



**WILMETTE PARK DISTRICT
Golf Operations Committee Meeting**

Monday, August 24, 2020

6:30 p.m. – Online¹

AGENDA

- I. Meeting Called to Order

<u>Members of the Committee:</u> Commissioner Amy Wolfe, Chair Commissioner Julia Goebel Commissioner Mike Murdock	<u>Staff:</u> Director Steve Wilson
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- II. Communications and Correspondence
- III. Public Comment
- IV. Manager Reports
- V. New Business
 - A. Financials through July 31, 2020
- VI. Unfinished Business
 - A. Golf Cart Path Capital Project – Discussion with Finance Presentation
- VII. Adjournment

¹This meeting will be held remotely via Zoom. To participate via Zoom on the phone, please call 312-626-6799 and enter meeting ID #823 2901 4736 and passcode #086524. If you wish to participate via the Zoom software, please use the same meeting number and password. Public Comment will be facilitated on Zoom during the meeting.

If you are a person with a disability and need special accommodations to participate in and/or attend a Wilmette Park District meeting, please notify the Director's Office at 847-256-6100.

Wilmette Park District **Policy for Public Comment**

The Board of Park Commissioners, in its regular or special meetings, is a deliberative body assembled to make decisions on new and pending matters affecting the District. Park Board and Committee meetings are meetings held in public, not a public meeting. The Board invites both oral and written communications from its residents.

To facilitate the conduct of Board/Committee meetings, the following procedures will be followed:

1. A section of each regular meeting is set aside for public comment and will be noted on the agenda as "Recognition of Visitors."
2. During the "Recognition of Visitors" agenda item, audience members should raise their hands and be recognized by the President/Chairperson prior to speaking.
3. When recognized by the President/Chairperson, each audience member should identify themselves and limit speaking to no more than three (3) minutes, unless additional time is granted by the President/Chairperson.
4. Questions are to be directed to the entire Board/Committee.
5. Park Board members may, by addressing the President/Chairperson, interrupt a presenter to obtain clarification and/or further information.
6. A Board/Committee meeting is not a forum for complaints against individual employees. Such matters are handled by directly contacting the Executive Director. Complaints against the Executive Director should be handled by directly contacting the President of the Board of Park Commissioners.
7. During presentation and discussion of agenda items, the President/Chairperson will not recognize speakers in the audience unless the Board/Committee desires additional information from an audience member.
8. When addressing the Board/Committee, all persons permitted to speak shall confine their remarks to the matter at hand and avoid personal remarks, the impugning of motives, and merely contentious statements. If any person indulges in such remarks or otherwise engages in conduct injurious to the civil discourse of the Board/Committee and the meeting, the President/Chairperson may immediately terminate the opportunity to speak. This decision is at the discretion of the President/Chairperson or upon the affirmative vote of two-thirds (2/3) of the park board commissioners present.
9. Any person, except a member of the Board, who engages in disorderly conduct during a meeting, may be ejected from the meeting upon motion passed by a majority of the Board present.



Wilmette Park District
Revenue and Expense Statement (without Overhead)
Golf Operations
As of July 31, 2020

Total District	Year-To-Date			YTD Variance		Total Year Budget 2020
	Actual 2019	Actual 2020	Budget 2020	Actual to Budget		
				\$	%	
Revenue						
Daily Fees	482,890	722,870	550,783	172,087	31.2%	853,891
Fee Revenue	138,049	91,235	164,559	(73,324)	-44.6%	228,056
Membership Fees	209,129	148,678	210,228	(61,550)	-29.3%	210,228
Rental Revenue	95,798	116,443	113,119	3,324	2.9%	192,880
Retail Sales	67,770	46,944	69,524	(22,581)	-32.5%	103,500
Miscellaneous Revenue	<u>44,227</u>	<u>26,889</u>	<u>47,529</u>	<u>(20,640)</u>	-43.4%	<u>88,850</u>
Total Revenue	\$1,037,863	\$1,153,059	\$1,155,742	(\$2,684)	-0.2%	\$1,677,405
Expenses						
Salaries & Wages	390,705	\$426,368	\$492,201	(65,833)	-13.4%	\$835,197
Employee Benefits	51,652	53,872	58,569	(4,697)	-8.0%	114,240
Contract Services	82,049	72,803	90,522	(17,719)	-19.6%	129,190
Utilities	43,410	51,211	49,439	1,772	3.6%	91,618
Supplies	169,004	130,844	214,069	(83,225)	-38.9%	291,223
Repairs	<u>39,211</u>	<u>38,344</u>	<u>50,817</u>	<u>(12,473)</u>	-24.5%	<u>80,879</u>
Operating Expenses	\$776,031	\$773,441	\$955,617	(\$182,176)	-19.1%	\$1,542,347
Operating Surplus (Deficit)	\$261,832	\$379,617	\$200,125	\$179,492	89.7%	\$135,058
Non-Operating Revenue						
Bond Proceeds	\$0	\$0	\$0	0		\$0
Capital Reimbursement	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>
Total Non-Operating Revenue	\$0	\$0	\$0	\$0		\$0
Non-Operating Expenses						
Capital	5,489	0	8,510	(8,510)	-100.0%	11,510
Debt Service	0	0	0	0		0
Capital Transfer	0	0	0	0		0
Overhead Transfer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>
Total Non-Operating Expenses	\$5,489	\$0	\$8,510	(\$8,510)	-100.0%	\$11,510
Net Non-Operating Surplus (Deficit)	(\$5,489)	\$0	(\$8,510)	\$8,510	-100.0%	(\$11,510)
Total Expenses	<u>\$781,520</u>	<u>\$773,441</u>	<u>\$964,127</u>	<u>(\$190,686)</u>	-19.8%	<u>\$1,553,857</u>
Net Surplus (Deficit)	\$256,343	\$379,617	\$191,615	\$188,002	98.1%	\$123,548



Issuance Considerations - Debt for Golf Path Project

August 14, 2020

Key Metric Review - Existing Levied Debt Service

District Has Four Park Bonds Outstanding

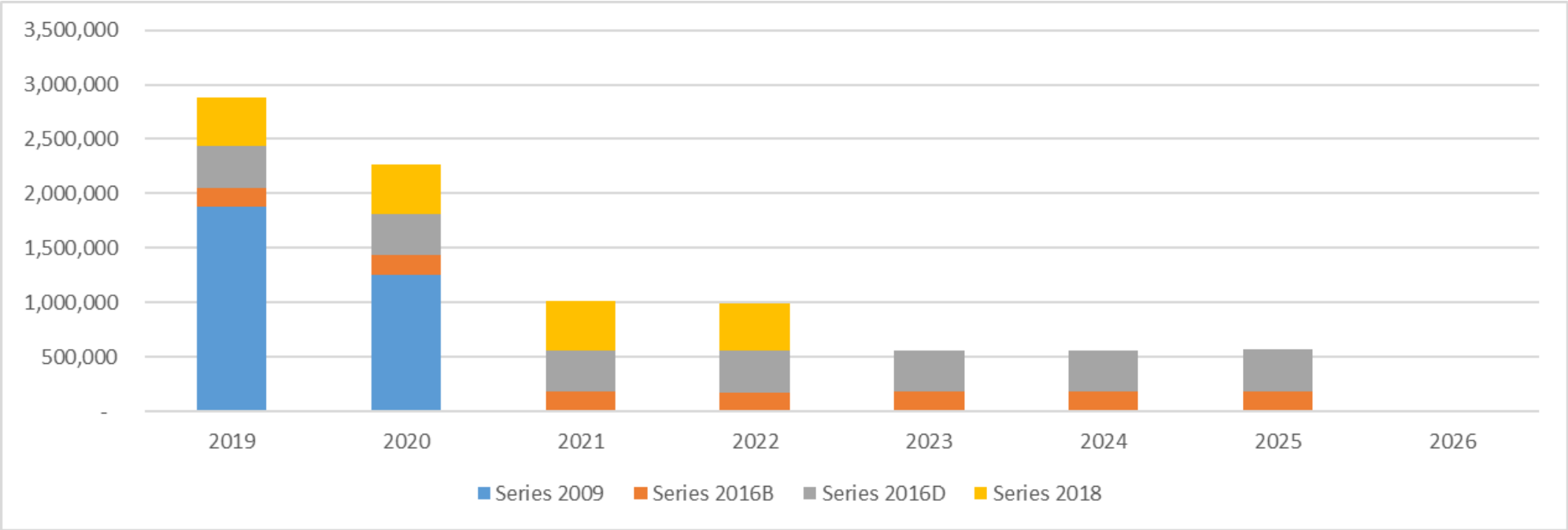
Unlimited Tax Bond Levies				Limited Tax Bond Levies			
Levy Year	Series 2009	Series 2016B	Total ULT Bond Levies	Series 2016D	Series 2018	Total LT Bond Levies	Total Bond Levies
2019	\$ 1,877,338	\$ 175,826	\$ 2,053,164	\$ 387,250	\$ 438,852	\$ 826,102	\$ 2,879,266
2020	1,254,488	178,067	1,432,555	380,824	457,347	838,171	2,270,726
2021	-	180,219	180,219	384,398	449,957	834,355	1,014,574
2022	-	177,282	177,282	382,783	433,419	816,202	993,484
2023	-	179,345	179,345	386,073	-	386,073	565,418
2024	-	181,319	181,319	384,175	-	384,175	565,494
2025	-	183,204	183,204	387,182	-	387,182	570,386
2026	-	-	-	-	-	-	-
Totals	\$ 3,131,826	\$ 1,255,262	\$ 4,387,088	\$ 2,692,685	\$ 1,779,575	\$ 4,472,260	\$ 8,859,348

The District's debt profile that is taxed via property tax levies is structured to decline meaningfully in levy years 2020 and again in 2021, as referendum debt is retired. Any new issuances of Limited Park Bonds would reduce the amount by which the bond and interest levy is currently scheduled to decline beginning in levy year 2023. The District's debt profile overall is very short in total duration, a credit positive and supportive of the District's current Aa1 bond rating.



Key Metric Review - Existing Levied Debt Service

Rapid Decline in Annual Levied Debt Service Hallmarks Remaining Short Duration



Key Metric Review – Non-Referendum Debt Limit Authority

District Has Substantial Debt Limit Remaining With Continued Annual Recapture

LY 2019 EAV		\$	2,059,467,654
Non-Referendum Debt %			<u>0.575%</u>
Non-Referendum Debt Limit		\$	11,841,939
Existing Non-Referendum Debt			
Series 2016D	2,500,000		
Series 2018A	<u>1,656,000</u>		<u>4,156,000</u>
Sub Total Non-Referendum Debt Limit		\$	7,685,939
Plus: Series 2016D 12/1/20 maturity	340,000		
Plus: Series 2018 12/1/20 maturity	<u>390,000</u>		<u>730,000</u>
Remaining Non-Ref Debt Limit, 12/1/20		\$	8,415,939

The District's rapid retirement of debt and recent strong EAV gains have produced a substantial non-referendum debt limit at December 1, 2020, with further recapture of authority as remaining debt is retired within six years.

Three Year Recapture, 2021-2023:

Series 2016D	\$ 1,045,000 (finished 2025)
Series 2018	\$ 1,266,000 (finished 2023)

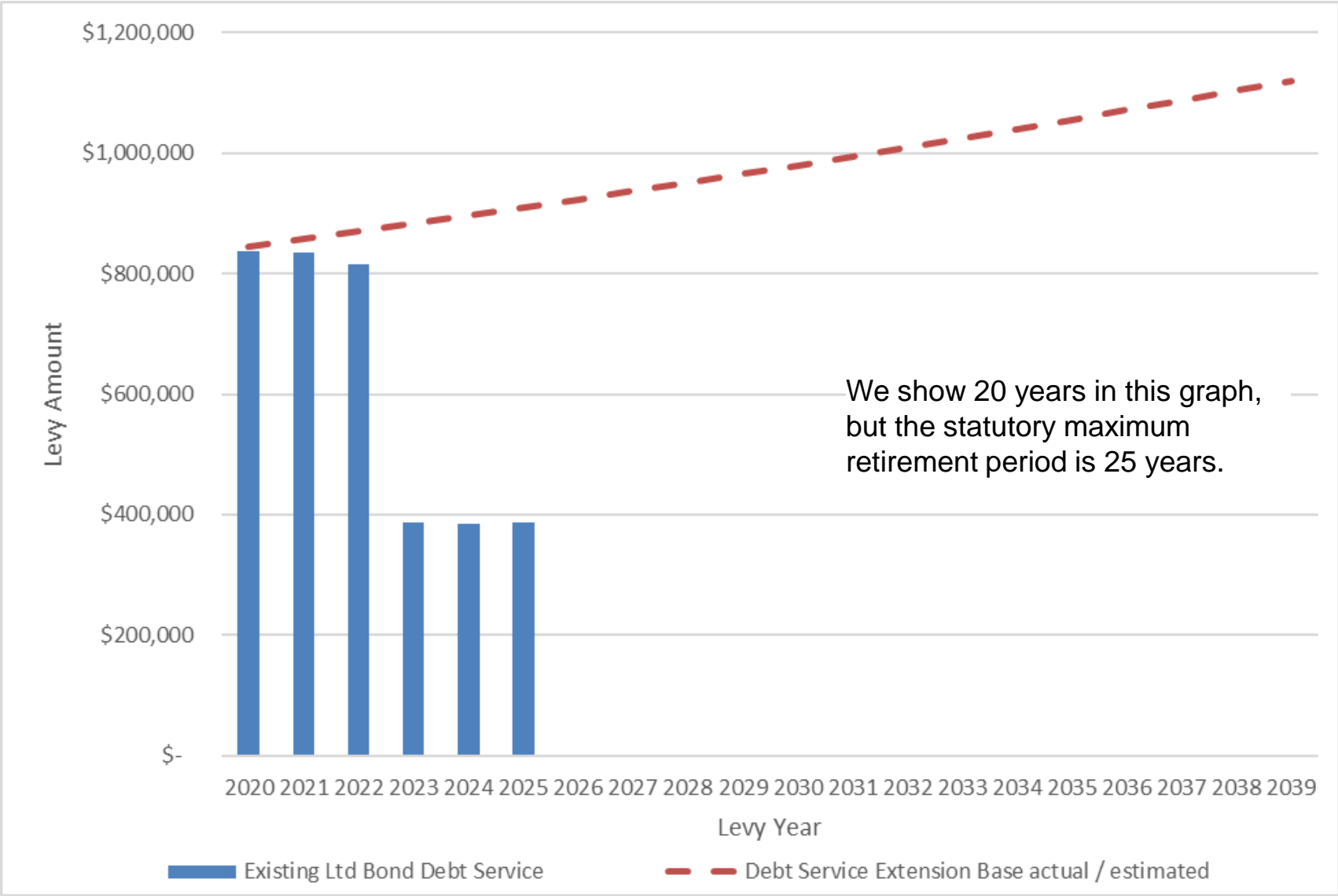
Key Metric Review – Debt Service Extension Base

District Has Substantial DSEB Remaining, Though Near Term is Largely Consumed

Debt Service Extension Base Calculation				Debt Service Extension Base		Existing	DSEB	
				Levy Year	CPI	actual / estimated	Ltd Bond Debt Service	Remaining
<u>Base Year DSEB</u>				Levy Year	CPI			
		\$	689,970					
	2009	0.1%	690,659.97	2020	2.3%	\$ 844,337	\$ 838,171	\$ 6,166
	2010	2.7%	709,307.79	2021	1.5%	857,003	834,355	22,648
	2011	1.5%	719,947.41	2022	1.5%	869,858	816,158	53,700
	2012	3.0%	741,545.83	2023	1.5%	882,905	386,073	496,832
	2013	1.7%	754,152.11	2024	1.5%	896,149	384,175	511,974
	2014	1.5%	765,464.39	2025	1.5%	909,591	387,182	522,409
	2015	0.8%	771,588.10	2026	1.5%	923,235	-	923,235
	2016	0.7%	776,989.22	2027	1.5%	937,084	-	937,084
	2017	2.1%	793,305.99	2028	1.5%	951,140	-	951,140
	2018	2.1%	809,965.42	2029	1.5%	965,407	-	965,407
	2019	1.9%	825,354.76	2030	1.5%	979,888	-	979,888
	2020	2.3%	844,337.92	2031	1.5%	994,586	-	994,586
				2032	1.5%	1,009,505	-	1,009,505
				2033	1.5%	1,024,648	-	1,024,648
				2034	1.5%	1,040,018	-	1,040,018
				2035	1.5%	1,055,618	-	1,055,618
				2036	1.5%	1,071,452	-	1,071,452
				2037	1.5%	1,087,524	-	1,087,524
				2038	1.5%	1,103,837	-	1,103,837
				2039	1.5%	1,120,394	-	1,120,394
				Totals		\$ 19,524,179	\$ 3,646,114	\$ 15,878,065

The District's DSEB has risen from its base of \$690K to nearly \$845,000, increasing with CPI annually. With existing debt service applied, the District's DSEB headroom is shown in the far right column.

Key Metric Review – Debt Service Extension Base



Pro Forma \$850,000 Limited Park Bond – Option One

Levy Year	CPI	Debt Service Extension Base actual / estimated	Existing Ltd Bond Debt Service	Series 2020 Ltd Bond Debt Service	DSEB Remaining
2020	2.3%	\$ 844,337	\$ 838,171	\$ 6,150	\$ 16
2021	0.5%	848,559	834,355	13,700	504
2022	1.5%	861,288	816,158	43,650	1,480
2023	1.5%	874,207	386,073	283,300	204,834
2024	1.5%	887,320	384,175	280,550	222,595
2025	1.5%	900,630	387,182	282,800	230,648
2026	1.5%	914,139	-	-	914,139
2027	1.5%	927,851	-	-	927,851
2028	1.5%	941,769	-	-	941,769
2029	1.5%	955,896	-	-	955,896
2030	1.5%	970,234	-	-	970,234
2031	1.5%	984,788	-	-	984,788
2032	1.5%	999,559	-	-	999,559
2033	1.5%	1,014,553	-	-	1,014,553
2034	1.5%	1,029,771	-	-	1,029,771
2035	1.5%	1,045,218	-	-	1,045,218
2036	1.5%	1,060,896	-	-	1,060,896
2037	1.5%	1,076,809	-	-	1,076,809
2038	1.5%	1,092,961	-	-	1,092,961
2039	1.5%	1,109,356	-	-	1,109,356
Totals		\$ 19,340,141	\$ 3,646,114	\$ 910,150	\$ 14,783,877

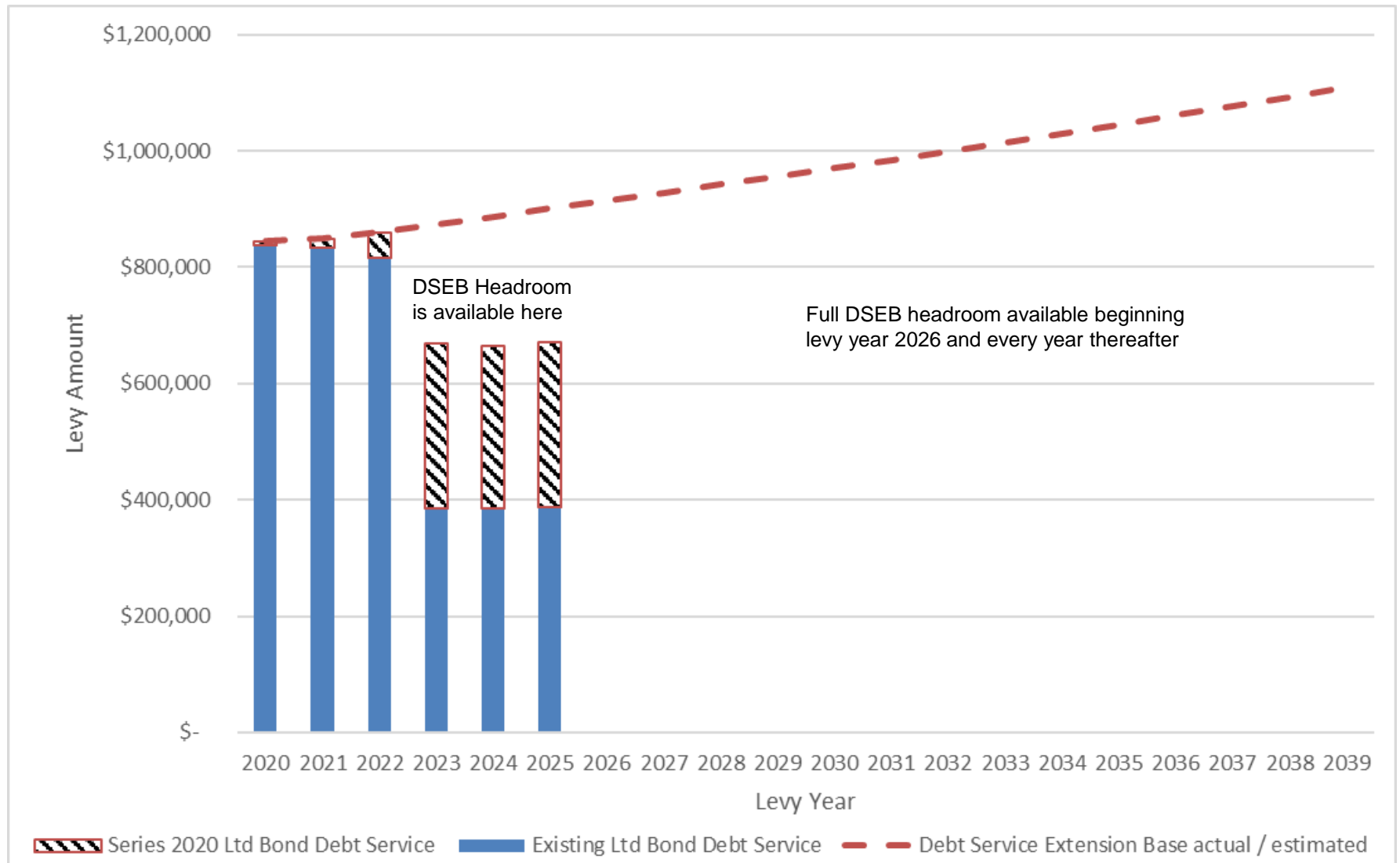
By not consuming its Debt Service Extension Base fully in these years, the District can next consider the issuance of non-referendum bonds in late 2023 / early 2024.

Note that full availability of the DSEB begins with levy year 2026.

We use estimates of a 1.00% interest rate, \$15,000 in professional fees and \$4,000 in capitalized interest for levy year 2020 when preparing this schedule, with settlement on October 1, 2020.

Does the District want to plan for lower CPI either in 2020 or years thereafter? CPI through July, 2020 is 1.0% year-over-year. CPI is measured on a Dec 31 – Dec 31 comparison for tax cap purposes

Pro Forma \$850,000 Limited Park Bond



Pro Forma \$850,000 Limited Park Bond – Option Two

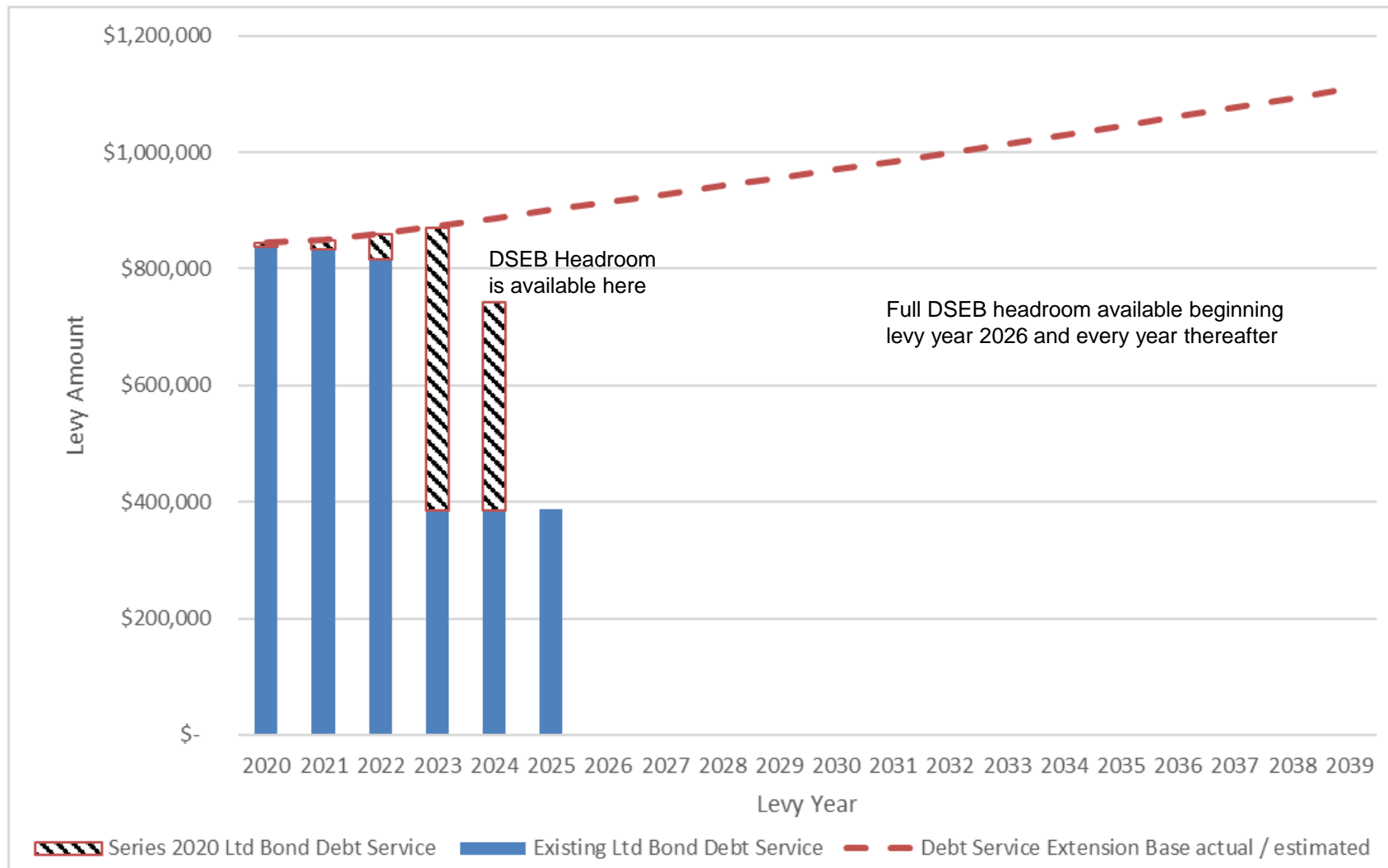
Levy Year	CPI	Debt Service Extension Base <i>actual / estimated</i>	<u>Existing</u> Ltd Bond Debt Service	<u>Series 2020</u> Ltd Bond Debt Service	DSEB Remaining
2020	2.3%	\$ 844,337	\$ 838,171	\$ 6,150	\$ 16
2021	0.5%	848,559	834,355	13,700	504
2022	1.5%	861,288	816,158	43,650	1,480
2023	1.5%	874,207	386,073	483,300	4,834
2024	1.5%	887,320	384,175	358,550	144,595
2025	1.5%	900,630	387,182	-	513,448
2026	1.5%	914,139	-	-	914,139
2027	1.5%	927,851	-	-	927,851
2028	1.5%	941,769	-	-	941,769
2029	1.5%	955,896	-	-	955,896
2030	1.5%	970,234	-	-	970,234
2031	1.5%	984,788	-	-	984,788
2032	1.5%	999,559	-	-	999,559
2033	1.5%	1,014,553	-	-	1,014,553
2034	1.5%	1,029,771	-	-	1,029,771
2035	1.5%	1,045,218	-	-	1,045,218
2036	1.5%	1,060,896	-	-	1,060,896
2037	1.5%	1,076,809	-	-	1,076,809
2038	1.5%	1,092,961	-	-	1,092,961
2039	1.5%	1,109,356	-	-	1,109,356
Totals		\$ 19,340,141	\$ 3,646,114	\$ 905,350	\$ 14,788,677

A different approach consumes near-term Debt Service Extension Base fully through a portion of levy year 2024. The District can next consider the issuance of non-referendum bonds in late 2024 / early 2025.

Note that full availability of the DSEB begins with levy year 2026 in this solution as well.

We use estimates of a 1.00% interest rate, \$15,000 in professional fees and \$4,000 in capitalized interest for levy year 2020 when preparing this schedule, with settlement on October 1, 2020.

Pro Forma \$850,000 Limited Park Bond



Review of Operating Debt

Existing Debt Paid with Operating Funds

Debt Certificates (Operating Debt)

Fiscal Year	Series 2016C		Total Debt Certs
2019	\$ 70,692	\$ -	\$ 70,692
2020	74,504	-	74,504
2021	73,217	-	73,217
2022	76,930	-	76,930
2023	70,544	-	70,544
2024	74,257	-	74,257
2025	72,871	-	72,871
2026	76,485	-	76,485
Totals	\$ 589,500	\$ -	\$ 589,500

We show a \$850,000 Certificates with \$20,000 in costs of issuance and a 2.00% interest rate in the example shown to the right. Other solutions are available.

With Proposed Issuance

Debt Certificates (Operating Debt)

Fiscal Year	Series 2016C		Series 2020	Total Debt Certs
2019	\$ 70,692	\$ -		\$ 70,692
2020	74,504	-		74,504
2021	73,217		95,300	168,517
2022	76,930		95,900	172,830
2023	70,544		99,300	169,844
2024	74,257		97,600	171,857
2025	72,871		95,900	168,771
2026	76,485		99,200	175,685
2027	-		97,400	97,400
2028	-		95,600	95,600
2029	-		98,800	98,800
2030	-		96,900	96,900
Totals	\$ 589,500	\$ 971,900		\$ 1,561,400

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