



Sycamore

PARK DISTRICT

Established 1923

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Sycamore Park District

Regular Board Meeting

May 27, 2014

6:00 pm

Maintenance Building, 435 Airport Road

AGENDA

CALL TO ORDER (Roll Call Vote)

APPROVAL OF REGULAR AND CONSENT AGENDA (Voice Vote)

APPROVAL OF MINUTES: (Voice Vote)

3. Regular Meeting

April 22, 2014

Executive Session

April 22, 2014

(APPROVE TO REMAIN CONFIDENTIAL – VOICE VOTE)

PUBLIC INPUT:

APPROVAL OF MONTHLY CLAIMS:

10. Claims Paid Since Board Meeting (Roll Call Vote)

16. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

25. Superintendent of Finance Monthly Report

27. Budget Report/Monthly Cash Flow Monthly Report

40. Superintendent of Golf Operations Monthly Report

42. Superintendent of Parks and Facilities Monthly Report

48. Superintendent of Recreation Monthly Report

51. Executive Director Monthly Report

“Sycamore Park District - we put the **MORE** in Sycamore”

“Sycamore Park District is an equal opportunity provider and employer”

CORRESPONDENCE-

- 55. Clubhouse – Todd Turner Rental
- 56. Clubhouse – Thomas Betsinger Rental
- 57. KSRA – Julie Eggleston

POSITIVE FEEDBACK/REPORTS

ANNUAL MEETING

- 58. Election of President, Vice President & Other Positions—Dan (Roll Call)

MONTHLY PRESENTATION: Kirk Lundbeck—Current Course Marketing

OLD BUSINESS:

- 60. Rejection of ADA Paving Bids—Dan
- 63. Discussion of Timeline Regarding Matters of Bonds and Referenda—Dan
Report/Summary of Board Member's Meetings with their Assigned Contacts—Ted, Michelle, Ann, Daryl, Bill
- 76. Technology First Steps—Jackie
- 78. Final Plans for Park Tour—Jeff
- 81. Review of Grant Opportunities Available to Park Districts—Dan
- 85. Further Discussion of Impact Fees—Ted

NEW BUSINESS:

- 96. Update of Conduct Ordinance—Dan
Informational Items—Dan
 - a. Ovitz Park Dedication
 - b. Drainage Problems
 - c. Asbestos Report
 - d. Video
 - e. Rotary Signs
 - f. Sports Complex 8 Acres
- 113. Natural Gas Contract—Jackie

PUBLIC INPUT

EXECUTIVE SESSION (Roll Call Vote):

In accordance with 5 ILCS, Par. 120/2c, I move that the Board convene in Executive Session to discuss:

- 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- 5. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
- 6. The setting of a price for sale or lease of property owned by the public body.

ADJOURNMENT (Voice Vote)

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, April 22, 2014**

President Strack called the meeting to order at 6:00 p.m.
The roll was called with Commissioners Kroeger, Schulz, Tucker and Strack present.
Commissioner Graves was absent. Staff members present were Director Dan Gobble, Bart Desch, Jeff Donahoe, Jackie Hienbuecher, Kirk Lundbeck, and Recording Secretary Jeanette Freeman.

Guests at the Board meeting were:

Scott Buzzard, CAC Chair
Patrick Ferguson – Sikich
Jeff Rudolph – Sikich
Ron Amen – Lauterbach

At this time President Strack asked that Agenda Items 55 & 56 be moved to before Correspondence.

**Regular and Consent Agenda Approval –
Motion**

Commissioner Schulz moved to amend and approve the Regular Agenda and Consent Agenda moving Agenda Items 55 & 56 to before Correspondence. Commissioner Tucker seconded the Motion.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

**Approval of Minutes –
Motion**

Commissioner Schulz moved to approve the March 25, 2014 Regular Meeting Minutes, and March 19, 2014 Special Meeting Minutes. Commissioner Kroeger seconded the Motion.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

Motion

Commissioner Tucker moved to approve the March 25, 2014 Executive Session Minutes to remain confidential. Commissioner Schulz seconded the Motion.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

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Petition and Public Comment – None

Director Gibble noted he would like to speak on behalf of some public that called him. There was something printed in the Daily Chronicle that we spent \$10,000 to acquire the Sycamore Creek Subdivision Park now the John Ovitz Park. This is incorrect and he has notified the Daily Chronicle. Their response was they received the information from a third party service. He told them that the HOA had contacted Director Gibble and are concerned about the misinformation. He believes the HOA is having financial challenges, so if people hear the HOA received \$10,000 they want to know about it. The editor's comment was that he hopes he hears from the HOA, so Director Gibble passed this on to the HOA.

Claims and Accounts Approval

Motion

Commissioner Schulz moved to approve and pay the bills in the amount of \$133,237.11.
 Commissioner Kroeger seconded the Motion.

Roll Call

President Strack called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

OLD BUSINESS

Presentation of Audit – Supt. of Finance Hienbuecher noted she gave the board a hard copy of the audit and management letter. She feels the audit went smoothly. Ron from Lauterbach then gave his presentation. He noted this is the first year with us and he feels everything was well put together and the audit went well. He gave kudos to Jackie and staff in general. He went over the management letter and then went through the actual audit. President Strack gave kudos to staff – it is great to have a management letter this clean.

Motion

Commissioner Schulz moved to accept the Audit as presented. The motion was seconded by Commissioner Tucker.

Roll Call

President Strack called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

Presentation of Technology Study by Sikich – Supt. of Finance Hienbuecher noted the tech study has been done by Sikich and there has been a lot of hard work on this. Director Gibble noted the most current information is in the handout given to the Board today. There has recently been information given to Sikich and they put this into the presentation. Jeff Rudolph of Sikich went through the report which shows their recommendations. Director Gibble noted

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Presentation of Technology Study by Sickish-cont'd - the chart breaks out the cost implications. He noted that staff will move ahead with the recommendations in relation to budgets in the fall.

Correspondence

- SPD Letter to C & L – Lisa Kijowski

Positive Feedback/Reports –

- Commissioner Schulz noted it was a great job with the function for the foundation. She heard a lot of compliments on it.
- Commissioner Schulz gave kudos to Jackie and everyone on the management letter in the audit.
- Commissioner Kroeger noted the event at the Depot was very successful.
- Director Gibble noted that since the function people have suggested to him to have something similar during the summer. Invite different groups and business leaders on different nights.
- President Strack noted the recent press coverage is very positive. We have created some trust with the press.
- President Strack noted the financial results for the year so far are great.
- Commissioner Tucker noted she has heard good things since the function at the Depot and since the land purchase. People are telling her things are great and want to know when we are starting on the land.

Monthly Presentation – Tree Replacement Schedule - Jeff Donahoe – Supt. of Parks Donahoe noted that he had told the board in January he would get them more detailed information on the tree replacements. He handed out a spreadsheet with the schedule. This allows them to keep track of the cost and what needs to be replaced, etc. He also went over what type of trees they will plant and which ones will be replaced.

OLD BUSINESS

Final Plans for Park Tour – Supt. of Parks Donahoe noted they have come up with some possible dates for the tour. There are a lot of places on the list to visit, but definitely will highlight what's on the Vision 20/20 and try to visit the main parks. He would like to visit the John Ovitz Park, the community center, sports complex and possibly the golf course area. Director Gibble noted once the Board comes up with a date, they would like to extend an invitation to the CAC, CWSPT, and the Trailblazers. There was a consensus to go with Thursday, May 29.

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NEW BUSINESS

Consideration of Large Events – Supt. of Recreation Desch noted some of the events happening from June to September. These include the Kishwaukee staff picnic on June 12. There will be 9 concerts this year since he was able to get another sponsor. The Storm Tournament will be the last weekend in June and there will also be a Major League Baseball event on July 19. This event is made up of retired players who will be running a camp. Crum Halstead gave the association our name for a possible new home for their camp. This will be a three hour camp which we will do the lunch for and they will also pay us a fee for the facility. When it gets closer to the event, the baseball and softball groups will be promoting this camp. There will be fireworks again this year on September 13, which will have a zip line also. We will also be doing the Touch-A-Truck again this year on September 27. There is also the Rugby Tournament on April 26 and the High School Rugby will be in May.

Ordinance 05-2014 – Regarding Disposal of Surplus and Unnecessary Items– Director Gible noted we have done this before with the Liners things and golf equipment. This is a required process to dispose of additional items that are on the list he provided. The farm house and the outbuildings at the property are on the list. This gives us clearance to let the fire department burn the house if they get approval.

Motion

Commissioner Schulz moved to approve Ordinance 05-2014 – An Ordinance regarding disposal of surplus and unnecessary items. The motion was seconded by Commissioner Tucker.

Roll Call

President Strack called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

Discussion of Timeline Regarding Matters of Bonds and Referenda – Director Gible noted the staff recommendation has a timeline and 2 samples of alternate bonds for informational purposes. President Strack noted the timeline has changed and the Board now has the most current timeline on when to go to the different groups. Director Gible noted this is a draft at this point. The Board wants to meet with the School, City and Chamber Boards around the same time in August. There was discussion if the Board should go to the other Boards earlier. Director Gible noted that if one on one conversation takes place with people on the contact list this might help with that. President Strack went over the contact list to confirm which Board member will contact who. Over the next 30 days everyone needs to schedule appointments with the contact list to tell them about the Vision 20/20. Commissioner Schulz noted there will be an

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Discussion of Timeline Regarding Matters of Bonds and Referenda- cont'd - explanatory letter sent out to the Aldermans, School Board, Mayor, City Manager, Township Supervisors, Chamber Board and Library Board in May.

Annual Review of Progress on ADA Transition Plan – Director Gible noted the review on the progress is part of the requirements of the most recent version of the ADA. This shows what has been done and what is in process. President Strack had asked Director Gible about the WPA Main Shelter. Director Gible noted the doors and electricity needs to be finished. Supt. of Parks Donahoe noted the electricity is not done yet. We have been trying to get volunteers to finish the electricity, but it has been hard to get accomplished.

Authorization to Go to Bid on ADA and Other Paving Work – Director Gible noted he is asking for authorization to go to bid on this. He and Supt. of Parks Donahoe are meeting with the engineers to go over all the items to make sure they are all being addresses. In his recommendation there is a reference to 15 or 17 items that are actually on City property. He will be formally notifying the City Manager that is their responsibility to make these items accessible. This will be cutting our cost which will put us closer to the \$170,000 to \$200,000 range.

Motion

Commissioner Tucker moved to authorize Director Gible to go to bid on the ADA work. The motion was seconded by Commissioner Schulz.

Roll Call

President Strack called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

Authorize Treasurer to Transfer Funds – Supt. of Finance Hienbuecher noted this is just ratifying the amount. She had given the Board notice earlier on the estimate amounts of what would be transferred to cover current year deficit at the pool and pay down additional amounts for the golf course. The amount for the pool was \$6,853.00 and the golf course was \$145,639.00. Both of these amounts came from the Recreation Fund. The remaining deficit for the golf course is now at \$77,086.00. Director Gible noted that by this time next year we should be at reserve balance.

Motion

Commissioner Kroeger moved to authorize the transfer of funds. The motion was seconded by Commissioner Schulz.

Roll Call

President Strack called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

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Discussion of Video Gambling at Sycamore Park District – President Strack noted he asked this to be on the agenda. This was prompted by a phone call to him from the Chronicle. The Chronicle had heard that some Park Districts are putting video gambling machines in their clubhouses and they wanted to know if Sycamore would do this to help generate revenue. He noted he shared his personal opinion with them, but said it was up to the Board as a whole. All the commissioners noted they feel the same way. Director Gibble noted he was questioned about this from Rotary. He told them we are a family oriented organization and not in the gambling business. There was consensus on the Board that the Board does not want that type of image.

Director Gibble suggested to the Board to check out the Merry Oaks pond. He has had people comment to him that they are so thankful that we are doing this to the shorelines. The rest will be finished next year and then we will get to the small pond out there.

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:57 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Tucker.

Roll Call

President Strack called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

#1 The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

#5 The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

The Board convened to Executive Session at 7:58 pm. The roll was called with Commissioners Kroeger, Schulz, Tucker and Strack present along with Director Gibble, Supt. of Parks Donahoe and Recording Secretary Freeman. Supt. of Parks Donahoe left after the #5 real property discussion.

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Motion

The Board adjourned the Executive Session at 8:30 p.m. and reconvened to Regular Session on a motion made by Commissioner Tucker. The motion was seconded by Commissioner Schulz.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

Motion

The Board adjourned the Regular Session at 8:30 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Tucker.

Voice Vote

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0. Commissioner Graves was absent.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

DATE: 05/14/2014
 TIME: 14:42:02
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Interim

FROM 04/17/2014 TO 05/14/2014

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK ANT	INVOICE AMT/ ITEM AMT
AFLAC	518695	01 EMPL PREM 02 EMPL PREM	101000002007 101000002006	04/12/14	00000000 00000000	53324	04/22/14	372.50	372.50 18.48 354.02
CHICABUL		CHICAGO BULLS/WHITE SOX ACADEM					VENDOR TOTAL:		372.50
	0000000138	01 CONTRACTUAL PAYMENT-BULLS CAMP	205550196128	04/25/14	00000000	53348	05/08/14	658.00	658.00
CINTAS		FIRE PROTECTION					VENDOR TOTAL:		658.00
	F9400070618	01 EMER LIGHTING - CLUBHOUSE 02 EMER LIGHTING - CLUBHOUSE	101000056300 201000056300	02/23/14	00000000 00000000	53325	04/22/14	542.10	542.10 271.05 271.05
CITY		CITY OF SYCAMORE					VENDOR TOTAL:		542.10
	2014 LIQUOR	01 CITY LIQUOR LICENSE	303000046210	04/30/14	00000000	53347	04/30/14	1,900.00	1,900.00 1,900.00
COMMO		COMMONWEALTH EDISON					VENDOR TOTAL:		1,900.00
	041114	01 FOUNDERS PARK	101500096702	04/11/14	00000000	53326	04/22/14	41.29	41.29 41.29
COMSTOCK		COMSTOCK, DAVE					VENDOR TOTAL:		41.29
	5-9 DJ	01 DJ FEE	205120036216	05/05/14	00000000	53349	05/08/14	100.00	100.00 100.00
CONS		CONSERV FS					VENDOR TOTAL:		100.00
	1882477-IN	01 OLD SHOP #3 DIESEL 02 OLD SHOP #3 DIESEL	101500076515 202100076515	04/17/14	00000000 00000000	53350	05/08/14	1,971.33	862.75 431.00 431.75
	1882479-IN	01 OLD SHOP #4 - GOLF CARTS	504000076515	04/17/14	00000000	53350	05/08/14	1,971.33	1,108.58 1,108.58
							VENDOR TOTAL:		1,971.33

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Interim

FROM 04/17/2014 TO 05/14/2014

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CONST		CONSTELLATION NEWENERGY							
	0014501187			04/12/14		53327	04/22/14	620.97	620.97
		01 SPORTS COMPLEX	101500096702		00000000				10.13
		02 MAINT BLDG	101500096702		00000000				305.42
		03 MAINT BLDG	504100096702		00000000				305.42
								VENDOR TOTAL:	620.97
DIREC		DIRECTV							
	2293583768			04/17/14		53328	04/22/14	97.99	97.99
		01 SATELLITE - CC	207500096705		00000000				97.99
								VENDOR TOTAL:	97.99
HUMANA		HUMANA INSURANCE CO.							
	MAY 2014			04/22/14		53342	04/22/14	17,253.92	17,253.92
		01 HEALTH INSURANCE PREMIUM	101000106801		00000000				3,611.29
		02 HEALTH INSURANCE PREMIUMS	101500106801		00000000				555.45
		03 HEALTH INSURANCE PREMIUMS	504100106801		00000000				3,255.88
		04 HEALTH INSURANCE PREMIUMS	504000106801		00000000				1,776.98
		05 HEALTH INSURANCE PREMIUMS	201000106801		00000000				2,350.22
		06 HEALTH INSURANCE PREMIUMS	202100106801		00000000				5,704.10
								VENDOR TOTAL:	17,253.92
ILLI		ILLINOIS DEPT REVENUE							
	MARCH 2014			04/22/14		53344	04/22/14	199.00	199.00
		01 PRO SHOP STATE SALES TAX	504000116852		00000000				196.00
		02 CATERING STATE SALES TAX	303500116852		00000000				3.00
								VENDOR TOTAL:	199.00
OF		OFFICE DEPOT							
	704354633001			04/08/14		53329	04/22/14	97.32	88.73
		01 INK CARTRIDGES	207500046200		00000000				32.41
		02 FILE TABS	101000046200		00000000				28.16
		03 WALL FILE-FOLDERS-TAPE	201000046200		00000000				28.16
								VENDOR TOTAL:	97.32
	704354866001			04/08/14		53329	04/22/14	97.32	8.59
		01 FASTENERS	101000046200		00000000				4.30
		02 FASTENERS	201000046200		00000000				4.29
								VENDOR TOTAL:	97.32
PEKIN		PEKIN INSURANCE							
	MAY 2014			04/22/14		53343	04/22/14	1,327.13	1,327.13

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FROM 04/17/2014 TO 05/14/2014

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	MAY 2014			04/22/14		53343	04/22/14	1,327.13	1,327.13
		01 DENTAL INSURANCE PREMIUMS	101000106801		00000000				275.88
		02 DENTAL INSURANCE PREMIUMS	101500106801		00000000				50.79
		03 DENTAL INSURANCE PREMIUMS	504100106801		00000000				247.14
		04 DENTAL INSURANCE PREMIUMS	504000106801		00000000				144.11
		05 DENTAL INSURANCE PREMIUMS	201000106801		00000000				163.00
		06 DENTAL INSURANCE PREMIUMS	202100106801		00000000				446.21
								VENDOR TOTAL:	1,327.13
PRIO		PRIORITY PROMOTIONS							
	20742	01 APRONS	303000046215	04/10/14	00000000	53330	04/22/14	75.00	75.00
									75.00
								VENDOR TOTAL:	75.00
SERVICE		SERVICEMASTER RESTORATION AND							
	5357	01 CARPET CLEANING - ADMIN	101000056300	04/21/14	00000000	53331	04/22/14	175.00	175.00
									175.00
								VENDOR TOTAL:	175.00
STMARYHA		ST MARYS MEMORIAL HALL							
	4-19-14	BAL RENTAL		04/22/14	00000000	53332	04/22/14	163.00	163.00
		01 HALL RENTAL - BRKFST BUNNY	206095026216						163.00
								VENDOR TOTAL:	163.00
SYCPK2		SYCAMORE PARK DISTRICT							
	041714	BB BANK		04/17/14	00000000	53320	04/17/14	200.00	200.00
		01 BASEBALL BANK	301000001010						200.00
		CONC CART BANK		05/08/14	00000000	53351	05/08/14	100.00	100.00
		01 CONC CART BANK	301000001010						100.00
				04/25/14	00000000	53345	04/25/14	200.00	200.00
		CONCERT BANK 2014							
		01 CONCERT BANK	301000001010						200.00
		EXTRA BANK - ADMIN		04/22/14	00000000	53333	04/22/14	1,000.00	1,000.00
		01 EXTRA ADMIN BANK	101000001010						1,000.00
								VENDOR TOTAL:	1,500.00
T0000024		DOBBERSTEIN, MELISSA							
		REIMBURSEMENT		05/08/14		53352	05/08/14	112.73	112.73

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SYCAMORE PARK DISTRICT
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FROM 04/17/2014 TO 05/14/2014

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
		REIMBURSEMENT		05/08/14		53352	05/08/14	112.73	112.73
		01 ALDI REIMBURSEMENT	206095096216		00000000				49.01
		02 ALDI REIMBURSEMENT	303300086629		00000000				2.38
		03 ALDI REIMBURSEMENT	303300086615		00000000				17.80
		04 ALDI REIMBURSEMENT	303000086615		00000000				35.60
		05 ALDI REIMBURSEMENT	101000046214		00000000				3.97
		06 ALDI REIMBURSEMENT	201000046214		00000000				3.97
		VENDOR TOTAL:							112.73
T0000531		WHITE, LISA							
	050114	01 MILEAGE	201000046211	05/01/14	00000000	53353	05/08/14	62.73	62.73
		VENDOR TOTAL:							62.73
T0000933		FOLLMAN, JENNIFER							
	41714	SAVINGS BOND							
	01	SAVINGS BOND PARK NAMING	101000046214	04/17/14	00000000	53323	04/17/14	1,000.00	1,000.00
	02	SAVINGS BOND PARK NAMING	201000046214		00000000				500.00
		VENDOR TOTAL:							500.00
T0000934		JONES, LAURA							
	042114	01 MOTHER SON PROG REFUND	206095046218	04/21/14	00000000	53334	04/22/14	27.50	27.50
		VENDOR TOTAL:							27.50
T0000936		MORROW, MARIA							
	040814	01 JR BASKETBALL REFUND	205550026218	04/08/14	00000000	53336	04/22/14	62.00	62.00
		VENDOR TOTAL:							62.00
T0000937		BUTTS, SARA							
	040814	01 JR BASKETBALL REFUND	205550026218	04/08/14	00000000	53337	04/22/14	62.00	62.00
		VENDOR TOTAL:							62.00
T0000938		MILLER, KRISTIN							
	042514	01 SAVINGS BOND - NATE MILLER	101000046214	04/25/14	00000000	53346	04/25/14	500.00	500.00
		VENDOR TOTAL:							250.00

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	042514	02 SAVINGS BOND - NATE MILLER	201000046214	04/25/14	00000000	53346	04/25/14	500.00	500.00 250.00
								VENDOR TOTAL:	500.00
T0000939	HARTER, DAWN								
	043014	01 HORSEBACK RIDING LESSON REFUND	205010046218	04/30/14	00000000	53354	05/08/14	110.00	110.00 110.00
								VENDOR TOTAL:	110.00
T0000940	KENDZORA-SMITH, MELISSA								
	042914	01 REFUND	205980066218	04/29/14	00000000	53355	05/08/14	55.00	55.00 55.00
								VENDOR TOTAL:	55.00
T0000941	DUNCAN, SARAH								
	042914	01 CLASS REFUND	205010276218	04/29/14	00000000	53356	05/08/14	38.00	38.00 38.00
								VENDOR TOTAL:	38.00
TITL		TITLEIST DRAWER CS							
	2610845	01 CLUBS	501000001302	04/11/14	00000000	53321	04/17/14	451.92	451.92 451.92
								VENDOR TOTAL:	451.92
UNUM		UNUM LIFE INSURANCE							
	APRIL 2014								
		01 LIFE INSURANCE PREMIUM	101000106801	04/22/14	00000000	53338	04/22/14	334.03	334.03 63.18
		02 LIFE INSURANCE PREMIUM	101500106801		00000000				11.26
		03 LIFE INSURANCE PREMIUM	504100106801		00000000				52.67
		04 LIFE INSURANCE PREMIUM	504000106801		00000000				30.90
		05 LIFE INSURANCE PREMIUM	201000106801		00000000				72.26
		06 LIFE INSURANCE PREMIUM	202100106801		00000000				103.76
								VENDOR TOTAL:	334.03
USFOODS		US FOODS INC							
	1618972								
		01 BREAKFAST W/BUNNY FOOD	206095026216	04/15/14	00000000	53322	04/17/14	530.01	532.81 100.44
		02 FRYER OIL	303000086617		00000000				22.19
		03 RELISH-KETCHUP	303300086629		00000000				46.07
		04 CHIPS	303300086622		00000000				146.64

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 TIME: 14:42:02
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Interim

FROM 04/17/2014 TO 05/14/2014

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
1618972		05 TORTILLA CHIPS	303300086620	04/15/14	00000000	53322	04/17/14	530.01	532.81
		06 HOT DOGS	303300086615		00000000				14.65
		07 PUB BURGERS	303300086613		00000000				81.90
		08 CHIPS	303000086622		00000000				96.48
2962397		01 CREDIT - REBATE	303300086622	01/14/14	00000000	53322	04/17/14	530.01	-2.80
									-2.80
WALM		WALMART COMMUNITY						VENDOR TOTAL:	530.01
41614		01 COMM CTR SUPPLIES	207500076500	04/16/14	00000000	53340	04/22/14	1,430.00	1,430.00
		02 CLOCKS-LAMP-BATTERIES	207500076500		00000000				21.52
		03 SOAP	207500076510		00000000				58.67
		04 HOT DOG BUNS	303000086615		00000000				3.97
		05 COFFEE - CREAMER	303000086632		00000000				12.50
		06 LETTUCE-ONION-TOMATO	303000086629		00000000				17.37
		07 FOOD-VISION 20/20 OPEN HOUSE	101000046214		00000000				6.16
		08 FOOD-VISION 20/20 OPEN HOUSE	101000046214		00000000				69.67
		09 PANCAKE MIX	206095026216		00000000				11.96
		10 FIRST AID KIT	303000076500		00000000				19.98
		11 BROOM-DUST PAN-BAR RAGS	303000076510		00000000				31.36
		12 BREARD-SUB BUNS	303000086612		00000000				34.92
		13 DANISHES	303000086611		00000000				72.21
		14 GRAN BARS-PNTS-COOKIES-CRCKRS	303000086618		00000000				90.87
		15 SLIM JIMS	303000086623		00000000				16.64
		16 HOT CHOCOLATE	303000086632		00000000				10.42
		17 CANDY	303000086624		00000000				342.18
		18 GRN BAR-PNTS-COOK-CRCKRS-SEEDS	303000086618		00000000				96.11
		19 CANDY	303300086624		00000000				237.12
		20 HOT CHOCOLATE	303300086632		00000000				20.84
		21 DILL PKLS-STR CHS-SL JIMS-FRUI	303300086623		00000000				42.24
		22 MEMBERSHIP	201000046204		00000000				42.37
		23 OLIVES-CHERRIES	303000086636		00000000				19.74
		24 MTO SUPPLIES	205340016216		00000000				81.51
WARE		WAREHOUSE DIRECT BUSINESS						VENDOR TOTAL:	1,430.00
2294117-0		01 FOOD LABELS	303000046200	04/17/14	00000000	53341	04/22/14	52.18	52.18
		02 BATTERIES	101000046200		00000000				6.10
		03 SUPER GLUE-PENS-TAPE DISP	201000046200		00000000				23.04
									23.04
								VENDOR TOTAL:	52.18
								TOTAL --- ALL INVOICES:	31,922.65

Interim
 New #1 \$ 10,944.89
 New #2 \$ 188,366.53
 Total \$ 231,234.07

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

1st

Batch
New

INVOICES DUE ON/BEFORE 05/19/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
10	ADMINISTRATION		
CONST	CONSTELLATION NEWENERGY	9,119.51	198.67
FRONTIER	FRONTIER	5,718.45	327.30
	ADMINISTRATION		525.97
15	PARKS		
ARTHU	ARTHUR CLESEN, INC.		144.33
BRIAN	BRIAN BEMIS AUTOMOTIVE GROUP		125.32
CONST	CONSTELLATION NEWENERGY	9,119.51	332.35
DEK3	DEKALB COUNTY COLLECTOR		3,710.98
FRONTIER	FRONTIER	5,718.45	92.47
MAPLE	MAPLE PARK LANDSCAPE-TRUCKING		432.00
	PARKS		4,837.45
RECREATION			
10	ADMINISTRATION		
CONST	CONSTELLATION NEWENERGY	9,119.51	168.68
FRONTIER	FRONTIER	5,718.45	327.30
	ADMINISTRATION		495.98
21	SPORTS COMPLEX MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.		144.34
CONST	CONSTELLATION NEWENERGY	9,119.51	326.65
	SPORTS COMPLEX MAINTENANCE		470.99
75	COMMUNITY CENTER		
FRONTIER	FRONTIER	5,718.45	608.37
	COMMUNITY CENTER		608.37
CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/19/2014

WOW
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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
COMCA	COMCAST	335.71	40.81
CONST	CONSTELLATION NEWENERGY	9,119.51	85.14
	CLUBHOUSE CONCESSIONS		125.95
33	SPORTS COMPLEX CONCESSIONS		
CONST	CONSTELLATION NEWENERGY	9,119.51	85.31
	SPORTS COMPLEX CONCESSIONS		85.31
GOLF COURSE			
40	GOLF OPERATIONS		
COMCA	COMCAST	335.71	40.82
CONST	CONSTELLATION NEWENERGY	9,119.51	311.07
FRONTIER	FRONTIER	5,718.45	80.51
	GOLF OPERATIONS		432.40
41	GOLF MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.		2,306.89
CONST	CONSTELLATION NEWENERGY	9,119.51	550.17
FRONTIER	FRONTIER	5,718.45	92.47
REIN	REINDERS, INC.	54,470.70	224.30
	GOLF MAINTENANCE		3,173.83
SWIMMING POOL			
80	POOL		
FRONTIER	FRONTIER	5,718.45	46.39
	POOL		46.39
81	POOL MAINTENANCE		
CONST	CONSTELLATION NEWENERGY	9,119.51	142.25
	POOL MAINTENANCE		142.25
	TOTAL ALL DEPARTMENTS		10,944.89

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SYCAMORE PARK DISTRICT
 DEPARTMENT SUMMARY REPORT

*2nd
 batch
 New*

INVOICES DUE ON/BEFORE 05/22/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CORPORATE			
10	ADMINISTRATION		
ANCEL	ANCEL, GLINK - LAW OFFICES OF	500.61	1,177.29
AT&T2	A T & T	334.84	15.15
BATTERIE	BATTERIES PLUS	377.55	67.90
BOCKY	BOCKYN, LLC	1,200.00	150.00
CINTA	CINTAS CORPORATION #355	762.69	22.65
CRES	CRESCENT ELECTRIC SUPPLY CO.	133.44	75.55
ECO	ECOWATER SYSTEMS, INC.	308.47	557.25
GRAI	GRAINGER	1,190.18	87.64
ILLIEMPL	ILLINOIS DEPARTMENT OF		92.50
INNERSP	INNERSPACE ENVIRONMENTAL ASSES		1,275.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,898.72	117.86
MENA	MENARDS - SYCAMORE	1,166.30	8.54
NATION	NATIONAL BANK & TRUST CO		57.00
NICOR	NICOR GAS	17,630.03	154.05
OCIMAGE	OC IMAGEWORKS		1,575.00
OF	OFFICE DEPOT	1,042.63	56.73
PLUNKETT	PLUNKETT'S PEST CONTROL	203.00	42.00
RIVER	RIVERS END TRADING COMPANY	3,248.88	122.53
SOFT	SOFT WATER CITY	1,630.28	20.25
SPARKLE	SPARKLE JANITORIAL SERVICE	7,195.00	1,170.00
SPEC	SPECIAL FX	419.80	66.00
	ADMINISTRATION		6,910.89
15	PARKS		
AT&T2	A T & T	334.84	1.15
BRIAN	BRIAN BEMIS AUTOMOTIVE GROUP	125.32	64.54
CARQ	CARQUEST AUTO PARTS	4,393.17	320.85
CHICAG	CHICAGOLAND TURF		524.60
CINTA	CINTAS CORPORATION #355	762.69	31.44
CITY2	CITY OF SYCAMORE	268.32	52.13
COMMO	COMMONWEALTH EDISON	2,087.27	99.11
DEKA	DEKALB LAWN & EQUIPMENT CO.	808.55	84.37
GORDH	GORDON HARDWARE		423.88
LOWE	LOWE'S	2,166.63	191.57
MART	MARTENSON TURF PRODUCTS		325.00
MENA	MENARDS - SYCAMORE	1,166.30	138.07
MROUT	MR OUTHUSE	2,485.00	578.00
NICOR	NICOR GAS	17,630.03	507.22
REIN	REINDERS, INC.	54,695.00	920.79
RICHM	RICHMOND FISHERIES		570.00
SAF	SAFETY-KLEEN CORP.	186.12	73.75

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/22/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
15	PARKS		
SOFT	SOFT WATER CITY	1,630.28	100.00
SPEC	SPECIAL FX	419.80	437.00
	PARKS		5,443.47
RECREATION			
10	ADMINISTRATION		
AT&T2	A T & T	334.84	15.14
BANN	BANNER UP SIGNS	2,450.00	150.00
BOCKY	BOCKYN, LLC	1,200.00	150.00
CINTA	CINTAS CORPORATION #355	762.69	4.28
ECO	ECOWATER SYSTEMS, INC.	308.47	557.24
ELM REX	ELM REX, SARAH	2,381.00	1,612.50
ILLIEMPL	ILLINOIS DEPARTMENT OF		92.50
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,898.72	117.87
NICOR	NICOR GAS	17,630.03	88.49
OCIMAGE	OC IMAGEWORKS		1,575.00
OF	OFFICE DEPOT	1,042.63	56.73
PLUNKETT	PLUNKETT'S PEST CONTROL	203.00	42.00
RIVER	RIVERS END TRADING COMPANY	3,248.88	31.03
SPARKLE	SPARKLE JANITORIAL SERVICE	7,195.00	1,170.00
SPEC	SPECIAL FX	419.80	24.00
	ADMINISTRATION		5,686.78
21	SPORTS COMPLEX MAINTENANCE		
CARQ	CARQUEST AUTO PARTS	4,393.17	13.80
LOWE	LOWE'S	2,166.63	205.34
MENA	MENARDS - SYCAMORE	1,166.30	54.87
MROUT	MR OUTHOUSE	2,485.00	534.50
REIN	REINDERS, INC.	54,695.00	39.63
	SPORTS COMPLEX MAINTENANCE		848.14
50	PROGRAMS - YOUTH		
ROCKNKID	ROCK-N-KIDS INC	676.00	273.00
T0000894	SCHUMANN, JESSICA	18.00	18.00
T0000949	TILSTRA, KELLY		10.00
	PROGRAMS - YOUTH		301.00

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SYCAMORE PARK DISTRICT
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 05/22/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
55	PROGRAMS - YOUTH ATHLETICS		
ALL	ALL STAR SPORTS INSTRUCTION		3,173.00
T0000951	WYNN, KRISTINA		55.00
	PROGRAMS - YOUTH ATHLETICS		3,228.00
56	PROGRAMS - FITNESS		
ADISCOUN	A DISCOUNT T		169.75
T0000820	RIES, ARIEL		75.00
T0000950	UNTCH, CAROL		35.00
	PROGRAMS - FITNESS		279.75
59	PROGRAMS - DANCE		
PERF	PERFORMING ARTS ACADEMY		1,725.00
	PROGRAMS - DANCE		1,725.00
60	PROGRAMS - SPECIAL EVENTS		
REINHART	REINHART FOOD SERVICE	451.73	145.78
SPEC	SPECIAL FX	419.80	675.00
	PROGRAMS - SPECIAL EVENTS		820.78
61	PROGRAMS - CONCERTS		
ARTS	ARTS WARRIOR		1,000.00
	PROGRAMS - CONCERTS		1,000.00
75	COMMUNITY CENTER		
AT&T1	A T & T	225.82	56.65
AT&T2	A T & T	334.84	65.08
C&L	C & L PROPERTIES, L.L.C.	20,780.00	8,287.40
CINTA	CINTAS CORPORATION #355	762.69	49.11
CITY2	CITY OF SYCAMORE	268.32	44.86

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/22/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
75	COMMUNITY CENTER		
COMMO	COMMONWEALTH EDISON	2,087.27	407.91
DEKA3	DEKALB IRON & METAL CO.	34.31	105.03
ILLIN	ILLINI SECURITY SYSTEMS, INC.	1,492.50	295.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,898.72	301.19
NICOR	NICOR GAS	17,630.03	74.15
OF	OFFICE DEPOT	1,042.63	64.69
SOFT	SOFT WATER CITY	1,630.28	195.25
	COMMUNITY CENTER		9,946.32
DONATIONS			
10	ADMINISTRATION		
DEKC	DEKALB COUNTY COMMUNITY	75.00	100.00
ENGIN	ENGINEERING RESOURCE ASSOC	3,535.70	14,550.00
	ADMINISTRATION		14,650.00
SPECIAL RECREATION			
10	ADMINISTRATION		
ENGIN	ENGINEERING RESOURCE ASSOC	3,535.70	4,374.50
SHAW	SHAW SUBURBAN MEDIA	179.49	106.18
	ADMINISTRATION		4,480.68
CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
AT&T2	A T & T	334.84	0.49
BANN	BANNER UP SIGNS	2,450.00	235.00
DEKAM	DEKALB MECHANICAL INC		380.00
EUCL	EUCLID BEVERAGE LTD.	390.00	519.90
GOR	GORDON FOOD SERVICE INC.		826.55
LOWE	LOWE'S	2,166.63	53.22
MENA	MENARDS - SYCAMORE	1,166.30	79.98
NICOR	NICOR GAS	17,630.03	37.92
PEPSI	PEPSI COLA GEN. BOT.	831.64	442.07
REINHART	REINHART FOOD SERVICE	451.73	783.95
RIVER	RIVERS END TRADING COMPANY	3,248.88	640.94
SOU	SOUTHERN WINE & SPIRITS OF ILL		362.88

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 05/22/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
SPEC	SPECIAL FX	419.80	247.00
	CLUBHOUSE CONCESSIONS		4,609.90
33	SPORTS COMPLEX CONCESSIONS		
GOR	GORDON FOOD SERVICE INC.		913.15
MENA	MENARDS - SYCAMORE	1,166.30	79.00
PEPSI	PEPSI COLA GEN. BOT.	831.64	1,027.18
REINHART	REINHART FOOD SERVICE	451.73	176.44
	SPORTS COMPLEX CONCESSIONS		2,195.77
34	POOL CONCESSIONS		
GOR	GORDON FOOD SERVICE INC.		36.10
	POOL CONCESSIONS		36.10
GOLF COURSE			
10	ADMINISTRATION		
ADAMS	ADAMS GOLF LTD		590.02
	ADMINISTRATION		590.02
40	GOLF OPERATIONS		
AT&T2	A T & T	334.84	1.14
CHICA	CHICAGO DISTRICT GOLF ASSOC.	250.00	760.00
CINTA	CINTAS CORPORATION #355	762.69	4.00
KANELAND	KANELAND PUBLICATIONS INC	519.20	519.20
NICOR	NICOR GAS	17,630.03	37.92
PREMMP	PREMIER MAP CO.		350.00
RIVER	RIVERS END TRADING COMPANY	3,248.88	103.41
ROCHNEW	THE ROCHELLE NEWS-LEADER		245.00
	GOLF OPERATIONS		2,020.67

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 05/22/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GOLF COURSE			
41	GOLF MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.	2,595.56	393.51
BURRI	BURRIS EQUIPMENT CO.	1,586.12	271.92
CARQ	CARQUEST AUTO PARTS	4,393.17	3.40
CINTA	CINTAS CORPORATION #355	762.69	35.58
FAST	FASTENAL COMPANY	60.83	56.06
JOHNDE	JOHN DEERE LANDSCAPES/LESCO	138.48	436.00
LOWE	LOWE'S	2,166.63	24.30
MENA	MENARDS - SYCAMORE	1,166.30	521.78
MROUT	MR OUTHOUSE	2,485.00	140.00
NICOR	NICOR GAS	17,630.03	510.29
R&R	R & R PRODUCTS INC.		258.10
REIN	REINDERS, INC.	54,695.00	86.36
	GOLF MAINTENANCE		2,737.30
SWIMMING POOL			
10	ADMINISTRATION		
SYCPK2	SYCAMORE PARK DISTRICT	1,500.00	300.00
	ADMINISTRATION		300.00
80	POOL		
KUNZ	KUNZ, TROY		200.00
OF	OFFICE DEPOT	1,042.63	84.76
SPEC	SPECIAL FX	419.80	273.00
THELIFE	THE LIFEGUARD STORE	119.58	619.94
	POOL		1,177.70
81	POOL MAINTENANCE		
HALO	HALOGEN SUPPLY COMPANY, INC.		232.86
NEWB1	NEWBY POOL & SPA		77.94
NICOR	NICOR GAS	17,630.03	696.31
	POOL MAINTENANCE		1,007.11

CAPITAL PROJECTS

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 05/22/2014

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CAPITAL PROJECTS			
10	ADMINISTRATION		
BURRI	BURRIS EQUIPMENT CO.	1,586.12	11,658.50
ENCAP	ENCAP, INC		79,730.00
MIDWSTIR	MIDWEST IRRIGATION LLC		7,300.00
PLAYPO	PLAYPOWER LT FARMINGTON INC		3,361.03
SIK	SIKICH LLP	15,142.38	16,321.62
	ADMINISTRATION		118,371.15
	TOTAL ALL DEPARTMENTS		188,366.53

To: Board of Commissioners

From: Jackie Hienbuecher

Subject: Monthly Report

Date: May 27, 2014

Administrative Initiatives (5/1/14 – 5/31/14)

- Attended Superintendent meetings.
- Met with TBC regarding Technology Assessment.
- Obtained quote for installation of Comcast.
- Continued to work with EZ Links on concessions inventory. Completed and tested Beverage Cart “Store” on the POS system. While technically still a “manual” system, it has already proven to catch minor errors as well as simplify the transfer of cost of goods sold.
- Met with Dave Torson from Girls Softball. Discussion was centered more around the May 10th tournament. Since all games were being played out by Airport Road concessions scheduled a cart to be out there to assist in servicing the patrons. Positive feedback was received after the event.
- Completed review and analysis of Natural Gas options with three different brokers and made staff recommendation.
- Continued to work with staff on processing of purchase orders.
- Provided Operations Expenditures and audit to PDRMA as requested.
- Training meeting for Clubhouse and Cart Concessions Staff was held on May 8th.
- Updated Pool Cash Register for new fee schedule.

- Reviewed quotes on Ice Machine and Freezer for baseball concessions. Checking with other purchasing programs to see if pricing is any lower. Ice machine is pricing out higher than anticipated.
- Catering/special events/room rentals: 4 room rentals, Park Pride Day, Sycamore Rugby, 2 golf outings and Chamber Young Professionals Meeting.

Administrative Initiatives (6/1/14 – 6/30/14)

- Update and provide Monthly Cash Flow worksheet.
- Revise wording on closure policy for clarification.
- Complete detailed analysis of financial statements and highlight any areas of concern to communicate with department heads.
- Schedule meeting with Dekalb Park District staff to get further insight into the purchase order module. They have used this module for some time and I feel it would be beneficial to learn from them what they have found to work and not work.
- Continue exploring opportunities for Museum grants and information regarding museum tax levy.
- Work on IMRF project to ensure that proper enrollment has been made in the past.
- Continue working with staff to consolidate older Ordinances into a single PDF file.
- Obtain quotes for deck furniture for clubhouse.
- Catering/special events/room rentals: 1 room rentals, Storm Dayz, 6 golf outings.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2014

Corporate Fund (10)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	<u>Variance</u>
Revenues									
Administration	9,625.00	35,298.22	266.7%	17,525.00	52,208.30	197.9% (1)	592,324.00	30,775.63	69.6% (1)
Parks	-	450.00	#DIV/0!	-	450.00	#DIV/0!	13,196.00	-	#DIV/0!
Total Revenues	9,625.00	35,748.22	271.4%	17,525.00	52,658.30	200.5%	605,520.00	30,775.63	71.1%
Expenses									
Administration	32,179.00	29,628.05	-7.9%	116,319.00	108,213.81	-7.0% (2)	362,679.00	97,099.16	11.4% (3)
Parks	19,239.00	13,618.79	-29.2%	56,605.00	56,636.81	0.1%	220,433.00	48,548.62	16.7% (4)
Total Expenses	51,418.00	43,246.84	-15.9%	172,924.00	164,850.62	-4.7%	583,112.00	145,647.78	13.2%
Total Fund Revenues	9,625.00	35,748.22	271.4%	17,525.00	52,658.30	200.5%	605,520.00	30,775.63	71.1%
Total Fund Expenses	51,418.00	43,246.84	-15.9%	172,924.00	164,850.62	-4.7%	583,112.00	145,647.78	13.2%
Surplus (Deficit)	(41,793.00)	(7,498.62)	-82.1%	(155,399.00)	(112,192.32)	-27.8%	22,408.00	(114,872.15)	-2.3%

(1) 2014 Replacement Tax Is above budget 31.9% \$4,854 and 14.1% \$2,485 higher than 2013. 2014 also has insurance reimbursement of \$415 as well as farm income of \$5,000 that was not budgeted (Carls Farm). Timing of Farm Income.

(2) Timing. Professional services is currently 87.3%, \$4,800 below budget. Administrative expenses (Education & Training, Advertising Printed) is 23.0% \$5,381 below budget.

(3) 2014 YTD has expenses of \$4,426 from payroll (PT Office Asst and Grant Writing) that had not occurred for the same time period in 2013. This is also the case for Cleaning Services \$2,749, Uniforms \$3,915 and Employee Relations (timing of holiday party) \$1,390.

(4) Primary reason for variances are increases in Maintenance - Vehicles/Tractors, Gas/Oil, Signs and Utility - Gas.

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Recreation Fund (20)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	7.60	#DIV/0!	849,024.00	1.43	431.5%
Sports Complex	2,850.00	750.00	-73.68%	3,100.00	750.00	-75.81% (1)	33,400.00	3,182.00	-76.4% (1)
Sports Complex Maintenance	-	-	#DIV/0!	-	-	#DIV/0!	39,350.00	-	#DIV/0!
Midwest Museum of Natural Hist	-	599.52		575.00	599.52	4.26%	2,300.00	1,158.38	-48.2%
Programs-Youth	50.00	1,189.00	2278.00%	2,455.00	6,082.00	147.74% (2)	12,159.00	2,414.00	151.9% (2)
Programs-Teens	-	-	#DIV/0!	1,800.00	1,131.75	-37.13% (2)	5,126.00	1,944.20	-41.8% (2)
Programs-Adult	-	55.00	#DIV/0!	-	525.00	#DIV/0! (2)	1,475.00	840.00	-37.5% (2)
Programs-Family	800.00	1,259.85	57.48%	3,100.00	4,315.85	39.22% (2)	8,621.00	3,519.00	22.6% (2)
Programs-Leagues	-	-	#DIV/0!	-	-	#DIV/0! (2)	4,212.00	-	#DIV/0! (2)
Programs-Youth Athletics	4,234.00	2,634.00	-37.79%	7,337.00	7,302.00	-0.48% (2)	22,065.00	5,503.00	32.7% (2)
Programs-Fitness	1,994.00	4,447.00	123.02%	14,606.00	18,579.00	27.20% (2)	38,484.00	16,740.00	11.0% (2)
Programs-Preschool	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	690.00	-100.0% (2)
Programs-Senior	-	-	#DIV/0!	200.00	150.00	-25.00% (2)	600.00	175.00	-14.3% (2)
Programs-Dance	275.00	400.00	45.45%	1,313.00	1,810.00	37.85% (2)	3,000.00	3,024.00	-40.1% (2)
Programs-Special Events	792.00	791.10	-0.11%	3,484.00	2,648.60	-23.98% (2)	5,069.00	3,085.50	-14.2% (2)
Programs-Concerts	880.00	-	-100.00%	3,360.00	3,800.00	13.10%	8,000.00	500.00	660.0%
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Brochure	-	-	#DIV/0!	2,400.00	2,900.00	20.83%	7,300.00	2,150.00	34.9%
Weight Room	1,664.00	1,252.00	-24.76%	9,138.00	6,956.00	-23.88%	20,965.00	7,371.20	-5.6%
Community Center	-	-	#DIV/0!	-	-	#DIV/0!	3,199.00	(19.99)	-100.0%
Total Revenues	13,539.00	13,377.47	-1.19%	52,868.00	57,557.32	8.87%	1,064,349.00	52,277.72	10.1%

(1) In 2013 there was additional revenue for Sunday Soccer of \$1,750 and other field rental (Wolverines/football) \$582.

(2) Revenue from programs are greater than budget by 24.05% \$8,249 and increased 12.2%, \$4,610 compared to 2013.

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Expenses									
Administration	25,631.00	28,428.81	10.92%	103,608.00	94,301.69	-8.98% (1)	304,837.00	85,618.15	10.1% (2)
Sports Complex	-	-	#DIV/0!		-	#DIV/0!	-	-	#DIV/0!
Sports Complex Maintenance	29,174.00	32,542.09	11.54%	115,117.00	117,797.58	2.33%	391,122.00	112,261.43	4.9%
Midwest Museum of Natural Hist	775.00	133.44	-82.78%	3,150.00	3,146.98	-0.10%	9,500.00	811.60	287.8%
Programs-Youth	509.00	306.14	-39.85%	831.00	2,587.80	211.41% (3)	7,532.00	740.90	249.3% (3)
Programs-Teens	-	-	#DIV/0!	1,216.00	645.17	-46.94% (3)	3,630.00	1,399.30	-53.9% (3)
Programs-Adult	-	100.00	#DIV/0!	-	150.00	#DIV/0! (3)	1,200.00	350.00	-57.1% (3)
Programs-Family	778.00	943.72	21.30%	2,832.00	3,214.89	13.52% (3)	8,226.00	2,901.87	10.8% (3)
Programs-Leagues	377.00	269.91	-28.41%	2,400.00	1,988.69	-17.14% (3)	3,713.00	1,911.73	4.0% (3)
Programs-Youth Athletics	478.00	584.00	22.18%	672.00	947.00	40.92% (3)	17,625.00	863.00	9.7% (3)
Programs-Fitness	2,369.00	1,518.87	-35.89%	7,841.00	7,719.82	-1.55% (3)	23,628.00	6,442.32	19.8% (3)
Programs-Preschool	-	-	#DIV/0!		-	#DIV/0! (3)	-	128.00	-100.0% (3)
Programs-Senior	-	-	#DIV/0!	112.00	121.00	8.04% (3)	300.00	-	#DIV/0! (3)
Programs-Dance	-	-	#DIV/0!	905.00	120.00	-86.74% (3)	2,450.00	541.00	-77.8% (3)
Programs-Special Events	672.00	559.38	-16.76%	1,092.00	1,480.19	35.55% (3)	4,703.00	1,574.59	-6.0% (3)
Programs-Concerts	-	-	#DIV/0!	785.00	200.00	-74.52%	7,755.00	200.00	0.0%
Programs-Trips	-	-	#DIV/0!		-	#DIV/0! (3)	-	705.00	-100.0% (3)
Brochure	-	1,850.36	#DIV/0!		3,270.90	#DIV/0!	24,600.00	-	#DIV/0!
Weight Room	218.00	-	-100.00%	780.00	440.21	-43.56%	3,115.00	556.95	-21.0%
Community Center	10,451.00	11,663.30	11.60%	42,996.00	44,387.54	3.24%	139,703.00	42,256.10	5.0%
Total Expenses	71,432.00	78,900.02	10.45%	284,337.00	282,519.46	-0.64%	953,639.00	259,261.94	9.0%
Total Fund Revenues	13,539.00	13,377.47	-1.19%	52,868.00	57,557.32	8.87%	1,064,349.00	52,277.72	10.1%
Total Fund Expenses	71,432.00	78,900.02	10.45%	284,337.00	282,519.46	-0.64%	953,639.00	259,261.94	9.0%
Surplus (Deficit)	(57,893.00)	(65,522.55)	13.18%	(231,469.00)	(224,962.14)	-2.81%	110,710.00	(206,984.22)	8.7%

(1) Areas below budget include: Professional services 53.27%, \$3,063; Administrative Expenses 9.84%, \$1,493; Contracted Services 40.8%, \$4,080.

(2) 2014 YTD has expenses that had not occurred for the same time period in 2013. Cleaning Services \$2,749, Uniforms \$3,915 and Employee Relations (timing of holiday party)

(3) Expenses for programs are greater than budget by 6.00% \$1,074 and increased 8.1%, \$1,417 compared to 2013.

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Donations (21)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	10.14	#DIV/0!	-	21.62	-53.1%
Total Revenues	-	-	#DIV/0!	-	10.14	#DIV/0!	-	21.62	-53.1%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	-	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	-	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	10.14	#DIV/0!	-	21.62	-53.1%
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	-	-	#DIV/0!
Surplus (Deficit)	-	-	#DIV/0!	-	10.14	#DIV/0!	-	21.62	-53.1%

Special Recreation (22)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	13.82	#DIV/0!	144,000.00	12.92	7.0%
Total Revenues	-	-	#DIV/0!	-	13.82	#DIV/0!	144,000.00	12.92	7.0%
Expenses									
Administration	-	-	#DIV/0!	70,000.00	61,697.77	-11.86% (1)	379,674.00	3,250.00	1798.4% (1)
Total Expenses	-	-	#DIV/0!	70,000.00	61,697.77	-11.86%	379,674.00	3,250.00	1798.4%
Total Fund Revenues	-	-	#DIV/0!	-	13.82	#DIV/0!	144,000.00	12.92	7.0%
Total Fund Expenses	-	-	#DIV/0!	70,000.00	61,697.77	-11.86%	379,674.00	3,250.00	1798.4%
Surplus (Deficit)	-	-	#DIV/0!	(70,000.00)	(61,683.95)	-11.88%	(235,674.00)	(3,237.08)	1805.5%

(1) Timing of projects

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Insurance (23)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!		1.81	#DIV/0!	51,000.00	2.10	-13.8%
Total Revenues	-	-	#DIV/0!	-	1.81	#DIV/0!	51,000.00	2.10	-13.8%
Expenses									
Administration	-	(229.00)	#DIV/0!	10,330.00	9,852.00	-4.63%	72,560.00	12,934.00	-23.8%
Total Expenses	-	(229.00)	#DIV/0!	10,330.00	9,852.00	-4.63%	72,560.00	12,934.00	-23.8%
Total Fund Revenues	-	-	#DIV/0!	-	1.81	#DIV/0!	51,000.00	2.10	-13.8%
Total Fund Expenses	-	(229.00)	#DIV/0!	10,330.00	9,852.00	-4.63%	72,560.00	12,934.00	-23.8%
Surplus (Deficit)	-	229.00	#DIV/0!	(10,330.00)	(9,850.19)	-4.64%	(21,560.00)	(12,931.90)	-23.8%

Audit (24)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!		0.63	#DIV/0!	14,000.00	0.89	-29.2%
Total Revenues	-	-	#DIV/0!	-	0.63	#DIV/0!	14,000.00	0.89	-29.2%
Expenses									
Administration	2,100.00	-	-100.00%	14,100.00	12,100.00	-14.18%	14,100.00	11,650.00	3.9%
Total Expenses	2,100.00	-	-100.00%	14,100.00	12,100.00	-14.18%	14,100.00	11,650.00	3.9%
Total Fund Revenues	-	-	#DIV/0!	-	0.63	#DIV/0!	14,000.00	0.89	-29.2%
Total Fund Expenses	2,100.00	-	-100.00%	14,100.00	12,100.00	-14.18%	14,100.00	11,650.00	3.9%
Surplus (Deficit)	(2,100.00)	-	-100.00%	(14,100.00)	(12,099.37)	-14.19%	(100.00)	(11,649.11)	3.9%

(1) Timing of billings.

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Paving & Lighting (25)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!		1.61	#DIV/0!	100.00	4.33	-62.8%
Total Revenues	-	-		-	1.61		100.00	4.33	-62.8%
Expenses									
Administration			#DIV/0!		58.80	#DIV/0! (1)	-	4,329.65	-98.6% (1)
Total Expenses	-	-		-	58.80		-	4,329.65	-98.6%
Total Fund Revenues	-	-	#DIV/0!	-	1.61	#DIV/0!	100.00	4.33	
Total Fund Expenses	-	-	#DIV/0!	-	58.80	#DIV/0!	-	4,329.65	
Surplus (Deficit)	-	-	#DIV/0!	-	(57.19)	#DIV/0!	100.00	(4,325.32)	

(1) In 2013, engineering for paving work had begun.

Park Police (26)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!		0.39	#DIV/0!	100.00	0.48	-18.8%
Total Revenues	-	-		-	0.39		100.00	0.48	-18.8%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	4,000.00	-	#DIV/0!
Total Expenses	-	-		-	-		4,000.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	0.39	#DIV/0!	100.00	0.48	-18.8%
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	4,000.00	-	
Surplus (Deficit)	-	-	#DIV/0!	-	0.39	#DIV/0!	(3,900.00)	0.48	-18.8%

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IMRF (27)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	87,000.00	-	#DIV/0!
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	87,000.00	-	#DIV/0!
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	87,000.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	87,000.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	87,000.00	-	#DIV/0!
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	87,000.00	-	#DIV/0!
Surplus (Deficit)	-	-		-	-		-	-	

Social Security (28)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	77,000.00	-	#DIV/0!
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	77,000.00	-	#DIV/0!
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	77,000.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	77,000.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	77,000.00	-	#DIV/0!
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	77,000.00	-	#DIV/0!
Surplus (Deficit)	-	-		-	-		-	-	

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Concessions (30)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Clubhouse Concessions	4,260.00	3,534.63	-17.03%	4,260.00	3,535.98	-17.00% (1)	68,491.00	5,073.75	-30.3% (1)
Beverage Cart	-	-	#DIV/0!		-	#DIV/0!	15,709.00	-	#DIV/0!
Sports Complex Concessions	600.00	722.50	20.42%	600.00	722.50	20.42%	28,434.00	613.25	17.8%
Pool Concessions	-	-	#DIV/0!		-	#DIV/0!	11,497.00	-	#DIV/0!
Catering	2,000.00	1,834.75	-8.26%	3,200.00	3,039.75	-5.01%	19,556.00	3,508.75	-13.4%
Total Revenues	6,860.00	6,091.88	-11.20%	8,060.00	7,298.23	-9.45%	143,687.00	9,195.75	-20.6%
Expenses									
Clubhouse Concessions	9,500.00	7,004.00	-26.27%	16,800.00	14,189.56	-15.54%	92,511.00	13,390.76	6.0% (2)
Beverage Cart	-	-	#DIV/0!		-	#DIV/0!	10,604.00	-	#DIV/0!
Sports Complex Concessions	1,000.00	818.42	-18.16%	1,075.00	891.67	-17.05%	21,536.00	1,432.26	-37.7%
Pool Concessions	-	-	#DIV/0!		-	#DIV/0!	10,581.00	-	#DIV/0!
Catering	250.00	3.00	-98.80%	500.00	3.00	-99.40% (3)	6,183.00	630.25	-99.5% (3)
Total Expenses	10,750.00	7,825.42	-27.21%	18,375.00	15,084.23	-17.91%	141,415.00	15,453.27	-2.4%
Total Fund Revenues	6,860.00	6,091.88	-11.20%	8,060.00	7,298.23	-9.45%	143,687.00	9,195.75	-20.6%
Total Fund Expenses	10,750.00	7,825.42	-27.21%	18,375.00	15,084.23	-17.91%	141,415.00	15,453.27	-2.4%
Surplus (Deficit)	(3,890.00)	(1,733.54)	-55.44%	(10,315.00)	(7,786.00)	-24.52%	2,272.00	(6,257.52)	24.4%

(1) Cooler/wetter start to the season.

(2) New menu board purchased in 2014, \$1,237.50

(3) Most of the catering revenue has been room rental fees. Transfer of COGS for catering has to be made out of clubhouse.

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Developer Contributions (32)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	1,250.00	4,682.00	274.56%	1,250.00	6,685.59	434.85%	5,000.00	27,533.13	-75.7%
Total Revenues	1,250.00	4,682.00		1,250.00	6,685.59		5,000.00	27,533.13	-75.7%
Expenses									
Administration	-	-		-	-		-	-	#DIV/0!
Total Expenses	-	-		-	-		-	-	#DIV/0!
Total Fund Revenues	1,250.00	4,682.00		1,250.00	6,685.59		5,000.00	27,533.13	-75.7%
Total Fund Expenses	-	-		-	-		-	-	#DIV/0!
Surplus (Deficit)	1,250.00	4,682.00		1,250.00	6,685.59		5,000.00	27,533.13	-75.7%

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Golf Course (50)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Golf Operations	48,900.00	40,648.93	-16.9%	138,900.00	146,023.15	5.1% (1)	508,950.00	130,258.00	12.1% (1)
Golf Maintenance	-	-	#DIV/0!	-	-	#DIV/0!	20,849.00	-	#DIV/0!
Total Revenues	48,900.00	40,648.93	-16.9%	138,900.00	146,023.15	5.1%	529,799.00	130,258.00	12.1%
Expenses									
Golf Operations	17,329.00	16,136.98	-6.9%	58,472.00	56,372.00	-3.6%	245,640.00	55,834.16	1.0%
Golf Maintenance	26,967.00	17,224.97	-36.1%	81,515.00	73,319.38	-10.1% (2)	286,674.00	71,641.42	2.3%
Total Expenses	44,296.00	33,361.95	-24.7%	139,987.00	129,691.38	-7.4%	532,314.00	127,475.58	1.7%
Total Fund Revenues	48,900.00	40,648.93	-16.9%	138,900.00	146,023.15	5.1%	529,799.00	130,258.00	12.1%
Total Fund Expenses	44,296.00	33,361.95	-24.7%	139,987.00	129,691.38	-7.4%	532,314.00	127,475.58	1.7%
Surplus (Deficit)	4,604.00	7,286.98	58.3%	(1,087.00)	16,331.77	-1602.5%	(2,515.00)	2,782.42	487.0%

(1) The pre-season pro shop sale of 2014 brought in additional revenue as golfers were able to purchase their passes at a discounted rate. Also in 2014 is Groupon revenue.

Noteworthy: Season Pass sales for Non-Residents is \$5,000 higher than last year at this time.

(2) Below budget in part time maintenance 89.6% \$6,242

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2014

Swimming Pool (51)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Pool	10,500.00	9,093.10	-13.4%	10,500.00	9,093.10	-13.4%	58,199.00	10,508.50	-13.5%
Swim Lessons	-	2,781.00	#DIV/0!	-	2,781.00	#DIV/0!	14,235.00	60.00	4535.0%
Total Revenues	10,500.00	11,874.10	13.1%	10,500.00	11,874.10	13.1%	72,434.00	10,568.50	12.4%
Expenses									
Pool	275.00	158.44	-42.4%	395.00	360.01	-8.9%	44,430.00	392.75	-8.3%
Pool Maintenance	900.00	300.51	-66.6%	2,008.00	3,190.82	58.9%	25,400.00	2,005.05	59.1%
Swim Lessons	-	-	#DIV/0!	-	46.99	#DIV/0!	8,201.00	-	#DIV/0!
Total Expenses	1,175.00	458.95	-60.9%	2,403.00	3,597.82	49.7%	78,031.00	2,397.80	50.0%
Total Fund Revenues	10,500.00	11,874.10	13.1%	10,500.00	11,874.10	13.1%	72,434.00	10,568.50	12.4%
Total Fund Expenses	1,175.00	458.95	-60.9%	2,403.00	3,597.82	49.7%	78,031.00	2,397.80	50.0%
Surplus (Deficit)	9,325.00	11,415.15	22.4%	8,097.00	8,276.28	2.2%	(5,597.00)	8,170.70	1.3%

(1) Season pass sales are down slightly, some of it probably due to reduced rates. However, swim lesson revenue started coming in sooner in 2014.

(2) Gas prices higher in 2014 due to weather.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2014

Debt Service (60)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!		0.70	#DIV/0!	577,000.00	0.76	-7.9%
Total Revenues	-	-	#DIV/0!	-	0.70	#DIV/0!	577,000.00	0.76	-7.9%
Expenses									
Administration		-	#DIV/0!		-	#DIV/0!	571,800.00	-	#DIV/0!
Total Expenses	-	-		-	-		571,800.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	0.70	#DIV/0!	577,000.00	0.76	-7.9%
Total Fund Expenses	-	-		-	-		571,800.00	-	#DIV/0!
Surplus (Deficit)	-	-	#DIV/0!	-	0.70	#DIV/0!	5,200.00	0.76	-7.9%

Capital Projects (70)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2013 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	100.74	#DIV/0!	472,680.00	350.71	-71.3%
Total Revenues	-	-	#DIV/0!	-	100.74	#DIV/0!	472,680.00	350.71	-71.3%
Expenses									
Administration		450.00	#DIV/0!	88,000.00	58,810.01	-33.2%	662,200.00	72,458.98	-18.8%
Total Expenses	-	450.00	#DIV/0!	88,000.00	58,810.01	-33.2%	662,200.00	72,458.98	-18.8%
Total Fund Revenues	-	-		-	100.74	#DIV/0!	472,680.00	350.71	-71.3%
Total Fund Expenses	-	450.00	#DIV/0!	88,000.00	58,810.01	-33.2%	662,200.00	72,458.98	-18.8%
Surplus (Deficit)	-	(450.00)	#DIV/0!	(88,000.00)	(58,709.27)	-33.3%	(189,520.00)	(72,108.27)	-18.6%
Total Fund Revenues	90,674.00	112,422.60		229,103.00	282,226.53	23.2%	3,843,669.00	261,002.54	
Total Fund Expenses	181,171.00	164,014.18	-9.5%	800,456.00	738,262.09	-7.8%	4,156,845.00	654,859.00	
Surplus (Deficit)	(90,497.00)	(51,591.58)	-43.0%	(571,353.00)	(456,035.56)	-20.2%	(313,176.00)	(393,856.46)	

Sycamore Park District

	Unaudited 1/1/2014	Revenues	Expenses	Unaudited 4/30/2014	4/30/2014 Cash balance
10 Corporate	131,195.37	52,658.30	164,850.62	19,003.05	15,797.77
20 Recreation	36,127.00	57,557.32	282,519.46	(188,835.14)	(189,750.38)
21 Donations	223,513.80	10.14	-	223,523.94	223,523.94
22 Special Recreation	285,021.65	13.82	61,697.77	223,337.70	223,337.70
23 Insurance	42,998.28	1.81	9,852.00	33,148.09	32,446.59
24 Audit	13,115.80	0.63	12,100.00	1,016.43	1,016.43
25 Paving & Lighting	7,373.77	1.61	58.80	7,316.58	7,316.58
26 Park Police	8,071.03	0.39	-	8,071.42	8,071.42
27 IMRF	-	-	-	-	-
28 Social Security	-	-	-	-	-
30 Concessions	49,188.82	7,298.23	15,084.23	41,402.82	39,437.55
32 Developer Contributions	74,064.11	6,685.59	-	80,749.70	80,749.70
60 Debt Service	14,398.84	0.70	-	14,399.54	14,399.54
70 Capital Projects	737,132.43	100.74	58,810.01	678,423.16	675,043.76
Total governmental fund balance	1,622,200.90	124,329.28	604,972.89	1,141,557.29	1,131,390.60
50 Golf Course Net Assets	140,612.56 <u>(224,878.42)</u> (84,265.86)	146,023.15	129,691.38	156,944.33 <u>(224,878.42)</u> (67,934.09)	(79,360.04)
51 Swimming Pool Net Assets	275,778.45 <u>(276,233.35)</u> (454.90)	11,874.10	3,597.82	284,054.73 <u>(276,233.35)</u> 7,821.38	7,820.39
Total proprietary funds	416,391.01	157,897.25	133,289.20	440,999.06	
Net assets	<u>(501,111.77)</u>			<u>(501,111.77)</u>	
Proprietary funds minus net assets	<u>(84,720.76)</u>			<u>(60,112.71)</u>	
	1,537,480.14			1,081,444.58	1,059,850.95

Summary of depository accounts as of 5/21/2014

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Castle Bank	15,626.22	0.10
National Bank & Trust	437,671.13	0.03
Resource Bank	559,313.60	0.10

*Dekalb Co. Community Foundation 14,345.08

1,026,956.03

* There is currently an gain on investments which has increased the original \$10,000 that was placed with the foundation. This balance is as of 3/31/14.

To: Board of Commissioners
From: Kirk T. Lundbeck
Subject: Monthly Report
Date: May 27, 2014

Administrative Initiatives (5/1/14 – 5/31/14)

- Attended weekly Department Head meetings as scheduled.
- Attended monthly all staff meeting.
- Attended Chamber of Commerce Ambassadors Club meeting.
- Attended Voluntary Action Center Board Meeting.
- Developed May Newsletter for golf operation.
- Began “in season” golf rates on Monday, May 19th.
- Began in house league season for Mobile Match Play, Men’s Wednesday Fairway Club, Wednesday Nine Hole Ladies and Sunday Couples Leagues.
- Activated Charitee Golf Challenge
- Received 2010 EZGO Golf Carts from trade in process. We were able to purchase 13, 2010 EZGO carts and trade in 12, 2000 carts and still keep under the \$30,000.00 allotted in the capital budget.
- Attended EZLINKS webinars on e-marketing and new POS upgrades.
- Began ‘in season’ hours of operation starting Saturday, May 24th. Monday through Friday, 6:00am to dusk, Saturday, Sunday and holidays, 5:30am to dusk.
- Held Sycamore Chamber of Commerce Young Professionals Golf Clinic and Networking Seminar.

Administrative Initiatives (6/1/14 – 6/30/14)

- Attend weekly Department Head meetings as scheduled.
- Attend monthly all staff meeting.
- Attend Chamber of Commerce Ambassadors Club meeting.
- Attend Voluntary Action Center Board Meeting.
- Develop June Newsletter for golf operation.
- Hold 6 large golf outings including, Sycamore United Methodist Church, IJGA Regional, the Dee Palmer Scholarship Shotgun, the Spartan Open and Ski's Pub and Grill.
- Update reader board outside pro shop with June special events and leagues.
- Develop committee of current golf patrons to initiate ideas on how to create support through donations or fees to help pay for the cost of a new irrigation system.
- Train two additional pro shop staff employees on opening and closing procedure.
- Order new cart decals with the Sycamore Park District logo and start replacing existing Sycamore Golf Club decals with the Sycamore Park District logo.
- Offer putting clinic to Wednesday 9 hole ladies league.
- Hold a Wednesday afternoon demo day to coincide with the Men's Fairway Club League at Sycamore Family Sports Center with Cobra/Puma golf clubs to see if there is interest in selling Cobra products on the pro shop.

To: Board of Commissioners

From: Jeff Donahoe

Subject: Monthly Report

Date: May 27, 2014

Administrative Initiatives (5/1/14-5/31/14)

Golf

- The turf is now recovering slowly from the difficult winter as the soil temperatures are finally increasing. Several newly seeded areas are beginning to germinate and will continue to recover during the next several weeks.
- Staff has replaced all the wood on 16 tee bridge, removed trees and stumps, worked on replacing failed sprinkler heads, fertilized various areas, sprayed for weeds and seed head prevention, seeded thin turf areas, installed pond fountains, and have been mowing and weed eating consistently.
- The three inch irrigation pipe which spans the large 18 hole bridge has been replaced. Happy to report after a very cold winter that no irrigation pipe breaks were discovered during spring start-up of the system.
- Annual flowers are being planted in various beds. The bed in front of the flagpole at #1 tee will not be planted as that area is where the planned drain line will pass through later this season.
- Seasonal staff positions have all been filled and have begun working. All staff from last season has returned.
- Encap Inc. has begun the process of changing the area south of 5 green over to a no mow/low mow naturalized area.

Sports

- All ball field user groups have begun their seasons with fields being used seven days a week. Staff has been dragging and chalking scheduled fields daily, adding ag lime infield surfacing to needed areas, mowing and weed eating consistently, planting flowers, emptying garbage as needed, painting foul lines and soccer lines weekly, and setting up soccer fields as spring games have begun.
- I have received schedules from all field user groups and have compiled onto our field prep sheet, I am in almost daily contact with heads of all groups as field issues or use conflicts arise. Several rainouts have already changed scheduling for most groups.
- Our staff aided a certified playground installation company as the playground behind the sports concession building has been updated. We replaced the recently removed wood climb structure with a new independent climber, removed the sand surfacing, added certified playground safety mulch under the entire area, and expanded the mulch/safety zone to required distance in the swing set zone. We will be adding a border to the area in the future. See photo after report.
- Two new 20 foot high, 50 foot around backstops have replaced the old small stops on ball fields 5 and 8 greatly improving safety for players and viewers during ball games.
- I have been working most days this month with Swedberg and Associates as the carpentry portion of the ADA update work continues. The counter at sports concession has been lowered, a section of counter at the field #1 wood concession building has been lowered, and the new ADA hi/low drinking fountains are being installed at the Lions Shelter, and next to the two current old fountains between the baseball fields.

- The pool is now filled and being heated and prepped for the May 31st opening. We had to have a few leaking pipe valves replaced in the mechanical room along with a roof motor for an exhaust fan.

Parks

- Staff continues to perform daily mowing, trimming, and cleanup of all park areas. They are also completing minor repairs of structures, playgrounds and playground equipment, landscape areas, tree removal, bridge crossings at paths, installing signs, and performing safety checks of playground structures. The new Ovitz Park is now on our weekly mow list.
- Attended staff, board, and CAC meetings.
- All seasonal staff has begun work for the summer. All staff from last year has returned.
- Fish stocking of the ponds at Lake Sycamore and Old Mill has been completed. More stocking will follow this fall. Catfish were recently stocked as their numbers were low in the audit performed last fall, and they should eventually go after the high shad population currently present in each pond.
- Coordinated with Encap Inc. as work began and was completed to refurbish the pond bank at the large pond north of Merry Oaks Drive and west of Jewel. They are now in the process of adding native plant and forb plugs along the shore line.
- Hosted Park Pride Day on May 3rd. Work was completed in two areas as the walk path which winds through the woods at Chief Black Partridge was mulched, and the green walk bridge which crosses the river near the

horseshoe pits at the Community Park was painted. Thanks to the 40 volunteers that helped improve our parks that morning.

- Worked with Swedberg and Assoc. as they have just completed the outdoor portion of the carpentry ADA work on the WPA Main Shelter doors and entrance areas. I have ordered the partitions for the bathrooms and am awaiting one more quote for the electric work which should be completed early next month.
- Met with paving engineers about ADA paving updates throughout the district and the parking near the tennis courts.
- Participated in City of Sycamore Tuesday Touch-A-Truck event.
- Working with Sycamore Fire Dept. and fire service companies on Midwest Museum sprinkler system requirements. We are looking to change a portion of the system from a wet to a dry system to prevent winter freezing of the pipes. All fire extinguishers completed inspection this month at all buildings.
- Started preparing materials for Park Tour on May 29th.

Administrative Initiatives (6/1/14-6/30/14)

- Attend staff, CAC, and board meetings.
- Will participate in Park Tour on May 29th.
- Continue to work with Swedberg Assoc. as they complete updates for outside carpentry portion of ADA plan.

- Will work with electricians as WPA Main Shelter work continues and nears completion.
- Staff will continue to focus on mowing and trimming of all areas, completing various repairs and inspections, updating ADA parking signage, erecting stage as concert season begins, prepping sports fields as we are in the middle of ball game season, pool opening and daily maintenance, and planting new trees/removing others as time allows.
- The golf course greens will be aerated on June 3rd and 4th weather permitting.
- I will continue to meet with sports user groups to discuss field maintenance issues as games continue on all fields.
- Continue PDRMA compliance requirements for future insurance review.
- Work with Encap as golf area left of 5 green is planted in low-mow grasses, forbs, and native plantings.
- Begin work on capital assets for future replacement planning.
- Staff will continue to inspect playground structures and document work completed.
- Continue to work on info gathering for Midwest Museum fire sprinkler system.
- Will meet with Bart Desch and leaders of Storm Dayz softball, prep for and work three day tourney on June 27-29. 76 teams will play over 200 games during the event.



To: Park Board of Commissioners
From: Bart Desch
Subject: Monthly Board Report
Date: May 21, 2014

Administrative Initiatives: 05/01/14 – 05/31/14

- Attended the Board meeting on May 27.
- Facilitated the Park Pride Day on May 3. There were over 50 people involved with the event. Thanks to everyone for their help, Jeff, Lisa and Melissa.
- Facilitated the District activities at the Cinco Da Mayo event on May 4. We provided youth arts and craft projects as well as a Zumba demonstration.
- Met with Keenan Bigg of the Positive Coaching Alliance organization.
- Guest DJ'D on B96 Radio on May 28. The topics were District summer activities and events.
- Contacted First Student Bus Company and reserved a bus for the Park tour scheduled for May 28.
- Attended the Park Tour on May 29. Sought and scheduled the bus for the tour as well.
- Have been coordinating with Kathleen McNamara of Bethany Healthcare and Rehab, regarding their employees participating in District fitness. The District will offer their employees a free week of the fitness center and aerobics programs in May.
- Assisted with creating with Melissa Gallagher of Kishwaukee College, a workshop on communication and problem solving for employees. This workshop will be offered to our staff, the Village of Kingston and other municipality's staff. This workshop will assist and teach participants about verbal and non-verbal language, supervisory skills and problem solving techniques.
- Facilitated a request from Opportunity House for fields at the Sports Complex.
- Created marketing material for the Chronicle's "Summer Fun Getaway Guide" which will be mailed out in June.

- Working/creating with Sarah, the marketing effort in regards to the Vision 20/20 for the banner program which will be displayed downtown and area locations. This effort also includes print and other media avenues. I will also contact several program participants about being involved with this project.
- Asked for a received insurance from Cornerstone Christian Academy to begin a 5K run at Lake Sycamore on May 10.
- Began the process of writing a RFP, with Sarah for a new web site.
- Providing the sound system for the “Pumpkinfest” meeting on May 21, this will be held at the Courthouse to announce the theme and theme contest winners.
- Facilitated and participated in the Chamber’s Tuesdays on the Town “Touch a Truck” event on May 13.
- Attended the Board meeting on May 13.
- Assisted in developing the Summer Concert Series Banner and delivered to Maintenance, to display on Rt. 64.
- Contacted the School District with regards to facility scheduling for some added classes for the upcoming summer.
- Met with staff from Kishwaukee Hospital regarding their employee party at the Sports Complex on June 14.
- Began filling out the application for for Kishwaukee Community Hospital regarding sponsorship and marketing for the future year.
- Met and coordinated with the Midwest Museum regarding programming for the upcoming “OSCAR” programming.

Administrative Initiatives: 06/01/14 – 06/30/14

- Will attend the Park Board meeting on June 24.
- Will attend the CAC meeting on June 5.
- Will facilitate the Summer Concert Series on June 5, June 12 and June 19.
- Will finish writing the Web Site RFP and mail it out to area computer vendors.
- Assist coaches with the Storm in regards to the tournament, from June 27 – June 29.
- Begin the process to develop/create the 2014 Fall Brochure.
- Begin the process for a Summer Newsletter which will focus on the Vision 20/20 document.
- Will begin writing a report for the Board in regards to pool pass sales so far this summer. This will be my presentation at the June Board meeting.
- Assisted with the staff from Kishwaukee Community Hospital regarding their facility rental on June 14.
- Attending a workshop at Kishwaukee College regarding “Conflict Resolution and Effective Communication Skills for Public Employees”. This is a program developed with Kishwaukee College and staff from the municipality of Kirkland.

To: Board of Commissioners
From: Daniel Gibble, Executive Director
Subject: Monthly Report
Date: May 27, 2014

Administrative Initiatives (5/1/14 – 5/31/14)

- Held initial design meeting with Jane Ovitz regarding Sycamore Creek Subdivision Park.
- Hold initial meetings with CUSD #427 Personnel regarding trail need issues/joint planning.
- Finalized Aquatics Manual with Lisa White.
- Held bid opening for ADA Paving Work.
- Coordinated script for Vision 20/20 Video.
- Worked on and led production scheduling for Vision 20/20 video.
- Coordinated efforts related to Vision 20/20 poster.
- Reviewed legal matters related to Alternate Bond Ordinance and legal issues.
- Finalized contract with farmer for the CARLS property.
- Updated PDRMA risk records and environmental insurance for new properties.
- Held meetings with county regarding future trails planning and the Mt. Hunger Road Crossing.
- Worked with Supt. of Schools regarding future trail project and “outdoor classroom” concept.

- Read legal documents related to the Reston Ponds and Parkside Preserve annexations and plats.
- Began work on LOA's or License Agreements for Reston Ponds/Shodeen Development related to title, future development and final disposition of park dedications.
- Reviewed audits:
 - KSRA
 - SPD
- Held meeting and discussion with Rob Wilkinson regarding future matters related to the Y and SPD.
- Finalized the RFQ for Website re-design.
- Updated Agenda Planner for Staff/Board.
- Continued Major Asset Lifecycle Project.
- Assisted with the finalizing of the IDOT Grant.
- Held Meetings with SHODEEN Development parks in their developments.
- Communicated with Bill Kroeger about a meeting with Reston Ponds Homeowners.
- Finalized details of ADA signage installation. Those signs went up in mid-May.
- Coordinated presentation to Daily Chronicle on Vision 20/20 and B95.
- Held several discussions with City Manager regarding the resolution of the dirt piles in Parkside Preserve and Reston Ponds.
- Had an Asbestos Inspection completed on the house and four out buildings on the CARLS farm and am awaiting results.

- Work on the large pond in Emil Cassier Park was completed.
- Clarified some “mowing matters” with Merry Oaks subdivision.
- Continued to seek a meeting with Martin Krpan regarding matters related to Parkside subdivision.
- Created a Vision 20/20 calendar for the Board.
- Began work on native grass establishment near hole 5 on the golf course.
- Attend Meetings/Serve On:
 - KSRA
 - Rotary
 - Chamber

Administrative Initiatives (6/1/14 – 6/30/14)

- Hold sports complex design charrettes with Youth Sports Consortium.
- Hold initial design meeting with Sycamore Creek Subdivision HOA regarding Dr. John Ovitz Park.
- Put 2014 ADA deficiencies out to re- bid.
- Attend CAC meeting.
- Update Agenda Planner and Distribute to Board/Administrative Staff.
- Hold meetings regarding trails matters:
 - City
 - State
 - Engineers
 - Property Owners
- Serve on Pumpkin Festival Committee.
- Review information provided to me by Susan Edwards regarding future arts programming.

- Distribute RFQ for website re-design.
- Hold Trails meetings with Supt of Schools, and City Manager.
- Conduct evaluation of KSRA Executive Director.
- Begin gathering bid document examples for home and barn demolitions.

Sycamore Park District Clubhouse Post Rental Questionnaire

Name: TODD TURNER
Date of Event: 4-12-14
Type of Event: BIRTHDAY PARTY

1. How was your event? EXCELLENT!

2. How was the service of the Park District Staff? JEANETTE WAS AMAZING WITH ORGANIZING EVERYTHING - MELISSA WAS A GREAT HOSTESS WHO CATERED TO ALL OUR NEEDS THAT NIGHT

3. How was the room rental fee? WE THOUGHT THE FEE WAS REASONABLE AND WAS A GREAT CHOICE FOR OUR PARTY

If you used our catering or bartending service, please answer questions #4 & #5—if not please skip to #6.

4. How was your menu/meal/bartending?

5. How was the pricing?

6. Would you change anything? THERE IS NO CHANGES WE COULD SUGGEST

7. Would you recommend the Clubhouse to a friend? OF COURSE
Why or Why not THE STAFF AND ACCOMODATIONS ARE EXCELLENT FOR SMALL GATHERINGS

8. How did you hear about us? DEKALB PARK DISTRICT RECOMMENDATION

9. Please note your overall experience. GREAT PLACE, GREAT STAFF GREAT TIME - THANK YOU ALL FOR YOUR HELP IT WAS APPRECIATED MUCH.

Jeanette Freeman

Subject: FW: Clubhouse rental experience

From: Tom Betsinger [mailto:tbetsinger@oswegolandpd.org]
Sent: Monday, April 07, 2014 11:52 AM
To: 'danielg@sycamoreparkdistrict.com'; Ted Strack
Cc: 'kirkl@sycamoreparkdistrict.com'; 'dgraves427@aol.com'; 'williamk@sycamoreparkdistrict.com'; 'michelles@sycamoreparkdistrict.com'; 'annt@sycamoreparkdistrict.com'
Subject: Clubhouse rental experience

Mr. Strack - Board President & Mr. Gibble – Executive Director

I rented your club house for a wedding reception this past weekend. I wanted to take a moment to let you know about our experience.

As a Parks and Recreation professional with nearly 20 years in the field, I have very high standards and expectations of service. I am more than happy to say my experience with your staff exceed all of my expectations.

From our first visit to the club house for an initial walk through, until the time we left on Saturday night; the warm, pleasant, professional, and helpful staff represented your district and community very well.

I am somewhat embarrassed to say, I am very bad with names, but I believe it was Melissa and Robert along with another young lady who were working the event on Saturday night.

I cannot stress enough how accommodating and truly wonderful they were. Their demeanor, work ethic, and all round service allowed us all to have a wonderful time celebrating the marriage of two young people.

It has long been my belief that people go into the parks and recreation field to serve others. Your staff, by their words and actions, further strengthened that belief.

Your web site has the words service, pride, and dedication on the masthead.

It was my experience that Melissa, Robert and the other young lady clearly provided outstanding service, took pride in their jobs, and showed an amazing level of dedication to us and our needs.

I could not be happier with the decision to hold the kids wedding reception at your facility.

Please pass along our thanks and appreciation to the staff at the clubhouse for making the kids special day better than we could have hoped for.

Thank you,

Thomas K. Betsinger, CPRP

Superintendent of Recreation

313 E. Washington St. | Oswego, Illinois 60543
d: 630.554.4460 | f: 630.554.1577
tbetsinger@oswegolandpd.org



Thank You!

Dear Sycamore Park District -

Thank you for the generous donation of 4 golf passes for the golf course. The passes were auctioned off in an effort to raise funds to support the CH/KSRA Special Olympics program. Through that fundraiser "Band Together", the program raised \$21,000.00. Thank you again for all of your support.

Sincerely,
Julie A. Eggston, CRS, MS

SYCAMORE PARK DISTRICT
Board of Commissioners
Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

AGENDA ITEM: SYCAMORE PARK DISTRICT ANNUAL BOARD MEETING AND ELECTION OF OFFICERS

BACKGROUND INFORMATION: At this month's board meeting, we will hold the "Annual Meeting". This meeting is mandated by Park District Code, and is intended to elect and appoint key positions for the oversight and management of the park district. At this meeting we should elect/appoint:

- President - Elect*
- Vice President – Elect*
- Treasurer - Elect*
- Secretary – Appoint*
- Legal Services - Appoint*
- Audit Services - Appoint*
- IAPD Legislative Contact – Appoint*
- Board Member IAPD Delegate to State Conference - Appoint*
- Freedom of Information Officers - Appoint*
- Open Meeting Act Official - Appoint*
- ADA Coordinator – Appoint*
- Plan Commission Representative -- Appoint*

Therefore, it will be necessary to go through a few steps as part of the annual meeting:

1. President Calls the Annual Meeting to Order.
2. President Turns the meeting over to Dan Gibble—the Secretary—to conduct the business of nominations and election of the President of the Board for May 2014 through April 2015.
3. Secretary calls for nominations from the floor for Board President.
4. Names are accepted.
5. Secretary asks for a motion to close the nominations, and a second.
6. Take a vote to close nominations.
7. Secretary asks for roll call vote for the candidate(s).
8. Recording Secretary calls the roll.
9. The Secretary will turn the meeting over to that person elected as President to preside over the remaining votes and appointments.
10. The VP and Treasurer elections should be separate votes.

11. Repeat the Nomination and Motion Process, along with Roll Call Vote for VP and Treasurer positions. Many agencies appoint their Business/Finance Department Head as the Treasurer. Currently, Ann Tucker serves as Treasurer.
12. President can handle all the appointments, at once, and have a single vote for that, or separate them, whichever they wish. Staff would recommend the following:
 - a. Secretary: Daniel Gible
Recording Secretary: Jeanette Freeman
 - b. Legal Services: Ancel Glink
 - c. Audit Services: Lauterbach & Amen, LLP.
 - d. IAPD Legislative Contact: Board Member to be suggested.
 - e. Board Member Delegate to State Conference: Board Member to be suggested.
 - f. FOIA Officers: Daniel Gible, Kirk Lundbeck
 - g. Open Meetings Act Official: Board President and Vice President
 - h. ADA Coordinator: Bart Desch, Kirk Lundbeck
 - i. Plan Commission Representative: Michelle Schulz
13. Close the "Annual Meeting".

FISCAL IMPACT: No additional cost over prior years.

STAFF RECOMMENDATION: Carry out the elections and appointments as outline in the "Background Information" section.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

AGENDA ITEM: ADA PAVING: Recommend Re-Bid

BACKGROUND INFORMATION: As part of GOAL 8 of our Short-Term Plan we are initiating work on our ADA Transition Plan. This is a managed solution to addressing all of the deficiencies identified by the Independent Audit by RAC, Inc. In the first year of the plan—2013—we took care of Plumbing and Carpentry Work, as well as interior signage. In 2014 we are focusing on paving.

As part of this plan we have taken the following actions, already, to address the ADA Transition Plan:

- A. We have completed Year One of the ADA Transition Plan.
- B. We have let work on the Tennis Courts in Sycamore Park which will be rendered accessible with the improvements. The parking will be rendered accessible for those courts in 2014.
- C. We completed work on a new parking lot at Old Mill Park. That meets ADA Requirements.

We let bids according to all legal requirements, and held our bid opening on May 14, 2014 for this year's ADA work-paving. We received only one bid (from Elliot & Wood), and that bid was very high in relation to the architect's estimate for the work. We distributed the Bid Documents to about 15 contractors. Eight of them were local contractors. We also published the bid announcement. Nonetheless, we only had one bidder.

Refer to the attached letter from our engineers to see their summary and perspective of the situation.

FISCAL IMPACT: Work will cost between \$150,000 and \$225,000, and is in our ADA Transition Plan Budget.

STAFF RECOMMENDATION: Based upon the situation, and the perspective of our engineers, I recommend that the Board reject the bid received and direct staff to re-bid the work.

PREPARED BY: Daniel Gibble, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:



ENGINEERING RESOURCE ASSOCIATES, INC.
 Consulting Engineers, Scientists & Surveyors

May 20, 2014

Mr. Dan Gible, P.E.
 Executive Director
 Sycamore Park District
 Sycamore, IL 60178

SUBJECT: Summary of Bid Results

Dear Mr. Gible:

The bid opening for the District-Wide ADA & Phase II Sewer and Parking Lot Site Improvements project was held on May 14th 2014 at 10:00am. A total of one bid was received. The only bid was from Elliott & Wood Inc, in the amount of \$407,000.

Engineering Resource Associates, ERA, reviewed the bid. All requested paperwork was found to be in order. ERA compared the bid prices with the engineers cost opinion. The low bidder amount of \$407,000 is 106% or \$209,599 above the Engineers Opinion of \$197,400.65. ERA stipulates the reasons that this bid did not receive more bidders and the pricing was higher than anticipated. These reasons include the following:

- The project was bid at a busy time for contractors and therefore subcontractors were not able to submit their pricing to the general contractors in time.
- The project includes many different locations and requires significant coordination for these locations.
- The mandatory pre-bid conference may have limited the potential number of interested contractors.
- The bid period for contractors to familiarize themselves with the project and acquire pricing and accurately assemble a bid may have been limited.

Based upon the above, it is ERA's opinion that the Park District Board consider rejecting the sole bid to Elliott & Wood Inc and entertain the option to rebid the project in August. The revised schedule provides ample time to construct in 2014.

Respectfully submitted,
 ENGINEERING RESOURCE ASSOCIATES, INC.

John F. Mayer, P.E.
 Project Manager

Stephanie Beadle, EI
 Staff Engineer

Warrenville
 3s701 West Avenue, Suite 150
 Warrenville, IL 60555
 T 630.393.3060
 F 630.393.2152

Chicago
 10 South Riverside Plaza, Suite 1800
 Chicago, IL 60606
 T 312.683.0110
 F 312.474.6099

Champaign
 3002 Crossing Court
 Champaign, IL 61822
 T 217.351.6268
 F 217.355.1902

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

AGENDA ITEM: DISCUSSION OF TIMELINE REGARDING MATTERS OF BONDS AND REFERENDA

BACKGROUND INFORMATION: As the Board continues to plan for our future, and for communicating VISION 20/20 it needs to address its timeline for developing the various sources of revenue to accomplish the VISION:

- Grants
- Donations
- Sponsorships
- Fundraising
- Bonds
- Tax Dollars
- Operating Funds

To that end, I am attaching the DRAFT calendar you approved last month with some of the suggested changes.

Please review it and make sure items assigned to you are put into your busy schedules so they can be completed according to the timeline.

NOTE:

- A. Items highlighted in BLUE have come and gone, but I don't know if they have been done yet. OR, it may need moving to another date.
- B. Items highlighted in GREEN point out who is responsible for that item.
- C. Items highlighted in YELLOW call for the Board to Assign Someone to do the item.
- D. Items in RED must be done by Trailblazers.

FISCAL IMPACT: None at this time

STAFF RECOMMENDATION: The staff recommends the Board discuss these matters and approve a FINAL Calendar for all these matters.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

April 28, 2014

Monday

11:00 AM - 11:30 AM

Work on Scheduling (DAN GIBBLE) Meetings with: Chamber/Daily Chronicle/B95/WLBK/WSPY/WNIU/WNIJ TO BE DONE IN NEXT 4 Weeks: Dan Schedules and Two Board Members Attend BEGIN WORK on POSTER DESIGN--Dan

April 29, 2014

Tuesday

11:00 AM - 11:30 AM

DRAFT LETTER to Community Groups for Sept/Oct Presentations Approved by Ted/Michelle--Ann

April 30, 2014

Wednesday

8:00 AM - 8:30 AM

Finalize Script for VISION 20/20 Presentation--Ann
for Sept/Oct meetings--Ann

Letter Goes Out to Community Groups

May 01, 2014

Thursday

7:00 AM - 7:30 AM

CAC Presentation: Sports Complex and Trails--Board Members

May 05, 2014

Monday

8:00 AM - 8:30 AM

Hold Meetings this Month With: * Your Assigned Community Leaders/Contacts--All Board Members * Media Outlets--Two Board Members Each * Chamber--Two Board Members: Vision 20/20

8:30 AM - 9:00 AM

Keep Notes from Your Meetings--All Board Members Be Prepared to Report Back at May 27 Meeting--All Board Members

May 12, 2014

Monday

8:00 AM - 8:30 AM

Create Website for Trailblazers: Michelle Video Tape Vision 20/20 Presentation--All Board: For Use at Presentations, Website, Facebook, Trailblazers Website

May 19, 2014

Monday

8:00 AM - 8:30 AM

Begin Work on Explanatory Letter to Alderman, School Board/Kathy C., Mayor/City Manager, Township Supervisors, Rose/Chamber Board, Library Board/Sarah T. -- Ann Begin Work on VISION 20/20 Handout Completed to Go With Letter (Done???)

May 21, 2014

Wednesday

7:00 PM - 7:30 PM

Trailblazers Meeting: Motto/Logo Trailblazers Topic: Sports Complex, Trails

May 27, 2014

Tuesday

6:00 PM - 6:30 PM

**Board Comes Back from Meetings with Community Leaders
Media**

Board Reports Back on Meetings with

May 30, 2014

Friday

All Day

Appoint Trailblazers Honorary Co-Chair

June 02, 2014

Monday

8:00 AM - 8:30 AM

June 03, 2014

Tuesday

8:00 AM - 8:30 AM

Poster Ready for Board Review - Dan

June 05, 2014

Thursday

7:00 AM - 7:30 AM

CAC Presentation by BOARD: Community Center, Dog Park and Sled Hill

June 09, 2014

Monday

8:00 AM - 8:30 AM

Posters Start Going Up

June 17, 2014

Tuesday

8:00 AM - 8:30 AM

Dan Finalizes DRAFT of Press Release on Referendum For Board Review and Approval

June 18, 2014

Wednesday

7:00 PM - 7:30 PM

Trailblazers Meeting Trailblazers Topic: Community Center, Dog Park, Sled Hill

June 23, 2014

Monday

8:00 AM - 8:30 AM

Ann Sends Out Letter to: Chamber/Rose, City/Brian G/Mayor, School Board/Kathy, Library Board/Sarah RE: Meeting with Them to Present/Ask for Support Final Draft Vision 20/20 Handout Done to Go With Ann's Letter--Dan/Bart

June 24, 2014

Tuesday

6:00 PM - 6:30 PM

Board Meeting: Approve Ordinance on Alternate Bond Website, Trailblazers Website * Post Vision 20/20 Video on Facebook,

June 25, 2014

Wednesday

8:00 AM - 8:30 AM

Op-Ed Piece by TRAILBLAZERS Honorary Co-Chair: Supporting Referendum * He has indicated to Dan that He Would Like to Write Something

↓
Move to July

July 02, 2014

Wednesday

12:00 PM - 12:30 PM

**Video Tape Ted/Michelle/Ann/Daryl/Bill about Referendum for Facebook, Website, Trailblazers Website
To Release: July 23**

July 02, 2014

Wednesday

12:00 PM - 12:30 PM

Video Tape Ted/Michelle/Ann/Daryl/Bill about Referendum for Facebook, Website, Trailblazers Website
To Release: July 23**July 16, 2014**

Wednesday

8:00 AM - 8:30 AM

DRAFT LETTER to Businesses Inviting them to Host Presentation to Staff--Ann * For Ted and Michelle
to Approve

7:00 PM - 7:30 PM

Trailblazers Meeting * Break Down Precincts: Strongest/Weakest * Break Up Precincts for Walking
Campaign: "Bill and Daryl's Excellent Adventure" *TOPIC: Pool/Splashpad & Golf Irrigation ***July 17, 2014**

Thursday

8:00 AM - 8:30 AM

DRAFT LETTER to Township Supervisors Inviting them to Hear About Plans---Ann *For Ted and
Michelle to Approve**July 18, 2014**

Friday

8:00 AM - 8:30 AM

Find Location for Election Central on November 4 and Book It
Campaign and Book It

* Find Location for Election Calling

July 21, 2014

Monday

8:00 AM - 8:30 AM

Order Yard Signs--Ted

July 22, 2014

Tuesday

6:00 PM - 6:30 PM

Regular Board Meeting: Consider Ordinance for November 4 Ballot Referendum
Presentations to Community Groups and Assign Board Members

*Finalize Dates for

July 23, 2014

Wednesday

12:00 PM - 12:30 PM

Press Release About Referendum

Post Video about Referendum on Facebook, Trailblazers Website

August 01, 2014

Friday

8:00 AM - 8:30 AM

Invitation Letter Goes Out to Businesses to Do Presentations--Ann * Invitation Letter Goes Out to
Township Supervisors to Do Presentations---Ann

August 01, 2014

Friday

8:00 AM - 8:30 AM

Invitation Letter Goes Out to Businesses to Do Presentations--Ann * Invitation Letter Goes Out to Township Supervisors to Do Presentations---Ann

August 04, 2014

Monday

8:00 AM - 8:30 AM

CONTINUE BOOKING GROUP PRESENTATIONS--Two Board Members Commit to those Dates * For September and October

August 05, 2014

Tuesday

8:00 PM - 8:30 PM

PUT OUT NOTICE ABOUT MOVING BOARD MEETING FROM AUGUST 26 to AUGUST 27

August 06, 2014

Wednesday

7:00 AM - 7:30 AM

CAC Presentation: Pool/Splashpad, Golf Irrigation - Board Members

August 07, 2014

Thursday

7:00 AM - 7:30 AM

CAC: Letter Writing Campaign---Ann, Ted and Michelle ???

August 11, 2014

Monday

8:00 AM - 8:30 AM

CONTINUE BOOKING PRESENTATIONS TO COMMUNITY GROUPS--Assign to Two Board Members * For September and October

August 18, 2014

Monday

6:00 PM - 6:30 PM

City Council Presentation---All Board Members

August 19, 2014

Tuesday

7:00 PM - 7:30 PM

Special Presentation to Chamber Board---All Board Members

August 20, 2014

Wednesday

7:00 PM - 7:30 PM

Trailblazers Meeting

August 20, 2014 Continued

Wednesday

7:30 PM - 8:00 PM

* Precinct Walking Campaign: Ongoing--Bill and Daryl * Letter Writing Campaign---Ann, Ted and Michelle ????

August 25, 2014

Monday

8:00 AM - 8:30 AM

CONTINUE BOOKING COMMUNITY GROUPS FOR PRESENTATIONS--Assign to Two Board Members * For September and October

August 26, 2014

Tuesday

6:00 PM - 6:30 PM

MOVE OUR REGULAR BOARD MEETING TO TOMORROW: August 27 ????

7:00 PM - 7:30 PM

School Board Presentation--All Board Members

August 27, 2014

Wednesday

6:00 PM - 6:30 PM

RE-Scheduled Regular Board Meeting to Today

September 04, 2014

Thursday

7:00 AM - 7:30 AM

CAC: Letter Writing Campaign--Ann, Ted and Michelle ???

September 05, 2014

Friday

8:00 AM - 8:30 AM

Yard Signs Go Out for Posting in Yards

September 06, 2014

Saturday

8:00 AM - 8:30 AM

Yard Signs Go Out for Posting in Yards

September 07, 2014

Sunday

8:00 AM - 8:30 AM

Yard Signs Go Out for Posting in Yards

September 08, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS---Two Board Members

September 10, 2014

Wednesday

7:00 PM - 7:30 PM

Lions Club Presentation at Regale Center--Two Board Members

September 15, 2014

Monday

8:00 AM - 8:30 AM

Letter Wrting Campaign: Kick-Off --- Ann, Ted and Michelle ???

September 16, 2014

Tuesday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS---Two Board Members

September 17, 2014

Wednesday

7:00 PM - 7:30 PM

Trailblazers Meeting TOPIC: Letter Writing Campaign---Ann, Ted, Michelle

September 22, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS--**Two Board Members**

September 23, 2014

Tuesday

6:00 PM - 6:30 PM

Regular Board Meeting

September 24, 2014

Wednesday

8:00 AM - 8:30 AM

Letter Writing Campaign Continues

September 29, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS--**Two Board Members**

September 30, 2014

Tuesday

8:00 AM - 8:30 AM

Letter Writing Campaign Continues

October 01, 2014

Wednesday

8:00 AM - 8:30 AM

Letter Writing Campaign Continues

12:00 PM - 12:30 PM

PEO--Presentation: **Michelle and One Other Board Member**

October 02, 2014

Thursday

8:00 AM - 8:30 AM

Begin Recruiting for Call Center

September 29, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS---Two Board Members

September 30, 2014

Tuesday

8:00 AM - 8:30 AM

Letter Writing Campaign Continues

October 01, 2014

Wednesday

8:00 AM - 8:30 AM

Letter Writing Campaign Continues

12:00 PM - 12:30 PM

PEO--Presentation: Michelle and One Other Board Member

October 02, 2014

Thursday

8:00 AM - 8:30 AM

Begin Recruiting for Call Center

October 06, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS---Two Board Members

October 07, 2014

Tuesday

8:00 AM - 8:30 AM

Letter Writing Campaign Continues

October 09, 2014

Thursday

8:00 AM - 8:30 AM

Continue Recruiting for Call Center

October 13, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS---Two Board Members

October 14, 2014

Tuesday


8:00 AM - 8:30 AM

Letter Writing Campaign Continues


October 16, 2014

Thursday

8:00 AM - 8:30 AM

Continue Recruiting For Call Center


8:30 AM - 9:00 AM

Organize Call Listst


October 20, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS---Two Board Members


October 21, 2014

Tuesday



8:00 AM - 8:30 AM

Letter Writing Campaign Continues * "OP-ED Piece by Board President Ted


October 23, 2014

Thursday

8:00 AM - 8:30 AM

Finalize Callers/Schedule * Finalize Call List
 

October 27, 2014

Monday


8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS--Two Board Members


October 28, 2014

Tuesday


8:00 AM - 8:30 AM

Continue Letter Writing Campaign


October 30, 2014

Thursday

8:00 AM - 8:30 AM

DARFT Thank You Letter Ready to All Groups and Individuals With Whom We Meet with Win and Lose Alternative---Ann * For Ted and Michelle to Approve---Goes out After We Know Election Results


October 27, 2014

Monday

8:00 AM - 8:30 AM

PRESENTATIONS TO COMMUNITY GROUPS--Two Board Members

October 28, 2014

Tuesday

8:00 AM - 8:30 AM

Continue Letter Writing Campaign

October 30, 2014

Thursday

8:00 AM - 8:30 AM

DARFT Thank You Letter Ready to All Groups and Individuals With Whom We Meet with Win and Lose Alternative--Ann * For Ted and Michelle to Approve---Goes out After We Know Election Results

November 02, 2014

Sunday

8:00 AM - 8:30 AM

Set Up Call Center * Call the "Callers" to Remind them of Their November 3 Assignments/Times

November 03, 2014

Monday

8:00 AM - 8:30 AM

Start Calling --- All Day

November 04, 2014

Tuesday

8:00 AM - 8:30 AM

Calling All Day

7:00 PM - 7:30 PM

Huddle at Election Central Location to Wait For Results * Staff the Cler's Office for Election Results

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

AGENDA ITEM: TECHNOLOGY FIRST STEPS

BACKGROUND INFORMATION: Now that the Technology Assessment is complete, a plan needs to be put into place in order to proceed with the recommendations made. You may recall that the primary issue that the District has to contend with is the connectivity problem. The recommendation made by Sikich was to run fiber from the administration to maintenance, with an approximate cost of \$51,000. Included in the recommendation was converting to Comcast as our internet provider for our input to our server that sits at the Administration Office.

Further meetings were held with TBC in order to get their feedback on the assessment. One thing that they suggested was to go ahead and move the administration building over to Comcast for internet at this time. They very strongly believe that this change will have a major impact on our connectivity. That has yet to be seen but regardless, this change is a part of the recommendation by Sikich. I have been working with our local territory manager for Comcast and have the cost for making this change (see below).

With Comcast, speeds will be 100Mbps download and 20Mbps upload. Our current service is 3Mbps download and 564Kbps upload, though in most locations we do not achieve that due to the old lines in the ground that Frontier will not change.

After reviewing our capital budget, there is a \$13,536 savings on what was budgeted for the tech study. There is also \$22,000 budgeted to replace the server as recommended by TBC. This would provide \$35,536 that could go towards the fiber project. It is important to keep in mind that even though the plan is to move more over to the cloud, the District will still need a new server in the near future, according to TBC. However our needs will be different and the type and cost of the server may be less.

Overall, I am recommending that we proceed with the conversion to Comcast for the administration building. Further evaluation of the capital budget as actual costs are determined may indicate additional available funds that could be used for running the fiber.

FISCAL IMPACT: Installation Fees to convert to Comcast internet at the Administration Building include: \$49 payable to Comcast and approximately \$460 payable to TBC. TBC is estimating 4 hours to do the following:

1. Confirm that the modem has been setup correctly for Bridge mode
2. Reconfigure and test email coming into the District since there will be new IP addresses with Comcast
3. Configure and test the VPN to the Maintenance Building
4. Configure and test the VPN to the Community Center
5. Test the VoIP phones at the Maintenance Building and Community Center.

Monthly fees for the internet will increase by \$134.86 over our current charge.

STAFF RECOMMENDATION: Staff recommends converting the Administration Building internet to Comcast.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

AGENDA ITEM: 2014 PARK TOUR PLAN FOR MAY 29th at 5:00 p.m.

BACKGROUND INFORMATION: The purpose of the tour is to give the participants a visual understanding of the variety and size of what the Park District owns and maintains throughout Sycamore. In the past, most of the parks around town along with the sports complex and pool have been visited by a group of staff, CAC, long range planning committee, and Park Board members.

This year the tour will continue to visit several parks, but will also highlight items presented in the Vision 20/20 plan. The route for the 2014 Park Tour is as follows:

1. Golf course – start the tour here to see where a new low-mow and water tolerant native grass/forb area will be planted this spring in the open area south of 5 green. Also, the current irrigation system pumping station will be viewed to explain how it functions and the challenges it presents as it has reached its 26th year of operation.
2. Sports Complex – the tour will show our current field configuration for baseball and soccer and we will discuss the flood plain border and the need to expand current facilities beyond that border. The newly purchased land along Airport Road will be viewed and possible new Vision 20/20 amenities discussed. Also, the property the Park District owns further south of the current soccer fields for possible sports field expansion will be visited.
3. Parkside Preserve and the future park area at the Parkside Drive road curve.
4. Kiwanis East

5. Kiwanis Prairie
6. Charley Laing
7. Community Center
8. Lake Sycamore
9. Leon Larson with stop at Brickville Road path access and view of connection to future trail east to rt. 23
10. Stanley and Elmer Larson
11. Wetzel
12. Emil Cassier/Merry Oaks Path and view of newly refurbished pond edge
13. Founders
14. Dr. John Ovitz
15. Boynton
16. Chief Black Partridge
17. Formal part of Emil Cassier at the south end of Frantum Drive.
18. Old Mill and also show where the future trail connection will continue east

Due to time constraints, we will stay on the bus for most of the stops and might have to adjust the last couple of park visits depending on the time. We will exit the bus a few times to get a better look at areas not visible from the road. Sandwiches and drinks will be provided on the bus.

FISCAL IMPACT: Depending on final count; food, drinks, and bus rental between \$500-\$1000

STAFF RECOMMENDATION: Attend Park Tour on May 29th at 5:00 p.m.

PREPARED BY: Jeff Donahoe, Superintendent of Parks and Facilities

EXECUTIVE DIRECTOR REVIEW/APPROVAL: 

BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

AGENDA ITEM: REVIEW OF FUTURE GRANT OPPORTUNITIES: Discussion Only

BACKGROUND INFORMATION: One of the key pieces of information as the Board moves forward with VISION 20/20, is what some of our “outside” sources of funds might be for projects. Currently, you know we have jumped on the PARC Grant opportunity for the Community Center. Some of the more traditional sources are what I highlight in this report.


Therefore, I am attaching a spreadsheet of information on those common sources for the Board’s education/information, and to have a short review/discussion about at this meeting.

I hope you will take the time to review it before the meeting.

FISCAL IMPACT: Accessing these sources would move some of the cost of the impact for our future planning to non-local sources.

STAFF RECOMMENDATION: Discussion and Questions.

PREPARED BY: Daniel Gible, Executive Director



BOARD ACTION:

**IDNR and IDOT
Grant Opportunities**

GRANT / DESCRIPTION	AMOUNT	TIMING / DEADLINE
RECREATIONAL GRANTS-IN-AID PROGRAMS from IDNR		
• Illinois Youth Recreation Corps (2011 Grant Program)		
The Illinois Youth Recreation Corps was established for making grants to local sponsors to provide wages to youth operating and instructing in recreational and conservation programs for the benefit of other youth. Such programs shall provide recreational opportunities for children of all age levels and shall include, but not be limited to, the coordination and teaching of physical activities, arts and handicrafts, and learning activities.	The employment period for any youth hirer is limited to no more than 60 working days during the months of June, July and August. The Illinois Department of Natural Resources dictates wage amounts, and hires shall work hours as required by the recreational program but no more than eight (8) hours in a single day unless otherwise approved by the Department of Natural Resources. Only wages for eligible youth hired pursuant to this program may be paid from funds received through this grant.	
• Park and Recreational Facility Construction (PARC) Program (2010 Grant Program)		
The Park and Recreational Facility Construction Act (PARC) was created by Public Act 096-0820 effective November 18, 2009 to provide grants to be disbursed by the DNR to eligible local governments for park and recreation unit construction projects. Park or recreation unit construction project means the acquisition, development, construction, reconstruction, rehabilitation, improvements, architectural planning, and installation of capital facilities consisting, but not limited to, buildings, structures, and land for park and recreation purposes and open spaces and natural areas.	The DNR may limit any one single project to a maximum of no more than 10% of the amount released for any fiscal year. The PARC program shall operate on a reimbursement basis providing up to the following maximum percentages for funding assistance: the State will provide up to 75% of approved project costs, with the exception of those local governments defined as "disadvantaged," which will be eligible for up to 90% funding. Other state/federal funds cannot be used to match the PARC program.	
• Open Space Lands Acquisition & Development (OSLAD) / Land & Water Conservation Fund (LWCF)		
The Open Space Lands Acquisition and Development (OSLAD) Program is a state-financed grant program that provides funding assistance to local government agencies for acquisition and/or development of land for public parks and open space. The federal Land & Water Conservation Fund program (known as both LWCF and LAWCON) is a similar program with similar objectives. Both are managed in Illinois by the Department of Natural Resources with concurrent application due dates, equal grant maximums and similar general rules. Projects vary from small neighborhood parks or tot lots to large community and county parks and nature areas. Applications are evaluated and prioritized for funding assistance based upon recreation priorities and criteria identified in the Department's Statewide Comprehensive Outdoor Recreation Plan (SCORP). Lands acquired with OSLAD or LWCF funds are required to be operated and maintained in perpetuity for public outdoor recreation.	Under both programs, funding assistance up to 50% of approved project costs can be obtained. Grant awards up to \$750,000 are available for acquisition projects, while development/renovation projects are limited to a \$400,000 grant maximum.	Written applications must be submitted to IDNR between May 1 and July 1 of each calendar year, with grant awards typically announced by December or January. Only those local government agencies having statutory authority to acquire and develop land for public park purposes are eligible to apply for and receive assistance under the OSLAD and LWCF grant programs.
• Boat Access Area Development (BAAD) Program		
The Boat Access Area Development Program provides financial assistance to local government agencies for the acquisition, construction, and expansion/rehabilitation, including necessary A/E services, of public boat and canoe access areas on Illinois' lakes and rivers.	The program provides up to 100% of approved project construction costs and 90% of approved land acquisition costs. Grant awards are limited to a \$200,000 annual maximum per project.	Applications for grant assistance must be received by IDNR between July 1 and September 1 of each calendar year. Grant awards are typically announced the following spring. Revenue for this state funded program is derived from marine motor fuel tax and boat/canoe registration fees.
• Trails Grant Programs: The Illinois Department of Natural Resources administers five (5) grant programs that can provide funding assistance to acquire, develop and, in some cases, maintain trails for a variety of public recreation uses. These programs can also restore areas damaged by unauthorized trail use activity. The programs are as follows:		
(1) Illinois Bicycle Path Program		
The Illinois Bicycle Path Grant Program was created in 1990 to financially assist eligible units of government acquire, construct, and rehabilitate public, non-motorized bicycle paths and directly related support facilities. Grants are available to any local government agency having statutory authority to acquire and develop land for public bicycle path purposes.	Financial assistance up to 50% of approved project costs is available through the program. Maximum grant awards for development projects are limited to \$200,000 per annual request; no maximum exists for acquisition projects. Revenue for the program comes from a percentage of vehicle title fees collected pursuant to Section 3-821(f) of the Illinois vehicle code.	Applications for grant assistance must be received by IDNR by March 1 of each calendar year. Applications are evaluated on a competitive basis according to criteria set by the Department. Grant awards are generally announced within six months following the application deadline date.

**IDNR and IDOT
Grant Opportunities**

GRANT / DESCRIPTION	AMOUNT	TIMING / DEADLINE
(2) Snowmobile (Local Government)		
<p>This program is available to any unit of local government located in a region of Illinois with sufficient snow cover and having statutory authority to acquire and develop lands for public park and recreation purposes. Examples of eligible project costs include land acquisition for snowmobile areas/trail corridors; snowmobile trail construction and signage; trail grooming equipment; parking areas, security lighting, restroom facilities and warming shelters; and snowmobiles and communication equipment for local agency patrol use.</p>	<p>The state-funded Snowmobile Grant Program for local governments is financed from the registration fees of snowmobiles and provides up to 50% reimbursement of approved facility development/rehabilitation costs and 90% of approved trail corridor land acquisition costs for public snowmobile trails and areas in the state.</p>	<p>Applications for grant assistance must be received by IDNR by May 1 of each calendar year. Grants are competitively awarded and typically announced by early fall of each year.</p>
(3) Snowmobile Trail Establishment Fund (STEF)		
<p>The Snowmobile Trail Establishment Fund (STEF) Program provides financial assistance to incorporated, private snowmobile clubs in Illinois. Funds for the program come from a portion of snowmobile registration fees collected by the state. Grants may be obtained by local snowmobile clubs to develop and maintain additional public trails and facilities in the state. Although grants are made to private clubs, STEF-assisted snowmobile trails and facilities must be open and available for general public use. Grant assistance may be obtained for trail development costs including clearing, grading and surfacing; trail signs and fencing; trail groomers; bridges or fence traversing ramps (must be portable); and parking facilities and warming shelters/restrooms (must be located on public park land).</p>	<p>The STEF Program provides reimbursement funding assistance up to 100% of eligible project costs.</p>	<p>Applications for grant assistance must be submitted to IDNR no later than May 1 of each calendar year. Applications are evaluated for funding consideration according to program priorities and criteria established by the Department with grant awards typically announced by early fall.</p>
(4) Off-Highway Vehicle (OHV) Program		
<p>The OHV grant program provides financial aid to government agencies, not-for-profit organizations, and other eligible groups or individuals to develop, operate, maintain, and acquire land for off-highway vehicle parks and trails. These facilities must be open and accessible to the public. The program can also help restore areas damaged by unauthorized OHV use. Funds for the grant program come from the State Treasurer's "Off-Highway Vehicle Trails Fund." Examples of eligible project activities include cost of land acquisition from willing sellers for OHV trails and scramble areas; construction, rehabilitation, maintenance and design for OHV trails/routes and scramble areas; restoration of areas damaged by OHV usage; rider education and safety programs; and cost of facility security.</p>	<p>The OHV grant program can provide up to 100% funding reimbursement assistance for approved, eligible project costs.</p>	<p>Applications for grant assistance must be received by IDNR no later than March 1 of each calendar year. Awards are generally announced within 180 days following the application deadline date.</p>
(5) Federal Recreational Trails Program (RTP)		
<p>The federal Recreational Trails Program (RTP), was created through the National Recreational Trail Fund Act (NRTFA) as part of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and re-authorized by the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). This program provides funding assistance for acquisition, development, rehabilitation and maintenance of both motorized and non-motorized recreation trails. By law, 30% of each states' RTP funding must be earmarked for motorized trail projects, 30% for non-motorized trail projects and the remaining 40% for multi-use (diversified) motorized and non-motorized trails or a combination of either. Examples of eligible project activities include trail construction and rehabilitation; restoration of areas adjacent to trails damaged by unauthorized trail uses; construction of trail-related support facilities and amenities; and acquisition from willing sellers of trail corridors through easements or free simple title.</p>	<p>The RTP program can provide up to 80% federal funding on approved projects and requires a minimum 20% non-federal funding match.</p>	<p>Applications for grant assistance must be received by IDNR no later than March 1 of each calendar year. Awards are generally announced within 180 days following the application deadline date.</p>

**IDNR and IDOT
Grant Opportunities**

GRANT / DESCRIPTION	AMOUNT	TIMING / DEADLINE
<p>Moving Ahead for Progress in the 21st Century (MAP-21)</p> <p>Formerly known as TEA-21, ISTEA, ITEP, and other names, this program is suitable for Trail Projects. These key points need to be understood and addressed before a sponsor applies for funding:</p> <ul style="list-style-type: none"> * Projects must enhance the transportation system by serving a transportation need or providing a transportation use or benefit. * Projects must have an eligible project sponsor such as a local government or state agency sponsor. * This is a reimbursable program, which requires an interagency/joint funding agreement that details the project scope of work and cost participation. It is not a grant program. * The ITEP program should be considered as a means to supplement funding for a project. In some cases projects will only be partially funded. Local project sponsors may have to seek alternative funding sources or be able to provide additional local funds to complete a project. * Project sponsors must provide the matching funds, follow the appropriate Federal and state guidelines, manage the project and maintain the project after completion. * Federally funded projects must follow all Federal right-of-way and easement requirements regardless of whether enhancement funding is involved in the acquisition. * Projects must be implemented in accordance with the Sunset Clause (Section I). * Project funds must be for public benefit and public use and cannot be used to solely benefit private or commercial businesses or individuals. 	<p>Acquisition of easements or right of way are eligible for funding with a 50/50 match. Preliminary engineering, utility relocations, construction engineering, and construction are eligible for funding at 80/20 match.</p>	<p>Deadlines vary from year to year. This year it is August 20, 2013.</p>

ORDINANCE NO. 2008.46

AN ORDINANCE CONCERNING THE RECOMMENDATION OF THE SYCAMORE PLAN COMMISSION WITH REGARD TO THE REVISION OF ARTICLE 6.11.2 OF THE UNIFIED DEVELOPMENT ORDINANCE TO AMEND THE PARK DISTRICT LAND/CASH FEE SCHEDULE IN THE CITY OF SYCAMORE, ILLINOIS.

NOW THEREFORE, BE IT ORDAINED by the City Council for the City of Sycamore as follows:

1. That the findings of fact and the recommendation of the Sycamore Plan Commission with regard to the revision of Article 6.11.2 of the Unified Development Ordinance to amend the Park District Land/Cash Fee Schedule by deleting it in it's entirety and inserting the language on Exhibit "A" which is attached hereto and incorporated herein by this reference, in the City of Sycamore be approved.

2. This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the City Council of the City of Sycamore and approved by the Mayor of said City this 20th day of October, 2008.

Ayes: 4

Nays: 3

Abstain: 0

APPROVED: October 20, 2008.

Ken Mundy
MAYOR – Ken Mundy

ATTEST:
Candy Smith
CITY CLERK – Candy Smith



Exhibit A

6.11.2. Park Contributions (Ordinance 2008.46)

WHEREAS, in recent years, the City of Sycamore, hereinafter referred to as the “City” has experienced a steadily increasing population growth due primarily to the residential subdivision and planning unit development of vacant land within the City; and

WHEREAS, planning studies for DeKalb County, Illinois, indicate accelerated growth during the next ten years resulting in the gradual disappearance of available land and the marked increase in land value; and

WHEREAS, the City has been part of such growth, and expects continued growth in the future; and

WHEREAS, the City is dedicated to the concept that healthful, productive community life depends in part on the availability of adequate park and recreation facilities; and

WHEREAS, it has been found and determined that the location of park and recreation sites to serve the immediate and future needs of adults and children of each new subdivision or planned unit development is just as essential to proper land development as are the streets, sidewalks; water mains, and sewers; and

WHEREAS, to this end, the City has determined that cash contributions in lieu of actual dedication of land shall be required on the terms contained in this Ordinance upon (1) all final plats of residential subdivisions recorded after the effective date of this Ordinance, except for re-subdivision plats which result in less than a ten percent (10%) increase in the number of buildable lots in the parcel at the time of approval of the final plat; and (2) the approval of a special use permit by the City Council for any residential planned unit development after the effective date of this Ordinance, except for (a) amendments to an existing special use permit which result in less than a ten percent (10%) increase in the number of dwelling units which, in either case, relate to lands situated in or contiguous with both the City and Sycamore Park District (“Park District”) boundaries, or (b) lands within the City’s planning jurisdiction of one and one-half (1-1/2) miles beyond the corporate limits and not within any municipalities (and owners and occupants thereof) relative to which the Park District is willing to allow all benefits of Park District facilities and programs on the same terms as if the land were within the boundaries of the Park District.

NOW, THEREFORE, in the public interest, convenience, health, welfare and safety, the contribution of cash in lieu of dedication of lands, parks, and recreation

sites shall be required for each final plat of a residential subdivision or special use permit for a planned unit development except as otherwise provided herein.

I. DEFINITIONS

For purposes of this Ordinance, the underlined words shall be defined as follows:

A. Subdivision. Subdivision shall mean any division of land, tract, or parcel into two or more lots, parcels, plats, sites, or such other divisions of land for the purpose of sale, lease, offer, development, whether immediate or future, except for divisions which are exempt from the provisions of the Illinois Plat Act, 65ILCS 205/1 et. Seq., and/or which result in less than a ten percent (10%) increase in the number of buildable lots. The term shall include the division of land whether by deed, metes and bounds description, lease, map, plat, or other instrument.

B. Lot. A lot shall mean land which is part of a subdivision or a parcel of land which boundaries have been established by some legal instrument, and is shown on a map or plat thereof, which has been legally approved by the City Council and recorded in the office of the Recorder of Deeds of DeKalb County.

C. Residential Subdivision. A residential subdivision shall mean a subdivision of land which can be used for dwelling purposes under the provisions of this Unified Development Ordinance.

D. Subdivider. Subdivider shall mean any person who, having interest in land, causes it, directly or indirectly to be divided into a subdivision.

E. Planned Unit Developer. Planned Unit Developer shall mean any person who, having an interest in land, causes it directly or indirectly to the subject of a special use permit for the creation and maintenance of a planned unit development.

F. Person. A person shall mean a natural person, corporation, firm, partnership, association, agency, organization, company, or any other group acting as a unit.

G. Planned Unit Development. A planned unit development shall mean any parcel to tract of land, initially under single ownership or control, that contains two or more principal buildings and is planned and constructed as a unified development where specific regulations of a given zoning district are modified through the issuance of a special use permit, except for amendments to an existing special use permit, which result in less than a ten percent (10%) increase of dwelling units.

H. Residential Planned Unit Development. A residential planned unit development shall mean any planned unit development which can be used for dwelling purposes under the provisions of this Unified Development Ordinance.

I. Community Park. A community park shall mean a large park, generally of the ten (10) acres or more in size, and generally used by the residents of the City and Park District.

J. Neighborhood Park. A neighborhood park shall mean a small park, usually but not necessarily less than ten (10) acres in size, and more than one and a half (1.5) acres in size, primarily providing recreational facilities by the persons residing within one-half mile of such park.

II. CONTRIBUTION OF CASH IN LIEU OF DEDICATION OF PARK LANDS

As a condition of approval of a final plat of a residential subdivision or approval of a final special use permit for a residential planned unit development within the City's boundaries or outside the City's boundaries but within its planning jurisdiction of one and one-half (1-1/2) miles beyond the corporate limits and not within any municipality, each subdivision or planned unit developer shall be required to contribute cash in lieu of actual land for parks and recreation sites and facilities in accordance with the criteria set forth hereinafter. The requirements for cash contribution in lieu of dedication of land shall only apply to (1) lands situated in or contiguous with both the City and the Park District boundaries, or (2) lands within the City's planning jurisdiction of one and one-half (1-1/2) miles beyond the corporate limits and not within any municipality (and owners and occupants thereof) relative to which the Park District is willing to allow all benefits of Park District facilities and programs on the same terms as if the lands were within the boundaries of the Park District, pursuant to an annexation agreement between the residential subdivider or residential planned unit developer and the Park District. Unless the Park District states to the contrary at a public hearing with regard to a proposed subdivision or planned unit development, it shall be presumed that the Park District is willing to allow such benefits pursuant to such an annexation agreement. The following criteria shall apply:

A. CRITERIA FOR CASH CONTRIBUTION IN LIEU OF THE DEDICATION OF PARK AND RECREATION LAND

1. POPULATION RATIO

The ultimate population density to be generated by a residential subdivider or residential planned unit development shall bear directly upon the amount of land required to be dedicated for park and recreation sites and to determine the cash contribution required of such dedication. The land dedication requirement shall be determined by obtaining the total population of the development determined by application of Table 1, Exhibit A, to the number of units of each type forecast the development, and multiply that number times 25 acres per

1,000 population (21.75 acres per 1,000 population for community parks and 3.25 acres per 1,000 population for neighborhood parks). The product thereof shall be the acres of land deemed needed to have sufficient land for parks and recreation sites to serve the estimated increase in the population. For purposes of determining a contribution at the time of final plat or special use permit, it is presumed that each single-family home will have three (3) bedrooms. For other dwelling units, such as townhouses or apartments, it is presumed that each will have two (2) bedrooms.

2. DONATION REQUIREMENT – CALCULATION EXAMPLE:

Example: Development “A” containing 200 detached single-family, three bedroom (or more) homes will generate a total population of 600 times that required acreage/population = total acres. Total 600×21.75 acres divided by 1,000 plus 600×3.25 acres divided by 1,000 = 13.05 acres (community parks) and 1.95 acres (neighborhood parks).

3. CREDIT FOR PRIOR PAYMENT OF DEDICATION

When a subdivider or planned unit developer would be responsible for a contribution of cash under the Ordinance with respect to any lot and contribution has, prior to that time, been required under this Ordinance with respect to the land contained in the same lot, or any part thereof, then the said subdivider or planned unit developer shall be entitled to a credit against the then due contribution in an amount equal to the total of all prior contributions with respect to said lot. If any prior contribution was made with respect to land larger than the lot in questions, then the credit amount shall be calculated by the City, in its sole discretion, on a pro rata basis approximating as closely as possible the allocation of population over the larger land area.

4. COLLECTION OF FEES

(a) The cash contribution in lieu of park and recreation land dedication shall be held by the Park District for the acquisition of park and recreational land which will be available to serve the immediate and future needs of the residents of that subdivision or development or for the improvement of other existing local park and recreation sites and facilities that already serve such needs. No other use shall be made of the funds so collected. The Park District, as part of its annual audit, shall conduct an annual audit, pursuant to generally accepted accounting practices, of the funds collected and spent under this Ordinance and publish the audit in a newspaper of general circulation within the City of Sycamore, Illinois. Failure to publish shall not invalidate this Ordinance or diminish the right to collect or hold funds.

- (b) The total cash contribution to be required shall be determined at the time the final plat or special use permit for a planned unit development is approved by the Sycamore City Council.
- (c) Prior to execution of the final plat by the City Council, the planned unit developer or subdivider, specifically including the beneficiaries of any land trust, shall tender payment of the required contribution in the form of a certified check or cashier's check payable to the Sycamore Park District.
- (d) In the event that the requirement for payment of the cash contribution for Park District fees is waived by the Park District until the time of the issuance of building permits, the Building Contractor shall pay said fee directly to the Park District at the District office. The Park District shall then issue two copies of a receipt, one for the Builder or Building Contractor and one for the City, prior to the issuance of the permit to build.

5. REFUND

If any portion of a cash contribution in lieu of park or recreation sites is not expended for the purposes set forth herein within ten (10) years from the date of receipt, it shall be refunded to the lot owner or owners of those lots for which the contribution was made, which owner or owners are determined at the time the date of refund is established. Any such refund will be paid only after application for refund by the owner, and proof that such funds have not been expended, in such form as is acceptable to the City.

6. FAIR MARKET VALUE

The cash contribution in lieu of land shall be based on the "fair market value" of the acres of improved land in the area that otherwise would have been dedicated as parks or recreation sites. A single determination of "fair market value" is not possible, but a determination has been made that, generally, the "fair market value" for any particular parcel of improved land suitable for neighborhood park purposes shall be determined to be One Hundred and Thirty Thousand Dollars (\$130,000.00) per acre, and the "fair market value" for any particular parcel of improved land suitable for community park purposes shall be determined to be Fifteen Thousand Dollars (\$15,000.00) per acre. This valuation determined shall be used unless the subdivider or planned unit developer files a written objection thereto. In the event of any such objection, the subdivider or developer filing the objection shall submit an appraisal showing the "fair market value" of such improved land in the area of development or other evidence. Final determination of said "fair market value" per acre of such improved land shall be made by the City Council, after

review by its Plan Commission, after a duly noticed hearing based on such information submitted by the subdivider or developer and from other sources as may be submitted to the City by affected parties.

7. DENSITY FORMULA

Table No. 1, below, is hereby incorporated in this Ordinance and depicts the Estimated Ultimate Population Per Dwelling Unit, is generally indicative of current and short-range projected trends in family size for new construction, and shall be used in calculating the amount of required dedication of cash contributions in lieu of land unless a written objection is filed thereto by the subdivider or developer.

In the event a subdivider or planned unit developer files a written objection to the Table of Estimated Ultimate Population Per Dwelling, below, he shall submit his own demographic study showing the estimated additional population to be generated from the residential subdivision or residential planned unit development, and, in that event, final determination of the density formula to be used in such calculations shall be made by the City Council, after review by its Plan Commission, based upon such demographic information submitted to the City by the Park District or others. It is recognized that population density and local conditions change over the years, and the specific formula for payment of fees in lieu of the dedication of land, as stated herein, is subject to periodic review and amendment, if necessary.

Type of Residence	Persons Per Unit*	Impact Fee Per Unit @ \$749/Person** (Rounded)
SINGLE FAMILY DETACHED		
One and Two Bedroom	2.100	\$1,573
Three Bedroom	2.670	\$2,000
Four Bedroom	3.240	\$2,427
Five Bedroom	3.960	\$2,966
SINGLE FAMILY ATTACHED		
1 Bedroom	1.000	\$749
2 Bedroom	1.750	\$1,311
3 Bedroom	2.560	\$1,917
4 Bedroom	2.280	\$1,708

*Source: Strategic Management Alliance, June 2007.

**Calculated as follows:

Example: Three Bedroom

$$3.25 \times \$130,000 = \$422,500/1,000 = \$422.50 \text{ per person}$$

$$21.75 \times \$15,000 = \$326,250/1,000 = \underline{\$326.25} \text{ per person}$$

$$\text{Total: } \$748.75 \text{ per person} \times 2.67 = \$2,000$$

(rounded)

III. ORDINANCE PROVISIONS

If any provision of this Ordinance, or the application thereof to any person or circumstances is declared invalid by a court of competent jurisdiction, such partial invalidity shall not affect other provisions or applications of this Ordinance, which can be given effect without the invalid provisions or application thereof, and to this extent the provisions of this Ordinance are declared to be severable.

EFFECTIVE DATE

This Ordinance shall be in full force and effect from October 20, 2008.

Memorandum

Date: May 22, 2013

To: Sycamore Park District Board of Commissioners

From: Ted Strack

Subject: Park District Impact Fees

In 2008 the City of Sycamore engaged the Sycamore School District, the Library District, and the Sycamore Park District (jointly referred to as the taxing bodies for the purpose of this memo) to evaluate the then existing impact fee ordinance effecting construction projects within the City of Sycamore. This is codified by City of Sycamore Ordinance #2008.46, "Park Contributions" (see attached document).

In determining the impact fees to be assessed for the various taxing bodies the City of Sycamore has determined the average number of new residents that will occupy a given home based on the number of bedrooms in a given home. For example a three bedroom detached home is defined as having 2.67 new residents, a two bedroom attached home is defined as having 1.75 residents, The number of residents per housing unit is defined within the ordinance by the City of Sycamore for all taxing bodies. See point II. A. 7., "Density Formula", of the ordinance.

The second piece of the impact fee ordinance relates the financial impact of each new resident to the City of Sycamore. This was determined by the City of Sycamore with the assistance of each taxing body. In my eyes the primary purpose of impact fees is to offset the financial impact created by each new resident as it relates to each taxing body.

When this issue was last addressed I attempted to quantify the financial impact each new resident to the City of Sycamore placed on the Sycamore Park District. My basic premise in determining this was that each new resident would want comparable facilities and services to existing residents both in terms of quantity and quality.

The first step in this process was to try to get a sense of the quantity of neighborhood and community park space that has historically existed for the residents of Sycamore. Going back to the origins of the Park District in 1923 the total acres of park land per 1,000 residents has varied from a low of 22.49 in 1990 to a high of 28.06 in 1925. On average over the past 40 years the Sycamore Park District has maintained by about 25 acres of park land per 1,000 residents. Of this about 3.25 acres is defined as neighborhood parks (none of this space is in flood plain) and 21.75 acres is defined as community parks

(about half of this space is in flood plain). See point II. A. 1., “Population Ratio”, of the ordinance.

Land is not free so in theory to maintain the same amount of park space per resident additional park land needs to be acquired as new residents come to the City of Sycamore at the rate of 25 acres per 1,000 new residents (3.25 of neighborhood park space and 21.75 acres of community park space).

To help determine the cost of land for neighborhood parks a third party appraisal was obtained for an average residential lot within the city limits (a neighborhood park will most likely go into the middle of a residential development). This in turn was converted into the value of an acre of residential lots. The third party appraisal valued an acre of residential lots at \$260,000.

About half of the space in a residential development is consumed by actual residential lots, while the other half is consumed by streets, right of ways, water detention, A developer must recoup all of their costs plus profit from the sale of just the residential lots. Therefore, in determining the cost an acre of neighborhood park space the appraised value of an acre of residential lots was cut in half to \$130,000. This value is then applied to determine the cost to the Sycamore Park District to add 3.25 acres of neighborhood parks for each 1,000 new residents. See point II. A. 6., “Fair Market Value”, of the ordinance.

Appraisals were also obtained for an acre of potentially developable land on the edges of the City Sycamore that is not in a flood plain and for an acre of potentially developable land on the edges of the City of Sycamore that is in a flood plain. Remember about half of the current community park land lies in a flood plain. The third party appraisal valued an acre of such land at \$15,000. Once again this value was then applied to determine the cost to the Sycamore Park District to add 21.75 acres of community parks (10.875 acres not in a flood plain and 10.875 acres in a flood plain) for each 1,000 new residents. See point II. A. 6., “Fair Market Value”, of the ordinance.

Putting all of this together results in an impact fee of \$749 per new resident added by a given type of residence ((21.75 acres of community park space per 1,000 residents divided by 1,000 times \$15,000 per acre of community park space) plus (3.25 acre of neighborhood park space per \$1,000 residents divided by 1,000 times \$130,000 per acre of neighborhood park space)). See point II. A. 7., “Density Formula”, of the ordinance.

In conjunction with passing this ordinance the City of Sycamore required that the Sycamore Park District indemnify them against any subsequent legal challenge of this formula. Their position being that they were approving a modification of the impact fee based on the recommendation and research of the Sycamore Park District. They did not want to be held liable if at some future point in time the courts determined that the revised formula being proposed by the Sycamore Park District was not legally enforceable.

At the time this ordinance was passed the Sycamore Park District committed to periodically revisiting the components of the formula to make sure the individual components continued to be accurately defined within the ordinance. Along these lines in June of 2010 the Sycamore Park District approached the City of Sycamore about revising the ordinance to appropriately reflect the drop in real estate values.

Specifically the Sycamore Park District requested that the City of Sycamore revise the ordinance to reflect the value of an acre of community park space be reduced from \$15,000 to \$11,000 and the value of an acre of neighborhood park space be reduced from \$130,000 to \$58,500. This would have effectively reduced the impact fee per new resident from \$749 to \$429. It should be noted that this proposed reduction in impact fees also included the assumption that going forward 100% of the community park space was non-flood plain acres. The City of Sycamore did not approve this request and doing so negated the prior indemnification agreement we had entered into (they were no longer following the recommendation and research of the Sycamore Park District).

During this process a couple of relevant suggestions were made with regard to future analysis of impact fees to be collected by the Sycamore Park District. These were as follows.

- Land values can change quickly from one time period to the next. Would it make more sense to use more of an average cost of land over time? This makes sense to me. At that current time the Sycamore Park District has two sets of appraisals, one from 2007 and another from 2010. I believe that as part of this overall impact fee evaluation process we should obtain a current set of appraisals. This would give us land valuations over a six year period. We can use these three sets of appraisals to arrive at a weighted cost of land over a period of time. I would suggest that the most current set of appraisals are weighted at 50%, the next most current at 35%, and the oldest at 15% in arriving at the cost of land.
- The impact fee analysis completed to this point in time has focused on raw land costs it has not taken into consideration any land improvement costs. Once again I believe that it makes sense to add a factor for land improvements. This can be approximated by evaluating the depreciated value of the current set of land improvements per 1,000 residents.

SYCAMORE PARK DISTRICT
Board of Commissioners
Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

**AGENDA ITEM: ADOPTION OF REVISIONS in the CONDUCT
ORDINANCE: Recommended Approval**

BACKGROUND INFORMATION: As you know the conduct ordinance was adopted some time ago by the Board of Commissioners at the Sycamore Park District. Since that time some questions have come up regarding metal detectors. In addition, the State of Illinois has adopted a concealed carry law regarding handguns which impacts parks. We have completed the “signage” requirement, but felt that should be clarified in the Conduct Ordinance, as well. Therefore, attached to this recommendation is the Conduct Ordinance with changes in red.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: Recommend approval of the changes shown in red.

PREPARED BY: Daniel Gible, Executive Director



BOARD ACTION:

ORDINANCE NO. 06-2012

AN ORDINANCE REGULATING CONDUCT IN THE PARKS

WHEREAS, the Sycamore Park District, DeKalb County, State of Illinois has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and to protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Park District has the power to regulate conduct within the Park District's parks; and

WHEREAS, the Park District hereby finds that it is in the best interest of the Park District and the public to adopt an Ordinance to achieve various beneficial goals, including the regulation of conduct within the Park District's parks.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF COMMISSIONERS OF THE PARK DISTRICT OF SYCAMORE, ILLINOIS, DEKALB COUNTY, ILLINOIS, AS FOLLOWS:

SECTION ONE: The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION TWO: The Park District here by adopts the following regulations:

§ 1 DEFINITIONS.

- a. "Official" means the Park District Board of Commissioners, the Park District Executive Director and the employees of the Park District.
- b. "Regulation" means any rule, resolution, regulation or ordinance duly adopted by the Corporate Authorities.

- c. "Park System" means all properties owned, leased or otherwise controlled by the Sycamore Park District.
- d. "Permit" means permit secured pursuant to Section 4 of this Ordinance.
- e. "Volunteer" means any person appointed by the Executive Director to assist with park district programs and functions.
- f. "Director" means Executive Director as appointed by the Park District Board of Commissioners.
- g. "Peace Officer" means any Police Officer of the City of Sycamore or the County of DeKalb.
- h. "Smoking" means inhaling, exhaling, burning or carrying by persons of any lighted cigar, pipe, cigarette, plant or other similar combustible substance in any manner or in any form.

§2 SUPERVISION

All parks in the Park District shall be operated and maintained under the supervision of the Executive Director.

§3 ASSEMBLIES

No person shall engage in, participate in, aid, form, or organize any assembly or group of people or make any speeches, or conduct any parades, musical program or festivals, in any park unless a Permit has been obtained from the Executive Director, and unless that Permit is carried by the person heading or leading such activity; provided, however, that the provisions hereof shall not apply to students' work when constituting a part of their educational activities and under the immediate direction and supervision of the proper school authorities; nor to any governmental agency within the scope of its functions.

§4 PERMITS

- a) Applications for Permits shall be filed with the Executive Director not less than fourteen (14) days prior to the date on which it is proposed to conduct any activity in a park requiring a permit. Such application shall be sworn to and shall state:
 - 1) The name of the person or organization wishing to conduct such activity.
 - 2) If the activity is proposed to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the

headquarters of the organization, and of the authorized and responsible head of such organization;

- 3) The name, address and telephone number of the person who will be the chairman of such activity and who will be responsible for its conduct;
 - 4) The name address and telephone number of the person or organization to whom the Permit is desired to be issued.
 - 5) The date when such activity is to be conducted;
 - 6) The portion of the Park System for which such Permit is desired;
 - 7) An estimate of the anticipated attendance; and
 - 8) The hour when such activity will start and terminate.
- b) The Executive Director may grant and issue the Permit if:
- 1) The proposed activity or use of the Park System will not unreasonably interfere with or detract from the general public enjoyment of the Park System;
 - 2) The proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety and recreation;
 - 3) The facilities desired have not been reserved for other use at the day and hour required in the application;
 - 4) The conduct of such activity will not substantially interrupt the safe and orderly movement of traffic;
 - 5) The conduct of such activity will not require the diversion of so great a number of peace officers to properly police such activity and the areas contiguous thereto, as to prevent normal police protection to the Park District;
 - 6) The conduct of such activity is not reasonably likely to cause injury to persons or property, incite violence, crime or disorderly conduct;
 - 7) Such activity is not to be held for the sole purpose of advertising any product, goods, or event, and is not designed to be held purely for private profit;

- 8) The person or organization desiring to engage in said activity, shall post with the Director, cash or surety bond in an amount established by the park district to cover the costs of cleaning up all debris and trash that results from this activity and restoring the premises to neat and good order.
- c) Each Permit shall state the following:
 - 1) Date of such activity;
 - 2) Number, not to exceed, of individuals who will attend;
 - 3) The portion of the Park System thereof to be used; and
 - 4) Hour when such activity will start and terminate.
- d) The application may contain a requirement for an indemnity bond to protect the Park District from any liability of any kind or character, and to protect the Park District from property damage.
- e) The Executive Director shall act upon the application for a park Permit within seven (7) days after the filing of same.

§5 MOB ACTION
There will be zero tolerance for these types of activities.

- a) Mob action shall consist of any of the following:
 - 1) the use of force or violence disturbing the public peace by two (2) or more persons acting together and without authority of law; or
 - 2) the assembly of two (2) or more persons to do an unlawful act.
- b) No person shall engage in mob action within the Park System.
- c) Any participant in a mob action that does not withdraw on being commanded to do so by any Official, shall be guilty of a violation of this Ordinance.

§6 USE AND PROTECTION OF FACILITIES

- a) Clean up – Requirements Concerning Use of Grounds and Facilities: Each person using the Park System, shall clean up all debris, extinguish all fires

when such fires are permitted, and leave the premises in good order, and the facilities in a neat and sanitary condition.

- b) No person shall commit any nuisance in the Park System.
- c) No person shall swim, wade, play on or in, sail, boat, canoe, float, skate, ice-fish or enter any permanent body of water within the Park System.
- d) A person involved in an incident or accident on Park System property resulting in personal injury or property damage shall report the incident to any authorized park district personnel within twenty-four (24) hours after the incident.

§7 VANDALISM

- a) No person shall willfully mark, deface, disfigure, injure, tamper with, displace or remove, any building, structure, bridges, tables, benches, fireplaces, railings, paving or paving material, waterlines or other public utilities or parts or appurtenances thereof, signs, notices or placards, whether temporary or permanent, monuments, stakes, posts, or other boundary markers, or other structures or equipment, facilities or park property or appurtenances whatsoever, either real or personal.
- b) No person shall cut, break, climb on, injure or deface, in any way, any tree, shrub, plant or turf within the Park System.

§8 LITTERING / POLLUTION

It shall be unlawful for any Person using the Park System to either perform or permit to be performed, any of the following acts:

- a) To throw, carry, cast, drag, push or deposit into the waters of any fountain, river, lake, pond, slough, stream, bay, or lagoon or upon other body of water frozen or otherwise in or adjacent to any Park System or any tributary, stream, storm sewer, or drain flowing into such waters or waters thereof any substance, any refuse container, picnic table, barricade or any other movable or non-moveable property; or any matter or thing, liquid or solid, which will or may result in the pollution or said water.
- b) To throw, carry, cast, drag, push or otherwise move, stack or hide any refuse container, picnic table, barricade or any other moveable or non-moveable property in such a way as to render it unavailable to the general public for its intended use or to cause a hazard to public safety or to damage or destroy such property.

- c) Bring in or dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, manure, or refuse; landscape or landscaping waste or byproducts, whether natural or man made; or other trash. No such waste, refuse or trash shall be placed in any waters in or contiguous to any Park System, or left anywhere on the grounds thereof, but shall be placed in the proper receptacles where these are provided; where receptacles are not so provided, all such rubbish or waste shall be carried away from the Park System by the person responsible for its presence, and properly disposed of elsewhere.

§9 PUBLIC DECENCY

No person shall use any abusive, threatening, insulting, indecent, profane, blasphemous, or obscene language or language calculated to occasion a breach of the peace or designed to incite conduct which is harmful to the public, or commit or be guilty of any obscene behavior, within the Park System.

Further, no person shall urinate or defecate in the Park System other than in facilities provided and specifically intended for this purpose.

§10 DISORDERLY CONDUCT AND LOITERING

- a) No person shall make, countenance or assist in making any improper noise, riot, disturbance, breach of the peace, or diversion tending to a breach of the peace, in the Park System, which unreasonably interferes with or detracts from the promotion of public health, welfare, safety and recreation; such prohibitions shall include, but is not limited to, any of the following:
1. Any act performed in such an unreasonable manner as to provoke, make or aid in making a breach of peace;
 2. Any unreasonable or offensive act, utterance, gesture or display which, under the circumstances, creates a clear and present danger of a breach of the peace or imminent threat of violence;
 3. The failure to obey a lawful order of dispersal by a person known by him to be a peace officer or park representative under circumstances where two (2) or more persons are committing or appear to be committing acts of disorderly conduct in the immediate vicinity, which acts are likely to cause substantial harm, serious inconvenience or alarm;
- b) The assembling with two (2) or more persons for the purpose of using force or violence to disturb the public peace;

- c) The begging or soliciting of funds on any property of the Park District, except as otherwise specifically authorized by Permit;
- d) The appearance on any property of the Park District manifestly under the influence of alcohol, narcotics or other drug not therapeutically administered, to the degree that the person so appearing endanger him(or her)self or other persons or property, or alarm or disturb other persons within his/her vicinity;
- e) The transmittal, in any manner, to another a false alarm to the effect that a bomb or other explosive of any nature is concealed in such place on or about any property owned or leased by the Park District that its explosion would endanger human life, knowing at the time of such transmission that there is no reasonable ground for believing that such bomb or explosive is concealed in such place;
- f) The transmittal, in any manner, to another a false alarm to the effect that a fire or other potential hazard, including but not limited to opening fire warning devices or alarms, preventive or safety equipment, or any containers thereof; or other similar structures on or about the Park District property.
- g) No person shall commit any assault. A person commits an assault when he engages in conduct, without lawful authority, which places another in reasonable apprehension of receiving a battery, within the Park System.
- h) No person shall commit battery. A person commits a battery if he intentionally or knowingly, without legal justification (a) causes bodily harm to an individual, or (b) makes physical contact of an insulting or provoking nature with an individual, within the Park System.
- i) No person shall loiter, protractedly lounge or permit such loitering or protracted lounging in, on or around any parking lots or parking facilities of the Park District in the Park System; or, in or around the entrance of or to the Park System or any building or improvement thereto; on or around any abutting or adjoining fences or other boundary markings of the Park District; in or around any public restrooms or related facilities of the Park District; or in, on or around any other structures or improvement of the Park District within the Park System.
- j) No person shall make or cause to be made any excessively loud or unreasonable noise which disturbs the peace. For the purpose of this ordinance, excessively loud or unreasonable noise is defined as noise inconsistent with or not attendant to appropriate and customary park and recreational activities, considering the nature and purpose of the actor's conduct, location, time of day or night, and other factors that would

govern the conduct of a reasonably prudent person under the circumstances. This includes, without limitation, the loud or amplified playing of any type of audio equipment, noisemaker, musical instrument, or sound equipment, unless in conjunction with activities conducted, sponsored, or authorized by the Park District.

k) No person shall congregate with other persons anywhere in the Park System that will, with or without intent, restrict vehicular traffic or pedestrian traffic, or to restrict the free ingress or egress from the Park System.

~~k)l)~~ No person shall use a metal detector with the intent to dig, remove, deface, destroy, or otherwise alter any condition within a park. This is, in part, meant to mean that one can use a metal detector, but can't take any action to recover an item unless it is clearly on the surface and will not require digging, removing/replacing plant material/grass of any kind, or otherwise altering any condition within parks and facilities.

~~l)m)~~ This section shall not be construed to suppress the right to lawful assembly, picketing, public speaking or other lawful means of expressing public opinion not in contravention of other laws.

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§11 ALCOHOL, DRUGS AND SMOKING

Every person present in the Park System is subject to all state and federal laws relating to Drugs, Alcohol, and Smoking. Further, every person possessing, using, consuming, or otherwise holding drugs, alcohol, or smoking material are responsible for any transferring of such materials to others in the Park System, and will be accountable for all federal, state, local and park system laws, ordinances, rules, regulations and permit allowances as it relates to possession, use, consumption, or transfer.

- a) No person present in the Park System shall sell, use, possess or have any alcoholic liquor or beverage of any kind, unless purchased and consumed at the golf course, allowed by park permit, or as part of activities conducted, sponsored, or authorized by the Park District.
- b) No person shall carry, possess, use or ingest any drug or controlled substance illegal under the laws of the United States or the laws of the State of Illinois while in the Park System.
- c) Except in designated smoking areas, smoking within any building or enclosed structure in the Park System is strictly prohibited.

§12 INTERFERENCE

- a) No person shall prevent or hinder in any manner, any person from lawfully using any portion of the Park System, or interfere with such use in compliance with the terms of this Ordinance applicable to such use.
- b) No person shall prevent or hinder in any manner, any Employee or Volunteer of the Park District while engaged in the performance of their duties, within the Park System.

§13 DISOBEDIENCE OF A LAWFUL COMMAND

- a) No person shall resist any Park Official, Employee or Peace Officer in the discharge of their duty; or fail or refuse to obey any lawful command of any such Park Official, Employee, or Peace Officer; or in any way interfere with or hinder or prevent any such Park Official, Employee or Peace Officer from discharging their duty; or in any manner assist or give aid to any person in custody to escape or to attempt to escape from custody, or refuse or attempt to rescue any person when in such custody.
- b) No person shall resist, fail or refuse to obey the command of any Park Official.

§14 CRUELTY TO ANIMALS

No person shall trap, catch, wound or kill, or treat cruelly, or attempt to trap, catch, wound or kill any bird or animal, or molest or rob any nest of any bird or animal, in the Park System. Park Personnel, may, with a State Permit, conduct trapping as called for by management requirements.

§15 ANIMALS AND WILDLIFE

- a) No person shall lead, bring or allow to be loose upon any portion of Park System, any animal, except on such places and at such times as the Board of Commissioners may designate by Resolution. Further, all City of Sycamore regulations, including leash laws, apply to the Park System.
- b) The owner of every animal shall be responsible for the removal and sanitary disposition of excreta deposited by their animal anywhere in the Park System. When accompanying the animal onto the Park System, the owner shall have on his person suitable means for the removal of such excrement that will then be placed in a refuse container for sanitary removal.
- c) Non-native species shall not be introduced into any park.

- d) Unless an authorized “service animal” or in conjunction with activities conducted, sponsored, or authorized by the Park District, no person shall bring or release into the Park System any Wildlife or Domestic Animal including, without limitation, any animal the capture or killing of which is authorized by the fish and game laws of the State of Illinois, or any other animal, except for domestic dogs for the purpose of exercise or walking and as governed by leash laws and all other City of Sycamore regulations.

§16 INTOXICATION

No person shall enter, be or remain in the Park System while intoxicated or under the influence of a drug illegal under the laws of the United States, or the laws of the State of Illinois.

§17 MISSILES

- a) No person shall throw, cast or hurl any stones, clubs, sticks, clump of dirt, or ice within the Park System.
- b) While on or in any property within the Park System, no person shall throw, cast or hurl any object or projectile, including but not limited to stones, clubs, balls, sticks, clump of dirt, snowballs, or ice in the direction of a residence, building, structure or other property, real or personal, belonging to another, including the Park District or a constituent thereof.

**§18 IMPERSONATION OF PEACE OFFICERS OR
PARK OFFICIALS**

No person shall represent falsely or impersonate any Peace Officer or Park Official or pretend to be a Peace Officer or Park Official, within the Park System.

§19 BEGGING

Except upon the express Permit issued by the Director of the Park District, no person shall beg or solicit in or about the Park System.

§20 SLEEPING IN THE PARK SYSTEM

No person shall place, swing, occupy or use any hammock in the Park System, nor shall any person, sleep or otherwise remain in the Park System between the hours of dusk and dawn, unless a Permit has been obtained from the Director. Tents or portable structures smaller than 12 feet by 12 feet are permitted during regular park hours, however, no stake longer than 8 inches are ½ inch in diameter or across is permitted in erecting those tents/structures.

§21 FIREARMS, FIREWORKS

- a) No person shall carry or possess any weapon, discharge or set off any firearms, rocket, firecracker, torpedo, squib or other fireworks or things containing any substance of an explosive nature in the Park System. Nor shall anyone violate existing laws defined by the State of Illinois "Concealed Carry Law".
- b) A person commits the offense of unlawful possession of weapons when he, within the Park System, knowingly:
 - i) Sells, manufactures, purchases, possesses or carries any bludgeon, blackjack, sling-shot, bow & arrow, sandclub, sandbag, metal knuckles or any knife, commonly referred to as a switchblade knife, which has a blade that opens automatically by hand pressure applied to a button spring or other device in the handle of the knife; or
 - ii) Carries or possesses with intent to use the same unlawfully against another, a dagger, dirk, billy, dangerous knife, razor, stiletto, broken bottle or other piece of glass, or any other dangerous or deadly weapon or instrument of like character; or
 - iii) Carries on or about his person or in any vehicle, a tear gas gun, projector or bomb, or any other object containing noxious liquid gas or substance; or
 - iv) Carries concealed in any vehicle or concealed on or about his person any pistol, revolver or other firearm; or
 - v) Sets a spring gun; or

- vi) Sells, manufactures, purchases, possesses or carries any bomb, bombshell, grenade, bottle or other container containing an explosive substance, such as but not limited to black powder bombs and Molotov cocktails.

c) Sections a) and b) do not apply to or affect the following:

- i) Peace Officers or any person summoned by any such officers to assist in making arrests or preserving the peace while he is actually engaged in assisting such officer.
- ii) Any agent, investigator or member of any Illinois or United States ___ Law Enforcement Bureau, Commission or Agency authorized by law ___ to carry weapons, while on duty in the course of any investigation from ___ said Bureau, Commission or Agency.

§22 USE OF PLAYGROUND AND PARKS

- a) Playgrounds and Parks: No person sixteen (16) years of age or older shall in any manner use any of the playground or park apparatus or devices meant exclusively for the use of children.
- b) Parking: When signs are erected on or about a driveway, parking lot, parking area or such other portion of the Park System owned or otherwise controlled by the Park District (hereafter "Parking Area"), giving notice thereof as to any limitations for or about parking thereon, including, but not limited to, a time limit as to parking, no person shall, at any time, park any motor vehicle (including but not limited to, any automobile, minibike, motorcycles, snowmobiles, trucks, power driven models) on such Parking Area or any parts thereof except as permitted within said limitations.

§23 PROHIBITIONS

a) General Prohibitions:

___ Prohibited Areas: It shall be unlawful for any person to go upon the grass, ___ lawn, turf, or any other portion of the Park System wherein signs and ___ directions are posted by or by order of the Director of the Park District ___ prohibiting a person from entering upon the designated area.

↕

___ Additionally, unless sanctioned by the Park System, no person shall enter ___ upon any grounds of the Park System Golf Course unless authorized by ___ payment of course fees, or as a part of a park district sanctioned event.

___ Fishing: No person shall perform or permit to be performed, upon or in

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___ connection with any property of the Park District in the Park System, the act
 ___ or sport of fishing, casting or performing or permitting such performance of
 ___ any and all other related activities (a) in any waters of the Park System posted
 ___ against fishing, including ice fishing or (b) from any bridge, pier, dock, shore
 ___ or other area posted “no fishing”. Further, subject to Park System Staff
 posting
 ___ of “Catch and Release”, where fishing is allowed, all fishers must abide by
 ___ “Catch and Release”, even if the body of water is not listed by the State of
 ⓘ) ___ Illinois as “Catch and Release”.

b) Destruction by Misuses of Fire: No person shall upon or in connection with any property, be it real, personal or otherwise, of the Park District in the Park System:

- i) Set fire, or cause to be set on fire, any tree, forest, brush land, grassland, meadow, prairie, marsh, refuse container or structure;
- ii) Build a fire anywhere, for any purpose, except in provided fireplaces, or in appropriate receptacles;
- iii) Drop, throw away or scatter any burning, lighted or hot coals, ashes, cigarette, cigar, firecracker, match, or other instrument or material;
- iv) Build any fire whatsoever, for any purpose in or out of a receptacle or fireplace and leave it unattended, unless such fire is properly extinguished. For the purpose of this Ordinance, a fire shall be deemed properly extinguished when its ashes, residue, coals and unburned substance is cold to the human touch; or
- v) Cause, suffer or allow the burning of garbage, refuse, waste material, trash, motor vehicle (or any part thereof) or other combustibles within or adjacent to the park so as to cause smoke, haze, odor, sparks, dust, dirt, or other type matter or gaseous substances to come upon, pass through, or over the park which would cause an air pollution nuisance or damage to persons or property.

§24 SIGNS

It shall be unlawful for any person to paste, glue, tack, post or otherwise affix any sign, placard, bill flyer, advertisement or inscription whatever, within the Park System. Provided that these provisions shall not apply to any properly authorized government official in pursuit of any official duty.

Those laws as established by the State of Illinois or the Federal Government as it is related to election signs for polling places and the placement of candidate or issue signs shall apply to Sycamore Park District property. It is requested that those signs which are legally posted be removed within five (5) working days following the election for which the candidate or issue is voted upon.

§25 SELLING DISTRIBUTING AND SOLICITING

No person other than Park Officials or persons authorized by the Park District, acting on behalf of the Park District, shall offer or exchange for sale any article or thing, or do any hawking, peddling or soliciting, or buy or offer to buy any article or thing, or take up any collection or solicit or receive contributions of money or anything of value, nor shall any person distribute, cast, throw or place any handbill, pamphlet, circular, advertisement or notice of any kind, except when authorized to do so by Permit from or contract with the Park District.

§26 VEHICLES, BOATS AND AIRCRAFT

No person shall bring, use operate, drive or park any motor driven vehicle, boat or aircraft, including but not limited to automobiles, trucks, power driven model boats, power driven model aircraft, power driven model automobiles, mini-bikes, motorcycles, snowmobiles, except on a street, driveway, parking lot or such portion of the Park System and at such times as are designated by the Park System. The use of privately owned golf cars on any portion of Park District property is strictly prohibited.

Furthermore, except for emergency personnel and park district maintenance, no boat of any kind may be placed in, launched, operated, docked, piered, shored, banked, placed, or stored in any park or body of water in the park system unless
in
conjunction with activities conducted, sponsored, or authorized by the Park District.

§27 GROUP ACTIVITY

Whenever any group, association or organization desires to use said Park System facilities for a particular purpose, such as picnics, parties or theatrical or entertainment performances, a representative of said group, association or organization shall first obtain a Permit from the Director for such purposes.

§28 PICNIC AREAS AND USE

No person in the Park System shall picnic or lunch in a place other than those designated for that purpose. Park Officials shall have the authority to regulate the activities in such areas when necessary to prevent congestion and to secure the maximum use for the comfort and convenience of all. Visitors shall comply with

any directions given to achieve this end. No person in the Park System shall use any portion of the picnic areas or of the building or structures therein for an unreasonable time if the facilities are crowded.

§29 HOURS OF OPERATION

- a) The Park System shall be open daily to the public from sunrise until sunset of any one day and no person shall be in the parks (other than Peace Officers and Park Officials) during any hours in which the Park System is not open to the public unless such presence is pursuant to a Permit issued in accordance with this Ordinance. In case of wet weather or other emergency when the condition of the grounds or the public interest demands, the Director may close said Park System or any portion thereof until said emergency has passed. The Executive Director may, on rare occasions, approve permits after park hours by permit with a supplementary fee established by the district.
- b) Those properties owned, leased or otherwise controlled by the Park District for which the Park District has provided an artificial lighting system shall remain open to the public until 10 pm of any one day when lit for recreational activities by the artificial lighting system under the control of the Park District; and no person (other than peace officers and park officials conducting Park System business therein) shall occupy, remain, or be present in those areas of the Park System with artificial lighting after sunset and in absence of light provided by the system under the control of the Park District, unless the presence is pursuant to a Permit issued in accordance with this Ordinance.

§31 PENALTY.

Any person violating the provisions of this and other applicable Park District Ordinances shall be guilty of an offense against the Park District and shall be punishable by a fine of **at least one hundred dollars (\$100.00), notwithstanding any and all other local, state or federal jurisdiction's fines and penalties. Any action related to all these matters in the ordinance will be subject to penalty, as established by the Park System, City of Sycamore, the State of Illinois, and the United States of America, including, but no limited to forfeit of deposits.**

SECTION THREE: If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

SECTION FOUR: All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

APPROVED AND ADOPTED by the Board of Commissioners of the Sycamore Park District this ___ day of _____, 2012 pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

President

ATTEST:

Secretary

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 27, 2014

STAFF RECOMMENDATION

AGENDA ITEM: AUTHORIZATION TO AWARD NATURAL GAS CONTRACT: Recommended Approval

BACKGROUND INFORMATION: Public entities have the authority to bid a variety of work and services, and to award bids to the most qualified and low cost bidder. Utilities, given their “spot market” nature pose problems for the more standard, formal bidding process of construction projects, or professional services when attempting to capture a good price. Therefore, in this case the Board must authorize the Executive Director, on behalf of the Board of Commissioners, to negotiate a contract on their behalf.

There are two primary ways to purchase natural gas. **Fixed rate** - pay a set rate per therm for a specified amount of gas and for a specified period of time. **Index pricing(variable rate)** - pricing changes from month to month, following the changes in the market. Index pricing is generally based on a set cost above the NGI Index. The NGI index is a published rate which the natural gas industry uses to measure the cost of gas.

Our current contract with Nordic Energy expires on May 31, 2014. The District was paying a variable rate based upon the index rate(NGI) +.03. Overall our rates were below what they would have been with Nicor, however, with the winter weather we did experience spikes in February and March. The lowest NGI for the last 12 months was .3620 in August, the highest being 1.0082 in March. For the 2013 calendar year, the NGI averaged .046 lower than Nicor.

Three brokers were used to obtain new quotes. They were as follows:

Fixed

Progressive Energy Group:

IGS Energy .515 12 months

	.499	24 months
	.495	36 months
Santanna	.519	12 months
Alfa-Energy:		
Vanguard	.515	12 months
	.499	24 months
	.500	36 months

Index pricing

Progressive Energy Group:

Nordic Energy	NGI + .015	
IGS Energy	NGI + .038	12 months
	NGI + .0385	24 months
	NGI + .035	36 months

Alfa-Energy:

Vanguard	NGI + .02
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Utility Management Group:

Nordic Energy	NGI + .03
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We can switch to a fixed rate at any time. This will allow us to find a time of year when rates are much lower, and then lock in a rate for an extended period of time, if we choose.

In addition to the basic rates quoted above, Progressive Energy Group has also indicated that they will eliminate the monthly customer charge that we are currently paying. It is \$5 per month per account for an annual savings of \$420. They also recommended a meter consolidation at the administration building. There is currently a separate meter for the upstairs area. There is an initial charge from NICOR (approximately \$100-\$300) to do this but it will save us approximately \$300 per year by doing this. Finally, there is a sales use tax exemption that they indicated we qualify for and would make sure is processed which will result in approximately a \$500 per year reduction.

FISCAL IMPACT: Based upon the terms used in 2013 the savings over our current plan is minimal, approximately \$300 annually. However, the additional recommendations made by Progressive Energy Group will result in additional savings of approximately \$1,200 annually that was not mentioned by the other two brokers.

STAFF RECOMMENDATION: Recommend that the Board authorize the Executive Director to enter into a three year contract with Utility Management Group/Nordic at the variable rate of index plus \$.015.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION: