



# Wheaton Park District

## PUBLIC NOTICE

**Wheaton Park District Board of Commissioners  
SUBCOMITTEE MEETING  
Wednesday October 5, 2022, 5:00 p.m.  
DuPage County Historical Museum  
102 E. Wesley Street, Wheaton, IL 60187**

**Public Notice Date September 30, 2022**

**Public notice is hereby given that the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois (the "Park Board") will hold a Subcommittee Meeting at 5:00 pm on Wednesday October 5, 2022, at the DuPage County Historical Museum 102 E. Wesley Street, Wheaton, IL 60187**

**Please contact Michael J. Benard, Board Secretary, for further information.  
[mbenard@wheatonparks.org](mailto:mbenard@wheatonparks.org)**

Michael J. Benard  
Secretary

**The Agenda for the October 5, 2022, Subcommittee Meeting is as Follows:**

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Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.945-7726; fax number 630.665.5880; email [dsiciliano@wheatonparks.org](mailto:dsiciliano@wheatonparks.org)



# Wheaton Park District

## **Subcommittee Meeting of the Wheaton Park District Board of Commissioners** **October 5, 2022, 5:00 pm**

*No Action Will Be Taken at This Meeting – Review & Discussion Only*

### **DISCUSSION ITEMS**

#### **Finance and Administration**

1. Renewal Costs for Health Insurance and Ancillary Benefits for 2023 – Dave Meyer, CFM Insurance
2. General Obligation Limited Tax Park Bonds Series 2022 – Anthony Micelli, Speer Financial
3. Proposals for Professional Auditing Services for Fiscal Years 2022-2024
4. Proposed 2023 Pool Fees – Memberships, Daily Admission and Coupon Books
5. Wheaton United Soccer Program - Payment of Indoor League Team Fees
6. Bid Results for Food and Related Supplies – Arrowhead Golf Club
7. 2023 Budget Development and Approval Calendar
8. Proposed 2022 Tax Levy and 2023 Operating and Capital Budgets

#### **Buildings and Grounds**

1. Arrowhead Golf Course Equipment Purchase – Toro Reelmaster 3555-D Fairway Mowers
2. Arrowhead Golf Course Sealcoating – Quote for Services
3. Community Center Parking Lot Renovation – Proposal for Engineering Services
4. Community Center Interiors Renovation – Project Update
5. Toohey Park Building Roof Replacement – Change Order No. 1
6. Cosley Zoo Aviary Siding and Painting – Change Order No.1
7. Atten Park Streambank Stabilization – Proposal for Partnership with Wheaton Sanitary District

### **CLOSED SESSION**

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c)(1)
- b. Purchase or Lease of Real Property, 5ILCS 120/2 (c)(5)
- c. Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6)
- d. Pending, Probable or Imminent Litigation, 5ILCS 120/2 (c)(11)
- e. Discussion of Minutes of Meetings Lawfully Closed Under this Act, Whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes, 5 ILCS 120/2(c)(21)

### **ADJOURNMENT**

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TO: Board of Commissioners

FROM: Matthew Jay, Human Resource Manager

THROUGH: Michael Benard, Executive Director

RE: **Insurance Renewal for 2023 (Health, Dental, Vision, Group Term Life and EAP)**

DATE: October 5, 2022

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### **SUMMARY:**

In 2018, the Board approved CFM Insurance, Inc. as the District's insurance broker. The following information is a result of CFM's work on our behalf.

#### Health Insurance History

In October 2018 the District engaged United Healthcare at a cost savings of \$452,489 over our prior carrier through the PDRMA Health Insurance Pool. The Board approved Blue Cross Blue Shield (BCBS) as our health insurance provider for the 2020 plan year. We had the option to select a 2020 rate at a slightly lower cost or a guaranteed 24-month rate at a slightly higher cost for plan years 2020 and 2021. The Board approved the 24-month rate. The Board also approved bundling the ancillary insurances (dental, vision, and group term life) for an additional 1% discount on the health insurance premiums with an approximate savings of \$12,685 for 2020. The 1% discount bundle was also available in 2021. In 2021, although the District was in a rate guarantee, BCBS lowered the rate by 5.4% causing an additional savings of \$68,350. The District had an overall increase of 18% in 2022 after the bundle discount (medical, dental, vision, and life) and communication credits.

#### 2023 Health and Ancillary Coverages

##### Health

The District received an overall 15.28% increase in 2023, which includes a 3% rate negotiation and a 2% bundled discount (medical, dental, vision, and life). The HMO deductibles, copays, out-of-pocket costs, and coverage will remain the same for 2023. The current PPO plan has been discontinued and mapped to MIBPP2020 with only copays in the preferred/non-preferred drug plans either staying the same or going down for the employee.

##### Dental

There was no increase to the dental rates. All deductibles, copays, out-of-pocket costs, and coverage will remain the same for 2023.

### Vision

The vision coverage is through Dearborn National, an affiliate of BCBS rates are All deductibles, copays, out-of-pocket costs, and coverage will remain the same for 2023. There was no increase to the vision rates.

### Group Term Life & AD&D

Group term life insurance and Accidental Death and Dismemberment are also through Dearborn National. The rate will remain the same as 2021 and 2022 at a combined total of .20¢ per \$1,000 of coverage for 2023.

### Voluntary Life Insurance

Voluntary life insurance is through Dearborn National, and rates have also remained the same for 2023 as in 2021 and 2022. This insurance is paid by the employee through payroll deduction.

### Employee Assistance Program

The employee assistance program through ComPsych rates will remain the same for 2023 as in 2021 and 2022 at \$1.28 per employee per month. Coverage is available to full-time and part-time employees.

### Total Percentage Increase

The total percentage increase for all lines of coverage is **+15.28%**.

## **FINANCIAL CONSIDERATIONS:**

Using our October 2023 census, the estimated cost of coverage for health, dental, vision, group term life, and the employee assistance program are as follows:

<b>2023 BCBS Dental Insurance Premiums</b>						
Tier Level	# of EEs	2022 Monthly Cost per EE	2022 Total Annual Cost	2023 Monthly Cost Per EE	2023 Total Annual Cost	Increase in Premium
Single	22	\$41.76	\$11,024.64	\$41.76	\$11,024.64	\$0.00
Single + Spouse	20	\$84.46	\$20,270.40	\$84.46	\$20,270.40	\$0.00
Single + Child(ren)	12	\$107.96	\$15,546.24	\$107.96	\$15,546.24	\$0.00
Family	44	\$162.92	\$86,021.76	\$162.92	\$86,021.76	\$0.00
Waive Coverage	7					
<b>TOTAL</b>	<b>105</b>		<b>\$132,863.04</b>		<b>\$132,863.04</b>	<b>\$0.00</b>



2023 BCBS Vision Insurance Premiums						
Tier Level	# of EEs	2022 Monthly Cost per EE	2022 Total Annual Cost	2023 Monthly Cost Per EE	2023 Total Annual Cost	Increase in Premium
Single	32	\$6.67	\$2,561.28	\$6.67	\$2,561.28	\$0.00
Single + Spouse	17	\$12.65	\$2,580.60	\$12.65	\$2,580.60	\$0.00
Single + Child(ren)	9	\$13.32	\$1,438.56	\$13.32	\$1,438.56	\$0.00
Family	40	\$19.59	\$9,403.20	\$19.59	\$9,403.20	\$0.00
Waive Coverage	7					
<b>TOTAL</b>	<b>105</b>		<b>\$15,983.64</b>		<b>\$15,983.64</b>	<b>\$0.00</b>

2023 Dearborn National Group Term Life/ AD&D Premiums			
Volume of Coverage	Cost per \$1,000	Monthly Cost	Annual Cost
\$10,023,000	.20¢	\$2,004.60	\$24,055.20

The employee assistance program through ComPsych is \$1.28 per employee (full-time-105 and part-time-375 only) per month for an estimated annual total of \$7,388.

Below is a comparison of our 2023 health premiums to the cost of PDRMA's 2019 health insurance rates. Even using PDRMA's five-year-old rates, we still see a saving of \$87,207.60 for the 2023 plan year with BCBS.

	2023 BCBS Health Insurance Premiums			2019 PDRMA Premiums			
Tier Level	# of EEs	2023 Monthly Cost per EE	Total Annual Cost	# of EEs	2019 Monthly Cost per EE	Total Annual Cost	Price Difference
PPO – Single	14	\$765.93	\$128,676.24	7	\$982.40	\$82,521.60	\$46,154.64
PPO – Single + Spouse	5	\$1,592.54	\$95,552.40	5	\$1,789.94	\$107,396.40	(\$11,844.00)
PPO – Single + Child(ren)	3	\$1,504.67	\$54,168.12	1	\$1,290.04	\$15,480.48	\$38,687.64
PPO - Family	8	\$2,331.28	\$223,802.88	9	\$2,520.58	\$272,222.64	(\$48,419.76)
HMO – Single	13	\$583.42	\$91,013.52	19	\$663.86	\$151,360.08	(\$60,346.56)
HMO – Single + Spouse	9	\$1,213.05	\$131,009.40	14	\$1,256.39	\$211,073.52	(\$80,064.12)
HMO – Single + Child(ren)	8	\$1,146.12	\$110,027.52	9	\$889.58	\$96,074.64	\$13,952.88
HMO – Family	34	\$1,775.74	\$724,501.92	33	\$1,792.50	\$709,830.00	\$14,671.92
Waive Coverage	11			9			
<b>TOTAL</b>	<b>105</b>		<b>\$1,558,752.00</b>	<b>106</b>		<b>\$1,645,959.60</b>	<b>(\$87,207.60)</b>

**RECOMMENDATION:**

Staff recommends renewing with the current BCBS HMO and the new PPO health plans, BCBS Dental PPO plan, Dearborn National Vision, Group Term Life and AD&D, and Voluntary Life insurance coverages, and the ComPsych employee assistance program.

The combined annual cost of all lines of coverage is estimated to be \$1,739,041.80 (not including employee contributions toward health care and vision) for the 2023 plan year.

With the recommendation from our consultant the District opted to request a no-shop renewal since the group's experience the past 2 years was running high. With the ongoing medical conditions within the group, carriers will rate based on that experience, making it difficult to receive competitive pricing. Our broker has negotiated a -3% reduction in the rates, which brought the overall medical increase down from 21.63% to 15.28% (after the rate concession and the -2% bundled discount).

# ***Speer Financial, Inc.***

INDEPENDENT MUNICIPAL ADVISORS

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Wheaton Park District, DuPage County, Illinois



General Obligation Limited Tax Park Bonds, Series 2022  
(the "Rollover Bonds")

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PLANNING PACKET

AUGUST 31, 2022



Speer Financial, Inc.

- Independent municipal advisor to the District since 2009
- Financial planning, refunding analysis and debt modeling services
- Continuing disclosure services
- Serving over 70 Park and Forest Preserve District Clients\*
- #1 Municipal Advisor in Illinois, for 2021, based on volume of sales\*\*

230 W Monroe Street, Suite 2630  
Chicago, IL 60606  
(312) 346-3700  
[www.speerfinancial.com](http://www.speerfinancial.com)

\*Based on Speer Financial, Inc. Records

\*\* Source: Thomson Reuters

August 31, 2022

Mr. Michael J. Benard  
Executive Director  
Wheaton Park District  
102 E. Wesley Street  
Wheaton, Illinois 60187

Dear Mike:

General Obligation Limited Tax Park Bonds, or the Rollover Bonds, are payable from a direct property tax that is limited by the District's debt service extension base. The District annually issues its rollover bonds to fully utilize this levying capacity and has used the proceeds from these bonds to generate funds for capital projects for the District and to pay debt service on prior obligations.

This planning packet is structured to provide you with the preliminary details of the proposed issuance and is designed to aid the decision making process. Current and future market conditions and interest rates are subject to change and any information based on such market conditions and interest rates is not guaranteed.

Speer Financial, Inc. is not affiliated with any broker-dealer nor do we service in any capacity other than municipal advisor. This enables Speer to offer unbiased advice solely in the District's best interests and avoid any conflicts of interest. Should you have any questions regarding any information presented in this final closing packet please don't hesitate to reach out to me. It has been a pleasure to work with the District on this issuance.

Sincerely,

Anthony Miceli  
Senior Vice President  
Speer Financial, Inc.  
Business: (312) 529-5881  
Mobile: (630) 210-5129  
Email: [amiceli@speerfinancial.com](mailto:amiceli@speerfinancial.com)

## Distribution List

CONTACT	ROLE/TITLE	ORGANIZATION	EMAIL	PHONE
Michael Benard	Executive Director	Wheaton Park District	<a href="mailto:mbenard@wheatonparks.org">mbenard@wheatonparks.org</a>	(630) 665-4710
Sandra Simpson	Finance Director	Wheaton Park District	<a href="mailto:ssimpson@wheatonparks.org">ssimpson@wheatonparks.org</a>	(630) 665-4947
Bethany Meger	Asst. Finance Director	Wheaton Park District	<a href="mailto:bmeger@wheatonparks.org">bmeger@wheatonparks.org</a>	(630) 510-4953
Donna Siciliano	Executive Assistant	Wheaton Park District	<a href="mailto:dsiciliano@wheatonparks.org">dsiciliano@wheatonparks.org</a>	(630) 510-4944
Anjali Vij	Bond Counsel	Chapman and Cutler	<a href="mailto:Anjali_vij@chapman.com">Anjali_vij@chapman.com</a>	(312) 845-3472
Anthony Miceli	Municipal Advisor	Speer Financial, Inc.	<a href="mailto:amiceli@speerfinancial.com">amiceli@speerfinancial.com</a>	(312) 529-5881
Aaron Gold	Municipal Advisor	Speer Financial, Inc.	<a href="mailto:agold@speerfinancial.com">agold@speerfinancial.com</a>	(847) 533-2154

## Financing Timetable

ACTION	PARTY RESPONSIBLE	DATE
Finance Subcommittee	District	10/5/2022
BINA Publication Deadline	N/A	N/A
BINA Public Hearing	N/A	N/A
Bids Received	All Parties	11/15/2022
Adopt Bond Ordinance	District	11/16/2022
Closing	All Parties	12/7/2022

*News Paper Publication*

*Board Action*



# Bond Issue Notification Act (BINA)

A BINA Hearing will not be required to proceed with the issuance of the Rollover Bonds

## Definition

- The BINA requires a Board to hold a public hearing concerning the District's intent to sell General Obligation Bonds prior to adopting a bond ordinance.

## Exemptions

- Proceeds that are used to refund other obligations.
- The District is issuing general obligation bonds that have been approved via a referendum.

## Expiration

- The authority to issue is security specific and remains in effect for three years after the date of the BINA hearing.

## Requirements

- A notice of the public hearing must be published not less than seven and not more than thirty days before the public hearing.
- The notice of the public hearing must be posted at the principal office of the Park Board at least two days before the public hearing.
- The Park Board is required to wait seven days following the BINA Hearing before adopting the bond ordinance.

Date	BINA Amount	Issue Name	Amount Utilized	Remaining Capacity	Expires
10/20/2021	\$6,000,000			\$6,000,000	2024
12/8/2021		Series 2021	\$1,853,088	\$4,146,912	2024
12/7/2022		Series 2022	\$1,953,947	\$2,192,965	2024



# Total Debt Capacity

			Non-Referendum Debt Capacity 0.575% of EAV	Total Debt Capacity 2.875% of EAV
District EAV of Taxable Property, 2021		\$2,588,177,525.00		
Total		<u>\$2,588,177,525.00</u>		
Statutory Non-Referendum Authority (0.575% of EAV)			\$14,882,020.77	
Statutory Debt Limitation (2.875% of EAV)				\$74,410,103.84
<u>Applicable Debt:</u>	<u>Final Maturity Date:</u>			
Refunding Park Bonds, Series 2015A	12/30/2022	955,000.00	0.00	955,000.00
Taxable Refunding Park Bonds, Series 2015B	12/30/2022	1,930,000.00	0.00	1,930,000.00
Limited Refunding Park Bonds, Series 2015C	12/30/2026	2,915,000.00	2,885,000.00	2,885,000.00
GO Limited Tax Park Bonds, Series 2021	10/15/2022	1,853,088.00	1,853,088.00	1,853,088.00
Total		<u>\$7,653,088.00</u>	<u>\$4,738,088.00</u>	<u>\$7,623,088.00</u>
<b>Legal Debt Margin</b>			<b>\$10,143,932.77</b>	<b>\$66,787,015.84</b>

*Alternate Revenue Source Bonds do not count against either the District's Non-Referendum Debt Capacity or the Total Debt Capacity*

## Debt Service Extension Base (DSEB)

Year	DSEB	CPI Increase	Cumulative Increase
Base	2,009,032.50		
2009	2,011,041.53	0.10%	2,009.03
2010	2,065,339.65	2.70%	56,307.15
2011	2,096,319.74	1.50%	87,287.24
2012	2,159,209.33	3.00%	150,176.83
2013	2,195,915.88	1.70%	186,883.38
2014	2,228,854.61	1.50%	219,822.11
2015	2,246,685.44	0.80%	237,652.94
2016	2,262,412.23	0.70%	253,379.73
2017	2,309,922.88	2.10%	300,890.38
2018	2,358,431.26	2.10%	349,398.76
2019	2,403,241.45	1.90%	394,208.95
2020	2,458,516.00	2.30%	449,483.50
2021	2,492,935.22	1.40%	483,902.72
2022	2,617,581.98	5.00%	608,549.48

# 2022 Financing Model

General Obligation Limited Tax Park Bonds, Series 2022 Dated: December 7, 2022								
Levy Year	Bond Year	Debt Service Extension Base (DSEB) (1)	Existing Limited Tax Bonds Debt Service	Principal Due: (10/15)	Rate (2)	Interest Due: (10/15)	Total	DSEB Margin
2022	2023	2,617,581.98	630,200.00	1,945,764	2.50%	41,618	1,987,382	0.25
2023	2024	2,643,757.79	628,400.00					2,015,357.79
2024	2025	2,670,195.36	631,150.00					2,039,045.36
2025	2026	2,696,897.31	628,300.00					2,068,597.31
2026	2027	2,723,866.28						2,723,866.28
<b>Total</b>		\$ 2,518,050	\$ 1,945,764.00	\$ 41,617.73		\$ 1,987,381.73		

## Notes:

- (1) The original Debt Service Extension Base of \$741,344.69 has increased due to CPI increases of 0.10% for levy year 2009, 2.70% for levy year 2010, 1.50% for levy year 2011, 3.00% for levy year 2012, 1.70% for levy year 2013, 1.50% for levy year 2014, 0.80% for levy year 2015, 0.7% for levy year 2016, and 2.1% for levy year 2017 and 2018, 1.9% growth for levy year 2019, 2.3% growth for levy year 2020, 1.4% growth for levy year 2021, and 5.0% growth for levy year 2022.
- (2) Estimated, subject to change.

## Preliminary 2022 Costs of Issuance and Allocation of Proceeds

Security: **GO LTD**  
 Tax Status: **Tax-Exempt**  
 Issue: **Series 2022**  
 Issue Size: **\$1,945,764.00**

Service	Service Provider	Series 2022
Financial Advisor	Speer Financial Inc.	\$8,500.00
Bond Counsel	Chapman and Cutler	9,000.00
Term Sheet Preparation	Speer Financial Inc.	350.00
SpeerBids.com	Speer Financial Inc.	350.00

**Total Costs of Issuance:** \$18,200.00

Prior Obligations	Payment Date	Series 2022
2019A Bonds	12/15/2022	470,200.00

**Prior Obligations Paid with Bond Proceeds:** \$470,200.00

Capital Proceeds	Series 2022
<b>Total Capital Proceeds</b>	<u>\$1,457,364.00</u>

**Rounding:** \$0.00

Prior Obligations Paid With Non-Bond Proceeds		
Prior Obligations	Payment Date	
2019A	6/15/2023	\$90,950.00
<b>Total Prior Obligations</b>		<u>\$90,950.00</u>

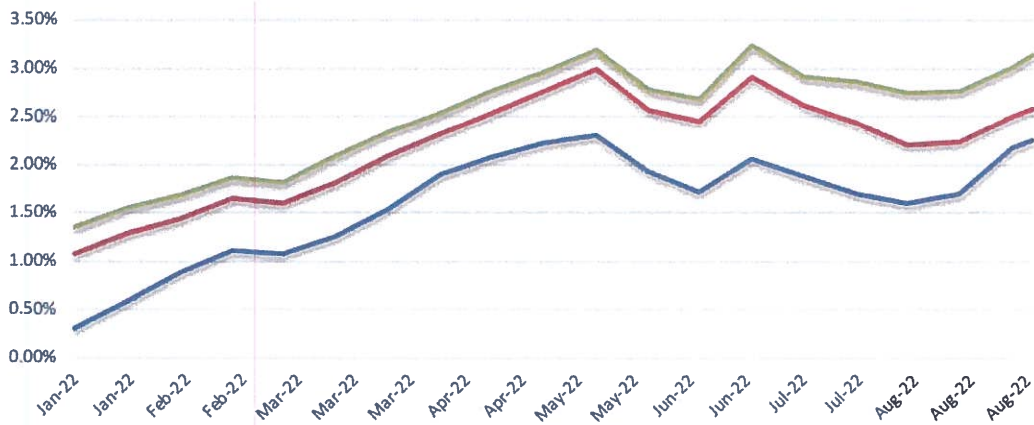
\*\*\*Preliminary, subject to change\*\*\*

# Market Snapshot

AAA MMD Yield  
2016 - 2022



AAA MMD Yield  
January 2022 - Current



2 Year AAA MMD

10 Year AAA MMD

20 Year AAA MMD

Market Indicators  
(amounts are in millions)

Rate/Index		Current	Last Week
Bond Buyer 20-Bond Index		3.59%	3.44%
Bond Buyer 11-Bond Index		3.49%	3.34%
Bond Buyer Revenue Bond Index		3.87%	3.72%
10- Year Treasury		3.04%	2.88%
30- Year Treasury		3.25%	3.14%
30-Day Visible Supply	Current	Annual High	Annual Low
Total	\$7,175.90	\$19,580.30	\$5,177.70
Competitive	\$1,812.70	\$5,474.10	\$732.80
Negotiated	\$5,363.20	\$15,825.00	\$3,098.00
New-Issue Sales	Current	Last Week	Two Weeks
Long-Term Bonds	\$5,882.30	\$6,133.70	\$12,672.80
Negotiated Bonds	\$5,569.50	\$3,952.80	\$10,264.30
Competitive Bonds	\$312.80	\$2,097.40	\$2,408.50
Short-Term Bonds	\$595.60	\$295.30	\$257.60

## Footnotes:

- AAA MMD Yields represent the fair market offer side for most liquid and available credits in each ratings category as determined by MMD. the above data provided by Thomson Reuters Municipal market data.

- General obligation bonds maturing in 20 years are used in compiling these bond buyer indexes. The 20-bond index has an average rating equivalent to Moody's Aa2 and S&P's AA, while the 11-bond index is equivalent to Aa1 and AA-plus. (No average Fitch rating is provided because Fitch does not rate one of the bonds.) The 11 bonds used in the higher-grade index are marked with an asterisk. Source: The Bond Buyer.

- 30-Day Visible Supply reflects the total dollar volume of bonds to be offered at competitive bidding and through negotiation over the next 30 days. It includes issues scheduled for sale on the date listed along with anticipated offerings listed in that day's Competitive Bond Offerings and "Negotiated Bond Offerings" tables published on BondBuyer.com.



## Current Outstanding Obligations: General Obligation Limited Tax Park Bonds



**Wheaton Park District**

General Obligation Limited Tax Refunding Bonds, Series 2015C

Dated: November 12, 2015

FINAL

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/12/2015	-	-	-	-	-
06/30/2016	-	-	55,385.00	55,385.00	-
12/30/2016	-	-	43,725.00	43,725.00	99,110.00
06/30/2017	-	-	43,725.00	43,725.00	-
12/30/2017	-	-	43,725.00	43,725.00	87,450.00
06/30/2018	-	-	43,725.00	43,725.00	-
12/30/2018	-	-	43,725.00	43,725.00	87,450.00
06/30/2019	-	-	43,725.00	43,725.00	-
12/30/2019	-	-	43,725.00	43,725.00	87,450.00
06/30/2020	-	-	43,725.00	43,725.00	-
12/30/2020	-	-	43,725.00	43,725.00	87,450.00
06/30/2021	-	-	43,725.00	43,725.00	-
12/30/2021	30,000.00	3.000%	43,725.00	73,725.00	117,450.00
06/30/2022	-	-	43,275.00	43,275.00	-
12/30/2022	545,000.00	3.000%	43,275.00	588,275.00	631,550.00
06/30/2023	-	-	35,100.00	35,100.00	-
12/30/2023	560,000.00	3.000%	35,100.00	595,100.00	630,200.00
06/30/2024	-	-	26,700.00	26,700.00	-
12/30/2024	575,000.00	3.000%	26,700.00	601,700.00	628,400.00
06/30/2025	-	-	18,075.00	18,075.00	-
12/30/2025	595,000.00	3.000%	18,075.00	613,075.00	631,150.00
06/30/2026	-	-	9,150.00	9,150.00	-
12/30/2026	610,000.00	3.000%	9,150.00	619,150.00	628,300.00
<b>Total</b>	<b>\$2,915,000.00</b>	<b>-</b>	<b>\$800,960.00</b>	<b>\$3,715,960.00</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$26,698.67
Average Life	9.159 Years
Average Coupon	3.00000000%

Net Interest Cost (NIC)	2.4439666%
True Interest Cost (TIC)	2.3761284%
Bond Yield for Arbitrage Purposes	2.2132419%
All Inclusive Cost (AIC)	2.5268911%

**IRS Form 8038**

Net Interest Cost	2.2041035%
Weighted Average Maturity	9.151 Years

2015CD FINAL | Series 2015C (Ref 2005A) | 9/18/2019 | 2:46 PM

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## Current Outstanding Obligations: General Obligation Alternate Revenue Source Bonds

**Wheaton Park District**

General Obligation Refunding Bonds (ARS), Series 2019A

Dated: September 25, 2019

Final

**Debt Service Schedule**

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
09/25/2019	-	-	-	-	-
12/15/2019	-	-	52,144.44	52,144.44	-
06/15/2020	-	-	117,325.00	117,325.00	169,469.44
12/15/2020	335,000.00	5.000%	117,325.00	452,325.00	-
06/15/2021	-	-	108,950.00	108,950.00	561,275.00
12/15/2021	350,000.00	5.000%	108,950.00	458,950.00	-
06/15/2022	-	-	100,200.00	100,200.00	559,150.00
12/15/2022	370,000.00	5.000%	100,200.00	470,200.00	-
06/15/2023	-	-	90,950.00	90,950.00	561,150.00
12/15/2023	390,000.00	5.000%	90,950.00	480,950.00	-
06/15/2024	-	-	81,200.00	81,200.00	562,150.00
12/15/2024	410,000.00	5.000%	81,200.00	491,200.00	-
06/15/2025	-	-	70,950.00	70,950.00	562,150.00
12/15/2025	425,000.00	5.000%	70,950.00	495,950.00	-
06/15/2026	-	-	60,325.00	60,325.00	556,275.00
12/15/2026	715,000.00	5.000%	60,325.00	775,325.00	-
06/15/2027	-	-	42,450.00	42,450.00	817,775.00
12/15/2027	750,000.00	5.000%	42,450.00	792,450.00	-
06/15/2028	-	-	23,700.00	23,700.00	816,150.00
12/15/2028	780,000.00	4.000%	23,700.00	803,700.00	-
06/15/2029	-	-	8,100.00	8,100.00	811,800.00
12/15/2029	810,000.00	2.000%	8,100.00	818,100.00	-
06/15/2030	-	-	-	-	818,100.00
<b>Total</b>	<b>\$5,335,000.00</b>	<b>-</b>	<b>\$1,460,444.44</b>	<b>\$6,795,444.44</b>	<b>-</b>

**Yield Statistics**

Bond Year Dollars	\$35,615.56
Average Life	6.676 Years
Average Coupon	4.1005803%

Net Interest Cost (NIC)	1.8950517%
True Interest Cost (TIC)	1.7480045%
Bond Yield for Arbitrage Purposes	1.5338510%
All Inclusive Cost (AIC)	1.9541032%

**IRS Form 8038**

Net Interest Cost	1.4825349%
Weighted Average Maturity	6.699 Years

Series 2019A Final | SINGLE PURPOSE | 9/18/2019 | 2:51PM

Speer Financial, Inc.  
Financial Consultants Since 1954

DANIEL FORBES  
*President*

RAPHALIATA MCKENZIE  
*Senior Vice President*

MAGGIE BURGER  
*Senior Vice President*

ANTHONY MICELI  
*Senior Vice President*

MARK JERETINA  
*Senior Vice President*

AARON GOLD  
*Vice President*

September 26, 2022

Mr. Michael J. Benard  
Executive Director  
Wheaton Park District  
102 E. Wesley Street  
Wheaton, Illinois 60187

Re: Wheaton Park District, DuPage County, Illinois  
Issuance of General Obligation Limited Tax Bonds to Provide Funds for Annual Capital Projects and  
to Fund Existing Debt Service

Dear Mike:

Speer Financial, Inc. ("Speer") is pleased to provide this Engagement Letter to Wheaton Park District, DuPage County, Illinois (the "Client") for our services as Municipal Advisor in connection with the issuance of the securities referenced above (the "Bonds"). The purpose of the issuance of the Bonds, briefly stated, is to provide for capital improvements and to fund the payment of existing debt service (the "Project").

Speer is providing this Engagement Letter to you to memorialize the terms of our engagement (the "Engagement") as your Municipal Advisor with respect to the Project. This Engagement Letter is required under current Federal securities law and serves to provide certain additional information to the Client, such as disclosures of services, fees, terms and termination, conflict of interest and any material disciplinary actions.

**Services.** Speer agrees to provide to the Client the municipal advisory services (the "Services") set forth in the attached **Exhibit A**. Certain limitations to Speer's Services are set forth in the attached **Exhibit B**. The Client, as an issuer of municipal securities, is also subject to certain other terms as it relates to the issuance of securities and Speer's Engagement. These terms are detailed in the attached **Exhibit C**.

**Authorization.** It is Speer's understanding that the **Executive Director and the Finance Director** of the Client (the "Client Contacts") are authorized to receive this Engagement Letter and discuss with Speer the terms and disclosures of this Engagement Letter. Speer may also rely on the authority of such Client Contacts when receiving direction from such Client Contacts in the course of Speer providing its Services.

**Term and Termination.** Speer's Engagement shall remain in effect until terminated by the Client or Speer upon at least thirty (30) days written notice to the other party. If the Client terminates the Engagement prior to the completion of the Project, Speer expects to negotiate with the Client a mutually agreeable compensation for the Services provided by Speer prior to such termination.

**Compensation.** Speer's compensation for Services on the Project is set forth below.

As compensation for Speer's provision of the Services, Speer shall receive the following fee

Municipal Advisory Services:	\$8,500.00
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This fee is the same regardless of the method of sale of the Bonds. This fee is not contingent on the sale of the Bonds or completion of the Project.

This fee does not include the payment of Speer's out-of-pocket costs as further described in **Exhibit B**. See the attached **Exhibit D** for a description of the conflicts of interest in connection with each form of compensation.

**Representations of Client.** The factual representations contained in the documents which are prepared by Speer in the course of its Engagement, and the factual representations which may also be contained in any other documents that are furnished to Speer by the Client, are essential for and provide the basis for Speer's municipal advice. Accordingly, it is important for the Client to read and understand the documents Speer provides to the Client because the Client will be confirming the truth, accuracy and completeness of matters contained in those documents. Speer's Engagement does not include the verification of the truth or accuracy of such factual representations, as further described in the attached **Exhibit C**.

**Required Disclosures.** Speer is registered with the U.S. Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"). MSRB Rule G-42 requires that Speer provide the Client with disclosures of material conflicts of interest and information regarding certain legal events and disciplinary history. MSRB Rule G-10 requires that Speer provide certain disclosures related to the MSRB's webpage and the availability of a municipal advisory client brochure. Such disclosures are provided in the attached **Exhibit D**. Should the Client have any questions or concerns with these disclosures, the Client should promptly contact Speer.

**Risk Disclosure.** Each form of financing has particular financial characteristics and inherent risks. Provided in the attached **Exhibit E** is a general description of the most commonly used security structures of fixed rate municipal bonds in Illinois as well disclosures on the risks of each structure known to Speer at this time. Should the Client have any questions or concerns with this disclosure, the Client should promptly contact Speer.

We sincerely appreciate this opportunity to be of service, and look forward to working with you.

Sincerely,

SPEER FINANCIAL, INC.

By: 

Its: Senior Vice President

---

Telephone: 312-529-5881  
Email: [amiceli@speerfinancial.com](mailto:amiceli@speerfinancial.com)

## **EXHIBIT A**

### **SPEER FINANCIAL, INC. MUNICIPAL ADVISOR SERVICES FOR WHEATON PARK DISTRICT**

#### **Financial Planning Services**

1. *Orientation:* Reviewing the Client's current financial position, statutory authority, and financing capabilities, including whether a refunding or defeasance of any outstanding debt is appropriate.
2. *Coordination:* Coordinating financial planning and issuance details with the Client's staff, bond counsel, paying agents, rating agencies and other transaction participants.
3. *Consultation:* Consulting with the elected and key appointed officials and staff regarding the various phases of the development and implementation of a financing plan.
4. *Public Relations:* Responding to inquiries from the general public or news media relating to municipal issuance related matters.
5. *Planning:* Developing a debt financing plan that includes all or some of the following:
  - a. Maturity Schedules - Maturity schedules relating to the financing. These schedules may "wrap" around existing debt to provide stable tax rates, level debt service payments, or meet other policy or cash flow requirements as may be requested by the Client.
  - b. Financing Timeline - A tentative financing timeline to guide officials regarding the timing of various aspects of the financing plan.



## **Competitive Sale Services**

1. *Authorizing Resolutions/Ordinances* - Assist the Client's attorney and/or bond counsel with regard to the financial provisions to be included within the Client's authorizing resolutions/ordinances relative to the securities issuance.
2. *Credit Rating and/or Insurance* - When applying for a credit rating and/or bond insurance, Speer will submit the necessary data and documents to the selected rating agency(ies) and/or insurance company(ies).
3. *Disclosure Document, Notice of Sale and Bid Form:*
  - a. Preparation of Documents - Prepare a preliminary Official Statement, Term Sheet, Statement of Facts or Limited Offering Memorandum (each a "Disclosure Document"), Notice of Sale and Bid Form. Following the award of the securities, Speer shall prepare the final Disclosure Document corresponding to the Project. The Disclosure Document will describe the securities being issued and will contain detailed information provided by the Client and bond counsel.
  - b. Notice of Sale Publication - Notify certain prospective purchasers of the sale and prepare, as necessary, a Notice of Sale.
  - c. Encouragement to Bidders - Circulate the preliminary Disclosure Document to certain potential purchasers, including as appropriate, investment institutions, banks and underwriters, to solicit bids from such firms for the Client's securities. Provide copies of the preliminary Disclosure Document and Official Bid Forms, as applicable, for each sale to the Client for distribution to local banks and elected officials.
  - d. Bid Opening, Analysis and Recommendations - Conduct each sale, examine the bids submitted for completeness and compliance with the applicable bidding requirements, evaluate the bids for accuracy, and recommend a proposed course of action relative thereto.
4. *Preparation, Registration and Delivery of Securities* - Conduct all necessary undertakings in order to complete the financing, including monitoring the preparation, registration and delivery of the securities being issued.
5. *Debt Service Schedule* - Provide the Client with a final debt service schedule and other financial materials pertinent to the securities sale.

## **Private Placement Services**

1. *Authorizing Resolutions/Ordinances* - Assist the Client's attorney and/or bond counsel with regard to the financial provisions to be included within the Client's authorizing resolutions/ordinances relative to the securities issuance.
2. *Disclosure Document and Proposals:*
  - a. Preparation of Documents - Prepare or assist in the preparation of a preliminary Disclosure Document, Request for Proposals (RFP) or Request for Qualifications (RFQ) if requested by the Client, and, following the award of the securities, the final Disclosure Document.

- b. Proposal Analysis and Recommendations - Review and examine any proposals submitted for completeness and compliance with the applicable RFP/RFQ requirements, evaluate the proposals for accuracy, and recommend a proposed course of action relative to the proposals received.
3. *Advise on Financing Terms* – Advise the client on the terms of the financing including the interest rate offered and the covenants required by the intended purchaser.
4. *Preparation, Registration and Delivery of Securities* - Conduct all necessary undertakings in order to complete the financing, including, monitoring the preparation, registration and delivery of the securities being issued.
5. *Debt Service Schedule* - Provide the Client with a final debt service schedule and other financial materials pertinent to the securities sale.

*With respect to all private placement Services, Speer will always serve as municipal advisor to the Client and as such will not specifically identify investors/purchasers in a securities offering or negotiate specific terms with the investor/purchaser of the Client's securities. Speer will not negotiate terms to directly place an issuance of securities with an investor. Any investors contacted or solicited will be identified by the Client and contacted on behalf of the Client.*

## **EXHIBIT B**

### **LIMITATIONS TO SPEER'S MUNICIPAL ADVISOR SERVICES**

Speer's duties as Municipal Advisor are limited to the Services detailed in **Exhibit A**. Among other things, Speer's Engagement does not include:

1. Giving any advice, opinion or representation as to the fiscal prudence or policy priority of issuing the securities or any other aspect of the securities transaction, including, without limitation, the undertaking of any project to be financed with the proceeds of the securities, as those are the Client's policy decisions.
  2. Giving any opinion or advice on the legality of the securities or the tax status of the securities.
  3. Preparing any of the following: requests for tax rulings from the Internal Revenue Service, blue sky or investment surveys with respect to the securities, state legislative amendments, or pursuing test cases or other litigation.
  4. Undertaking rebate calculations for the securities or anything related to monitoring investments of securities proceeds or expenditure of securities proceeds, as that is a specialty service provided by others when appropriate.
  5. Participating in the underwriting of the debt, as prohibited by Federal securities law.
  6. Monitoring the actual use of proceeds, the timely expenditure of proceeds and the project completion status.
  7. Verifying the accuracy of audited and unaudited financial statements.
  8. Giving advice on the investment of securities proceeds.
  9. Monitoring ongoing obligations and covenants entered into by the Client with respect to the securities, as these tasks are performed by the Client.
  10. The Services do not include the payment by Speer of its "out of pocket" expenses, including but not limited to, the utilization of a bidding platform (*SpeerAuction* or *SpeerBids*), verification services as requested by the Client, mailing, overnight and messenger delivery and printing and copying costs.
  11. Filing material events notices or otherwise assisting the Client with its continuing disclosure obligations, as such assistance is to be provided under a separate written agreement. Nothing in this Engagement Letter obligates Speer to provide, or the Client to pay for, any such continuing disclosure services.
-

## **EXHIBIT C**

### **OTHER TERMS OF THE SPEER ENGAGEMENT**

Please note the following with respect to the Client's role in connection with each issuance of securities.

1. It is important for the Client to read and understand the documents Speer provides to the Client because the Client will be confirming the truth, accuracy and completeness of matters contained in those documents at the issuance of the securities. If the documents contain incorrect or incomplete factual statements, the Client must call those to Speer's attention. Speer will not perform an independent investigation or verification to determine the accuracy, completeness or sufficiency of any such document or render any advice, view or comfort that the Disclosure Document or other disclosure document does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading. Any information in such documents does not constitute a review, audit or certified forecast of future events and any such financial information may not conform to accounting principles applicable to compilations of financial information. Any untruth, inaccuracy or incompleteness may have adverse consequences affecting either the tax exemption of interest paid on the securities or the adequacy of disclosures made in the Disclosure Document under State and Federal securities laws, with resulting potential liability for the Client. During the course of its Engagement, Speer will assume and rely on the Client to provide Speer with complete and timely information on all developments pertaining to any aspect of the securities and their security. Speer understands that the Client will cooperate with Speer in this regard.
  2. To the extent that during the course of Speer's advising the Client a relevant matter comes to Speer's attention which appears to be contrary to what is contained in the transaction documents including any representations in the transaction documents or in the Disclosure Document, Speer may ask the Client about such apparent divergence of the facts; but to the extent that the facts and representations stated in the documents Speer provides to the Client, and are not corrected by the Client, Speer is then relying upon the Client's signed certifications for their truth, accuracy and completeness.
  3. Issuing the securities as "securities" under State and Federal securities laws and on a tax-exempt basis is a serious undertaking. As the issuer of the securities, the Client is obligated under that State and Federal securities laws and the Federal tax laws to disclose all material facts. The Client has a duty to exercise "due diligence" in determining the accuracy and completeness of the information used in the Disclosure Document and the information upon which legal opinions related to the securities are based. The Client's lawyers, accountants and advisors can assist the Client in fulfilling these duties, but the Client in its corporate capacity, including the Client's knowledge, has the collective knowledge of the facts pertinent to the transaction and the ultimate responsibility for the presentation and disclosure of the relevant information.
  4. Requirements of issuing debt include that the Client is current in its annual continuing disclosure obligations, including material events notices, and current in its arbitrage rebate obligations. These requirements are the obligation of the Client and not of Speer or bond counsel.
-

## **EXHIBIT D**

### **REQUIRED DISCLOSURES**

#### **1. DISCLOSURE OF CONFLICTS OF INTEREST**

##### **A. Various Forms of Compensation**

The Municipal Securities Rulemaking Board (MSRB) requires us, as your municipal advisor, to provide written disclosure to you about the actual or potential conflicts of interest presented by various forms of compensation. We must provide this disclosure unless you have required that a particular form of compensation be used. You should select a form of compensation that best meets your needs and the agreed upon scope of services.

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the Client, among other factors. Various forms of compensation present actual or potential conflicts of interest because they may create an incentive for an advisor to recommend one course of action over another if it is more beneficial to the advisor to do so. This document discusses various forms of compensation and the timing of payments to the advisor.

**Fixed fee.** Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is usually based upon an analysis by the Client and the advisor of, among other things, the expected duration and complexity of the transaction and the agreed-upon scope of work that the advisor will perform. This form of compensation presents a potential conflict of interest because, if the transaction requires more work than originally contemplated, the advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives.

##### **B. Other Material Conflicts of Interest**

The MSRB requires us, as your municipal advisor, to provide written disclosure to you about material conflicts of interest. The following represent Speer material conflicts of interest known to Speer as of the date of this Engagement Letter.

As of the date of this Engagement, Speer is unaware of any material conflicts of interest.

In 2019 and 2020, Speer was asked for a donation for the District's Cosley Zoo Foundation Mike Williams Cosley Classic Golf Outing and the Festival of Lights and Trees. In 2019 and 2020, Speer made a donation of \$275.00 and \$250.00 to each event, respectively. In 2021, Speer was asked for a donation to the District's Cosley Zoo Foundation Mike Williams Cosley Classic Golf Outing and responded with a \$275 sponsorship. Speer does not believe this is a material conflict of interest.

#### **2. DISCLOSURE OF LEGAL EVENTS AND DISCIPLINARY ACTION**

The MSRB requires us, as your municipal advisor, to provide written disclosure to you of any legal or disciplinary events material to your evaluation of Speer or the integrity of Speer's management or advisory personnel.

**Material Legal or Disciplinary Event.** There are no legal or disciplinary events that are material to the Client's evaluation of Speer or the integrity of Speer's management or advisory personnel disclosed, or that should be disclosed, on any Form MA or Form MA-I filed with the SEC.

**How to Access Form MA and Form MA-I Filings.** Speer's most recent form MA and each most recent Form MA-I filed with the SEC are available on the SEC's EDGAR system at:

<http://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=0001606944>

**Most Recent Change in Legal or Disciplinary Event Disclosure.** Speer has not made any material legal or disciplinary event disclosures on Form MA or any Form MA-I filed with the SEC.

### **3. FUTURE DISCLOSURES**

As required by MSRB Rule G-42, the Required Disclosures found in this Exhibit D may be supplemented or amended, from time to time as needed, to reflect changed circumstances resulting in new conflicts of interest or changes in conflicts of interest described above, or to provide updated information with regard to any legal or disciplinary events of Speer. Speer will provide the Client with any such supplemental or amended information as it becomes available through the term of the Municipal Advisory Relationship.

### **4. G-10 DISCLOSURE**

The Municipal Securities Rulemaking Board's (MSRB) webpage address is: [www.msrb.org](http://www.msrb.org)

Posted on the MSRB's webpage is a municipal advisory client brochure that describes the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.



## **EXHIBIT E**

### **FINANCIAL CHARACTERISTICS AND RISKS OF MUNICIPAL BONDS IN ILLINOIS**

The following is a general description of the financial characteristics, security structures and risks of municipal fixed rate bonds ("Municipal Bonds") issued in Illinois. The risks being disclosed in this Exhibit E are those that are known to Speer at this time and should be considered by the Client prior to deciding whether to issue Municipal Bonds. If you have any questions or concerns about any disclosure made, please notify Speer immediately.

#### **Financial Characteristics**

***Maturity and Interest.*** Municipal Bonds are interest-bearing debt securities issued by state and local governments, political subdivisions and agencies and authorities. Maturity dates for Municipal Bonds are fixed at the time of issuance and may include serial maturities (specified principal amounts are payable on the same date in each year until final maturity) or one or more term maturities (specified principal amounts are payable on each term maturity date) or a combination of serial and term maturities. The final maturity date typically will range between 10 and 30 years from the date of issuance. Interest on the Municipal Bonds typically is paid semiannually at a stated fixed rate or rates for each maturity date.

***Redemption.*** Municipal Bonds may be subject to optional redemption, which allows you, at your option, to redeem some or all of the bonds on a date prior to scheduled maturity, such as in connection with the issuance of refunding bonds to take advantage of lower interest rates. Municipal Bonds will be subject to optional redemption only after the passage of a specified period of time, often approximately ten years from the date of issuance, and upon payment of the redemption price set forth in the bonds, which may include a redemption premium. You will be required to send out a notice of optional redemption to the holders of the bonds, usually not less than 30 days prior to the redemption date. Municipal Bonds with term maturity dates also may be subject to mandatory sinking fund redemption, which requires you to redeem specified principal amounts of the bonds annually in advance of the term maturity date. The mandatory sinking fund redemption price is 100% of the principal amount of the bonds to be redeemed.

#### **Security**

Payment of principal of and interest on a municipal security, including Municipal Bonds, may be backed by various types of pledges and forms of security, some of which are described below. The description below regarding "Security" is only a brief summary of certain possible security provisions for the bonds and is not intended as legal advice. You should consult with your bond counsel for further information regarding the security for the bonds.

***General Obligation Bonds.*** "General obligation bonds" are debt securities to which your full faith and credit is pledged to pay principal and interest. If you have taxing power, generally you will pledge to use your ad valorem (property) taxing power to pay principal and interest. All taxable property in the taxing body is subject to the levy of taxes to pay the same without limitation as to rate or amount. The term "limited" tax is used when a limit exists as to the amount of the tax (see below). General obligation bonds constitute a debt and, depending on applicable state law, may require that you obtain approval by voters prior to issuance. In the event of default in required payments of interest or principal, the holders of general obligation bonds have certain rights under state law to compel you to impose a tax levy.

**Limited Bonds.** Taxing bodies, subject to the Property Tax Extension Limitation Law of the State of Illinois, as amended (the "*Extension Limitation Law*"), can issue limited bonds. Limited bonds are issued in lieu of general obligation bonds that otherwise have been authorized by applicable law. They are payable from a separate property tax levy that is unlimited as to rate, but the amount of taxes that will be extended to pay the bonds is limited by the Extension Limitation Law. Limited bonds are payable from your debt service extension base (*the "Base"*), which is an amount equal to that portion of the extension for the applicable levy year for the payment of non-referendum bonds (other than alternate bonds or refunding bonds issued to refund bonds initially issued pursuant to referendum), increased each year, beginning with the 2009 levy year, by the lesser of 5% or the percentage in the Consumer Price Index for All Urban Consumers (as defined in the Extension Limitation Law) during the 12-month calendar year preceding the levy year. The Limitation Law further provides that the annual amount of taxes to be extended to pay the limited bonds and all other limited bonds heretofore and hereafter issued by you shall not exceed the Base less the amount extended to pay certain other non-referendum bonds heretofore and hereafter issued by you and bonds issued to refund such bonds.

Limited bonds constitute a debt. In the event of default in required payments of interest or principal, the holders of limited bonds have certain rights under state law to compel you to impose a tax levy (limited as set forth in the previous paragraph).

**Alternate Bonds.** Section 15 of the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Debt Reform Act*"), permits you to issue alternate or "double-barrelled" bonds. Alternate bonds are general obligation bonds payable from enterprise revenues or from a revenue source, or both, with your general obligation acting as backup security for the bonds. Once issued, and until paid or defeased, alternate bonds are a general obligation, for the payment of which you pledge your full faith and credit. Such bonds are payable from the levy of ad valorem property taxes upon all taxable property in your taxing body without limitation as to rate or amount. The intent of the Debt Reform Act is for the enterprise revenues or the revenue source to be sufficient to pay the debt service on the alternate bonds so that taxes need not be levied, or, if levied, need not be extended, for such payment.

The Debt Reform Act prescribes several conditions that must be met before alternate bonds may be issued. First, alternate bonds must be issued for a lawful corporate purpose. If issued in lieu of revenue bonds (as described below), then the revenue bonds must have been authorized under applicable law (including satisfying any backdoor referendum requirements) and the alternate bonds must be issued for the purpose for which the revenue bonds were authorized. If issued payable from a revenue source limited in its purposes or applications, then the alternate bonds must be issued only for such limited purposes or applications.

Second, alternate bonds are subject to a backdoor referendum. The issuance of alternate bonds must be submitted to referendum if, within 30 days after publication of the authorizing ordinance and notice of intent to issue the alternate bonds, a petition is filed. The petition must be signed by the greater of (i) 7.5% of your registered voters or (ii) the lesser of 200 of the registered voters or 15% of the registered voters, asking that the issuance of the alternate bonds be submitted to referendum. Backdoor referendum proceedings for revenue bonds and for alternate bonds to be issued in lieu of revenue bonds may be conducted at the same time.

Notwithstanding the previous paragraph, in governmental units with fewer than 500,000 inhabitants that propose to issue alternate bonds payable solely from enterprise revenues, except for alternate bonds that finance or refinance projects concerning public utilities, public streets and roads or public safety facilities and related infrastructure and equipment, if no petition is filed within 45 days of publication of the authorizing ordinance and notice, the alternate bonds may be issued. For purposes of this paragraph, the required number of petitioners for a governmental unit with more than 4,000 registered voters is the lesser

of (i) 5% of the registered voters or (ii) 5,000 registered voters and the required number of petitioners for a governmental unit with 4,000 or fewer registered voters is the lesser of (i) 15% of the registered voters or (ii) 200 registered voters.

Third, you must demonstrate that the enterprise revenues are, or that the revenue source is, sufficient to meet the requirements of the Debt Reform Act. If enterprise revenues are pledged as security for the alternate bonds, you must demonstrate that such revenues are sufficient in each year to pay all of the following:

- (a) costs of operation and maintenance of the utility or enterprise, excluding depreciation;
- (b) debt service on all outstanding revenue bonds payable from such enterprise revenues;
- (c) all amounts required to meet any fund or account requirements with respect to such outstanding revenue bonds;
- (d) other contractual or tort liability obligations, if any, payable from such enterprise revenues; and
- (e) in each year, an amount not less than 1.25 times debt service on all:
  - (i) outstanding alternate bonds payable from such enterprise revenues; and
  - (ii) the alternate bonds proposed to be issued.

If one or more revenue sources are pledged as security for the alternate bonds, you must demonstrate that such revenue sources are sufficient in each year to provide not less than 1.25 times (1.10 times if the revenue source is a government revenue source) debt service on all outstanding alternate bonds payable from such revenue source and on the alternate bonds proposed to be issued. You need not meet the test described in this paragraph for the amount of debt service set aside at closing from bond proceeds or other moneys.

The determination of the sufficiency of enterprise revenues or revenue source or sources, as applicable, must be supported by reference to the most recent audit of the governmental unit, which must be for a fiscal year ending on a date that is not more than 18 months prior to the date of issuance of the alternate bonds. If such audit does not adequately show such enterprise revenues or revenue source, as applicable, or if such enterprise revenues or revenue source, as applicable, are shown to be insufficient, then the determination of sufficiency must be supported by the report of an independent accountant or feasibility analyst, the latter having a national reputation for expertise in such matters, who is not otherwise involved in the project being financed or refinanced with the proceeds of the alternate bonds, demonstrating the sufficiency of such revenues and explaining, if appropriate, by what means the revenues will be greater than as shown in the audit.

Alternate bonds may be issued to refund alternate bonds without meeting any of the conditions set forth above if the term of the refunding bonds is not longer than the term of the refunded bonds and that the debt service payable in any year on the refunding bonds does not exceed the debt service payable in such year on the refunded bonds.

Alternate bonds are not regarded or included in any computation of indebtedness for the purpose of any statutory provision or limitation unless taxes, other than a designated revenue source, are extended to pay the bonds. In the event taxes are extended, the amount of alternate bonds then outstanding counts against

your debt limit until your audit shows that the alternate bonds have been paid from the pledged enterprise revenues or revenue source for a complete fiscal year.

In the event of default in required payments of interest or principal, the holders of alternate bonds have certain rights under state law to compel you to increase the pledged revenues or have the tax levy extended for such payment.

***Debt Certificates.*** You may issue "debt certificates" to evidence your payment obligation under an installment contract or lease. Your governing body may provide for the treasurer, comptroller, finance officer or other officer of the governing body charged with financial administration to act as counterparty to the installment contract or lease, as nominee- seller or lessor. The installment contract or lease is then executed by your authorized officer and is filed with and executed by the nominee-seller or lessor. As contracts for the acquisition and construction of the project to be financed are executed (the "Work Contracts"), the governing body orders those Work Contracts to be filed with the nominee-seller or lessor. The nominee- seller or lessor identifies the Work Contracts to the particular installment contract or lease. Such identification permits the payment of the Work Contracts from the proceeds of the debt certificates.

Debt certificates are paid from your lawfully available funds. You are expected to agree to annually budget/appropriate amounts to pay the principal of and interest on the debt certificates. There is no separate levy available for the purpose of making such payments.

Debt certificates constitute a debt. In the event of default in required payments of interest or principal, the holders of the debt certificates cannot compel you to impose a tax levy, but you have promised the holders of the debt certificates that you will pay the debt certificates and they can proceed to file suit to enforce such promise.

***Special Service Area Bonds.*** When special services are provided to a particular contiguous area within a municipality, in addition to the services generally provided throughout the municipality, a municipality may create a special service area. The cost of the special services may be paid from taxes levied upon the taxable real property within the area, and such taxes may be levied in the special service area at a rate or amount sufficient to produce revenues required to provide the special services.

Prior to the first levy of taxes in the special service area and prior to or within 60 days after the adoption of the ordinance proposing the establishment of the special service area, you are required to hold a public hearing and to publish and mail notice of such hearing. At the public hearing, any interested person may file written objections or give oral statements with respect to the establishment of the special service area and the levy of taxes therein. As a result of the hearing, you may delete areas from the special service area as long as the remaining area is contiguous. After the hearing, an ordinance establishing the special service area must be timely filed with the county recorder and the county clerk.

Bonds secured by the full faith and credit of the special service area territory may be issued for the purpose of providing special services. Such bonds are paid from the levy of taxes unlimited as to rate or amount against the taxable real property in the special service area. The county clerk will annually extend taxes against all of the taxable real property in the area in amounts sufficient to pay the principal and interest on the bonds. Such bonds are exempt from the Extension Limitation Law of the State of Illinois, as amended.

Prior to the issuance of special service area bonds, you must give published and mailed notice and hold a hearing at which any interested person may file written objections, or be heard orally, with respect to the

issuance of the bonds. The questions of the creation of the special service area, the levy of a tax on such area and the issuance of special service area bonds may all be considered at the same hearing.

The creation of the special service area, the levy of a tax within the area and the issuance of bonds for the provision of special services to the area are subject to a petition process. If, within 60 days after the public hearing, a petition signed by not less than 51% of the electors residing within the special service area and 51% of the owners of record of land located within the special service area is filed with the municipal clerk objecting to the creation of the special service area, the levy of a tax or the issuance of bonds, then the area may not be created, the tax may not be levied and the bonds may not be issued. If such a petition is filed, the subject matter of the petition may not be proposed relative to any of the signatories within the next two years.

Special service area bonds do not constitute an indebtedness of the municipality, and no exercise of your taxing power may be compelled on behalf of the special service area bondholders other than the ad valorem property taxes to be extended on the taxable real property in the special service area.

**Revenue Bonds.** "Revenue bonds" are debt securities that are payable only from a specific source or sources of revenues. Revenue bonds are not a pledge of your full faith and credit and you are obligated to pay principal and interest on your revenue bonds only from the revenue source(s) specifically pledged to the bonds. Revenue bonds do not permit the bondholders to compel you to impose a tax levy for payment of debt service. Pledged revenues may be derived from operation of the financed project or system, grants or excise or other specified taxes. Generally, subject to state law or local charter requirements, you are not required to obtain voter approval prior to issuance of revenue bonds. Revenue bonds may, however, be subject to a backdoor referendum. If the specified source(s) of revenue become inadequate, a default in payment of principal or interest may occur. Various types of pledges of revenue may be used to secure interest and principal payments on revenue bonds. The nature of these pledges may differ widely based on state law, the type of issuer, the type of revenue stream and other factors.

Some revenue bonds, referred to as conduit revenue bonds, may be issued by a governmental issuer acting as conduit for the benefit of a private sector entity or a 501(c)(3) organization (the obligor). Conduit revenue bonds commonly are issued for not-for-profit hospitals, educational institutions, single and multi-family housing, airports, industrial or economic development projects, and student loan programs, among other obligors. Principal and interest on conduit revenue bonds normally are paid exclusively from revenues pledged by the obligor.

Unless otherwise specified under the terms of the bonds, you are not required to make payments of principal or interest if the obligor defaults.

**Tax Increment Financing.** Tax increment financing provides a means for municipalities, after the approval of a "redevelopment plan and project," to redevelop blighted, conservation or industrial park conservation areas. The Tax Increment Allocation Redevelopment Act of the State of Illinois, as amended, allows incremental property taxes to be used to pay certain redevelopment project costs and to pay debt service with respect to tax increment bonds issued to pay redevelopment project costs. The municipality is authorized to issue tax increment bonds payable from, and secured by, incremental property tax revenues expected to be generated in the redevelopment project area. Incremental property tax revenues are derived from the increase in the current equalized assessed valuation of the real property within the redevelopment project area over and above the certified initial equalized assessed valuation for such redevelopment project area.

Before adopting the necessary ordinances to designate a redevelopment project area, a municipality must hold a public hearing and convene a joint review board to consider the proposal. At the public hearing, any interested person or taxing district may file written objections and may give oral statements with respect to the proposed financing. After the municipality has considered all comments made by the public and the joint review board, it may adopt the necessary ordinances to designate a redevelopment project area.

Tax increment bonds may be secured by the full faith and credit of the municipality. The issuance of general obligation tax increment bonds is subject to a "backdoor," rather than a direct, referendum. Once a municipality has authorized the issuance of tax increment obligations secured by its full faith and credit, the ordinance authorizing the issuance must be published in a newspaper of general circulation in the municipality. In response, voters may petition to request that the question of issuing obligations using the full faith and credit of the municipality as security to pay for redevelopment project costs be submitted to the electors of the municipality. If, within 30 days after the publication, 10% of the registered voters of the municipality sign such a petition, the question of whether to issue tax increment bonds secured by the municipality's full faith and credit must be approved by the voters pursuant to referendum. Such bonds are not exempt from the Extension Limitation Law unless first approved at referendum.

Tax increment revenues may also be treated as a "revenue source" and be pledged to the payment of alternate bonds under Section 15 of the Debt Reform Act.

### **Risk Considerations**

Certain risks may arise in connection with your issuance of Municipal Bonds, including some or all of the following (generally, the obligor, rather than you, will bear these risks for conduit revenue bonds):

***Issuer Default Risk.*** You may be in default if the funds pledged to secure your bonds are not sufficient to pay debt service on the bonds when due. The consequences of a default may be serious for you and, depending on applicable state law and the terms of the authorizing documents, the holders of the bonds, the trustee and any credit support provider may be able to exercise a range of available remedies against you. For example, if the bonds are secured by a general obligation pledge, you may be ordered by a court to raise taxes. Other budgetary adjustments also may be necessary to enable you to provide sufficient funds to pay debt service on the bonds. If the bonds are revenue bonds or alternate bonds, you may be required to take steps to increase the available revenues that are pledged as security for the bonds. A default may negatively impact your credit ratings and may effectively limit your ability to publicly offer bonds or other securities at market interest rate levels. Further, if you are unable to provide sufficient funds to remedy the default, subject to applicable state law and the terms of the authorizing documents, you may find it necessary to consider available alternatives under state law, including (for some issuers) state-mandated receivership or bankruptcy. A default also may occur if you are unable to comply with covenants or other provisions agreed to in connection with the issuance of the bonds.

This description is only a brief summary of issues relating to defaults and is not intended as legal advice. You should consult with your bond counsel for further information regarding defaults and remedies.

***Redemption Risk.*** Your ability to redeem the bonds prior to maturity may be limited, depending on the terms of any optional redemption provisions. In the event that interest rates decline, you may be unable to take advantage of the lower interest rates to reduce debt service.

***Refinancing Risk.*** If your financing plan contemplates refinancing some or all of the bonds at maturity (for example, if you have term maturities or if you choose a shorter final maturity than might otherwise be

permitted under the applicable federal tax rules), market conditions or changes in law may limit or prevent you from refinancing those bonds when required. Further, limitations in the federal tax rules on advance refunding of bonds (an advance refunding of bonds occurs when tax-exempt bonds are refunded more than 90 days prior to the date on which those bonds may be retired) may restrict your ability to refund the bonds to take advantage of lower interest rates.

***Reinvestment Risk.*** You may have proceeds of the bonds to invest prior to the time that you are able to spend those proceeds for the authorized purpose. Depending on market conditions, you may not be able to invest those proceeds at or near the rate of interest that you are paying on the bonds, which is referred to as "negative arbitrage."

***Tax Compliance Risk.*** The issuance of tax-exempt bonds is subject to a number of requirements under the United States Internal Revenue Code, as enforced by the Internal Revenue Service (IRS). You must take certain steps and make certain representations prior to the issuance of tax-exempt bonds. You also must covenant to take certain additional actions after issuance of the tax-exempt bonds. A breach of your representations or your failure to comply with certain tax-related covenants may cause the interest on the bonds to become taxable retroactively to the date of issuance of the bonds, which may result in an increase in the interest rate that you pay on the bonds or the mandatory redemption of the bonds. The IRS also may audit you or your bonds, in some cases on a random basis and in other cases targeted to specific types of bond issues or tax concerns. If the bonds are declared taxable, or if you are subject to audit, the market price of your bonds may be adversely affected. Further, your ability to issue other tax-exempt bonds also may be limited.

This description of tax compliance risks is not intended as legal advice and you should consult with your bond counsel regarding tax implications of issuing the bonds.

TO: Wheaton Park District Board of Park Commissioners

FROM: Bethany Meger  
Sandra Simpson

THROUGH: Mike Benard

RE: Audit Proposal Responses for 3 Year Contract

DATE: October 19, 2022

**SUMMARY:** The current audit agreement with Lauterbach & Amen ended with the audit of fiscal year 2021. They have been our auditor since 2017 and due to our Audit policy, a change in Audit firms is required. The Park District requested proposals for a three-year period covering fiscal years ending December 31, 2022, 2023 and 2024.

**PREVIOUS COMMITTEE/BOARD ACTION:** N/A

**REVENUE OR FUNDING IMPLICATIONS:** The past three years of audit expenses are depicted in the table below.

	2020	2021	2022
<b>Wheaton Park District</b>	17,700.00	18,100.00	18,500.00
<b>Single Audit - If Necessary</b>	-	1,500.00	-
<b>Cosley Foundation</b>	4,600.00	4,700.00	4,800.00
<b>DuPage County Historical Museum Foundation</b>	2,575.00	2,650.00	2,725.00
<b>Play for All Foundation</b>	2,355.00	2,445.00	2,520.00
	<b>27,230.00</b>	<b>29,395.00</b>	<b>28,545.00</b>

Staff solicited bids from eleven audit firms, two firms responded to the District's RFP. A summary of their respective bids follows. The bids are presented for each of our audits with the firm bids presented from lowest to highest bidder. For the 2022 – 2024 fiscal year RFP we have also requested fee submissions for the preparation of the Employee Relief Illinois 990 return. District staff have historically prepared and filed this return due to the limited amount of account activity during the year.

### WPD Audit

Bidding Firm	▼	Yr 1	▼	Yr 2	▼	Yr 3	▼
Selden Fox		\$21,000		\$21,500		\$22,000	
Sikich		\$28,000		\$29,120		\$30,285	



### GATA Required / Single Audit

Bidding Firm	Yr 1	Yr 2	Yr 3
Selden Fox	\$4,000	\$4,250	\$4,500
Sikich	\$3,500	\$3,640	\$3,786

### Cosley Zoo Foundation Audit

Bidding Firm	Yr 1	Yr 2	Yr 3
Selden Fox	\$6,900	\$7,200	\$7,500
Sikich	\$11,000	\$11,440	\$11,898

### DCHM Foundation Audit

Bidding Firm	Yr 1	Yr 2	Yr 3
Selden Fox	\$3,000	\$3,250	\$3,500
Sikich	\$10,000	\$10,400	\$10,816

### PFA Foundation Audit

Bidding Firm	Yr 1	Yr 2	Yr 3
Selden Fox	\$3,000	\$3,250	\$3,500
Sikich	\$10,000	\$10,400	\$10,816

### Employee Relief Foundation Illinois 990

Bidding Firm	Yr 1	Yr 2	Yr 3
Selden Fox	\$1,000	\$1,000	\$1,000
Sikich	\$8,000	\$8,320	\$8,653

The bids are summarized in total in the table below.

### Total Audit Fees

Bidding Firm	Yr 1	Yr 2	Yr 3
Selden Fox	\$38,900	\$40,450	\$42,000
Sikich	\$70,500	\$73,320	\$76,254

#### Selden Fox

Selden Fox is the lowest bid overall. They are the second lowest bid for the GATA required / Single audit.

Selden Fox has a significant number of non-profit and government clients including numerous park districts. They were our Audit firm for audit fiscal years 2013- 2015. The Park District has also used Selden Fox for professional services during times with high staff turnover.

The Technical Partner proposed for the audit has been an active, contributing member of the Illinois CPA Society Government Report Review Task Force for many years. Selden Fox also has six park districts clients that participate in the GFOA's ACFR program, as does Wheaton.

**Sikich**

Sikich was the highest bid overall. Their fees for the Foundations were significantly higher than the other Audit firm fee proposals. They were also significantly higher than the historical audit fees for the Foundations.

Sikich is highly respected for Government Audit services. The Technical Partner proposed is the current chair of the Illinois CPA Society Government Report Review Committee and they have multiple park district clients that participate in the GFOA's ACFR program.

**STAKEHOLDER PROCESS:** N/A

**LEGAL REVIEW:** N/A

**ATTACHMENTS:** Responses from the two bidding firms have been included.

**ALTERNATIVES:** N/A

**RECOMMENDATION:** Staff recommends the Board accept the bid of Selden Fox. The reasons for this recommendation are:

- Financial: lowest bid overall.
- Specializes in servicing the local government and not for profit sectors.
- Strong current, ongoing partner involvement in remaining current in the changing professional standards.

Additionally, due to the high fees associated with the Employee Relief Foundation Illinois 990 preparation and filing, staff also recommends the preparation of the Employee Relief Foundation Illinois 990 continue to be prepared and submitted by WPD staff.

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**Proposal to Provide Professional Auditing Services for:  
WHEATON PARK DISTRICT**

FOR THE YEARS ENDING DECEMBER 31, 2022, 2023, AND 2024

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SEPTEMBER 2022

Edward "Ed" G. Tracy, CPA  
tracy@seldenfox.com  
630.472.9456



619 Enterprise Drive | Oak Brook, IL 60523  
1776 Legacy Circle | Naperville, IL 60563  
630.954.1400 | [www.seldenfox.com](http://www.seldenfox.com)

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*This proposal for professional services contains proprietary information of Selden Fox, Ltd. The nature and extent of our services will be described in more detail in an engagement letter issued after your approval of this proposal. Our proposal is subject to the completion of our customary evaluation of prospective clients called for by professional standards.*

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# Selden Fox

Accounting for your future

619 Enterprise Drive | Oak Brook, Illinois 60523 | [www.seldenfox.com](http://www.seldenfox.com)

p 630.954.1400 | f 630.954.1327 | [email@seldenfox.com](mailto:email@seldenfox.com)

September 13, 2022

Ms. Bethany Meger  
Assistant Finance Director  
Wheaton Park District  
600 S. Main Street  
Wheaton, IL 60187

**SENT VIA EMAIL: [BMEGER@WHEATONPARKS.ORG](mailto:BMEGER@WHEATONPARKS.ORG)**

Dear Ms. Meger:

We are pleased to submit a proposal to provide professional auditing services for the **Wheaton Park District** (Park District) for the years ending December 31, 2022, 2023, and 2024. Based on the details of your audit needs, we are confident that given the opportunity to serve the Park District, we will meet and surpass the audit specifications as provided, including work product quality, audit schedule and deadlines, and your overall client service experience. We say this with confidence, because our firm brings experience, expertise, and personal service to each of our client engagements.

## Experience

We perform audits of financial statements for numerous park districts, municipalities, special recreation associations, and state and federal government grant programs. In fact, over the last 40-plus years, Selden Fox has conducted more than 600 governmental audits and served more than 80 different governmental entities, many of which have obtained and hold the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. Currently, we serve more than 40 different governmental agencies.

## Expertise

Because we have been and continue to be committed to the governmental sector, Selden Fox has cultivated a sizable and highly qualified governmental audit staff. All the firm's governmental audit staff has fulfilled the training requirements necessary to meet governmental audit standards and standards for the Single Audit Act. In addition, the staff completes our firm's in-house governmental training program on an annual basis.

Selden Fox's officers have served on the Illinois CPA Society's Governmental Report Review Task Force, act as reviewers for the Government Finance Officers Association Certificate of Achievement program and are members of the Government Finance Officers Association and the Illinois Government Finance Officers Association. As such, we are at the forefront of any new

### Expertise (continued)

accounting and reporting issues affecting local governments. We feel that part of our responsibility as auditors is to make sure our clients are aware of these issues and how they may affect them. We accomplish this in several ways, not only through our management letter issued with each audit, but also via a bi-weekly electronic newsletter highlighting topics of interest for local governments as well as privately held businesses, and regular correspondence with our clients.

### Personal Service

One factor that greatly impacts the quality of your relationship with an accounting firm is service, and it is something we at Selden Fox take quite seriously. Utilizing a structure that is unusual in the accounting profession, Selden Fox provides the close, personalized service that is associated with a firm much smaller than ours. In addition, this structure ensures that our highest-level professionals are continuously available to serve clients like you.

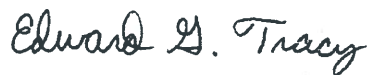
This unique combination of such high-quality work and individualized service is one of the key characteristics that differentiate our firm from many others. It is indeed a true reflection of the pride we take in giving clients our very best.

The following proposal, which is a firm and irrevocable offer for 60 days as of today, provides more in-depth information on each of these qualifications and the benefits you will receive as a result. Finally, I would like to convey to you our sincerest desire to serve the Wheaton Park District and our gratitude for the opportunity to be considered to audit the Park District's financial statements. If selected to handle your audit, I would be personally committed to provide you superior client service.

I look forward to your response to our proposal.

Very truly yours,

SELDEN FOX, LTD.

A handwritten signature in black ink that reads "Edward G. Tracy". The signature is written in a cursive, flowing style.

Edward G. Tracy, CPA  
Executive Vice President

EGT

## Independence and Illinois License

Selden Fox, as a firm and individually among its various shareholders and officers, is independent of the Wheaton Park District, as defined by generally accepted auditing standards/the U.S. General Accounting Office's *Government Auditing Standards*. From March to May 2018, Selden Fox provided interim accounting services to Wheaton Park District. The last financial statement audits Selden Fox performed for Wheaton Park District and the Cosley Foundation were for the fiscal year ended December 31, 2015. To our knowledge, there have been no other professional relationships with Selden Fox or its members and the Park District or any of its agencies, its elected officials, and employees for at least the last five years.

We affirm that Selden Fox and all key professional staff to be assigned to the Park District's audit are licensed to practice as certified public accountants in Illinois and have, or exceed, relevant required continuing professional education for governmental auditing.

Within the last five years, Selden Fox nor any of its officers or owners have been involved in disciplinary action, litigation, or other legal proceedings relating to an audit or accounting engagement. Selden Fox has not been censured by any regulatory board or had any federal or state desk reviews of field reviews of its audits.

## Firm Qualifications and Experience

### Firm Overview

Selden Fox has more than 60 employees, including 55 professional staff – 33 of whom are CPAs, all working out of our Oak Brook office. All work for the Park District would be performed at the Park District offices or from out of our Oak Brook office. Nearly all our professionals work on governmental audits throughout the year.

### Peer Review

As part of our continuing membership in the American Institute of Certified Public Accountants (AICPA), as well as the AICPA's Center for Audit Quality (CAQ), Governmental Audit Quality Center (GACQ), and Employee Benefit Plan Audit Quality Center (EBPAQC), we are required to undergo a peer review every third year. Peer reviews involve a rigorous study by an independent accounting firm of a member firm's quality control. Areas examined include leadership responsibility within the firm, relevant ethical requirements, acceptance and continuance of clients and specific engagements, human resources, engagement performance, and monitoring.



## Firm Qualifications and Experience (continued)

### Peer Review (continued)

Having completed our fourteenth peer review conducted through the National Peer Review Committee of the AICPA, **we are proud to report that we received the highest ranking possible – an opinion that we meet all of the quality control and professional standards established by the AICPA.** It is a true testament to the quality of work we consistently deliver to our clients. This is a rare accomplishment, even among national firms. Copies of our last two Peer Reviews are provided in Appendix A. Both included a review of governmental engagements.

Selden Fox has adopted the AICPA Code of Ethics and Standards of Professional Conduct. We have a three-member Quality Assurance team that reviews all attestation work performed by Selden Fox. This team also conducts an annual internal monitoring process to monitor and enforce the code of conduct and standards.

### What Our Clients Say....

Based on a client survey, Selden Fox clients had the following testimonials to share regarding their experience working with Selden Fox.

*“Selden Fox is very thorough with the audit. They are very diligent. They are very helpful. They go above and beyond what is expected of them.” – **Business Manager, Government Entity***

*“When working on our audit Selden Fox was clearly knowledgeable, professional and thorough. They answered questions we had during the process and were very clear about an area that needed addressing. Additionally, they shared great information with our Board of Trustees when the audit was complete and answered any questions they had. Having worked with Selden Fox for several years now after working with another company that was less efficient and professional, I appreciate Selden Fox’s approach and hope to continue working with them for many years to come.” – **Director, Government Entity***

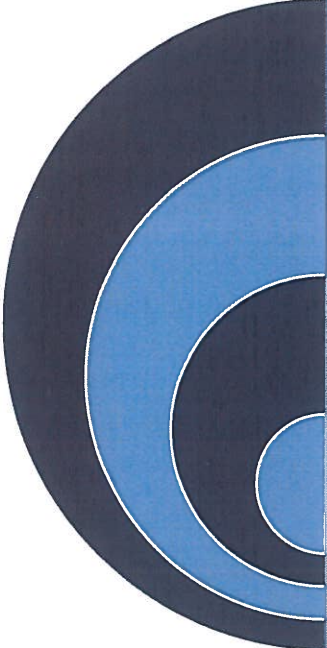
*“Our organization has been a client of Selden Fox for many years. We are very satisfied with the quality of the firm’s work and especially with the responsiveness of the firm’s personnel. The firm has assisted us with issues that go beyond the financial statements. It has been a very worthwhile professional relationship.” – **Director of Administration and Operations, Nonprofit Organization***

*“The employees at Selden Fox, from top down, are all very personable and easily reachable. They have been very informative in a variety of situations. All of the workers we have dealt with are also very sensitive to our specific timing review dates and when reports are needed.” – **Executive Director, Nonprofit Organization***

## Firm Qualifications and Experience (continued)

### Selden Fox Client Experience

Since its inception, Selden Fox has provided accounting, audit, and consulting services to various government entities. Specifically, we serve park districts, municipalities, and libraries. Having worked with so many government entities, we are sensitive to your unique concerns and know we must be flexible when working with you. As a result of our extensive government experience, the value of the client experience you will be provided when working with Selden Fox includes the following components.

	Accessible	<ul style="list-style-type: none"><li>• Access to the most senior professionals at the firm</li></ul>
	Efficient	<ul style="list-style-type: none"><li>• Save you and your organization time and money with efficient service and practical advice</li></ul>
	Proactive	<ul style="list-style-type: none"><li>• Communicate proactively, more than an annual engagement</li></ul>
	Personal	<ul style="list-style-type: none"><li>• Go beyond the traditional role of accountant, providing personal service</li></ul>

## Partner, Supervisory and Staff Qualifications and Experience

Perhaps more than anything else, the success and personalization of an engagement is dependent upon the experience, capabilities, and dedication of the individuals assigned to your engagement.

In addition to having a long history of serving governmental entities and a highly qualified governmental audit staff, we have yet another advantage when it comes to providing you with the right engagement team, a high retention rate among our senior professionals. On our governmental audit staff, our six officers and managers have been with Selden Fox an average of more than 15 years. Thus, when we talk about our experience, we are not just talking about some of our professionals. We are talking about core professionals at the top of this firm. Likewise, when we assign individuals to your engagement, we can select those individuals with the experience, capabilities, and personal styles that best match your needs. The following senior professionals have been selected to lead your engagement.

### Edward G. Tracy, CPA | Executive Vice President and Shareholder

Ed joined the audit department of Selden Fox in 1988. Now an Executive Vice President and Shareholder at Selden Fox, Ed leads the firm's governmental audit practice. Committed to serving the governmental sector throughout his career, Ed has designated government entities as a long-term area of personal specialization, working with municipalities, park districts, townships, and special districts. He has personally supervised the following government engagements (audits unless otherwise indicated) in the last two years:



- Bartlett Park District
- Berkeley Park District (compilation)
- Bloomingdale Park District
- Blue Island Public Library
- Brookfield, Village of
- Calumet Park, Village of (accounting services)
- Cary, Village of
- Forest View, Village of
- Hanover Park Park District
- Homewood Public Library
- Itasca, Village of (accounting services)
- Joliet Park District
- Kenilworth Park District
- Lemont Township
- Niles, Village of
- Northbrook Public Library
- Palatine Township
- Riverside Township
- Vernon Hills, Village of
- Wayne Township
- Wayne, Village of
- West Dundee, Village of
- Westchester Park District
- Wheatland Township
- Winfield Township

## Partner, Supervisory and Staff Qualifications and Experience (continued)

### Edward G. Tracy, CPA | Executive Vice President and Shareholder (continued)

The remaining balance of Ed's practice includes nonprofit organizations and manufacturers. A majority of his practice is audits, although he often provides full service to his clients taking responsibility for tax compliance matters for his nonprofit and private sector clients.

Ed received his bachelor's degree in accounting from the University of Illinois. He is a member of the AICPA, the Illinois CPA Society, and the Illinois Government Finance Officers Association. He has served on the Illinois CPA Society's Government Report Review Task Force and is a reviewer in the Government Finance Officers Association Certificate of Achievement Program. Ed has also been an instructor for the Illinois CPA Society's Government Report Review Task Force training and has written articles on auditing government entities for both the Illinois Association of Park Districts and the Township Officials of Illinois member publications.

Outside the office, Ed enjoys spending time with his wife and four children, including triplets. An avid Chicago Cubs and Bulls fan, he enjoys golfing and spending time with his family.



### Peggy L. Brady, CPA | Quality Control Audit Senior Vice President

As a member of the firm's Auditing and Assurance group, Peggy performs independent reviews of financial statements, audit reports, and high-risk areas for the firm's clients. She develops and conducts continuing education curriculum for the firm to provide technical guidance and assistance.

Prior to joining Selden Fox in 2012, Peggy worked at a national firm for more than 10 years, most recently serving as a director of audit and accounting. In this position, and through assurance and consulting engagements, she gained managerial experience and technical expertise in a variety of industries.

She earned a bachelor's degree in accounting and business administration at Augustana College. Peggy went on to study at DePaul University and was awarded a master's degree in business administration. She is a member of the AICPA and the Illinois CPA Society, and she is a member of the Accounting Principles Committee with the Illinois CPA Society.

Outside of work, Peggy enjoys spending time with her husband and two daughters and being involved with their extracurricular activities and school. She is a co-troop leader and volunteer with Girl Scouts of Greater Chicago and Northwest Indiana.

In addition to the professionals listed here, two other experienced professionals from our governmental audit staff will be selected and assigned to your engagement. It is our intention to keep the same audit team, to the extent possible, over the term of the engagement.

## Similar Engagements with Other Government Entities

The following is a list of current government clients.

<u>Agency</u>	<u>Initial Year of Service</u>	<u>Client Contact</u>	<u>Telephone Number</u>
<b>Municipalities:</b>			
Brookfield*	2021	Doug Cooper	708.485.1166
Calumet Park	2003	Teri Raney	708.926.7402
Cary*	2015	Michael Ducharme	847.639.0003
Forest View	2002	Michael Dropka	708.788.3429
Niles*	2016	Kent Oliven	847.588.8031
Riverwoods	2021	Nicole Kozlowski	847.945.3990
Vernon Hills*	2021	Lora Flori	847.367.3700
Wayne	2010	Howard Levine	630.584.0259
West Dundee*	2005	David Danielson	847.551.3800
<b>Park Districts:</b>			
Addison*	2009	Jen Hermonson	630.233.7275
Bartlett*	2021	Eric Leninger	630.540.4812
Berkeley	2008	Arthur Schenone	847.895.9588
Bloomington*	2020	Jenn Vale	630.529.9184
Hanover Park	1980	Bob O'Brien	630.837.2468
Joliet	2022	Glenn Kelley	815.741.7275
Kenilworth*	2019	Johnathan Kiwala	847.251.1691
Lombard*	2008	Andrea Chiappetta	630.627.1281
Roselle*	2008	Nicolette Orlandino	630.894.1048
Westchester	2005	David Brink	708.865.8200
<b>Special Districts:</b>			
Berwyn Public Health District	2007	David Avila	708.788.6600
Berwyn Township	2005	David Avila	708.788.6600
Dundee Township	2022	Robert Block	847.428.8092
Lemont Township	2001	Michael Shackel	630.257.2522
Northbrook Public Library	2016	Anna Amen	847.272.6229
Palatine Township	2022	Anna Chuchula	847.358.6135
Riverside Township	2014	Vera Wilt	708.442.4400
Salt Creek Sanitary	2004	Ray Hoving	630.832.3637
Wayne Township	2022	Anna Pechous	630.231.7140
Winfield Township	2018	Nicole Prater	630.231.3591

\* Received GFOA Certificate of Achievement



## Similar Engagements with Other Government Entities (continued)

The following is a selection of a few of our more significant engagements performed over the past three years that are similar to the proposed audit work for the Park District. Ed Tracy is the engagement partner on all these audits.

Client	<u>Bartlett Park District*</u>		
Scope of Work/Date	<u>We have handled the audit for the Park District since fiscal year 2021.</u>		
Client Contact	<u>Eric Leninger; 630.540.4835</u>	Hours	<u>160</u>

Client	<u>Hanover Park Park District</u>		
Scope of Work/Date	<u>We have handled the audit for the Park District since fiscal year 1980.</u>		
Client Contact	<u>Bob O'Brien; 630.837.2468</u>	Hours	<u>140</u>

Client	<u>Kenilworth Park District*</u>		
Scope of Work/Date	<u>We have handled the audit for the Park District since fiscal year 2018.</u>		
Client Contact	<u>Johnathan Kiwala; 847.251.1691</u>	Hours	<u>90</u>

Client	<u>Roselle Park District*</u>		
Scope of Work/Date	<u>We have handled the audit for the Park District since fiscal year 2008.</u>		
Client Contact	<u>Nicole Orlandino; 630.894.1048</u>	Hours	<u>140</u>

Client	<u>Westchester Park District</u>		
Scope of Work/Date	<u>We have handled the audit for the Park District since fiscal year 2015.</u>		
Client Contact	<u>David Brink; 708.865.8200</u>	Hours	<u>100</u>

\* Received GFOA Certificate of Achievement

## Specific Audit Approach

We have conducted internal and external audits and reviews that literally number in the thousands. Yet, for each one of those, we have personalized our approach to focus on those areas that represented the most significant business risks to each client. This approach destroys the myth that one audit is just like the next.

Our primary objective in our risk-based audit approach is to gain an understanding of our client, its environment, and its existing controls in order to identify the greatest risk areas from the onset of the audit. This understanding means we can focus on those areas and identify the relevant link between the assessed risks and the nature, timing, and extent of the audit performed. This tailored approach means our clients receive a highly efficient, focused, and simplified audit; save administrative time of its staff; and acquire timely advice and practical answers.

We believe in completing all audit work at the client's offices, if possible. This approach allows for effective communication through the end of the audit, as well as greater efficiency in wrapping-up the process. Therefore, when our audit procedures are complete, we will spend additional time at the Park District completing the annual financial report and other required reports. We will conduct a final meeting at the conclusion of fieldwork to discuss the results of the audit. The percentage of time to be put in on the audit by level of personnel is typically expected to be as follows:

Partner/Manager	15%
Senior Accountant	50%
Staff Accountant	35%

Audit procedures will be divided into two phases, preliminary fieldwork and substantive procedures. Estimated hours by level of professional for preliminary fieldwork is as follows:

Partner/Manager	4 hours
Senior Accountant	20 hours
Staff Accountant	16 hours

The **Preliminary Fieldwork** phase typically includes:

- Meet with management and appropriate Commissioners to discuss our approach to the audit, the risks of fraud within the entity, and tasks to be performed by the Park District's personnel.
- Review minutes of Board of Commissioners' meetings to determine the significant issues and activities of the Park District.
- Conduct a review of the Park District's accounting systems and related internal controls and perform a walkthrough of significant types of transactions.
- We anticipate the key accounting systems will include cash receipts, program registration and revenue recognition, purchasing and cash disbursements, and payroll.



## Specific Audit Approach (continued)

- Test key controls identified within the accounting systems, to determine extent of reliance that may be placed on these controls in designing substantive procedures and to identify areas in which established controls are not being followed or additional controls are needed. We intend to rely on these internal controls in designing our substantive procedures.
- These controls will be tested by taking a sample of transactions occurring throughout the year and verifying that expected control procedures have been followed. We make sure to include all significant operational segments within our testing. We will expand our testing should the results from our original sample contain exceptions. We will also examine key reconciliations throughout the year.
- Conduct interviews with various Park District staff personnel in compliance with “Consideration of Fraud in a Financial Statement Audit.” Correspond with Commissioners, allowing them the opportunity to voice their concerns about potential fraud or irregularities.
- Prepare and send confirmations to financial institutions regarding cash balances on hand and debt liabilities owed, investment firms regarding the balances in those accounts, attorneys to discuss contingent matters, and grantor agencies to verify conditions and terms of grant agreements.

After completing our preliminary procedures, we will design our **substantive procedures** to provide sufficient audit evidence to allow us to render an opinion on the Park District’s financial statements. We anticipate spending approximately two weeks on site for this phase of the audit in March, at a time that is mutually agreeable with the Park District. Estimated hours by level of professional personnel for substantive procedures is as follows:

Partner/Manager	36 hours
Senior Accountant	100 hours
Staff Accountant	70 hours

The following are among the procedures typically performed in this portion of the audit:

- Obtain December 31 reconciliations for all cash and investment accounts. Confirm balances with financial institutions and test reconciling items for accuracy and completeness.
- Confirm various tax receipts with the county and the state of Illinois. Obtain current year’s property tax levy to calculate receivable and deferred inflows balance as of December 31.
- Obtain detail of other receivables and vouch to supporting documentation. Prepare and send confirmations on a sample basis.
- Obtain detail of all capital asset additions and disposals during the year and vouch on a test basis to supporting documentation. Recompute depreciation expense on a test basis.
- Review disbursement activity after year-end to identify additional liabilities as of December 31.

## Specific Audit Approach (continued)

- Test expenditures made from special revenue and capital project funds for appropriateness, verifying that amounts are consistent with the purpose of the fund.
- Reconcile net position and fund balances to the prior year annual financial report. Analyze governmental funds' fund balance restrictions, commitments, and assignments.
- Confirm balances owed on long-term obligations with third parties and vouch current year payment activity to supporting documentation, bond ordinances, and other debt agreements.
- Perform analytical procedures on revenue and expense accounts by comparing actual results to the budget. Discuss significant variances with client and vouch client representations to supporting documentation.
- Reconcile census data provided to IMRF and to actuary for OPEB plan with Park District personnel records.
- Review possible contingent liabilities through confirmation with attorneys, examination of attorneys' invoices, and discussion with staff. Analyze construction contracts in effect to determine commitments for extraordinary expenditures.

Additional procedures will be determined after consideration of the results of our preliminary procedures. Our procedures will focus on governmental and the major funds.

## Technology/Software Used

In completing our audits, we utilize the latest in software for public accounting firms – ProSystem fx Engagement and Caseware IDEA (IDEA). ProSystem fx Engagement is a trial balance database audit program which integrates with Microsoft Excel and Word documents. All work papers are created and prepared electronically and stored within an electronic client folder. The report's financial statements are prepared in Excel, with all balances automatically linked to the trial balance database through integration features, providing additional efficiencies in the audit process.

IDEA is a data mining and extraction tool. In addition to some of the more common audit retrieval tools, IDEA also improves audit efficiency and effectiveness using the following functions:

- Sampling, including planning, selection, and evaluation for systematic, random, stratified random, monetary unit, and attribute sampling plans.
- Field manipulation that allows field to be appended for calculations and recomputations.
- Field statistics which display and print statistics about any numeric or date field in the file.

For the transmissions of documents between Selden Fox and the Park District, we will use Suralink. This portal provides a secure and convenient way to access audit documents on-demand. Using the portal, the Selden Fox/Park District audit team can exchange, store, and organize audit documents. The system also allows for easy searching and filtering of documents. The transfer of files between Selden Fox and the Park District becomes a seamless process with Suralink.

## Requested Services

The specific services you have requested are as follows:

### Annual Audit

We will perform the annual audit of the financial statements of the Wheaton Park District in accordance with generally accepted auditing standards and issue an opinion on the financial statements addressed to the Board of Commissioners for the years ending December 31, 2022, 2023, and 2024. Our report will be an Annual Comprehensive Financial Report prepared to comply with the requirements of the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting Program. We will perform the annual A-133 Audit under Uniform Guidance standards, if required.

### Additional Reports

We will prepare audited financial statements for the Cosley Foundation, DuPage County Historical Museum (DCHM) Foundation, and the Play for All Foundation.

We will prepare and file the Wheaton Park District annual financial report for the Office of the Comptroller of the State of Illinois.

### Management Letter

We will consider the financial records and related internal controls in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements. We will prepare a detailed letter of comment on internal controls and, if applicable, other recommendations for improvement.

### Communication to the Board of Commissioners

We will prepare a letter providing additional information regarding the scope and results of the audit as set forth in the auditing standards. Such information will include all audit adjustments and an immediate written report of all irregularities and illegal acts or indications of illegal acts of which we become aware to the Executive Director.

### Attendance at Board or Audit Committee Meetings

We are available to attend board or committee meetings to discuss audit results and any recommendations for improvement. Additionally, we are available to meet with staff to discuss final adjustments.

### Tax Filings

We will prepare and file the necessary federal and state tax filings for the Cosley Foundation, DCHM Foundation, Play for All Foundation, and the Employee Relief Foundation.

## Fee Terms

Our fees are based on actual time spent rendering services at standard professional hourly rates, which are related to the level of experience and training of the individuals assigned. Our estimated fees for the foregoing services have been determined by the nature of the services and the degree of skill required by our personnel. Our proposed fee, outlined in Appendix B – Fee Proposal (provided Excel), assumes that:

- The accounting records and related documentation will be adequate and up to date with accounts properly reconciled.
- Receivables, property and equipment depreciation schedules and investment activity are all current and up to date.
- Our audit staff will receive maximum assistance in retrieving documents, providing electronic copies of requested documents, and in preparing confirmation requests and selected workpaper schedules.

We will issue progress billings, usually monthly, for services rendered; invoices are payable upon presentation. It should also be noted that occasionally, because of unexpected happenings or unanticipated events, it becomes necessary to charge more than budgeted. In our experience, these are rare events, and such charges are not done without client's concurrence. Our proposed fee will be the Park District's cost unless otherwise mutually agreed.

In addition to the audit, we are available throughout the year to answer questions as they arise, and indeed encourage the Park District to pose those questions to us. Time spent on such inquiries will not be billed unless it is necessary for us to research the question and/or provide a memo of our findings or recommendations.

## Long-Term Investment

As part of our investment in a long-term relationship with you, all review and preparation work related to the transition in accounting firms will be absorbed by our firm. This work entails discussions and review of workpapers with predecessor auditors; preparation of our permanent files, including system and internal control documentation; initial drafting of our audit planning document; and first year costs relating to report preparation. **The value of this initial investment that will not be billed to the Wheaton Park District and its Foundations is approximately \$5,000.**

## Additional Services

Additional services would be billed separately and will not be undertaken without your approval.

## Appendix A – Peer Review Reports

### 2020 Report

#### Briscoe, Burke & Grigsby LLP CERTIFIED PUBLIC ACCOUNTANTS

##### Report on the Firm's System of Quality Control

December 11, 2020

To the Shareholders of Selden Fox, Ltd.  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Selden Fox, Ltd. (the firm) applicable to engagements not subject to permanent PCAOB inspection in effect for the year ended June 30, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards). A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

##### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

##### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

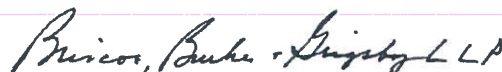
##### Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, which was a compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

##### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Selden Fox, Ltd. applicable to engagements not subject to permanent PCAOB inspection in effect for the year ended June 30, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Selden Fox, Ltd. has received a peer review rating of *pass*.



Certified Public Accountants

Members American Institute of Certified Public Accountants

4120 East 51<sup>st</sup> Street Suite 100 Tulsa, Oklahoma 74135-3633 (918) 749-8337



## Appendix A – Peer Review Reports (continued)

### 2017 Report



First Financial Bank Building  
400 Pine Street, Ste. 600, Abilene, TX 79601  
325.672.4000 / 800.589.2525 / F 325.672.7049  
www.dkcpa.com

#### Report on the Firm's System of Quality Control

November 10, 2017

To the Shareholders of Selden Fox, Ltd.  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Selden Fox, Ltd. (the firm) applicable to engagements not subject to permanent PCAOB inspection in effect for the year ended June 30, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards). A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

#### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

#### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

#### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

#### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Selden Fox, Ltd. applicable to engagements not subject to permanent PCAOB inspection in effect for the year ended June 30, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Selden Fox, Ltd. has received a peer review rating of *pass*.

*Davis Kinard & Co, PC*  
Certified Public Accountants

**Appendix B**  
**Wheaton Park District Fee Proposal**

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract
2022	\$ 21,000.00
2023	\$ 21,500.00
2024	\$ 22,000.00

SCHEDULE OF PROFESSIONAL FEES FOR A SINGLE AUDIT IN ACCORDANCE WITH 2 CFR 200.514 AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract
2022	\$ 4,000.00
2023	\$ 4,250.00
2024	\$ 4,500.00

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

Partner:

Fiscal Year	Three Year Contract
2022	\$ 350.00
2023	\$ 355.00
2024	\$ 360.00

Manager:

Fiscal Year	Three Year Contract
2022	\$ 210.00
2023	\$ 220.00
2024	\$ 220.00

Supervisor:

Fiscal Year	Three Year Contract
2022	\$ 170.00
2023	\$ 175.00
2024	\$ 180.00

Staff:

Fiscal Year	Three Year Contract
2022	\$ 120.00
2023	\$ 125.00
2024	\$ 130.00

Other:

Quality Control Reviewer	
Fiscal Year	Three Year Contract
2022	\$ 310.00
2023	\$ 315.00
2024	\$ 320.00

Other:

Admin/Clerical	
Fiscal Year	Three Year Contract
2022	\$ 100.00
2023	\$ 100.00
2024	\$ 100.00

Firm Name: Selden Fox Ltd.

Address: 619 Enterprise Drive, Suite 100

Oak Brook, IL 60523

Signature: Edward G. Tracy

Date: September 13, 2022

Printed Name: Edward G. Tracy, CPA

Title: Executive Vice President & Shareholder

Telephone #: 630.954.1400

Email: tracy@seldenfox.com



**Appendix B**  
**Cosley Foundation Fee Proposal**

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract
2022	\$ 6,900.00
2023	\$ 7,200.00
2024	\$ 7,500.00

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

**Partner:**

Fiscal Year	Three Year Contract
2022	\$ 350.00
2023	\$ 355.00
2024	\$ 360.00

**Manager:**

Fiscal Year	Three Year Contract
2022	\$ 210.00
2023	\$ 220.00
2024	\$ 220.00

**Supervisor:**

Fiscal Year	Three Year Contract
2022	\$ 170.00
2023	\$ 175.00
2024	\$ 180.00

**Staff:**

Fiscal Year	Three Year Contract
2022	\$ 120.00
2023	\$ 125.00
2024	\$ 130.00

**Other:**

**Quality Control Reviewer**

Fiscal Year	Three Year Contract
2022	\$ 310.00
2023	\$ 315.00
2024	\$ 320.00

**Other:**

**Admin/Clerical**

Fiscal Year	Three Year Contract
2022	\$ 100.00
2023	\$ 100.00
2024	\$ 100.00

Firm Name: Selden Fox Ltd.

Address: 619 Enterprise Drive, Suite 100

Oak Brook, IL 60523

Signature: Edward G. Tracy

Date: September 13, 2022

Printed Name: Edward G. Tracy, CPA

Title: Executive Vice President & Shareholder

Telephone #: 630.954.1400

Email: tracy@seldenfox.com

**Appendix B**  
**DuPage County Historical Museum Foundation Fee Proposal**

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
 FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract	
2022	\$	3,000.00
2023	\$	3,250.00
2024	\$	3,500.00

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
 Quoted Hourly Rates for the Fiscal Years Listed below:

**Partner:**

Fiscal Year	Three Year Contract	
2022	\$	350.00
2023	\$	355.00
2024	\$	360.00

**Manager:**

Fiscal Year	Three Year Contract	
2022	\$	210.00
2023	\$	220.00
2024	\$	220.00

**Supervisor:**

Fiscal Year	Three Year Contract	
2022	\$	170.00
2023	\$	175.00
2024	\$	180.00

**Staff:**

Fiscal Year	Three Year Contract	
2022	\$	120.00
2023	\$	125.00
2024	\$	130.00

**Other:**

**Quality Control Reviewer**

Fiscal Year	Three Year Contract	
2022	\$	310.00
2023	\$	315.00
2024	\$	320.00

**Other:**

**Admin/Clerical**

Fiscal Year	Three Year Contract	
2022	\$	100.00
2023	\$	100.00
2024	\$	100.00

Firm Name: Selden Fox Ltd.

Address: 619 Enterprise Drive, Suite 100

Oak Brook, IL 60523

Signature: Edward G. Tracy

Date: September 13, 2022

Printed Name: Edward G. Tracy, CPA

Title: Executive Vice President & Shareholder

Telephone #: 630.954.1400

Email: tracy@seldenfox.com

**Appendix B**  
**Play For All Foundation Fee Proposal**

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract
2022	\$ 3,000.00
2023	\$ 3,250.00
2024	\$ 3,500.00

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

**Partner:**

Fiscal Year	Three Year Contract
2022	\$ 350.00
2023	\$ 355.00
2024	\$ 360.00

**Manager:**

Fiscal Year	Three Year Contract
2022	\$ 210.00
2023	\$ 220.00
2024	\$ 220.00

**Supervisor:**

Fiscal Year	Three Year Contract
2022	\$ 170.00
2023	\$ 175.00
2024	\$ 180.00

**Staff:**

Fiscal Year	Three Year Contract
2022	\$ 120.00
2023	\$ 125.00
2024	\$ 130.00

**Other:**

Quality Control Reviewer	
Fiscal Year	Three Year Contract
2022	\$ 310.00
2023	\$ 315.00
2024	\$ 320.00

**Other:**

Admin/Clerical	
Fiscal Year	Three Year Contract
2022	\$ 100.00
2023	\$ 100.00
2024	\$ 100.00

Firm Name: Selden Fox Ltd.

Address: 619 Enterprise Drive, Suite 100

Oak Brook, IL 60523

Signature: Edward G. Tracy

Date: September 13, 2022

Printed Name: Edward G. Tracy, CPA

Title: Executive Vice President & Shareholder

Telephone #: 630.954.1400

Email: tracy@seldenfox.com

**Appendix B**  
**Employee Relief Foundation Fee Proposal**

SCHEDULE OF PROFESSIONAL FEES FOR THE PREPARATION OF THE ILLINOIS 990 AS OF DECEMBER 31  
 FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract
2022	\$ 1,000.00
2023	\$ 1,000.00
2024	\$ 1,000.00

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
 Quoted Hourly Rates for the Fiscal Years Listed below:

**Partner:**

Fiscal Year	Three Year Contract
2022	\$ 350.00
2023	\$ 355.00
2024	\$ 360.00

**Manager:**

Fiscal Year	Three Year Contract
2022	\$ 210.00
2023	\$ 220.00
2024	\$ 220.00

**Supervisor:**

Fiscal Year	Three Year Contract
2022	\$ 170.00
2023	\$ 175.00
2024	\$ 180.00

**Staff:**

Fiscal Year	Three Year Contract
2022	\$ 120.00
2023	\$ 125.00
2024	\$ 130.00

**Other:**

**Quality Control Reviewer**

Fiscal Year	Three Year Contract
2022	\$ 310.00
2023	\$ 315.00
2024	\$ 320.00

**Other:**

**Admin/Clerical**

Fiscal Year	Three Year Contract
2022	\$ 100.00
2023	\$ 100.00
2024	\$ 100.00

Firm Name: Selden Fox Ltd.

Address: 619 Enterprise Drive, Suite 100

Oak Brook, IL 60523

Signature: Edward G. Tracy

Date: September 13, 2022

Printed Name: Edward G. Tracy, CPA

Title: Executive Vice President & Shareholder

Telephone #: 630.954.1400

Email: tracy@seldenfox.com

September 9, 2022



# SERVICE PROPOSAL

## Auditing Services

PREPARED FOR:

# WHEATON PARK DISTRICT



SUBMITTED BY:

Sikich LLP – Government Services  
Anthony M. Cervini, CPA, CFE  
Partner-in-Charge, Government Services  
630.566.8574  
[anthony.cervini@sikich.com](mailto:anthony.cervini@sikich.com)

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1415 West Diehl Rd., Suite 400  
Naperville, IL 60563

ACCOUNTING TECHNOLOGY ADVISORY

[SIKICH.COM](http://SIKICH.COM)

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## TRANSMITTAL LETTER

September 9, 2022

President and Members of the Board of Park Commissioners  
C/O Ms. Bethany Meger  
Assistant Director of Finance  
1685 W. Higgins  
Wheaton, Illinois 60169  
Via email to [bmeger@wheatonparks.org](mailto:bmeger@wheatonparks.org)

Ladies and Gentlemen:

Sikich is pleased to be considered for the appointment as independent auditors for Wheaton Park District. We believe that our qualifications, experience and expertise are clearly distinguishable as indicated in the following proposal. The expertise we possess in the state and local government industry is demonstrated by our clients' successes, our staff's involvement in the industry and our leadership roles in various government associations. Our clients receive the quality and timeliness only available from a firm of our caliber.

We have received the Request for Proposal and are prepared to commit the resources necessary to provide services to Wheaton Park District. We will not only perform the audit, but we will also provide governmental accounting and financial reporting expertise and technical assistance throughout the year. We understand the scope of the work to be performed and the timing requirements as specified in the Request for Proposal, and are committed to performing the specified services within that timeframe.

We appreciate the opportunity to present this proposal, which is a firm and irrevocable offer for 60 days, and look forward to the possibility of serving Wheaton Park District.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony M. Cervini'.

Anthony M. Cervini, CPA, CFE  
Partner-in-Charge, Government Services

A handwritten signature in black ink, appearing to read 'Daniel A. Berg'.

Daniel A. Berg, CPA  
Partner

## EXECUTIVE SUMMARY

We know what's challenging to Wheaton Park District. Here are the strategies and solutions we recommend for you in order to face those challenges head-on and achieve success.

Thank you for considering Sikich. We appreciate the opportunity to propose for Wheaton Park District.

Sikich is one of the country's top 30 Certified Public Accounting firms and a top 10 value-added reseller of technology products, with more than 1,000 employees serving clients in all 50 states. Clients turn to us for their professional service needs due to our deep industry knowledge working with organizations of their size and for the caliber of service and attention we provide—especially when it comes to dedicated, experienced service teams and partner access.

## DEFINING YOUR CURRENT CHALLENGES

We recognize this is a time of constant change and ever increasing accountability. The task of the Wheaton Park District's finance office is no longer to report financial results by long-standing standards that are widely known and commonly understood. The task in today's environment is to keep up with the ever-changing standards from GASB and the Office of Management and Budget with the new Uniform Guidance. The task is also to keep up with new reporting and accountability requirements from the state, new automated processing systems, and fringe benefit tax laws.

## DEFINING YOUR BEST POSSIBLE SOLUTIONS

These ever-changing standards and accountabilities require adjusting computer systems and internal processes to adapt to the changing standards and then to report in accordance with the new standards. This shift in the environment has caused a shift in the Wheaton Park District's thinking about an audit firm. We understand that the Wheaton Park District requires a year-round partner, who will assist the Wheaton Park District in keeping up to date with the standards and provide assistance, when needed, on specialty topics, as well as someone who can audit to the standards. Sikich is on the leading edge of the standards as they are being developed. We also have a strong commitment to current and effective technology as our firm has a solid core of technological abilities supported by a full technology division.

## DEFINING YOUR FUTURE SUCCESS

Additional details around our audit-specific capabilities are included in the next section of this document. These capabilities, in combination with our timely completion and issuance of your reports, will not only fulfill your current needs, but will undoubtedly drive stability for Wheaton Park District.

Throughout the following paragraphs, you will find summaries of each section within this proposal. We encourage you to review each section in its entirety to gain a detailed understanding of how we can help you build your bottom line and achieve success.

## WHY WHEATON PARK DISTRICT SHOULD SELECT SIKICH

Clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Specifically, Sikich offers the access to resources, decades of experience and passion for action necessary to face your challenges head-on with you.

## PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

A crucial component to Wheaton Park District's success is working with a team completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. Your engagement team is made up of senior professionals who will provide the expertise, insights and responsiveness your organization requires.

## SPECIFIC AUDIT APPROACH

Our approach is always holistic, forward-thinking and customized for Wheaton Park District's specific needs. We operate in a way that provides full attention to evaluating significant areas, including those that present the greatest risk and where new opportunities for financial and operational improvement may exist.

## SCOPE OF SERVICES FOR WHEATON PARK DISTRICT

The scope of our work for Wheaton Park District is outlined in the following proposal. We want to invest in what we hope will become a long-lasting relationship with the Wheaton Park District, which is why we commit to delivering the results the Wheaton Park District requires. The timeline of the engagement on which we are proposing is outlined in this section.

We would be honored to call Wheaton Park District our client and look forward to working with you.

## TECHNICAL PROPOSAL

### STATEMENT OF INDEPENDENCE

Sikich has evaluated its independence from Wheaton Park District in accordance with generally accepted auditing standards, the Governmental Auditing Standards, 2018 revision, published by the U.S. Government Accountability Office, and the AICPA Code of Professional Conduct. Based upon our evaluation, Sikich is free of any personal and external impairment with respect to Wheaton Park District, and is independent with respect to any non-attest services provided to Wheaton Park District, both in fact and in appearance to any knowledgeable third party. Additionally, Sikich has had no pending or previous litigation in the past three years which dealt with the quality of audit work or of pricing of auditing services rendered.

### LICENSE TO PRACTICE IN ILLINOIS

Sikich is a licensed Public Accountant Limited Liability Partnership in Illinois (license #066-003284). All of the partners assigned to the engagement are registered and licensed Certified Public Accountants (CPAs) in Illinois. In addition, all of the professional staff assigned to the engagement are full time staff and are either registered Certified Public Accountants or are completing the exam.

### PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

Sikich commits to providing a team of senior professionals, all of whom have unmatched expertise in the government industry.

A crucial component to Wheaton Park District's success is working with a team that is completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. Wheaton Park District will receive unparalleled levels of expertise, insights and responsiveness from a team of senior professionals who have significant experience working with government entities. Our firm offers several employee retention programs, including tuition reimbursement, CPA review and exam assistance, a computer purchase program, travel assistance and more. We have been named as a Best Place to Work for several years, both on a local and national level. We make every effort to recruit and retain quality staff. However, employee turnover is inevitable. In the event of staff turnover on the Wheaton Park District engagement, we will seek the prior written approval of Wheaton Park District.

Wheaton Park District's key engagement team members will be supported by staff on the firm's government services team. Please refer to the Exhibits section on page 19 to read biographies of Wheaton Park District's engagement team.

#### ANTHONY M. CERVINI, CPA, CFE

##### ENGAGEMENT PARTNER

As engagement partner, Anthony will be responsible for the overall management of the audit. This includes developing and coordinating the overall audit plan, the in-depth review of all workpapers and the review of Wheaton Park District's annual comprehensive financial report. Moreover, our firm's philosophy is to have the team leader on location during the completion of the majority of fieldwork. Therefore, Anthony will be present at Wheaton Park District's offices during both our preliminary and final fieldwork.

#### DANIEL A. BERG, CPA

##### RESOURCE PARTNER

The resource partner is responsible for providing overall technical support for the engagement as well as serving as a backup for the engagement partner.

#### MARTHA TROTTER, CPA

##### RESOURCE PARTNER

The resource partner is responsible for providing overall technical support for the engagement as well as serving as a backup for the engagement partner.

#### JAMES R. SAVIO, CPA, MAS

##### QUALITY CONTROL PARTNER

The quality control partner will provide a second partner review of the audit workpapers and Wheaton Park District's annual comprehensive financial report.

**LINDSEY FISH, CPA**  
SENIOR AUDIT MANAGER

As the senior audit manager, Lindsey will be Wheaton Park District's secondary contact for anything related to the successful audit of your organization. Lindsey will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

**KELLEN O'MALLEY, CPA, MAS**  
SENIOR AUDIT MANAGER

As the audit manager, Kellen will be another contact for anything related to the successful audit of your organization. Kellen will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

**NICK BAVA, CPA, MAS**  
SENIOR AUDIT MANAGER

As the audit manager, Nick will be another contact for anything related to the successful audit of your organization. Nick will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

#### **ADDITIONAL PROFESSIONAL STAFF**

Other professional staff assigned to the engagement will be full-time employees of the firm and have a minimum of one to three years of auditing experience. In addition, all professional staff assigned to government engagements meet and usually exceed the CPE requirements contained in the U.S. Government Accountability Office, Government Auditing Standards (2018). Moreover, our government staff possess a specific knowledge of local government accounting and reporting requirements and their application for local governments. This is achieved by attending at least 40 hours per year of a combination of external courses sponsored by the AICPA, ICPAS, GFOA and IGFOA, as well as internal courses.

This enables our firm to staff our governmental engagements with qualified professionals in the industry, providing valuable services to our governmental clients during the audit and throughout the year. We can assure you that our professional staff would not need any "on the job accounting or financial reporting training" by your staff. Moreover, we can assure Wheaton Park District the quality of staffing for a multi-year engagement, even if a change in personnel is required, subject to your approval.

**SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES**

Following is a list of significant engagements performed last year that are similar to the engagement proposed for the Wheaton Park District.

Name	Contact
*Woodridge Park District 2600 Center Drive Woodridge, Illinois	Mr. Christopher Webber Superintendent of Finance, Personnel & IT 630.353.3319 cwebber@woodridgeparks.org
*Sugar Grove Park District 61 Main Street Sugar Grove, Illinois	Mr. Scott Nadeau Executive Director 630.466.7436 snadeu@sgparks.org
*Park District of Franklin Park 9560 Franklin Avenue Franklin Park, Illinois	Ms. Stephanie Bersani Superintendent of Finance & Technology 847.455.2852 sbersani@fpparks.org
*Fox Valley Park District 101 W. Illinois Ave. Aurora, Illinois	Ms. Jennifer Paprocki Director of Finance 630.978.9083 jpaprocki@fvpd.net
*Arlington Heights Park District 410 North Arlington Heights Road Arlington Heights, Illinois	Mr. Jason Myers Director of Finance and Personnel 847.506.7878 Jmyers@ahpd.org
*Wheeling Park District 333 W. Dundee Road Wheeling, Illinois	Ms. Jill Nobbe Superintendent of Finance 847.465.7766 jnobbe@wheelingparkdistrict.com
Rolling Meadows Park District 3000 Central Road Rolling Meadows, Illinois	Mr. Timothy Klier Superintendent of Finance & Human Resources 847.818.3220 tklier@rmparks.org

*\* These governments participate in GFOA's Certificate of Achievement for Excellence in Financial Reporting Program (we assisted 50 governments in receiving their first Certificate awarded). Sikich has more than 75 clients that have applied for and received the Certificate of Achievement for Excellence in Financial Reporting. In addition, Single Audits of Federal Expenditures were performed for many of our clients, primarily municipalities, counties and schools.*



### SPECIFIC AUDIT APPROACH

From identifying expectations to executing a plan to preparing for next year, our approach is holistic and always forward-thinking.

For Wheaton Park District, our approach satisfies a number of requirements, including high-quality service, access to senior resources and specialization in the government industry. We strongly believe Sikich is the firm that can offer you all of these and more.

We will tailor this engagement to Wheaton Park District's specific needs—always with a view toward identifying new opportunities for financial and operational improvement. Procedures are designed to give full attention to evaluating significant areas, including those that present the greatest risk. Sikich's holistic approach will address critical compliance and risk management needs.

Before embarking on this engagement, we will make certain to have a clear understanding of your mission and strategic direction. We do this by identifying and addressing risks and helping you ensure financial strength. We strongly believe there is no such thing as too much communication, not only during the engagement, but also throughout the year.



### AUDIT STANDARDS

The objective of our audit is to issue an unmodified opinion on Wheaton Park District's governmental activities, each major fund and the aggregate remaining fund information that collectively comprise Wheaton Park District's basic financial statements. The audit will be conducted in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, and, if necessary, generally accepted government auditing standards issued by the United States Government Accountability Office (GAO, 2018), the Single Audit Act of 1996 and the Uniform Guidance. Our firm will issue an opinion on the basic financial statements and will subject the combining and individual fund financial statements and schedules and any other supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

In addition, we will apply certain limited procedures to the Required Supplementary Information. These limited procedures will consist of inquiries of management regarding 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 will 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.

We will not audit the statistical or introductory sections of the annual comprehensive financial report and accordingly, will not express an opinion on the information contained in these sections.

Wherever possible, we will utilize your schedules to maximize efficiencies and contain audit costs. We request that Wheaton Park District provide us with the basic information required for our audit.



Sikich's audit approach includes, but is not limited to, the following procedures:

- Audit plan development
- Determination of materiality
- Audit risk evaluation
- Interviews with management to provide information for detailed documentation of the internal control structure
- Interviews and analysis of audit evidence to identify and assess risks that may result in material misstatement due to fraud
- Measurement of accounting presentation and compliance reporting by identifying and focusing on areas sensitive to organizations like Wheaton Park District
- Performance of testing to evaluate your organization's internal control structure
- Confirmation of various accounts, performance of substantive testing and analytical procedures
- Performance of additional testing, as necessary

#### PRACTICAL AND CONSTRUCTIVE MANAGEMENT LETTER COMMENTS

We believe the management letter is an important part of the engagement, and we encourage all members of our engagement team to give thoughtful consideration toward developing constructive comments within the constraints of the overall engagement. Our policies regarding management letters adhere to the Professional Standards of the AICPA. If significant deficiencies and material weaknesses in internal controls are noted during the audit, they are required to be communicated in writing to those charged with governance. Items of an immaterial nature (i.e., clerical problems, minor procedures or reporting problems, etc.) are communicated to management. In both cases, we adhere to a strict firm policy that all comments and recommendations are discussed in preliminary form with appropriate personnel prior to their communication. This allows for clarification of misunderstandings, miscommunication or compensating controls or factors which may be in place.

#### QUALITY CONTROL

At Sikich, we are committed to providing the highest quality audits in the industry. Wheaton Park District can be assured of receiving the highest level of quality and ethical professional services. Quality control is so important to us that our firm has been a member of the Private Companies Practice Section of the Division for CPA Firms of the AICPA since our formation in 1982. As such, we have voluntarily submitted our audit and accounting practice to quality control reviews of our compliance with professional standards as established by the AICPA and, more recently, by the United States Government Accountability Office, for more than 30 years. In 2020, we received our eleventh consecutive peer review unmodified ("pass") report. This is the highest level of recognition conferred upon a public accounting firm for its quality control systems. Also, we go beyond the external reviews and maintain strong internal reviews of procedures and processes with oversight by our Quality Assurance Committee and our Partner-in-Charge of Quality Assurance. Please refer to the Exhibits section for a copy of our most recent peer review which included a review of specific government engagements since this accounts for a significant segment of our practice.

In addition, our state and local government reports have been reviewed by numerous federal and state oversight bodies and professional organizations. These reports have been judged to meet and, in most instances, exceed industry standards and requirements. Sikich has not been the subject of any disciplinary action or inquiry during the past five years. Sikich is a member of the AICPA's Governmental Audit Quality Center (GAQC), which is a firm-based voluntary membership center designed to promote the importance of quality governmental audits and the value of these audits to purchasers of government audit services. As a member of the GAQC, Sikich has access to key information and comprehensive resources that we use to help ensure our compliance with appropriate professional standards and laws and regulations that affect our audits. Through our membership in the GAQC, we also adhere to membership requirements designed to enhance the quality of our audit practice.

## WHY WHEATON PARK DISTRICT SHOULD SELECT SIKICH

Our team works devotedly with governmental entities just like yours, has the resources required to perform this engagement and is technically experienced and insightful.

As previously mentioned, clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Your challenges are our challenges, and chances are, we have successfully faced them many times before. Aside from this, here are a number of reasons how Wheaton Park District can benefit from a relationship with Sikich.

### ACCESS

With Sikich, you get access to a multitude of resources that will help your organization grow today and in the future.

#### ACCESS TO SENIOR RESOURCES

You will gain confidence in your operations by working with a team of articulate professionals who have received the highest recognitions in their fields. To demonstrate the importance of our relationship, we pledge to provide you with unparalleled involvement from our most senior resources. Our partners are on-site during audit fieldwork and are available year-round for direct consultation as issues occur.

#### ACCESS TO EDUCATION

Wheaton Park District will remain abreast of regulatory changes and best organizational practices as Sikich's team receives ongoing continuing education they will directly apply to Wheaton Park District's engagement. We accomplish this by anticipating your needs based on our experience with you and your industry, and using a variety of communication channels: timely responses to your questions; informal discussions; mailings on topics of interest to you; and relevant seminars, all of which are complimentary for our clients. Past topics of thought leadership have included:

- Governmental Accounting and Financial Reporting Update
- GASB Statement No. 84 Fiduciary Activities
- GASB Statement No. 87 Leases
- The New GASB Reporting Model
- Accounting & Report for Cash and Investments
- Preparing a Management's Discussion and Analysis
- Capital Assets including Asset Retirement Obligations and Impairments
- Long-Term Debt and Leases
- Economic Condition Reporting
- Financial Reporting Entity
- Accounting for Insurance and Employee Benefits
- Payroll Reporting for Government Entities
- Year-End Payroll Updates
- The New Look of HR: 2021
- Fraud and Internal Controls
- Fraud and Cybersecurity in the Remote Environment

#### ACCESS TO VALUE

Your organization will receive extraordinary value for Sikich's fee because we are dedicated to a customer-centric approach that includes open communication, respect and clear results. As a leader, the overall success of your organization should be the core of your focus. We're here to be your trusted advisor for those functions you can't focus on every moment, as well as for issues affecting the government industry, including new accounting pronouncements and employee benefit regulations. We understand that each client has its own unique set of needs, business practices and operating environment. Our services are tailored to the specific needs of your organization.

#### EXPERIENCE

Helping clients achieve long-term success is what we do. Our professionals will bring to your engagement the deep industry and service-level experience they have accumulated throughout the years.

#### EXPERIENCE IN YOUR INDUSTRY

Sikich's state and local government team provides services to more than 450 counties, cities, villages, towns and other local governments. Many of these have been long-standing clients and are evidence of our dedication to the state and local government industry and our ability to provide high quality, timely services within this specialized industry. These clients and related work have enabled our firm to develop an extensive nationally recognized expertise in governmental accounting, auditing and financial reporting procedures and practices.

Senior members of our government services team presently hold memberships and are actively involved in numerous governmental organizations, including:

- AICPA Government Audit Quality Center
  - American Institute of Certified Public Accountants (AICPA)
  - Central Association of College and University Business Officers (CACUBO)
  - GFOA Special Review Committee (SRC)
  - Government Finance Officers Association of Missouri (GFOA-MO)
  - Government Finance Officers Association of the United States and Canada (GFOA)
  - ICPAS Governmental Report Review Committees
  - IGFOA Technical Accounting Review Committee
  - Illinois Association of County Board Members and Commissioners (IACBMC)
  - Illinois Association of Fire Protection Districts (IAFPD)
  - Illinois Association of Park Districts (IAPD)
  - Illinois Association of School Business Officials (IASBO)
  - Illinois City/County Management Association (ILCMA)
  - Illinois County Treasurers' Association (ICTA)
  - Illinois CPA Society (ICPAS)
  - Illinois Government Finance Officers Association (IGFOA)
  - Illinois Library Association (ILA)
  - Illinois Municipal Treasurers Association (IMTA)
  - Illinois Parks and Recreation Association (IPRA)
  - Illinois Tax Increment Association (ITIA)
- 
- International City/County Manager's Association (ICMA)
  - National Association of College and University Business Officers (NACUBO)
  - The Conservation Foundation (Sikich is a platinum sponsor of the annual Earth Day Benefit Dinner)

#### EXPERIENCE IN WHAT WE DO

Your Sikich engagement team is comprised of senior CPAs who have been working in the field for years. Providing high-quality audit services is second nature to each of them, which is proven through our impressive track record of helping clients succeed. This team will provide Wheaton Park District with timely completion of professional services. Moreover, members of the Sikich government services team have served as expert speakers to organizations, state GFOAs and others for formal presentations at local meetings and annual conferences on a variety of governmental accounting, auditing and financial reporting topics. We have also developed governmental accounting, auditing and financial reporting training courses for various organizations with members of our firm serving as lead instructors for the courses.

#### EXPERIENCE IN GOVERNMENT OPERATIONS

Because of our large, diverse client base and our ability to attract talent from a variety of professional backgrounds, Sikich has an established reputation as one of the leading providers of professional services in the Midwest to governmental entities. Our team of professionals specializes in the management, operations and financing of general purpose state and local governments, park districts, intergovernmental organizations, municipal utilities and special districts. This focus and our exemplary reputation assure Wheaton Park District the highest quality work and the most cost-effective delivery of services.

#### INITIATIVE

One of our strengths at Sikich is our need to be proactive. We find potential issues before you have to worry about them, because we're ready with a solution.

#### INITIATIVE FOR A SMOOTH TRANSITION

Your transition to Sikich will be a non-disruptive one. Your Sikich audit team has directed the transition of many new clients and will bring this experience to the County of Winnebago engagement team. Your engagement team will have continuous, hands-on involvement in what we consider an important relationship with the County of Winnebago. We have many ways of achieving this transitions such as:

- Developing an agreed-upon timetable for deliverables and follow up regularly on their progress
- Utilizing concise audit programs, eliminating unnecessary audit steps and preparing audit schedules and workpapers
- Using existing client materials to the greatest extent possible, such as internal control memos and client assistance letters

#### INITIATIVE FOR CUSTOMIZED SOLUTIONS

One-on-one, you will receive customized solutions based on your unique needs, and only your unique needs. You will find that achieving financial stability and growth, as well as uncovering new opportunities to improve performance, is possible through the strategies that Sikich experts will recommend and on which they will educate you.

After a more thorough review of your operations and audit-specific matters, we may uncover other opportunities. As part of our ongoing service and commitment to Wheaton Park District, we keep you abreast of regulatory changes and best business practices to ensure we identify crucial opportunities that will benefit Wheaton Park District.

#### INITIATIVE FOR YOUR SATISFACTION

Wheaton Park District's success is built upon the quality services and value you feel you receive from Sikich, which is why we will continually gauge your satisfaction to enhance our relationship. At various checkpoints during the engagement, a Sikich representative will meet with you to discuss how satisfied you have been with our services, our team and the value we provide. Areas stressed during these meetings will include:

- What can we do to make our services more valuable to you?
- What specific part of our service exceeded your expectations?
- In which areas do you feel we need improvement?
- Do you feel like a valued client of the firm?
- What is your vision for Wheaton Park District?

## SCOPE OF SERVICES FOR WHEATON PARK DISTRICT

We will exceed your expectations by conducting and delivering on a high-quality engagement within your required timeline—all for a reasonable fee.

We are proposing to provide the following services to Wheaton Park District as specified in the RFP:

- Audit of basic financial statements of Wheaton Park District for the fiscal year ending December 31, 2022.
- Preparation of twenty (20) bound copies and an electronic copy (.pdf) of the annual comprehensive financial report (report covers, dividers, introductory section, MD&A and certain statistical data to be provided by Wheaton Park District);
- Preparation of twenty (20) bound copies and an electronic copy (.pdf) of the management letter for Wheaton Park District, communicating any material weaknesses and significant deficiencies found during the audit and our recommendations for improvement;
- Preparation of twenty (20) bound copies and an electronic copy (.pdf) of the annual financial report for each of the three foundations;
- Preparation of one (1) bound copies and an electronic copy (.pdf) of the state and federal 990's for each of the three foundations;
- Preparation of three (3) copies of the Annual Financial Report (AFR) filed with the County Clerk and State Comptroller (one electronic and four bound copies);
- Assistance in reviewing the required application and supporting documents (responses to prior year comments) to apply for the Certificate of Achievement for Excellence in Financial Reporting;
- Retain workpapers for seven (7) years in accordance with firm standards;
- Reporting to the Board of Commissioners in accordance with Statement on Auditing Standards (SAS) No. 114, Communications with Those Charged with Governance; and
- Exit conference(s) with Wheaton Park District Officials to present the completed audit and related materials.

# CLIENT SERVICE TIMELINE

EVENT	PERSON(S) ASSIGNED	TIMEFRAME							
		NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>I. Preliminary Planning</b> During this phase of the audit, we would meet with representatives of Wheaton Park District to discuss the approach we would take during the audit, focusing on areas of particular concern to Wheaton Park District as well as areas of high audit risk, and develop the time schedule for completing the subsequent phases of the audit.	The meeting would be attended by the engagement partner and engagement manager, if necessary.								
<b>II. Preliminary Fieldwork</b> During this phase of the audit, we would develop an understanding and documentation of Wheaton Park District's accounting and administrative controls using its accounting procedures manual, EDP documentation and by interviewing staff. In addition, we may perform compliance testing of those controls to determine which controls, if any, that we could rely on during later phases of the audit. Sample sizes would be determined during this phase, but generally would be between 25 and 60. Moreover, we would develop our planning materiality on an individual fund basis and complete a preliminary analytical review of Wheaton Park District's financial position as a whole.  In addition, we would review all minutes from the meetings of the Board of Commissioners; review all ordinances adopted by Wheaton Park District during the year; review any debt agreements entered into during the year and analyze any other unique transactions entered into by Wheaton Park District; and perform our fraud interviews in accordance with Statement on Auditing Standards (SAS) No. 99. Upon completion of this phase, we would finalize all necessary confirmations Wheaton Park District will prepare; review all proposed client assisted work papers and the timing of preparation by Wheaton Park District; develop our audit programs for the next phase of the audit and review and document any changes to Wheaton Park District's Annual Comprehensive Financial Report; and prepare the schedule for the remainder of the audit.	This phase would be completed by the engagement partner, engagement manager and one professional staff.								
<b>III. Fieldwork</b> During this phase of the audit, we would complete all of our substantive testing of the account balances and prepare the draft of Wheaton Park District's financial statements with a rough draft of the financial statements provided to Wheaton Park District at the conclusion of field work. We would also prepare the draft of the management report. In addition, an exit conference would be held with officials from Wheaton Park District to discuss the preliminary results of the fieldwork, review any proposed audit adjustments, final adjusted trial balances that agree to the financial statements and any significant findings.	This phase would be completed by the engagement partner, engagement manager and one to two professional staff.								



EVENT	PERSON(S) ASSIGNED	TIMEFRAME							
		NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>IV. Workpaper Review and Report Production</b> During this phase of the audit, the workpapers, drafts of all financial reports and the management letter will be reviewed by the resource partner and the quality control partner. All workpapers are reviewed by the engagement partner during phase III to ensure that all necessary information is compiled during this phase to avoid imposing upon Wheaton Park District's staff after fieldwork has been completed.	This phase would be completed by the engagement partner, resource partner and the quality control partner.								
<b>V. Drafts to Wheaton Park District</b> We will deliver a preliminary draft of the Annual Comprehensive Financial Report at the end of fieldwork. A revised draft will be delivered by the engagement partner and reviewed in-depth with representatives of Wheaton Park District within three weeks of the preliminary draft. A revised draft, if necessary, will be delivered to Wheaton Park District no later than three business days after receiving all proposed changes.	This phase would be completed by the engagement partner. Drafts delivered by April 30.								
<b>VI. Completion of the Audit</b> Upon approval of the drafts by Wheaton Park District, we will present the signed, bound copies of the annual comprehensive financial report, the management letter and the additional reports described in this proposal. The engagement partner will be available for meetings with representatives of Wheaton Park District including Wheaton Park District President, the Board of Commissioners and management for formal presentations of the reports.	This phase would be completed by the engagement partner. Finals delivered by May 31.								
<b>VII. Support to Wheaton Park District</b> Our firm does not believe that the engagement ends with the exit conference. We stress that we are available throughout the year to provide technical accounting and financial reporting assistance and support to Wheaton Park District. In addition, we constantly monitor recent events in the state and local government industry, including new pronouncements that may impact our government clients, and communicate the effect of any proposed changes throughout the year. Moreover, our letter of recommendations each year will alert Wheaton Park District to any new pronouncements that may become effective in the next one to three years, including the potential effect that the pronouncement may have on the financial position and/or changes in the financial position of Wheaton Park District.	This phase would be completed by the engagement partner.	Ongoing							

In future years, we would develop a similar plan and timeframe with the assistance of Wheaton Park District to ensure the timely identification and resolution of any critical accounting and auditing issues prior to the issuance of our opinion and the annual comprehensive financial report. These completion dates are well within the deadlines established by Wheaton Park District. We have a proven track record of meeting and exceeding deadlines established by our clients.

#### IDENTIFICATION OF POTENTIAL AUDIT PROBLEMS

Our firm's approach to resolving any problems that arise during the audit is the same as our overall approach to the audit—professionalism. Professionalism in performing the audit is the cornerstone to our philosophy during all phases of the audit. Any problems encountered during the audit, except for irregularities and illegal acts, will be discussed and documented with Superintendent of Finance. The timing of this discussion will provide Wheaton Park District with ample time to rectify any situations that may otherwise result in the issuance of a qualified audit opinion. Irregularities and illegal acts detected or of which we become aware of will be communicated in writing to the Executive Director or the appropriate level as defined in our professional standards.

Our firm's philosophy on additional fees and/or billings is based on an understanding between the firm and the client of the scope of the work to be performed. We have proposed a "not-to-exceed fee" for the audit, the scope and timing of which was specified by Wheaton Park District. The billings for the audit would not exceed this fee unless Wheaton Park District specifically requests that the scope of the engagement be expanded and Wheaton Park District and the firm reach a mutual agreement, in writing, as to the expanded scope of the engagement and the fee, if any, for the expanded scope.

Sikich will comply with all relevant rules and regulations of authoritative bodies and the AICPA Code of Professional Conduct regarding access to our working papers and audit documentation. Reasonable requests for access will not be denied.

## **ADDITIONAL RESOURCES AND SERVICES**

With more than a dozen services, our areas of expertise are oftentimes complementary of one another. How else can we help you meet your government's goals?

Many times, the challenges for which you enlist Sikich's help may be faced more effectively by integrating several of our services. Based on our initial conversations with you, we believe that Wheaton Park District could benefit from certain additional services. Take a look at what we offer, and talk to your engagement partner about how these services may complement what you are already seeking.

### **DISPUTE ADVISORY**

Disputes of any kind or size can be difficult to handle on your own. For example, what would happen if you began suspecting employee fraud within your organization? A dispute advisory expert can handle every aspect, from insurance claim preparation and being the liaison with law authorities, to creating a fraud prevention program and improving your organization's internal controls.

### **HUMAN RESOURCES**

Your people are a large part of what makes up your organization. Recruiting, training and retaining employees are vital parts of ensuring your organization continues to provide only the best for your constituency. With services such as recruiting and onboarding, compensation and compliance, employee benefits and more, you can better understand what will keep your employees happy and productive.

### **MARKETING**

The effectiveness of your marketing efforts can make or break your organization's success. From eye-catching logos to print and digital collateral, every piece must work for an intended audience. By delivering the right stories and amplifying those messages, you will properly position your organization in the marketplace.

### **PROCESS IMPROVEMENT**

Processes truly define organizations, but are often forgotten when seeking root causes to problems or managing more efficient and effective services. Improvements to existing processes—ranging from development review to utility billing—have the potential to decrease cycle time, increase quality and result in higher customer satisfaction. Sikich employs a customer-centric approach to process improvement by involving internal and external customers to understand and make meaningful improvements while continuing to meet their needs.

### **PUBLIC RELATIONS**

Achieve a higher media profile, greater mindshare among your constituents and proper positioning in the marketplace with a thoughtful, research-based and integrated approach to public relations. From overall positioning to media relations, conveying the right stories to the right people is critical in an effective public relations program.

### **TECHNOLOGY: IT SERVICES**

Staying ahead of, or even simply keeping up with, continually changing and complex technology developments can be challenging. Organizational management software, cloud solutions, strategic information technology and IT consulting can all drive your organization toward increased productivity—if implemented the right way.

### **TECHNOLOGY: SECURITY AND COMPLIANCE**

Keeping your organization safe from data breaches and other information security concerns is critical, especially given the vast number of organizations that have been compromised in the last couple of years. Understand where the vulnerabilities in your network lie by obtaining independent, unbiased and technically qualified security assessments—from penetration testing to forensic analyses.

## FEE PROPOSAL

### PROPOSAL COST SUMMARY

#### **Fee Proposal**

See Appendix B

If a single audit or grant specific audit is required, we will negotiate these fees separately. If a GAGAS opinion is required to meet the requirements of GATA, we will also negotiate these fees separately.

These fees assume that Wheaton Park District will provide the auditors with electronic copies of adjusted trial balances by individual funds, a year-to-date general ledger with details of postings to all accounts, subsidiary ledgers that agree or are reconciled to the general ledger, and will prepare certain schedules of account analysis and confirmations of account balances.

We invoice our clients on a monthly basis as services are provided. Payments for all services are due within 60 days of receipt of an invoice. Invoices not paid within 60 days are assessed a finance charge of 1 percent per month (12 percent annually).

## EXHIBITS

We know you likely have many more questions for us. Take a look at the attached documents for additional information about our firm and those who will work with you.

### APPENDIX B – FEE PROPOSAL

#### ENGAGEMENT TEAM BIOGRAPHIES

- Anthony M. Cervini, CPA, CFE
- Daniel A. Berg, CPA
- Martha Trotter, CPA
- James R. Savio, CPA, MAS
- Lindsey Fish, CPA
- Kellen O'Malley, CPA, MAS
- Nick Bava, CPA, MAS

#### SIKICH RESOURCES

#### STATE & LOCAL GOVERNMENT SERVICES

#### FIRM PROFILE

#### PEER REVIEW

## Appendix B

### Wheaton Park District Fee Proposal

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract	
2022	\$	28,000
2023	\$	29,120
2024	\$	30,285

SCHEDULE OF PROFESSIONAL FEES FOR A SINGLE AUDIT IN ACCORDANCE WITH 2 CFR 200.514 AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract	
2022	\$	3,500
2023	\$	3,640
2024	\$	3,786

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

**Partner:**

Fiscal Year	Three Year Contract	
2022	\$	400
2023	\$	416
2024	\$	433

**Manager:**

Fiscal Year	Three Year Contract	
2022	\$	295
2023	\$	307
2024	\$	319

**Supervisor:**

Fiscal Year	Three Year Contract	
2022	\$	235
2023	\$	244
2024	\$	254

**Staff:**

Fiscal Year	Three Year Contract	
2022	\$	210
2023	\$	218
2024	\$	227



Other:


Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

Other:

Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

Firm Name: Sikich LLP

Address: 1415 W. Diehl Road  
Naperville, IL60563

Signature: 

Date: September 9, 2022

Printed Name: Anthony M. Cervini

Title: Partner-in-Charge, Government Services

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## Appendix B

### Cosley Foundation Fee Proposal

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract
2022	\$ 11,000
2023	\$ 11,440
2024	\$ 11,898

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

#### Partner:

Fiscal Year	Three Year Contract
2022	\$ 400
2023	\$ 416
2024	\$ 433

#### Manager:

Fiscal Year	Three Year Contract
2022	\$ 295
2023	\$ 307
2024	\$ 319

#### Supervisor:

Fiscal Year	Three Year Contract
2022	\$ 235
2023	\$ 244
2024	\$ 254

#### Staff:

Fiscal Year	Three Year Contract
2022	\$ 210
2023	\$ 218
2024	\$ 227

**Other:**


Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

**Other:**

Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

Firm Name: Sikich LLP

Address: 1415 W. Diehl Road  
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Signature: 

Date: September 9, 2022

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## Appendix B

### DuPage County Historical Museum Foundation Fee Proposal

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract	
2022	\$	10,000
2023	\$	10,400
2024	\$	10,816

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

**Partner:**

Fiscal Year	Three Year Contract	
2022	\$	400
2023	\$	416
2024	\$	433

**Manager:**

Fiscal Year	Three Year Contract	
2022	\$	295
2023	\$	307
2024	\$	319

**Supervisor:**

Fiscal Year	Three Year Contract	
2022	\$	235
2023	\$	244
2024	\$	254

**Staff:**

Fiscal Year	Three Year Contract	
2022	\$	210
2023	\$	218
2024	\$	227

Other:


Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

Other:

Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

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## Appendix B

### Play For All Foundation Fee Proposal

SCHEDULE OF PROFESSIONAL FEES FOR THE AUDIT OF THE FINANCIAL STATEMENTS AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract	
2022	\$	10,000
2023	\$	10,400
2024	\$	10,816

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

#### Partner:

Fiscal Year	Three Year Contract	
2022	\$	400
2023	\$	416
2024	\$	433

#### Manager:

Fiscal Year	Three Year Contract	
2022	\$	295
2023	\$	307
2024	\$	319

#### Supervisor:

Fiscal Year	Three Year Contract	
2022	\$	235
2023	\$	244
2024	\$	254

#### Staff:

Fiscal Year	Three Year Contract	
2022	\$	210
2023	\$	218
2024	\$	227



Other:

Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

Other:

Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

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## Appendix B

### Employee Relief Foundation Fee Proposal

SCHEDULE OF PROFESSIONAL FEES FOR THE PREPARATION OF THE ILLINOIS 990 AS OF DECEMBER 31  
FOR THE FISCAL YEARS LISTED BELOW:

Fiscal Year	Three Year Contract
2022	\$ 8,000
2023	\$ 8,320
2024	\$ 8,653

SCHEDULE OF PROFESSIONAL FEES FOR ADDITIONAL SERVICES,  
Quoted Hourly Rates for the Fiscal Years Listed below:

#### Partner:

Fiscal Year	Three Year Contract
2022	\$ 400
2023	\$ 416
2024	\$ 433

#### Manager:

Fiscal Year	Three Year Contract
2022	\$ 295
2023	\$ 307
2024	\$ 319

#### Supervisor:

Fiscal Year	Three Year Contract
2022	\$ 235
2023	\$ 244
2024	\$ 254

#### Staff:

Fiscal Year	Three Year Contract
2022	\$ 210
2023	\$ 218
2024	\$ 227

Other:

Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

Other:

Fiscal Year	Three Year Contract
2022	NA
2023	NA
2024	NA

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**ANTHONY M. CERVINI**

CPA, CFE

*Partner-in-Charge, Government Services*

Anthony M. Cervini, CPA, CFE, is responsible for providing technical services to Sikich's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, internal controls, revenue and expenditure forecasting, and cash and debt management.

Anthony has participated in hundreds of audits of municipalities and other governmental entities since beginning his career with Sikich in 2005. He also has been responsible for serving as lead instructor for governmental accounting, auditing, financial reporting, cash management and internal control courses internally and throughout the Midwest.

Anthony serves as a member of the GFOA Special Review Committee and is the current Chair of the Illinois CPA Society Government Report Review Committee. Anthony previously served as a budget reviewer for the Government Finance Officers Association Distinguished Budget Presentation Award.

**SERVICE AREAS**

- Governmental Audit, Accounting
- Governmental Financial Reporting

**AFFILIATIONS**

- American Institute of Certified Public Accountants
- Illinois CPA Society Government Report Review Committee
  - Chairperson (2021-present)
  - GAAP Basis Reporting - Sub-Chair (2018-2020)
- Illinois Government Finance Officers Association
- Wisconsin Government Finance Officers Association
- GFOA Special Review Committee
- Naperville Area Humane Society, Treasurer (2010-2017)
- PrimeGlobal Managers' Leadership Program (2015-2016)

**EDUCATION**

- Bachelor's Degree in Accounting, The University of Iowa
- Master of Business Administration, Benedictine University

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## DANIEL A. BERG

CPA

### *Partner*

Daniel A. Berg, CPA, is a partner on Sikich's governmental services team. With more than 35 years of experience in public accounting, Dan concentrates on all areas of accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting, cash and debt management and cable television franchise agreed-upon procedures. He has participated in more than 1,200 audits of municipalities and other governmental units.

In addition to his client responsibilities, Dan has developed training materials and served as lead instructor for governmental accounting, auditing and financial reporting training courses for internal staff and external audiences, including the Illinois and Wisconsin Government Finance Officers Association, Northwestern University, Illinois Association of Park Districts, Illinois Municipal Treasurers Association, Illinois Institute of Technology, Northern Illinois University, the Park District Risk Management Agency and various library systems.

### SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

### AFFILIATIONS

- Illinois CPA Society
- Government Finance Officers Association, Special Review Committee
- Illinois Government Finance Officers Association
- Wisconsin Government Finance Officers Association
- Illinois Association of Park Districts

### EDUCATION

- Bachelor's Degree in Accounting, Benedictine University



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**MARTHA TROTTER**

CPA

*Partner*

Martha Trotter, CPA, specializes in supporting the needs of Sikich's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting, and cash and debt management. Since beginning her career with Sikich in 2011, Martha has participated in hundreds of audits of municipalities and other governmental entities. In addition to her client responsibilities, Martha teaches continuing professional education courses within the firm.

**SERVICE AREAS**

- Governmental Audit and Accounting
- Governmental Financial Reporting

**AFFILIATIONS**

- Illinois Government Finance Officers Association
- Illinois CPA Society

**EDUCATION**

- Bachelor of Science in Accountancy, University of Illinois

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## JAMES R. SAVIO

CPA, MAS

### Partner

James R. Savio, CPA, MAS, is responsible for providing technical services to Sikich's governmental clients in all areas of governmental accounting, auditing, financial reporting, revenue and expenditure forecasting and cash and debt management. Jim has participated in hundreds of audits of municipalities and other governmental units since he began his career with Sikich in 1995. He has also been responsible in developing and serving as lead instructor for governmental accounting, auditing, financial reporting and cash management courses both internally and externally. Jim serves on the Illinois Government Finance Officers Association's Technical Accounting Review Committee and the Illinois CPA Society Governmental Executive Committee. Jim also serves as a committee member for Sikich's mentoring program and assists in the development and implementation of Sikich's new hire training program.

### SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

### AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society, Governmental Executive Committee
- Illinois Government Finance Officers Association  
Technical Accounting Review Committee
- Greater Aurora Chamber of Commerce Leadership Academy,  
Class of 1998

### EDUCATION

- Master of Accounting Sciences, Northern Illinois University
- Bachelor's Degree in Accounting, Northern Illinois University



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**LINDSEY FISH**

CPA

*Senior Manager*

Lindsey Fish, CPA, is a senior manager at Sikich where she began her career in 2013. Lindsey provides assurance and advisory services to a variety of municipalities, park districts, and other special districts. Lindsey is responsible for performing key audit procedures and internal control evaluations, managing the execution of the audit engagement, and supervising the audit team.

**SERVICE AREAS**

- Governmental Audit and Accounting
- Governmental Financial Reporting

**AFFILIATIONS**

- Illinois CPA Society
- Illinois Government Finance Office Association
- Illinois Association of School Business Officials – Accounting, Auditing & Financial Reporting Professional Development Committee Member

**EDUCATION**

- Bachelor's Degree in Accounting, Illinois State University

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**KELLEN O'MALLEY**

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*Senior Audit Manager*

Kellen O'Malley, CPA, MAS, is a senior audit manager at Sikich. He provides assurance and advisory services to a variety of clients, including manufacturing, distribution, and governmental entities with a focus on cities, villages, and park districts. Acting as the liaison between the client and the engagement team, Kellen conducts audit engagements, prepares and reviews financial statements, and assesses clients' business processes and internal control structures.

**SERVICE AREAS**

- Assurance and Advisory Services
- Governmental Audit, Accounting
- Manufacturing and Distribution Services

**AFFILIATIONS**

- Illinois Government Finance Officers Association
- Illinois CPA Society

**EDUCATION**

- Bachelor's Degree in Accounting, Illinois State University
- Master of Accounting Sciences, Illinois State University

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CPA, MAS

*Senior Audit Manager*

Nick Bava, CPA, MAS, is a senior audit manager at Sikich, where he provides assurance and advisory services to a variety of governmental entities, with a focus on cities, villages, and park districts. He also works with not-for-profit entities including community colleges. He is responsible for providing technical services to Sikich's government clients in all areas of governmental accounting, auditing, financial reporting, budget development, internal controls, revenue and expenditure forecasting, and cash and debt management. Acting as the liaison between the client and engagement team, Nick conducts audit engagements, prepares and reviews financial statements, and assesses clients' business processes.

**SERVICE AREAS**

- Governmental Audit, Accounting
- Governmental Financial Reporting
- Not-for-Profit Audit, Accounting

**AFFILIATIONS**

- Illinois Government Finance Officers Association, Conference Planning Committee
- Illinois CPA Society
- Government Finance Officers Association
- Metro West Council of Government
- Illinois City/County Management Association

**EDUCATION**

- Bachelor's Degree in Accounting, Illinois State University
- Master of Accounting Sciences, Northern Illinois University

**LOCATION:****NAPERVILLE OFFICE**

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## STATE & LOCAL GOVERNMENT RESOURCES



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## OTHER RESOURCES



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## GOVERNMENT SERVICES

### Government agencies experience increasing pressure to be more effective, efficient and transparent.

As a government leader, you know how important it is to find a professional services partner that can strategize, plan and implement solutions to meet the goals of your organization.

#### SERVICES SIKICH PROVIDES:

- Accounting, Audit, Assurance & Tax
- Business Valuation
- Fraud Services for Governments
- ERP & CRM Software
- Human Capital Management & Payroll
- Insurance Services
- IT Services
- Marketing & Communications
- Pension Fund Accounting & Consulting Services
- Retirement Planning

**Whether you represent a general purpose local government or special district,** Sikich will help you meet your goals by providing professional guidance in your accounting, marketing, human resources, technology and other advisory functions.

**Experience unparalleled commitment and high-quality, timely services** when you partner with the experts at Sikich. For more than 30 years, we have provided:

- A highly skilled staff and management team entirely dedicated to government services
- An in-depth understanding of the governmental fiscal, management, operating and regulatory environments
- Timely and cost-effective service delivery

#### WHO WE SERVE:

Our government clients represent a wide range of industry sectors including:

- Counties
- Cities
- Villages
- Townships
- Other Special Districts
- Pension Plans
- Park Districts
- Forest Preserve Districts
- Public Libraries
- Community Colleges
- School Districts
- Water Authorities
- Water Reclamation Districts
- State Departments & Agencies

### TEAM LEADER



**ANTHONY CERVINI**  
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### WHY SELECT SIKICH?

Our team works devotedly with units of local government like yours to provide the resources required to help you focus on managing your organization, while we take care of everything behind-the-scenes.



# GOVERNMENT SERVICES

## OUR EXPERTS



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PARTNER

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**MARTHA TROTTER**

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## ABOUT SIKICH

Sikich LLP is a global company specializing in technology-enabled professional services. With more than 1,000 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.



Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC. Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.





## Sikich LLP is a global company specializing in technology-enabled professional services.

Now with more than 1,400 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

## INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:

AGRICULTURE	AUTOMOTIVE	CONSTRUCTION & REAL ESTATE
DISTRIBUTION & SUPPLY CHAIN	GOVERNMENT	HIGH-TECH
LIFE SCIENCES	MANUFACTURING	NOT-FOR-PROFIT
PRIVATE EQUITY	PROFESSIONAL SERVICES	

## SPECIALIZED SERVICES

### ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES

- Accounting
- Audit & Assurance
- Consulting Services
- Employee Benefit Plan Audits
- International Tax
- Tax

### TECHNOLOGY

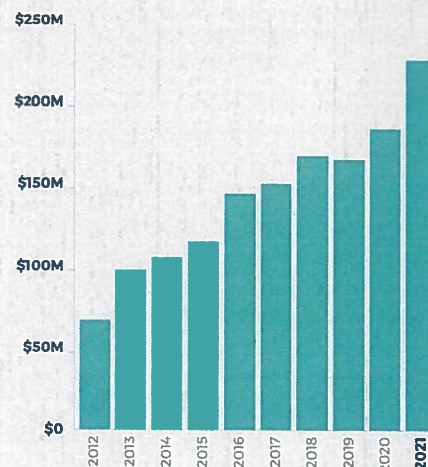
- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Cybersecurity & Compliance
- Digital Transformation Consulting

### ADVISORY

- Economic Development Consulting
- Forensic & Valuation Services
- Human Capital Management & Payroll Consulting
- Insurance Services
- Investment Banking\*
- Marketing & Communications
- Retirement Plan Services
- Regulatory, Quality & Compliance
- Succession Planning
- Supply Chain
- Transaction Advisory Services
- Wealth Management\*\*
- Workforce Risk Management

## WHO WE ARE

TOTAL PARTNERS .....100+  
TOTAL PERSONNEL .....1,400+  
2021 REVENUE .....\$229M



## LOCATIONS

### Sikich Is A Remote First Organization

**Akron, OH**  
(330) 864-6661  
**Alexandria, VA**  
(703) 836-1350  
(703) 836-6701  
**Boston, MA**  
(508) 485-5588  
**Chattanooga, TN**  
(423) 954-3007  
**Chicago, IL**  
(312) 648-6666  
**Crofton, MD**  
(410) 451-5150  
**Decatur, IL**  
(217) 423-6000  
**Indianapolis, IN**  
(317) 842-4466  
**Los Angeles, CA**  
(877) 279-1900

**Milwaukee, WI**  
(262) 754-9400  
**Minneapolis, MN**  
(331) 229-5235  
**Naperville, IL**  
(630) 566-8400  
**Peoria, IL**  
(309) 694-4251  
**Princeton, NJ**  
(609) 285-5000  
**Springfield, IL**  
(217) 793-3363  
**St. Louis, MO**  
(314) 275-7277  
**Washington, MO**  
(636) 239-4785

\* Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC.

\*\* Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.



## CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. Sikich's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Accountability, Continuous Innovation and Stewardship. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



## CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. Sikich is a member of the **American Institute of Certified Public Accountants' Governmental Audit Quality Center** and the **Employee Benefit Plan Audit Quality Center**.

We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. **In 2020, Sikich received its 11th consecutive unmodified ("pass") peer review report**, the highest level of recognition conferred upon a public accounting firm for its quality control systems.

Sikich ranks among the **top 30 firms nationally** on the *Accounting Today* **Top 100 Firms list**.



Sikich has achieved the prestigious **Inner Circle for Microsoft Dynamics** recognition. Membership in this elite group is based on sales achievements that rank Sikich in the top echelon of the Microsoft global network of partners.



We also maintain the **Oracle NetSuite 5 Star Award** and are among the **top three U.S. partners of Oracle NetSuite**.



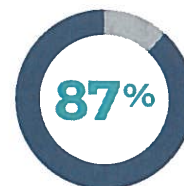
Sikich ranks on the **Redmond Channel Partner Magazine's top 350 Microsoft partners in the U.S.**, **CRN's Top 500 Managed Service Providers**, **CRN's Top 500 Solution Providers** and **Channel Futures' MSP 501**.



## NET PROMOTER SCORE

**The firm's overall Net Promoter Score (NPS) is 87%.**

This is a measure of our clients' willingness to recommend Sikich's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.





## Report on the Firm's System of Quality Report

August 31, 2020

To the Partners of Sikich LLP  
and the Peer Review Committee of the Illinois CPA Society

We have reviewed the system of quality control for the accounting and auditing practice of Sikich LLP (the firm) in effect for the year ended March 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at <http://www.aicpa.org/prsummary>. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

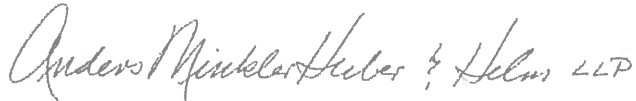
### Required Selections and Considerations

Engagements selected for review included (engagements performed under *Government Audit Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, and examinations of service organizations [SOC 1 and SOC 2 engagements]).

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### **Opinion**

In our opinion, the system of quality control for the accounting and auditing practice of Sikich LLP in effect for the year ended March 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Sikich LLP has received a peer review rating of *pass*.

A handwritten signature in cursive script that reads "Anders Minkler Huber & Helms LLP".

**ANDERS MINKLER HUBER & HELM LLP**  
**Certified Public Accountants**

TO: Board of Commissioners  
 FROM: Dan Novak, Superintendent of Special Facilities  
 Max Yoshikawa, Aquatics & Safety Manager  
 THROUGH: Michael Benard, Executive Director  
 RE: Approval of Aquatic 2023 Pool Pass, Daily Admission, and Guest Booklet Rates  
 DATE: October 5, 2022



**SUMMARY:** Staff proposes a \$5.00 per pass/person increase to the 2023 aquatic seasonal pool pass rates. No increases of daily rates and/or guest booklets are recommended for the 2023 season.

Rice Pool & Water Park will be entering its 34<sup>th</sup> season while Northside Family Aquatic Center enters its 30<sup>th</sup> season. It is important to attract pool pass members and daily usage guests at competitive rates with a well-kept facility and maintain the cost of operations which includes a projected increase of \$45,000 in the retention, recruitment and increases in part-time labor alone.

Our aquatic facilities pre-audited projections show us generating and estimated \$995,000 in revenue with expenditures totaling \$1,151,000 for a net loss of \$156,000 for the 2022 season.

Weather is a driving factor for the aquatics season, and in 2022 seasonal pool pass sales increased by 1,081 passes generating an additional \$115,384. Daily admissions revenue decreased \$31,129 with 2,966 fewer daily admission visits. The guest booklet was reintroduced for 2022 season after a year off and generated \$11,533 in sales.

#### **REVENUE OR FUNDING IMPLICATIONS:**

##### **Seasonal Pool Pass Rates:**

Staff proposes a \$5.00 increase to each individual seasonal pool pass rate which is estimated to generate approximately \$36,220 in additional revenue based off 8,000 passes. A total of 8,754 seasonal pool passes were sold in 2022. The \$5.00 increase would be affected by the 20%, 15%, and 10% preseason sales and are reflected in chart A. A family of four-season pool pass pays for itself in seven (7) visits.

**Chart A: Proposed Season 2023 Pool Pass Rates and Estimated Additional Seasonal Pool Pass Revenue**

	Resident		Non-Resident	
	2023 Proposed	2022	2023 Proposed	2022
<b>Individual</b>	\$110	\$105	\$159	\$154
<b>Each addl. family member</b>	\$50	\$45	\$69	\$64
<b>Senior (60)</b>	\$95	\$90	\$137	\$132
<b>Senior Couple</b>	\$138	\$128	\$198	\$188

Pool Pass Sales Promotions	Sales %	Per Person Increase	Revenue Increase
<b>20% Sale (Nov 21 – Dec. 19)</b>	28%	Additional \$4.00	\$8,960
<b>15% Sale (Dec. 21 – Jan. 16)</b>	7%	Additional \$4.25	\$2,380
<b>10% Sale (Jan. 17 – May 1)</b>	28%	Additional \$4.50	\$10,080
<b>Season (May 2 – Sept. 4)</b>	37%	Additional \$5.00	\$14,800
	<b>100%</b>	<b>Total Revenue Increase</b>	<b>\$ 36,220</b>

## Chart B: Competition Analysis: Comparison of Local Aquatic 2022 Pool Pass Rates for Family of 4

Woodridge	\$361
Hinsdale Recreation	\$325
Geneva Park District	\$311
Glenn Ellyn Park District	\$280
<b>Wheaton Park District 2023 Proposed Regular Season</b>	<b>\$260</b>
Lisle Park District	\$243
Elk Grove Village Park District	\$240
<b>Wheaton Park District 2022 Regular Season</b>	<b>\$240</b>
<b>Wheaton Park District 2023 Proposed Pre-Season 10% Off Sale</b>	<b>\$234</b>
Carol Stream Park District	\$230
<b>Wheaton Park District 2023 Proposed Winter 15% Off Sale</b>	<b>\$221</b>
<b>Wheaton Park District 2023 Proposed Thanksgiving 20% Off Sale</b>	<b>\$208</b>

### Daily Admission Rates:

Staff proposes no increase in the 2023 daily rate pricing. The last daily admissions increase of \$1.00 occurred following the 2019 season and was implemented in the 2021 post pandemic season.

Adult		
Park District	Resident	Non-Res
Wheaton Park District (Rice 2023 Proposed Rate)	\$10.75	\$15.00
Wheaton Park District (NSP 2023 Proposed Rate)	\$10.25	\$14.25
Wheaton Park District (Rice 2019 Rate)	<b>\$9.75</b>	<b>\$14.00</b>
Wheaton Park District (NSP 2019 Rate)	<b>\$9.25</b>	<b>\$13.25</b>

Child/Senior		
Park District	Resident	Non-Res
Wheaton Park District (Rice 2023 Proposed Rate)	\$7.50	\$10.25
Wheaton Park District (NSP 2023 Proposed Rate)	<b>\$7.00</b>	<b>\$9.25</b>
Wheaton Park District (Rice 2019 Rate)	<b>\$6.50</b>	<b>\$9.25</b>
Wheaton Park District (NSP 2019 Rate)	<b>\$6</b>	<b>\$8.50</b>

### Guest Booklet Fee:

Guest booklets were not offered during the 2021 season due to the pandemic. The guest booklet was reintroduced for 2022 season after a year off and generated \$11,533 in sales. The guest booklet fees go hand in hand with the daily admission rates and are based off the daily non-resident child/senior rate. The cost of the guest booklet fees (*our guest booklet is designed for residents to bring their nonresident guests to their aquatic facilities at a discounted price*) \$57 for six (6) passes and \$190 for twenty(20) passes.

**STAKEHOLDER PROCESS:** The 2022 Aquatic Facilities operational budget totaled a projected net loss of (\$156,000). During the 2022 budget process, staff forecasted a \$45,000 increase in aquatic part-time seasonal wages. The proposed seasonal pool pass rates project an estimated increase in revenue of \$36,200. This increase still reflects an additional \$8,800 loss for the 2023 season based on part time seasonal wages alone.

### PREVIOUS COMMITTEE/BOARD ACTION:

During the November 2021 board meeting the board approved a \$5.00 increase for the 2022 Annual Pool Pass Rate for Resident and Non-Resident Pool Passes. No increases were made to the daily admission rate and/or guest coupon booklet, the last increase of \$1 took place following the 2019 season and was implemented post the 2020 pandemic closure in 2021 and 2022 seasons.

**RECOMMENDATION:**

Staff seeks approval for a \$5.00 increase to individual seasonal pool passes for the 2023 based off 2022 pricing. season. The proposed pool pass rates would represent a 14% discount rate for seniors and senior couples. The 2023 schedule sale promotion of 20% 15% 10% off will allow seasonal pass holders to purchase at a discounted priced compared to our 2022 regular season rates.

No rate change for the daily admission rates at Rice Pool and Water Park (Resident Adult \$10.75, Resident Senior/Child \$7.50, Non-Resident Adult \$15.00, Non-Resident Senior/Child \$10.25) and Northside Family Aquatic Center (Resident Adult \$10.25, Resident Senior/Child \$7.00, Non-Resident Adult \$14.25, Non-Resident Senior/Child \$9.50) or to the 6-visit Guest Booklet Fee (\$57.00) and the 20-visit Guest Booklet Fee (\$190.00).



TO: Board of Commissioners  
FROM: Daniel Novak, Director of Athletics & Facilities  
Adam Lewandowski, Superintendent of Athletic & Facilities  
THROUGH: Michael Benard, Executive Director  
RE: Approval of Payment exceeding \$20,000  
DATE: October 5, 2022



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**SUMMARY:**

Staff seeks board approval for payment to Chicagoland Indoor Soccer in the amount of \$53,985 for league participation fees for (34) Wheaton United Soccer Teams in the 2022 / 2023 Winter Indoor League. Our Wheaton United Soccer Club currently has 503 participants and the program consist of three season the began with tryouts in April of 2022 (Fall 2022 | Winter 2022/2023 | Spring 2023).

**REVENUE OR FUNDING IMPLICATIONS:**

Expense to be paid for out of the Wheaton United operational budget and covered by player/program registration fees.

**ATTACHMENTS**

League fee payment breakdown per team.

**RECOMMENDATION:**

Approval for payment of \$53,985 to Chicagoland Indoor Soccer for the Wheaton United 2022/2023 winter indoor soccer season.



	Wheaton United Teams		
	Ackerman		Discount
1	Wheaton United 10 Girls Premier	\$ 1,295.00	\$ (75.00)
2	Wheaton United 11 Boys Select	\$ 1,295.00	\$ (75.00)
3	Wheaton United 11 Premier Girls	\$ 1,295.00	\$ (75.00)
4	Wheaton United 12 Boys Premier	\$ 1,295.00	\$ (75.00)
5	Wheaton United 12 Boys Select	\$ 1,295.00	\$ (75.00)
6	Wheaton United 12 Girls Premier	\$ 1,295.00	\$ (75.00)
7	Wheaton United 12 Girls Select	\$ 1,295.00	\$ (75.00)
8	Wheaton United 13 Boys Academy	\$ 1,295.00	\$ (75.00)
9	Wheaton United 13 Boys Premier	\$ 1,295.00	\$ (75.00)
10	Wheaton United 13 Boys Select	\$ 1,295.00	\$ (75.00)
11	Wheaton United 13 Girls Premier	\$ 1,295.00	\$ (75.00)
12	Wheaton United 14 Boys Academy	\$ 1,295.00	\$ (75.00)
13	Wheaton United 14 Boys Premier	\$ 1,295.00	\$ (75.00)
14	Wheaton United 14 Boys Select	\$ 1,295.00	\$ (75.00)
15	Wheaton United 14 Premier Girls	\$ 1,295.00	\$ (75.00)
16	Wheaton United 14 Select Girls	\$ 1,295.00	\$ (75.00)
	Romeoville		
17	Wheaton United 05 Academy Girls Bue	\$ 1,895.00	\$ (25.00)
18	Wheaton United 05 Academy Girls Red	\$ 1,895.00	\$ (25.00)
19	Wheaton United 07 Academy Girls Bue	\$ 1,895.00	\$ (25.00)
20	Wheaton United 07 Academy Girls Red	\$ 1,895.00	\$ (25.00)
21	Wheaton United 07/08 Boys Academy	\$ 1,895.00	\$ (25.00)
22	Wheaton United 08 Academy Girls	\$ 1,895.00	\$ (25.00)
23	Wheaton United 09 Boys Academy	\$ 1,895.00	\$ (25.00)
24	Wheaton United 09 Boys Premier	\$ 1,895.00	\$ (25.00)
25	Wheaton United 10 Academy Girls	\$ 1,895.00	\$ (25.00)
26	Wheaton United 10 Boys Academy	\$ 1,895.00	\$ (25.00)
27	Wheaton United 10 Boys Premier	\$ 1,895.00	\$ (25.00)
28	Wheaton United 12 Academy Girls Blue	\$ 1,350.00	\$ (25.00)
	Max		
29	Wheaton United 06 Girls Academy	\$ 2,095.00	\$ -
30	Wheaton United 07 Boys Academy	\$ 2,095.00	\$ -
31	Wheaton United 11 Academy Girls	\$ 2,095.00	\$ -
32	Wheaton United 11 Boys Premier	\$ 2,095.00	\$ -
33	Wheaton United 12 Academy Girls Red	\$ 2,095.00	\$ -
34	Wheaton United SC 11 Academy Boys	\$ 2,095.00	\$ -
	Total	\$ 55,485.00	\$ (1,500.00)
	Discount	\$ (1,500.00)	
	Total Amount Due 10/5/22	\$ 53,985.00	

Chicagoland Indoor Soccer, PO Box 222, Clarendon Hills IL 60514

TO: Board of Commissioners  
FROM: Andy Bendy, Director of Special Facilities  
Sean Curry, Food and Beverage Director  
THROUGH: Michael Benard, Executive Director  
RE: Arrowhead Food Supply Bid 2022-2023  
DATE: October 06, 2021



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**SUMMARY:**

Arrowhead's 2022-23 Food Supplies Bid document was available to vendors August 18, 2022, with bids officially opened August 30, 2022.

This year, 10 of 10 categories were available for bidding. The Appetizer section was removed from the bid due to staff projecting purchases under \$20,000 next year.

Bids were submitted for commodity pricing as well as fixed. The following companies were sent bid packets but did not submit a bid: RFD Chicago and Testa Produce.

Bids submitted by the following:

<b>Bid Category:</b>	<b>Bids Received From:</b>
Dairy	Sysco Chicago Get Fresh
Seafood	Fortune Fish Seafood Merchants Sysco Chicago
Poultry	Sysco Chicago Consumer Meat Packing Co.
Meat	Sysco Chicago Consumer Meat Packing Co.
Bread	Turano Baking Company
General/Frozen	Sysco Chicago Get Fresh
Dry Goods	Sysco Chicago Get Fresh
Paper & Disposable	Sysco Chicago
Produce	Get Fresh Sysco Chicago
Beverages	Sysco Chicago

**Implementation:**

This contract will begin December 1, 2022 and will run through November 30, 2023.

After Board approval, award letters will be distributed confirming length and dates of contract as well as Arrowhead's right to terminate, at any time, for convenience and without cause upon seven days prior written notice.

**Impact:**

Fixed pricing for certain volatile items such as seafood, meat, sugar, flour, and coffee is viewed as extremely valuable. Fixed pricing for those items will keep our costs and margins predictable and avoid unexpected product increases.

Arrowhead's Food Supply Bid 2021-2022 awarded the following vendors for the categories so noted.

**REVENUE OR FUNDING IMPLICATIONS:**

**RECOMMENDATION:**

**General Grocery/Frozen: Sysco Chicago \$ 153,803 Fixed Pricing**

Two bids were received for General Grocery/Frozen: Sysco Chicago bid \$153,803 (fixed) and Get Fresh bid \$181,675 (commodity). Sysco can provide all line items and have a fixed price for one year. Get Fresh has a commodity rate of 8%. Staff recommends Sysco Chicago for General Grocery/Frozen category.

**Dry Goods: Sysco Chicago \$143,525 Fixed Pricing**

Two bids were received for Dry Goods: Sysco Chicago bid \$143,525 (fixed) and Get Fresh bid \$141,733. Sysco can provide all line items and have a fixed price for one year. Get Fresh has a commodity rate of 8% increase. Staff recommends Sysco Chicago for the Dry Goods category.

**Paper & Disposables: Sysco Chicago \$60,199 Fixed Pricing**

One bid was received for Paper & Disposables category: Sysco Chicago bid \$60,199 (fixed). Sysco can provide all line items and a fixed rate for 1 year. Staff recommends Sysco Chicago for the Paper and Disposables category.

**Produce: Get Fresh \$151,820 Commodity Pricing**

Two bids for the Produce category were received; Get Fresh bid \$151,820 (commodity) and Sysco Chicago bid \$172,327 (commodity). Sysco cannot provide all line items. Get Fresh can delivery 6 days a week and have a lower commodity rate. Staff recommends Get Fresh for the Produce Category.

**Beverages: Sysco Chicago \$23,359 Fixed Pricing**

One bid was received for Beverages: Sysco Chicago bid \$23,359 (fixed). Sysco Chicago has fixed pricing for one year. Staff recommends Sysco Chicago for the beverage category.

**In conclusion, staff respectfully request board approval to accept the following 2022-2023 Food bids:**

Dairy:	Get Fresh	\$ 136,113	Commodity Pricing- 1 year
Seafood:	Fortune Fish	\$ 252,982	Fixed Pricing- 1 year
Poultry:	Consumers Meat	\$ 212,050	Commodity Pricing- 1 year
Meat:	Consumers Meat	\$ 317,484	Fixed Pricing- 1 year
Bread:	Turano Baking	\$ 115,768	Commodity Pricing- 1 year
General/Froz:	Sysco Chicago	\$ 153,803	Fixed Pricing- 1 year
Dry Goods:	Sysco Chicago	\$ 143,525	Fixed Pricing- 1 year
Paper/Disp:	Sysco Chicago	\$ 60,199	Fixed Pricing- 1year
Produce:	Get Fresh	\$ 151,820	Commodity Pricing- 1 year
Beverages:	Sysco Chicago	\$ 23,359	Fixed Pricing- 1 year

Wheaton Park District -2022 FoodSupply Bid Opening

Vendor	Dairy	Seafood	Poultry	Meat	Bread	Genl/Frzn	Dry Goods	Paper&Disp	Produce	Beverag
Turano					commodity 115,768					
Get Fresh	commodity 136,113					commodity 181,675	commodity 141,733		commodity \$151,820	
Consumers			commodity 212,050	fixed 317,484						
Fortune Fish		fixed 252,982								
Seafood Merchants		commodity 237,833								
Sysco Chicago	commodity 147,842	commodity 228,128 adj	commodity 94,440	commodity 242,969		fixed 153,803	fixed 143,525	fixed 60,199	commodity \$172,327	fixed \$23,3

# Wheaton Park District 2023 Budget Development Calendar

## April 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
				Noon deadline for finishing policy change recommendations for May Finance Committee. <i>[Finance Director]</i>		

1 2

Notes

## May 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
1	2	3	4	5	6	7
			Finance Committee Agenda Item: Staff proposed policy amendments presented for review .	Noon deadline for updating any policy changes for May Board Meeting. <i>[Finance Director]</i>		
8	9	10	11	12	13	14
15	16	17	18	19	20	21
			BOARD Agenda Item: Staff proposed policy amendments with any changes from Finance Committee presented for approval .		Budget manual posted on intranet (needs to be prior to kick-off because Finance, HR, Marketing, FT salaries & wages, and IS&T are due before kick-off)	
22	23	24	25	26	27	28
29	30	31	1	2	3	4

5 6

Notes



## Wheaton Park District 2023 Budget Development Calendar

# June 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
29	30	31	1 Noon deadline for Finance, HR, Marketing, Parks, Executive Director and IT 2023 input.	2	3	4
5	6	7	8	9	10	11
12	13	14 Budget Kick-Off Meeting at the Community Center - Rathje Room (9:00 am)	15 Board Agenda Item: <i>approve policies if not done in May.</i>	16	17	18
19	20	21	22 Capital & IT Requests deadline (5 PM)	23	24	25
26	27	28	29	30	1	2
3	4	Notes				

Staff inputs budget detail into Springbrook software.

Staff inputs budget detail into Springbrook software.

Staff inputs budget detail into Springbrook



# Wheaton Park District 2023 Budget Development Calendar

## July 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
26	27	28	29	30	1	2
					New account number, telephone/cell phone and Full Time Personnel requests deadline (5 PM)	
	Staff inputs budget detail into Springbrook software.					
3	4	5	6	7	8	9
	Staff inputs budget detail into Springbrook software.					
10	11	12	13	14	15	16
			Capital Improvement Plan preliminary meeting 10 AM		2023 budget entry complete by 2:30 PM. Those entries are then copied over to the 2024 & 2025 entries.	
	Staff inputs budget detail into Springbrook software.					
17	18	19	20	21	22	23
	Staff inputs budget detail into Springbrook software.					
24	25	26	27	28	29	30
				Capital Improvement Plan Budget Input is cutoff at Final Meeting 10 AM 4:30 PM		
	Staff inputs budget detail into Springbrook software.					
31	1	Notes				

# Wheaton Park District 2023 Budget Development Calendar

## August 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
31	1	2	3	4	5	6
	Finance review of proposed budgets					
7	8	9	10	11	12	13
					Draft of budget to Executive Director for review	
	Finance & Executive Director review of proposed budgets					
14	15	16	17	18	19	20
	Finance & Executive Director review of proposed budgets					
21	22	23	24	25	26	27
	Finance & Executive Director review of proposed budgets					
28	29	30	31	1	2	3
	Finance & Executive Director review of proposed budgets					
4	5	Notes				

## Wheaton Park District 2023 Budget Development Calendar

# September 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
28	29	30	31	1	2	3
					Preliminary draft of budget is due to the board for Labor Day weekend review	
4	5 [Labor Day]	6	7 Finance Committee meeting where Budget review begins - <i>pushed to 10/5 meeting</i>	8	9	10
11	12	13	14 Board acknowledges receipt of budget wick starts the 30 day viewing period. - <i>pushed to 10/19 meeting</i>	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	Notes				

# Wheaton Park District 2023 Budget Development Calendar

## October 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
25	26	27	28	29 Tax levy estimation resolution prepared for board package <i>[Finance Director]</i>	30	1
2	3	4	5 Finance Committee meeting where Budget review begins	6	7	8
9	10	11	12	13	14	15
16	17	18	19 Board acknowledges receipt of budget which starts the 30 day viewing period. (Post document on website)	20	21	22
			Tax Levy Presentation and adoption of Estimated tax levy resolution			
			Publication notice of Truth in Taxation Levy hearing (7-14 days prior to hearing). This is the 1st day it can be published. [Executive Assistant]			
23	24	25	26 Publication notice of Truth in Taxation Levy hearing (7-14 days prior to hearing). This is the last day it can be published. [Executive Assistant]	27	28	29
30	31	Notes				

# Wheaton Park District 2023 Budget Development Calendar

## November 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
30	31	1	2	3	4	5
			Finance Committee meeting review of budget			
			Publication notice of budget hearing (7-14 days prior to hearing). This is the 1st day it can be published. [Executive Assistant]			
			Truth in Taxation Levy Hearing on the agenda			
6	7	8	9	10	11	12
			Publication notice of budget hearing (7-14 days prior to hearing). This is the last day it can be published. [Executive Assistant]			
13	14	15	16	17	18	19
			BAO Hearing on the agenda. Hearing will be continued to December 7th - once BAO hearing is closed board must take action within 7-30 days.		30 Day public viewing period concluded	
			Tax Levy Ordinance on the agenda for adoption.			
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	Notes				



# Wheaton Park District 2023 Budget Development Calendar

## December 2022

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
27	28	29	30	1	2	3
4	5	6	7 Subcommittee Meeting - BAO Hearing to be closed	8	9 Executive Assistant to file BAO, Tax Abatement Ordinance and Tax Levy	10
11	12	13	14	15	16	17
18	19	20	21 Regular board meeting - Budget and Appropriations, Tax Levy and Tax Abatement Ordinances on agenda for adoption.	22	23	24
25	26	27 Deadline for filing the tax levy with DuPage County - if not already done with BAO and Abatement Ordinance after December meeting.	28	29	30	31
1	2	Notes				



# Wheaton Park District 2022 Budget Development Calendar

## January 2023

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
1	2	3	4	5	6 Deadline for filing the BAO, if adopted at December board meeting <i>[Executive Assistant]</i>	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6					

## February 2023

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 Deadline for filing any Tax Abatement Ordinances with the County	25
26	27	28	1	2	3	4
5	6					

## March 2023

SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
29	1	2	3	4	5	6
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3					

Tax

**MEMORANDUM**

*To:* Wheaton Park District Board of Commissioners

*From:* Michael Benard, Executive Director  
Sandra Simpson, Director of Finance

*Date:* October 19, 2022

*Re:* 2022 Resolution Authorizing the Estimate of Annual Aggregate Levy

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Attached is a package of information intended to provide you with a complete picture of how the Estimate of the Annual Aggregate Levy in Compliance with the Truth in Taxation Law was calculated. Included are:

- The resolution itself, including the Secretary's Certification.
- A graphic depiction of what the 2022 proposed levy means to various homeowners in Wheaton, one with a home with a value of \$300,000, one with a value of \$450,000 and one with a value of \$600,000.
- Tax Levy Rate History for the past 10 years. This also includes % increase (decrease) in rates each year over this 10-year period.
- Tax Levy Dollars History for the past 10 years. This also includes % increase (decrease) in dollars each year over this 10-year period.
- CPI history for the District for the 10 most current years. This illustrates the changes in the CPI which is the most significant factor to increase the limiting rate for a stable growth community like Wheaton.
- History of the EAV of the Wheaton Park District over the past ten years. The increases (decreases) in the EAV, year over year and the cumulative average changes in EAV going back to 1998 have also been calculated as well as the composition of the components of the EAV.
- Ten years of new construction history.
- A worksheet that spells out exactly how the limiting rate is calculated.
- Five worksheets that show the Proposed Tax Levies for the 2022, 2023, 2024, 2025 and 2026 levies. You are voting on only the 2022 levy, but the future periods are provided for planning purposes.
- The next four worksheets show the calculations for determining the special purpose levies for the Liability, Audit, FICA and IMRF levies. These special purpose levies are evaluated first in calculating the levy as they represent specific obligations that have been imposed upon or assumed by the District. As such, they are a "higher" priority for the District in allocating the limited property tax dollars available.

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**CALCULATION OF LEVY:** The District first calculates the Liability, Audit, FICA and IMRF levies.

In the proposed levy, the 2022 aggregate levy (to be received in 2023) will be increased \$943K, an 8% increase. This increase is due to three factors, the CPI Rate for the 2022 Property Tax Levy Year is at a historical high of 5.0% or \$610K in new taxes, New Construction will generate \$94K in new taxes and the expiration of TIF 2 representing approximately \$41.5 million in incremental EAV. Access to the increment

will direct an additional \$293K in property taxes to the Wheaton Park District for the 2022 levy. The aggregate tax levy includes those levies that are subject to the tax cap. The chart below illustrates the proposed 8% increase by category, dollars, and as a percentage of the levy subject to the tax cap.

Breakdown of proposed 8% Tax Levy Increase			As a percentage of levy subject to tax cap
	In Dollars	As a % of increase	
From 5% CPI	\$610,169	65%	5%
From New Construction	\$93,730	10%	1%
From TIF Expiration	\$239,150	25%	2%
	<b>\$943,049</b>		

This \$943,049 increase will be offset by a \$2,971,550 reduction in taxes collected due to the retirement of the 2015 referendum bond debt. For an aggregate reduction in taxes for the 2022 levy of \$1,903,854.

The levies outside of the tax cap, our debt and SRA levies, are displayed below the aggregate extension. Again, this year in the debt levies, we have included an **estimate** of the annual debt issue which is typically issued in October or November of each year. That issue has been included here and in the budget in the amount of \$1,987,381, which is the estimate provided by Speer, our municipal advisors. That amount is included in this tax levy analysis. However, it has not yet been authorized by the Board nor issued.

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2022 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit (if applicable)	(A) 2021 Extended Figures (DuPage)	(B) 2022 Proposed Levy (A)+(C)	(C) Increase (Decrease)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV
10	General	0.3500	4,891,656	5,377,483	485,827	10%	0.2142
20	Recreation	0.3700	4,839,892	5,325,719	485,827	10%	0.2121
22	Cosley Zoo	0.0700	1,022,330	1,072,330	50,000	5%	0.0427
24	Audit	0.0050	31,058	42,878	11,820	38%	0.0017
23	Insurance Liability	None	271,759	539,809	268,050	99%	0.0215
26	Retirement-IMRF	None	561,634	240,734	(320,900)	-57%	0.0096
25	Retirement-Social Security	None	564,223	526,648	(37,575)	-7%	0.0210
	Aggregate Extension		12,182,552	13,125,601	943,049	8%	0.5228
	Aggregate Refunds	None	69,881	0	0	0%	-
21	SRA	0.0400	864,451	864,451	0	0%	0.0344
30 & 60	Bond & Interest	None	2,971,550	0	(2,971,550)	-100%	-
30	Bond & Interest-Limited	None	631,550	630,200	(1,350)	0%	0.0251
30	Annual Bonds-Limited Estimated	None	1,861,384	1,987,381	125,997	7%	0.0792
			18,581,368	16,607,633	(1,903,854)	-10%	0.6615

2022 LIMITING RATE		0.5228	
Numerator		Denominator	
Prior Year Levy	12,182,552	Prior Year EAV with an increase of	-3.0% 2,510,532,199
CPI % Increase (Decrease)	5.0%	Prior Year New Constr. w/ change of	10.0% (63,672,513)
Levy	12,791,679	Valuation	2,446,859,686

Also, the county does not levy taxes for GO Bonds based upon our tax levy, but rather based upon the Board's bond ordinance(s). The 2015B GO bonds will be paid off in their entirety this year. As the 2023-2026 levies show, there will not be any further levies for this line. Beginning with the 2023 levy, we have eliminated the line entirely.

As the Board is aware, the Wheaton Park District adjusts the tax levies in each of the "small" funds [Liability, Audit, FICA and IMRF] to bring their fund balances in line with the board's fund balance policy. As you can see from the levy worksheet pages following, the Liability levy is forecast to be increased. This increase is occurring because PDRMA's business lines premiums (excluding unemployment compensation) are increasing more than 13% from 2022, in addition, there is a 36% increase in supplies and professional fees. In addition, the levy is being increased to comply with your Fund Balance Target for this fund. The IMRF levy is being decreased as a result of the stellar year IMRF realized in its investment portfolio. This enabled them to lower the employer contribution rate for next year to 4.58%. In fact, the rate for 2023 is lower than it has been in the past 18 years. We are assuming that this will be a "one year" only significantly lowered rate for IMRF and so for the out-year levies, you will see increases for this levy, which brings this levy back to its historical level.

Beginning with levy year 2021 and as a result of Public Act 102-0519 (SB 508), the District's levy will be increased by a prior year adjustment due to refunds from certificates of error, tax valuation objections and PTAB (Property Tax Appeal Board) decisions resulting in a refund. The District received \$69,881 in Aggregate Refunds for the 2021 levy. The county treasurer will certify these amounts on or before November 15<sup>th</sup> of each year. The increase to the District's levy is automatic and is not to be included in the extension base of the prior year.

**FUTURE TAX PICTURE:** In the interest of making complete disclosure, it needs to be understood that the subsequent year levies are guesses as to what is really going to happen to the tax levy. We adjust the levy each year based upon the CPI increase permitted by law, the change in our EAV and our actual experience in the prior year as well as our year-to-date experience, particularly in the Liability, Audit, IMRF and FICA funds. The limiting rate is what we are calculating. The taxes we receive are based on multiplying the limiting rate times the EAV divided by \$100. (The limiting rate is per \$100 of assessed value per statute so that is why we divide by \$100).

So, what makes the limiting rate go up or down? Short answer, growth in the CPI, lots of new construction or no growth in EAV. Also, for the 2022 levy, the expiration of TIF 2 which is returning the incremental EAV in that TIF to the Park District instead of the City.

#### Limiting Rate Calculation:

- The **numerator** is the taxes we received last year times the CPI that the state notifies us of (5.0% for the 2022 levy, which is up significantly from 1.4% for the 2021 levy).
- The **denominator** is the EAV from the most recent final tax levy worksheet, increased by our best guess as to how much we believe the property values will increase overall, reduced by any new construction. For this 2022 levy the new construction figure is exceptionally large as it includes the TIF2 incremental value explained earlier.
- Our ability to forecast the future tax levies is based upon how close our assumptions about what the changes in the CPI (measure of inflation), EAV (property values) and new construction are. In the levy presentation for the out years, we have taken a pretty aggressive stance on the CPI growth and used the 3.0% from the 2012 actual CPI. Historically as you can see from the CPI History worksheet our cumulative average CPI is 1.9%, and the median CPI is 1.9%.

**Anomalies for 2022 Levy Due to the TIF 2 Expiration and 5% CPI**

- Will need to hold a Truth in Taxation hearing (TITA). This must be advertised in paper. A Truth in Taxation public hearing is triggered when a local unit of government proposes a tax levy increase of 5% or higher.
- New construction figure is shown as much higher than usual in calculation of Limiting Rate because we included the TIF 2 incremental EAV in that figure.

## Wheaton Park District 2022 Proposed Property Tax Levy

A homeowner  
whose



				For the Yr.	Monthly	Daily
House is worth	\$ 600,000	would pay Park District Taxes of:		\$1,323.04	\$110.25	\$3.61
House is worth	\$ 450,000	would pay Park District Taxes of:		\$992.28	\$82.69	\$2.71
House is worth	\$ 300,000	would pay Park District Taxes of:		\$661.52	\$55.13	\$1.81



## Levy Rate History

Levy	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
General	0.1711	0.1834	0.1914	0.1900	0.1790	0.1773	0.1791	0.1710	0.1867	0.1890
Bond and Interest	0.1444	0.1641	0.1796	0.1742	0.1638	0.1559	0.1491	0.1456	0.1424	0.1160
Bond and Interest Limited	0.1027	0.1088	0.1116	0.1091	0.1033	0.1003	0.0977	0.0973	0.0971	0.0973
IMRF	0.0386	0.0417	0.0368	0.0343	0.0345	0.0318	0.0178	0.0358	0.0189	0.0217
Audit	0.0002	0.0001	0.0001	0.0002	0.0012	0.0005	0.0005	0.0004	0.0004	0.0012
Liability	0.0308	0.0261	0.0299	0.0281	0.0224	0.0259	0.0257	0.0243	0.0221	0.0105
FICA	0.0210	0.0250	0.0235	0.0228	0.0260	0.0241	0.0239	0.0242	0.0143	0.0218
Recreation	0.1687	0.1811	0.1890	0.1875	0.1766	0.1749	0.1768	0.1689	0.1847	0.1870
Museum	0.0367	0.0401	0.0423	0.0421	0.0451	0.0404	0.0417	0.0408	0.0399	0.0395
SRA	0.0400	0.0400	0.0400	0.0392	0.0373	0.0359	0.0346	0.0342	0.0338	0.0334
Aggregate Refunds										0.0027
<b>Total Tax Rate</b>	<b>0.7542</b>	<b>0.8104</b>	<b>0.8442</b>	<b>0.8275</b>	<b>0.7892</b>	<b>0.7670</b>	<b>0.7469</b>	<b>0.7425</b>	<b>0.7403</b>	<b>0.7201</b>

% Increase over Prior Year	2012-2011	2013-2012	2014-2013	2015-2014	2016-2015	2017-2016	2018-2017	2019-2018	2020-2019	2021-2020
General	12.6%	7.2%	4.4%	-0.7%	-5.8%	-0.9%	1.0%	-4.5%	9.2%	1.2%
Bond and Interest	16.9%	13.6%	9.4%	-3.0%	-6.0%	-4.8%	-4.4%	-2.3%	-2.2%	-18.5%
Bond and Interest Limited	10.0%	5.9%	2.6%	-2.2%	-5.3%	-2.9%	-2.6%	-0.4%	-0.2%	0.2%
IMRF	-34.7%	8.0%	-11.8%	-6.8%	0.6%	-7.8%	-44.0%	101.1%	-47.2%	14.8%
Audit	0.0%	-50.0%	0.0%	100.0%	500.0%	-58.3%	0.0%	-20.0%	0.0%	200.0%
Liability	33.9%	-15.3%	14.6%	-6.0%	-20.3%	15.6%	-0.8%	-5.4%	-9.1%	-52.5%
FICA	366.7%	19.0%	-6.0%	-3.0%	14.0%	-7.3%	-0.8%	1.3%	-40.9%	52.4%
Recreation	12.6%	7.4%	4.4%	-0.8%	-5.8%	-1.0%	1.1%	-4.5%	9.4%	1.2%
Museum	7.9%	9.3%	5.5%	-0.5%	7.1%	-10.4%	3.2%	-2.2%	-2.2%	-1.0%
SRA	2.0%	0.0%	0.0%	-2.0%	-4.8%	-3.8%	-3.6%	-1.2%	-1.2%	-1.2%
Aggregate Refunds										0.0%
<b>Total Tax Rate</b>	<b>11.1%</b>	<b>7.5%</b>	<b>4.2%</b>	<b>-2.0%</b>	<b>-4.6%</b>	<b>-2.8%</b>	<b>-2.6%</b>	<b>-0.6%</b>	<b>-0.3%</b>	<b>-2.7%</b>

### Levy \$ History

Levy	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
General	3,633,548	3,739,098	3,863,862	3,953,029	3,963,103	4,125,058	4,369,837	4,269,616	4,774,528	4,891,656
Bond and Interest	3,066,536	3,345,616	3,625,651	3,624,304	3,626,571	3,627,166	3,637,871	3,635,416	3,641,632	3,002,286
Bond and Interest Limited	2,180,978	2,218,178	2,252,910	2,269,871	2,287,087	2,333,578	2,383,770	2,429,437	2,483,164	2,518,297
IMRF	819,725	850,166	742,895	713,626	763,838	739,858	434,300	893,873	483,335	561,635
Audit	4,247	2,039	2,019	4,161	26,568	11,633	12,199	9,987	10,229	31,058
Liability	654,081	532,118	603,602	584,632	495,941	602,589	627,051	606,735	565,169	271,759
FICA	445,964	509,692	474,403	474,364	575,646	560,710	583,133	604,238	365,698	564,223
Recreation	3,582,581	3,692,207	3,815,412	3,901,016	3,909,966	4,069,220	4,313,720	4,217,183	4,723,381	4,839,892
Museum	779,376	817,545	853,925	875,908	998,525	939,946	1,017,433	1,018,716	1,020,373	1,022,330
SRA	849,456	815,507	807,495	815,572	825,831	835,249	844,201	853,923	864,376	864,451
Aggregate Refunds										69,881
<b>Total Taxes</b>	<b>16,016,493</b>	<b>16,522,166</b>	<b>17,042,174</b>	<b>17,216,483</b>	<b>17,473,077</b>	<b>17,845,006</b>	<b>18,223,515</b>	<b>18,539,124</b>	<b>18,931,884</b>	<b>18,637,466</b>

% Increase over Prior Yea	2012-2011	2013-2012	2014-2013	2015-2014	2016-2015	2017-2016	2018-2017	2019-2018	2020-2019	2021-2020
General	5.4%	2.9%	3.3%	2.3%	0.3%	4.1%	5.9%	-2.3%	11.8%	2.5%
Bond and Interest	9.5%	9.1%	8.4%	0.0%	0.1%	0.0%	0.3%	-0.1%	0.2%	-17.6%
Bond and Interest Limited	3.0%	1.7%	1.6%	0.8%	0.8%	2.0%	2.2%	1.9%	2.2%	1.4%
IMRF	-38.8%	3.7%	-12.6%	-3.9%	7.0%	-3.1%	-41.3%	105.8%	-45.9%	16.2%
Audit	-6.3%	-52.0%	-1.0%	106.1%	538.5%	-56.2%	4.9%	-18.1%	2.4%	203.6%
Liability	25.4%	-18.6%	13.4%	-3.1%	-15.2%	21.5%	4.1%	-3.2%	-6.9%	-51.9%
FICA	337.1%	14.3%	-6.9%	0.0%	21.4%	-2.6%	4.0%	3.6%	-39.5%	54.3%
Recreation	5.5%	3.1%	3.3%	2.2%	0.2%	4.1%	6.0%	-2.2%	12.0%	2.5%
Museum	1.1%	4.9%	4.4%	2.6%	14.0%	-5.9%	8.2%	0.1%	0.2%	0.2%
SRA	-4.4%	-4.0%	-1.0%	1.0%	1.3%	1.1%	1.1%	1.2%	1.2%	0.0%
Aggregate Refunds										
<b>Annual Increase in Taxes</b>	<b>4.1%</b>	<b>3.2%</b>	<b>3.1%</b>	<b>1.0%</b>	<b>1.5%</b>	<b>2.1%</b>	<b>2.1%</b>	<b>1.7%</b>	<b>2.1%</b>	<b>-1.6%</b>

<b>Annual Increase in Taxes, excluding Bonds</b>	<b>2.9%</b>	<b>1.8%</b>	<b>1.9%</b>	<b>1.4%</b>	<b>2.1%</b>	<b>2.8%</b>	<b>2.7%</b>	<b>2.2%</b>	<b>2.7%</b>	<b>2.4%</b>
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<b>Annual change in bonds</b>	<b>6.7%</b>	<b>6.0%</b>	<b>5.7%</b>	<b>0.3%</b>	<b>0.3%</b>	<b>0.8%</b>	<b>1.0%</b>	<b>0.7%</b>	<b>1.0%</b>	<b>-9.9%</b>
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<b>% of Total Levy</b>										
Bonds	33%	34%	34%	34%	34%	33%	33%	33%	32%	30%
Pensions	8%	8%	7%	7%	8%	7%	6%	8%	4%	6%
SRA	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%
Operations	54%	53%	54%	54%	54%	55%	57%	55%	59%	60%

## *CPI History*

### **CPI Increase History for Tax Levy**

<b>Tax Levy</b>		<b>Annual Increase (Decrease) in CPI</b>	<b>Cumulative Average CPI %</b>
<b>Year</b>	<b>CPI %</b>		
2013	1.7%		
2014	1.5%	-11.8%	1.6%
2015	0.8%	-46.7%	1.3%
2016	0.7%	-12.5%	1.2%
2017	2.1%	200.0%	1.4%
2018	2.1%	0.0%	1.5%
2019	1.9%	-9.5%	1.5%
2019	1.9%	0.0%	1.6%
2020	2.3%	21.1%	1.7%
2021	1.4%	-39.1%	1.6%
2022	5.0%	257.1%	1.9%
<b>Median CPI %</b>			<b>1.9%</b>

## EAV History

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Residential	1,771,790,992	1,696,327,750	1,691,201,324	1,745,609,458	1,860,732,961	1,959,814,630	2,055,649,652	2,104,708,507	2,166,784,913	2,194,116,045
Farm	-	-	-	-	-	-	-	-	-	-
Commercial	340,758,736	331,633,892	316,746,797	323,858,307	341,792,379	355,320,407	372,048,160	380,009,396	378,583,925	381,926,626
Industrial	10,247,270	9,764,220	9,703,220	9,771,460	10,173,350	10,110,840	10,736,530	10,548,235	10,304,160	10,336,120
Railroad	843,026	1,040,877	1,085,225	1,302,575	1,325,281	1,352,029	1,452,587	1,585,589	1,652,952	1,798,734
TOTAL EAV	2,123,640,024	2,038,766,739	2,018,736,566	2,080,541,800	2,214,023,971	2,326,597,906	2,439,886,929	2,496,851,727	2,557,325,950	2,588,177,525

### % Increase(Decrease)

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Residential	-7.0%	-4.3%	-0.3%	3.2%	6.6%	5.3%	4.9%	2.4%	2.9%	1.3%
Farm										
Commercial	-2.8%	-2.7%	-4.5%	2.2%	5.5%	4.0%	4.7%	2.1%	-0.4%	0.9%
Industrial	-6.1%	-4.7%	-0.6%	0.7%	4.1%	-0.6%	6.2%	-1.8%	-2.3%	0.3%
Railroad	13.1%	23.5%	4.3%	20.0%	1.7%	2.0%	7.4%	9.2%	4.2%	8.8%
TOTAL EAV	-6.34%	-4.00%	-0.98%	3.06%	6.42%	5.08%	4.87%	2.33%	2.42%	1.21%

### Average % Increase(Decrease) in EAV Year by Year

	1998-2012	1998-2013	1998-2014	1998-2015	1998-2016	1998-2017	1998-2018	1998-2019	1998-2020	1998-2021
Residential	3.8%	3.3%	3.0%	3.1%	3.3%	3.4%	3.4%	3.4%	3.4%	3.3%
Farm	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%	-25.0%
Commercial	3.9%	3.5%	3.0%	2.9%	3.1%	3.1%	3.2%	3.2%	3.0%	2.9%
Industrial	26.4%	24.3%	22.7%	21.4%	20.5%	19.4%	18.7%	17.7%	16.8%	16.1%
Railroad	8.8%	9.8%	9.5%	10.1%	9.6%	9.2%	9.1%	9.1%	8.9%	8.9%
TOTAL EAV	3.8%	3.3%	3.1%	3.1%	3.2%	3.3%	3.4%	3.4%	3.3%	3.2%

### Composition of EAV

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Residential	83%	83%	84%	84%	84%	84%	84%	84%	85%	85%
Farm	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Commercial	16%	16%	16%	16%	15%	15%	15%	15%	15%	15%
Industrial	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Railroad	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
TOTAL EAV	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Current valuation	2,168,111,736	2,080,958,943	2,066,534,570	2,142,799,808	2,268,069,080	2,392,969,616	2,510,745,558	2,570,067,378	2,632,719,266	2,661,265,894
Current valuation % change	-6.52%	-4.02%	-0.69%	3.69%	5.85%	5.51%	4.92%	2.36%	2.44%	1.08%

### ***New Construction History***

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
New Construction	10,410,039	10,863,500	11,855,450	13,061,276	31,601,316	18,727,575	15,981,660	9,559,682	11,430,520	16,298,550
% Increase(Decrease) Year by Year	-16.6%	4.4%	9.1%	10.2%	141.9%	-40.7%	-14.7%	-40.2%	19.6%	42.6%
Average % Increase(Decrease) since 2001	-0.4%	0.0%	0.7%	1.4%	10.7%	7.5%	6.2%	3.6%	4.5%	6.4%
Minimum New Construction	10,410,039	10,410,039	10,410,039	10,410,039	10,410,039	10,410,039	10,410,039	9,559,682	9,559,682	9,559,682
Maximum New Construction	24,596,240	24,596,240	24,596,240	24,596,240	31,601,316	31,601,316	31,601,316	31,601,316	31,601,316	31,601,316
10 Year Average New Construction	18,455,143	18,190,689	17,642,444	16,551,061	17,251,569	16,709,703	16,003,186	15,157,859	14,597,771	14,978,957

## Limiting Rate

WORKSHEET TO CALCULATE LIMITING RATE FOR LEVY YEAR 2022  
Includes TIF Changes

### NUMERATOR CALCULATION:

IMPORTANT! Use figures from prior year unless taxes have been abated within the past 3 years; if so, use the year with the highest tax extension amongst the past 3 years.

DuPage County 12,182,552

2022 CPI for Levy Year 5.00%

The CPI is established by the state and provided to the county mid-year.

NUMERATOR --> 12,791,679

### DENOMINATOR CALCULATION:

IMPORTANT! Use actual figures for the Levy Year; if not available, estimate by using prior year's figures and increase by estimated percentage.

Year		Estimated EAV	Increase Factor	
2022 TIF Valuation (DuPage) (2)	2,588,177,525	X	0.9700	2,510,532,199
2022 Less: DuPage new construction (1)	16,298,550	X	10.0%	63,672,513
2022 Less: TIF 2 expiration, value coming back on District's tax rolls	41,585,553			
DENOMINATOR -->	2,571,878,975			2,446,859,686
		Numerator	12,791,679	
		Denominator	2,446,859,686	= 0.5228%

### Limiting Rate

Year	December CPI-U	% Change From Previous December	% Use for PTELL	Comments	Levy Year	Years Taxes Paid
1991	137.900	--				
1992	141.900	2.9%	2.9%		1993	1994
1993	145.800	2.7%	2.7%	(5 % for Cook)	1994	1995
1994	149.700	2.7%	2.7%		1995	1996
1995	153.500	2.5%	2.5%		1996	1997
1996	158.960	3.6%	3.6%		1997	1998
1997	161.300	1.5%	1.5%		1998	1999
1998	163.900	1.6%	1.6%		1999	2000
1999	168.300	2.7%	2.7%		2000	2001
2000	174.000	3.4%	3.4%		2001	2002
2001	176.700	1.6%	1.6%		2002	2003
2002	180.900	2.4%	2.4%		2003	2004
2003	184.300	1.9%	1.9%		2004	2005
2004	190.300	3.3%	3.3%		2005	2006
2005	196.800	3.4%	3.4%		2006	2007
2006	201.800	2.5%	2.5%		2007	2008
2007	210.036	4.08%	4.1%		2008	2009
2008	210.228	0.1%	0.1%		2009	2010
2009	215.949	2.7%	2.7%		2010	2011
2010	219.179	1.5%	1.5%		2011	2012
2011	225.672	3.0%	3.0%		2012	2013
2012	229.601	1.7%	1.7%		2013	2014
2013	233.049	1.5%	1.5%		2014	2015
2014	234.812	0.8%	0.8%		2015	2016
2015	236.525	0.7%	0.7%		2016	2017
2016	241.432	2.1%	2.1%		2017	2018
2017	246.524	2.1%	2.1%		2018	2019
2018	251.233	1.9%	1.9%		2019	2020
2019	256.974	2.3%	2.3%		2020	2021
2020	260.474	1.4%	1.4%		2021	2022
2021	278.802	7.0%	5.0%		2022	2023

(1) These figures came from the March letter from Gary King (DuPage Co.) providing final prior yr. calculations and information for subsequent year's tax levy. A quicker source is the IDOR website. It posts there in late January.



# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2022 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit (if applicable)	(A) 2021 Extended Figures (DuPage)	(B) 2022 Proposed Levy (A)+(C)	(C) Increase (Decrease)	% Increase/ Decrease (C)/(A)	Extended Tax Rate (B)/EAV
10	General	0.3500	4,891,656	5,377,483	485,827	10%	0.2142
20	Recreation	0.3700	4,839,892	5,325,719	485,827	10%	0.2121
22	Cosley Zoo	0.0700	1,022,330	1,072,330	50,000	5%	0.0427
24	Audit	0.0050	31,058	42,878	11,820	38%	0.0017
23	Insurance Liability	None	271,759	539,809	268,050	99%	0.0215
26	Retirement-IMRF	None	561,634	240,734	(320,900)	-57%	0.0096
25	Retirement-Social Security	None	564,223	526,648	(37,575)	-7%	0.0210
Aggregate Extension			12,182,552	13,125,601	943,049	8%	0.5228
Aggregate Refunds			None	0	0	0%	-
21	SRA	0.0400	864,451	864,451	0	0%	0.0344
30 & 60	Bond & Interest	None	2,971,550	0	(2,971,550)	-100%	-
30	Bond & Interest-Limited	None	631,550	630,200	(1,350)	0%	0.0251
30	Annual Bonds-Limited	None	1,861,384	1,987,381	125,997	7%	0.0792
<b>Estimated</b>			<u>18,581,368</u>	<u>16,607,633</u>	<u>(1,903,854)</u>	<u>-10%</u>	<u>0.6615</u>

2022 LIMITING RATE		0.5228	
Numerator		Denominator	
Prior Year Levy	12,182,552	Prior Year EAV with an increase of	-3.0% 2,510,532,199
CPI % Increase (Decrease)	5.0%	Prior Year New Constr. w/ change of	10.0% (63,672,513)
<b>Levy</b>	<b>12,791,679</b>	<b>Valuation</b>	<b>2,446,859,686</b>

# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2023 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit <i>(if applicable)</i>	(A)	(B)	(C)	% Increase/ Decrease <i>(C)/(A)</i>	Extended Tax Rate <i>(B)/EAV</i>
			2022 Extended Figures <i>(DuPage)</i>	2023 Proposed Levy <i>(A)+(C)</i>	Increase (Decrease)		
10	General	0.3500	5,377,483	5,139,483	(238,000)	-4%	0.2007
20	Recreation	0.3700	5,325,719	5,087,719	(238,000)	-4%	0.1987
22	Cosley Zoo	0.0700	1,072,330	1,122,330	50,000	5%	0.0438
24	Audit	0.0050	42,878	37,633	(5,245)	-12%	0.0015
23	Insurance Liability	None	539,809	561,684	21,875	4%	0.0219
26	Retirement-IMRF	None	240,734	800,134	559,400	232%	0.0312
25	Retirement-Social Security	None	526,648	663,648	137,000	26%	0.0259
Aggregate Extension			13,125,601	13,412,631	287,030	2%	0.5238
21	SRA	0.0400	864,451	864,451	0	0%	0.0338
30	Bond & Interest-Limited	None	630,200	628,400	(1,800)	0%	0.0245
			14,620,252	14,905,482	285,230	2%	0.5821

2023		LIMITING RATE		0.5238	
Numerator			Denominator		
Prior Year Levy	12,791,679		Prior Year EAV with an increase of	2.0%	2,560,742,843
CPI % Increase (Decrease)	<u>3.0%</u>		Prior Year New Construction w/ a	1.4%	<u>(45,553,213)</u>
Levy	13,175,429		Valuation		2,515,189,630

# LEVY

## WHEATON PARK DISTRICT TAX LEVY WORKSHEET

2024 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory (if applicable)	(A)	(B)	(C)	% Increase/ (C)/(A)	Extended Tax (B)/EAV
			2023 Extended (DuPage)	2024 Proposed Levy (A)+(C)			
10	General	0.3500	5,139,483	5,335,783	196,300	4%	0.2043
20	Recreation	0.3700	5,087,719	5,284,019	196,300	4%	0.2023
22	Cosley Zoo	0.0700	1,122,330	1,177,330	55,000	5%	0.0451
24	Audit	0.0050	37,633	44,773	7,140	19%	0.0017
23	Insurance Liability	None	561,684	576,834	15,150	3%	0.0221
26	Retirement-IMRF	None	800,134	712,734	(87,400)	-11%	0.0273
25	Retirement-Social Security	None	663,648	682,523	18,875	3%	0.0261
Aggregate Extension			13,412,631	13,813,996	401,365	3%	0.5289
21	SRA	0.0400	864,451	864,451	0	0%	0.0331
30	Bond & Interest-Limited	None	628,400	631,150	2,750	0%	0.0242
			14,905,482	15,309,597	404,115	3%	0.5861

(B) LIMITING RATE		0.5289	
Numerator		Denominator	
Prior Year Levy	13,175,429	Prior Year EAV with an increase of	2.0% 2,611,957,700
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% (46,177,724)
Levy	13,570,692	Valuation	2,565,779,976

# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2025 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit <i>(if applicable)</i>	(A) 2024 Extended Figures <i>(DuPage)</i>	(B) 2025 Proposed Levy <i>(A)+(C)</i>	(C) Increase (Decrease)	% Increase/ Decrease <i>(C)/(A)</i>	Extended Tax Rate <i>(B)/EAV</i>
10	General	0.3500	5,335,783	5,511,783	176,000	3%	0.2069
20	Recreation	0.3700	5,284,019	5,460,019	176,000	3%	0.2049
22	Cosley Zoo	0.0700	1,177,330	1,232,330	55,000	5%	0.0463
24	Audit	0.0050	44,773	44,653	(120)	0%	0.0017
23	Insurance Liability	None	576,834	594,184	17,350	3%	0.0223
26	Retirement-IMRF	None	712,734	711,434	(1,300)	0%	0.0267
25	Retirement-Social Security	None	682,523	682,523	0	0%	0.0256
Aggregate Extension			13,813,996	14,236,926	422,930	3%	0.5344
21	SRA	0.0400	864,451	864,451	0	0%	0.0324
30	Bond & Interest-Limited	None	631,150	628,300	(2,850)	0%	0.0236
			15,309,597	15,729,677	420,080	3%	0.5904

(B) LIMITING RATE		0.5344	
<b>Numerator</b>		<b>Denominator</b>	
Prior Year Levy	13,570,692	Prior Year EAV with an increase of	2.0% 2,664,196,854
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% (48,734,789)
<b>Levy</b>	<b>13,977,813</b>	<b>Valuation</b>	<b>2,615,462,065</b>

# LEVY

## WHEATON PARK DISTRICT

### TAX LEVY WORKSHEET

2026 Tax Levy (rec'd in subsequent year)

Fund #	TAX FUND	Statutory Rate Limit <i>(if applicable)</i>	(A) 2025 Extended Figures <i>(DuPage)</i>	(B) 2026 Proposed Levy <i>(A)+(C)</i>	(C) Increase (Decrease)	% Increase/ Decrease <i>(C)/(A)</i>	Extended Tax Rate <i>(B)/EAV</i>
10	General	0.3500	5,511,783	5,684,969	173,186	3%	0.2092
20	Recreation	0.3700	5,460,019	5,633,205	173,186	3%	0.2073
22	Cosley Zoo	0.0700	1,232,330	1,292,330	60,000	5%	0.0476
24	Audit	0.0050	44,653	45,983	1,330	3%	0.0017
23	Insurance Liability	None	594,184	611,334	17,150	3%	0.0225
26	Retirement-IMRF	None	711,434	717,774	6,340	1%	0.0264
25	Retirement-Social Security	None	682,523	688,523	6,000	1%	0.0253
Aggregate Extension			14,236,926	14,674,118	437,192	3%	0.5400
21	SRA	0.0400	864,451	864,451	0	0%	0.0318
30	Bond & Interest-Limited	None	628,300	0	(628,300)	-100%	-
			15,729,677	15,538,569	(191,108)	-1%	0.5718

(B) LIMITING RATE		0.5400	
<b>Numerator</b>		<b>Denominator</b>	
Prior Year Levy	13,977,813	Prior Year EAV with an increase of	2.0% 2,717,480,791
CPI % Increase (Decrease)	3.0%	Prior Year New Construction w/ a	1.4% (51,433,451)
<b>Levy</b>	<b>14,397,147</b>	<b>Valuation</b>	<b>2,666,047,340</b>



## Liability

### LIABILITY INSURANCE FUND LEVY (Fund #23)

Levy Year:	2021	2022	2023	2024	2025	2026
Fiscal Year:	2022	2023	2024	2025	2026	2027
Spendable Fund Balance, Beginning of Year	474,498	272,260	269,982	276,469	283,663	291,821
Anticipated Revenue	270,950	537,660	559,425	574,499	591,763	608,827
Cash & Revenues	745,448	809,920	829,407	850,969	875,426	900,648
Less: Expenditures	473,187	539,938	552,938	567,306	583,605	600,423
Est. Fund Balance, End of Year	272,260	269,982	276,469	283,663	291,821	300,225
Fund Balance Goal (50% of Budgeted expenditures)	236,594	269,969	276,469	283,653	291,802	300,212
Excess (Deficit) of Fund Balance Goal	35,667	13	1	10	18	13
<b>REVENUE BREAKDOWN</b>						
Actual Extension or Proposed levy	271,759	539,809	561,684	576,834	594,184	611,334
Less: Uncollectibles	1,359	2,699	2,808	2,884	2,971	3,057
Subtotal	270,400	537,110	558,875	573,949	591,213	608,277
Miscellaneous Income	50	50	50	50	50	50
Interest	500	500	500	500	500	500
Anticipated Revenues	270,950	537,660	559,425	574,499	591,763	608,827
<b>EXPENDITURE BREAKDOWN</b>						
	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
PDRMA	410,187	464,988	478,938	493,306	508,105	523,348
Unemployment	30,000	30,000	30,000	30,000	31,500	33,075
Background Checks/Physicals (from HR)	19,000	19,950	19,000	19,000	19,000	19,000
Other Expenditures (Supplies, etc)	14,000	25,000	25,000	25,000	25,000	25,000
Annual Expenditures	473,187	539,938	552,938	567,306	583,605	600,423
<b>PDRMA Annual Premiums (paid monthly)</b>						
	<b>2022</b>	<b>Budget</b>	<b>Prior Yr.</b>	<b>Prior Yr.</b>	<b>Prior Yr.</b>	<b>Prior Yr.</b>
	<i>from projections</i>	<b>Estimate</b>	<b>Estimate + 3%</b>	<b>Estimate + 3%</b>	<b>Estimate + 3%</b>	<b>Estimate + 3%</b>
Property coverage	129,577	152,847	157,432	162,155	167,020	172,031
Workers Comp	191,539	204,156	210,281	216,589	223,087	229,779
Public Liability	63,226	75,431	77,694	80,025	82,425	84,898
Employment Practices Liab.	21,993	27,790	28,624	29,482	30,367	31,278
Pollution Liability	3,853	4,764	4,907	5,054	5,206	5,362
Total PDRMA Premiums	410,187	464,988	478,938	493,306	508,105	523,348

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.



## Audit

### AUDIT FUND LEVY (Fund #24)

Levy Year:	2021	2022	2023	2024	2025	2026
Fiscal Year:	2022	2023	2024	2025	2026	2027

25-Aug-22	<u>(Budgeted)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>
Fund Balance, Beginning of Year	14,364	17,894	20,258	19,303	21,352	22,001
Anticipated Revenue	29,730	42,864	37,645	44,749	44,630	45,953
Cash & Revenues	44,094	60,758	57,903	64,052	65,982	67,954
Less: Expenditures	26,200	40,500	38,600	42,700	43,981	45,300
Est. Fund Balance, End of Year	17,894	20,258	19,303	21,352	22,001	22,654
Fund Balance Goal (50% of budget)	13,100	20,250	19,300	21,350	21,991	22,650
Excess (Deficit) of Fund Balance Goal	4,794	8	3	2	10	4

### REVENUE BREAKDOWN

Proposed or actual levy	29,779	42,878	37,633	44,773	44,653	45,983
Less: Uncollectibles	0.5% 149	214	188	224	223	230
Subtotal	29,630	42,664	37,445	44,549	44,430	45,753
Interest	100	200	200	200	200	200
Anticipated Revenues	29,730	42,864	37,645	44,749	44,630	45,953

	2022	Estimated	Estimated	Estimated	Estimated	Estimated
EXPENDITURE BREAKDOWN	<u>from projections</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>	<u>Expenditures</u>
Salaries and Wages	0	0	500	500	515	530
Acctg. Services	0	500	500	500	515	530
Legal & Consulting	0	0	0	0	0	0
Audit Fees for Audit fund	26,200	40,000	37,600	41,700	42,951	44,240
	26,200	40,500	38,600	42,700	43,981	45,300

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

# FICA

## FICA FUND LEVY (Fund #25)

Levy Year:	2021	2022	2023	2024	2025	2026
Fiscal Year:	2022	2023	2024	2025	2026	2027

	<i>(Budgeted)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>	<i>(Estimated)</i>
Fund Balance, Beginning of Year	442,967	447,404	348,760	366,940	385,910	398,903
Anticipated Revenue	623,027	586,928	724,471	744,505	745,783	753,056
Cash & Revenues	1,065,994	1,034,332	1,073,231	1,111,445	1,131,693	1,151,959
Less Expenditures	618,590	685,572	706,291	725,535	732,790	740,118
Est. Fund Balance, End of Year	447,404	348,760	366,940	385,910	398,903	411,841
Fund Balance Goal (50% of Budgeted expenditures)	309,295	342,786	353,146	362,768	366,395	370,059
Excess (Deficit) of Fund Balance Goal	138,109	5,974	13,795	23,143	32,508	41,782

<b>REVENUE BREAKDOWN</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Proposed or extended levy	564,223	526,648	663,648	682,523	682,523	688,523
Less: Uncollectibles 0.5%	2,821	2,633	3,318	3,413	3,413	3,443
Subtotal	561,402	524,014	660,329	679,110	679,110	685,080
CPPRT	59,625	61,414	62,642	63,895	65,173	66,476
Interest	2,000	1,500	1,500	1,500	1,500	1,500
Anticipated Revenues	623,027	586,928	724,471	744,505	745,783	753,056

<b>EXPENDITURE BREAKDOWN</b>	<b>2022</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
	<i>from projections</i>	<i>from budget</i>	<i>from budget</i>	<i>from budget</i>	<i>(prior yr + 1%)</i>	<i>(prior yr + 1%)</i>
FICA	618,590	685,572	706,291	725,535	732,790	740,118
Estimated expenditures	618,590	685,572	706,291	725,535	732,790	740,118

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

# IMRF

## IMRF FUND LEVY (Fund #26)

Levy Year:	2021	2022	2023	2024	2025	2026
Fiscal Year:	2022	2023	2024	2025	2026	2027

	<u>(Budgeted)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>	<u>(Estimated)</u>
Fund Balance, Beginning of Year	461,306	444,648	254,345	382,180	401,511	413,274
Anticipated Revenue	620,951	302,444	860,276	774,566	774,550	782,162
Cash & Revenues	1,082,257	747,093	1,114,620	1,156,746	1,176,061	1,195,436
Less Expenditures	637,609	492,748	732,440	755,235	762,787	770,415
Est. Fund Balance, End of Year	444,648	254,345	382,180	401,511	413,274	425,020
Fund Balance Goal (50% of Budgeted expenditures)	318,805	246,374	366,220	377,618	381,394	385,208
Excess (Deficit) of Fund Balance Goal	125,844	7,971	15,960	23,894	31,880	39,813

<b>REVENUE BREAKDOWN</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>
Proposed or extended levy	561,634	240,734	800,134	712,734	711,434	717,774
Less: Uncollectibles 0.5%	2,808	1,204	4,001	3,564	3,557	3,589
Subtotal	558,826	239,531	796,134	709,171	707,877	714,186
CPPRT	59,625	61,414	62,642	63,895	65,173	66,476
Interest	2,500	1,500	1,500	1,500	1,500	1,500
Anticipated Revenues	620,951	302,444	860,276	774,566	774,550	782,162

<b>EXPENDITURE BREAKDOWN</b>	<b>2022</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>	<b>Estimated</b>
	<u>from projections</u>	<u>from budget input</u>	<u>from budget input</u>	<u>from budget input</u>	<u>(prior yr + 1%)</u>	<u>(prior yr + 1%)</u>
IMRF	637,609	492,748	732,440	755,235	762,787	770,415
Estimated expenditures	637,609	492,748	732,440	755,235	762,787	770,415

The cash and investments goal of 50% is the maximum end of the established goal for the District. That goal was established when the District had a March 31 fiscal year end. Currently the fiscal year end is December 31, since this means that the 5 months of activity will have been incurred by this fund prior to receiving the current year's first tax installment, we have used the high end of the target in this analysis to assure adequate resources are available to meet the obligations of this fund.

## MEMORANDUM

*To:* Park District Clients  
*From:* Tressler, LLP  
*Date:* September 21, 2022  
*Re:* Truth in Taxation Compliance for 2022 Tax Levy

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Before adopting your district's tax levy this year, you must comply with the requirements of the Truth in Taxation Law ("Law") (35 ILCS 200/18-55 through 35 ILCS 200/18-100). Please note that there were no substantive changes to the Law since last year's memorandum.

For purposes of this memorandum and determining the appropriate information to be included in your Truth in Taxation notice, if notice/hearing are required, the following definitions apply:

(a) "**Aggregate levy**" means the annual corporate levy of the Park District and those special purpose levies which are made annually (**other than debt service levies** and levies made for the purpose of paying amounts due under public building commission leases). Most park districts do not have levies for public building commission purposes.

(b) "**Special purpose levies**" include, but are not limited to, levies made on an annual basis for contributions to pension plans, unemployment and workers' compensation, or self-insurance. The definition of "special purpose levies" itemizes some, but not all, special purpose levies which must be included in computing the aggregate levy. However, we recommend that you include **all** of your levies, except for debt service levies, in your calculation of the aggregate levy.

(c) "**Debt service**" means levies made by the Park District pursuant to statute, referendum, ordinance, resolution, indenture, agreement, or contract to retire the principal or pay interest on bonds, notes, debentures or other financial instruments which evidence indebtedness.

Our interpretation of the Law is as follows:

1. **Determination:** At least 20 calendar days prior to adopting the tax levy ordinance, the Board of Park Commissioners ("Park Board") must meet and formally determine the amount of money which it estimates will be levied in 2022, and extended in 2023 (exclusive of election costs). The determination should be made by resolution and made a part of the minutes of the meeting. Suggested forms of resolution (depending on whether this year's proposed levy exceeds last year's extension by more than 5%) are attached as **Exhibits A-1 and A-2**.
2. **Need for Notice/Hearing:** If the Park Board's estimate of the amount of the proposed 2022 aggregate levy is more than 105% of the amount extended or estimated to be extended, plus any amount abated by the Park District prior to such extension, upon the final 2021 aggregate levy, the Park Board must give public notice of, and hold a public hearing on, its intent to adopt such a levy. The amount so determined to have been extended or estimated to be extended must be based on the most recently ascertainable information. Accordingly, if actual extension figures are available from the County at the time the resolution is adopted they, and not estimated figures,

must be used. Since it is not necessary to file tax levy ordinances until the last Tuesday in December, there is no legitimate reason for failing to use actual extension figures. They generally are available in sufficient time to meet the deadlines established in the Property Tax Code for tax levy ordinance filing and percentage increase determination. **The truth in taxation hearing MUST NOT coincide with the hearing on the Park District's proposed budget and appropriation ordinance.**

For tax cap purposes **only**, the Property Tax Extension Limitation Act removed the special recreation levy from your district's aggregate extension base. **However, please note that you should still take your special recreation levy into account when calculating your 2021 and 2022 aggregate levy amounts for purposes of determining whether a Truth in Taxation notice and hearing are required.**

3. **Notice (If Required):** If the Park Board's estimate of the amount of the proposed 2022 aggregate levy (exclusive of election costs) exceeds 105% of the amount extended or estimated to be extended, plus any amount abated by the Park District prior to extension, upon the final 2021 aggregate levy (exclusive of election costs), the following notice must be given:
  - a. If the Park District is located entirely in one county, the notice must be published in an English language newspaper of general circulation published in the Park District, or if there is no such newspaper, in an English language newspaper of general circulation published in the county and having circulation in the Park District. If the Park District is located primarily in one county but extends into smaller portions of adjoining counties, the notice must be published in a newspaper of general circulation published in the Park District, or if there is no such newspaper, in a newspaper of general circulation published in each county in which any part of the Park District is located. If the Park District includes all or a large portion of 2 or more counties, the notice shall be published in a newspaper of general circulation published in each county in which any part of the Park District is located;
  - b. The notice must appear not more than 14 calendar days nor less than 7 calendar days prior to the date of the public hearing (public hearing can be held on the same day as adoption of the tax levy ordinance so long as it precedes such adoption);
  - c. The notice must cover no less than 1/8 of a page;
  - d. The notice must not be printed in smaller than 12-point type;
  - e. The notice must be enclosed by a black border no less than 1/4 inch wide;
  - f. The notice must not be placed in the "legal notices" or the "classified advertisements" sections of the newspaper; and,

- g. The notice must be published in the form attached as **Exhibit B**.
- h. If the Park District has a website maintained by its full-time staff, then the notice must also be posted on the Park District's website. Note, however, that the Park District's failure to post notice on its website will not invalidate the notice or any action taken on the tax levy. (See 35 ILCS 200/18-75, as amended by P.A. 99-0367).

**The form of notice (Exhibit B) is prescribed by statute.** You must **not** include any information in the notice that is not specified or required by the statute, or exclude any information that is specified or required; otherwise, the notice will be considered invalid. Therefore, please **DO NOT** modify your notice from the form provided in Exhibit B (except, of course, to delete the exhibit reference and asterisked and bracketed instructional information that has been provided for your guidance).

When transmitting your notice to the newspaper for publication, we recommend that you include the publication requirements set forth above in this paragraph 3. You should keep a copy of your transmittal letter. The Law provides that a levy of a taxing district will not be invalidated if the failure to comply with the provisions of the notice requirement is attributable to the newspaper's failure to reproduce the information in the notice accurately or to publish the notice as directed by the taxing district.

The Law requires that the **notice** include a comparison of the current year's levy for debt service with the prior year's extension for debt service, as well as a comparison of the "total property tax" levy (including debt service levies) for the current year with the extension of the preceding year. Please note, however, that these calculations are **NOT** to be considered in determining whether this year's corporate and special purpose levies exceed last year's extension for these items by more than 5%. Any increase or decrease in the current year's debt service levy or the total property tax levy over last year's debt service extension or total property tax extension will have **no effect** on the calculation to determine whether the 105% threshold amount has been exceeded. The calculations for debt service and total property tax levy are purely informational items required to be in the notice.

- 4. **Hearing (If Required):** The hearing **MUST NOT** coincide with the hearing on the Park District's proposed budget and appropriation ordinance. At the hearing the Park Board is **required** to explain the reasons for the proposed increase and to permit persons desiring to be heard an opportunity to present testimony. The Park Board may prescribe reasonable time limits for this testimony. **Even if there are no members of the public in attendance at the hearing, we recommend that the reason for the proposed increase still be given and entered in the minutes of the meeting.**

After the hearing, the Park Board can proceed to adopt the tax levy ordinance, but the amount of the levy should not exceed the amount advertised in the notice. If, however, either (a) the final aggregate tax levy amount adopted is more than 105% of the amount, exclusive of election costs, which was extended or is estimated to be extended, plus any amount abated by the Park District prior to extension, upon the final aggregate levy adopted in 2022 and is greater than the published levy amount or (b) if the Park District miscalculated in making its determination and the adopted levy amount is in fact more than 105% of that amount and the Park District did not publish a hearing notice, the Park Board must, **within 15 days of the adoption of the tax levy ordinance**, publish notice in the form attached to this memorandum as **Exhibit C**. This form is prescribed by



statute and should be followed without modification (except, of course, to delete the exhibit reference and asterisked and bracketed instructional information which has been provided for your guidance). There does not appear to be any new/additional hearing requirement regarding the revised levy; only the above notice is required.

As a continuing reminder from previous memoranda, please note that the General Assembly previously amended the Truth in Taxation Law to permit a park district that increases its property tax levy by more than five percent of its previous year's levy extension to advise its taxpayers under certain circumstances that the levy is being increased in order to capture new growth in the district's equalized assessed valuation. In particular, Public Act 96-0504 **permits, but does not require**, a park district to add the following specific language to the published notice required by the Truth in Taxation Law if the district either (a) increases its tax levy by an amount greater than it stated in the Truth in Taxation notice published prior to the adoption of its levy ordinance or (b) increases its levy by more than five percent of its previous year's levy extension, but did not publish any notice of its intention to do so, despite the requirement of the Truth in Taxation Law:

The taxing district has estimated its equalized assessed valuation to secure new growth revenue and must adhere to the Property Tax Extension Limitation Law (PTELL or "tax cap" law). PTELL limits the increase over the prior year in the property tax extension of this taxing district to the lesser of 5% or the percentage increase in the Consumer Price Index (CPI), which is \_\_\_\_%.

5. **Tax Levy Ordinance Filing Deadline/Required Certifications:** By law, your tax levy ordinance must be filed with the County Clerk not later than the last Tuesday in December, which this year falls on December 27<sup>th</sup>. Given the proximity to the holidays, we recommend you allow a few extra days to ensure timely filing.

The tax levy ordinance **must** be accompanied by **both**:

- 1) the standard Secretary's certificate, certifying the authenticity of the attached tax levy ordinance; and,
- 2) the certificate of the Presiding Officer of the Park Board, certifying compliance with, or inapplicability of, the provisions of Sections 18-60 through 18-85 of the Law. This statutory requirement appears partially to be in error since Section 18-60 of the Law will always be applicable (Section 18-60 requires the initial determination by the Park Board of the percentage increase in its proposed levy).

We have attached to this memorandum as **Exhibit D-1** a form of certification which, we believe, comports with the intent of the Law. This form should be used by Park Districts, other than those in Cook County. The form of certification attached as **Exhibit D-2** has been approved by the Cook County Clerk's Office and should be used by Park Districts in Cook County.

Failure to include the Secretary's Certificate arguably invalidates the entire levy. Failure to include the Presiding Officer's Certificate by statute arguably invalidates the amount of the final aggregate levy in excess of 105% of the Park District's extension for the preceding fiscal year.

6. **Forms:** The following forms are attached to this memorandum for your use in complying with the requirements of the Law.

**Exhibit A-1**                      Determination resolution where amount of proposed levy for current year **exceeds** by more than 5% the amount actually extended for previous year.

**Exhibit A-2**                      Determination resolution where amount of proposed levy for current year **does not exceed** by more than 5% the amount actually extended for previous year.

**Exhibit B**                        Form of Notice to be used in notifying of hearing where determination is made of an increase of more than 5%.

**Exhibit C**                        Form of correction Notice to be used where either notice should have been given but was not, or amount specified in original notice was incorrect.

**Exhibit D-1**                      Presiding Officer's Certificate (Counties other than Cook County).

**Exhibit D-2**                      Presiding Officer's Certificate (Cook County only).

**EXHIBIT A-1\***

*(Alternative 1 - If the proposed 2022 aggregate tax levy exceeds the extension upon the 2021 aggregate levy by more than 5%)*

\_\_\_\_\_ **PARK DISTRICT**

**TRUTH IN TAXATION LAW RESOLUTION**

**RESOLVED**, by the Board of Park Commissioners of the \_\_\_\_\_ Park District, \_\_\_\_\_ County, Illinois ("Park District") that, based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law":

1. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, extended by the Park District, plus any amount abated by the Park District before extension, upon the final 2021 real estate tax levy of the Park District (2022 tax bill) is \$\_\_\_\_\_.
2. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, proposed to be levied by the Park District for 2022 (2023 tax bill) is \$\_\_\_\_\_.
3. Based on the foregoing, the estimated percentage increase in the proposed 2022 aggregate levy over the amount of real estate taxes extended upon the final 2021 aggregate levy is \_\_\_\_\_%.

**FURTHER RESOLVED**, that a public hearing on the proposed 2022 aggregate levy of the Park District be held on \_\_\_\_\_, 2022, at \_\_\_\_ p.m. at \_\_\_\_\_, \_\_\_\_\_, Illinois; and that the Secretary cause notice of said hearing to be published, all in accordance with the requirements of the Truth in Taxation Law.

Passed this \_\_\_\_ day of \_\_\_\_\_, 2022.

AYES:

NAYS:

ABSENT:

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

Attested and Filed this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

**\* NOTE:** *Missing information needs to be provided by the Park District. See definitions in memorandum.*

**EXHIBIT A-2\***

*(Alternative 2 - If the proposed 2022 aggregate levy does not exceed the extension upon the final 2021 aggregate levy by more than 5%)*

\_\_\_\_\_  
**PARK DISTRICT**

**TRUTH IN TAXATION LAW RESOLUTION**

**RESOLVED**, by the Board of Park Commissioners of the \_\_\_\_\_ Park District, \_\_\_\_\_ County, Illinois ("Park District") that, based upon the most recently ascertainable information, the following determinations are hereby made in accordance with the "Truth in Taxation Law":

1. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, extended by the Park District, plus any amount abated by the Park District before extension, upon the final 2021 real estate tax levy of the Park District (2022 tax bill) is \$\_\_\_\_\_.
2. The amount of real estate taxes, exclusive of election costs, public building commission leases and debt service levies, proposed to be levied by the Park District for 2022 (2023 tax bill) is \$\_\_\_\_\_.
3. Based on the foregoing, the estimated percentage increase in the proposed 2022 aggregate levy over the amount of real estate taxes extended upon the final 2021 aggregate levy is \_\_\_\_\_%, and that, accordingly, no public hearing or publication is required under the Truth in Taxation Law.

AYES:

NAYS:

ABSENT:

Passed this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

Attested and Filed this \_\_\_\_ day of \_\_\_\_\_, 2022.

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

**\* NOTE:** *Missing information needs to be provided by the Park District. See definitions in memorandum.*

**EXHIBIT B\***

Notice of Proposed Property Tax Increase for (commonly known name of Park District).

**I.** A public hearing to approve a proposed property tax levy increase for ( legal name of the Park District) for 2022 will be held on (date) at (time) at (location).

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact (name), Secretary of the Board of Park Commissioners, (address), (city), Illinois (zip), telephone (( )) ( ).

**II.** The corporate and special purpose property taxes extended or abated for 2021 were \$(dollar amount of final aggregate levy as extended, plus the amount abated by the Park District prior to extension).

The proposed corporate and special purpose property taxes to be levied for 2022 are \$(dollar amount of proposed aggregate levy). This represents a (percentage) increase/decrease over the previous year.

**III.** The property taxes extended for debt service and public building commission leases for 2021 were \$(dollar amount).

The estimated property taxes to be levied for debt service and public building commission leases for 2022 are \$(dollar amount). This represents a (percentage increase or decrease) over the previous year.

**IV.** The total property taxes extended or abated for 2021 were \$(dollar amount including debt service).

The estimated total property taxes to be levied for 2022 are \$(dollar amount including debt service). This represents a (percentage increase or decrease) over the previous year.

**\* NOTE:** *Missing information needs to be provided by the Park District. See definitions in memorandum.*

**EXHIBIT C\***

*[Form of Notice to be used where the final aggregate tax levy ordinance adopted is more than 105% of the amount, exclusive of any levy for election costs, which was extended or estimated to be extended, plus any amount abated by the Park District prior to extension, upon the final aggregate levy of the preceding year and is in excess of the amount of the proposed levy stated in the original notice or no notice was given originally and the levy as finally adopted exceeds the 105% threshold]*

Notice of Adopted Property Tax Increase for (commonly known name of the Park District).

**I.** The corporate and special purpose property taxes extended or abated for 2021 were \$ (dollar amount of the final aggregate levy as extended).

The adopted corporate and special purpose property taxes to be levied for 2022 are \$ (dollar amount of the proposed aggregate levy). This represents a (percentage) increase/decrease over the previous year.

**II.** The property taxes extended for debt service and public building commission leases for 2021 were \$(dollar amount).

The estimated property taxes to be levied for debt service and public building commission leases for 2022 are \$(dollar amount). This represents a (percentage) increase or decrease over the previous year.

**III.** The total property taxes extended or abated for 2021 were \$(dollar amount).

**IV.** The estimated total property taxes to be levied for 2022 are \$(dollar amount). This represents a (percentage increase or decrease) over the previous year.

*[The Truth in Taxation Law permits a park district that increases its property tax levy by more than five percent of its previous year's levy extension to advise its taxpayers under certain circumstances that the levy is being increased in order to capture new growth in the district's equalized assessed valuation. In particular, the Law permits, but does not require, a park district to add the following specific language to this published notice:*

**V.** The taxing district has estimated its equalized assessed valuation to secure new growth revenue and must adhere to the Property Tax Extension Limitation Law (PTELL or "tax cap" law). PTELL limits the increase over the prior year in the property tax extension of this taxing district to the lesser of 5% or the percentage increase in the Consumer Price Index (CPI), which is \_\_\_\_%.]

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**\* NOTE:** *Missing information needs to be provided by the Park District. See definitions in memorandum.*



**EXHIBIT D-1\***

**CERTIFICATE OF PRESIDING OFFICER**

I, \_\_\_\_\_ hereby certify that I am the duly elected and acting President of the Board of Park Commissioners of the \_\_\_\_\_ Park District, \_\_\_\_\_, \_\_\_\_\_ County, Illinois, and that as such President, I am the presiding officer of the corporate authority of said Park District.

I further certify that the attached copy of the ordinance levying and assessing taxes of the \_\_\_\_\_ Park District for 2022, was adopted pursuant to, and in all respects in compliance with, the provisions of Sections 18-60 through 18-85 of the Truth in Taxation Law ("Law").

The notice and hearing requirements of Sections 18-70 through 18-85 of the Law are (applicable or inapplicable).

**IN WITNESS WHEREOF**, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the \_\_\_\_\_ Park District at \_\_\_\_\_, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

**\* NOTE:**      *Missing information needs to be provided by the Park District.*

**EXHIBIT D-2\***

**TRUTH IN TAXATION**

**CERTIFICATE OF COMPLIANCE**

I, \_\_\_\_\_ [Full name of presiding officer], hereby certify that I am the presiding officer of \_\_\_\_\_ [Legal name of Taxing District], Cook County, Illinois, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code – Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85 (2002).

This certificate applies to the 2022 levy.

**IN WITNESS WHEREOF**, I have signed my name in my official capacity as the President and presiding officer of the Board of Park Commissioners of the \_\_\_\_\_ Park District at \_\_\_\_\_, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

**\* NOTE:**     *Missing information needs to be provided by the Park District.*



TO: Board of Commissioners  
FROM: Justin Kirtland, Golf Course Superintendent  
THROUGH: Mike Benard, Executive Director  
RE: Toro Reelmaster 3555-D Fairway Mowers  
DATE: September 13, 2022

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**SUMMARY:**

In 2022 staff requested approval of two Toro Reelmasters fairway mowers in the amount of \$146,196.96, but due to supply chain shortages the equipment would not be available until 2023. After receiving this news, staff requested, and the board approved in March 2022, the purchase of a track loader-skid steer due for replacement in 2023 at a cost of \$69,358.

As of September 11, 2022, staff has received the news that the two Toro Reelmasters fairway mowers are available for the fall of 2022. They are honoring the current prices that the board approved in the amount of \$146,196.96. Based on current inflation numbers we would have to assume that number increasing in 2023.

These mowers are available through the National Intergovernmental Purchasing Alliance (NIPA) administered by Omnia.

**Equipment Description: Toro Reelmaster 3555-D**

This piece of equipment is used to mow fairways at Arrowhead Golf Club. They are used Monday through Friday and will replace two similar units purchased in 2010. They are 20 percent lighter than older models which will reduce turf compaction and are more maneuverable which will increase efficiency. The 11 blade reels are the cutting portion of the machine while the bi-directional groomer drive removes thatch while mowing. The rear roller brush keeps the roller clean and disperses clippings and the cartridges attach all of the above to the mower. Purchased through NIPA national purchasing agreement (contract # 2017025) which is in effect from 4/1/17 through 3/31/22 and renewed through 3/31/23. Total cost is \$146,196.96.

**PREVIOUS COMMITTEE/BOARD ACTION:** The equipment was budgeted for purchase in 2022 and approved by the Board on November 17, 2021.

**REVENUE OR FUNDING IMPLICATIONS:** Staff has recently been informed that the two fairway mowers will be available this fall but the mowers are only available on first come first serve basis. Basically, if we decide not to purchase these mowers they will go to the next person in line. They will not hold these mowers for us until 2023.

A total of \$165,160 is budgeted for golf course equipment in 2022. There is currently \$95,802 remaining in the capital equipment budget for 2022. The remaining \$50,394.96 would need to come from cash reserves.

Staff anticipates a small cost offset by selling the current mowers at auction.

Staff currently has \$150,000 budgeted in the 2023 capital budget for the purchase of the two Toro Reelmaster fairway mowers.

Golf Course Equipment (Capital) 60-601-000-57-5706-0000

**STAKEHOLDER PROCESS:** We are currently using 2010 Toro Reelmasters and have had very good success with them. Staff continually consults with other professionals in the field and believe these are solid options for the price.

**LEGAL REVIEW:** Legal counsel was consulted in 2013 when a similar purchase was made and they were comfortable with the process of joint purchasing.

**ATTACHMENTS:**

- Equipment quote
- NIPA Executive Summary

**ALTERNATIVES:** It is our desire to replace equipment on a regular basis in order to maintain the course properly. Having and following a replacement schedule does this while also ensuring that much larger sums of money do not need to be spent in years to come to replace equipment that becomes outdated and/or unserviceable.

**RECOMMENDATION:** Staff recommends the purchase of two (2) Toro Reelmaster 3555-D fairway mowers, ten (10) 11 blade Forward Swept Reels, two (2) Universal/Bi-Directional Groomer Drives (sets of 5), ten (10) Universal Groomer Cartridges, ten (10) 22 inch Groomer Brush Cartridges, and two (2) Rear Roller Brush Kits (sets of 5) at a cost of \$146,196.96 through the National Intergovernmental Purchasing Alliance (NIPA) contract #2017025.

# ORDER

Grant Rundblade  
Territory Manager  
911 Tower Road  
Mundelein, IL 60060  
Cell (815) 988-6303  
Fax (847) 678-5511  
[grundblade@reinders.com](mailto:grundblade@reinders.com)

Acct #: 365414-2  
Arrowhead Golf Club  
26 W 151 Butterfield Road  
Wheaton IL 60189-8937

<u>Quote ID#</u> 10202021	Quotes Good for 15 days
<u>Quote Date</u> 9/13/2022	

Attn: Justin Kirtland

Competitively Solicited and Award to Toro - Contract #2017025

Qty	Model #	Description	OMNIA Total
2	03820	<b>(2) Reelmaster 3555-D</b>	\$81,842.28
10	03488	11 Blade (FSR) Forward Swept Reel EdgeSeries	\$33,196.80
2	03763	Universal/Bi-Directional Groomer Drive (Set 5)	\$19,016.40
10	03772	Universal Groomer Cartridge	\$3,845.40
10	03767	22 Inch Groomer Brush Cartridge	\$2,753.40
2	03658	Rear Roller Brush Kit (set 5)	\$5,542.68

MSRP: \$187,432.00  
OMNIA Sale Price: \$146,196.96

## Proposal Summary and Agreement

I am pleased to submit the attached proposal for your consideration

This is a proposal on the goods named, subject to the following conditions: The prices and terms on this proposal are not subject to verbal changes or other agreements unless approved in writing by the seller. All proposals and agreements are contingent on availability of product from the manufacturer. Typographical errors are subject to correction.

All prices quoted include delivery to your facility unless otherwise stated. Prices include assembly where applicable and accessibility to parts and service manuals. Timing at delivery may vary and is subject to manufacturer's availability. Purchaser is responsible for any applicable taxes.

The City of Mesa, AZ has publicly solicited and awarded an agreement for ***Parks and Golf Grounds Maintenance Equipment to The Toro Company***. This cooperative purchasing agreement (Contract #2017025) is available to public agencies and non-profit entities nationwide via

### Award Highlights

- Cooperative purchasing contract
- Publicly solicited and awarded
- RFP included public agency "piggy-backing" language
- National aggregate pricing saves money

### ORDER ACCEPTANCE AGREEMENT

By signing below, I am authorizing Reinders, Inc. to proceed with fulfilling the product order based on the quote I.D.# noted and that I have reviewed the quote in its entirety. Unless otherwise indicated I agree to accept delivery on the earliest date that this product can be shipped to our location(s). Any and all trades associated with this order will be ready for pick up at time of delivery of this order. **A 2.5% service fee will apply for all credit card transactions.**

Quote I.D. # \_\_\_\_\_ Accepted Equipment Delivery Date \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

Grant Rundblade  
Territory Manager  
Reinders, Inc.







Grounds Maintenance Equipment, Parts, Accessories, Supplies, Related Services and Equipment  
Executive Summary

**Lead Agency:** City of Mesa, AZ

**Solicitation:** RFP#2017025

**RFP Issued:** October 25, 2016

**Pre-Proposal Date:** November 15, 2016

**Response Due Date:** December 14, 2016

**Proposals Received:** 3

**Awarded to:**



The City of Mesa, AZ Purchasing Division issued RFP#2017025 on October 25, 2016, to establish a national cooperative contract for Grounds Maintenance Equipment, Parts, Accessories, Supplies, Related Services and Equipment.

The solicitation included cooperative purchasing language in the Scope of Work, #2 National Contract:

**NATIONAL CONTRACT:** The City of Mesa, as the Principal Procurement Agency, as defined in Attachment D, has partnered with the National Intergovernmental Purchasing Alliance Company ("National IPA) to make the resultant contract (also known as the "Master Agreement" in materials distributed by National IPA) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through National IPA's cooperative purchasing program. The City of Mesa is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with National IPA as a Participating Public Agency in National IPA's cooperative purchasing program. Attachment D contains additional information on National IPA and the cooperative purchasing agreement.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- City of Mesa, AZ website
- National IPA website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino Sun, CA
- Honolulu Star-Advertiser, HI
- The Advocate – New Orleans, LA
- New Jersey Herald, NJ
- Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Houston Community Newspapers, Cy Creek Mirror, TX
- Deseret News, UT
- Richmond Times, VA
- Seattle Daily Journal of Commerce, WA
- The Herald News, IL

On December 14, 2016 proposals were received from the following offerors:

- Jacobsen Textron Company
- Harper Industries, Inc
- The Toro Company

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with the Toro Company. The City of Mesa, AZ, National IPA and the Toro Company successfully negotiated a contract and the City of Mesa, AZ executed the agreement with a contract effective date of April 1, 2017.

Contract includes: Sports Fields and Grounds Equipment, Golf Course Maintenance Equipment, Related Equipment Parts, Used Equipment and Balance of Line to include: Golf Irrigation, Residential Commercial Irrigation, Landscape Contractor, Site Works Systems and Boss Snow Removal Equipment Lines.

Value Added Services: Used Equipment, Financing Options and Smart Value Program volume incentive program.

Term:

Five year agreement beginning April 1, 2017 and ending March 31, 2022. Two (2) annual renewals are available through March 31, 2024.

Pricing/Discount:

Discount off Toro MSRP. Serviced and supported by local Toro distributors/dealers.

National IPA Web Landing Pages: [www.nationalipa.org/Vendors/Pages/TheToroCompany.aspx](http://www.nationalipa.org/Vendors/Pages/TheToroCompany.aspx)

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: 2022 Arrowhead Sealcoating and Striping

DATE: September 29, 2022



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**SUMMARY:**

The Arrowhead parking lots need to be seal coated to protect the surface from further damage this winter. The parking space lines also need to be re-striped after the seal coating is completed.

Quotes were solicited in September 2022, and the results were as follows:

Contractor	Amount
Sur-Seal	\$21,960.25
<i>Additional quotes are pending</i>	

Staff contacted six seal coating companies and they are all booked for the season. Sur-Seal has performed seal coating on numerous parking lots throughout the park district including Arrowhead in the past. Staff has been pleased with the results. The pricing from Sur-Seal is also very reasonable based on what they quoted for last year's work on the maintenance building lot.

Staff is still seeking additional quotes in the meantime.

**REVENUE OR FUNDING IMPLICATIONS:**

Account #	Description
60-611-000-57-5701-0000	Capital

**ATTACHMENTS:**

Sur-Seal's quote.

**RECOMMENDATION:**

It is recommended that the Wheaton Park District Board of Commissioner's accept the quote from Sur-Seal for a not to exceed amount of \$21,960.25

# SUR – SEAL PARKING LOT MAINTENANCE

## SEALCOATING-ASPHALT-CONCRETE-BRICK-SNOW REMOVAL

PHONE: 630-629-8400 EMAIL: INFO@SUR-SEALCOMPANY.COM

----- VISIT-US-@-WWW.SUR-SEALCOMPANY.COM- -----

Note: This proposal may be withdrawn by Sur-Seal if not accepted within 30 days

Proposal # 220929969811

Date: 09-29-2022

Proposal Submitted to: BRIAN MORROW

Location: ARROWHEAD GOLF COURSE

Name: WHEATON PARK DISTRICT

Street:

Street: 1000 MANCHESTER RD

City:

City: WHEATON IL 60187

Phone:

Phone: 630-510-4975

Location Contact:

We have inspected the area and submit the following proposal:

### 2022 CRACKFILL, SEALCOAT AND RESTRIPE AT ARROWHEAD GOLF COURSE

**CRACKFILL:** LARGER CRACKS ARE TO BE CLEANED AND CLEARED OF ALL LOOSE STONES, DIRT AND DEBRIS. A HOT RUBBERIZED ASPHALT EMULSION WITH FLEXIBILITY DESIGNED FOR FILLING PAVEMENT CRACKS WILL BE POURED TO A LEVEL OF PAVEMENT, NOT TO BE DISPLACED BY SNOWPLOWS OR OTHER MEANS.

**SEALCOATING:** THOROUGHLY CLEAN SPECIFIED AREA REMOVING ALL LOOSE STONES, DIRT AND DEBRIS USING STEEL BROOMS AND POWERED BLOWERS IN ORDER TO ACHIEVE A COHESIVE BOND BETWEEN EMULSION AND ASPHALT PAVEMENT. ALL CONCRETE IS TO BE EDGED USING 6" SOFT-HAIRED BROOMS, KEEPING THE PROPERTY CLEAN AT ALL TIMES. POLYMER MODIFIED MASTER SEAL IS TO BE APPLIED CONTAINING AGGREGATE (BLACK BEAUTY) AND POLYMER ADDITIVES. OUR ADDITIVES IMPROVES SURFACE TOUGHNESS, IMPROVES CHEMICAL RESISTANCE, REDUCES POWER STEERING MARKS AND DREIS FASTER AND BLACKER. SEALED AREA IS TO BE ROPED OFF, FREE FROM ALL FOOT/VEHICLE TRAFFIC UNTIL THE MATERIAL HAS COMPLETELY CURED, APPROX. 24 HOURS.

**RESTRIPING:** USING A LEAD-FREE, FAST DRY TRAFFIC PAINT WITH AN AIRLESS SPRAY(NO SHADOW CAST) REMARK PAVEMENT PER EXISTING LAYOUT.

**TOTAL COST FOR ALL MATERIAL AND LABOR.....\$21,960.25**

**\*\*\*THIS PROPOSAL INCLUDES CLEANING, WEED REMOVAL, CRACKFILL MAJOR CRACKS UP TO 19,250 LN FT ( OR APPROX 55 BOXES ), SEALCOATING WITH TWO COATS OF COAL TAR SEALER AND RESTRIPE PER EXISTING LAYOUT**

I, the undersigned, acknowledge and agree to the following: It is the sole responsibility of the property owner/manager to remove all vehicles from the area to be worked on as well as any excess debris and foreign objects prior to contracted start date, and all delays will be charged accordingly. Deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. In addition, the owner/manager of said property will be responsible for acquiring any/all applicable permits. Sur-Seal cannot and will not be held liable if freshly sealed pavement is disturbed by vehicle traffic, foot traffic, etc., during the initial 24-hour cure period, unless otherwise specified by Sur-Seal. Payment is due upon completion of work. If payment is not received upon completion, a finance charge of 5% will be charged per month on accounts 30 days past invoice date. The owner/manager of said property is also responsible for any and all fees, both administrative and legal, which may be incurred due to collection

**ACCEPTANCE OF PROPOSAL:** The above price(s) are satisfactory and are hereby accepted. Sur-Seal is authorized to do the above outlined work as stated. Payment will be made at completion of work.

Signature\_\_\_\_\_

Authorized Signature\_\_\_\_\_

Date \_\_\_\_\_ \*\*\*PAYMENT IS DUE UPON COMPLETION OF WORK

**Confidential**

**Sur-Seal Parking Lot Maintenance**

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Community Center Parking Lot Repaving – Design Engineering

DATE: September 29, 2022



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### **SUMMARY:**

Staff first approached the Board in early 2021 to discuss the need to resurface the parking lot at the Community Center. It was last paved in 2005. Staff had suggested milling and overlaying the lot as a cost saving measure. Following discussion with the board, we decided to hire an engineer to evaluate some alternatives that included permeable pavers and reconfiguring the lot to reduce conflicts with cut through traffic.

Per staff's request, Wight has provided a proposal that would extend their services from final engineering through the completion of the project.

### **PREVIOUS COMMITTEE/BOARD ACTION:**

In February 2021 Board consensus was to look at options for reconfiguring the lot rather than repairing and resurfacing.

In May 2021, the Board approved a proposal from Wight Engineering for conceptual engineering in the amount of \$20,300, and in February 2022 an additional \$12,900 was approved for a topographical survey. The preferred concept for the parking lot reconfiguration was also presented at that time.

This project was presented to the Board was in February 2022. The preferred option was reviewed, and the City of Wheaton's permitting requirements around stormwater regulations were discussed. Since that time, we were able to confirm the requirements specific to our site and have determined the amount of stormwater storage is needed.

At the September 7, 2022 subcommittee meeting, this proposal was presented and additional detail on costs related to the pedestrian island and traffic diversion were requested. These are provided below.

### **REVENUE OR FUNDING IMPLICATIONS:**

Wight estimated the cost of the parking lot for the following options:

1. \$1.65 Million: Grind & Overlay
2. \$2.01 Million: Partial Depth Asphalt
3. \$2.45 Million: Full Depth Asphalt



Previous conversations have ruled out permeable pavers due to the additional costs.

The engineer estimates that the reconfiguration to divert traffic from the front entrance and provide a pedestrian island is approximately \$276,000 of the overall project. These costs should be similar regardless of the asphalt replacement method. This includes curb, grading and landscape. We do not have a current breakdown of the cost between the pedestrian island and the traffic diversion. The district receives two to four concerns about cut through traffic annually.

The \$73,000 proposal from Wight for the final phases of engineering is approximately 4.5% of the least costly option.

**STAKEHOLDER PROCESS:**

Community Center staff has been a part of the design process

**LEGAL REVIEW:**

N/A

**ATTACHMENTS:**

Option 7: Alternate Site Plan

Proposal from Wight dated 9/30/22

**ALTERNATIVES:**

We can seek additional proposals for this work from other engineers we have used.

The selected concept can be further refined during this final phase of engineering to achieve a different target budget if desired including providing alternates for the pedestrian island and traffic diversion.

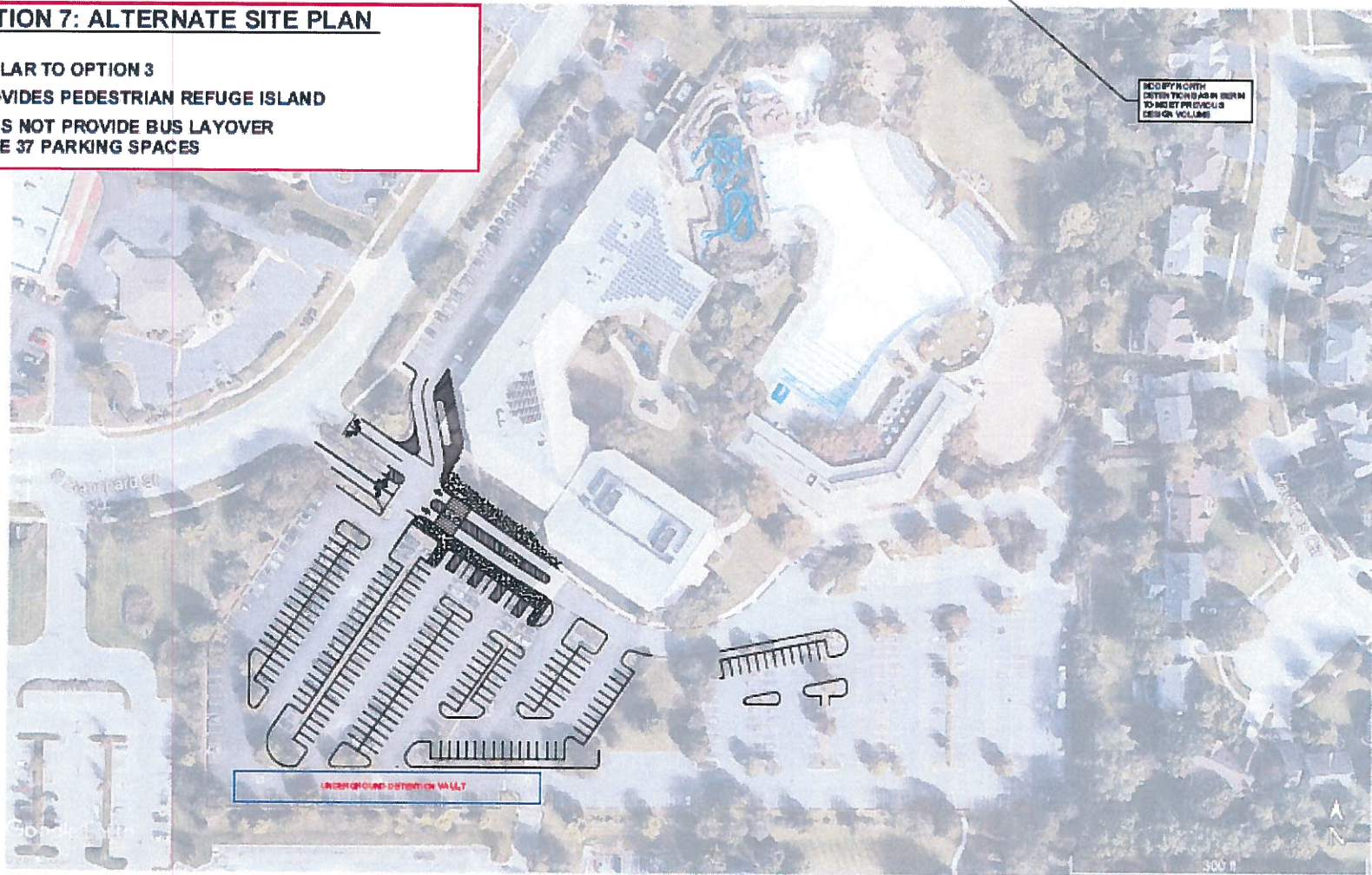
**RECOMMENDATION:**

Staff recommends the Wheaton Park District Board of Commissioners approve the additional services for engineering in amount of \$73,000 from Wight Engineering for the Community Center Parking Lot.

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### OPTION 7: ALTERNATE SITE PLAN

- SIMILAR TO OPTION 3
- PROVIDES PEDESTRIAN REFUGE ISLAND
- DOES NOT PROVIDE BUS LAYOVER
- LOSE 37 PARKING SPACES





September 30, 2022

Mr. Rob Sperl, CPRE  
Director of Parks and Planning  
Wheaton Park District  
102 E. Wesley  
Wheaton, IL 60187

**Professional Services Proposal for Design Services  
Wheaton Park District Community Center Parking Lot**

Dear Mr. Sperl:

Wight & Company (Wight) is pleased to submit this proposal to you and the Wheaton Park District (WPD) to provide Design and Engineering Services for the planned parking lot improvements for the existing Community Center located at 1777 S. Blanchard Street. This proposal includes:

UNDERSTANDING  
PROJECT TEAM  
SCOPE OF SERVICES  
SCHEDULE  
COMPENSATION  
TERMS & CONDITIONS

**UNDERSTANDING**

We understand the WPD would like to proceed with full engineering and permitting services to advance the conceptual plans for the proposed improvements at the Community Center parking lot located at 1777 S. Blanchard Street. The scope of services is in preparation for a potential start of construction in 2023.

Based on a preliminary project cost estimate, the approximate budget for the improvements is targeted between \$2-\$3M and includes the following improvements: Rehabilitated/reconstructed west parking lot (Community Center), proposed traffic and pedestrian improvements to help with traffic conflicts & circulation, stormwater management improvements necessary per City/County requirements, potential site lighting modification, landscape improvements, and associated site infrastructure improvements.

**PROJECT TEAM**

Based on our project understanding, we have assembled a talented team of in-house civil engineers, landscape architects, and cost estimators that have designed and delivered many of our park & recreation projects. The project will be led by Shawn Benson who will serve as the Project Manager; David Evans will be the lead the Civil Engineer, Patty King will be the lead Landscape Architect and Randy Jardine will be the project cost estimator.



## SCOPE OF SERVICES

Wight proposes to provide design and engineering services for the Community Center Parking Lot outlined in the Project Understanding through the following Scope of Service:

### A. Preliminary Engineering Phase

1. Based on owner provided comments Wight will update and finalize the conceptual design site plan for WPD approval prior to proceeding with Construction Documents. Wight will update the following:
  - a. Update Conceptual Engineered Site Plan
  - b. Update Pedestrian/Traffic Circulation improvements as needed.
  - c. Complete Preliminary Engineering
  - d. Site Electrical Review
2. Update construction cost opinion as needed
3. Review Design Development Documents with WPD once and document meeting results via written meeting summary
4. Review Design Development with jurisdictional agencies as needed

### B. Final Engineering / Construction Documents Phase

1. Prepare the documentation of the proposed design improvements:
  - a. Civil Engineering
    - i. Cover Sheet
    - ii. Existing Conditions Plans
    - iii. Demolition Plans
    - iv. Storm Water Pollution Prevention Plans
    - v. Grading and Utilities Plans
    - vi. Stormwater Management Improvement Plans
    - vii. Layout and Materials Plans
    - viii. Civil Details
  - b. Electrical Engineering
    - i. Site Power and Electrical for Parking Lot Lighting modifications.
    - ii. Photometric Plans if needed
    - iii. Electrical Details
  - c. Landscape Architecture
    - i. Site Landscape Plans
    - ii. Landscape Details
2. Provide Stormwater Management Report and Calculations meeting DuPage County and City of Wheaton Requirements.
  - a. Provide Necessary Storm Sewer Sizing & Hydraulic Calculations
  - b. Provide as-built detention computations and back-up for existing parking lot detention and north-off-site detention basin for City of Wheaton to confirm.
  - c. Provide on-site stormwater modeling for existing and proposed stormwater detention and site run-off. Per the City of Wheaton requirements, additional detention will be required for the proposed improvements, missing detention from the original design intent that was discovered during conceptual design

phase, and repair/restore detention volume of off-site detention basin to the north.

- d. Provide necessary exhibits, calculations, reports, and data for permits.
3. Prepare the project manual specifications.
  - a. Part One: Front End (Owner to provide applicable sections if requested)
  - b. Part Two: Technical
4. Update construction cost opinion
5. Review Construction Documents with WPD up to two (2) times. Document meeting results via written meeting summary.

#### C. Permitting Phase

1. Submit permit documents for the following permit agencies:
  - a. Site and Building Permits
    - i. Building and site development permits, local municipality (City of Wheaton)
    - ii. National Pollutant Discharge Elimination System (NPDES) permit
      - a. IHPA Consultation
      - b. IDNR Eco Cat Consultation
      - c. US Endangered Species Consultation
    - iii. City and DuPage County Stormwater Permit
2. Attend review meetings, as required by reviewing agencies
3. Revise permit submittals as required by review agencies during the review process

#### D. Bidding and Negotiation Phase

1. Upload Bid set to reproduction plan room website for distribution and tracking
2. Administer pre-bid meeting with prospective bidders to discuss scope and answer questions
3. Respond to request for information (RFI) and issue addenda as needed to clarify bid documents
4. Attend bid opening and summarize bid results
5. Conduct reference checks for low bidder, as needed
6. Prepare bid recommendation letter

#### E. Construction Administration Phase

1. Prepare the AIA-A101-2017 Standard Form of Agreement Between Owner and Contractor.
2. Attend the Pre-construction meeting with WPD and contractor to discuss the following:
  - a. Construction schedule
  - b. Submittals
  - c. Communications
  - d. Payment procedures
  - e. Contractor and Owner responsibilities
3. Perform site visits at intervals appropriate to the stage of the contractor's operations to review progress, approximately every two (2) weeks (8 visits total)

4. Provide responses to Request for Information (RFI) related to interpretation of contract documents
5. Review contractor application for payments
6. Review contractor submittals and shop drawings for conformance with contract documents
7. Perform Substantial Completion inspection and prepare punch list for work to be completed prior to Final Acceptance
8. Review project for Final Acceptance

**F. Additional Services (Not included in this proposal)**

1. Services not specified in the scope of services will be considered additional services. Prior to any additional services work, we will discuss additional services with the client for written authorization to proceed.
2. Services of sub-consultants not indicated in the scope of services
3. Services required due to unforeseen site conditions or circumstances beyond the control of the project team
4. Services requested after Final Acceptance of Contractor's work
5. Additional off-site Stormwater Modeling not mentioned in scope
6. Off-site Roadway and Utility Improvements
7. Geotechnical borings and CCDD testing (by others)
8. Construction Geotechnical Testing (by others)

**SCHEDULE**

We propose to begin work on this assignment upon your authorization. We will prepare a detailed project schedule for your review and input during the initial project kick-off meeting.

**COMPENSATION**

Wight & Company proposes to perform these professional services listed in the Scope of Services for a Fixed Fee as follows:

Preliminary Engineering:	\$10,000.00
Final Engineering:	\$45,000.00
Permitting:	\$5,000.00
Bidding & Negotiation Phase:	\$3,000.00
Construction Administration Phase:	\$8,000.00

In addition to the professional services fees, we will invoice reimbursable expenses at direct costs and estimated at \$2,000.00. The following is list of typical reimbursable expenses:

- CAD plots, printing, color reproductions and delivery costs of drawings and reports.
- Supplies, materials, and costs related to specific reports and presentations.
- Travel at current IRS established reimbursement rate.

## TERMS & CONDITIONS

This proposal assumes the terms and conditions outlined in the AIA Document B101-2017, "Standard Form of Agreement between Owner and Architect." Wight will invoice monthly based on a percentage of the work completed and payment will be due in 30-days (or in accordance with the Illinois Prompt Payment Act).

We thank you for the opportunity to continue our partnering relationship with the Wheaton Park District and look forward to working with you on this design and engineering effort. If this proposal meets your approval, please sign one copy and return it to us. If you have any questions regarding this proposal, please do not hesitate to contact us.

Respectfully submitted,

### WIGHT & COMPANY



Shawn M. Benson, PE  
Director of Land Development



Jason Dwyer, AIA, LEED AP  
President, Design & Construction

Approved by:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title



TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Community Center Interior Renovation – Project Delays

DATE: September 29, 2022



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**SUMMARY:**

Attached is a summary from our architect of project delays resulting from extended lead times on the carpet that has been selected. Our agreement with Efraim Carlson called for the Memorial room to be substantially complete by October 3. We are currently expecting that the carpet cannot be installed until December.

We have looked at temporary solutions through a company that provides carpet for conventions. The cost for the material and labor to install this carpet would be approximately \$8,000. Prior to receiving this quote, Community Center staff has worked to relocate upcoming programs.

**PREVIOUS COMMITTEE/BOARD ACTION:**

A contract for the Community Center Interior Remodel project was approved for Efraim Carlson at the July 6, 2022 subcommittee meeting.

**REVENUE OR FUNDING IMPLICATIONS:**

We have spent approximately \$2,000 to date to relocate programs that had been scheduled in the Memorial Room during October and November. These costs involve direct staff costs from CUSD 200 for building use and staff time expected for moving equipment.

The special conditions of our contract stated liquidated damages of \$1,000 per day. It is expected that the contractor would identify that these delays were outside of their control.

**ATTACHMENTS:**

Williams Architects letter dated September 19, 2022  
Estimate for Temporary Carpeting

**RECOMMENDATION:**

Informational only at this time.

19 September 2022

Mr. Rob Sperl, Director of Parks and Planning  
Wheaton Park District  
1000 Manchester Road  
Wheaton, IL 60187

Re: **Memorial Room Carpet Issue**  
**Wheaton Park District Community Center 2022 Remodeling - WA Project #2021-048**

Dear Mr. Sperl:

Per your request, we are documenting circumstances and dates surrounding the carpet availability/lead time issue we have been made aware of as part of the Community Center Remodeling Project currently underway. A Notice of Award advising the project general contractor Efraim Carlson & Son (ECS) that they would be awarded the project was sent to ECS on 7 July of this year. The Park District forwarded ECS an Owner-Contractor agreement on 8 July, which was returned to all parties as fully executed on 13 July.

Our office verified lead times of the specified carpet during design of the project and was advised by the carpet manufacturer at the time that lead times for the specified carpet are approximately 6 weeks. Demolition in the Memorial Room including removal of carpeting commenced on Tuesday, September 6. No submittals for flooring were received by our office until the Owner-Architect-Contractor meeting on 8 September, at which time the project team was informed of lead time concerns regarding the specified carpeting and that one of the selected carpets could take as long as 12 weeks to ship. As the Memorial Room is required to be substantially complete before the end of October, this now potentially impacts the Park District's programming and operations.

In any environment – particularly in current times where supply chains continue to be disrupted – lead times of specified materials are not always within the Contractor's control. However, nearly two months passed between award of contract and the District and our office being made aware of this issue. With more timely communication from the Contractor regarding submittals and lead times, lead times may not have presented such an issue, or an alternative plan could have been developed to keep the existing carpeting in place until the new carpeting arrived so the room could be utilized.

Scheduling of required submittals to ensure timely arrival of materials to meet the project schedule is exclusively the contractual responsibility of the Contractor. However, to mitigate the impact of this situation, our office immediately reached out to the carpet supplier to verify lead time and possible alternatives to mitigate the impact of this discovery and returned the submittals to the Contractor to release materials for ordering within 24 hours of receiving same.

Due to this lack of communication, the District is now forced to either find alternative locations for programming scheduled for this space or to investigate a temporary flooring solution so that the space is usable until the carpeting arrived. Our understanding is that the border carpet around the perimeter of the space is the specific carpet that is delaying the project. Our recommendation is to either install all carpet except for the delayed border if it will arrive in time to not impact the District's operations, or if this is not possible, for temporary flooring to be provided until the selected carpeting can be installed so the space can be used. Subject to District counsel's review, the District may consider this cost a part of the Owner's Right to Carry Out the Work per the Owner-Contractor Agreement and deduct the cost of the temporary flooring from amounts due the Contractor, as well as any other contractual remedies available to the District.



Please advise if we can be of any further assistance in resolving this issue.

Sincerely,

A handwritten signature in black ink, appearing to read 'ARD', followed by a horizontal line.

Andrew R. Dogan, AIA, NCARB, LEED AP  
Principal / Vice President

**Purchase 2022**  
**01/01/2022 - 12/31/2022**



events  
carpet &  
flooring

CONTACT INFORMATION	
Name: Andy Dogan	Email: ardogan@williams-architects.com
Company: Williams Architects	Telephone: (630) 344-1043
Billing Address:	Prepared: 9/26/22

BOOTH AND CARPET INFORMATION	
Booth Size: x = 5000	Target Move-In Date: _____
Booth Number:	Do you have electric? (circle one) Yes No

Name	Description	Units	Price	Total
Custom	20/26 oz carpet tbd	5,000	\$0.55	\$2,750.00
Labor	tape down install	5,000	\$0.75	\$3,750.00
Subtotal				\$6,500.00
S&H				\$750.00
Labor				
Tax				\$526.50
Final Total				\$7,776.50

Additional Charge (Drayage) is Charged by the Show Contractor. Please Call for Estimate

CREDIT CARD INFORMATION	
Credit Card Type (circle one):	Visa    MasterCard    Amex
Credit Card Number: _____	Expiration Date: _____
Credit Card Name: _____	
Cardholder Signature: _____	

Please sign and fax toll-free to 888-847-0757 or email [bruce@eventscarpet.com](mailto:bruce@eventscarpet.com).  
Be sure to include your correct billing address, booth # and target move-in date.

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Toohey Preschool roof project C.O. 1

DATE: September 2, 2022

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**SUMMARY:**

After removing the shingles and tar paper on the Toohey Preschool roof, it was determined that there were approximately 3 ½ sheets of rotten plywood sheathing that needed to be replaced. There is a unit cost of \$100 per sheet in the contract.

**PREVIOUS COMMITTEE/BOARD ACTION:**

The bid for this work was approved at the July 27, 2022, board meeting.

**REVENUE OR FUNDING IMPLICATIONS:**

The Contract Sum prior to this Change Order	\$47,500.00
The Contract Sum will be increased by these Change Orders	\$350.00
The new Contract Sum including these Change Orders will be	\$47,850.00

There is an approved contingency amount of \$4,750 for this project.

**STAKEHOLDER PROCESS:**

N/A

**LEGAL REVIEW:**

N/A

**ATTACHMENTS:**

Top Roofing Change Order 1

**ALTERNATIVES:**

N/A

**RECOMMENDATION:**

It is recommended that the Wheaton Park District Board of Commissioner's approve Top Roofing's change order #1 in the amount of \$350.

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**WHEATON PARK DISTRICT CHANGE ORDER**

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**Project:** 2022 Toohey Roof Project**Change Order No.:** 1**To:** Top Roofing  
**Attn:** Abner Catugy  
2206 N. Main St. Ste. 204,  
Wheaton, IL 60187**Change Order Date:** 9/1/22**Contract Date:** 7/28/22**Contract** 2022 Toohey Roof Project  
**For:**

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**You are directed to make the following changes in this Contract:**

1. Replace 3 1/2 rotten pieces of plywood roof sheathing at the contracted unit cost of \$100 per sheet:

**Add to the Contract:****\$350.00**

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The original Contract Sum was .....	\$	47,500.00
Net Change by previous Change Orders .....	\$	[0.00]
The Contract Sum prior to this Change Order .....	\$	47,500.00
The Contract Sum will be increased by this Change Order.....	\$	350.00
The new Contract Sum including this Change Order will be .....	\$	47,850.00
The Contract Time will not be changed .....		0
The Date of Completion as of the date of this Change Order therefore is .....		9/3/22

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**Wheaton Park District****Owner**102 East Wesley Street  
Wheaton, IL 60187

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**Address**

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Michael J. Benard, Executive Director

9-26-22

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**Top Roofing****Contractor**2206 N. Main St. Ste 204  
Wheaton, IL 60187

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**Address**

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Abner Catugy



TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Cosley Zoo Siding & Painting C.O. 1

DATE: September 16, 2022



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**SUMMARY:**

The scope of work with re-staining the Zoo's Aviary building enclosures included removing and replacing any damaged or rotten cedar trim boards and then staining them. The contracted unit cost for this work is \$35 per LF. The total change order is for 60 LF x \$35 = \$2,100. Staff inspected and approved the amount of material that needed to be replaced. The work is complete and no further change orders will be required.

**PREVIOUS COMMITTEE/BOARD ACTION:**

The bid for this work was approved at the Feb 16, 2022, board meeting.

**REVENUE OR FUNDING IMPLICATIONS:**

The Contract Sum prior to this Change Order	\$76,300.00
The Contract Sum will be increased by these Change Orders	\$2,100.00
The new Contract Sum including these Change Orders will be	\$78,400.00

There is an approved contingency amount of \$7,630 for this project.

**ATTACHMENTS:**

Red Feather Group Change Order 1

**RECOMMENDATION:**

It is recommended that the Wheaton Park District Board of Commissioner's approve Red Feather Group's change order #1 in the amount of \$2,100.

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**WHEATON PARK DISTRICT CHANGE ORDER**

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**Project:** 2022 Cosley Zoo Siding & Painting Project

**Change Order No.:** 1

**To:** Red Feather Group  
**Attn:** John Sochacki  
711 Becker Rd.  
Glenview, IL 60025

**Change Order Date:** 9/16/22

**Contract Date:** 2/18/22

**Contract For:** 2022 Cosley Zoo Siding & Painting Project

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**You are directed to make the following changes in this Contract:**

1. Remove and Replace 60 LF of damaged 2 x 6 cedar trim boards in the Aviary.
2. Stain the 60 LF of replaced 2 x 6 cedar trim boards in the Aviary

The contracted unit cost is \$35 per LF to replace and stain the trim boards  
(\$35 x 60 LF = \$2,100).

**Add to the Contract:**

**\$2,100.00**

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The original Contract Sum was .....	76,300.00
\$	
Net Change by previous Change Orders .....	
\$	
The Contract Sum prior to this Change Order .....	76,300.00
\$	
The Contract Sum will be increased by this Change Order.....	2,100.00
\$	
The new Contract Sum including this Change Order will be .....	78,400.00
\$	
The Contract Time will not be changed .....	0
The Date of Completion as of the date of this Change Order therefore is .....	9/1/22

Wheaton Park District  
**Owner**

102 East Wesley Street  
Wheaton, IL 60187

**Address**

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Red Feather Group  
**Contractor**

711 Becker Rd.  
Glenview, IL 60025

**Address**

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Michael J. Benard, Executive Director

9-27-22

  
John Sochacki

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning

THROUGH: Michael Benard, Executive Director

RE: Atten Park Streambank Restoration with Wheaton Sanitary District

DATE: September 29, 2022

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**SUMMARY:**

The Wheaton Sanitary District opened bids on September 19. The bids were much lower than expected by nearly 50%. Rather than the \$90,000 previously estimated for the Wheaton Park District cost of the work calculated with unit costs, the current cost is closer to \$44,000. This cost is only 42% of the total cost of our portion because of federal 319 grant funding that the WSD obtained for this project that will pay for the remaining 58%.

**PREVIOUS COMMITTEE/BOARD ACTION:**

Reported in closed session on May 18, 2022.  
Discussed at the September 7, 2022 subcommittee meeting.

**REVENUE OR FUNDING IMPLICATIONS:**

\$115,000 is proposed in the FY 2023 budget for this project based on previous estimates.

**STAKEHOLDER PROCESS:**

Not applicable at this time.

**LEGAL REVIEW:**

TBD

**ATTACHMENTS:**

Overall view of the park with parcels considered and the existing path easement  
Plat of Vacation modified with park district parcels shown  
Previous statement from August 31, 2022 provided for background information.

**ALTERNATIVES:**

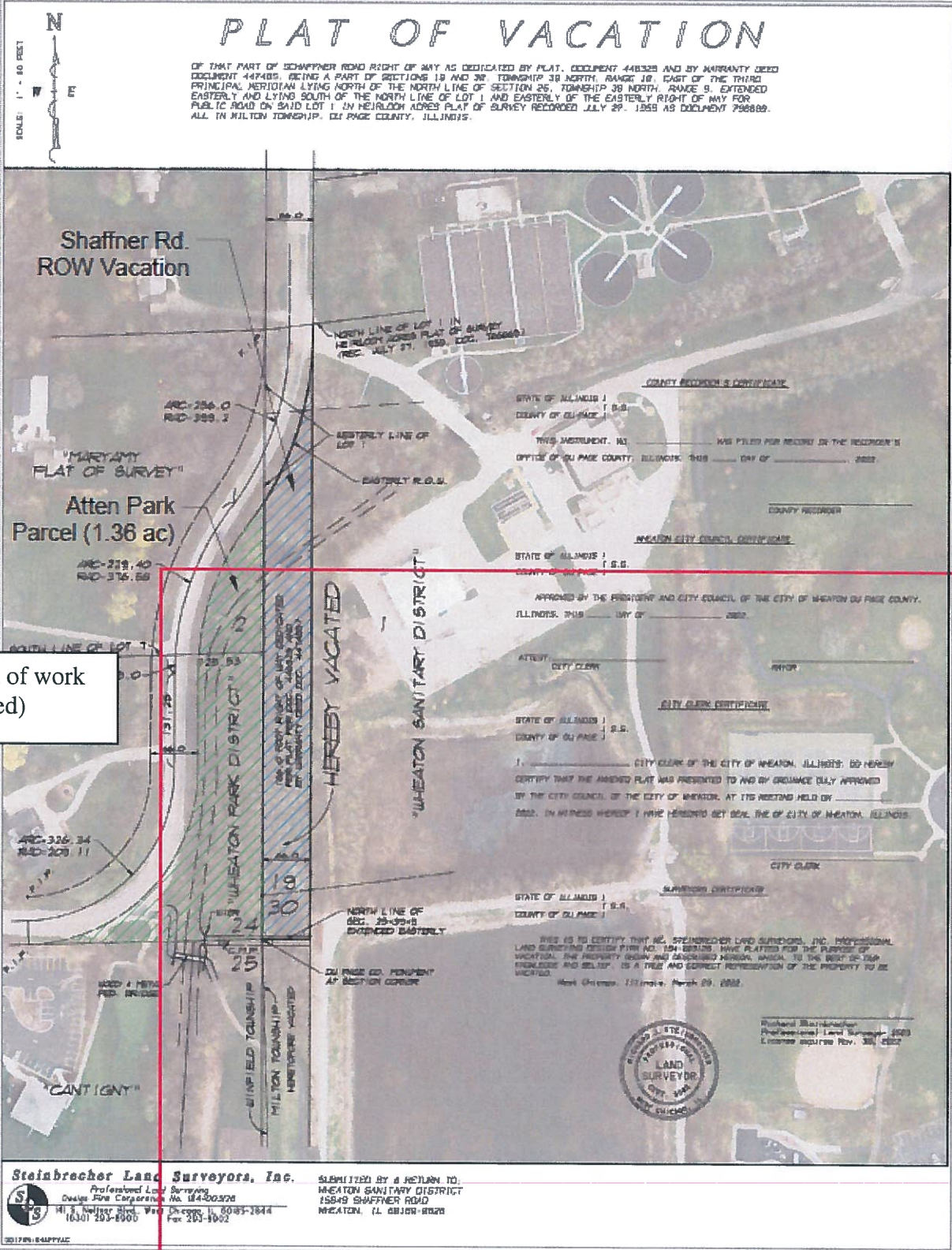
Previously we had discussed the idea of swapping the path easement for this land in exchange for the cost of this work. That can still be considered; however, the savings would be much less with the current cost and staff time would be significant. We will continue to assess that option and present it in the future if it is advantageous.

**RECOMMENDATION:**

Staff recommends proceeding with the restoration of the streambank at a cost not to exceed \$50,000.







Area of work  
(in red)



TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks and Planning

THROUGH: Michael Benard, Executive Director

RE: Atten Park Land Transfer with Wheaton Sanitary District

DATE: August 31, 2022

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**SUMMARY:**

In May, we had discussed the Wheaton Sanitary Districts grant to improve the Springbrook Creek adjacent to Atten Park. With current permitting and the grant funds, they have the ability to extend the project onto an approximately 1-acre parcel that we own adjacent to Shaffner/Mack roads. The board was generally supportive of this land transfer.

We discovered that the majority of Atten Park was acquired with a grant that makes transferring an acre of the property to the Wheaton Sanitary District more difficult. To do so, we would need to go through the conversion process with the IDNR to compensate for the land given away with an equal or better parcel of land.

As previously identified, we currently have an easement for the path on the east side of the park that connects to Creekside Drive. This might be an ideal transfer to satisfy the requirement of IDNR. This will require some time (potentially years) to get approval from IDNR and the National Park Service. We will also need to obtain state certified appraisals of both parcels.

The downside of the above timeline is that the WSD intends to start the streambank restoration project in September. Their bid opening is September 12. Matt Larson, their executive director, is willing to proceed with the restoration of the parcel we currently own. We would need to agree to pay the local matching funds if we are unable to transfer the parcel to them.

**PREVIOUS COMMITTEE/BOARD ACTION:**

Staff last reported on this matter on May 18, 2022.

**REVENUE OR FUNDING IMPLICATIONS:**

There will be appraisal, surveying and legal costs associated with the land transfer that are expected to be in the range of up to \$25,000 based on recent acquisition costs.

As noted previously, the local share of the streambank restoration project would be approximately \$90,000. An additional cost for a traffic barrier was identified with an estimated cost of \$22,300. This would be what we would commit to reimbursing the WSD if we were unable to transfer the land.

One additional cost would be related to the path we currently have an easement for. The WSD constructed a new fence on the north side of the easement to restrict access to their facility. There is an existing fence on the south side of the easement adjacent to the neighbors. This fence is in



poor condition and will need to be removed or replaced at some point. Within the current easement, it is the responsibility of the WSD. They have indicated if we owned the parcel, it should become our responsibility. The fence does not serve any purpose for the path, but it is anticipated that the neighbors would prefer it remains.

**STAKEHOLDER PROCESS:**

Not applicable at this time.

**LEGAL REVIEW:**

TBD

**ATTACHMENTS:**

Overall view of the park with parcels considered and the existing path easement  
Plat of Vacation modified with park district parcels shown

**ALTERNATIVES:**

It is possible to do nothing and leave our section of the streambank unrestored.

**RECOMMENDATION:**

Staff recommends proceeding with the restoration of the streambank while moving forward with the land conversion process to transfer the land. An intergovernmental agreement would be drafted to outline these commitments with the Wheaton Sanitary District.

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