



**Sycamore**

PARK DISTRICT

*Established 1923*

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Sycamore, IL 60178  
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**Sycamore Park District**

**Regular Board Meeting**

**March 24, 2015**

**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. 2-12-15 Study Session regular minutes  
2-12-15 Study Session Executive Session minutes
7. 2-24-15 Regular board meeting minutes  
2-24-15 Regular board meeting Executive Session minutes

**PUBLIC INPUT:**

**APPROVAL OF MONTHLY CLAIMS:**

13. Claims Paid Since Board Meeting (Roll Call Vote)
20. Claims Presented (Roll Call Vote)

**CONSENT AGENDA:**

26. Superintendent of Finance Monthly Report
29. Budget Report
42. Superintendent of Golf Operations Monthly Report
45. Superintendent of Parks and Facilities Monthly Report
51. Superintendent of Recreation Monthly Report
53. Executive Director Monthly Report

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

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

**Board of Commissioners Meeting**

**March 24, 2015**

**PG 2**

**CORRESPONDENCE-**

- 55. Foster & Buick Law Group regarding YMCA Rob Wilkinson

**POSITIVE FEEDBACK/REPORTS**

**STAFF REPORT: Website Renewal Project– Bart**

**OLD BUSINESS:**

- Discussion and Possible Action on Enterprise Zone Agreement—Dan (Roll Call)
- 57. Budget and Appropriation Ordinance #\_\_\_-2015—Jackie (Roll Call)
- Revised Engineering Plan for South Sports Complex—Dan
- 69. Approval MOU’s – Final Two Approval – Bart

**NEW BUSINESS:**

- 88. Batting Cage at Sports Complex—Dan
- Report of ACTION 2020 Committees
- Setting of Date for Next Study Session – Dan
- 90. Award Bid for Large Area Mower—Jeff (Roll Call)
- 92. Annual Audit: First Review—Jackie
- 201. Quarterly Capital Budget Update—Jackie
- 203. Authorize Transfer of Funds—Jackie (Roll Call)
- 204. Report on Bridge Condition—Dan

**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:

**ADJOURNMENT (Voice Vote)**

**Minutes of the Special Meeting Study Session of the Board of Commissioners  
Sycamore Park District  
Wednesday, February 12, 2015**

President Strack called the meeting to order at 6:09 p.m.

The roll was called with Commissioners Kroeger, Schulz, Graves and President Strack present. Commissioner Tucker was absent at this time. She arrived at 6:20 PM. Also present was Executive Director Gible, Kirk Lundbeck, Bart Desch, Jackie Hienbuecher, Jeff Donahoe and Recording Secretary Jeanette Freeman.

**Guests Present at the meeting were:**

Adam Poulisse – Daily Chronicle  
Kristin Miller, 1780 Thurow Street, Sycamore

At this time, President Strack asked that Agenda Item c – Review/Approve the GROUP/TEAM Purpose Statements and Outcomes be moved to the beginning of the meeting.

**Motion**

Commissioner Schulz moved to approve the agenda changes as stated by President Strack. 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 Tucker was absent.

**II. Finalizing Planning Structure and Roles for Action 2020:**

**c. Review/Approve the GROUP/TEAM Purpose Statements and Outcomes -**

Commissioner Kroeger introduced Kristin Miller who has offered to help with the fundraising. Kristin gave some information on her background in fundraising and who she has worked with. She noted she has read through the information on where the Park District is at. She discussed how she might be able to help the District with our fundraising. The Board then discussed the groups for each of the Fundraising, Marketing and Professional Services Groups. This includes the purpose statements, and outcomes with the timelines added.

**d. Contact Schedule for Committees** – Director Gible noted the Board was given the timelines for the committees and they can go by this.

**a. Narrow List of Appointees and Discuss Appointees for Dog Park and Splashpad**

President Strack noted we would give the CAC priority and then go to the community. It would be difficult to say at this point exactly who else will be on the committee. Director Gible noted each Board member has their committees they have taken responsibility for. He suggested using the selection process to set up their calendars and within that process narrow their lists. Then get the rest of the Board to approve your lists and then get their calendars set.

**Minutes of February 12, 2015 Special Meeting Study Session**  
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**e. Roll Out Event/Promotion of Action 2020** – Director Gibble went over the rough outline of the timeline to roll out Action 2020. He let the Board know he had drafted a press release that will go out to the papers tomorrow.

**f. Next Steps:**

**i. Bond Planning** – Director Gibble noted we are watching the interest rates to know when to issue the bonds. Speer Financial is watching this for us.

**ii. Contacting CAC** – Director Gibble noted he thought it would be a good idea to contact the members on the CAC that did volunteer for a committee and thank them. Commissioner Schulz suggested President Strack emailed all of them a thank you. Director Gibble suggested each Board member contact the CAC members that expressed interest in their committee. He also suggested doing a gratitude plaque as a thank you.

**iii. Fundraising**

- 1. Discuss Affiliate Goals and Guidelines** – Director Gibble went over the fundraising targets that have been discussed. It was suggested that the fundraising committee determine the naming range.
- 2. Policy on Advertising and Promotion in Parks and Facilities** - Director Gibble noted he sent them and also handed out the draft of this policy. He wants further discussion tonight and get to a final version for approval at the next regular meeting. It was suggested that numbers 21 and 22 be taken out of the policy along with numbers 12 and 14. There was more discussion. Director Gibble noted he will refine with the changes and bring to the regular board meeting for approval.

**III. Discussion and Possible Action on Enterprise Zone Agreement** – Director Gibble noted he has had conversations with Nicole Stuckert. She will keep him posted on the School District policy as they refine it.

**IV. Re-funding of Alternate Bond** – Supt. of Finance Hienbuecher noted she, Director Gibble and President Strack met with Dave Phillips from Speer Financial. They discussed possibility of re-funding the alternate bond for the maintenance building from 2006. There are 11 years left which would be approximately \$1.6 million. If re-funded there could be over \$137,000 savings – approximately \$10,000-\$15,000 per year. This can be done simply if stay in the footprint of the original bond. Director Gibble noted if the Board feels it is worth doing, he would need a consensus from the Board. This would give him authorization to allow Speer Financial to start the re-funding.

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**Motion**

Commissioner Graves moved to approve the Debt Service Re-Funding. 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 5-0.

**Motion**

The Board adjourned the Regular Session to go into Executive Session at 8:04 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Kroeger.

**Roll Call**

President Strack called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

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 8:11 pm. The roll was called with Commissioners Kroeger, Schulz, Graves, Tucker, and Strack present along with Director Gibble as Secretary and Recording Secretary Freeman.

**Motion**

The Board adjourned the Executive Session at 8:59 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 5-0.

The Board returned to the Regular meeting, and held a short discussion on the “look” of various community centers in DeKalb County and nearby Kane County, and their perception of how our new community center will look. In the end, they agreed that this was a task for the Community Center to make recommendations on, and how we select our Architects and Engineers.

**Minutes of February 12, 2015 Special Meeting Study Session**  
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**Motion**

The Board adjourned the Regular Session at 9:06 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Kroeger.

**Voice Vote**

President Strack called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 5-0.

Respectfully Submitted,

Jeanette Freeman  
Recording Secretary  
Sycamore Park District

**Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
Tuesday, February 24, 2015**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Maintenance Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:00 p.m. on Tuesday, February 24, 2015.

Will the recording secretary please call the roll.

The following Sycamore Park District Commissioners are physically present and will be participating in the meeting in person: **Commissioners Kroeger, Schulz, Tucker and Strack.**  
**Commissioner Graves was absent.**

The following Sycamore Park District Commissioners are not physically present, but will be participating in the meeting via video and/or audio conferencing: **None.**

The following Sycamore Park District Commissioners are not physically present, and will not be participating in the meeting: **Commissioner Graves.**

Staff members present were Director Dan Gible, Bart Desch, Jeff Donahoe, Jackie Hienbuecher, Kirk Lundbeck, and Recording Secretary Jeanette Freeman.

**Guests at the Board meeting were:**

None

**Regular and Consent Agenda Approval –**

**Motion**

Commissioner Schulz moved to approve the Regular Agenda and Consent Agenda.  
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.

**Approval of Minutes –**

**Motion**

Commissioner Kroeger moved to approve the January 20, 2015 Regular Meeting Minutes. 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.

Minutes of the Regular Meeting of the Board of Commissioners  
 Sycamore Park District  
 Tuesday February 24, 2015  
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**Petition and Public Comment** - None

**Claims and Accounts Approval**

Motion

Commissioner Tucker moved to approve and pay the bills in the amount of \$78,679.66.  
 Commissioner Schulz 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.

**Correspondence –**

- **The Metcalf Family**
- **Midwest Museum of Natural History**
- **CH – Cathy Pivonka**
- **CH – Jackie Shroeder**
- **Toys for Tots Thank You**
- **Sycamore Chamber**

**Positive Feedback/Reports –**

- President Strack noted he talked to a citizen regarding the joint pool concept. He told him there might still be life and the citizen felt this was a great idea. He noted most people he talks to about this feel it would be a great idea.
- Commissioner Kroeger noted he has heard feedback from the older generations and they are against a joint venture. However he doesn't hear that from the younger generation with kids.
- Commissioner Tucker noted the correspondence on the Clubhouse is good. The Clubhouse is a viable option.

**Department Presentation – Supt. of Golf Ops Kirk Lundbeck** – He noted he is going to use the social media more. He will be able to cross promote things. He then went over some of the options available to him. He noted that CourseTrends will be designing the sites and managing them at no additional cost to us. He then went over more of the process.

**OLD BUSINESS**

**Discussion and Possible Action on Enterprise Zone Agreement** – Director Gible noted he put on the agenda in case some action is needed. He understands the School Board has had conversations about potential revisions to their current information but he has received no updates at this time. He will keep the Board posted.



Minutes of the Regular Meeting of the Board of Commissioners  
 Sycamore Park District  
 Tuesday February 24, 2015

**P 3**

**Policy on Advertising and Promotion in Parks and Facilities** – Director Gibble noted this version has the revisions based on the last comments. He is recommending adopting this policy. There were a few changes suggested and Director Gibble will make the changes requested.

**Motion**

Commissioner Schulz moved to adopt the Advertising Policy with the corrections. The motion was seconded by Commissioner Kroeger.

**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.

**Bi-Annual Review of Executive Session Minutes** – Director Gibble noted the wrong year was listed last month for the Executive Session minutes to be released. He is recommending approving with the correct year.

**Motion**

Commissioner Schulz moved to resend the prior motion and move to approve that all of the 2011 Executive Session Minutes except May 24, 2011 and June 7, 2011 be released and that staff be authorized to dispose of all closed session audio tapes more than 18 months old for those meetings that Executive Session Minutes were approved more than 18 months ago. The motion was seconded by Commissioner Kroeger.

**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.

**Adopting Executive Summary** – Office Manager Freeman noted the Directors significant events were added and everything else remained the same as last meeting. She recommended approval.

**Motion**

Commissioner Tucker moved to approve the Executive Summary as presented. 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.

Minutes of the Regular Meeting of the Board of Commissioners  
 Sycamore Park District  
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## **NEW BUSINESS**

**Approve February CAC Minutes** – President Strack noted that since the CAC has been re-assigned the February minutes need to be approved.

### **Motion**

Commissioner Schulz moved to approve the February 5, 2015 CAC minutes... 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.

**Award 2015 Paving Bid** – Director Gible noted the engineers reviewed the bids for no errors. He is recommending approval \$138,028.95 for Royer Asphalt Paving to complete Phase 3 of the paving.

### **Motion**

Commissioner Tucker moved to approve Royer Asphalt Paving for \$138,028.95. The motion was seconded by Commissioner Kroeger.

### **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.

**Approve MOU's** – Supt. of Recreation Desch noted there was one change made throughout all of the MOU's. There were some wording changes that were suggested by our Risk Management company. He is recommending approval.

### **Motion**

Commissioner Schulz moved to approve the MOU's as presented. 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.

**Annexation Ordinance 02-2015** – Director Gible noted he is recommending approval. He did suggest that there be a more formal approach when the City annexes property in to then get annexed into the Park District.

### **Motion**

Commissioner Tucker moved to approve Royer Asphalt Paving for \$138,028.95. The motion was seconded by Commissioner Kroeger.

### **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 on Zoning of South Airport Road and CARLS Farm** – Director Gibble noted there are key things that have to happen before we can break ground. We need to address annexation. He met with the County Planner and the City Manager. He went over the concept plan with them to see what their questions and concerns were. He wanted the Board to know these discussions are going on and all takes time. This all has to be done before any plans are approved.

**Setting of Date for Next Study Session** – The date of March 10 at 6:00 pm is set for the next study session.

**Budget and Appropriation Ord 03-2015** – Supt. of Finance Hienbuecher noted the Board has the draft of the budget and appropriation ordinance and that this is an annual requirement. It will be approved at the March Board meeting when she will have final numbers. We are required to have it posted for 30 days prior to approval, so the ordinance is posted in the Administration office. Supt. of Finance noted she will be a note on the website that it is available in our office.

**Public Input** - None

#### **Motion**

The Board adjourned the Regular Session to go into Executive Session at 6:51 pm on a motion made by Commissioner Tucker for the reasons listed below. 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.

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 6:53 pm. The roll was called with Commissioners Kroeger, Schulz, Tucker, and Strack present along with Director Gibble as Secretary and Recording Secretary Freeman. Commissioner Graves was absent.

Minutes of the Regular Meeting of the Board of Commissioners  
Sycamore Park District  
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**Motion**

The Board adjourned the Executive Session at 7:02 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 7:02 p.m. 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.

Respectfully Submitted,

Jeanette Freeman  
Recording Secretary  
Sycamore Park District

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

*Interim*

FROM 02/20/2015 TO 03/13/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CITY2		CITY OF SYCAMORE							
	1020502000-0215	01 WATER - SEWER - CC	2075000096704	02/27/15	00000000	54630	03/06/15	28.92	28.92
									VENDOR TOTAL: 28.92
COPE		COPENHAVER CONSTRUCTION INC.							
	030615	01 BALANCE DUE	221000116855	03/06/15	00000000	54631	03/06/15	6,981.13	6,981.13
									VENDOR TOTAL: 6,981.13
DEKACLRK		DEKALB COUNTY CLERK							
	022615-ORD FILING	01 ORD 02-2015 ANNEX FILING EXP	1010000036120	02/26/15	00000000	54614	02/26/15	49.00	49.00
									VENDOR TOTAL: 49.00
DEKPA		DEKALB PARK DISTRICT							
	2259	01 DOG OBEDIENCE CLASS	205230086128	02/23/15	00000000	54623	03/03/15	140.00	140.00
									VENDOR TOTAL: 140.00
DIREC		DIRECTV							
	25164837668	01 SATELLITE	2075000096705	02/17/15	00000000	54624	03/03/15	102.99	102.99
									VENDOR TOTAL: 102.99
DISCOVER		DISCOVER YOUR HOMETOWN							
	13352	01 GOLF AD	504000046208	02/17/15	00000000	54611	02/26/15	161.00	161.00
		02 POOL EVENT MARKETING	2010000036130		00000000			80.50	80.50
									VENDOR TOTAL: 161.00
DYNEGY E		DYNEGY ENERGY SERVICES							
	138473615021	01 BASEBALL CONCESSIONS	3033000096702	02/18/15	00000000	54597	02/24/15	3,050.69	3,050.69
		02 POOL	5181000096702		00000000			36.55	36.55
		03 MAINTENANCE	1015000096702		00000000			23.46	23.46
		04 MAINTENANCE	5041000096702		00000000			23.46	23.46
		05 CART BLDG	5040000096702		00000000			1,233.53	1,233.53
		06 CLUBHOUSE	3033000096702		00000000			65.81	65.81
									VENDOR TOTAL: 3,050.69

*Interim*

FROM 02/20/2015 TO 03/13/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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	138473615021	07 PROSHOP	504000096702	02/18/15	00000000	54597	02/24/15	3,050.69	3,050.69
		08 ADMINISTRATION	101000096702		00000000				65.81
		09 ADMINISTRATION	201000096702		00000000				153.55
		10 SPORTS COMPLEX	202100096702		00000000				153.55
		11 MAINT BLDG	101500096702		00000000				8.51
		12 MAINT BLDG	504100096702		00000000				461.93
								<b>VENDOR TOTAL:</b>	3,050.69
-----									
HORN		HORNUNG'S PRO GOLF SALES INC.							
	343099	01 GRIPS	501000001303	02/26/15	00000000	54617	03/02/15	194.56	194.56
	343405	01 GRIPS	501000001303	03/02/15	00000000	54625	03/03/15	65.45	65.45
	343869	01 GRIPS	501000001303	03/09/15	00000000	54634	03/11/15	164.75	164.75
								<b>VENDOR TOTAL:</b>	424.76
-----									
IL2		IL STATE POLICE SERVICES FUND							
	022715	01 CRIMINAL BACKGROUND	101000056305	02/27/15	00000000	54616	02/27/15	1,000.00	1,000.00
		02 CRIMINAL BACKGROUND	201000056305		00000000				500.00
								<b>VENDOR TOTAL:</b>	1,500.00
-----									
ILLAG		ILLINOIS DEPT OF AGRICULTURE							
	2015 PEST LISC - ST	01 PUBLIC APPL LISC-2015 - ST	101500046210	03/10/15	00000000	54635	03/11/15	40.00	20.00
	2015PEST LISC-JD	01 PUBLIC APPL LISC-2015 JD	101500046210	03/10/15	00000000	54635	03/11/15	40.00	20.00
								<b>VENDOR TOTAL:</b>	40.00
-----									
ILLIEMPL		ILLINOIS DEPARTMENT OF							
	80276542014	01 UNEMPLOYMENT	231000106800	02/11/15	00000000	54632	03/06/15	8,606.00	8,606.00
								<b>VENDOR TOTAL:</b>	8,606.00
-----									
KOHL		KOHLER, JIM							
	031315 DANCE DJ			03/02/15		54618	03/02/15	250.00	250.00
								<b>VENDOR TOTAL:</b>	8,606.00

DATE: 03/13/2015  
 TIME: 11:11:56  
 ID: AP450000.WOM  
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SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 02/20/2015 TO 03/13/2015

*Interim*

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
		031315 DANCE DJ							
		01 DJ FOR 3-13-15 DANCE	205120036216	03/02/15	00000000	54618	03/02/15	250.00	250.00
								VENDOR TOTAL:	250.00
OF		OFFICE DEPOT							
		755360436001							
		01 BATTERY	101000046200	02/12/15	00000000	54626	03/03/15	65.31	65.31
		02 INK	101000046200		00000000			2.32	2.32
		03 INK	201000046200		00000000			27.81	27.81
		04 CLIPBOARD	101000046200		00000000			31.02	31.02
								4.16	4.16
								VENDOR TOTAL:	65.31
RESOUR		RESOURCE BANK							
		501397-030115							
		01 DEBT CERTIFICATE - INT	211000156900	02/17/15	00000000	54598	02/24/15	6,415.00	6,415.00
								VENDOR TOTAL:	6,415.00
SPARKLE		SPARKLE JANITORIAL SERVICE							
		904947							
		01 CLEANING - JAN	101000056303	01/29/15	00000000	54633	03/06/15	2,275.00	2,275.00
		02 CLEANING - JAN	201000056303		00000000			1,137.50	1,137.50
								VENDOR TOTAL:	1,137.50
								VENDOR TOTAL:	2,275.00
STAKLEEN		STA-KLEEN INC							
		3-3-15 HOOD CLEANING							
		01 RANGE HOOD CLEANING	303000056307	03/03/15	00000000	54627	03/03/15	335.00	335.00
								VENDOR TOTAL:	335.00
SYCAYO		SYCAMORE YOUTH BASEBALL							
		REIMB							
		01 REIMB COACHING WORKSHOP	201000046211	02/24/15	00000000	54599	02/24/15	1,000.00	1,000.00
								VENDOR TOTAL:	1,000.00
T00000024		DOBBERSTEIN, MELISSA							
		022215							
		01 TRP-2/22 RENTAL	303500003090	02/22/15	00000000	54615	02/26/15	28.50	28.50
								VENDOR TOTAL:	28.50

DATE: 03/13/2015  
 TIME: 11:11:56  
 ID: AP450000.WOW  
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SYCAMORE PARK DISTRICT  
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*Interim*

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0000531		WHITE, LISA							
	022715	01 MILEAGE	201000046211	02/27/15	00000000	54619	03/02/15	37.90	37.90
									37.90
									VENDOR TOTAL: 37.90
T0001114		RODDY, MACKENZIE							
	022015	01 VOLLEYBALL REF	205490026216	02/20/15	00000000	54600	02/24/15	60.00	60.00
									60.00
									VENDOR TOTAL: 60.00
T0001115		WILSON, MARCIA							
	021715	01 CLASS REFUND	205230266218	02/17/15	00000000	54601	02/24/15	40.00	40.00
									40.00
									VENDOR TOTAL: 40.00
T0001116		BEATRY, JULIE							
	021715	01 CLASS CANCELLED REFUND	205230266218	02/17/15	00000000	54602	02/24/15	40.00	40.00
									40.00
									VENDOR TOTAL: 40.00
T0001117		SCHUMANN, JESSICA							
	021715	01 INTRO TO PAINTING CLASS REFUND	205230156218	02/17/15	00000000	54603	02/24/15	40.00	40.00
									40.00
									VENDOR TOTAL: 40.00
T0001118		MEAD, BRYAN							
	022015	01 JR T BALL PROG REFUND	205550036218	02/20/15	00000000	54604	02/24/15	130.00	130.00
									130.00
									VENDOR TOTAL: 130.00
T0001119		HODSDEN, SHARRON							
	022415	01 CLASS REFUND	205550076218	02/24/15	00000000	54612	02/26/15	55.00	55.00
									55.00
									VENDOR TOTAL: 55.00
T0001120		JONES, LAURA							
	030215	01 CANCELLED CLASS REFUND	206095046218	03/02/15	00000000	54620	03/02/15	27.50	27.50
									27.50
									VENDOR TOTAL: 27.50



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 TIME: 11:11:56  
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SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 02/20/2015 TO 03/13/2015

*Interkim*

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001121	FORCE, ALYSSA								
	030215	01 CANCELLED CLASS REFUND	206095046218	03/02/15	00000000	54621	03/02/15	27.50	27.50
									27.50
T0001122	JANUSZ, MELISSA								
	030215	01 CANCELLED CLASS REFUND	206095046218	03/02/15	00000000	54622	03/02/15	20.00	20.00
									20.00
									VENDOR TOTAL: 27.50
T0001123	SCHRAMER, BEV								
	030215	01 ZUMBA CLASS REFUND	205660186218	03/02/15	00000000	54628	03/03/15	91.00	91.00
									91.00
									VENDOR TOTAL: 91.00
T0001124	BROWN, AMY								
	030915	01 INTO STORYBOOK BALLET REFUND	205980066218	03/09/15	00000000	54636	03/11/15	102.00	102.00
									102.00
									VENDOR TOTAL: 102.00
T0001125	WEDEL, VERA								
	030615	01 QUILTING CLASS REFUND	205230036218	03/06/15	00000000	54637	03/11/15	60.00	60.00
									60.00
									VENDOR TOTAL: 60.00
TITLE	TITLELIST DRAWER CS								
	900098966	01 CLOTHING	501000001301	02/04/15	00000000	54606	02/24/15	11,700.83	371.87
									371.87
	900113987	01 CLOTHING-SOCKS	501000001301	02/09/15	00000000	54606	02/24/15	11,700.83	4,839.54
									186.24
		02 SHOES	501000001305		00000000				2,319.33
		03 CLOTHING-GLOVES	501000001301		00000000				2,333.97
	900137760	01 BAGS	501000001304	02/13/15	00000000	54606	02/24/15	11,700.83	1,026.50
									1,026.50
	900137761	01 CLUBS	501000001302	02/13/15	00000000	54606	02/24/15	11,700.83	431.51
									431.51
	900137762			02/13/15		54606	02/24/15	11,700.83	3,840.00



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SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 02/20/2015 TO 03/13/2015

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	020415			02/04/15		54608	02/24/15	6,044.75	6,044.75
		14 ANNUAL DUES-MIDWEST SUPT ASSOC	101000046204		00000000				180.00
		15 SPRAY LICENSE TRAINING	101000046207		00000000				40.00
		16 PIZZA FOR DANCE	205120036216		00000000				60.00
		17 CONSTANT CONTACT	101000046206		00000000				28.50
		18 CONSTANT CONTACT	201000046206		00000000				28.50
		19 ANTI-FREEZE-OIL ABSORB	202100066402		00000000				50.88
		20 BUNKER RAKE BATTERY	202100066403		00000000				22.99
		21 CABLE	303000096705		00000000				91.39
		22 CABLE	504000096705		00000000				91.40
		23 INTERNET	101000096706		00000000				192.85
		24 INTERNET	201000096706		00000000				192.85
		25 OVERNIGHT MAILING	101000046202		00000000				5.75
		26 POLL EVERYWHERE	101000076500		00000000				65.00
VENDOR TOTAL:									6,044.75

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	21615			02/16/15		54610	02/24/15	147.94	147.94
		01 COMMUNITY CENTER- JANITORIAL	207500076510		00000332				15.68
		02 DADDY-DAUGHTER DANCE SUPPLIES	206095036216		00000332				44.71
		03 DADDY-DAUGHTER DANCE	206095036216		00000333				5.78
		04 DANCE SUPPLIES	205120036216		00000327				37.96
		05 CREAMER	303000086632		00000342				3.78
		06 CREAMER	303000086632		00000342				4.89
		07 CUPS	206095036216		00000343				9.12
		08 NAPKINS	206095036216		00000343				4.85
		09 PLATES	206095036216		00000343				6.79
		10 HAM	206095036216		00000343				7.98
		11 SAUSAGE	206095036216		00000343				9.96
		12 LEMONS	303000086636		00000343				0.33
		13 LEMONS	303000086636		00000343				0.62
		14 SERVICE CHARGE	101000056306		00000343				-2.25
		15 SERVICE CHARGE	201000056306		00000343				-2.26
VENDOR TOTAL:									147.94

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	3456604-2011-7			03/01/15		54629	03/03/15	294.87	294.87
		01 REFUSE REMOVAL - ADM	101000056302		00000000				63.38
		02 REFUSE REMOVAL - CH	303000056302		00000000				63.39
		03 REFUSE REMOVAL - ADM	101000056302		00000000				5.00
		04 REFUSE REMOVAL - CC	207500056302		00000000				58.72
		05 REFUSE REMOVAL - SC	202100056302		00000000				52.19
		06 REFUSE REMOVAL - PARK	101500056302		00000000				52.19
VENDOR TOTAL:									294.87

TOTAL --- ALL INVOICES: 50,639.82  
 VENDOR TOTAL: 294.87

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SYCAMORE PARK DISTRICT  
 DEPARTMENT SUMMARY REPORT

*Board*

INVOICES DUE ON/BEFORE 03/24/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
10	ADMINISTRATION		
ANCEL	ANCEL, GLINK - LAW OFFICES OF	4,300.01	1,604.43
AT&T2	A T & T	164.48	9.72
BOCKY	BOCKYN, LLC	600.00	150.00
CINTA	CINTAS CORPORATION #355	281.04	30.64
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	167.47
ENGIN	ENGINEERING RESOURCE ASSOC	6,384.83	12,168.67
FOX1	FOX VALLEY FIRE & SAFETY CO.	747.00	431.00
FRONTIER	FRONTIER	2,713.54	336.35
ILLITURF	ILLINOIS TURFGRASS FOUNDATION		125.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	686.89	57.92
KAR	KAR-FRE FLOWERS		58.75
LE PRINT	LE PRINT EXPRESS	68.25	10.00
LOWE	LOWE'S	481.75	45.51
NICOR	NICOR GAS	3,879.57	188.12
NWIAPR	NWIAPR-HUNTLEY PARK DISTRICT		25.00
OF	OFFICE DEPOT	526.25	109.14
PDRMA	PDRMA	48,202.21	3,995.12
SHAW	SHAW SUBURBAN MEDIA	395.78	34.66
SOFT	SOFT WATER CITY	864.55	20.25
SPARKLE	SPARKLE JANITORIAL SERVICE	3,835.00	1,137.50
SPEC	SPECIAL FX	105.00	48.00
SUNDOG	SUN DOG IT	2,330.62	946.74
UNUM	UNUM LIFE INSURANCE	874.35	40.16
WARE	WAREHOUSE DIRECT BUSINESS	180.78	87.50
	ADMINISTRATION		21,827.65
15	PARKS		
BATTERIE	BATTERIES PLUS	3.59	60.95
CARQ	CARQUEST AUTO PARTS	3,585.72	195.32
CINTA	CINTAS CORPORATION #355	281.04	52.76
CINTA2	CINTAS CORP	53.17	68.82
CITY2	CITY OF SYCAMORE	175.57	65.85
COMMO	COMMONWEALTH EDISON	1,292.96	255.96
CONS	CONSERV FS	1,248.88	787.45
DEKA	DEKALB LAWN & EQUIPMENT CO.		231.62
DEKA3	DEKALB IRON & METAL CO.	77.64	59.74
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	573.85
FAST	FASTENAL COMPANY	84.00	27.36
FOX1	FOX VALLEY FIRE & SAFETY CO.	747.00	425.00
FRONTIER	FRONTIER	2,713.54	101.81
GRAI	GRAINGER	125.52	30.10

INVOICES DUE ON/BEFORE 03/24/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
15	PARKS		
JW	J.W. TURF, INC.		30.64
MENA	MENARDS - SYCAMORE	217.26	100.48
NICOR	NICOR GAS	3,879.57	1,012.55
PDRMA	PDRMA	48,202.21	571.06
PUNKS	PUNKS		40.00
SOFT	SOFT WATER CITY	864.55	40.50
TELV	TELVENT DTN		1,212.00
UNIT	UNITED LABORATORIES		209.55
UNUM	UNUM LIFE INSURANCE	874.35	7.22
VERM	VERMEER-ILLINOIS INC.		87.29
	PARKS		6,247.88
RECREATION			
10	ADMINISTRATION		
AT&T2	A T & T	164.48	9.71
BOCKY	BOCKYN, LLC	600.00	150.00
CINTA	CINTAS CORPORATION #355	281.04	8.56
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	167.47
FRONTIER	FRONTIER	2,713.54	336.35
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	686.89	57.92
KAR	KAR-FRE FLOWERS		58.75
NICOR	NICOR GAS	3,879.57	118.71
NWIAPR	NWIAPR-HUNTLEY PARK DISTRICT		25.00
OF	OFFICE DEPOT	526.25	98.68
PDRMA	PDRMA	48,202.21	3,017.21
SHAW	SHAW SUBURBAN MEDIA	395.78	34.66
SPARKLE	SPARKLE JANITORIAL SERVICE	3,835.00	1,137.50
SPEC	SPECIAL FX	105.00	48.00
SUNDOG	SUN DOG IT	2,330.62	946.77
UNUM	UNUM LIFE INSURANCE	874.35	50.39
	ADMINISTRATION		6,265.68
21	SPORTS COMPLEX MAINTENANCE		
BEACO	BEACON ATHLETICS		515.04
BRIAN	BRIAN BEMIS AUTOMOTIVE GROUP		130.40
BSN	BSN SPORTS		1,107.97
CARQ	CARQUEST AUTO PARTS	3,585.72	50.64
CONS	CONSERV FS	1,248.88	184.06

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SYCAMORE PARK DISTRICT  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/24/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
21	SPORTS COMPLEX MAINTENANCE		
CSR	CSR BOBCAT EQUIPMENT CO.	19.16	63.14
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	9.03
LOWE	LOWE'S	481.75	25.54
MENA	MENARDS - SYCAMORE	217.26	25.92
PDRMA	PDRMA	48,202.21	6,419.02
PIO	PIONEER MANUFACTURING CO.		731.50
UNIT	UNITED LABORATORIES		209.55
UNUM	UNUM LIFE INSURANCE	874.35	76.32
	SPORTS COMPLEX MAINTENANCE		9,548.13
25	MIDWEST MUSEUM OF NATURAL HIST		
CINTA3	CINTAS FIRE PROTECTION	1,374.00	32.10
	MIDWEST MUSEUM OF NATURAL HIST		32.10
50	PROGRAMS - YOUTH		
ROCKNKID	ROCK-N-KIDS INC	340.00	297.00
	PROGRAMS - YOUTH		297.00
55	PROGRAMS - YOUTH ATHLETICS		
CHALL	CHALLENGER SPORTS CAMP		235.00
T0001127	KAUS, J ASON		10.00
	PROGRAMS - YOUTH ATHLETICS		245.00
59	PROGRAMS - DANCE		
T0001126	HART, JELAINE		10.00
	PROGRAMS - DANCE		10.00
60	PROGRAMS - SPECIAL EVENTS		
FUNEXP	FUN EXPRESS		127.68
	PROGRAMS - SPECIAL EVENTS		127.68

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SYCAMORE PARK DISTRICT  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/24/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
75	COMMUNITY CENTER		
AT&T1	A T & T	111.18	55.76
AT&T2	A T & T	164.48	60.31
COMMO	COMMONWEALTH EDISON	1,292.96	355.23
FRONTIER	FRONTIER	2,713.54	373.01
ILLIN	ILLINI SECURITY SYSTEMS, INC.	598.75	295.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	686.89	63.50
NICOR	NICOR GAS	3,879.57	299.69
SOFT	SOFT WATER CITY	864.55	156.50
	COMMUNITY CENTER		1,659.00
DONATIONS			
10	ADMINISTRATION		
ENGIN	ENGINEERING RESOURCE ASSOC	6,384.83	4,842.16
	ADMINISTRATION		4,842.16
SPECIAL RECREATION			
10	ADMINISTRATION		
ENGIN	ENGINEERING RESOURCE ASSOC	6,384.83	757.75
	ADMINISTRATION		757.75
CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	71.77
NICOR	NICOR GAS	3,879.57	50.88
SYC	SYCAMORE CHAMBER OF COMMERCE	335.00	400.00
UNIT	UNITED LABORATORIES		209.56
	CLUBHOUSE CONCESSIONS		732.21
33	SPORTS COMPLEX CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	33.71
	SPORTS COMPLEX CONCESSIONS		33.71

INVOICES DUE ON/BEFORE 03/24/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GOLF COURSE			
10	ADMINISTRATION		
DYNAMIC	DYNAMIC BRANDS		689.15
ST	ST. ANDREWS PRODUCTS CO.		334.40
TITL	TITLEIST DRAWER CS	12,315.52	7,348.45
	ADMINISTRATION		8,372.00
40	GOLF OPERATIONS		
AMEROUT	AMERICAN OUTDOORS MAGAZINE		309.50
AT&T2	A T & T	164.48	0.98
CARQ	CARQUEST AUTO PARTS	3,585.72	11.90
CINTA	CINTAS CORPORATION #355	281.04	8.00
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	1,296.37
FRONTIER	FRONTIER	2,713.54	82.08
HORN	HORNUNG'S PRO GOLF SALES INC.	424.76	58.28
INTERS	INTERSTATE BATTERIES ROCKFORD	153.90	137.85
NICOR	NICOR GAS	3,879.57	50.88
NIV	NIVEL PARTS & MANUFACTURING		1,081.14
PDRMA	PDRMA	48,202.21	1,915.23
ST	ST. ANDREWS PRODUCTS CO.		563.77
TELV	TELVENT DTN		1,212.00
TITL	TITLEIST DRAWER CS	12,315.52	206.62
TOWN	TOWNS & ASSOCIATES, INC.		470.00
UNIVAD	UNIVERSAL ADVERTISING ASSOC		558.00
UNUM	UNUM LIFE INSURANCE	874.35	18.50
	GOLF OPERATIONS		7,981.10
41	GOLF MAINTENANCE		
BURRI	BURRIS EQUIPMENT CO.	2,906.23	1,074.97
CARQ	CARQUEST AUTO PARTS	3,585.72	28.40
CINTA	CINTAS CORPORATION #355	281.04	52.76
CONS	CONSERV FS	1,248.88	1,048.80
COUR	COURSIGNS, INC.		85.07
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	573.85
FRONTIER	FRONTIER	2,713.54	101.81
JOHNDE	JOHN DEERE LANDSCAPES/LESCO		120.00
NICOR	NICOR GAS	3,879.57	988.16
PDRMA	PDRMA	48,202.21	3,613.39
R&R	R & R PRODUCTS INC.		75.65
REIN	REINDERS, INC.	7,549.01	588.43



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SYCAMORE PARK DISTRICT  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/24/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
GOLF COURSE			
41	GOLF MAINTENANCE		
UNIT	UNITED LABORATORIES		209.55
UNUM	UNUM LIFE INSURANCE	874.35	40.70
	GOLF MAINTENANCE		8,601.54
SWIMMING POOL			
80	POOL		
FRONTIER	FRONTIER	2,713.54	47.29
	POOL		47.29
81	POOL MAINTENANCE		
DYNEGY E	DYNEGY ENERGY SERVICES	3,050.69	364.08
FAST	FASTENAL COMPANY	84.00	123.17
NICOR	NICOR GAS	3,879.57	244.63
UNIT	UNITED LABORATORIES		209.55
	POOL MAINTENANCE		941.43
CAPITAL PROJECTS			
10	ADMINISTRATION		
CITY	CITY OF SYCAMORE		1,685.00
SUNDOG	SUN DOG IT	2,330.62	282.00
	ADMINISTRATION		1,967.00
	TOTAL ALL DEPARTMENTS		80,536.31

Interim \$ 50,639.82  
New \$ 80,536.31  
-----  
total \$ 131,176.13

To: Board of Commissioners

From: Jackie Hienbuecher

Subject Monthly Report

Date: March 24, 2015

**Administrative Initiatives** (3/1/15 – 3/31/15)

- Attended Superintendent and Board meetings.
- Attended Action 2020 study session.
- Attended Campaign Planning Committee meetings.
- Worked with Sundog on remote backup and wi-fi problems
- Contacted Unemployment Consultants regarding protest of claim.
- Provided staff with updated personnel information and health insurance program.
- Completed paperwork for PDRMA onsite screening event, April 8.
- Provided budget summary for grant application to DCCF.
- Installed and activated new criminal background software. Contacted Sundog to update JAVA in order to properly utilize software.
- Completed PDRMA Workers Compensation Audit
- Met with representative from LegalShield to discuss possible employee benefit. Communicated with DeKalb Park District regarding same as they offer this program to their employees.
- Completed 2015 budgeted cash flow report.

- Finalized and entered monthly budget figures into MSI accounting system.
- Reviewed and finalized 2014 Audited Financial Statements. This included preparation of the annual MD&A.
- Finalized Budget and Appropriation based upon final audit numbers. Published appropriate hearing notification. Filed with County.
- Participated in Sycamore Chamber Community Expo.
- Attended PDRMA Health Program Low-Cost Plan Option focus group.
- Continued to work with Speer Financial on refunding of 2006 Alternate Bond.
- Point of Sale software with EZLinks for Pro Shop and Concessions was upgraded. Staff was trained on the new program. Continued to work with EZLinks to provide the proper information to upload data to the accounting system.
- Submitted RFQ to various vendors in order to get quotes on Direct Boring and Installation of Fiber Optic Line.
- Continued to train Office Assistant on inventory processing.
- Reviewed and finalized 2014 Tax Computation Report.
- Filed cancellation request form with TASC, 2014 FSA provider.
- Concessions prepared for 2015 season opening.
- Catering/special events/room rentals: 4 room rentals, Swing into Spring Sale.

**Administrative Initiatives** (4/1/15 – 4/30/15)

- Attend any scheduled “Action 2020” meetings.

- Attend Superintendent and Board meetings.
- Contact IMRF regarding paying back amount from reduced rate in previous years.
- Continue to work with Speer Financial on refunding of 2006 Alternate Bond.
- Continue work on IMRF project for the purpose of ensuring that proper enrollment has been made in the past.
- Review quotes for the boring and installation of fiber optic line. Determine if necessary to put out to bid. If not, review and award.
- Coordinate PDRMA Onsite Screening Event for April 8.
- Continue training of Office Assistant on various stores for concessions operation.
- Prepare sports complex concessions for opening for the 2015 season.
- Continue to review outstanding accounts payable checks to determine if valid.
- Begin Facebook promotion of Caddyshack Grill.
- Catering/special events/room rentals: no room rentals currently scheduled for April

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2015

**Corporate Fund (10)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	<u>Variance</u>
Revenues									
Administration	1,050.00	6,150.00	485.7%	9,660.00	14,150.55	46.5% (1)	1,237,143.00	9,227.35	53.4% (1)
Parks	-	-	#DIV/0!	-	-	#DIV/0!	12,949.00	-	#DIV/0!
Total Revenues	1,050.00	6,150.00	485.7%	9,660.00	14,150.55	46.5%	1,250,092.00	9,227.35	53.4%
Expenses									
Administration	29,228.00	31,845.27	9.0%	62,847.00	60,488.45	-3.8%	619,082.00	52,270.09	15.7% (2)
Parks	10,030.00	11,004.77	9.7%	20,416.00	18,821.16	-7.8%	238,703.00	24,652.86	-23.7% (3)
Total Expenses	39,258.00	42,850.04	9.1%	83,263.00	79,309.61	-4.7%	857,785.00	76,922.95	3.1%
Total Fund Revenues	1,050.00	6,150.00	485.7%	9,660.00	14,150.55	46.5%	1,250,092.00	9,227.35	53.4%
Total Fund Expenses	39,258.00	42,850.04	9.1%	83,263.00	79,309.61	-4.7%	857,785.00	76,922.95	3.1%
Surplus (Deficit)	(38,208.00)	(36,700.04)	-3.9%	(73,603.00)	(65,159.06)	-11.5%	392,307.00	(67,695.60)	-3.7%

(1) Timing of Farm income

(2) Timing of expenses.

(3) 2015 Part time wages/taxes 49.2% \$2,658 below 2014. Gas/Oil 45.8% \$1,027 below.

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2015

**Recreation Fund (20)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
<b>Revenues</b>									
Administration		-	#DIV/0!		-	#DIV/0!	852,736.00	7.60	-100.0%
Sports Complex		-	#DIV/0!		-	#DIV/0!	33,650.00	-	#DIV/0!
Sports Complex Maintenance		-	#DIV/0!		-	#DIV/0!	37,607.00	-	#DIV/0!
Midwest Museum of Natural Hist	-	599.52		600.00	1,199.04	99.84%	2,398.00	-	#DIV/0!
Programs-Youth	800.00	1,101.00	37.63%	3,400.00	4,605.00	35.44% (1)	16,730.00	3,407.00	35.2% (1)
Programs-Teens		-	#DIV/0!	1,130.00	907.25	-19.71% (1)	4,163.00	1,131.75	-19.8% (1)
Programs-Adult		-	#DIV/0!	360.00	415.00	15.28% (1)	975.00	360.00	15.3% (1)
Programs-Family	700.00	517.00	-26.14%	1,900.00	1,871.00	-1.53% (1)	11,693.00	1,917.00	-2.4% (1)
Programs-Leagues		30.00	#DIV/0!	-	30.00	#DIV/0! (1)	5,190.00	-	#DIV/0! (1)
Programs-Youth Athletics	1,000.00	765.00	-23.50%	2,300.00	1,304.00	-43.30% (1)	21,020.00	2,372.00	-45.0% (1)
Programs-Fitness	3,000.00	3,279.00	9.30%	12,500.00	11,602.00	-7.18% (1)	37,815.00	12,562.00	-7.6% (1)
Programs-Preschool		-	#DIV/0!		-	#DIV/0! (1)	-	-	#DIV/0! (1)
Programs-Senior		-	#DIV/0!		-	#DIV/0! (1)	-	150.00	-100.0% (1)
Programs-Dance	400.00	732.00	83.00%	1,500.00	2,056.00	37.07% (1)	240.00	1,370.00	50.1% (1)
Programs-Special Events	1,000.00	651.50	-34.85%	1,800.00	1,558.00	-13.44% (1)	3,710.00	1,795.50	-13.2% (1)
Programs-Concerts		1,100.00	#DIV/0!	1,500.00	1,550.00	3.33%	8,800.00	1,600.00	-3.1%
Programs-Trips		-	#DIV/0!		-	#DIV/0! (1)	-	-	#DIV/0! (1)
Brochure	1,250.00	1,350.00	8.00%	2,500.00	1,350.00	-46.00%	7,900.00	2,900.00	-53.4%
Weight Room	2,000.00	2,196.00	9.80%	4,000.00	5,214.00	30.35%	18,245.00	4,036.00	29.2%
Community Center		10.00	#DIV/0!		-	#DIV/0!	3,724.00	-	#DIV/0!
<b>Total Revenues</b>	<b>10,150.00</b>	<b>12,331.02</b>	<b>21.49%</b>	<b>33,490.00</b>	<b>33,661.29</b>	<b>0.51%</b>	<b>1,066,596.00</b>	<b>33,608.85</b>	<b>0.2%</b>

(1) Revenue from programs are below budget 2.18% \$542 and decreased 2.9%, \$725 compared to 2014.

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Expenses									
Administration	21,017.00	22,228.19	5.76%	44,025.00	43,341.44	-1.55%	316,360.00	44,721.90	-3.1%
Sports Complex	-	-	#DIV/0!	-	-	#DIV/0!	-	-	#DIV/0!
Sports Complex Maintenance	29,890.00	30,045.94	0.52%	56,217.00	53,687.81	-4.50% (1)	383,722.00	57,717.57	-7.0% (1)
Midwest Museum of Natural Hist	250.00	1,074.00	329.60%	500.00	1,091.10	118.22% (1)	9,500.00	477.54	128.5% (1)
Programs-Youth	800.00	498.55	-37.68%	1,600.00	582.06	-63.62% (2)	11,414.00	2,008.24	-71.0% (2)
Programs-Teens	203.00	126.85	-37.51%	685.00	754.71	10.18% (2)	3,926.00	683.15	10.5% (2)
Programs-Adult	100.00	120.00	20.00%	100.00	175.00	75.00% (2)	785.00	50.00	250.0% (2)
Programs-Family	805.00	927.11	15.17%	1,350.00	1,473.15	9.12% (2)	10,850.00	1,314.23	12.1% (2)
Programs-Leagues	1,000.00	1,123.60	12.36%	1,300.00	1,301.22	0.09% (2)	3,647.00	1,315.09	-1.1% (2)
Programs-Youth Athletics	-	185.00	#DIV/0!	-	185.00	#DIV/0! (2)	17,149.00	-	#DIV/0! (2)
Programs-Fitness	1,500.00	1,354.73	-9.68%	4,000.00	2,433.51	-39.16% (2)	21,178.00	4,013.90	-39.4% (2)
Programs-Preschool	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Programs-Dance	-	122.49	#DIV/0!	-	653.52	#DIV/0! (2)	180.00	-	#DIV/0! (2)
Programs-Special Events	255.00	473.21	85.57%	550.00	1,041.25	89.32% (2)	13,480.00	570.50	82.5% (2)
Programs-Concerts	-	-	#DIV/0!	-	-	#DIV/0!	8,700.00	200.00	-100.0%
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Brochure	-	-	#DIV/0!	-	-	#DIV/0!	25,100.00	-	#DIV/0!
Weight Room	450.00	459.70	2.16%	450.00	906.03	101.34%	600.00	421.69	114.9%
Community Center	10,000.00	10,277.03	2.77%	20,000.00	19,234.59	-3.83%	155,352.00	20,719.05	-7.2%
<b>Total Expenses</b>	<b>66,270.00</b>	<b>69,016.40</b>	<b>4.14%</b>	<b>130,777.00</b>	<b>126,860.39</b>	<b>-2.99%</b>	<b>981,943.00</b>	<b>134,212.86</b>	<b>-5.5%</b>
Total Fund Revenues	10,150.00	12,331.02	21.49%	33,490.00	33,661.29	0.51%	1,066,596.00	33,608.85	0.2%
Total Fund Expenses	66,270.00	69,016.40	4.14%	130,777.00	126,860.39	-2.99%	981,943.00	134,212.86	-5.5%
Surplus (Deficit)	(56,120.00)	(56,685.38)	1.01%	(97,287.00)	(93,199.10)	-4.20%	84,653.00	(100,604.01)	-7.4%

(1) Timing of maintenance expenses

(2) Expenses for programs are below budget 10.28% \$986 and decreased 13.6%, \$1,356 compared to 2014.

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**Donations (21)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	35,000.00	10.14	-100.0%
Total Revenues		-	#DIV/0!	-	-	#DIV/0!	35,000.00	10.14	-100.0%
Expenses									
Administration	6,415.00	6,415.00	0.00%	6,415.00	6,415.00	0.00% (1)	48,500.00	-	#DIV/0! (1)
Total Expenses	6,415.00	6,415.00		6,415.00	6,415.00		48,500.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	35,000.00	10.14	-100.0%
Total Fund Expenses	6,415.00	6,415.00		6,415.00	6,415.00		48,500.00	-	#DIV/0!
Surplus (Deficit)	(6,415.00)	(6,415.00)	0.00%	(6,415.00)	(6,415.00)	0.00%	(13,500.00)	10.14	-63364.3%

(1) Interest payment on installment contract.

**Special Recreation (22)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	144,000.00	13.82	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	144,000.00	13.82	-100.0%
Expenses									
Administration		-	#DIV/0!	34,515.00	34,515.00	0.00%	90,780.00	178.75	19209.1% (1)
Total Expenses	-	-	#DIV/0!	34,515.00	34,515.00	0.00%	90,780.00	178.75	19209.1%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	144,000.00	13.82	-100.0%
Total Fund Expenses	-	-	#DIV/0!	34,515.00	34,515.00	0.00%	90,780.00	178.75	19209.1%
Surplus (Deficit)	-	-	#DIV/0!	(34,515.00)	(34,515.00)	0.00%	53,220.00	(164.93)	20827.1%

(1) Timing of payment to KSRA changed due to change in fiscal year end.



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**Insurance (23)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	55,000.00	1.81	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	55,000.00	1.81	-100.0%
Expenses									
Administration			#DIV/0!			#DIV/0!	65,413.00	5,042.00	-100.0% (1)
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	65,413.00	5,042.00	-100.0%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	55,000.00	1.81	-100.0%
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	65,413.00	5,042.00	-100.0%
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	(10,413.00)	(5,040.19)	-100.0%

(1) Workers comp carrier changed to PDRMA which resulted in a different timing for payments.

**Audit (24)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	14,000.00	0.63	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	14,000.00	0.63	-100.0%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	14,500.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	14,500.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	14,000.00	0.63	-100.0%
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	14,500.00	-	#DIV/0!
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	(500.00)	0.63	-100.0%

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**Paving & Lighting (25)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	18,000.00	1.61	-100.0%
Total Revenues	-	-		-	-		18,000.00	1.61	-100.0%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	(1) -	-	#DIV/0!
Total Expenses	-	-		-	-		-	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	18,000.00	1.61	
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	-	-	
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	18,000.00	1.61	

**Park Police (26)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	100.00	0.39	-100.0%
Total Revenues	-	-		-	-		100.00	0.39	-100.0%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	2,000.00	-	#DIV/0!
Total Expenses	-	-		-	-		2,000.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	100.00	0.39	-100.0%
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	2,000.00	-	
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	(1,900.00)	0.39	-100.0%

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**IMRF (27)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	88,000.00	-	#DIV/0!
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	88,000.00	-	#DIV/0!
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	88,000.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	88,000.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	88,000.00	-	#DIV/0!
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	88,000.00	-	#DIV/0!
Surplus (Deficit)	-	-		-	-		-	-	

**Social Security (28)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	78,000.00	-	#DIV/0!
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	78,000.00	-	#DIV/0!
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	78,000.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	78,000.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	78,000.00	-	#DIV/0!
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	78,000.00	-	#DIV/0!
Surplus (Deficit)	-	-		-	-		-	-	

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**Concessions (30)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
<b>Revenues</b>									
Clubhouse Concessions		-	#DIV/0!		-	#DIV/0!	70,398.00	1.35	-100.0%
Beverage Cart		-	#DIV/0!		-	#DIV/0!	15,607.00	-	#DIV/0!
Sports Complex Concessions		-	#DIV/0!		-	#DIV/0!	27,267.00	-	#DIV/0!
Pool Concessions		-	#DIV/0!		-	#DIV/0!	10,361.00	-	#DIV/0!
Catering	750.00	1,032.42	37.66%	750.00	1,577.42	110.32% (1)	25,092.00	637.50	147.4% (1)
<b>Total Revenues</b>	<b>750.00</b>	<b>1,032.42</b>	<b>37.66%</b>	<b>750.00</b>	<b>1,577.42</b>	<b>110.32%</b>	<b>148,725.00</b>	<b>638.85</b>	<b>146.9%</b>
<b>Expenses</b>									
Clubhouse Concessions	2,030.00	3,905.04	92.37%	4,120.00	5,336.74	29.53% (2)	89,892.00	5,028.96	6.1%
Beverage Cart	-	-	#DIV/0!		-	#DIV/0!	11,563.00	-	#DIV/0!
Sports Complex Concessions	50.00	45.36	-9.28%	100.00	45.36	-54.64%	23,520.00	1.95	2226.2%
Pool Concessions	-	-	#DIV/0!		-	#DIV/0!	9,733.00	-	#DIV/0!
Catering		(11.09)	#DIV/0!		33.17	#DIV/0!	8,400.00	-	#DIV/0!
<b>Total Expenses</b>	<b>2,080.00</b>	<b>3,939.31</b>	<b>89.39%</b>	<b>4,220.00</b>	<b>5,415.27</b>	<b>28.32%</b>	<b>143,108.00</b>	<b>5,030.91</b>	<b>7.6%</b>
<b>Total Fund Revenues</b>	<b>750.00</b>	<b>1,032.42</b>	<b>37.66%</b>	<b>750.00</b>	<b>1,577.42</b>	<b>110.32%</b>	<b>148,725.00</b>	<b>638.85</b>	<b>146.9%</b>
<b>Total Fund Expenses</b>	<b>2,080.00</b>	<b>3,939.31</b>	<b>89.39%</b>	<b>4,220.00</b>	<b>5,415.27</b>	<b>28.32%</b>	<b>143,108.00</b>	<b>5,030.91</b>	<b>7.6%</b>
<b>Surplus (Deficit)</b>	<b>(1,330.00)</b>	<b>(2,906.89)</b>	<b>118.56%</b>	<b>(3,470.00)</b>	<b>(3,837.85)</b>	<b>10.60%</b>	<b>5,617.00</b>	<b>(4,392.06)</b>	<b>-12.6%</b>

(1) Room rental twice as much as 2014.

(2) Repair Freezer \$1,940

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**Developer Contributions (32)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	5,000.00	3.59	-100.0%
Total Revenues	-	-		-	-		5,000.00	3.59	-100.0%
Expenses									
Administration	-	-		-	-		-	-	#DIV/0!
Total Expenses	-	-		-	-		-	-	#DIV/0!
Total Fund Revenues	-	-		-	-		5,000.00	3.59	-100.0%
Total Fund Expenses	-	-		-	-		-	-	#DIV/0!
Surplus (Deficit)	-	-		-	-		5,000.00	3.59	-100.0%

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**Golf Course (50)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>		
<b>Revenues</b>										
Golf Operations	2,000.00	1,488.11	-25.6%	4,500.00	8,067.00	79.3%	514,979.00	46,603.68	-82.7%	(1)
Golf Maintenance	-	-	#DIV/0!	-	-	#DIV/0!	21,249.00	-	#DIV/0!	(3)
<b>Total Revenues</b>	<b>2,000.00</b>	<b>1,488.11</b>	<b>-25.6%</b>	<b>4,500.00</b>	<b>8,067.00</b>	<b>79.3%</b>	<b>536,228.00</b>	<b>46,603.68</b>	<b>-82.7%</b>	
<b>Expenses</b>										
Golf Operations	12,233.00	13,192.65	7.8%	22,137.00	20,845.05	-5.8%	244,751.00	22,656.66	-8.0%	(2)
Golf Maintenance	18,537.00	18,839.55	1.6%	36,281.00	33,441.74	-7.8%	290,921.00	37,401.88	-10.6%	
<b>Total Expenses</b>	<b>30,770.00</b>	<b>32,032.20</b>	<b>4.1%</b>	<b>58,418.00</b>	<b>54,286.79</b>	<b>-7.1%</b>	<b>535,672.00</b>	<b>60,058.54</b>	<b>-9.6%</b>	
<b>Total Fund Revenues</b>	<b>2,000.00</b>	<b>1,488.11</b>	<b>-25.6%</b>	<b>4,500.00</b>	<b>8,067.00</b>	<b>79.3%</b>	<b>536,228.00</b>	<b>46,603.68</b>	<b>-82.7%</b>	
<b>Total Fund Expenses</b>	<b>30,770.00</b>	<b>32,032.20</b>	<b>4.1%</b>	<b>58,418.00</b>	<b>54,286.79</b>	<b>-7.1%</b>	<b>535,672.00</b>	<b>60,058.54</b>	<b>-9.6%</b>	
<b>Surplus (Deficit)</b>	<b>(28,770.00)</b>	<b>(30,544.09)</b>	<b>6.2%</b>	<b>(53,918.00)</b>	<b>(46,219.79)</b>	<b>-14.3%</b>	<b>556.00</b>	<b>(13,454.86)</b>	<b>243.5%</b>	

(1) Increased sales through Groupon/Group Golfer compared to budget. In 2014, Swing into Spring sale started on February 28.

(2) Cost of Goods Sold \$2,800 higher in 2014 due to Swing into Spring sale starting Feb 28.

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2015

**Swimming Pool (51)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
<b>Revenues</b>									
Pool		-	#DIV/0!		-	#DIV/0!	49,368.00	-	#DIV/0!
Swim Lessons	-	-	#DIV/0!		-	#DIV/0!	13,573.00	-	#DIV/0!
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	(1) 62,941.00	-	#DIV/0!
<b>Expenses</b>									
Pool	50.00	46.99	-6.0%	75.00	46.99	-37.3%	(3) 53,238.00	77.71	-39.5%
Pool Maintenance	480.00	604.49	25.9%	590.00	342.38	-42.0%	28,120.00	865.02	-60.4%
Swim Lessons	-	-	#DIV/0!		-	#DIV/0!	8,166.00	46.99	-100.0%
Total Expenses	530.00	651.48	22.9%	665.00	389.37	-41.4%	89,524.00	989.72	-60.7%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	62,941.00	-	#DIV/0!
Total Fund Expenses	530.00	651.48	22.9%	665.00	389.37	-41.4%	89,524.00	989.72	-60.7%
Surplus (Deficit)	(530.00)	(651.48)	22.9%	(665.00)	(389.37)	-41.4%	(26,583.00)	(989.72)	-60.7%

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2015

**Debt Service (60)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	586,000.00	0.70	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	586,000.00	0.70	-100.0%
Expenses									
Administration		-	#DIV/0!		-	#DIV/0!	580,376.00	-	#DIV/0!
Total Expenses	-	-		-	-		580,376.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	586,000.00	0.70	-100.0%
Total Fund Expenses	-	-		-	-		580,376.00	-	#DIV/0!
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	5,624.00	0.70	-100.0%

**Capital Projects (70)**

<u>Department</u>	<u>February Budget</u>	<u>February Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	498,172.00	100.74	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	498,172.00	100.74	-100.0%
Expenses									
Administration	4,500.00	3,716.00	-17.4%	17,000.00	18,838.60	10.8%	596,707.00	-	#DIV/0!
Total Expenses	4,500.00	3,716.00	-17.4%	17,000.00	18,838.60	10.8%	596,707.00	-	#DIV/0!
Total Fund Revenues	-	-		-	-	#DIV/0!	498,172.00	100.74	-100.0%
Total Fund Expenses	4,500.00	3,716.00	-17.4%	17,000.00	18,838.60	10.8%	596,707.00	-	#DIV/0!
Surplus (Deficit)	(4,500.00)	(3,716.00)	-17.4%	(17,000.00)	(18,838.60)	10.8%	(98,535.00)	100.74	-18800.2%
Total Fund Revenues	13,950.00	21,001.55		48,400.00	57,456.26	18.7%	4,585,854.00	90,212.16	
Total Fund Expenses	149,823.00	158,620.43	5.9%	335,273.00	326,030.03	-2.8%	4,172,308.00	282,435.73	
Surplus (Deficit)	(135,873.00)	(137,618.88)	1.3%	(286,873.00)	(268,573.77)	-6.4%	413,546.00	(192,223.57)	



Sycamore Park District  
Fund Balances

	unaudited 1/1/2015	Revenues	Expenses	Unaudited 2/28/2015	2/28/2015 Cash balance
10 Corporate	156,691.74	14,150.55	79,309.61	91,532.68	87,353.81
20 Recreation	87,073.66	33,661.29	126,860.39	(6,125.44)	(6,920.87)
21 Donations	203,328.33	-	6,415.00	196,913.33	196,913.33
22 Special Recreation	38,645.98	-	34,515.00	4,130.98	26,916.58
23 Insurance	23,242.85	-	-	23,242.85	23,242.85
24 Audit	13,511.32	-	-	13,511.32	13,511.32
25 Paving & Lighting	7,391.29	-	-	7,391.29	7,391.29
26 Park Police	7,994.56	-	-	7,994.56	7,994.56
27 IMRF	-	-	-	-	-
28 Social Security	-	-	-	-	-
30 Concessions	36,136.12	1,577.42	5,415.27	32,298.27	31,087.70
32 Developer Contributions	102,275.19	-	-	102,275.19	102,275.19
60 Debt Service	20,186.12	-	-	20,186.12	20,186.12
70 Capital Projects	590,867.53	-	18,838.60	572,028.93	572,028.93
<b>Total governmental fund balance</b>	<b>1,287,344.69</b>	<b>49,389.26</b>	<b>271,353.87</b>	<b>1,065,380.08</b>	<b>1,081,980.81</b>
50 Golf Course	230,258.23	8,067.00	54,286.79	184,038.44	
Net Assets	<u>(248,223.76)</u>			<u>(248,223.76)</u>	
	(17,965.53)			(64,185.32)	(63,631.07)
51 Swimming Pool	262,146.82	-	389.37	261,757.45	
Net Assets	<u>(262,233.33)</u>			<u>(262,233.33)</u>	
	(86.51)			(475.88)	(820.88)
<b>Total proprietary funds</b>	<b>492,405.05</b>	<b>8,067.00</b>	<b>54,676.16</b>	<b>445,795.89</b>	
<b>Net assets</b>	<b><u>(510,457.09)</u></b>			<b><u>(510,457.09)</u></b>	
<b>Proprietary funds minus net assets</b>	<b>(18,052.04)</b>			<b>(64,661.20)</b>	
	1,269,292.65			1,000,718.88	1,017,528.86

Summary of depository accounts as of **3/16/2015**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Castle Bank	15,639.14	0.10
National Bank & Trust	478,908.20	0.03
Resource Bank	559,778.08	0.10

\*Dekalb Co. Community Foundation 15,027.15

1,069,352.57

\* 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 12/31/14.

To: Board of Commissioners  
From: Kirk T. Lundbeck  
Subject: Monthly Report  
Date: March 24, 2015

**Administrative Initiatives (3/1/15 – 3/31/15)**

- Attended weekly Department Head meetings as scheduled.
- Attended Chamber of Commerce Ambassadors Club meeting.
- Attended Voluntary Action Center Board Meeting.
- Attended all staff meeting as scheduled.
- Finalized and mailed Season Pass Holder flyer.
- Held Swing into Spring Sale March 6<sup>th</sup> through March 8<sup>th</sup>.
  - \*Gross revenue exceeded \$86,000.00
  - \*Approximately \$6,500.00 more than 2014 sale.
  - \*169 total Season Passes sold. 23 more than 2014 sale.
  - \*25 new season pass holders. 4 of which joined after playing in the 2014 Pumpkin Scramble.
- Displayed new 2015 golf merchandise and redesigned display areas in the Proshop.
- Developed March Golf Insight newsletter for golf operation through website.
- Finalized golf course website with new information on Irrigation and Crowdfunding programs to be launched pending decisions of the Campaign Planning Committee.
- Finalized 2015 outing and tournament schedule.

- Finalized spring marketing for the 2015 golf season.
- Continued research the thought of offering a family pass for the golf course.
- Updated hardware and software for the POS System with EZLINKS Representative. Attended training session on the new format of the Point of Sale System and trained one staff member on the system.
- Rolled out Social Media Marketing through Facebook, Twitter and Instagram on March 13<sup>th</sup>.
- Attended Vision 20/20 Committee meetings or study sessions as scheduled.
- Restructured Cart Barn storage area as carts are removed for maintenance.

#### **Administrative Initiatives (4/1/15 – 4/30/15)**

- Open Golf Course for the 2015 Golfing Season.
- Attend weekly Department Head meetings as scheduled.
- Attend Chamber of Commerce Ambassadors Club meeting.
- Attend Voluntary Action Center Board Meeting.
- Attend all staff meeting as scheduled.
- Continue to display new 2015 golf merchandise and redesign display areas in the Proshop.
- Develop April Golf Insight newsletter for golf operation through website and hard copies for reader board.
- Update Reader Board outside Pro Shop.

- Continue research the thought of offering a family pass for the golf course.
- Hold a meeting with Dan, Bart and Lisa about future Junior Golf lessons and promotions.
- Attend Action 20/20 Committee meetings or study sessions as scheduled.
- Plan and schedule Spring Scramble for late April once a determination can be made when riding carts will be available.
- Clean and prepare riding carts for play once carts are returned from maintenance.
- Prepare existing push carts and new push carts for early season usage.
- Finalize new Sycamore Park District Golf Club Yardage books for sale and distribution as an irrigation system fundraising source.

To: Board of Commissioners

From: Jeff Donahoe

Subject: Monthly Report

Date: March 24, 2015

**Administrative Initiatives** (3/1/15-3/31/15)

**Golf**

- The mid-March heat wave melted the snow without being accompanied by the usual heavy rain and flood threat. The course has survived the winter very well as we have not observed any ice damage or snow mold disease issues on the main turf areas.
- Staff continues to complete indoor winter equipment maintenance work. They have also been outside on nicer days cleaning the course, removing ropes, and preparing for opening the course.
- After discussions with Kirk, we are considering opening the golf course at some point during the week of the 23<sup>rd</sup> of March. We like to wait until the newly thawed soil is firm enough to support the traffic of golfers and our maintenance vehicles. We also like to see some green up of the turf which shows the beginnings of growth that allows recovery from the many ball marks, divots, and foot printing the course will receive. Riding carts will be allowed later once the soil is firm and can accept the traffic.
- I have collected information and pricing on golf maintenance products and plant protectants for the upcoming season maintenance schedules.
- I have contacted seasonal staff from last season about start dates for this year and will be hiring new additional staff to fill the void of those that will not return.

- I put together bid documents and advertised our tree removal project for a public bid opening on April 6<sup>th</sup>. We have listed 26 trees between the golf course, Sycamore Community Park, Wetzel Park, and Lake Sycamore that we will have a professional tree service remove for us this spring.
- As part of the PDRMA safety updates, I have updated and replaced the product info within the Safety Data Sheet books which are required at locations where any type of chemical, paints, etc. are used.
- Happy to report that Steve Tritt, Bounie, and Tyler Burke all passed their respective exams at the Maintenance Management School held in West Virginia this winter.

### **Sports**

- Staff continues to work on completing winter maintenance equipment work. They also have begun measuring and spacing of a few new soccer fields as changes are being made to accommodate the new AYSO spring season when they lose three fields due to the baseball and softball season. Staff is also preparing all the ball fields as practices will begin for youth teams at the end of March.
- I have met with or been in contact with several user groups as they prepare for the spring sport season schedules and possible tournaments. I also meet with Bart Desch often to discuss coordination of all the user groups' needs.
- Met with Dan Gible and ERA engineers about concept plan for planned south sports complex design.
- Ordered needed field maintenance products for soccer and ball fields.
- Developed a written rough draft for a soccer goal safety policy.

- Started to record the various user group practice and game schedules as they are received onto our field prep master schedule.
- A couple of nice donations: AYSO purchased two new soccer goals for the spring season and plan on purchasing two more in the fall. The Sycamore High School Sport Boosters are planning on donating services from a professional company and their own volunteers to rebuild the pitching mound on baseball field 1.

### **Parks**

- Staff is completing work on all equipment for winter maintenance. Cans and tables are being delivered to parks and shelters as nice weather allows. Cleaning of all the parks has begun when weather allows.
- I attended staff, board, CAC meetings, and board study sessions.
- I worked with the Fire Department as they performed ice rescue drills at the pond next to the Good Tymes Shelter.
- Attended the initial dog park planning group meeting.
- Working on fixed asset project as inventory info I gathered is being recorded and organized onto spread sheets.
- Working on organizing PDRMA risk management requirements and gathering staff training materials.
- Attended meeting with ERA engineers and with Royer Paving for the parking lot project south the club house area.
- Attended planning meetings about the fiber optic connection project between the maintenance facility and the clubhouse.

- Collected information for the update of fire system controls at the club house as required for the next step in the ADA compliance plan. Obtained an initial cost and am awaiting a second price for the needed changes.
- Gathering price quotes for the replacement of intake pipe and main pump intake support parts inside the mechanical room at the pool. This cost is included as part of the approved capital project budget.
- We received a price for the addition of heat tracer pipe wrapping lines for the Midwest Museum fire protection pipes above the lobby. These lines will be wired into the existing fire panel warning system to make sure it is functioning correctly along with the smoke detector system. I am still waiting for one more price quote for this project.
- Completed the required elevator inspection at the Midwest Museum, sent in the required permit application to the State of Illinois, and am awaiting the permit to place in the elevator.
- Gathered quotes and information on approved capital purchases of two mowers for this spring. The smaller trim mower has been ordered and the large scale mower approval info is included in this packet within a Staff Recommendation page.

### **Administrative Initiatives** (4/1/15-4/30/15)

- Attend staff, board, and study session meetings along with Action 20/20 planning meetings.
- Staff will be outside as the sports, golf, and parks use begins and the grass begins to grow. Seasonal staff will be brought on as the season progresses. PDRMA will hold a staff in-house training on April 7<sup>th</sup> to demonstrate safe



use of equipment and proper lifting, working technique. Other safety trainings will be given to staff as the season continues.

- I will gather job applications and be hiring season maintenance staff in all areas.
- I will continue to meet with sports user groups to discuss needs and issues related to field use for the season. I will also obtain spring schedules from all user groups and write out the field prep master schedule for our staff.
- Continue PDRMA compliance requirements for future insurance review. Staff training opportunities will be explored and steps needed to complete compliance issues will be planned and written.
- Will bid tree removal project and acquire qualified company for tree removal. This work will continue as weather and turf conditions allow for equipment access through the spring and early summer.
- Prepare for and host the annual Easter Egg Hunt at the Good Tymes shelter area on April 4<sup>th</sup>.
- Will continue work on organizing fixed asset items for all parks, sports, building, and golf course items.
- Meet with pavers and engineers regularly as the parking project begins in mid to late April.
- Finalize needed fire protection updates at the clubhouse and Midwest Museum.
- Collect final pool repair quotes and complete repairs prior to spring.
- Meet with Encap Environmental services and begin final section of pond edge restoration at Emil Cassier Park large pond.

- In conjunction with other staff, visit all property and update repair lists and complete early season inspection forms for all Park District areas.

To: Park Board of Commissioners  
From: Bart Desch  
Subject: Monthly Board Report  
Date: March 18, 2015

**Administrative Initiatives:** (03/01/15 – 03/28/15)

- Attended the Board meeting on March 24.
- Attended the Board work study session on March 10.
- Attended the Chamber's "Community Expo" on March 26 at the High School.
- Contacted again all local sports groups to let them know about the "Positive Coaching Alliance" workshop and the date, which is now April 6, at the High School Auditorium. Boys Youth Baseball and the District are paying for the workshop. The response has been positive so far.
- Contacted Kishwaukee Community Hospital regarding their employee picnic. They will be holding it at the Sports Complex on June 12.
- Met with Julie of KSRA and other members to go over the "Inclusion Process" that KSRA is instituting for all its member agencies.
- Contacted by representatives of the Kiwanis Club regarding the handing out of pumpkin seed packets to youth at our upcoming special events. This is a way to promote Pumpkinfest.
- Met with Sarah, Lisa and John Staples of Visionary Webworks to continue the development of our new web site. Staff has decided on "format" and "structure" and the work is on the visual look. There will be a brief update of the web site at the March 24 Board Meeting.
- Have been in contact with multiple groups regarding the use of the Sports Complex for the upcoming summer.
- Contacted the Sycamore Police Department regarding their "Easter Egg Hunt" which will be held at the Sports Complex on April 4, at 10:00am.
- Met with staff from the YMCA regarding space usage at Kiwanis Park for their youth flag football league for the spring.

- Attended and participated with the Chamber's "Community Expo" on March 26 from 2:30pm to 7pm.
- Continue working on the Summer Brochure to send to the printer. The expected mailing date of the Summer Brochure is the week of April 20.
- Met with Tana Knetsch of B95 regarding advertising for summer events and happenings.
- At the suggestion of Julie from KSRA, made a change to our registration form to help in the process of inclusion.
- Coordinated two of our programs to be put on display at the Chamber's Expo. The karate and Zumba programs will be displayed from 5:30pm to 6:30pm.
- Met with Cindy from the Museum regarding the upcoming summer "OSCAR" partnership in regards to programming and time.
- Completed and submitted several School District Building and Grounds Usage forms for upcoming summer programs.

**Administrative Initiatives:** (04/01/15 – 04/30/15)

- Will attend the Board Meeting on April 28.
- Will meet with John Staples of Visionary WebWorks and Sarah on the next steps in the web development process.
- Will attend and conduct the "Positive Coaching Alliance" workshop at the High School on April 6.
- Will attend/represent the Park District at the Dekalb County Convention and Tourism Bureau's "Kishwaukee United Way Money Smart Week" on April 20, at the Dekalb Park District.
- Will hold the "Breakfast with the Bunny" event on April 4, at the Sycamore United Methodist Church.
- Will deliver summer brochures to City Hall, Library and Chamber offices.
- Will conduct a front desk staff meeting on April 20.

To: Board of Commissioners  
From: Daniel Gibble, Executive Director  
Subject: Monthly Report  
Date: March 24, 2015

**Administrative Initiatives** (3/1/15 – 3/31/15)

- Held meetings about South Airport Road Sports Complex and CARLS Farm with City and County regarding:
  - Zoning
  - Annexation
  - Building Code
  - Entry Roads
- Finalized transfer of deeds on two parcels from City to Park District related to Kiwanis East Park and Parkside Preserve.
- Held follow-up meetings with Youth Sports Groups on Site Planning.
- Continued seeking cooperation from Shodeen Development and Krpan Estates to get final Development Agreements.
- Continued serving on Pumpkin Festival Committee.
- Updated Agenda Planner for Staff/Board.
- Attended Meetings/Serve On:
  - KSRA
  - Rotary
  - Chamber
- Contracted with Royer Paving for Phase III Parking and Paving.
- Finalized list of Phase 3 of ADA work.

- Worked with SOF on getting quotes for the Fiber Optic pipe install, and fiber pull.
- Finalized First Draft of ASSET Inventory.
- Finalized Roll-out of ACTION 2020.

**Administrative Initiatives** (4/1/15 – 4/30/15)

- Continue seeking cooperation from Shodeen Development and Krpan Estates to get final Development Agreements.
- Continue serving on Pumpkin Festival Committee.
- Update Agenda Planner for Staff/Board.
- Attend Meetings/Served On:
  - KSRA
  - Rotary
  - Chamber
  - Pumpkin Festival
- Put ADA Phase 3 work out for quotes.
- Make final decision about extending lease of Community Center.
- Teach a session for the DeKalb Chamber's Leadership Academy.
- Provide documents for auditors.
- Coordinate final planning for the KSRA "Inclusion Plan" for the three member districts.
- Coordinate Committees of ACTION 2020.
- Address drainage and sewage issues.
- Work on information for Grant Applications: IDOT and IDNR.

JOHN A. LEIFHEIT  
(1920 - 2008)  
DANIEL L. CLIFFE  
(1919 - 2003)

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March 5, 2015

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Dan Gible  
Sycamore Park District  
940 E. State Street - Box 187  
Sycamore, IL 60178

Re: Kishwaukee Family YMCA

Dear Dan,

As you may have heard, our CEO, Rob Wilkinson, has accepted a position with the YMCA of the USA ("Y-USA") and will be leaving the Kishwaukee Family YMCA in the next couple of weeks. As the YMCA Board Chair, I wanted to let you know of his departure and the process we will undertake to find a new CEO for our YMCA.

We are very close to having a Search Committee selected, and I expect that will be completed in the next couple of days. Y-USA has prepared a survey that both the YMCA Board of Directors and key staff will complete to help identify the key skills and qualifications we hope to find in a new CEO. We anticipate that the search process will take 3-4 months. We are fortunate to have a highly talented team of staff members to manage the YMCA during this transition and search process. Our Executive Committee will be developing an interim leadership plan to help guide the staff until a new CEO is on the job.

We are fortunate to have Y-USA's support and guidance through the search and recruitment process. I have been impressed with their assistance to date and as we have identified and recruited the CEO Search Committee members. The following individuals have agreed to join me on the CEO Search Committee:

Cindy Capek – DeKalb Health Department  
Jim Lehan – Lehan Drugs  
Tom Matya – Zea Mays Holdings  
Kevin Poorten – KishHealth System  
Bryan Westerby – The Suter Company

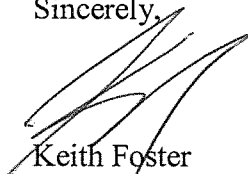
Kathy Countryman – Sycamore School District  
Gary Evans – Castle Bank  
Mark Leach – Castle Bank  
Dr. LaVonne Neal – NIU  
Doug Moeller – DeKalb School District

Dan Gibble  
March 5, 2015  
Page 2

Our YMCA was able to grow strong financially, grow our membership, and also grow our impact in our community during Rob's 10-year tenure. It is our goal to find a CEO to lead us to new levels in the future.

Thank you for your continued support, and please feel free to contact me with any questions you might have.

Sincerely,



Keith Foster  
YMCA Board Chair



# SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 24, 2015

## STAFF RECOMMENDATION

**AGENDA ITEM: BUDGET AND APPROPRIATION ORDINANCE:**  
**Recommended Approval**

**BACKGROUND INFORMATION:** The combined annual budget and appropriation ordinance appropriates the monies that are necessary to cover the projected expenses and liabilities the district may incur in its next budget year. The ordinance must be passed and approved within or before the first quarter of each fiscal year. The ordinance is first prepared in tentative form and made available for public inspection at least 30 days prior to final action. Additionally, a required public hearing is held by the Board, which is published, in advance, in an ad in the local paper.

The appropriation ordinance serves as an upper limit on what may be spent during the current fiscal year. It is, in effect, a statement of the maximum amount that could conceivably be spent if sufficient funds are available. It is allowable and recommended that the appropriation should exceed the working budget, which the board has already adopted, to allow for some leeway in spending. The ordinance reflects approximately a 15% increase over the working budget. This process and the 15% "buffer" is part of a larger process, as mandated by law. The ordinance has been available, now, for 30 days, and we are able to act upon it at this meeting.

**FISCAL IMPACT:** Not applicable.

**STAFF RECOMMENDATION:** Recommend approval of Ordinance 03-2015.

**PREPARED BY:** Jacqueline Hienbuecher, Superintendent of Finance.

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:** 

**BOARD ACTION:**

**ORDINANCE NO. 03-2015  
BUDGET AND APPROPRIATION ORDINANCE**

AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE SYCAMORE PARK DISTRICT, DEKALB COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2015 AND ENDING ON THE THIRTY-FIRST (31st) DAY OF DECEMBER, 2015.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS (the Board) of the SYCAMORE PARK DISTRICT (the “District”), DEKALB COUNTY, ILLINOIS:

**Section I.** It is hereby found and determined:

(a) This Board has heretofore caused to be prepared a combined annual budget and appropriation in tentative form, which ordinance has been conveniently available for public inspection for at least 30 days prior to final action thereon:

(b) A public hearing was held at the Sycamore Park District, DeKalb County, Illinois on the 24th day of March, 2015 on said ordinance, notice of said hearing having been given by publication in the Daily Chronicle, being a newspaper published within this District, at least one week prior to such hearing; and,

(c) That all other legal requirements for the adoption of the annual budget and appropriation ordinance of this District for the fiscal year beginning January 1, 2015 and ending December 31, 2015 have heretofore been performed.

**Section II.** The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first day of January, 2015 and ending on the thirty-first (31st) day of December, 2015.

**I. CORPORATE FUND**

Salaries, Wages and Taxes	\$ 328,224
Professional and Contracted Services	\$ 93,860
Administrative Supplies and Expenses	\$ 64,435
Repairs and Maintenance	\$ 86,480
Utilities	\$ 27,722
Insurance	\$ 69,859
Total Estimated Expenditures	\$ 670,580

**CORPORATE FUND SUMMARY**

Fund Balance January 1, 2015	\$ 156,692
Estimated 2014 Property Taxes & Interest	\$ 1,277,650
Estimated transfer of IMRF/SS tax levy	\$ 54,249
Estimated 2015 Corporate Replacement	\$ 49,450
Miscellaneous revenue	<u>\$ 56,257</u>
Total Estimated Available Revenues	\$ 1,594,298
Total Estimated Expenditures	<u>\$ 670,580</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 923,718</b>

**II. RECREATION FUND**

Salaries, Wages and Taxes	\$ 620,161
Professional and Contracted Services	\$ 103,968
Supplies	\$ 90,261
Repairs and Maintenance	\$ 48,892
Utilities	\$ 35,032
Insurance	\$ 146,515
Misc.	<u>\$ 83,830</u>
Total Estimated Expenditures	\$ 1,128,659

**RECREATION FUND SUMMARY**

Fund Balance January 1, 2015	\$ 87,074
Estimated 2014 Property Taxes & Interest	\$ 948,750
Estimated transfer of IMRF/SS tax levy	\$ 82,575
League & Sports Fees	\$ 38,698
Programs/Events	\$ 116,377
Fitness	\$ 20,982
Miscellaneous revenue	<u>\$ 19,205</u>
Total Estimated Available Revenues	\$ 1,313,661
Total Estimated Expenditures	<u>\$ 1,128,659</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 185,002</b>

**III. RESTRICTED CONTRIBUTIONS**

<b>Expenses</b>	<b>\$ 100,000</b>
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**RESTRICTED CONTRIBUTIONS SUMMARY**

Fund Balance January 1, 2015	\$ 203,328
Miscellaneous revenue	\$ 50,000
Total Estimated Available Revenues	<u>\$ 253,328</u>
Total Estimated Expenditures	<u>\$ 100,000</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 153,328</b>

**IV. SPECIAL RECREATION FUND**

<b>Expenses</b>	<b>\$ 104,397</b>
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**SPECIAL RECREATION FUND SUMMARY**

Fund Balance January 1, 2015	\$ 38,646
Estimated 2014 Property Taxes & Interest	\$ 165,600
Total Estimated Available Revenues	<u>\$ 204,246</u>
Total Estimated Expenditures	<u>\$ 104,397</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 99,849</b>

**V. IMRF FUND**

<b>Expenses</b>	<b>\$ 101,200</b>
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**IMRF FUND SUMMARY**

Fund Balance January 1, 2015	\$ -
Estimated 2014 Property Taxes & Interest	\$ 101,200
Total Estimated Available Revenues	<u>\$ 101,200</u>
Total Estimated Expenditures	<u>\$ 101,200</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ -</b>

**VI. SOCIAL SECURITY FUND**

<b>Expenses</b>	<b>\$ 89,700</b>
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**SOCIAL SECURITY FUND SUMMARY**

Fund Balance January 1, 2015	\$ -
Estimated 2014 Property Taxes & Interest	\$ 89,700
Total Estimated Available Revenues	\$ 89,700
Total Estimated Expenditures	\$ 89,700
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ -</b>

**VII. LIABILITY TORT FUND**

<b>Expenses</b>	<b>\$ 75,225</b>
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**LIABILITY TORT FUND SUMMARY**

Fund Balance January 1, 2015	\$ 23,243
Estimated 2014 Property Taxes & Interest	\$ 63,250
Total Estimated Available Revenues	\$ 86,493
Total Estimated Expenditures	\$ 75,225
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 11,268</b>

**VIII. AUDIT FUND**

<b>Expenses</b>	<b>\$ 16,100</b>
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**AUDIT FUND SUMMARY**

Fund Balance January 1, 2015	\$ 13,511
Estimated 2014 Property Taxes & Interest	\$ 16,100
Total Estimated Available Revenues	\$ 29,611
Total Estimated Expenditures	\$ 16,100
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 13,511</b>

**IX. PAVING & LIGHTING FUND**

<b>Expenses</b>	<b>\$ 28,091</b>
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**PAVING & LIGHTING FUND SUMMARY**

Fund Balance January 1, 2015	\$ 7,921
Estimated 2014 Property Taxes & Interest	\$ 20,700
Total Estimated Available Revenues	<u>\$ 28,091</u>
Total Estimated Expenditures	<u>\$ 28,091</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ -</b>

**X. POLICE FUND**

<b>Expenses</b>	<b>\$ 8,995</b>
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**POLICE FUND SUMMARY**

Fund Balance January 1, 2015	\$ 7,995
Estimated 2014 Property Taxes & Interest	\$ 1,000
Total Estimated Available Revenues	<u>\$ 8,995</u>
Total Estimated Expenditures	<u>\$ 8,995</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ -</b>

**XI. DEVELOPMENT CONTRIBUTION FUND**

<b>Expenses</b>	<b>\$ 132,275</b>
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**DEVELOPMENT CONTRIBUTION FUND SUMMARY**

Fund Balance January 1, 2015	\$ 102,275
Development Contributions	\$ 30,000
Miscellaneous revenue	\$ -
Total Estimated Available Revenues	<u>\$ 132,275</u>
Total Estimated Expenditures	<u>\$ 132,275</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ -</b>

**XII. GOLF COURSE FUND**

Salaries, Wages and Taxes	\$ 335,517
Professional and Contracted Services	\$ 20,896
Supplies	\$ 52,037
Repairs and Maintenance	\$ 88,090
Utilities	\$ 34,149
Insurance	\$ 81,510
Misc.	\$ 3,824
Total Estimated Expenditures	<u>\$ 616,023</u>

**GOLF FUND SUMMARY**

Net Position, January 1, 2015	\$ 230,259
Estimated transfer of IMRF/SS tax levy	\$ 43,806
Daily Fees	\$ 214,453
Season Passes	\$ 156,862
Carts	\$ 126,270
Golf Events & Programs	\$ 21,735
Pro Shop Sales	\$ 52,537
Total Estimated Available Revenues	<u>\$ 846,922</u>
Total Estimated Expenditures	<u>\$ 616,023</u>
<b>Estimated Net Position, December 31, 2015</b>	<b>\$ 230,899</b>

**XIII. SWIMMING POOL FUND**

Salaries, Wages and Taxes	\$ 65,353
Supplies	\$ 4,600
Repairs and Maintenance	\$ 12,018
Utilities	\$ 20,982
Total Estimated Expenditures	<u>\$ 102,953</u>

**POOL FUND SUMMARY**

Net Position, January 1, 2015	\$ 262,147
Estimated transfer of IMRF/SS tax levy	\$ 4,291
Daily Fees	\$ 16,244
Season Passes	\$ 32,430
Special Events & Programs	\$ 4,410
Lessons	\$ 14,088
Total Estimated Available Revenues	\$ 333,610
Total Estimated Expenditures	\$ 102,953
<b>Estimated Net Position, December 31, 2015</b>	<b>\$ 230,657</b>

**XIV. CONCESSIONS**

Salaries, Wages and Taxes	\$ 62,730
Supplies	\$ 73,801
Repairs and Maintenance	\$ 8,453
Utilities	\$ 5,388
Misc.	\$ 14,203
Total Estimated Expenditures	\$ 164,575

**CONCESSIONS FUND SUMMARY**

Fund Balance January 1, 2015	\$ 36,136
Estimated transfer of IMRF/SS tax levy	\$ 5,980
Sports Complex	\$ 30,820
Clubhouse	\$ 74,290
Beverage Cart	\$ 17,509
Catering	\$ 28,750
Pool	\$ 11,615
Marketing Fund	\$ 2,070
Total Estimated Available Revenues	\$ 207,170
Total Estimated Expenditures	\$ 164,575
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 42,595</b>

**XV. BOND AND INTEREST FUND**

Interest	\$ 46,817
Principal	\$ 620,615
<b>Total Expenses</b>	<b>\$ 667,432</b>



**BOND AND INTEREST FUND SUMMARY**

Fund Balance January 1, 2015	\$ 20,186
Estimated 2014 Property Taxes & Interest	\$ 673,900
Miscellaneous revenue	\$ -
Total Estimated Available Revenues	<u>\$ 694,086</u>
Total Estimated Expenditures	<u>\$ 667,432</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 26,654</b>

**XVI. CAPITAL FUND**

Maintenance Equipment	\$ 120,175
Professional Fees	\$ 71,300
Buildings & Structures	\$ 13,800
Equipment/Furnishings	\$ 60,950
Golf Course	\$ 18,598
Swimming Pool	\$ 31,970
Community Center	\$ 5,980
Parks & Grounds	\$ 134,360
Concessions	\$ -
Miscellaneous	<u>\$ 229,080</u>
Total Estimated Expenditures	<u>\$ 686,213</u>

**CAPITAL FUND SUMMARY**

Fund Balance January 1, 2015	\$ 590,868
Bond Proceeds	\$ 554,300
Miscellaneous revenue	\$ 18,598
Total Estimated Available Revenues	<u>\$ 1,163,766</u>
Total Estimated Expenditures	<u>\$ 686,213</u>
<b>Estimated Fund Balance December 31, 2015</b>	<b>\$ 477,553</b>

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning January 1, 2015 and ending December 31, 2015 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended December 31, 2015 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

The receipts and revenue of said District derived from sources other than taxation and not specifically appropriated, shall constitute the general corporate fund and shall first be placed to the credit of such fund.

**Section III.** The following determinations have been made and are hereby made a part of the aforesaid budget:

(a)	An estimate of the cash on hand at the beginning of the fiscal year is expected to be	\$ 1,373,227
(b)	An estimate of the cash expected to be received during the fiscal year from all sources is	\$ 5,116,800
(c)	An estimate of the expenditures contemplated for the fiscal year is	\$ 4,501,518
(d)	An estimate of the cash expected to be on hand at the end of the fiscal year is	\$ 1,988,509
(e)	An estimate of the amount of taxes to be received during the fiscal year is	\$ 3,385,600

**Section IV.** The receipts and revenues of the Sycamore Park District derived from sources other than taxation and not specifically appropriated, and all unexpended balances from the preceding fiscal year not required for the purposes for which they were appropriated and levied, shall constitute the General Fund and shall first be placed to the credit of such fund.

**Section V.** All ordinances or parts of ordinances conflicting with any of the provisions of this ordinance be and the same are hereby repealed to the extent of such conflict. If any item or portion thereof of this budget and appropriation ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portion of this ordinance.

This ordinance shall be in full force and effect immediately upon its passage.

Passed by the Board of Commissioners of the Sycamore Park District this day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
President

ATTEST:

\_\_\_\_\_  
Secretary



State of Illinois        )  
                                   ) SS  
 County of DeKalb        )

CERTIFICATION OF MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners of the Sycamore Park District, DeKalb County, Illinois (the "Board"), and as such official am the keeper of the records and files of the Board.

I further certify that the foregoing is a full, true and complete copy of Ordinance No. 03-2015 entitled "An Ordinance adopting the combined Annual Budget and Appropriation of funds for the Sycamore Park District, DeKalb County, Illinois, for the fiscal year beginning on the first day (1<sup>st</sup>) of January, 2015 and ending on the thirty-first (31<sup>st</sup>) day of December, 2015" enacted by the Board at a March 24, 2015, special meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code with all of the procedural rules of the board in enacting this ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said Park District, this 24th day of March, 2015.

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Secretary, Board of Park Commissioners  
 Daniel Gibble

(SEAL)

# SYCAMORE PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: March 24, 2015

### STAFF RECOMMENDATION

#### AGENDA ITEM: FINAL REVIEW OF MOU'S

**BACKGROUND INFORMATION:** The District has served the needs of the user groups of the Sports Complex over the years. The expectations of the District and the groups in the past have always been communicated orally but this will be the 3<sup>rd</sup> year of a written agreement. It has served both parties well and has spelled out expectations and commitments. The documents have changed over the years to reflect accuracy and changing needs. These documents are no different. For 2015, the documents have been changed to reflect “language” advised by our risk management agency, PDRMA. Those updates are highlighted in each of the Memorandums of Understanding, which include the following groups; Sycamore Baseball, Sycamore Youth Softball, Storm, KYFL and AYSO. These documents outline the needs and the expectations of both the Affiliate and the District. All of these groups have been consulted and some have been more involved in the process of creating/writing them than the others. However, I have met and communicated with representatives from all the groups and communicated with them about their questions and concerns.

Needless to say, some of the execution of details in these MOU's has raised various levels concern among the organizations. Nonetheless, with our growing costs of operation, reduction in full time staff to serve these Affiliates, our current budget situation, it is essential that we clarify the limits of our ability to serve them. Furthermore, the Affiliates must address some of our related concerns conveyed by Counsel and PDRMA regarding liability. We must never forget that with the addition of each new, specialized space (i.e. batting cage) comes new maintenance demands and costs. Changes in the documents have been highlighted.

**FISCAL IMPACT:** No fiscal impact at this time.

**STAFF RECOMMENDATION:** Staff recommends that the attached MOU's be approved. The last two MOU's to be approved are attached.

PREPARED BY: Bart Desch, Superintendent of Recreation

EXECUTIVE DIRECTOR REVIEW/APPROVAL: 

BOARD ACTION:

**Sycamore Park District**  
**and**  
**Sycamore Storm Softball**  
**Affiliate Group Memorandum of Understanding**

**Purpose**

The Sycamore Park District (hereafter “Park District”) recognizes that certain organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These organizations are separate and independent from the Park District and provide for their own leadership, organizational and operational structure. Although the stated missions of the organizations may differ, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The Park District recognizes that at times it is in the best interest of the community that the Park District work with outside organizations in coordinating, integrating and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of the individual responsibilities.

To this end, the Park District is willing to establish a working relationship and Memorandum of Understanding with Sycamore Storm Softball (hereafter “Affiliate”). With this Memorandum of Understanding, the parties will define the working relationship, mutual expectations, and individual responsibilities. However, this Memorandum of Understanding cannot be considered absolute; but shall serve as a frame of reference. Standards outlined herein assure that the parties’ concept of joint planning, use and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision and action planning while developing and maintaining recreational programs.

**I. Criteria and Conditions**

1. The Affiliate shall provide its own leadership and structure.
2. The Affiliate shall conduct its own financial business and be financially self-supporting.
3. The Affiliate shall have its own volunteer governing board with adopted written bylaws or guidelines to guide their board in policy-making decisions, and:
  - a. Is a not-for-profit corporation or organization dedicated to offering and promoting recreational activities which are compatible with and supplement Park District programs.
  - b. Will have at least 50% of the members/participants of the Affiliate be residents of the Park District.

- c. Provide an annual budget to the Park District showing all anticipated revenue and expenditures.
4. The Affiliate shall provide a list of current Board members, including addresses and telephone numbers, and notify the Park District of any change in Board composition.
5. Upon request the Affiliate shall supply a roster listing initial of first name, last name, town they live in and zip code of all participants to the Sycamore Park District in a Microsoft Excel spreadsheet. Printout and disc must be submitted by the third game of the season. Park District agrees to maintain the confidentiality of such list and shall only use them for contract purposes in the event of an emergency or pursuant to an order or request by legal authorities or pursuant to court order.
6. The Community Group/Affiliate agrees and understands that neither the Community Group/Affiliate nor its officials, officers, members, employees or volunteers (collectively "Community Group/Affiliate") are entitled to any benefits or protections afforded employees or volunteers of the Park District and are not bound by any obligations as employees of the Park District. The Community Group/Affiliate will not be covered under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District and that any injury or property damage arising out of any Community Group/Affiliate activity will be the Community Group's/Affiliate's sole responsibility and not the Park District's. Also, it is understood that the Community Group/Affiliate is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and therefore, the Community Group/Affiliate will be solely responsible for its own actions. The Park District will in no way defend the Community Group/Affiliate in matters of liability.
7. The Affiliate shall not represent itself or members of the Affiliate as employees, volunteers, or agents of the Park District.
8. The Affiliate shall designate a liaison to the Park District, and provide the individual's name, address, email address, home and cell phone numbers to the Park District by January 1<sup>st</sup> of the year in which that person will serve.
9. The Affiliate or members of the Affiliate will not advertise or solicit participants using the name or logo of the Park District without prior written permission of the Park District.
10. All fees, charges, monies, and expenditures shall be handled by the Affiliate itself, with its own accounts in the group's name.
11. The Affiliate acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials related to the Affiliate activities and use of Park District property and facilities, unless specified and agreed to in writing.



12. Activities sponsored by Affiliate shall not, other than to adhere to specific memberships guidelines or minimum residency standards, discriminate against or exclude any individual, from participation for reasons of race, color, creed, national origin, sex, disability, or any other characteristic protected by local, state, or federal law.
13. The Affiliate agrees to conduct criminal background checks, at its own expense, for all staff and volunteers who directly supervise individuals under the age of eighteen (18) years. The Affiliate is solely responsible for determining if any conviction requires, by law, and/or by the Affiliate's own standards to preclude employment or volunteer services for the Affiliate. The District would be willing to act as a resource to assist the Affiliate in finding an efficient and cost effective means to accomplish this.
14. The Affiliate understands and agrees that it is solely responsible for determining whether any member of its board, staff or volunteers are qualified and suitable for any Affiliate position and/or activity and that the Park District is not responsible for any hiring or retention decisions.
15. Registration for membership/tryouts must not exclude Sycamore Park District residents.
16. The Affiliate shall comply with all applicable local, state and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. The Affiliate shall base staff, volunteer, and participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, sexual orientation, sex (except as an appropriate division for athletics programming), disability, marital status, or any other protected characteristics as established by law.

## **II. Facility Use**

1. The Affiliate shall have authorization and permission to use the Park District property known as ball fields, batting cages, surrounding walkways, parking lots, and other common areas for the period and fees indicated herein. Field scheduling to be coordinated by the Superintendent of Recreation.
2. It is the sole responsibility of the Affiliate to determine whether any facility, field or location is safe and/or appropriate for any intended use. However, the Park District has overriding say in all decisions.
3. The Affiliate shall inspect each field prior to and subsequent to each use and shall promptly report any unsafe condition (holes in field, broken equipment, etc.) to the Park District Superintendent of Parks and Facilities.

4. The Affiliate is solely responsible for providing supervision for any and all Affiliate activities.
5. The Park District does not assume any responsibility, care, custody, or control of any Affiliate property or equipment brought upon or stored upon Park District property. The Affiliate is solely responsible for the safety and/or Security of any property, participant or equipment brought upon or stored on Park District Property.
6. The Affiliate shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures.
7. The Affiliate shall not play or operate any sound amplification devices including radios, television sets, public address systems, musical instruments, etc., or operate any other energy amplification device in such way that is disruptive to the Park District neighbors or other Park District patrons.
8. The Affiliate will have continued and uninterrupted access and exclusive use of the ball fields on the last full weekend of June to operate its tournament. The District agrees to provide maintenance staff during this weekend to provide support.

The Affiliate will have priority use of ball fields 9-12 for practices from April 1 to August 31 on their scheduled Wednesdays (5:00pm to dusk) and Sundays (12:00-5:00pm).

Additionally, as long as this Memorandum of Understanding is in good standing, the Affiliate shall have continued and uninterrupted access and exclusive use of the two storage units located in the grey building across from Field 1. The Affiliate will also have access to storage lockers located at each field.

Finally, the Affiliate is responsible for putting bases out before each game and returning them to the box after use is completed. IF bases are left out or boxes not locked, the Affiliate will be responsible for financial compensation to the Park District for their replacement, as well as the contents.

9. The Park District is responsible for necessary field equipment which includes bases, garbage cans, pitching mounds and dragging and striping of fields.
10. The fee of \$100.00 per team will be paid by the Affiliate to operate the tournament. Sycamore teams entered in the tournament will not be subject to this fee.
11. Fees will change at times, and an annual fee rate will be provided by the Park District to the Affiliate no later than January 15<sup>th</sup> of each year. Fees are intended to recover the cost to the district for its commitments found in this Memorandum of Understanding.
12. Sycamore Park District operates all concessions on Park District property. Any sales of products of any kind and in any form is governed by park district policy and permit. The Affiliate may not conduct any sales on Park District property without written

permission from the Park District. Upon occasion the District understands that the Affiliate may wish to sell non-food, non-beverage items, for their respective organizations. The Affiliate may then contact the Supt. Of Finance and ask to fill out a "Special Use" permit to sell those items. Specifics of the items sold and date(s) of when they will be sold must be provided. A fee may be required for this permit.

13. Other Provisions:

**The Affiliate must submit facility requests a minimum of 30 days in advance of scheduled start dates. Final game schedules must be in the hands of the park district at least 10 days in advance. ADDITIONALLY,**

- a. The Park District requires a minimum of 50% residency rate for an Affiliate. Should the Affiliate not meet this standard, a higher fee per Athlete will be charged, and/or the Memorandum of Understanding may be withdrawn by the Park District
- b. All fees due the Park District shall be paid within thirty (30) days of receipt of invoice. Failure to pay will result in loss of Park District services and facilities in the future, and a withdrawal of the Memorandum of Understanding.
- c. Field scheduling shall be coordinated by the League Director of the Affiliate. Adequate time between games should be considered to allow for parking constraints.
- d. From May 1 through August 27, the Affiliate will have access to fields 9-12 on Wednesday's beginning at 5:00pm and Sundays from 7:00am to dusk. It is understood that the District will not line these fields nor will the Affiliate be charged for this usage.
- e. The Affiliate will provide safety training for referees and coaches. The Park District reserves the right to cancel games and/or practices due to wet or unsafe field conditions, or Park District programs. Cancellations due to conflicting programs must be done at least 14 days in advance, and in writing to the designated representative of the Affiliate. Coaching certification may be required within the next few years.
- f. All practices and games shall be postponed or cancelled when lightning, thunder or threatening weather takes place at the Park District facility location. Games and practices may not resume until no lightning has been sighted for thirty (30) minutes. The Park District's ThorGard Lightening Detector is the base line expectation for this rule. Coaches, volunteers and staff are encouraged to fault on the side of discretion in extending, further, the delays due to lightening should there be any doubt or question.
- g. The Affiliate is not permitted to assign its right of access to the fields to any other organization. Further, if the Affiliate is involved in the scheduling of any games not involving the Affiliate participants or where the event is not organized or supervised by the Affiliate, these games from other communities that are allowed

at Park District facilities must be with written approval from the Superintendent of Recreation.

- h. The Affiliate can assign two current Affiliate board members or volunteers to be the Liaison to the Park District for ordering of field material. Please call the Superintendent of Parks and Facilities.
- i. When the Affiliate has a need for a capital improvement, it must plan with the Park District for that improvement before submitting it to the Park District Board for consideration. Should the Park District Board agree to the improvement, the Affiliate will be asked to financially assist in such capital improvement. The Park District should not be expected to contribute to that cost, but will consider it on a case-by-case basis. Should an improvement be approved, upon completion it becomes the property of the park district, and shall be cared for to the best of the District's ability. Contribution to its upkeep by the Affiliate would be welcomed by the Park District.
- j. The Park District reserves the right to cancel games and/or practices due to wet or unsafe field conditions, or Park District programs. Cancellations due to conflicting programs must be done when possible at least fourteen (14) days in advance, in writing to the designated representative of the associate.
- k. Electricity usage for lights will be invoiced for time used at the end of the season.

### **III. Advertisement**

The Park District will provide the Affiliate with a quarter page advertisement in their seasonal program guide. The Affiliate is responsible for providing information for the advertisement, and the Park District will design the advertisement with consultation of the group. The cost for this space will be free.

### **IV. Insurance and Indemnification**

The Affiliate shall procure and maintain for the duration of this agreement, the insurance required by the park district's liability insurance carrier and legal counsel. It is understood, given the nature of liability insurance claims and coverage that these insurance requirements will change and grow.

- 1. General Insurance Provisions/Evidence of Insurance
  - a. Prior to exercising any rights under this Memorandum of Understanding, the Affiliate shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s) executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth by the Park District.

- b. All certificates shall provide for 30 days' written notice to Agency prior to the cancellation or material change of any insurance referred to therein. Written Notice to the Park District shall be by certified mail, return receipt requested.
- c. Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Park District's obligations to maintain such insurance.
- d. The Park District shall have the right, but not the obligation, of prohibiting the Affiliate from using the premises until such certificates or other evidence that Insurance has been placed in complete compliance with these requirements is received and approved by the Park District.
- e. Failure to maintain the required insurance may result in termination of this Memorandum of Understanding at Park District's option.

## 2. Indemnification

- a. The Community Group/Affiliate shall indemnify and hold harmless the Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (I) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Community Group/Affiliate or any of the Community Group's/Affiliate's partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Community Group/Affiliate shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of the Community Group's/Affiliate's breach of any of its obligations under, or the Community Group's/Affiliate's default of, any provision of this agreement.
- b. Should the Affiliate contribute to the cost of a capital improvement in the Park District (see II.13.i)

- c. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity, which would otherwise exist as to any party or person described in this paragraph.

#### **V. No Third Party Beneficiary**

This Memorandum of Understanding is entered into solely for the benefit of the Affiliate and Park District, and nothing in this Memorandum of Understanding is intended, either expressly or implied, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to the Memorandum of Understanding, or acknowledge, establish or impose any legal duty to any third party.

#### **VI. Donations of Time, materials or field Improvements**

Donations from the affiliate such as field improvements, additions or donations of time or materials are greatly appreciated by the District and will be recognized. Donations of materials or property will be considered the property of the District and at that point the District will be solely responsible for the property/material.

#### **VII. Keys for Lights, Equipment, Buildings, etc.**

The Affiliate will agree to use the key system the Park District has put in place understanding this procedure is in place to maximize use of the facility for all and to help contains costs for all. The procedure will require a key deposit being paid to the Park District before the season begins. If all keys are returned to the Park District at the end of the season, the Affiliate will be given back its original deposit. If there are keys that are not returned, the Affiliate will forfeit its complete deposit. This deposit will be used to pay for the re-keying of the locks for the following year. Any difference in cost between the deposit and the actual re-keying will be charged to the affiliate.

#### **VIII. Termination**

This Memorandum of Understanding is valid for the calendar year 2015. Thereafter, this Memorandum of Understanding shall be deemed automatically renewed for successive one calendar year periods, unless either party shall advise the other party in writing of its intention not to renew the Memorandum of Understanding, or unless the parties otherwise mutually agree to terminate the Memorandum of Understanding. The Park District retains the right to alter the terms and conditions of this Memorandum of Understanding or to terminate this Memorandum of Understanding at any time and for any reason, including, but not limited to misconduct of the Affiliate or for misuse of Property, for purposes deemed necessary for public safety or preservation of Property, if termination serves the interests of Park District residents, or because the Affiliate has breached any of its obligations under this Memorandum of Understanding.

The Memorandum of Understanding may be amended by the written approval of both Parties.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.

\_\_\_\_\_

Authorized Signature of Affiliate

\_\_\_\_\_

Authorized Signature of Park District

\_\_\_\_\_

Date

\_\_\_\_\_

Date

**Sycamore Park District  
and  
KYFL Football  
Affiliate Group Memorandum of Understanding**

**Purpose**

The Sycamore Park District (hereafter “Park District”) recognizes that certain organizations exist within the community whose purposes are to serve and enhance recreational opportunities for a specific purpose and group. These organizations are separate and independent from the Park District and provide for their own leadership, organizational and operational structure. Although the stated missions of the organizations may differ, public investment in public recreational facilities and programs creates a mutually beneficial environment in which to provide quality recreation for all the individuals served by the parties, as well as the general public.

The Park District recognizes that at times it is in the best interest of the community that the Park District work with outside organizations in coordinating, integrating and consolidating the planning and provision of recreational facilities and programs when basic functions are compatible and a public benefit may be derived. Through working relationships with outside organizations and joint efforts, each party can contribute to greater public service without relinquishing their separate identities or any of the individual responsibilities.

To this end, the Park District is willing to establish a working relationship and Memorandum of Understanding with KYFL Football (hereafter “Affiliate”). With this Memorandum of Understanding, the parties will define the working relationship, mutual expectations, and individual responsibilities. However, this Memorandum of Understanding cannot be considered absolute; but shall serve as a frame of reference. Standards outlined herein assure that the parties’ concept of joint planning, use and maintenance is followed to the maximum extent possible, while retaining the essential freedom of discretion, decision and action planning while developing and maintaining recreational programs.

**I. Criteria and Conditions**

1. The Affiliate shall provide its own leadership and structure.
2. The Affiliate shall conduct its own financial business and be financially self-supporting.
3. The Affiliate shall have its own volunteer governing board with adopted written bylaws or guidelines to guide their board in policy-making decisions, and:
  - a. Is a not-for-profit corporation or organization dedicated to offering and promoting recreational activities which are compatible with and supplement



- Park District programs.
- b. Will have at least 50% of the members/participants of the Affiliate be residents of the Park District.
  - c. Provide an annual budget to the Park District showing all anticipated revenue and expenditures.
4. The Affiliate shall provide a list of current Board members, including addresses and telephone numbers, and notify the Park District of any change in Board composition.
  5. Upon request, the Affiliate shall supply a roster listing first initial of first name, last name, town of residence, and zip code of all participants to the Sycamore Park District in a Microsoft Excel spreadsheet. Printout, disc or electronic transmission must be submitted by the third game of the season. Park District agrees to maintain the confidentiality of such list and shall only use them for contract purposes in the event of an emergency or pursuant to an order or request by legal authorities or pursuant to court order.
  6. The Community Group/Affiliate agrees and understands that neither the Community Group/Affiliate nor its officials, officers, members, employees or volunteers (collectively "Community Group/Affiliate") are entitled to any benefits or protections afforded employees or volunteers of the Park District and are not bound by any obligations as employees of the Park District. The Community Group/Affiliate will not be covered under provisions of the unemployment compensation insurance of the Park District or the workers' compensation insurance of the Park District and that any injury or property damage arising out of any Community Group/Affiliate activity will be the Community Group's/Affiliate's sole responsibility and not the Park District's. Also, it is understood that the Community Group/Affiliate is not protected as an employee or as a person acting as an agent or employee under the provisions of the general liability insurance of the Park District and therefore, the Community Group/Affiliate will be solely responsible for its own actions. The Park District will in no way defend the Community Group/Affiliate in matters of liability.
  7. The Affiliate shall not represent itself or members of the Affiliate as employees, volunteers, or agents of the Park District.
  8. The Affiliate shall designate a liaison to the Park District, and provide the individual's name, address, email address, home and cell phone numbers to the Park District by June 1<sup>st</sup> of each year in which that person will serve.
  9. The Affiliate or members of the Affiliate will not advertise or solicit participants using the name or logo of the Park District without prior written permission of the Park District.
  10. All fees, charges, monies, and expenditures shall be handled by the Affiliate itself, with its own accounts in the group's name.

11. The Affiliate acknowledges and agrees that the group is responsible for any and all expenses, including, but not limited to, the provision of equipment and materials related to the Affiliate activities and use of Park District property and facilities, unless specified and agreed to in writing.
12. Activities sponsored by Affiliate shall not, other than to adhere to specific memberships guidelines or minimum residency standards, discriminate against or exclude any individual, from participation for reasons of race, color, creed, national origin, sex, disability, or any other characteristic protected by local, state, or federal law.
13. The Affiliate agrees to conduct criminal background checks, at its own expense, for all staff and volunteers who directly supervise individuals under the age of eighteen (18) years. The Affiliate is solely responsible for determining if any conviction requires, by law, and/or by the Affiliate's own standards to preclude employment or volunteer services for the Affiliate. The District would be willing to act as a resource to assist the Affiliate in finding an efficient and cost effective means to accomplish this.
14. The Affiliate understands and agrees that it is solely responsible for determining whether any member of its board, staff or volunteers are qualified and suitable for any Affiliate position and/or activity and that the Park District is not responsible for any hiring or retention decisions.
15. Registration for membership/tryouts must not exclude Sycamore Park District residents.
16. The Affiliate shall comply with all applicable local, state and federal laws, including, but not limited to the Illinois Human Rights Act, the American with Disabilities Act, and the Civil Rights Act of 1964. The Affiliate shall base staff, volunteer, and participation criteria upon personal capabilities and qualifications without discrimination because of race, color, religion, sexual orientation, sex (except as an appropriate division for athletics programming), disability, marital status, or any other protected characteristics as established by law.

## **II. Facility Use**

1. The District will provide to the Affiliate fields lined to the Affiliates specifications, appropriate bleachers and garbage cans. Additionally, as long as this Memorandum of Understanding is in good standing, the Affiliate shall have continued and uninterrupted access to the steel locker located in the Lions building.
2. It is the sole responsibility of the Affiliate to determine whether any facility, field or

location is safe and/or appropriate for any intended use. However, the Park District has overriding say in all decisions.

3. The Affiliate shall inspect each field prior to and subsequent to each use and shall promptly report any unsafe condition (holes in field, broken equipment, etc.) to the Park District Superintendent of Parks and Facilities.
4. The Affiliate is solely responsible for providing supervision for any and all Affiliate activities.
5. The Park District does not assume any responsibility, care, custody, or control of any Affiliate property or equipment brought upon or stored upon Park District property. The Affiliate is solely responsible for the safety and/or Security of any property, participant or equipment brought upon or stored on Park District Property.
6. The Affiliate shall adhere to all applicable facility and Park District ordinances, rules, regulations, policies, and procedures.
7. The Affiliate shall not play or operate any sound amplification devices including radios, television sets, public address systems, musical instruments, etc., or operate any other energy amplification device in such way that is disruptive to the Park District neighbors or other Park District patrons.
8. The Affiliate will have continued and uninterrupted access and exclusive use of the football fields from August 1 to November 1 on Thursdays from 5:00pm to 10:00pm.
9. Fees will be charged to the Affiliate at rates set by the Park District.
10. Fees will change at times, and an annual fee rate will be provided by the Park District to the Affiliate no later than December 1<sup>st</sup> of each year. Fees are intended to recover the cost to the district for its commitments found in this Memorandum of Understanding.
11. Sycamore Park District operates all concessions on Park District property. Any sale of products of any kind and in any form is governed by park district policy and permit.
12. Other Provisions:
 

**The Affiliate must submit facility requests a minimum of 30 days in advance of scheduled start dates. Final game schedules must be in the hands of the park district at least 10 days in advance. ADDITIONALLY,**

  - a. The Park District requires a minimum of 50% residency rate for an Affiliate. Should

the Affiliate not meet this standard, higher fees for field and light usage of up to 20% may be required.

- b. All fees due the Park District shall be paid within thirty (30) days of receipt of invoice. Failure to pay will result in loss of Park District services and facilities in the future, and a withdrawal of the Memorandum of Understanding.
- c. Field scheduling shall be coordinated by the League Director of the Affiliate. Adequate time between games should be considered to allow for parking constraints.
- d. The Park District will provide for use of the Club House or other space, as available, to conduct registration for the Affiliate's program.
- e. The District will make available to the Affiliate, in case of inclement weather, the use of the Maintenance Garage for the Affiliate to take pictures.
- f. The Affiliate will provide safety training for referees and coaches. The Park District reserves the right to cancel games and/or practices due to wet or unsafe field conditions. Coaching certification may be required within the next few years.
- g. All practices and games shall be postponed or cancelled when lightning, thunder or threatening weather takes place at the Park District facility location. Games and practices may not resume until no lightning has been sighted for thirty (30) minutes. The Park District's ThorGard Lightening Detector is the base line expectation for this rule. Coaches, volunteers and staff are encouraged to fault on the side of discretion in extending, further, the delays due to lightening should there be any doubt or question.
- h. The Affiliate is not permitted to assign its right of access to the fields to any other organization. Further, if the Affiliate is involved in the scheduling of any games not involving the Affiliate participants or where the event is not organized or supervised by the Affiliate, these games from other communities that are allowed at Park District facilities must be with written approval from the Superintendent of Recreation.
- i. The Park District reserves the right to cancel games and/or practices due to wet or unsafe field conditions.
- j. Electricity usage for lights will be invoiced for time used at the end of the season.

### **III. Advertisement**

The Park District will provide the Affiliate with a quarter page advertisement in their

seasonal program guide. The Affiliate is responsible for providing information for the advertisement, and the Park District will design the advertisement with consultation of the group. The cost for this space will be free.

#### **IV. Insurance and Indemnification**

The Affiliate shall procure and maintain for the duration of this agreement, the insurance required by the park district's liability insurance carrier and legal counsel. It is understood, given the nature of liability insurance claims and coverage that these insurance requirements will change and grow.

##### **1. General Insurance Provisions/Evidence of Insurance**

- a. Prior to exercising any rights under this Memorandum of Understanding, the Affiliate shall furnish the Park District with a certificate(s) of insurance and applicable policy endorsement(s) executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth by the Park District. The Affiliate will be provided each year a copy of the insurance requirements.
- b. All certificates shall provide for 30 days' written notice to Agency prior to the cancellation or material change of any insurance referred to therein. Written Notice to the Park District shall be by certified mail, return receipt requested.
- c. Failure of the Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of the Park District's obligations to maintain such insurance.
- d. The Park District shall have the right, but not the obligation, of prohibiting the Affiliate from using the premises until such certificates or other evidence that Insurance has been placed in complete compliance with these requirements is received and approved by the Park District.
- e. Failure to maintain the required insurance may result in termination of this Memorandum of Understanding at Park District's option.

##### **2 Indemnification**

- a. The Community Group/Affiliate shall indemnify and hold harmless the Park District

and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including but not limited to legal fees (reasonable attorney's and paralegals' fees and court costs), arising from or in any way connected with (I) the conduct or management of the premises or of any business or activity therein, or any work or thing whatsoever done, or condition created in or about the premises during the term of this agreement; (ii) any act, omission wrongful act or negligence of the Community Group/Affiliate or any of the Community Group's/Affiliate's partners, directors, officials, officers, agents, employees, members, volunteers, participants, invitees, licensees, contractors, or subcontractors; (iii) any accident, injury or damage whatsoever occurring in or upon any Park District property or facility, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. The Community Group/Affiliate shall similarly protect, indemnify and hold and save harmless the Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of the Community Group's/Affiliate's breach of any of its obligations under, or the Community Group's/Affiliate's default of, any provision of this agreement.

- b. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity, which would otherwise exist as to any party or person described in this paragraph.

#### **V. No Third Party Beneficiary**

This Memorandum of Understanding is entered into solely for the benefit of the Affiliate and Park District, and nothing in this Memorandum of Understanding is intended, either expressly or implied, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to the Memorandum of Understanding, or acknowledge, establish or impose any legal duty to any third party.

#### **VI. Donations of Time, materials or field Improvements**

Donations from the affiliate such as field improvements, additions or donations of time or materials are greatly appreciated by the District and will be recognized. Donations of materials or property will be considered the property of the District and at that point the District will be solely responsible for the property/material.

#### **VII. Keys for Lights, Equipment, Buildings, etc.**

The Affiliate will agree to use the key system the Park District has put in place understanding this procedure is in place to maximize use of the facility for all and to help contains costs for all. The procedure will require a \$200.00 key deposit being paid to the Park District before the season begins. If all keys are returned to the Park District at the end of the season, the Affiliate will be given back its original deposit. If there are keys that are not returned, the Affiliate will forfeit its complete deposit. This deposit will be used to pay for the re-keying of the locks for the following year. Any difference in cost between the deposit and the actual re-keying will be charged to the affiliate.

### **VIII. Termination**

This Memorandum of Understanding is valid for the calendar year 2015. Thereafter, this Memorandum of Understanding shall be deemed automatically renewed for successive one calendar year periods, unless either party shall advise the other party in writing of its intention not to renew the Memorandum of Understanding, or unless the parties otherwise mutually agree to terminate the Memorandum of Understanding. The Park District retains the right to alter the terms and conditions of this Memorandum of Understanding or to terminate this Memorandum of Understanding at any time and for any reason, including, but not limited to misconduct of the Affiliate or for misuse of Property, for purposes deemed necessary for public safety or preservation of Property, if termination serves the interests of Park District residents, or because the Affiliate has breached any of its obligations under this Memorandum of Understanding.

The Memorandum of Understanding may be amended by the written approval of both Parties.

IN WITNESS WHEREOF, each of the Parties has caused this Agreement to be executed by a duly authorized officer thereof as of the date first above written.

\_\_\_\_\_

Authorized Signature of Affiliate

\_\_\_\_\_

Date

\_\_\_\_\_

Authorized Signature of Park District

\_\_\_\_\_

Date

## SYCAMORE PARK DISTRICT

### Board of Commissioners

Date of Board Meeting: March 24, 2015

### STAFF RECOMMENDATION

#### AGENDA ITEM: BATTING CAGE AT SPORTS COMPLEX: Request Permission/Informational

**BACKGROUND INFORMATION:** As part of our long range planning process we placed a moratorium on further construction at the Sports Complex. It behooves us to discourage further development there, as we will remain “exposed” to loss since FEMA will no longer reimburse for new development in the flood plain. Additionally, IDNR rarely awards permits for construction there. Nonetheless, Sycamore Youth Baseball remains desirous to add more batting cages. They have proposed adding a lane to the existing batting cage east of the concession area and out of the floodplain. Furthermore, they wish to add a large, netted batting cage that can be “raised” when a flood event occurs. That project would be in the flood plain.

Both projects would be paid for by Sycamore Youth Baseball.


**FIRST,** I have indicated a willingness to add a lane to the existing batting cage, and seek your support for that proposal. It would come with a written agreement similar to the one we have for the first two lanes of that project.

**SECOND,** I remain opposed to putting anything else in the flood plain, and, therefore, would not recommend the netted structure be allowed. However, in the interim, I have promised youth baseball that I would meet with IDNR folks to show them the netted structure to see if it is something they would permit. If they indicate they would, then I would come back to the Board with a recommendation to re-consider. That being said, I still feel strongly that we have to start moving the focus away for adding much more to the flood plain area—even if we could get a permit. Floods sometimes come on short notice and it is not guaranteed that staff--having to set priorities when a flood arrives-- would be able to get to the nets on time to “raise” them before the floodwaters rise. Thus leaving an impediment and the possibility of damaging them.



**FISCAL IMPACT:** None at this time. Future maintenance costs as they age.

**STAFF RECOMMENDATION:** Recommend support for the additional lane, but not the netted structure.

**PREPARED BY:** Daniel Gibble, Executive Director. 

# SYCAMORE PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: March 24, 2015

### STAFF RECOMMENDATION

#### AGENDA ITEM: PURCHASE OF 16 FOOT WIDE RIDING MOWER

**BACKGROUND INFORMATION:** The 2015 approved capital budget included the purchase of a new large scale 16 foot wide mower for use at the golf course, parks, or sports complex. Four of these types of mowers are currently used throughout the Park District, the oldest of which is twenty-eight years old and the newest mower is nine years old. The new mower would replace the oldest mower in the regular mowing circuit. The older mower will then be used as a backup in case of a breakdown or when an extra mower is needed at times when staff cannot keep up with the mowing demand due to weather issues or during surge growth. The older mower is experiencing frame, engine, and body fatigue which have become more difficult and expensive to repair as some parts are less available and more difficult to acquire.

We received two price quotes for a mower from Toro and Jacobsen equipment both of which came from municipal pre-negotiated contracts which fulfill all legal purchasing obligations for the Park District. The Toro price of \$70,391 is from the State of Illinois Purchasing Contract. The Jacobsen price of \$73,348.75 is from the National Joint Purchasing Agreement. We look for approval of the Toro mower. The price includes the mower, a road light/signal package, and a leaf mulching kit for fall cleanup, and delivery.

**FISCAL IMPACT:** \$70,391 from the capital budget. \$72,000 was allotted for this purchase in the 2015 capital budget.

**STAFF RECOMMENDATION:** Approval of purchase for a new Toro 5900 Grounds Master turf mower.

**PREPARED BY:** Jeff Donahoe, Superintendent of Parks and Facilities

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

A handwritten signature in black ink, appearing to be 'D. M.', is written over the end of the 'EXECUTIVE DIRECTOR REVIEW/APPROVAL:' text.

BOARD ACTION:

**SYCAMORE PARK DISTRICT**

**Board of Commissioners**

**Date of Board Meeting: March 24, 2015**

**STAFF RECOMMENDATION**

**AGENDA ITEM: ANNUAL AUDIT: FIRST REVIEW: Information Only—No Action**

**BACKGROUND INFORMATION:** This is to provide you with the first draft of the Sycamore Park District’s audit report. Please review carefully and forward any questions or concerns to me as soon as possible. You will notice that some information is still needed to complete the document. Everything should be finalized within the next two weeks. Lauterbach and Amen will present the final audit report at the April Board Meeting.

**FISCAL IMPACT:** Not applicable.

**STAFF RECOMMENDATION:** Review and offer feedback.

**PREPARED BY:** Jacqueline Hienbuecher, Superintendent of Finance

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**



**BOARD ACTION:**

Client: Sycamore Park District

Draft Open Items:

Fiscal Year End: December 31, 2014

**Client Open Items**

- 1 Pages marked "Client to Update"
- 2 MD&A
- 3 Send IMRF disclosure to L&A once available
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_
- 8 \_\_\_\_\_
- 9 \_\_\_\_\_
- 10 \_\_\_\_\_
- 11 \_\_\_\_\_
- 12 \_\_\_\_\_

**Lauterbach & Amen Open Items**

- 1 Final Paging
- 2 TOC
- 3 Pages marked "L&A to Update"
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_
- 8 \_\_\_\_\_
- 9 \_\_\_\_\_
- 10 \_\_\_\_\_
- 11 \_\_\_\_\_
- 12 \_\_\_\_\_

**Client Communications**

- 1. Management Letter
  - Draft Given to Client 2/27
  - Finals Issued to Client \_\_\_\_\_
- 2. SAS 114 Letter
  - Draft Given to Client 2/27
  - Finals Issued to Client \_\_\_\_\_
- 3. SAS 115 Letter
  - Draft Given to Client 2/27
  - Finals Issued to Client \_\_\_\_\_
- 4. Representation Letter
  - Draft Given to Client 2/27
  - Finals Received from Client \_\_\_\_\_

**L&A Administrative**

- 1 Client Letterhead N/A
- 2 Signed Transmittal Letter N/A
- 3 Signed COA Application N/A
- 4 Check for COA N/A
- 5 COA Responses Completed N/A
- 6 AJE's to Client 2/27
- 7 IDOI Draft to Client N/A
- Final Draft: 3/16
- Bound Financials to Client by: 4/22
- Board Meeting Date and Time: 4/28, 6pm
- JW Review Date \_\_\_\_\_

SYCAMORE PARK DISTRICT,  
ILLINOIS

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ANNUAL FINANCIAL REPORT



FOR THE FISCAL YEAR ENDED  
DECEMBER 31, 2014

**SYCAMORE PARK DISTRICT, ILLINOIS**

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**SYCAMORE PARK DISTRICT, ILLINOIS**

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## **INTRODUCTORY SECTION**

**SYCAMORE PARK DISTRICT, ILLINOIS****Principal Officials  
December 31, 2014**

---

**BOARD OF COMMISSIONERS**

Ted Strack, President

Michelle Schulz, Vice President

Ann Tucker, Treasurer

Daryl Graves, Commissioner

William Kroeger, Commissioner

**PARK DISTRICT STAFF**

Daniel Gibble, Executive Director

Jackie Hienbuecher, Superintendent of Finance

Jeff Donahoe, Superintendent of Parks and Facilities

Kirk Lundbeck, Superintendent of Golf Operations

Bart Desch, Superintendent of Recreation

## **FINANCIAL SECTION**

This section includes:

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

## **INDEPENDENT AUDITORS' REPORT**

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

## **INDEPENDENT AUDITORS' REPORT**

February 27, 2015

Members of the Board of Commissioners  
Sycamore Park District  
Sycamore, Illinois

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Sycamore Park District, Illinois, as of and for the year ended December 31, 2014, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Sycamore Park District, Illinois, as of December 31, 2014, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Sycamore Park District, Illinois  
February 27, 2015  
Page 2

## **Other Matters**

### *Required Supplementary Information*

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

### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Sycamore Park District, Illinois', financial statements as a whole. The introductory section, combining and individual fund financial statements and budgetary comparison schedules, and supplemental schedules are presented for purposes of additional analysis and are not a required part of the financial statements.

The combining and individual fund financial statements and budgetary comparison schedules and supplemental schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and budgetary comparison schedules and supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

## **MANAGEMENT'S DISCUSSION AND ANALYSIS**



## **BASIC FINANCIAL STATEMENTS**

The basic financial statements include integrated sets of financial statements as required by the Governmental Accounting Standards Board (GASB). The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements

Governmental Funds

Proprietary Funds

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

## SYCAMORE PARK DISTRICT, ILLINOIS

Statement of Net Position  
December 31, 2014

	Governmental Activities	Business-Type Activities	Totals
<b>ASSETS</b>			
Current Assets			
Cash and Investments	\$ 1,377,879	651	1,378,530
Receivables - Net of Allowances Property Taxes	2,968,133	-	2,968,133
Accounts	331	1,860	2,191
Inventories/Prepays	23,571	25,869	49,440
Total Current Assets	4,369,914	28,380	4,398,294
Noncurrent Assets			
Capital Assets			
Nondepreciable	3,287,322	-	3,287,322
Depreciable	8,241,405	1,388,785	9,630,190
Accumulated Depreciation	(3,677,042)	(878,330)	(4,555,372)
Total Noncurrent Assets	7,851,685	510,455	8,362,140
Total Assets	12,221,599	538,835	12,760,434

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

	Governmental Activities	Business-Type Activities	Totals
<b>LIABILITIES</b>			
Current Liabilities			
Accounts Payable	\$ 86,221	7,500	93,721
Accrued Payroll	20,757	5,265	26,022
Accrued Interest Payable	8,832	-	8,832
Other Payables	7,458	18,364	25,822
Current Portion of Long-Term Debt	666,877	3,060	669,937
Total Current Liabilities	<u>790,145</u>	<u>34,189</u>	<u>824,334</u>
Noncurrent Liabilities			
Compensated Absences	28,847	12,240	41,087
Net Pension Obligation	14,428	-	14,428
General Obligation Bonds Payable	2,185,000	-	2,185,000
Debt Certificates Payable	450,000	-	450,000
Total Noncurrent Liabilities	<u>2,678,275</u>	<u>12,240</u>	<u>2,690,515</u>
Total Liabilities	<u>3,468,420</u>	<u>46,429</u>	<u>3,514,849</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Property Taxes	2,968,133	-	2,968,133
Total Liabilities and Deferred Inflows of Resources	<u>6,436,553</u>	<u>46,429</u>	<u>6,482,982</u>
<b>NET POSITION</b>			
Net Investment in Capital Assets	5,147,888	510,455	5,658,343
Restricted			
Park Improvements	302,140	-	302,140
Special Recreation	38,646	-	38,646
Insurance	23,243	-	23,243
Special Purpose	13,511	-	13,511
Public Safety	7,995	-	7,995
Debt Service	11,354	-	11,354
Unrestricted (Deficit)	<u>240,269</u>	<u>(18,049)</u>	<u>222,220</u>
Total Net Position	<u>5,785,046</u>	<u>492,406</u>	<u>6,277,452</u>

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

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Statement of Activities**

**For the Fiscal Year Ended December 31, 2014**

	Expenses	Program Revenues	
		Charges for Services	Operating Grants/Contributions
<b>Governmental Activities</b>			
General Government	\$ 544,585	47,079	31,481
Park Maintenance	612,517	-	-
Recreation	1,536,662	322,770	6,324
Interest on Long-Term Debt	135,944	-	-
<b>Total Governmental Activities</b>	<b>2,829,708</b>	<b>369,849</b>	<b>37,805</b>
<b>Business-Type Activities</b>			
Golf Course	535,255	-455,226	-
Swimming Pool	95,845	59,355	-
<b>Total Business-Type Activities</b>	<b>631,100</b>	<b>514,581</b>	<b>-</b>
<b>Total Primary Government</b>	<b>3,460,808</b>	<b>884,430</b>	<b>37,805</b>

**General Revenues**

Taxes  
    Property Taxes  
    Replacement Taxes  
Interest  
Miscellaneous  
Transfers - Internal Activity

Change in Net Position

Net Position - Beginning

Net Position - Ending

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

Net (Expense)/Revenue		
Governmental Activities	Business-Type Activities	Totals
(466,025)	-	(466,025)
(612,517)	-	(612,517)
(1,207,568)	-	(1,207,568)
(135,944)	-	(135,944)
<u>(2,422,054)</u>	-	<u>(2,422,054)</u>
-	(80,029)	(80,029)
-	(36,490)	(36,490)
-	<u>(116,519)</u>	<u>(116,519)</u>
<u>(2,422,054)</u>	<u>(116,519)</u>	<u>(2,538,573)</u>
2,270,831	-	2,270,831
45,350	-	45,350
1,578	-	1,578
25,399	-	25,399
(192,536)	192,536	-
<u>2,150,622</u>	<u>192,536</u>	<u>2,343,158</u>
(271,432)	76,017	(195,415)
<u>6,056,478</u>	<u>416,389</u>	<u>6,472,867</u>
<u>5,785,046</u>	<u>492,406</u>	<u>6,277,452</u>

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

## SYCAMORE PARK DISTRICT, ILLINOIS

Balance Sheet - Governmental Funds  
December 31, 2014

	General	Special Recreation
<b>ASSETS</b>		
Cash and Investments	\$ 167,173	133,372
Receivables - Net of Allowances		
Taxes	1,151,158	833,000
Accounts	264	67
Prepays	7,413	16,158
Total Assets	<u>1,326,008</u>	<u>982,597</u>
<b>LIABILITIES</b>		
Accounts Payable	9,989	6,342
Accrued Payroll	6,850	13,907
Other Payables	1,320	6,138
Total Liabilities	<u>18,159</u>	<u>26,387</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Property Taxes	1,151,158	833,000
Total Liabilities and Deferred Inflows of Resources	<u>1,169,317</u>	<u>859,387</u>
<b>FUND BALANCES</b>		
Nonspendable	7,413	16,158
Restricted	-	-
Committed	-	107,052
Assigned	-	-
Unassigned	149,278	-
Total Fund Balances	<u>156,691</u>	<u>123,210</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>1,326,008</u>	<u>982,597</u>

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

L&A to update

Revenue	Debt Service General Obligation	Capital Projects Bond	Nonmajor	Totals
Special Recreation	Bond Retirement	Project		
79,865	20,186	590,868	386,415	1,377,879
148,000	580,375	-	255,600	2,968,133
-	-	-	-	331
-	-	-	-	23,571
227,865	600,561	590,868	642,015	4,369,914
41,219	-	-	28,671	86,221
-	-	-	-	20,757
-	-	-	-	7,458
41,219	-	-	28,671	114,436
148,000	580,375	-	255,600	2,968,133
189,219	580,375	-	284,271	3,082,569
-	-	-	-	23,571
38,646	20,186	-	346,889	405,721
-	-	-	-	107,052
-	-	590,868	10,855	601,723
-	-	-	-	149,278
38,646	20,186	590,868	357,744	1,287,345
227,865	600,561	590,868	642,015	4,369,914

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

**SYCAMORE PARK DISTRICT, ILLINOIS**

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

**December 31, 2014**

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Total Governmental Fund Balances	\$ 1,287,345
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.	7,851,685
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.	
Compensated Absences	(36,059)
Net Pension Obligation	(14,428)
General Obligation Park Bonds Payable	(2,844,665)
Debt Certificates Payable	(450,000)
Accrued Interest Payable	<u>(8,832)</u>
Net Position of Governmental Activities	<u>5,785,046</u>

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



**SYCAMORE PARK DISTRICT, ILLINOIS**

**Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds  
For the Fiscal Year Ended December 31, 2014**

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**See Following Page**

## SYCAMORE PARK DISTRICT, ILLINOIS

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds  
For the Fiscal Year Ended December 31, 2014

	General	Special Recreation
Revenues		
Taxes		
Property Taxes	\$ 486,099	827,445
Replacement Taxes	45,350	-
Charges for Services	47,079	322,770
Grants and Donations	-	3,384
Interest	50	66
Miscellaneous	7,340	18,059
Total Revenues	<u>585,918</u>	<u>1,171,724</u>
Expenditures		
Current		
General Government	376,890	-
Park Maintenance	227,891	-
Recreation	-	1,106,118
Capital Outlay	-	-
Debt Service		
Principal Retirement	-	-
Interest and Fiscal Charges	-	-
Total Expenditures	<u>604,781</u>	<u>1,106,118</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>(18,863)</u>	<u>65,606</u>
Other Financing Sources (Uses)		
Debt Issuance	-	-
Transfers In	44,360	80,231
Transfers Out	-	(107,943)
	<u>44,360</u>	<u>(27,712)</u>
Net Change in Fund Balances	25,497	37,894
Fund Balances - Beginning	<u>131,194</u>	<u>85,316</u>
Fund Balances - Ending	<u>156,691</u>	<u>123,210</u>

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

<u>Revenue</u> Special Recreation	<u>Debt Service</u> General Obligation Bond Retirement	<u>Capital Projects</u> Bond Project	Nonmajor	Totals
147,134	577,538	-	232,615	2,270,831
-	-	-	-	45,350
-	-	-	-	369,849
-	-	3,300	31,121	37,805
96	49	461	856	1,578
-	-	-	-	25,399
147,230	577,587	3,761	264,592	2,750,812
-	-	-	103,613	480,503
-	-	-	-	227,891
393,606	-	-	-	1,499,724
-	-	830,231	59	830,290
-	528,120	115,000	-	643,120
-	43,680	82,863	6,028	132,571
393,606	571,800	1,028,094	109,700	3,814,099
(246,376)	5,787	(1,024,333)	154,892	(1,063,287)
-	-	924,665	-	924,665
-	-	-	-	124,591
-	-	(43,218)	(165,966)	(317,127)
-	-	881,447	(165,966)	(192,536)
(246,376)	5,787	(142,886)	(11,074)	(331,158)
285,022	14,399	733,754	368,818	1,618,503
38,646	20,186	590,868	357,744	1,287,345

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

**SYCAMORE PARK DISTRICT, ILLINOIS**

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

**For the Fiscal Year Ended December 31, 2014**

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Net Change in Fund Balances - Total Governmental Funds	\$ (331,158)
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Amounts reported for governmental activities in the Statement of Activities  
are different because:

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

Capital Outlays	635,971
Depreciation Expense	(275,446)

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

(Increase) in Accrued Interest Payable	(3,373)
(Increase) in Compensated Absences Payable	(15,579)
(Increase) to Net Pension Obligation Payable	(302)
Issuance of Debt	(924,665)
Retirement of Debt	<u>643,120</u>

Changes in Net Position of Governmental Activities	<u><u>(271,432)</u></u>
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## SYCAMORE PARK DISTRICT, ILLINOIS

Statement of Net Position - Proprietary Funds  
December 31, 2014

	Business-Type Activities - Enterprise Funds		
	Golf Course	Swimming Pool	Totals
<b>ASSETS</b>			
Current Assets			
Cash and Investments	\$ 651	-	651
Receivables - Net of Allowances			
Accounts	1,860	-	1,860
Inventories	25,313	-	25,313
Prepays	211	345	556
Total Current Assets	28,035	345	28,380
Noncurrent Assets			
Capital Assets			
Depreciable	732,595	656,190	1,388,785
Accumulated Depreciation	(484,373)	(393,957)	(878,330)
Total Noncurrent Assets	248,222	262,233	510,455
Total Assets	276,257	262,578	538,835
<b>LIABILITIES</b>			
Current Liabilities			
Accounts Payable	7,069	431	7,500
Accrued Payroll	5,265	-	5,265
Other Payables	18,364	-	18,364
Compensated Absences Payable	3,060	-	3,060
Total Current Liabilities	33,758	431	34,189
Noncurrent Liabilities			
Compensated Absences Payable	12,240	-	12,240
Total Liabilities	45,998	431	46,429
<b>NET POSITION</b>			
Investment in Capital Assets	248,222	262,233	510,455
Unrestricted (Deficit)	(17,963)	(86)	(18,049)
Total Net Position	230,259	262,147	492,406

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

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Statement of Revenues, Expenses and Changes in Net Position - Proprietary Funds  
For the Fiscal Year Ended December 31, 2014**

	Business-Type Activities - Enterprise Funds		
	Golf	Swimming	Totals
	Course	Pool	
Operating Revenues			
Charges for Services	\$ 455,226	59,355	514,581
Operating Expenses			
Administration	-	43,110	43,110
Operations	515,382	38,734	554,116
Depreciation	19,873	14,001	33,874
Total Operating Expenses	535,255	95,845	631,100
Income (Loss) Before Transfers	(80,029)	(36,490)	(116,519)
Transfers In	169,678	22,858	192,536
Change in Net Position	89,649	(13,632)	76,017
Net Position - Beginning	140,610	275,779	416,389
Net Position - Ending	230,259	262,147	492,406

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

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Statement of Cash Flows - Proprietary Funds  
For the Fiscal Year Ended December 31, 2014**

	Business-Type Activities - Enterprise Funds		
	Golf Course	Swimming Pool	Totals
Cash Flows from Operating Activities			
Receipts from Customers and Users	\$ 456,939	59,010	554,116
Payments to Suppliers	(337,595)	(38,583)	(376,178)
Payments to Employees	(245,153)	(43,285)	(288,438)
	<u>(125,809)</u>	<u>(22,858)</u>	<u>(148,667)</u>
Cash Flows from Noncapital Financing Activities			
Transfers In	169,678	22,858	192,536
Cash Flows from Capital and Related Financing Activities			
Purchase of Capital Assets	<u>(43,218)</u>	-	<u>(43,218)</u>
Net Change in Cash and Cash Equivalents	651	-	651
Cash and Cash Equivalents			
Beginning	-	-	-
Ending	<u>651</u>	-	<u>651</u>
Reconciliation of Operating Income to Net Cash			
Provided (Used) by Operating Activities:			
Operating Income (Loss)	(80,029)	(36,490)	(116,519)
Adjustments to Reconcile Operating Income to Net Cash			
Provided by (Used in) Operating Activities:			
Depreciation	19,873	14,001	33,874
(Increase) Decrease in Current Assets	1,713	(345)	1,368
Increase (Decrease) in Current Liabilities	<u>(67,366)</u>	<u>(24)</u>	<u>(67,390)</u>
Net Cash Provided by Operating Activities	<u>(125,809)</u>	<u>(22,858)</u>	<u>(148,667)</u>

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

## **SYCAMORE PARK DISTRICT, ILLINOIS**

### **Notes to the Financial Statements December 31, 2014**

---

#### **NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Sycamore Park District (the District) of Illinois is a body corporate and politic established under Illinois Compiled Statutes (ILCS) governed by an elected five member Board of Commissioners.

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

#### **REPORTING ENTITY**

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

#### **BASIS OF PRESENTATION**

##### **Government-Wide Statements**

The District's basic financial statements include both government-wide (reporting the District as a whole) and fund financial statements (reporting the District's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. The District's preservation of open space, recreational program activities, development and maintenance of the District's various parks and facilities, and general administration are all classified as governmental activities. The District's golf course and swimming pool services are classified as business-type activities.

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



## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

---

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

##### BASIS OF PRESENTATION – Continued

##### Government-Wide Statements – Continued

The government-wide Statement of Activities reports both the gross and net cost of each of the District's functions and business-type activities (general government, park maintenance, recreation, etc.). The functions are supported by general government revenues (property and personal property replacement taxes, certain intergovernmental revenues, interest income, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, which include 1) changes to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

The net costs (by function) are normally covered by general revenue (property and personal property replacement taxes, certain intergovernmental revenues, interest income, etc.).

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

##### Fund Financial Statements

The financial transactions of the District are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets/deferred outflows, liabilities/deferred inflows, fund equity, revenues and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. An emphasis is placed on major funds within the governmental and enterprise categories. A fund is considered major if it is the primary operating fund of the District or meets the following criteria:

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

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

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

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#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

##### BASIS OF PRESENTATION – Continued

##### Fund Financial Statements – Continued

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

##### Governmental Funds

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

**General fund** is the general operating fund of the District. It accounts for all revenues and expenditures of the District which are not accounted for in other funds. The General Fund is a major fund.

**Special revenue funds** are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The District maintains nine special revenue funds. The Recreation Fund, a major fund, is used to account for the operations of the District's recreational programs and concessions. Financing is provided from an annual property tax levy restricted by the state for recreation purposes and fees and charges for programs and activities assigned for recreation purposes. The Special Recreation Fund, also a major fund, is used to account for the operations of the District's special recreation programs. Financing is provided from an annual property tax levy restricted by the state for special recreation purposes.

**Debt service funds** are used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt. The District maintains one major debt service fund. The General Obligation Bond Retirement Fund is used to account for the accumulation of funds that are restricted or assigned for repayment of various general obligation bond issues where repayment is financed by an annual property tax levy

**Capital projects funds** are used to account for financial resources to be used for the acquisition or construction of major capital facilities. The District maintains one capital projects fund. The Bond Project Fund, a major fund, is used to account for the proceeds of the General Obligation (Limited Tax) Park Bonds the proceeds of which are restricted for park development and improvements.

##### Proprietary Funds

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

**SYCAMORE PARK DISTRICT, ILLINOIS****Notes to the Financial Statements  
December 31, 2014**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****BASIS OF PRESENTATION – Continued****Fund Financial Statements – Continued****Proprietary Funds – Continued**

**Enterprise funds** are required to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The District maintains two major enterprise funds. The Golf Course Fund is used to account for the revenues and expenses associated with the operation and maintenance of the golf course. The Swimming Pool Fund is used to account for the revenues and expenses associated with the operation and maintenance of the swimming pool.

**MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

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

**Measurement Focus**

On the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined below. In the fund financial statements, the “current financial resources” measurement focus or the “economic resources” measurement focus is used as appropriate.

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

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

**SYCAMORE PARK DISTRICT, ILLINOIS****Notes to the Financial Statements  
December 31, 2014**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****MEASUREMENT FOCUS AND BASIS OF ACCOUNTING – Continued****Basis of Accounting**

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

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

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

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

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the District’s enterprise funds are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**SYCAMORE PARK DISTRICT, ILLINOIS****Notes to the Financial Statements  
December 31, 2014**

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**NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued****ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND NET POSITION OR EQUITY****Cash and Investments**

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

Investments are reported at fair value. Short-term investments are reported at cost, which approximates fair value. Securities traded on national exchanges are valued at the last reported sales price. Investments that do not have any established market, if any, are reported at estimated fair value.

**Interfund Receivables, Payables and Activity**

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

**Prepays/Inventories**

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

**Capital Assets**

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

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

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

##### Capital Assets – Continued

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

Depreciation on all assets is computed and recorded using the straight-line method of depreciation over the following estimated useful lives:

Land Improvements	20 Years
Buildings	50 Years
Machinery and Equipment	5 - 20 Years
Vehicles	8 Years

##### Compensated Absences

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

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

##### Long-Term Obligations

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

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

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

##### Long-Term Obligations – Continued

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

##### Net Position

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

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

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

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

#### NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

##### BUDGETARY INFORMATION

The budget numbers included in the financial schedules represent the amounts appropriated by the District and have been prepared on the modified accrual basis of accounting. The District follows these procedures in establishing the budgetary data reflected in the financial schedules:

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY – Continued

##### BUDGETARY INFORMATION – Continued

- Prior to February, the Director submits to the Board of Commissioners a proposed operating budget for the fiscal year commencing the previous January 1. The operating budget includes proposed expenditures and the means of financing them for all funds.
- An executive budget work session may be conducted at the District administrative office.
- A public hearing is conducted at the District administration office to obtain taxpayer comments.
- The budget is legally enacted through passage of an appropriation ordinance.
- Any revisions that alter the expenditures of any fund must be approved by the Board of Commissioners. No supplemental appropriations were adopted during the year.
- All appropriations lapse at the end of the year.

#### EXCESS OF ACTUAL EXPENDITURES/EXPENSES OVER BUDGET IN INDIVIDUAL FUNDS

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

<u>Fund</u>	<u>Excess</u>
General	\$ 21,669
Recreation - Recreation Subfund	12,450
Special Recreation	13,932
Bond Project	365,894
Paving and Lighting	59
Swimming Pool	3,813



## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS

##### DEPOSITS AND INVESTMENTS

The District maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "cash and investments." In addition, investments are separately held by several of the District's funds.

Permitted Deposits and Investments – Statutes authorize the District to make deposits/invest in commercial banks, obligations of the U.S. Treasury and U.S. Agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States or agreement to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services and the Illinois Funds.

##### **Interest Rate Risk, Credit Risk, Custodial Credit Risk and Concentration Risk**

At year-end, the carrying amount of the District's deposits totaled \$1,378,530 and the bank balances totaled \$1,382,157.

**Interest Rate Risk.** Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The District's investment policy limits the length of maturity of investments to no more than two years from date of purchase.

**Credit Risk.** Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. State law limits investments in commercial paper, corporate bonds and mutual bond funds to the top two ratings issued by nationally recognized statistical rating organizations. The District's investment policy does not specifically limit the District to these type of investments.

**Concentration of Credit Risk.** Concentration of credit risk is the risk of loss attributed to the magnitude of the District's investment in a single issuer. The District's investment policy does not contain any specific guidelines on the diversification of the investment portfolio. At December 31, 2014, the District has no investments (other than those explicitly guaranteed by the U.S. Governments) which exceed 5% of the total investment portfolio.

**Custodial Credit Risk.** In the case of deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. At December 31, 2014, the entire amount of the bank balance of the deposits was covered by federal depository or equivalent insurance. Furthermore, the District's investment policy requires pledging of collateral with a market value of at least 105% for all bank balances in excess of federal depository insurance with the collateral held by an agent of the District in the District's name.

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### DEPOSITS AND INVESTMENTS – Continued

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

*Custodial Credit Risk – Continued.* For an investment, this is the risk that, in the event of the failure of the counterparty, the will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The District’s investment policy does not address custodial credit risk for investments.

#### PROPERTY TAXES

Property taxes for 2013 attach as an enforceable lien on January 1, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of the Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about May 1 and July 1, and are payable in two installments, on or about June 1 and September 1. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1.5% of the tax levies, to reflect actual collection experience. The entire 2014 levy has been deferred as it is intended to finance the fiscal year ending December 31, 2015.

#### INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

##### Interfund Transfers

Interfund transfers for the year consisted of the following:

Transfers In	Transfers Out	Amount
General	Nonmajor Governmental	\$ 44,360
Recreation	Nonmajor Governmental	80,231
Golf Course	Recreation	88,378
Golf Course	Bond Project	43,218
Golf Course	Nonmajor Governmental	38,082
Swimming Pool	Recreation	19,565
Swimming Pool	Nonmajor Governmental	3,293

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

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Notes to the Financial Statements  
December 31, 2014**

**NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued**

**CAPITAL ASSETS**

**Governmental Activities**

Governmental capital asset activity for the year was as follows:

	Beginning Balances	Increases	Increases	Ending Balances
Nondepreciable Capital Assets				
Land	\$ 2,777,322	510,000	-	3,287,322
Depreciable Capital Assets				
Land Improvements	2,908,609	94,930	-	3,003,539
Buildings	3,496,919	19,383	-	3,516,302
Machinery and Equipment	1,584,474	11,658	-	1,596,132
Vehicles	125,432	-	-	125,432
	<u>8,115,434</u>	<u>125,971</u>	<u>-</u>	<u>8,241,405</u>
Less Accumulated Depreciation				
Land Improvements	1,367,982	129,025	-	1,497,007
Buildings	1,014,099	63,703	-	1,077,802
Machinery and Equipment	901,517	77,713	-	979,230
Vehicles	117,998	5,005	-	123,003
	<u>3,401,596</u>	<u>275,446</u>	<u>-</u>	<u>3,677,042</u>
Total Net Depreciable Capital Assets	<u>4,713,838</u>	<u>(149,475)</u>	<u>-</u>	<u>4,564,363</u>
Total Net Capital Assets	<u>7,491,160</u>	<u>360,525</u>	<u>-</u>	<u>7,851,685</u>

Depreciation expense was charged to governmental activities as follows:

General Government	\$ 7,055
Park Maintenance	248,386
Recreation	<u>20,005</u>
	<u>275,446</u>

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### CAPITAL ASSETS – Continued

#### Business-Type Activities

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

	Beginning Balances	Increases	Increases	Ending Balances
<b>Depreciable Capital Assets</b>				
Land Improvements	\$ 139,388	-	-	139,388
Buildings	964,446	-	-	964,446
Machinery and Equipment	219,905	43,217	-	263,122
Vehicles	21,829	-	-	21,829
	<u>1,345,568</u>	<u>43,217</u>	<u>-</u>	<u>1,388,785</u>
<b>Less Accumulated Depreciation</b>				
Land Improvements	133,522	3,268	-	136,790
Buildings	537,249	19,289	-	556,538
Machinery and Equipment	151,856	11,317	-	163,173
Vehicles	21,829	-	-	21,829
	<u>844,456</u>	<u>33,874</u>	<u>-</u>	<u>878,330</u>
<b>Total Net Capital Assets</b>	<u>501,112</u>	<u>9,343</u>	<u>-</u>	<u>510,455</u>

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

Golf Course	\$ 19,873
Swimming Pool	<u>14,001</u>
	<u>33,874</u>

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### LONG-TERM DEBT

##### General Obligation Park Bonds

The District issues general obligation park bonds to provide funds for the acquisition and construction of major capital facilities. General obligation park bonds are direct obligations and pledge the full faith and credit of the District. General obligation park bonds currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
General Obligation Alternate Revenue Source Bonds of 2006, due in annual installments of \$85,000 to \$185,000 plus interest at 4.00% to 4.25% through December 15, 2025.	Bond Project	\$ 1,750,000	-	115,000	1,635,000
General Obligation Limited Tax Park Bonds of 2009A, due in annual installments of \$30,000 to \$85,000 plus interest at 3.00% to 5.50% through December 15, 2024.	General Obligation Bond Retirement	795,000	-	60,000	735,000
General Obligation Limited Tax Park Bonds of 2013, due in one installments of \$468,120 plus interest at 1.10% on November 1, 2014.	General Obligation Bond Retirement	468,120	-	468,120	-
General Obligation Limited Tax Park Bonds of 2014, due in one installments of \$474,665 plus interest at 1.03% on November 1, 2015.	General Obligation Bond Retirement	-	474,665	-	474,665
		<u>3,013,120</u>	<u>474,665</u>	<u>643,120</u>	<u>2,844,665</u>

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### LONG-TERM DEBT – Continued

##### Debt Certificates

The District issues debt certificates to provide funds for the acquisition and construction of major capital facilities. Debt certificates currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
Debt Certificate of 2014, due in one installment of \$450,000 plus interest at 2.74% through March 5, 2016.	General	\$ -	450,000	-	450,000

##### Long-Term Liability Activity

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

Type of Debt	Beginning Balances	Additions	Deductions	Ending Balances	Amounts Due within One Year
<b>Governmental Activities</b>					
Compensated Absences	\$ 20,480	31,158	15,579	36,059	7,212
Net Pension Obligation	14,126	302	-	14,428	-
General Obligation Park Bonds	3,013,120	474,665	643,120	2,844,665	659,665
Debt Certificate	-	450,000	-	450,000	-
	<u>3,047,726</u>	<u>956,125</u>	<u>658,699</u>	<u>3,345,152</u>	<u>666,877</u>
<b>Business-Type Activities</b>					
Compensated Absences	<u>12,822</u>	<u>4,956</u>	<u>2,478</u>	<u>15,300</u>	<u>3,060</u>

For the governmental activities the compensated absences, the net pension obligation and the debt certificates are liquidated by the General Fund. The General Obligation Bond Retirement and Bond Project Funds make payments on the general obligation park bonds.

For the business-type activities the compensated absences are liquidated by the Golf Course Fund.

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### LONG-TERM DEBT – Continued

##### Legal Debt Margin

Chapter 70, Section 1205/6-2 of the Illinois Compiled Statutes provides "...for the payment of land condemned or purchased for parks or boulevards, for the building, maintaining, improving and protection of the same and for the payment of the expenses incident thereto, or for the acquisition of real estate and lands to be used as a site for an armory, any park district is authorized to issue the bonds or notes of such park district and pledge its property and credit therefore to an amount including existing indebtedness of such district so that the aggregate indebtedness of such district does not exceed 2.875% of the value of the taxable property therein, to be ascertained by the last assessment for state and county taxes previous to the issue from time to time of such bonds or notes or, until January 1, 1983, if greater, the sum that is produced by multiplying the district's 1978 equalized assessed valuation by the debt limitation percentage in effect on January 1, 1979, if a petition, signed by voters in number equal to not less than 2% of the voters of the district, who voted at the last general election in the district, asking that the authorized aggregate indebtedness of the district be increased to not more that .575% of the value of the taxable property therein, is presented to the Board and such increase is approved by the voters of the district at a referendum held on the question."

Assessed Valuation - 2013	<u>\$ 367,835,000</u>
Legal Debt Limit - 2.875% of Equalized Assessed Value	10,575,256
Amount of Debt Applicable to Limit	<u>1,209,665</u>
Legal Debt Margin	<u>9,365,591</u>

##### Debt Service Requirements to Maturity

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

Fiscal Year	Governmental Activities			
	General Obligation Park Bonds		Debt Certificates	
	Principal	Interest	Principal	Interest
2015	\$ 659,665	108,161	-	12,330
2016	190,000	96,388	450,000	6,268
2017	195,000	88,462	-	-
2018	205,000	80,208	-	-
2019	210,000	71,348	-	-
2020	220,000	62,283	-	-
2021	230,000	52,588	-	-
2022	240,000	42,256	-	-
2023	250,000	31,456	-	-
2024	260,000	19,974	-	-
2025	185,000	7,862	-	-
	<u>2,844,665</u>	<u>660,986</u>	<u>450,000</u>	<u>18,598</u>

# SYCAMORE PARK DISTRICT, ILLINOIS

## Notes to the Financial Statements December 31, 2014

*CAA to update*

### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### FUND BALANCE CLASSIFICATIONS

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

**Committed Fund Balance.** The District reports committed fund balance in the Recreation Fund, a major fund. Board approval (ordinance and/or resolution) is required to establish, modify or rescind a fund balance commitment. The District's Board has committed the funds through formal Board action (i.e. ordinance and/or resolution) for future culture and recreation expenditures.

**Assigned Fund Balance.** The District reports assigned fund balance in the Bond Project, a major fund, and in the Donations Fund, a nonmajor fund. The District's management has assigned these funds to future park improvement projects and equipment and vehicle purchases; these assignments are reviewed by the District's Board during the annual budget process. The District Board, through the District's policy manual, gives the Executive Director authority to assign funds.

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

	Special Revenue			Debt Service	Capital Projects	Nonmajor	Totals
	General	Recreation	Special Recreation	General Obligation Bond Retirement	Bond Project		
Fund Balances							
Nonspendable							
Prepays	\$ 7,413	16,158	-	-	-	-	23,571
Restricted							
Property Tax Levies							
Park Improvements	-	-	-	-	-	302,140	302,140
Special Recreation	-	-	38,646	-	-	-	38,646
Insurance	-	-	-	-	-	23,243	23,243
Special Purpose	-	-	-	-	-	13,511	13,511
Public Safety	-	-	-	-	-	7,995	7,995
Debt Service	-	-	-	20,186	-	-	20,186
	-	-	38,646	20,186	-	346,889	405,721
Committed							
Recreation	-	107,703	-	-	-	-	107,703
Assigned							
Park Improvements	-	-	-	-	590,868	10,855	601,723
Unassigned	149,278	-	-	-	-	-	149,278
Total Fund Balances	156,691	123,861	38,646	20,186	590,868	357,744	1,287,996



## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 3 – DETAIL NOTES ON ALL FUNDS – Continued

#### FUND BALANCE CLASSIFICATIONS – Continued

**Minimum Fund Balance Policy.** The District has established a fund balance policy with the following targets for percentage of estimated annual operating expenditures:

<u>Fund</u>	<u>Target %</u>
General	25 - 50%
Recreation	25%
Special Recreation	10%
Paving and Lighting	25%
Park Police	25%
Audit	75%
Insurance	25%

#### NET POSITION CLASSIFICATIONS

Net investment in capital assets was comprised of the following as of December 31, 2014:

Governmental Activities	
Capital Assets - Net of Accumulated Depreciation	\$ 7,851,685
Less Capital Related Debt:	
General Obligation Alternate Revenue Source Bonds of 2006	(1,635,000)
General Obligation Limited Tax Park Bonds of 2009A	(735,000)
General Obligation Limited Tax Park Bonds of 2014	(474,665)
Debt Certificate of 2014	(450,000)
Plus Unspent Bond Proceeds:	<u>590,868</u>
Net Investment in Capital Assets	<u><u>5,147,888</u></u>
Business-Type Activities	
Capital Assets - Net of Accumulated Depreciation	<u><u>510,455</u></u>

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 4 – OTHER INFORMATION

##### Park District Risk Management Agency (PDRMA)

The District is exposed to various risks related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and net income losses. Since June 15, 2013, the District has been a member of the Park District Risk Management Agency (PDRMA) Property/Casualty Program, a joint risk management pool of park and forest preserve districts, and special recreation associations through which property, general liability, automobile liability, crime, boiler and machinery, public officials', employment practices liability and workers compensation coverage is provided in excess of specified limits for the members, acting as a single insurable unit. The following table is a summary of the coverage in effect for the period January 1, 2014 through January 1, 2015:

Coverage	Member Deductible	PDRMA Self-Insured Retention	Limits
<b>PROPERTY</b>			
Property/Bldg/Contents			
All Losses Per Occurrence	\$1,000	\$1,000,000	\$1,000,000,000/All Members
Flood/Except Zones A & V	\$1,000	\$1,000,000	\$250,000,000/Occurrence/Annual Aggregate
Flood, Zones A & V	\$1,000	\$1,000,000	\$200,000,000/Occurrence/Annual Aggregate
Earthquake Shock	\$1,000	\$100,000	\$100,000,000/Occurrence/Annual Aggregate
Auto Physical Damage			
Comprehensive and Collision	\$1,000	\$1,000,000	Included
Course of Construction	\$1,000	Included	\$25,000,000
Business Interruption, Rental			
Income, Tax Income Combined	\$1,000		\$100,000,000/Reported Values
			\$500,000/\$2,500,000/Non-Reported Values
Service Interruption	24 Hours	N/A	\$25,000,000
Boiler and Machinery			\$100,000,000 Equipment Breakdown
Property Damage	\$1,000	\$9,000	Property Damage - Included
Business Income	48 Hours	N/A	Included
Fidelity and Crime	\$1,000	\$24,000	\$2,000,000/Occurrence
Seasonal Employees	\$1,000	\$9,000	\$1,000,000/Occurrence
Blanket Bond	\$1,000	\$24,000	\$2,000,000/Occurrence
<b>WORKERS COMPENSATION</b>			
Employers Liability	N/A	\$500,000	Statutory
		\$500,000	\$3,500,000 Employers Liability
<b>LIABILITY</b>			
General	None	\$500,000	\$21,500,000/Occurrence
Auto Liability	None	\$500,000	\$21,500,000/Occurrence
Employment Practices	None	\$500,000	\$21,500,000/Occurrence
Public Officials' Liability	None	\$500,000	\$21,500,000/Occurrence
Law Enforcement Liability	None	\$500,000	\$21,500,000/Occurrence
Uninsured/Underinsured Motorists	None	\$500,000	\$1,000,000/Occurrence

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Notes to the Financial Statements  
December 31, 2014**

**NOTE 4 – OTHER INFORMATION – Continued**

**RISK MANAGEMENT – Continued**

**Park District Risk Management Agency (PDRMA) – Continued**

Coverage	Member Deductible	PDRMA Self-Insured Retention	Limits
<b>POLLUTION LIABILITY</b>			
Liability - Third Party	None	\$25,000	\$5,000,000/Occurrence
Property - First Party	\$1,000	\$24,000	\$10,000,000 3 Year Aggregate
<b>OUTBREAK EXPENSE</b>			
Outbreak Expense	24 hours	N/A	\$15,000 per Day \$1,000,000 Aggregate Policy Limit
<b>INFORMATION SECURITY AND PRIVACY INSURANCE WITH ELECTRONIC MEDIA</b>			
<b>LIABILITY COVERAGE</b>			
Information Security & Privacy Liability	None	\$100,000	\$2,000,000/Occurrence/Annual Aggregate
Privacy Notification, Costs	None	\$100,000	\$500,000/Occurrence/Annual Aggregate
Regulatory Defense & Penalties	None	\$100,000	\$2,000,000/Occurrence/Annual Aggregate
Website Media Content Liability	None	\$100,000	\$2,000,000/Occurrence/Annual Aggregate
Cyber Extortion	None	\$100,000	\$2,000,000/Occurrence/Annual Aggregate
Data Protection & Business Interruption	\$1,000	\$100,000	\$2,000,000/Occurrence/Annual Aggregate
First Party Business Interruption	8 Hours	\$100,000	\$25,000 Hourly Sublimit/\$25,000 Forensic Exp./\$100,000 Dependent Bus. Interruption
<b>VOLUNTEER MEDICAL ACCIDENT</b>			
Volunteer Medical Accident	None	\$5,000	\$5,000 Medical Expense and AD&D Excess of any other Collectible Insurance
<b>UNDERGROUND STORAGE TANK LIABILITY</b>			
Underground Storage Tank Liability	None	N/A	\$10,000, Follows Illinois Leaking Underground Tank Fund
<b>UNEMPLOYMENT COMPENSATION</b>			
Unemployment Compensation	N/A	N/A	Statutory

Losses exceeding the per occurrence self-insured and reinsurance limit would be the responsibility of the District.

As a member of PDRMA's Property/Casualty Program, the District is represented on the Property/Casualty Program Council and the Membership Assembly and is entitled to one vote on each. The relationship between the District and PDRMA is governed by a contract and by-laws that have been adopted by resolution of the District's governing body.

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 4 – OTHER INFORMATION – Continued

#### RISK MANAGEMENT – Continued

#### Park District Risk Management Agency (PDRMA) – Continued

The District is contractually obligated to make all annual and supplementary contributions to PDRMA, to report claims on a timely basis, cooperate with PDRMA, its claims administrator and attorneys in claims investigations and settlement, and to follow risk management procedures as outlined by PDRMA. Members have a contractual obligation to fund any deficit of PDRMA attributable to a membership year during which they were a member.

PDRMA is responsible for administering the self-insurance program and purchasing excess insurance according to the direction of the Program Council. PDRMA also provides its members with risk management services, including the defense of and settlement of claims, and establishes reasonable and necessary loss reduction and prevention procedures to be followed by the members.

The following represents a summary of PDRMA's Property/Casualty Program balance sheet at December 31, 2013 and the statement of revenues and expenses for the period ending December 31, 2013:

Assets	\$60,509,769
Liabilities	20,225,423
Member Balances	40,284,346
Revenues	20,737,466
Expenditures	17,177,774

The District's portion of the overall equity in the pool is (0.011)% or (\$4,387).

Since 97% of PDRMA's liabilities are reserves for losses and loss adjustment expenses which are based on an actuarial estimate of the ultimate losses incurred, the Member Balances are adjusted annually as more recent loss information becomes available.

## **SYCAMORE PARK DISTRICT, ILLINOIS**

### **Notes to the Financial Statements December 31, 2014**

#### **NOTE 4 – OTHER INFORMATION – Continued**

#### **CONTINGENT LIABILITIES**

##### **Litigation**

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

##### **Grants**

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

#### **LEASE COMMITMENTS**

The District leases the Community Center from an unrelated party in Sycamore, Illinois. The lease has a term of 60 months with an option to review the lease for five additional years. Total facility rent expenditures for the District was \$64,518 for the fiscal year ended December 31, 2014. Future minimum lease payments for 2015 are \$33,348.

In addition, the District has entered into a lease agreement with Hartmann Enterprises. The lease has a term of 36 months. Total facility rent income was \$29,631 for the fiscal year ended December 31, 2014. Future facility rent income for 2015 and 2016 is \$35,019 and \$35,019, respectively.

#### **EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLAN**

##### **Plan Descriptions, Provisions and Funding Policies**

The District contributes to Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system. IMRF issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained online at [www.imrf.org](http://www.imrf.org). The benefits, benefit levels, employee contributions, and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly.

## **SYCAMORE PARK DISTRICT, ILLINOIS**

### **Notes to the Financial Statements**

**December 31, 2014**

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#### **NOTE 4 – OTHER INFORMATION – Continued**

#### **EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLAN – Continued**

#### **Plan Descriptions, Provisions and Funding Policies – Continued**

All employees hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. IMRF provides two tiers of pension benefits. Participating members hired before January 1, 2011 (Tier 1) who retire at or after age 60 (full benefits) or age 55 (reduced benefits) with 8 years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3 percent of their final rate (average of the highest 48 consecutive months' earnings during the last 10 years) of earnings, for each year of credited service up to 15 years, and 2 percent for each year thereafter. For participating members hired on or after January 1, 2011 (Tier 2) who retire at or after age 67 (full benefits) or age 62 (reduced benefits) with 10 years of credited service are entitled to an annual retirement benefit, payable monthly for life in an amount equal to 1-2/3 percent of their final rate (average of the highest 96 consecutive months' earnings during the last 10 years) of earnings, for each year of credited service up to 15 years, and 2 percent for each year thereafter. IMRF also provides death and disability benefits. These benefit provisions and all other requirements are established by state statute. Employees participating in the plan are required to contribute 4.50 percent of their annual covered salary to IMRF. The employees' contribution rate is established by state statute. The District is required to contribute the remaining amount necessary to fund the IMRF plan as specified by statute. The employer contribution and annual required contribution rate for calendar year 2014 was 11.47 percent.

#### **Funding Policy and Annual Pension Cost**

For December 31, 2014 the District's annual pension cost of \$89,492 was equal to the District's required and actual contributions. The required contribution was determined as part of the December 31, 2011 actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included (a) 7.5% investment rate of return (net of administrative expenses), (b) projected salary increases of 4.0% a year, attributable to inflation, (c) additional projected salary increases ranging from 0.4% to 10.0% per year, depending on age and service, attributable to seniority/merit, (d) post-retirement benefit increases of 3.0% annually, and (e) inflation rate of 4.0%. The actuarial value of IMRF assets was determined using techniques that smooth the effects of short-term volatility in the market value of investments over a five-year period with a 20.0% corridor. IMRF's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on an open basis. The remaining amortization period at December 31, 2014 was 30 years.

## SYCAMORE PARK DISTRICT, ILLINOIS

### Notes to the Financial Statements December 31, 2014

#### NOTE 4 – OTHER INFORMATION – Continued

#### EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLAN – Continued

##### Trend Information

Employer annual pension cost (APC), actual contributions and the net pension obligation (NPO) are as follows. The NPO is the cumulative difference between the APC and the contributions actually made.

Calendar Year	Annual Pension Cost	Percentage of APC Contributed	Net Pension Obligation
2012	\$ 87,709	99.67%	13,830
2013	85,815	99.66%	14,126
2014	89,794	99.66%	14,428

##### Annual Pension Cost and Net Pension Obligation

The District's annual required contribution for the current year and related information for IMRF is as follows:

Annual Required Contribution	\$ 89,492
Interest on the NPO	1,059
Adjustment to the ARC	<u>(757)</u>
Annual NPO Cost	89,794
Actual Contribution	<u>89,492</u>
Change in the NPO	302
NPO - Beginning	<u>14,126</u>
NPO - Ending	<u><u>14,428</u></u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Notes to the Financial Statements  
December 31, 2014**

UAAL to  
update

**NOTE 4 – OTHER INFORMATION – Continued**

**EMPLOYEE RETIREMENT SYSTEM – DEFINED BENEFIT PENSION PLAN – Continued**

**Funded Status and Funding Progress**

The District's funded status for the current year and related information for IMRF plan is as follows:

Actuarial Valuation Date	12/31/14
Percent Funded	0.00%
Actuarial Accrued Liability for Benefits	\$0
Actuarial Value of Assets	\$0
Over (Under) Funded Actuarial Accrued Liability (UAAL)	\$0
Covered Payroll (Annual Payroll of Active Employees Covered by the Plan)	\$0
Ratio of UAAL to Covered Payroll	#DIV/0!

The schedule of funding progress, presented as Required Supplementary Information (RSI) following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets are increasing or decreasing over time relative to the actuarial accrued liability for benefits.

**OTHER POST-EMPLOYMENT BENEFITS**

The District has evaluated its potential other post-employment benefits liability. Former employees who choose to retain their rights to health insurance through the District are required to pay 100% of the current premium. However, no former employees have chosen to stay in the District's health insurance plan. Therefore, there has been 0% utilization and, therefore, no implicit subsidy to calculate in accordance with GASB Statement No. 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Additionally, the District had no former employees for which the District was providing an explicit subsidy and no current employees with agreements for future explicit subsidies upon retirement. Therefore, the District has not recorded any post-employment benefit liability as of December 31, 2014.



## **REQUIRED SUPPLEMENTARY INFORMATION**

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

- Schedule of Funding Progress and Employer Contributions  
Illinois Municipal Retirement Fund
  
- Budgetary Comparison Schedules  
General Fund  
Recreation – Special Revenue Fund  
Special Recreation – Special Revenue Fund

### Notes to the Required Supplementary Information

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

## SYCAMORE PARK DISTRICT, ILLINOIS

## Illinois Municipal Retirement Fund

*WAA to update*

Required Supplementary Information  
 Schedule of Funding Progress and Employer Contributions  
 December 31, 2014

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**Funding Progress**

Actuarial Valuation Date Dec. 31	(1) Actuarial Value of Plan Assets	(2) Actuarial Accrued Liability (AAL) - Entry Age	(3) Funded Ratio (1) ÷ (2)	(4) Unfunded (Overfunded) Actuarial Accrued Liability (2) - (1)	(5) Annual Covered Payroll	(6) Unfunded (Overfunded) Actuarial Accrued Liability as a Percentage of Covered Payroll (4) ÷ (5)
2009	\$ 1,254,951	\$ 1,752,487	71.61%	\$ 497,536	\$ 860,909	57.79%
2010	1,455,399	1,897,671	76.69%	442,272	848,229	52.14%
2011	1,552,863	1,914,497	81.11%	361,634	804,418	44.96%
2012	1,603,452	1,996,123	80.33%	392,671	778,441	50.44%
2013	1,895,847	2,241,088	84.59%	345,241	754,133	45.78%
2014	-	-	#DIV/0!	-	-	#DIV/0!

**Employer Contributions**

Fiscal Year	Employer Contributions	Annual Required Contribution	Percent Contributed
2009	\$ 78,687	\$ 78,687	100.00%
2010	85,247	95,511	89.25%
2011	88,969	92,025	96.68%
2012	87,419	87,419	100.00%
2013	85,519	85,519	100.00%
2014	89,492	89,492	100.00%

## SYCAMORE PARK DISTRICT, ILLINOIS

## General Fund

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
 For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 485,000	485,000	486,099
Replacement Taxes	40,000	40,000	45,350
Charges for Services	29,730	29,730	47,079
Interest	-	-	50
Miscellaneous	8,100	8,100	7,340
Total Revenues	<u>562,830</u>	<u>562,830</u>	<u>585,918</u>
Expenditures			
General Government	362,679	362,679	376,890
Park Maintenance	220,433	220,433	227,891
Total Expenditures	<u>583,112</u>	<u>583,112</u>	<u>604,781</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(20,282)	(20,282)	(18,863)
Other Financing Sources			
Transfers In	42,690	42,690	44,360
Net Change in Fund Balance	<u>22,408</u>	<u>22,408</u>	25,497
Fund Balance - Beginning			<u>131,194</u>
Fund Balance - Ending			<u><u>156,691</u></u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Special Revenue Fund

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes	\$ 820,000	820,000	827,445
Charges for Services	290,450	290,450	322,770
Grants and Donations	3,400	3,400	3,384
Interest	-	-	66
Miscellaneous	15,500	15,500	18,059
Total Revenues	<u>1,129,350</u>	<u>1,129,350</u>	<u>1,171,724</u>
Expenditures			
Recreation	<u>1,095,054</u>	<u>1,095,054</u>	<u>1,106,118</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>34,296</u>	<u>34,296</u>	<u>65,606</u>
Other Financing Sources (Uses)			
Transfers In	78,686	78,686	80,231
Transfers Out	-	-	(107,292)
	<u>78,686</u>	<u>78,686</u>	<u>(27,061)</u>
Net Change in Fund Balance	<u>112,982</u>	<u>112,982</u>	38,545
Fund Balance - Beginning			<u>85,316</u>
Fund Balance - Ending			<u>123,861</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Special Recreation - Special Revenue Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 144,000	144,000	147,134
Interest	-	-	96
Total Revenues	<u>144,000</u>	<u>144,000</u>	<u>147,230</u>
Expenditures			
Recreation			
Materials and Supplies	303,674	303,674	345,718
Contractual Services	76,000	76,000	47,888
Total Expenditures	<u>379,674</u>	<u>379,674</u>	<u>393,606</u>
Net Change in Fund Balance	<u>(235,674)</u>	<u>(235,674)</u>	(246,376)
Fund Balance - Beginning			<u>285,022</u>
Fund Balance - Ending			<u><u>38,646</u></u>

## **OTHER SUPPLEMENTARY INFORMATION**

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

Such statements and schedules include:

- Budgetary Comparison Schedules – Major Governmental Funds
- Combining Statements – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Nonmajor Governmental Funds
- Budgetary Comparison Schedules – Enterprise Funds

# **COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES**

## **GENERAL FUND**

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

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## **SPECIAL REVENUE FUNDS**

Special revenue funds are created to account for the proceeds of specific revenue sources (other than capital project funds) that are legally restricted to expenditure for specified purposes.

### **Recreation Fund**

The Recreation Fund is used to account for the operations of the District's recreational programs and concessions. Financing is provided from an annual property tax levy restricted by the state for recreation purposes and fees and charges for programs and activities assigned for recreation purposes.

### **Special Recreation Fund**

The Special Recreation Fund is used to account for the operations of the District's special recreation programs. Financing is provided from an annual property tax levy restricted by the state for special recreation purposes.

### **Donation Fund**

The Donation Fund is used to account for contributions made to the District that have been restricted by the donor as to how they are to be spent.

### **Illinois Municipal Retirement Fund**

The Illinois Municipal Retirement Fund is used to account for the revenues derived from the property tax levy for the contributions to the Illinois Municipal Retirement Fund and the payment of Medicare and Social Security Taxes to the Federal Government.

### **Social Security Fund**

The Social Security Fund is used to account for District's portion of Social Security and Medicare paid on behalf of its employees. Financing is provided by a specific annual property tax levy which produces a sufficient amount to pay the District's portion.

# **COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES**

## **SPECIAL REVENUE FUNDS – Continued**

### **Insurance Fund**

The Insurance Fund is used to account for the operations of the District's Insurance and risk management activities. Financing is provided by a specific annual property tax levy.

### **Audit Fund**

The Audit Fund is used to account for revenues derived from a specific annual property tax levy and for payment of audit expenditures.

### **Paving and Lighting**

The Paving and Lighting Fund is used to account for revenues derived from a specific annual property tax levy and expenditures of these monies for paving and lighting improvements throughout the District.

### **Park Police Fund**

The Park Police Fund is used to account for revenues derived from a specific annual property tax levy and expenditures of these monies for police service for the parks.

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## **DEBT SERVICE FUND**

Debt Service Funds are created to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

### **General Obligation Bond Retirement Fund**

The General Obligation Bond Retirement Fund is used to account for the accumulation of funds that are restricted or assigned for repayment of various general obligation bond issues where repayment is financed by an annual property tax levy.

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## **COMBINING AND INDIVIDUAL FUND FINANCIAL STATEMENTS AND SCHEDULES**

### **CAPITAL PROJECTS FUNDS**

Capital Projects Funds are created to account for all resources used for the acquisition of capital facilities by a governmental unit except those financed by Proprietary Funds.

#### **Bond Project Fund**

The Bond Project Fund is used to account for the proceeds of the General Obligation (Limited Tax) Park Bonds the proceeds of which are restricted for park development and improvements.

#### **Developer Contribution Fund**

The Developer Contribution Fund is used to account for the Impact Fees that are paid to District. These Impact Fees are established by the city's land/cash ordinance.

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### **ENTERPRISE FUNDS**

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

#### **Golf Course Fund**

The Golf Course Fund is used to account for the revenues and expenses associated with the operation and maintenance of the golf course.

#### **Swimming Pool Fund**

The Swimming Pool Fund is used to account for the revenues and expenses associated with the operation and maintenance of the swimming pool.

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**SYCAMORE PARK DISTRICT, ILLINOIS**

**General Fund**

**Schedule of Expenditures - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
<b>General Government</b>			
General Administration			
Salaries and Wages	\$ 193,205	193,205	203,029
Professional Services	23,750	23,750	23,108
Department Administration	51,875	51,875	61,857
Services	29,927	29,927	27,472
Maintenance and Equipment	600	600	2,342
Materials and Supplies	500	500	214
Utilities	10,430	10,430	11,406
Insurance	52,392	52,392	47,462
<b>Total General Government</b>	<b>362,679</b>	<b>362,679</b>	<b>376,890</b>
<b>Park Maintenance</b>			
Salaries and Wages	92,207	92,207	88,700
Department Administration	1,855	1,855	1,784
Services	27,940	27,940	22,487
Maintenance and Equipment	28,800	28,800	38,340
Materials and Supplies	45,300	45,300	44,843
Utilities	13,676	13,676	16,909
Insurance	8,355	8,355	7,406
Miscellaneous	2,300	2,300	7,422
<b>Total Park Maintenance</b>	<b>220,433</b>	<b>220,433</b>	<b>227,891</b>
<b>Total Expenditures</b>	<b>583,112</b>	<b>583,112</b>	<b>604,781</b>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Recreation - Special Revenue Fund**

**Combining Balance Sheet  
December 31, 2014**

	Recreation Subfund	Concessions Subfund	Totals
<b>ASSETS</b>			
Cash and Investments	\$ 97,684	35,688	133,372
Receivables - Net of Allowances			
Taxes	833,000	-	833,000
Accounts	67	-	67
Prepays	14,658	1,500	16,158
Total Assets	<u>945,409</u>	<u>37,188</u>	<u>982,597</u>
<b>LIABILITIES</b>			
Liabilities			
Accounts Payable	5,780	562	6,342
Accrued Payroll	13,468	439	13,907
Other Payables	6,088	50	6,138
Total Liabilities	<u>25,336</u>	<u>1,051</u>	<u>26,387</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Property Taxes	833,000	-	833,000
Total Liabilities and Deferred Inflows of Resources	<u>858,336</u>	<u>1,051</u>	<u>859,387</u>
<b>FUND BALANCES</b>			
Nonspendable	14,658	1,500	16,158
Committed	72,415	34,637	107,052
Total Fund Balances	<u>87,073</u>	<u>36,137</u>	<u>123,210</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balances	<u>945,409</u>	<u>37,188</u>	<u>982,597</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Recreation - Special Revenue Fund**

**Combining Schedule of Revenues, Expenditures and Changes in Fund Balance  
For the Fiscal Year Ended December 31, 2014**

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**See Following Page**

## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Special Revenue Fund

Combining Schedule of Revenues, Expenditures and Changes in Fund Balance  
For the Fiscal Year Ended December 31, 2014

	Recreation Subfund		
	Budget		Actual
	Original	Final	
Revenues			
Taxes	\$ 820,000	820,000	827,445
Charges for Services	151,137	151,137	170,808
Grants and Donations	3,400	3,400	3,384
Interest	-	-	66
Miscellaneous	15,500	15,500	18,059
Total Revenues	990,037	990,037	1,019,762
Expenditures			
Recreation	953,639	953,639	966,089
Excess (Deficiency) of Revenues Over (Under) Expenditures	36,398	36,398	53,673
Other Financing Sources (Uses)			
Transfers In	74,312	74,312	75,215
Transfers Out	-	-	(77,943)
	74,312	74,312	(2,728)
Net Change in Fund Balances	110,710	110,710	50,945
Fund Balances - Beginning			36,128
Fund Balances - Ending			87,073

Concessions Subfund			Totals		
Budget		Actual	Budget		Actual
Original	Final		Original	Final	
-	-	-	820,000	820,000	827,445
139,313	139,313	151,962	290,450	290,450	322,770
-	-	-	3,400	3,400	3,384
-	-	-	-	-	66
-	-	-	15,500	15,500	18,059
139,313	139,313	151,962	1,129,350	1,129,350	1,171,724
141,415	141,415	140,029	1,095,054	1,095,054	1,106,118
(2,102)	(2,102)	11,933	34,296	34,296	65,606
4,374	4,374	5,016	78,686	78,686	80,231
-	-	(30,000)	-	-	(107,943)
4,374	4,374	(24,984)	78,686	78,686	(27,712)
<u>2,272</u>	<u>2,272</u>	(13,051)	<u>112,982</u>	<u>112,982</u>	37,894
		<u>49,188</u>			<u>85,316</u>
		<u>36,137</u>			<u>123,210</u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Recreation Subfund - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 820,000	820,000	827,445
Charges for Services			
User Fees - Sports Complex	54,150	54,150	54,576
Recreation Fees	96,987	96,987	116,232
Grants and Donations	3,400	3,400	3,384
Interest	-	-	66
Miscellaneous	15,500	15,500	18,059
Total Revenues	990,037	990,037	1,019,762
Expenditures			
Recreation	953,639	953,639	966,089
Excess (Deficiency) of Revenues Over (Under) Expenditures	36,398	36,398	53,673
Other Financing Sources (Uses)			
Transfers In	74,312	74,312	75,215
Transfers Out	-	-	(77,943)
	74,312	74,312	(2,728)
Net Change in Fund Balance	110,710	110,710	50,945
Fund Balance - Beginning			36,128
Fund Balance - Ending			87,073

## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Recreation Subfund - Special Revenue Fund

Schedule of Expenditures - Budget and Actual  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
<b>Recreation</b>			
<b>General Administration</b>			
Salaries and Wages	\$ 187,203	187,203	186,912
Professional Services	13,500	13,500	11,583
Department Administration	29,010	29,010	40,415
Services	29,472	29,472	26,470
Materials and Supplies	500	500	188
Utilities	9,980	9,980	10,378
Insurance	35,172	35,172	31,077
<b>Total General Administration</b>	<b>304,837</b>	<b>304,837</b>	<b>307,023</b>
<b>Sports Complex Administration</b>			
Department Administration	-	-	225
<b>Sports Complex Maintenance</b>			
Salaries and Wages	255,425	255,425	255,488
Department Administration	3,615	3,615	1,227
Services	5,300	5,300	5,590
Maintenance and Equipment	9,300	9,300	12,384
Materials and Supplies	25,300	25,300	20,522
Utilities	6,484	6,484	3,740
Insurance	85,698	85,698	75,122
<b>Total Sports Complex Maintenance</b>	<b>391,122</b>	<b>391,122</b>	<b>374,073</b>
<b>Community Center</b>			
<b>Administration</b>			
Salaries and Wages	46,290	46,290	47,768
Department Administration	3,300	3,300	3,721
Services	8,020	8,020	10,964
Maintenance and Equipment	3,000	3,000	1,925
Materials and Supplies	5,000	5,000	2,686
Utilities	13,075	13,075	14,677
Miscellaneous	70,518	70,518	70,703
	<b>149,203</b>	<b>149,203</b>	<b>152,444</b>



## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Recreation Subfund - Special Revenue Fund

Schedule of Expenditures - Budget and Actual - Continued  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
Recreation - Continued			
Community Center - Continued			
Youth Programs			
Salaries and Wages	\$ 1,722	1,722	2,292
Professional Services	5,710	5,710	11,401
Department Administration	100	100	1,684
	<u>7,532</u>	<u>7,532</u>	<u>15,377</u>
Teen Programs			
Salaries and Wages	1,830	1,830	1,242
Professional Services	800	800	-
Department Administration	1,000	1,000	1,162
	<u>3,630</u>	<u>3,630</u>	<u>2,404</u>
Adult Programs			
Professional Services	1,200	1,200	661
Department Administration	-	-	340
	<u>1,200</u>	<u>1,200</u>	<u>1,001</u>
Family Programs			
Salaries and Wages	7,536	7,536	10,503
Department Administration	440	440	271
Utilities	250	250	2
	<u>8,226</u>	<u>8,226</u>	<u>10,776</u>
Senior Programs			
Professional Services	300	300	180
Department Administration	-	-	230
	<u>300</u>	<u>300</u>	<u>410</u>
Dance Programs			
Salaries and Wages	-	-	116
Professional Services	2,450	2,450	2,722
Department Administration	-	-	255
	<u>2,450</u>	<u>2,450</u>	<u>3,093</u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Recreation Subfund - Special Revenue Fund

Schedule of Expenditures - Budget and Actual - Continued  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
Recreation - Continued			
Community Center - Continued			
League Programs			
Salaries and Wages	\$ 3,068	3,068	2,745
Professional Services	-	-	300
Department Administration	645	645	713
	<u>3,713</u>	<u>3,713</u>	<u>3,758</u>
Youth Athletics			
Salaries and Wages	3,208	3,208	1,632
Professional Services	12,667	12,667	15,331
Department Administration	1,750	1,750	1,841
	<u>17,625</u>	<u>17,625</u>	<u>18,804</u>
Fitness Programs			
Salaries and Wages	20,798	20,798	22,446
Department Administration	2,830	2,830	1,709
	<u>23,628</u>	<u>23,628</u>	<u>24,155</u>
Special Events			
Salaries and Wages	558	558	470
Professional Services	500	500	150
Department Administration	3,645	3,645	15,529
	<u>4,703</u>	<u>4,703</u>	<u>16,149</u>
Weight Room			
Salaries and Wages	215	215	180
Department Administration	700	700	591
Services	2,200	2,200	812
	<u>3,115</u>	<u>3,115</u>	<u>1,583</u>
Summer Concerts			
Professional Services	7,755	7,755	10,702
Brochures			
Department Administration	24,600	24,600	24,112
Total Community Center	<u>257,680</u>	<u>257,680</u>	<u>284,768</u>
Total Expenditures	<u>953,639</u>	<u>953,639</u>	<u>966,089</u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Concessions Subfund - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
<b>Revenues</b>			
Charges for Services			
Sales Concessions			
Clubhouse	\$ 64,470	64,470	79,069
Beverage Cart	15,709	15,709	15,026
Sports Complex	28,434	28,434	26,811
Pool	11,200	11,200	6,743
Catering	19,500	19,500	24,313
Total Revenues	139,313	139,313	151,962
<b>Expenditures</b>			
Recreation	141,415	141,415	140,029
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>			
	(2,102)	(2,102)	11,933
<b>Other Financing Sources</b>			
Transfers In	4,374	4,374	5,016
Transfers Out	-	-	(30,000)
	4,374	4,374	(24,984)
<b>Net Change in Fund Balance</b>	<b>2,272</b>	<b>2,272</b>	<b>(13,051)</b>
Fund Balance - Beginning			49,188
Fund Balance - Ending			36,137

## SYCAMORE PARK DISTRICT, ILLINOIS

## Recreation - Concessions Subfund - Special Revenue Fund

Schedule of Expenditures - Budget and Actual  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
<b>Recreation</b>			
<b>Clubhouse</b>			
Salaries and Wages	\$ 33,836	33,836	31,812
Department Administration	3,775	3,775	4,041
Services	2,300	2,300	3,622
Maintenance and Equipment	14,600	14,600	10,892
Materials and Supplies	4,150	4,150	3,442
Cost of Goods Sold	25,575	25,575	27,617
Utilities	2,875	2,875	2,845
Miscellaneous	5,400	5,400	6,991
	<u>92,511</u>	<u>92,511</u>	<u>91,262</u>
<b>Beverage Cart</b>			
Salaries and Wages	4,844	4,844	4,090
Maintenance and Equipment	500	500	47
Cost of Goods Sold	3,810	3,810	3,883
Miscellaneous	1,450	1,450	1,359
	<u>10,604</u>	<u>10,604</u>	<u>9,379</u>
<b>Sports Complex</b>			
Salaries and Wages	5,921	5,921	7,505
Department Administration	200	200	185
Services	-	-	50
Maintenance and Equipment	250	250	201
Materials and Supplies	900	900	1,293
Cost of Goods Sold	10,615	10,615	14,799
Utilities	1,000	1,000	948
Miscellaneous	2,650	2,650	2,406
	<u>21,536</u>	<u>21,536</u>	<u>27,387</u>
<b>Pool</b>			
Salaries and Wages	4,306	4,306	2,725
Department Administration	200	200	185
Services	100	100	182
Materials and Supplies	500	500	187
Cost of Goods Sold	4,375	4,375	2,630
Miscellaneous	1,100	1,100	609
	<u>10,581</u>	<u>10,581</u>	<u>6,518</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Recreation - Concessions Subfund - Special Revenue Fund**

**Schedule of Expenditures - Budget and Actual - Continued  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Recreation - Continued			
Catering			
Salaries and Wages	\$ 808	808	1,397
Materials and Supplies	500	500	532
Cost of Goods Sold	3,500	3,500	2,166
Miscellaneous	1,375	1,375	1,388
	<u>6,183</u>	<u>6,183</u>	<u>5,483</u>
 Total Expenditures	 <u>141,415</u>	 <u>141,415</u>	 <u>140,029</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**General Obligation Bond Retirement - Debt Service Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 577,000	577,000	577,538
Interest	-	-	49
Total Revenues	<u>577,000</u>	<u>577,000</u>	<u>577,587</u>
Expenditures			
Debt Service			
Principal Retirement	528,120	528,120	528,120
Interest and Fiscal Charges	43,680	43,680	43,680
Total Expenditures	<u>571,800</u>	<u>571,800</u>	<u>571,800</u>
Net Change in Fund Balance	<u>5,200</u>	<u>5,200</u>	5,787
Fund Balance - Beginning			<u>14,399</u>
Fund Balance - Ending			<u><u>20,186</u></u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Bond Project - Capital Projects Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
<b>Revenues</b>			
Grants and Donations			
Donations	\$ -	-	3,300
Interest	-	-	461
Total Revenues	-	-	3,761
<b>Expenditures</b>			
Capital Outlay	464,150	464,150	830,231
Debt Service			
Principal Retirement	115,000	115,000	115,000
Interest and Fiscal Charges	83,050	83,050	82,863
Total Expenditures	662,200	662,200	1,028,094
Excess (Deficiency) of Revenues Over (Under) Expenditures	(662,200)	(662,200)	(1,024,333)
<b>Other Financing Sources (Uses)</b>			
Debt Issuance	472,680	472,680	924,665
Transfers Out	-	-	(43,218)
	472,680	472,680	881,447
Net Change in Fund Balance	(189,520)	(189,520)	(142,886)
Fund Balance - Beginning			733,754
Fund Balance - Ending			590,868

## SYCAMORE PARK DISTRICT, ILLINOIS

## Nonmajor Governmental Funds

Combining Balance Sheet  
December 31, 2014

	Special Revenue	Capital Projects Developer Contribution	Totals
<b>ASSETS</b>			
Cash and Investments	\$ 284,140	102,275	386,415
Receivables - Net of Allowances			
Taxes	255,600	-	255,600
Total Assets	539,740	102,275	642,015
<b>LIABILITIES</b>			
Accounts Payable	28,671	-	28,671
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Property Taxes	255,600	-	255,600
Total Liabilities, Deferred Inflows of Resources	284,271	-	284,271
<b>FUND BALANCES</b>			
Restricted	244,614	102,275	346,889
Assigned	10,855	-	10,855
Total Fund Balances	255,469	102,275	357,744
Total Liabilities, Deferred Inflows of Resources and Fund Balances	539,740	102,275	642,015



## SYCAMORE PARK DISTRICT, ILLINOIS

## Nonmajor Governmental Funds

Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Fiscal Year Ended December 31, 2014

	Special Revenue	Capital Projects Developer Contribution	Totals
<b>Revenues</b>			
Taxes			
Property Taxes	\$ 232,615	-	232,615
Grants and Donations	2,940	28,181	31,121
Interest	826	30	856
Total Revenues	<u>236,381</u>	<u>28,211</u>	<u>264,592</u>
<b>Expenditures</b>			
General Government	103,613	-	103,613
Capital Outlay	59	-	59
Debt Service			
Interest and Fiscal Charges	6,028	-	6,028
Total Expenditures	<u>109,700</u>	<u>-</u>	<u>109,700</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	126,681	28,211	154,892
<b>Other Financing (Uses)</b>			
Transfers Out	<u>(165,966)</u>	<u>-</u>	<u>(165,966)</u>
Net Change in Fund Balances	(39,285)	28,211	(11,074)
Fund Balances - Beginning	<u>294,754</u>	<u>74,064</u>	<u>368,818</u>
Fund Balances - Ending	<u><u>255,469</u></u>	<u><u>102,275</u></u>	<u><u>357,744</u></u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Nonmajor Governmental - Special Revenue Funds**

**Combining Balance Sheet  
December 31, 2014**

*Client to update / confirm*

	<u>Donations</u>	<u>Illinois Municipal Retirement</u>
<b>ASSETS</b>		
Cash and Investments	\$ 203,328	-
Receivables - Net of Allowances		
Taxes	-	89,000
	<u>203,328</u>	<u>89,000</u>
Total Assets		
<b>LIABILITIES</b>		
Accounts Payable	-	-
<b>DEFERRED INFLOWS OF RESOURCES</b>		
Property Taxes	-	89,000
Total Liabilities and Deferred Inflows of Resources	<u>-</u>	<u>89,000</u>
<b>FUND BALANCES</b>		
Restricted	192,473	-
Assigned	10,855	-
Total Fund Balances	<u>203,328</u>	<u>-</u>
Total Deferred Inflows of Resources and Fund Balances	<u>203,328</u>	<u>89,000</u>

Social Security	Insurance	Audit	Paving and Lighting	Park Police	Totals
-	51,914	13,511	7,392	7,995	284,140
79,000	55,000	14,000	18,500	100	255,600
79,000	106,914	27,511	25,892	8,095	539,740
-	28,671	-	-	-	28,671
79,000	55,000	14,000	18,500	100	255,600
79,000	83,671	14,000	18,500	100	284,271
-	23,243	13,511	7,392	7,995	244,614
-	-	-	-	-	10,855
-	23,243	13,511	7,392	7,995	255,469
79,000	106,914	27,511	25,892	8,095	539,740

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Nonmajor Governmental - Special Revenue Funds**

**Combining Statement of Revenues, Expenditures and Changes in Fund Balances  
For the Fiscal Year Ended December 31, 2014**

	Donations	Illinois Municipal Retirement
Revenues		
Taxes		
Property Taxes	\$ -	87,986
Grants and Donations	2,940	-
Interest	802	-
Total Revenues	<u>3,742</u>	<u>87,986</u>
Expenditures		
General Government	17,900	-
Capital Outlay	-	-
Debt Service		
Interest and Fiscal Charges	6,028	-
Total Expenditures	<u>23,928</u>	<u>-</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	(20,186)	87,986
Other Financing (Uses)		
Transfers Out	<u>-</u>	<u>(87,986)</u>
Net Change in Fund Balances	(20,186)	-
Fund Balances - Beginning	<u>223,514</u>	<u>-</u>
Fund Balances - Ending	<u><u>203,328</u></u>	<u><u>-</u></u>

Social Security	Insurance	Audit	Paving and Lighting	Park Police	Totals
77,980	52,011	14,492	73	73	232,615
-	-	-	-	-	2,940
-	14	3	4	3	826
77,980	52,025	14,495	77	76	236,381
-	71,461	14,100	-	152	103,613
-	-	-	59	-	59
-	-	-	-	-	6,028
-	71,461	14,100	59	152	109,700
77,980	(19,436)	395	18	(76)	126,681
(77,980)	-	-	-	-	(165,966)
-	(19,436)	395	18	(76)	(39,285)
-	42,679	13,116	7,374	8,071	294,754
-	23,243	13,511	7,392	7,995	255,469

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Donations - Special Revenue Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
<b>Revenues</b>			
Grants and Donations			
Donations and Contributions	\$ -	-	2,940
Interest	-	-	802
Total Revenues	-	-	3,742
<b>Expenditures</b>			
General Government	-	-	17,900
Debt Service			
Interest and Fiscal Charges	-	-	6,028
Total Expenditures	-	-	23,928
<b>Net Change in Fund Balance</b>	-	-	(20,186)
<b>Fund Balance - Beginning</b>			223,514
<b>Fund Balance - Ending</b>			203,328

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Illinois Municipal Retirement - Special Revenue Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 87,000	87,000	87,986
Expenditures			
General Government	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	87,000	87,000	87,986
Other Financing (Uses)			
Transfers Out	(87,000)	(87,000)	(87,986)
Net Change in Fund Balance	-	-	-
Fund Balance - Beginning			-
Fund Balance - Ending			-

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Social Security - Special Revenue Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 77,000	77,000	77,980
Expenditures			
General Government	-	-	-
Excess (Deficiency) of Revenues Over (Under) Expenditures	77,000	77,000	77,980
Other Financing (Uses)			
Transfers Out	(77,000)	(77,000)	(77,980)
Net Change in Fund Balance	-	-	-
Fund Balance - Beginning			-
Fund Balance - Ending			-



**SYCAMORE PARK DISTRICT, ILLINOIS**

**Insurance - Special Revenue Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 51,000	51,000	52,011
Interest	-	-	14
Total Revenues	<u>51,000</u>	<u>51,000</u>	<u>52,025</u>
Expenditures			
General Government			
Insurance	<u>72,560</u>	<u>72,560</u>	<u>71,461</u>
Net Change in Fund Balance	<u>(21,560)</u>	<u>(21,560)</u>	(19,436)
Fund Balance - Beginning			<u>42,679</u>
Fund Balance - Ending			<u><u>23,243</u></u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Audit - Special Revenue Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 14,000	14,000	14,492
Interest	-	-	3
Total Revenues	<u>14,000</u>	<u>14,000</u>	<u>14,495</u>
Expenditures			
General Government			
Professional Services	<u>14,100</u>	<u>14,100</u>	<u>14,100</u>
Net Change in Fund Balance	<u>(100)</u>	<u>(100)</u>	395
Fund Balance - Beginning			<u>13,116</u>
Fund Balance - Ending			<u><u>13,511</u></u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Paving and Lighting - Special Revenue Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 100	100	73
Interest	-	-	4
Total Revenues	<u>100</u>	<u>100</u>	<u>77</u>
Expenditures			
Capital Outlay	-	-	59
Net Change in Fund Balance	<u>100</u>	<u>100</u>	18
Fund Balance - Beginning			<u>7,374</u>
Fund Balance - Ending			<u><u>7,392</u></u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Park Police - Special Revenue Fund

Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
Revenues			
Taxes			
Property Taxes	\$ 100	100	73
Interest	-	-	3
Total Revenues	100	100	76
Expenditures			
General Government			
General Administration	4,000	4,000	152
Net Change in Fund Balance	<u>(3,900)</u>	<u>(3,900)</u>	(76)
Fund Balance - Beginning			<u>8,071</u>
Fund Balance - Ending			<u>7,995</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Developer Contribution - Capital Projects Fund**

**Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Revenues			
Grants and Donations			
Developer Contributions	\$ 5,000	5,000	28,181
Interest	-	-	30
Total Revenues	<u>5,000</u>	<u>5,000</u>	<u>28,211</u>
Expenditures			
General Government	-	-	-
Net Change in Fund Balance	<u>5,000</u>	<u>5,000</u>	28,211
Fund Balance - Beginning			<u>74,064</u>
Fund Balance - Ending			<u><u>102,275</u></u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Golf Course - Enterprise Fund

**Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Operating Revenues			
Charges for Services			
Green Fees	\$ 173,780	173,780	182,722
Golf Events and Programs	19,200	19,200	18,420
Golf Cart Rentals	121,100	121,100	102,454
Season Passes	126,565	126,565	104,354
Pro Shop Sales	50,652	50,652	47,276
Total Operating Revenues	<u>491,297</u>	<u>491,297</u>	<u>455,226</u>
Operating Expenses			
Operations	532,314	532,314	515,382
Depreciation	-	-	19,873
Total Operating Expenses	<u>532,314</u>	<u>532,314</u>	<u>535,255</u>
Income (Loss) Before Transfers	(41,017)	(41,017)	(80,029)
Transfers In	<u>38,502</u>	<u>38,502</u>	<u>169,678</u>
Change in Net Position	<u>(2,515)</u>	<u>(2,515)</u>	89,649
Net Position - Beginning			<u>140,610</u>
Net Position - Ending			<u><u>230,259</u></u>

## SYCAMORE PARK DISTRICT, ILLINOIS

## Golf Course - Enterprise Fund

Schedule of Operating Expenses - Budget and Actual  
For the Fiscal Year Ended December 31, 2014

	Budget		Actual
	Original	Final	
Operating Expenses			
Operations			
Golf Maintenance			
Salaries and Wages	\$ 155,654	155,654	149,959
Department Administration	150	150	133
Services	3,600	3,600	3,276
Maintenance and Equipment	14,000	14,000	16,334
Materials and Supplies	53,700	53,700	41,216
Utilities	11,890	11,890	16,881
Insurance	47,680	47,680	42,705
	<u>286,674</u>	<u>286,674</u>	<u>270,504</u>
Pro Shop			
Salaries and Wages	135,496	135,496	133,716
Professional Services	9,300	9,300	8,940
Department Administration	9,850	9,850	12,822
Services	6,066	6,066	5,789
Maintenance and Equipment	5,700	5,700	3,889
Materials and Supplies	11,500	11,500	9,303
Sales Inventory	30,900	30,900	33,992
Utilities	7,550	7,550	9,600
Insurance	25,578	25,578	23,444
Miscellaneous	3,700	3,700	3,383
	<u>245,640</u>	<u>245,640</u>	<u>244,878</u>
Total Operations	<u>532,314</u>	<u>532,314</u>	<u>515,382</u>
Depreciation	-	-	19,873
Total Operating Expenses	<u>532,314</u>	<u>532,314</u>	<u>535,255</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Swimming Pool - Enterprise Fund**

**Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Operating Revenues			
Charges for Services			
Pool Fees	\$ 17,840	17,840	14,492
Pool Events and Programs	17,615	17,615	14,984
Season Passes	33,600	33,600	29,879
Total Operating Revenues	<u>69,055</u>	<u>69,055</u>	<u>59,355</u>
Operating Expenses			
Administration	44,430	44,430	43,110
Operations	33,601	33,601	38,734
Depreciation	-	-	14,001
Total Operating Expenses	<u>78,031</u>	<u>78,031</u>	<u>95,845</u>
Income (Loss) Before Transfers	(8,976)	(8,976)	(36,490)
Transfers In	<u>3,379</u>	<u>3,379</u>	<u>22,858</u>
Change in Net Position	<u>(5,597)</u>	<u>(5,597)</u>	(13,632)
Net Position - Beginning			<u>275,779</u>
Net Position - Ending			<u><u>262,147</u></u>



**SYCAMORE PARK DISTRICT, ILLINOIS**

**Swimming Pool - Enterprise Fund**

**Schedule of Operating Expenses - Budget and Actual  
For the Fiscal Year Ended December 31, 2014**

	Budget		Actual
	Original	Final	
Operating Expenses			
Administration			
Salaries and Wages	\$ 40,800	40,800	38,958
Department Administration	1,400	1,400	1,935
Services	600	600	649
Materials and Supplies	1,150	1,150	999
Utilities	480	480	569
Total Administration	44,430	44,430	43,110
Operations			
Pool Maintenance			
Department Administration	400	400	400
Services	900	900	3,560
Maintenance and Equipment	3,350	3,350	4,209
Materials and Supplies	5,850	5,850	6,180
Utilities	14,900	14,900	15,971
	25,400	25,400	30,320
Swim Lessons			
Salaries and Wages	8,101	8,101	7,637
Department Administration	100	100	777
	8,201	8,201	8,414
Total Operations	33,601	33,601	38,734
Depreciation	-	-	14,001
Total Operating Expenses	78,031	78,031	95,845

## **SUPPLEMENTAL SCHEDULES**

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Schedule of General Long-Term Debt  
December 31, 2014**

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<b>Amount Available and to be Provided for the Retirement of General Long-Term Debt</b>	
Amount Available for Debt Service	\$ 20,186
Amount to be Provided for Retirement of General Long-Term Debt	<u>3,324,966</u>
Total	<u><u>3,345,152</u></u>

**General Long-Term Debt Payable**

Compensated Absences Payable	36,059
Net Pension Obligation	14,428
General Obligation Alternate Revenue Source Park Bonds of 2006	1,635,000
General Obligation Limited Tax Park Bonds of 2009A	735,000
General Obligation Limited Tax Park Bonds of 2014	474,665
Debt Certificate of 2014	<u>450,000</u>
Total	<u><u>3,345,152</u></u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Long-Term Debt Requirements**

**General Obligation Alternate Revenue Source Bonds of 2006  
December 31, 2014**

Date of Issue	May 15, 2006
Date of Maturity	December 15, 2025
Authorized Issue	\$2,555,000
Denomination of Bonds	\$5,000
Interest Rates	4.00% to 4.25%
Interest Dates	June 15 and December 15
Principal Maturity Date	December 15
Payable at	J. P. Morgan Trust Company

**CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Requirements		
	Principal	Interest	Totals
2015	\$ 120,000	67,450	187,450
2016	125,000	62,650	187,650
2017	130,000	57,650	187,650
2018	135,000	52,320	187,320
2019	140,000	46,786	186,786
2020	145,000	41,045	186,045
2021	155,000	35,100	190,100
2022	160,000	28,706	188,706
2023	165,000	22,106	187,106
2024	175,000	15,300	190,300
2025	185,000	7,862	192,862
	<u>1,635,000</u>	<u>436,975</u>	<u>2,071,975</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Long-Term Debt Requirements**

**General Obligation Limited Tax Park Bonds of 2009A  
December 31, 2014**

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Date of Issue	April 6, 2009
Date of Maturity	December 15, 2024
Authorized Issue	\$1,000,000
Denomination of Bonds	\$5,000
Interest Rates	3.00% to 5.50%
Interest Dates	June 15 and December 15
Principal Maturity Date	December 15
Payable at	Apple River State Bank

**CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Requirements		
	Principal	Interest	Totals
2015	\$ 65,000	36,338	101,338
2016	65,000	33,738	98,738
2017	65,000	30,812	95,812
2018	70,000	27,888	97,888
2019	70,000	24,562	94,562
2020	75,000	21,238	96,238
2021	75,000	17,488	92,488
2022	80,000	13,550	93,550
2023	85,000	9,350	94,350
2024	85,000	4,674	89,674
	<u>735,000</u>	<u>219,638</u>	<u>954,638</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Long-Term Debt Requirements**

**General Obligation Limited Tax Park Bonds of 2014  
December 31, 2014**

Date of Issue	December 9, 2014
Date of Maturity	November 1, 2015
Authorized Issue	\$474,665
Denomination of Bonds	\$5,000
Interest Rate	1.03%
Interest Date	November 1
Principal Maturity Date	November 1
Payable at	Park Ridge Community Bank, Park Ridge IL

**CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS**

<u>Fiscal Year</u>	<u>Requirements</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
2015	\$ 474,665	4,373	479,038

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Long-Term Debt Requirements**

**Debt Certificate of 2014**

**December 31, 2014**

Date of Issue	March 5, 2014
Date of Maturity	March 5, 2016
Authorized Issue	\$450,000
Denomination of Bonds	\$5,000
Interest Rate	2.74%
Interest Dates	March 1 and September 1
Principal Maturity Date	March 5
Payable at	Resource Bank, N.A.

**CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS**

Fiscal Year	Requirements		
	Principal	Interest	Totals
2015	\$ -	12,330	12,330
2016	450,000	6,268	456,268
	450,000	18,598	468,598

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Schedule of Property Tax Data - Last Ten Tax Levy Years  
December 31, 2014**

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**See Following Page**



**SYCAMORE PARK DISTRICT, ILLINOIS**

**Schedule of Property Tax Data - Last Ten Tax Levy Years  
December 31, 2014**

	2004	2005	2006	2007
Assessed Valuations	\$ 287,011,086	336,884,055	386,837,630	444,112,643
Property Tax Rates by Fund				
General	\$ 0.0977	0.1000	0.1000	0.1000
Special Revenue Funds				
Illinois Municipal Retirement	0.0216	0.0211	0.0207	0.0185
Social Security	0.0258	0.0238	0.0207	0.0185
Recreation	0.1465	0.1231	0.1320	0.1159
Audit	0.0026	0.0024	0.0039	0.0027
Insurance	0.0279	0.0268	0.0285	0.0253
Paving and Lighting	-	-	-	-
Park Police	-	-	-	0.0009
Special Recreation	0.0115	0.0153	0.0141	0.0153
Debt Service	0.1826	0.1555	0.1354	0.1192
Total Property Tax Rates by Fund	0.5162	0.4680	0.4553	0.4163
Property Tax Extensions by Fund				
General	\$ 286,553	336,361	386,265	443,390
Special Revenue Funds				
Illinois Municipal Retirement	57,081	70,030	79,996	81,983
Social Security	68,142	76,388	79,996	81,983
Recreation	357,533	410,192	469,003	513,711
Audit	6,935	7,938	11,819	12,016
Insurance	73,644	89,203	104,987	112,000
Paving and Lighting	-	-	116	-
Park Police	-	-	116	3,991
Special Recreation	33,011	51,497	54,734	68,016
Debt Service	528,405	528,389	528,410	528,387
Total Property Tax Extensions by Fund	\$ 1,411,304	1,569,998	1,715,442	1,845,477
Property Tax Collections	\$ 1,411,160	1,570,479	1,703,745	1,854,437
Percent Collected	99.99%	100.03%	99.32%	100.49%

2008	2009	2010	2011	2012	2013
475,111,862	492,918,971	466,996,590	439,607,326	396,912,375	367,835,000
0.1000	0.1000	0.1000	0.1000	0.1213	0.1322
0.0171	0.0181	0.0210	0.0221	0.0217	0.0239
0.0179	0.0175	0.0191	0.0187	0.0189	0.0212
0.1180	0.1146	0.1364	0.1589	0.2043	0.2250
0.0038	0.0037	0.0049	0.0041	0.0024	0.0039
0.0274	0.0276	0.0210	0.0262	0.0108	0.0141
-	-	-	-	-	-
-	-	-	-	-	-
0.0173	0.0185	0.0400	0.0400	0.0400	0.0400
0.1142	0.1075	0.1163	0.1254	0.1431	0.1570
0.4157	0.4075	0.4587	0.4954	0.5625	0.6173
474,281	491,999	466,997	439,607	481,574	486,278
81,007	89,003	98,023	97,021	85,971	87,913
84,991	86,001	89,010	81,987	74,977	77,981
559,652	563,585	637,029	698,624	810,892	827,629
18,023	18,007	23,023	17,980	9,407	14,346
130,001	135,989	98,023	115,001	43,025	51,865
-	-	-	-	79	74
-	-	-	-	79	74
82,003	91,020	186,798	175,843	158,765	147,134
528,444	528,948	543,257	551,399	567,902	577,538
1,958,402	2,004,552	2,142,160	2,177,462	2,232,671	2,270,830
1,955,891	1,996,317	2,141,150	2,170,821	2,217,026	2,270,830
99.87%	99.59%	99.95%	99.70%	99.30%	100.00%

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Schedule of Assessed Valuation by Type of Property - Last Ten Tax Levy Years  
December 31, 2014**

Tax Levy Year	DeKalb County					Total
	Residential	Rural	Commercial	Industrial	Railroad	
2004	\$ 218,996,717	1,345,354	55,012,969	11,491,164	164,882	287,011,086
2005	260,363,265	1,290,393	62,201,734	13,028,663	-	336,884,055
2006	300,049,691	1,405,998	70,808,799	14,573,142	-	386,837,630
2007	346,285,319	1,901,599	79,257,134	16,668,591	-	444,112,643
2008	366,764,724	2,165,704	88,707,876	17,473,558	-	475,111,862
2009	376,365,851	2,158,315	96,607,829	17,786,976	-	492,918,971
2010	357,244,425	2,161,810	90,678,386	16,911,921	48	466,996,590
2011	334,083,429	2,161,478	87,654,471	15,707,900	48	439,607,326
2012	298,888,788	2,106,313	81,709,510	14,207,716	48	396,912,375
2013	275,211,619	2,109,514	77,438,636	13,075,183	48	367,835,000

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Schedule of Percentage of Indebtedness to Assessed Valuation - Last Ten Tax Levy Years  
December 31, 2014**

Tax Levy Year	Assessed Valuation	Indebtedness December 31,	Percentage of Indebtedness to Assessed Valuation
2004	\$ 287,011,086	\$ 506,965	0.20%
2005	336,884,055	2,936,400	0.18%
2006	386,837,630	2,851,330	0.87%
2007	444,112,643	2,762,610	0.74%
2008	475,111,862	3,568,405	0.62%
2009	492,918,971	3,462,890	0.75%
2010	466,996,590	3,314,490	0.70%
2011	439,607,326	3,172,540	0.71%
2012	396,912,375	3,047,726	0.72%
2013	367,835,000	2,895,152	0.79%

**SYCAMORE PARK DISTRICT, ILLINOIS****Schedule of Legal Debt Margin  
December 31, 2014**

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Equalized Assessed Valuation - 2013	<u>\$ 367,835,000</u>
Bonded Debt Limit - 2.875% of Assessed Value	10,575,256
Amount of Debt Applicable to Limit General Obligation Limited Tax Park Bonds	<u>1,209,665</u>
Legal Debt Margin	<u>9,365,591</u>

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Schedule of Golf Fees per Round - Last Ten Fiscal Years  
December 31, 2014**

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**See Following Page**

**SYCAMORE PARK DISTRICT, ILLINOIS**

**Schedule of Golf Fees per Round - Last Ten Fiscal Years  
December 31, 2014**

	2005	2006	2007	2008
<b>Fees Without Merchandise Sales</b>				
Green Fees	\$ 173,493	182,995	170,883	177,545
Season Passes	177,396	190,239	177,173	150,322
Cart Fees	113,145	118,389	104,168	95,675
Other Fees	19,922	25,738	3,791	32,541
<b>Total Fees Without Merchandise Sales</b>	<b>483,956</b>	<b>517,361</b>	<b>456,015</b>	<b>456,083</b>
<b>Rounds Played</b>	<b>38,004</b>	<b>31,840</b>	<b>29,246</b>	<b>30,469</b>
<b>Fees Without Merchandise Sales per Rounds Played</b>	<b>\$ 12.73</b>	<b>16.25</b>	<b>15.59</b>	<b>14.97</b>
<b>Merchandise Sales</b>	<b>\$ 99,500</b>	<b>91,283</b>	<b>87,641</b>	<b>74,239</b>
<b>Merchandise Sales per Rounds Played</b>	<b>\$ 2.62</b>	<b>2.87</b>	<b>3.00</b>	<b>2.44</b>
<b>Total Fees</b>	<b>\$ 583,456</b>	<b>608,644</b>	<b>543,656</b>	<b>530,322</b>
<b>Total Fees per Rounds Played</b>	<b>\$ 15.35</b>	<b>19.12</b>	<b>18.59</b>	<b>17.41</b>

*Client to update*

2009	2010	2011	2012	2013	2014
164,340	141,418	138,404	163,492	168,963	-
130,564	146,826	126,512	130,227	112,788	-
102,575	107,098	97,000	127,033	118,462	-
37,277	37,912	32,825	26,674	21,099	-
434,756	433,254	394,741	447,426	421,312	-
29,981	31,034	30,781	33,332	34,306	-
14.50	13.96	12.82	13.42	12.28	#DIV/0!
69,340	60,095	62,945	84,917	84,917	-
2.31	1.94	2.04	2.55	2.48	#DIV/0!
504,096	493,349	457,686	532,343	506,229	-
16.81	15.90	14.87	15.97	14.76	#DIV/0!



# SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 24, 2015

## STAFF RECOMMENDATION

### AGENDA ITEM: CAPITAL FUNDS UPDATE: Information Only

**BACKGROUND INFORMATION:** As previously requested, on a quarterly basis you will be provided with the attached report that details the information in the Capital Fund. The report is intended to make clear:

- Where money has been spent thus far.
- Where money will be spent yet this year.
- How much is yet to be spent.
- Estimated completion dates for work in progress or yet to be done.
- Projects that, due to their complexity or timing must be moved to next year, but funds are committed.

Attached is that report.

**FISCAL IMPACT:** Part of Capital Projects. Dollar amounts shown in report.

**STAFF RECOMMENDATION:** Information only.

**PREPARED BY:** Jacqueline Hienbuecher, Superintendent of Finance

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

**BOARD ACTION:**



PROJECT	2015	YTD	YTD	Add.'l	Net	Estimated
	BUDGET	SPENT	SPENT	COMMITTED	SAVINGS	Finish Date
		In Progress	Completed	Still to Be Spent	Project Done	
Contingency	\$30,000					
replace water meter at pool			\$1,685			Completed
PC Replacement/Upgrades	\$3,000	\$282		\$2,718		December
Server	\$20,000			\$20,000		December
Fiber Installation	\$50,000			\$45,000		May
Website Development	\$12,000	\$4,333		\$7,667		May
Museum Sprinkler System	\$12,000			\$12,000		May-June
Large Area Mower	\$72,000			\$72,000		March/April
Trim Mower	\$20,000			\$20,000		April
Snow Blower and Cab	\$12,500		\$10,790		\$1,710	Completed
Pool Turbine Pump	\$16,000			\$16,000		April
Diving boards (refinish) - 3	\$4,500		\$3,716		\$784	Completed
Pool Lift	\$5,000			\$5,000		June
Hot tub chemical controller	\$2,300			\$2,300		April/May
Fitness equipment	\$5,200			\$5,200		December
Emil Cassier/Merry Oaks - Encap*	\$38,735			\$38,735		April/May
Two Rain Gardens	\$3,100			\$3,100		April/May
Phase 4 Parking	\$50,000			\$50,000		June
Tree Replacement Program	\$25,000			\$25,000		May/June
	\$381,335	\$4,615	\$16,191	\$324,720	\$2,494	

\*These projects will have ongoing costs for development. Estimated Finish Date is based on current year's work to be done.

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 24, 2015

**STAFF RECOMMENDATION**

**AGENDA ITEM: AUTHORIZATION TO TRANSFER FUNDS FOR GOLF COURSE AND POOL DEFICITS: Recommend Approval**

**BACKGROUND INFORMATION:**

For the year ended December 31, 2014, the deficit in the Pool Fund was \$19,565.28. This amount is being transferred from the Recreation Fund.

Funds were transferred from the Recreation Fund and the Concessions Fund to the Golf Fund in the amount of \$58,377.51 and \$30,000 respectively. This completely eliminates the current and prior year deficits for the Golf Fund.

The Board now needs to finalize these actions by their authorization.

**FISCAL IMPACT:** Reduces funds available in the Recreation and Concessions Fund to conduct other activities in the district. Eliminates the current year debt in the Swimming Pool Fund and the overall deficit in the Golf Course Fund.

**STAFF RECOMMENDATION:** Staff recommends that the Board approve the transfer of funds from both the Recreation and Concessions Funds to the golf course and pool budgets to eliminate their deficits.

**PREPARED BY:** Jacqueline Hienbuecher, Superintendent of Finance

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:** 

**BOARD ACTION:**

**SYCAMORE PARK DISTRICT****Board of Commissioners****Date of Board Meeting: March 24, 2015****STAFF RECOMMENDATION****AGENDA ITEM: REPORT ON BRIDGE CONDITION: Informational**

**BACKGROUND INFORMATION:** As part of our long range planning process we are having our bridges assessed, and one of those is a bridge on the South Airport Road location where we plan to site the south sports complex (see attached topo). The bridge that joins the east and west side of the East Branch of the South Branch of the Kishwaukee River has been determined to no longer be usable, even for foot traffic. I am instructing Jeff Donahoe, on my staff, to fence off both sides and post it, as such, but thought the Board should know, as well. We currently do not have the funds to replace the bridge.

**FISCAL IMPACT:** FUTURE: Minimum of \$85,00 to \$140,000.

**STAFF RECOMMENDATION:** Today is just informational.

**PREPARED BY:** Daniel Gible, Executive Director.





