DETAIL		GREASE TRAP STANDARD DETAIL 1000 GALLON		PLAN		SECTION A-A		VALVE BOX		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE		PLAN		SECTION A-A		VALVE VAULT		SECTION B-B		SANITARY MANHOLE	
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ISLAND PLAN NOT TO SCALE ISLAND CURB ELEVATION NOT TO SCALE	BOLLARD MOUNTED SIGN NOT TO SCALE	CONCRETE APRON AT TRASH ENCLOSURE NOT TO SCALE	SCREENED REFUSE ENCLOSURE (DRAINAGE A.I.) NOT TO SCALE
DRIVE-THRU CLEARANCE BAR NOT TO SCALE	CONCRETE BOLLARD NOT TO SCALE	BUILDING DOWNSPOUT CONNECTION NOT TO SCALE	MENU BOARD LOOP DETECTION SYSTEM (ISO VIEW) NOT TO SCALE
CONCRETE SIDEWALK NOT TO SCALE	CONCRETE PAVEMENT DRIVE-THRU LANE NOT TO SCALE	CROSSWALK MARKINGS NOT TO SCALE	CLEAN OUT OUTSIDE OF BUILDING NOT TO SCALE
MENU BOARD LOOP DETECTION SYSTEM (ISO VIEW) NOT TO SCALE	MENU BOARD LOOP DETECTION SYSTEM (ISO VIEW) NOT TO SCALE	MENU BOARD LOOP DETECTION SYSTEM (ISO VIEW) NOT TO SCALE	MENU BOARD LOOP DETECTION SYSTEM (ISO VIEW) NOT TO SCALE



[illegible]

GIS Consortium Sidewalk Inspections



Legend

Print Date: 7/13/2022

0 300 600 ft

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a basis for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

Notes



ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

for

The Clove

Buffalo Grove, Illinois

June 13, 2022

Revised: June 30, 2022

1.0 DEMOLITION & EROSION CONTROL	QUANTITY	UNITS	UNIT PRICE	COST
1.01 AVERAGE 3" PAVEMENT MILL	49,581	sy	\$ 2.00	\$ 99,162.00
1.02 FULL DEPTH PAVEMENT REMOVAL	18,462	sy	\$ 5.00	\$ 92,310.00
1.03 CONCRETE REMOVAL	7,100	sy	\$ 8.00	\$ 56,800.00
1.04 SUBGRADE PREPARATION	95,500	sy	\$ 3.00	\$ 286,500.00
1.05 STORM PIPE REMOVAL	2,568	lf	\$ 25.00	\$ 64,200.00
1.06 STORM STRUCTURE REMOVAL	39	each	\$ 1,000.00	\$ 39,000.00
1.07 SANITARY PIPE REMOVAL	891	lf	\$ 32.00	\$ 28,512.00
1.08 SANITARY STRUCTURE REMOVAL	7	each	\$ 1,250.00	\$ 8,750.00
1.09 WATER PIPE REMOVAL	1,567	lf	\$ 30.00	\$ 47,010.00
1.10 WATER STRUCTURE REMOVAL	9	each	\$ 1,200.00	\$ 10,800.00
1.11 DRY UTILITY REMOVAL	1	ls	\$ 100,000.00	\$ 100,000.00
1.12 UTILITY TRENCH BACKFILL	1,000	cy	\$ 35.00	\$ 35,000.00
1.13 CURB REMOVAL	9,183	lf	\$ 4.00	\$ 36,732.00
1.14 BACKFILL CURBS	8,873	lf	\$ 1.50	\$ 13,309.50
1.15 SILT FENCE	2,164	lf	\$ 2.50	\$ 5,410.00
1.16 CONCRETE WASHOUT	1	each	\$ 500.00	\$ 500.00
1.17 INLET SEDIMENT TRAPS	97	each	\$ 200.00	\$ 19,400.00
Subtotal Division 1.0:				\$ 943,395.50

2.0 SANITARY SEWER	QUANTITY	UNITS	UNIT PRICE	COST
2.01 6" SANITARY SEWER (<15' depth)	626	lf	\$ 25.00	\$ 15,650.00
2.02 8" SANITARY SEWER (<15' depth)	1,440	lf	\$ 28.00	\$ 40,320.00
2.03 10" SANITARY SEWER (<15' depth)	249	lf	\$ 32.00	\$ 7,968.00
2.04 4' SANITARY MANHOLE (<15' depth)	26	each	\$ 3,000.00	\$ 78,000.00
2.05 4' DROP SANITARY MANHOLE (<15' depth)	4	each	\$ 4,000.00	\$ 16,000.00
2.06 PVC CLEANOUT	2	each	\$ 1,200.00	\$ 2,400.00
2.07 GREASE TRAP	6	each	\$ 4,500.00	\$ 27,000.00
2.08 CONNECT TO EXISTING STRUCTURE	7	each	\$ 2,000.00	\$ 14,000.00
2.09 TRENCH BACKFILL	2,450	cy	\$ 35.00	\$ 85,750.00
Subtotal Division 2.0:				\$ 287,088.00

3.0 WATER SUPPLY	QUANTITY	UNITS	UNIT PRICE	COST
3.01 6" D.I.P. CLASS 52	524	lf	\$ 30.00	\$ 15,720.00
3.02 8" D.I.P. CLASS 52	145	lf	\$ 32.00	\$ 4,640.00
3.03 10" D.I.P. CLASS 52	1,593	lf	\$ 35.00	\$ 55,755.00
3.04 8" GATE VALVE IN 5' DIA. VAULT	1	each	\$ 3,200.00	\$ 3,200.00
3.05 10" GATE VALVE IN 5' DIA. VAULT	5	each	\$ 3,400.00	\$ 17,000.00
3.06 6" VALVE BOX	5	each	\$ 1,500.00	\$ 7,500.00
3.07 10" VALVE BOX	1	each	\$ 1,800.00	\$ 1,800.00
3.08 FIRE HYDRANT W/ VALVE BOX	10	each	\$ 3,000.00	\$ 30,000.00
3.09 TRENCH BACKFILL	2,264	cy	\$ 35.00	\$ 79,240.00
Subtotal Division 3.0:				\$ 214,855.00

4.0 STORM SEWER SYSTEM	QUANTITY	UNITS	PRICE	COST
4.01 STORM SEWER, RCP (12")	1,253	lf	\$ 28.00	\$ 35,084.00
4.02 STORM SEWER, RCP (15")	201	lf	\$ 31.00	\$ 6,231.00
4.03 STORM SEWER, RCP (24")	142	lf	\$ 45.00	\$ 6,390.00
4.04 STORM SEWER, RCP (48")	488	lf	\$ 62.00	\$ 30,256.00
4.05 STORM SEWER, PVC (4")	264	lf	\$ 20.00	\$ 5,280.00
4.06 STORM SEWER, PVC (6")	78	lf	\$ 25.00	\$ 1,950.00
4.07 STORM SEWER, PVC (8")	316	lf	\$ 28.00	\$ 8,848.00
4.08 STORM SEWER, PVC (10")	28	lf	\$ 30.00	\$ 840.00

4.09	STORM SEWER, DIP (12")	236	lf	\$	34.00	S	8,024.00
4.10	STORM INLET	3	each	\$	1,400.00	S	4,200.00
4.11	4' DIA. STORM MANHOLE	32	each	\$	3,200.00	S	102,400.00
4.12	6' DIA. STORM MANHOLE	7	each	\$	4,500.00	S	31,500.00
4.13	PVC CLEANOUT	5	each	\$	1,500.00	S	7,500.00
4.14	CONNECT TO EXISTING PIPE/STRUCTURE	8	each	\$	2,000.00	S	16,000.00
4.15	TRENCH BACKFILL	2,408	cy	\$	35.00	S	84,280.00
						Subtotal Division 4.0:	S 348,783.00

5.0	PAVING	QUANTITY	UNITS	UNIT PRICE	COST		
5.01	HMA SURFACE COURSE (1.5")	28,305	sy	\$ 7.00	\$		198,135.00
5.02	HMA BINDER COURSE (1.5")	28,305	sy	\$ 7.00	\$		198,135.00
5.03	10" AGGR. BASE COURSE TYPE B (CA-6) W/PRIME COAT	2,546	sy	\$ 8.50	\$		21,641.00
5.04	HMA SURFACE COURSE (2")	15,385	sy	\$ 7.50	\$		115,387.50
5.05	HMA BINDER COURSE (3")	15,385	sy	\$ 8.00	\$		123,080.00
5.06	12" AGGR. BASE COURSE TYPE B (CA-6) W/PRIME COAT	1,306	sy	\$ 9.25	\$		12,080.50
5.07	HMA SURFACE COURSE (2.5")	905	sy	\$ 8.00	\$		7,240.00
5.08	HMA SURFACE COURSE (4.5")	905	sy	\$ 9.00	\$		8,145.00
5.09	B6.12 CURB AND GUTTER W/AGGR. BASE	8,873	lf	\$ 17.50	\$		155,277.50
5.10	4" PCC SIDEWALK	1,803	sf	\$ 2.00	\$		3,606.00
5.11	4" PCC SIDEWALK W/ 4" COMPACTED CA-6	8,576	sf	\$ 4.50	\$		38,592.00
5.12	5" PCC SIDEWALK	28,864	sf	\$ 2.50	\$		72,160.00
5.13	5" PCC SIDEWALK W/ 4" COMPACTED CA-6	24,589	sf	\$ 5.00	\$		122,945.00
5.14	6" PCC PAVEMENT	3,688	sf	\$ 6.00	\$		22,128.00
5.15	6" PCC PAVEMENT W/ 4" COMPACTED CA-6	5,334	sf	\$ 9.00	\$		48,006.00
5.16	6" PCC PAVEMENT W/ 6" COMPACTED CA-6 (TRASH CORRAL)	1,529	sf	\$ 10.00	\$		15,290.00
5.17	6" PCC PAVEMENT W/ 8" COMPACTED CA-6 (TRUCK DOCK)	3,640	sf	\$ 11.00	\$		40,040.00
5.18	8" PCC PAVEMENT W/ 4" COMPACTED CA-6	5,500	sf	\$ 12.00	\$		66,000.00
5.19	STRIPING & SIGNAGE	1	allowance	\$ 35,000.00	\$		35,000.00
						Subtotal Division 5.0:	S 1,302,888.50

6.0	MISCELLANEOUS	QUANTITY	UNITS	UNIT PRICE	COST		
6.01	LIGHTING/ELECTRICAL	1	ls	\$ 289,400.00	\$		289,400.00
6.02	LANDSCAPE/IRRIGATION	1	ls	\$ 427,100.00	\$		427,100.00
						Subtotal Division 6.0:	S 716,500.00

TOTALS:

1.0	DEMOLITION & EROSION CONTROL				\$		943,395.50
2.0	SANITARY SEWER SYSTEM				\$		287,088.00
3.0	WATER SUPPLY SYSTEM				\$		214,855.00
4.0	STORM SEWER SYSTEM				\$		348,783.00
5.0	PAVING				\$		1,302,888.50
6.0	MISCELLANEOUS				\$		716,500.00
						Subtotal	S 3,813,510.00
						% Contingency	S -
						TOTAL:	\$ 3,813,510.00

\$3,415,196.50

This Engineer's Opinion of Probable Cost is based upon the Final Engineering Plans for The Clove, prepared by V3 Companies, dated June 30, 2022. Since V3 Companies has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, this Opinion of Probable Construction Costs is made based on V3 Companies' best judgment as an experienced and qualified professional engineer, familiar with the construction industry; however, V3 Companies can not and does not guarantee that proposals, bids or actual Construction Costs will not vary from the Opinions of Probable Construction Costs prepared by V3 Companies.

Typical Units

lf = linear feet
 sf = square feet
 sy = square yards
 cy = cubic yards
 ea = each
 ls = lump sum
 acre
 allowance
 ton



Ordinance No. O-2022-76 : Ordinance Authorizing the Village Manager to Negotiate the Terms and Conditions of the Village of Buffalo Tax Exempt Revolving Line of Credit with Buffalo Grove Bank and Trust

Recommendation of Action

Staff recommends authorization.

Staff recommends the Village Board authorizes the Village Manager to negotiate the terms and conditions of the Village of Buffalo tax exempt revolving line of credit as set forth in the proposal establishing a \$7.5 million line of credit with Buffalo Grove Bank and Trust. The authorization allows the Village's bond attorney and staff to work with Buffalo Grove Bank and Trust and finalize all details associated with establishing the line of credit.

ATTACHMENTS:

- BOT Memo 7.18.22_line of credit cs redline rev (DOCX)
- BOT 07.18.22_line of credit ordinance (DOCX)

Trustee Liaison
Weidenfeld

Staff Contact
Chris Black, Finance

Monday, July 18, 2022

VILLAGE OF
BUFFALO GROVE



DATE: May 11, 2022

TO: Dane C. Bragg, Village Manager

FROM: Chris Black, Finance Director

SUBJECT: Line of Credit – \$7.5 million

Background

The Board recently approved the Agreement of the Purchase and Sale (PSA) for the acquisition of a new Public Works Facility to be located at 1650 Leider Lane. The Village plans to issue bonds in August 2022 to finance the purchase price for the building and costs to retrofit the location. As an alternative, the Village's may use a private placement bond sale if a traditional bond sale cannot yield competitive results.

The \$7.5 million line of credit will be used in part to finance a portion of the building purchase and retrofit costs, as well providing the Village with the flexibility to meet other potential capital and future facility needs. This approach is similar to the Village's use of a revolving line of credit in 2012 for the Emerald Ash Borer tree removal and replacement project.

Buffalo Grove Bank and Trust has provided an excellent rate and terms based our current service relationship. The pricing for the tax-exempt line of credit is based on 91% of the 30-day Ameribor plus 0.85%. There is 0.10% fee for the unused portion of funds payable on a quarterly basis. The Village would be required, at minimum, to make interest payments through the maturity date in 2025 and either modify the credit line or establish more permanent financing. The cost of establishing the line of credit includes a \$15,000 bank origination fee and the engagement of bond counsel to draft the authorizing ordinance.

The indicative annual interest rate is 2.33 percent as of July 12th. The annual interest cost per \$1 million borrowed is \$23,300. Using the Federal Funds Rate as a proxy for the 30-day Ameribor, the rate is likely to increase over the next six to twelve months, because The Federal Reserve is likely to continue increase rates for the remainder of the year in an effort to control inflation.

If the Village proceeds with the \$7.5 million line of credit, the terms of the agreement must be finalized by August 15th for a closing on or about September 15th.

The Village has the option of increasing the line of credit to \$26 million to finance the purchase

and retrofit of the building. This option would only be pursued should the bond market tighten and a traditional or placed bond sale not be accomplished. This would require the Village to pursue a take-out bond issue at a later date when the bond market is more competitive. Staff will seek approval to increase the line of credit, if necessary, on August 15th.

Recommendation

Staff recommends the Village Board authorizes the Village Manager to negotiate the terms and conditions of the Village of Buffalo tax exempt revolving line of credit as set forth in the proposal establishing a \$7.5 million line of credit with Buffalo Grove Bank and Trust. The authorization allows the Village's bond attorney and staff to work with Buffalo Grove Bank and Trust and finalize all details associated with establishing the line of credit.

ORDINANCE 2022- _____

AN ORDINANCE AUTHORIZING THE VILLAGE MANAGER TO NEGOTIATE TERMS AND CONDITONS OF A REVOLVING LINE OF CREDIT

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

WHEREAS, the Village Board has determined that it is in the best interests of the Village to authorize the Village Manager to negotiate terms to establish a \$7,500,000 line of credit with Northbrook Bank and Trust Company N.A. for use in part to finance a portion of the building purchase and retrofit costs, as well providing the Village with the flexibility to meet other potential capital and future facility needs.

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 hereby directed to negotiate the terms and conditions an agreement to establish a revolving line of credit facility for the amount referenced between the Village of Buffalo Grove and Northbook Bank and Trust Company.

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: _____, 2022

APPROVED: _____, 2022

APPROVED:

Beverly Sussman, Village President

ATTEST:

Janet Sirabian, Village Clerk

Attachment: BOT 07.18.22_line of credit ordinance (O-2022-76 : Authorizes the Village Manager to Negotiate Line of Credit)



Information Item : Executive Session - 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.

Recommendation of Action

Staff recommends going into executive session.

Executive Session - 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.

Trustee Liaison
Sussman

Staff Contact
Dane Bragg, Office of the Village Manager

Monday, July 18, 2022