

Sycamore

PARK DISTRICT

Established 1923

940 East State Street
Sycamore, IL 60178
email: info@sycamoreparkdistrict.com

(TEL) 815/895-3365
(FAX) 815/895-3503
www.sycamoreparkdistrict.com

Sycamore Park District Regular Board Meeting

May 26, 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. Regular Minutes - April 28, 2015
- Executive Session Minutes – April 28, 2015
- 9. Study Session Minutes – April 16, 2015

PUBLIC INPUT:

APPROVAL OF MONTHLY CLAIMS:

- 12. Claims Paid Since Board Meeting (Roll Call Vote)
- 17. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

- 20. Superintendent of Finance Monthly Report
- 23. Budget Report
- 40. Superintendent of Golf Operations Monthly Report
- 43. Superintendent of Parks and Facilities Monthly Report
- 49. 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

May 26, 2015

PG 2

CORRESPONDENCE-

- 56. Sycamore FFA
- 57. Vernon Freeman Family Thank You
- 58. Cortland PTA Thank You
- 59. Clubhouse Rental Questionnaire-SHS Dance Team

POSITIVE FEEDBACK/REPORTS**ANNUAL MEETING**

- 60. Swearing In Commissioners, Election of President, Vice President & Other Positions—Dan (Roll Call)

STAFF REPORT: Building the Future Golfer— Kirk

OLD BUSINESS:

- Report of ACTION 2020 Committees—Dan/et.al.
- Chamber Golf Outing—Dan
- 62. South Prairie School Use Considerations—Dan

NEW BUSINESS:

- 64. Consider Disposal of Surplus Equipment-Ordinance 05-2015—Dan (Roll Call)
- 70. Review and Approval of Joint Resolution with Genoa Township Park District—Resolution #02-2015 - Dan (Roll Call)
- 75. Approve DCCF "Action 2020 Fund" Agreement—Dan (Roll Call)
- Camden Crossing Considerations—Dan
- 81. Park/Facility Tour Planning—Jeff
- Setting of Date for Next Study Session – 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:

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.

ADJOURNMENT (Voice Vote)

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, April 28, 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 6:04 p.m. on Tuesday, April 28, 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 Gibble, Bart Desch, Jeff Donahoe, Jackie Hienbuecher, Kirk Lundbeck, and Recording Secretary Jeanette Freeman.

Guests at the Board meeting were:

Ron Amen, Lauterbach & Amen-Auditors
Dave Phillips – Speer Financial
Terri Gibble, 340 Rogers Way, Sycamore

**Regular and Consent Agenda Approval –
Motion**

Commissioner Tucker moved to approve the Regular Agenda and Consent Agenda.
Commissioner Schulz seconded the Motion.

At this time Director Gibble asked that Old Business Item- Annual Audit and New Business-Bond Bid and Ordinance 04-2015 be moved on the agenda to before Correspondence.

Motion

Commissioner Schulz moved to approve the amendments to the 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. Commissioners Graves was absent.

Minutes of the Regular Meeting of the Board of Commissioners
 Sycamore Park District
 Tuesday April 28, 2015
P 2

**Approval of Minutes –
 Motion**

Commissioner Schulz moved to approve the March 24, 2015 Regular Meeting Minutes.
 Commissioner Kroeger seconded the Motion.

Voice Vote

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

Motion

Commissioner Kroeger moved to approve the March 10, 2015 Special Meeting Minutes.
 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.

Public Input

Director Gibble noted a gentleman called in on the referendum. Jackie handled it very well.
 Supt. of Finance Hienbuecher noted the gentleman noted he will be keeping an eye on things.

Claims and Accounts Approval

Motion

Commissioner Schulz moved to approve and pay the bills in the amount of \$97,941.44.
 Commissioner Kroeger seconded the Motion.

Roll Call

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

Old Business –

Annual Audit Final Review and Adoption – Supt. of Finance Hienbuecher noted she has hard copies available, but it was also sent out in the board packet. Ron from the auditing firm is here to present the audit. Ron Amen from Lauterbach & Amen then presented the Management Letter and Audit to the Board and went over the audit.

New Business -

Award Bond Bid – Supt of Finance Hienbuecher noted we went through the process of refunding our alternate revenue bonds. The bids came back and Dave Phillips from Speer Financial is here to share the news. Dave Phillips noted there were three bids. The winning bid was Northland Security in Association with Resource Bank at 2.2755%. He recommends acceptance of the low bid and approval of the ordinance. Director Gibble noted that he recommends that President Strack should abstain from both of these.

Minutes of the Regular Meeting of the Board of Commissioners
 Sycamore Park District
 Tuesday April 28, 2015
 P 3

Award Bond Bid – cont’d -
Motion

Commissioner Tucker moved to approve the bid from Northland Security in Association with Recourse Bank at 2.2755%. 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 3-0. Commissioner Graves was absent. President Strack abstained.

Ordinance 04-2015 – “An Ordinance providing for the issue of approximately \$1,725,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A for the purpose of refunding outstanding alternate bonds of said Park District, for the payment of the expenses incident thereto, for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.”

Motion

Commissioner Schulz moved to approve Ordinance 04-2015. 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 3-0. Commissioner Graves was absent. President Strack abstained.

Correspondence –

- Sycamore History Museum – Michelle Donahoe
- DeKalb County Economic Development Corp.
- City of Sycamore Fire Department – Marc Doty, Asst. Chief
- Clubhouse Rental – Nancy Davis

There was a consensus that the annual membership is sufficient to the DCEDC at this point.

Positive Feedback/Reports –

- Commissioner Kroeger noted the support to Rochelle for cleanup was great that we jumped on that right away. He thanked the staff for helping and wondered if there was anything else we could do.
- Director Gible will talk to Eric on this to follow-up.
- Commissioner Kroeger noted he received the email that we are going to donate a tree in honor of Daryl’s mother that passed.
- Director Gible noted that Daryl had thanked us for this.
- President Strack noted he is pleased in the upgrade of the bond rating.
- President Strack noted it was extremely positive that Genoa reached out to us. Director Gible noted that he and Paul have talked.

Minutes of the Regular Meeting of the Board of Commissioners
 Sycamore Park District
 Tuesday April 28, 2015
P 4

Department Presentation – Supt. of Finance Hienbuecher – How IMRF Works – Jackie noted that IMRF was created in 1939 and started working in 1941 with 5 agencies. Now there are 3000 agencies and about 175,000 active members. At least since 1959 we have been part of IMRF. If a position is anticipated to work a minimum of 1000 hours, we are required by law to enroll that position in IMRF. The employee contributes 4 ½ % of wage pre-tax. The employer contribution is calculated by an individual actuaries and changes each year. We make the payment to IMRF monthly and that is part of the reason it is so well funded. There are two tiers now for employees, Tier 1 & 2. New employees are now under Tier 2 which has a longer vested time and later retirement time.

OLD BUSINESS

Discussion/Review of Upcoming Grants –Director Gibble handed out charts. He and Terri Gibble are here to get the Board up to speed and let them know what new grants we will be applying for. He and Terri went through the different grants available and what is involved in applying for these grants. There was discussion on the concept plan for the Soccer Complex. Director Gibble noted he needs the Boards opinion on the parking lot and phased paving approach. There was a consensus on the Board that they were comfortable with Director Gibble going back to the engineers with the following: Phasing asphalt, how to move water from point A to point B, and another solution to parking that might increase the walking distance but not take away from safety. Possibly switching the one lot but have a public hearing first.

Report on ACTION 2020 Committee – President Strack noted he drafted a memo on the naming rights and he asked the Board if they were ok with it. The Board came to a consensus the concept is good, but possibly Michelle and Ann work on the wording.

NEW BUSINESS

Award Addition to Paving Contract – Director Gibble noted he is recommending awarding the paving.

Motion

Commissioner Tucker moved to approve and award the Additional Paving. 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
 Tuesday April 28, 2015
P 5

Review/Approval of Stream Restoration Grant Application – Director Gible noted that a requirement of the Stream Restoration Grant is to show in the minutes the Board support for the application.

Motion

Commissioner Tucker moved to give support for the Stream Restoration Grant Application. 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.

Annual Review of Progress on ADA Transition Plan – Director Gible noted he feels this year's items will come in under budget. Mostly this year it is visual or audible alarms. He also noted that with moving out of the community center location there is about \$60,000 worth of items in that building that we will not have to incur. This moves it to approximately a quarter of a million dollars in savings.

Adoption of Soccer Goal Safety Policy – Supt. of Parks Donahoe noted this has been in place for a few years. We are doing this, but we need to catch up with adopting of policies.

Motion

Commissioner Schulz moved to approve the Soccer Goal Safety Policy. 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.

Setting of Date for Next Study Session – Director Gible noted it would be best to wait for the updated plans before setting a date for the next meeting.

Public Input - None

Motion

The Board adjourned the Regular Session to go into Executive Session at 8:13 pm on a motion made by Commissioner Schulz for the reasons listed below. The motion was seconded by Commissioner Tucker.

Roll Call

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

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday April 28, 2015

P 6

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 Gible as Secretary and Recording Secretary Freeman. Commissioner Graves was absent.

Motion

The Board adjourned the Executive Session at 8:45 p.m. and reconvened to Regular Session on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Tucker.

Voice Vote

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

Motion

The Board adjourned the Regular Session at 8:45 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 4-0. Commissioner Graves was absent.

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

**Minutes of the Special Meeting Study Session of the Board of Commissioners
Sycamore Park District
Tuesday, April 16, 2015**

President Strack called the meeting to order at 6:01 p.m.

The Special 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 6:01 p.m. on Tuesday, April 16, 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 Graves, Kroeger, Schulz, Tucker and Strack.**

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: **None**

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

Guests Present at the meeting were:

None

II. Discussion of Matters Related to Action 2020:

- a. **Next Committees Forming** - Director Gible noted the next group of committees that will be forming include the Community Center, and the Sled Hill. He put on the agenda to make sure everyone is on the same page.
- b. **RFQ by Construction Group** – Director Gible noted this group does not require applicants. He and Commissioner Kroeger have noted they will start getting this started.
- c. **Fundraising Group** – President Strack noted they have identified some of the larger donor groups. There is a major one that might also assist us or help with others. He noted he asked Director Gible to put together a specific list for naming rights. There was discussion on the naming rights. The basis will be the total cost. There was a consensus on the Board of the following: 50% or more of an amenity will get them naming rights for the life of that amenity. “Brought to you by” will be 50% which is divided by 4 so 25% for each of the four of the 50%. President Strack will write this up and email to all.

Minutes of April 16, 2015 Special Meeting Study Session

Page 2

Discussion and Possible Action on Enterprise Zone – Nothing at this time.

Impact Fees Discussion- President Strack noted he has had some interactions with the Building Association. The Building Association would like the impact fees revisited since they feel they are too high. He noted the Board needs to decide what the purpose of the impact fee is. Commissioner Graves noted they are to pay for amenities in those areas. President Strack noted that when someone new comes to the community and no one leaves, it creates more pressure on the Police, Fire, Parks, Schools, etc. The purpose of the impact fee is to offset the impact the new people make. President Strack noted that if there is a consensus on the board for the purpose of the impact fees, then he would like to talk to the Schools and City. He would like to try to get a consensus of what they feel impact fees are for and then engage the Builders community. When we all understand what the purpose of impact fees are for. The Board gave him consensus to talk to everyone.

Resolution 01-2015: Authorizing an Intergovernmental Cooperative Agreement – Director Gible noted the Board have all read the Press Release on sports and the one that will go out later when he hears from DeKalb Park District. He feels we will be able to handle our core programming in the school and the other programming with DeKalb. He recommends approval of the ordinance.

Motion

Commissioner Schulz moved to approve Resolution 01-2015 – An Resolution Authorizing an Intergovernmental Cooperative Agreement. . Commissioner Tucker seconded the Motion.

Roll Call

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

Executive Director Gible passed out the press releases about the closures to staff and board present, and indicated that they would be emailed to the media yet this evening.

Review and Approval of Tree Removal Contract – Supt. of Parks Donahoe noted his staff recommendation says they have cut down many trees themselves and there are still some he will have staff do. However, he put out to bid for trees that are too big for us and need professional help. The range was from \$25,000 to \$40,000 with A-1 with the low bid of \$25,775.00. He has checked their references. The timing will be open ended since it will depend on the shape of the course. He is recommending approval of A-1 Trees.

Motion

Commissioner Schulz moved to approve A-1 Trees bid of \$25,775. Commissioner Tucker seconded the Motion.

Roll Call

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

Minutes of April 16, 2015 Special Meeting Study Session**Page 3**

Review and Approval of Soil Boring Work – Supt of Finance Hienbuecher noted the tech assessment showed the biggest problem is our connectivity issues between the Administration and Maintenance building. The recommendation was made to do fiber installation. She is recommending approval.

Motion

Commissioner Kroeger moved to approve Kirby Cable Service at \$41,787.50. The motion was seconded by Commissioner Graves.

Voice Vote

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

Review and Approval of Wire Pulling Work – Supt. of Finance Hienbuecher noted this is the second part of the process and recommends approval.

Motion

Commissioner Tucker moved to approve Custom Underground at \$9,490.00. 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.

Motion

The Board adjourned the Regular Session at 7:32 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Graves.

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

FROM 04/29/2015 TO 05/18/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
050615	02	SPONSORSHIP	201000046214	05/06/15	00000000	54860	05/06/15	250.00	250.00
								125.00	
									VENDOR TOTAL: 250.00
050615	02	OFFICE DEPOT							
766166407001	01	HOLE PUNCH-SHARPIES	101000046200	04/17/15	00000000	54852	05/05/15	54.67	54.67
	02	POST ITS-PENS	201000046200		00000000			35.64	35.64
	03	TAPE DISPENSER-MTO	201000046200		00000000			17.28	17.28
								1.75	1.75
									VENDOR TOTAL: 54.67
98130165	01	BOTTLES	303000086631	04/28/15	00000488	54853	05/05/15	710.30	710.30
	02	BIB	303000086630		00000488			346.08	346.08
	03	BIB	303300086630		00000488			182.11	182.11
									VENDOR TOTAL: 710.30
200	01	INSTRUCTOR FEES	205980066128	05/01/15	00000000	54861	05/06/15	895.00	895.00
								895.00	895.00
									VENDOR TOTAL: 895.00
4509059	01	BRATS	303000086615	04/22/15	00000487	54854	05/05/15	67.82	67.82
								67.82	67.82
									VENDOR TOTAL: 67.82
4523249	01	GATORADE G2	303000086631	05/06/15	00000497	54863	05/08/15	609.13	609.13
	02	GATORADE	303000086631		00000497			41.98	41.98
	03	FRENCH FRIES	303000086617		00000497			39.00	39.00
	04	HAMBURGERS	303000086613		00000497			17.77	17.77
	05	HOT DOGS	303000086615		00000497			70.62	70.62
	06	BRATS	303000086615		00000497			153.28	153.28
	07	ZIPLOC GAL	303000076550		00000497			203.46	203.46
	08	ZIPLOC QUART	303000076550		00000497			23.44	23.44
	09	ZIPLOC GAL	303300076550		00000497			21.07	21.07
	10	ZIPLOC QUART	303300076550		00000497			23.44	23.44
	11	BRATS - COUPON	303300086615		00000497			21.07	21.07
								-6.00	-6.00
									VENDOR TOTAL: 676.95
483643		SUPERIOR BEVERAGE		04/22/15		54855	05/05/15	278.20	278.20
									VENDOR TOTAL: 278.20

VENDOR # INVOICE # ITEM DESCRIPTION ACCOUNT NUMBER INV. DATE P.O. NUM CHECK # CHK DATE CHECK AMT INVOICE AMT/ITEM AMT

483643 01 BUD LIGHT 303000086634 04/22/15 00000463 54855 05/05/15 278.20 278.20
 02 BUD 303000086634 00000463 118.40
 03 MICH ULTRA 303000086634 00000463 29.60
 04 SHOCK TOP 303000086634 00000463 66.20
 05 KEG 303000086634 00000463 60.00
 06 EMPTY KEGS 303000086634 00000463 121.00
 07 DELIVERY 303000086634 00000463 -120.00
 3.00

483804 01 BEER 303000086634 05/06/15 00000496 54864 05/08/15 180.60 180.60

SYCPK2 SYCAMORE PARK DISTRICT VENDOR TOTAL: 458.80

BANKS 5-4-15 01 BANK - CART - REGULAR 301000001010 05/04/15 00000000 54843 05/04/15 200.00 200.00
 02 BANK - CART - BB 301000001010 00000000 100.00 100.00

T0000024 DOBBERSTEIN, MELLISSA VENDOR TOTAL: 200.00

042415 REIMB 01 WALMART-REIMB 303000086632 04/24/15 00000000 54865 05/08/15 42.47 14.64
 14.64

042915-ALDI REIMB 01 HAMBURGER BUNS 303000086613 05/04/15 00000000 54844 05/04/15 76.54 76.54
 02 HOT DOG BUNS 303000086613 00000000 32.04 32.04
 44.50

050115-ALDI REIMB 01 REIMB-CHIPS PARK PRIDE DAY 206095096216 05/01/15 00000000 54865 05/08/15 42.47 14.90
 14.90

050715 01 REIMB-ALDI 303300086623 05/07/15 00000000 54865 05/08/15 42.47 12.93
 12.93

T0001141 MARIN, DIANA VENDOR TOTAL: 119.01

042815 01 JR SOCCER REFUND 205550076218 04/28/15 00000000 54856 05/05/15 55.00 55.00
 55.00

T0001142 SMITH, GAIL VENDOR TOTAL: 55.00

042215 04/22/15 54857 05/05/15 56.00 56.00

FROM 04/29/2015 TO 05/18/2015

VENDOR # INVOICE # ITEM DESCRIPTION ACCOUNT NUMBER INV. DATE P.O. NUM CHECK # CHK DATE CHECK AMT INVOICE AMT/ITEM AMT

042215 01 REFUND 205660186218 04/22/15 00000000 54857 05/05/15 56.00 56.00

TITLE TITLEIST DRAWER CS VENDOR TOTAL: 56.00

900578002 01 TITLEIST AP-1 IRONS 501000001302 04/21/15 00000466 54858 05/05/15 579.13 441.63

02 SHIPPING 501000001302 00000466 12.83

900587830 01 14 WAY STAND BAG SPEC ORDER 501000001304 04/22/15 00000464 54858 05/05/15 579.13 137.50

02 SHIPPING 501000001304 00000464 15.00

UNIT1 U.S. POSTAL SERVICE-CMRS-FP VENDOR TOTAL: 579.13

050415 POSTAGE 101000046202 05/04/15 00000000 54845 05/04/15 500.00 500.00

USFOODS US FOODS INC VENDOR TOTAL: 500.00

1609203 04/27/15 0000494 54867 05/08/15 732.00 732.00

01 ONION 303000086629 0000494 6.30

02 SHREDDED LETTUCE 303000086629 0000494 7.94

03 SLICED CHEESE 303000086629 0000494 44.78

04 GATORADE 303000086631 0000494 39.00

05 TORTILLA SHELLS 303000086616 0000494 18.54

06 FRYER OIL 303000086617 0000494 42.38

07 LIQUID BUTTER 303000086629 0000494 31.38

08 TORTILLA CHIPS 303000086620 0000494 29.30

09 HOT DOGS 8/1 303000086615 0000494 131.05

10 CHICKEN STRIPS PEPPERED 303000086629 0000494 21.05

11 CHEDDAR NUGGETS 303000086617 0000494 110.52

12 HAMBURGER BUNS 303000086613 0000494 23.13

13 SOFT PRETZELS 303000086619 0000494 23.13

14 FRENCH FRIES 303000086617 0000494 48.86

15 ONION RINGS 303000086617 0000494 20.31

16 GLOVES 303000076550 0000494 15.08

17 FOIL 303300076550 0000494 6.93

18 FOIL 303300076550 0000494 49.32

19 GLOVES 303300076550 0000494 49.33

VENDOR TOTAL: 732.00

DATE: 05/18/2015
 TIME: 16:25:01
 ID: AP450000.WOW
 9

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

PAGE: 5

FROM 04/29/2015 TO 05/18/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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WALM	41615	01 SYRUP	206095026216	04/16/15	00000422	54848	05/04/15	598.47	598.47
		02 PANCAKE MIX	206095026216		00000422				12.20
		03 PLATES	206095026216		00000422				19.44
		04 FORKS	206095026216		00000422				11.48
		05 JUICE	303000086631		00000422				9.97
		06 BREAD/ SUB BUNS	303000086612		00000422				26.66
		07 CANDY	303000086624		00000422				20.05
		08 CHOCOLATE	303000086624		00000422				56.56
		09 COOKIES	303000086618		00000422				105.95
		10 PEANUTS	303000086618		00000422				19.76
		11 GRANOLA BARS	303000086618		00000422				7.48
		12 TRAIL MIX	303000086618		00000422				7.46
		13 PROTEIN BARS	303000086618		00000422				7.64
		14 CHEESE CRACKERS	303000086618		00000422				7.58
		15 SLIM JIM	303000086623		00000422				5.88
		16 MUFFINS/DONUTS	303000086611		00000422				15.99
		17 COUPON PLATES	206095026216		00000422				43.89
		18 COUPON JUICE	303000086631		00000422				-2.50
		19 BREAKFAST BUNNY SUPPLIES	206095026216		00000000				-2.30
		20 DECAF	303000086632		00000419				84.44
		21 COFFEE	303000086632		00000419				17.96
		22 CREAMER	303000086632		00000419				50.88
		23 HOT DOG BUNS	303000086615		00000419				7.05
		24 ONIONS	303000086632		00000419				11.44
		25 TOMATOES	303000086629		00000419				1.98
		26 CREAMER	303000086632		00000419				2.56
		27 BUTTER	206095026216		00000462				-0.01
		28 ORANGE JUICE	206095026216		00000462				3.40
		29 NAPKINS	206095026216		00000462				30.48
		30 SHREDDED CHEESE	303000086629		00000461				3.98
									11.12

VENDOR TOTAL: 598.47

WASTE	WASTE MANAGEMENT	3466976-2011-7	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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		01 REFUSE REM - ADM	101000056302	05/01/15	00000000	54859	05/05/15	294.84	294.84
		02 REFUSE REM - CH	303000056302		00000000				63.83
		03 REFUSE REM - ADM	101000056302		00000000				63.83
		04 REFUSE REM - SC	202100056302		00000000				5.00
		05 REFUSE REM - PARK	101500056302		00000000				51.90
		06 REFUSE REM - CC	207500056302		00000000				51.90
									58.38

VENDOR TOTAL: 294.84
 TOTAL ---- ALL INVOICES: 7,347.33

DATE: 05/19/2015
TIME: 14:26:03
ID: AP443000.WOW

SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

New

INVOICES DUE ON/BEFORE 05/19/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
10	ADMINISTRATION		
AFLAC	AFLAC	1,490.00	558.75
AT&T2	A T & T	328.59	4.37
BOCKY	BOCKYN, LLC	1,200.00	150.00
CHAPM	CHAPMAN AND CUTLER		9,000.00
CINTA	CINTAS CORPORATION #355	624.66	30.64
DYNEGY E	DYNEGY ENERGY SERVICES	6,308.29	321.86
ECO	ECOWATER SYSTEMS, INC.	184.83	72.35
ENGIN	ENGINEERING RESOURCE ASSOC	24,153.41	7,140.26
EWORLD	EWORLDLINK		394.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,365.07	88.28
KAR	KAR-FRE FLOWERS	117.50	29.47
LE PRINT	LE PRINT EXPRESS	78.25	9.50
OF	OFFICE DEPOT	1,056.63	84.86
PLUNKETT	PLUNKETT'S PEST CONTROL	252.00	42.00
SOFT	SOFT WATER CITY	1,391.05	20.25
SPE	SPEER FINANCIAL INC.		13,313.00
STANDARD	STANDARD AND POOR'S		9,500.00
SUNDOG	SUN DOG IT	6,423.89	821.89
	ADMINISTRATION		41,581.48
15	PARKS		
BURRI	BURRIS EQUIPMENT CO.	4,083.41	82.29
CARQ	CARQUEST AUTO PARTS	4,589.38	51.78
CINTA	CINTAS CORPORATION #355	624.66	46.68
CINTA2	CINTAS CORP	121.99	25.20
CONS	CONSERV FS	3,269.19	1,223.86
DYNEGY E	DYNEGY ENERGY SERVICES	6,308.29	697.11
HOMER	HOMER INDUSTRIES		2,960.00
LOWE	LOWE'S	606.12	349.14
MAR	ARCH CHEM-MARINE BIOCHEM		1,200.00
MENA	MENARDS - SYCAMORE	685.64	633.47
MROUT	MR OUTHOUSE	900.00	430.00
OVERHEAD	OVERHEAD DOOR CO OF	52.00	316.00
RONDO	RONDO ENTERPRISES, INC.		45.52
SOFT	SOFT WATER CITY	1,391.05	101.75
	PARKS		8,162.80
RECREATION			
10	ADMINISTRATION		

DATE: 05/19/2015
 TIME: 14:26:03
 ID: AP443000.WOW

SYCAMORE PARK DISTRICT
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 05/19/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
61	PROGRAMS - CONCERTS		
KUNTZ	KUNTZ, ROBERT W.		1,000.00
RENE	RENE, LISA		1,000.00
RUDOL	RUDOPH, DAVE		675.00
WILDDAIS	WILD DAISY		1,100.00
WILLIAMS	WILLIAMS, JOHN		1,000.00
	PROGRAMS - CONCERTS		7,125.00
65	BROCHURE		
SWIFT	JOHN B SWIFT COMPANY		5,744.02
	BROCHURE		5,744.02
70	WEIGHT ROOM		
CENTURY	CENTURY PRINT & GRAPHICS	85.00	100.00
	WEIGHT ROOM		100.00
75	COMMUNITY CENTER		
AT&T1	A T & T	222.70	31.08
AT&T2	A T & T	328.59	86.36
C&L	C & L PROPERTIES, L.L.C.	22,232.00	5,558.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,365.07	338.41
SOFT	SOFT WATER CITY	1,391.05	211.75
	COMMUNITY CENTER		6,225.60
DONATIONS			
10	ADMINISTRATION		
ENGIN	ENGINEERING RESOURCE ASSOC	24,153.41	2,596.21
	ADMINISTRATION		2,596.21
SPECIAL RECREATION			
10	ADMINISTRATION		

INVOICES DUE ON/BEFORE 05/19/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GOLF COURSE			
41	GOLF MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.	1,488.40	1,448.49
CARQ	CARQUEST AUTO PARTS	4,589.38	35.27
CINTA	CINTAS CORPORATION #355	624.66	46.64
CONS	CONSERV FS	3,269.19	1,140.64
DYNEGY E	DYNEGY ENERGY SERVICES	6,308.29	1,429.64
GEMP	GEMPLERS		84.45
LOWE	LOWE'S	606.12	69.02
MROUT	MR OUTHUSE	900.00	80.00
REIN	REINDERS, INC.	78,528.44	113.56
VULC	VULCAN MATERIALS CO.		9.12
	GOLF MAINTENANCE		4,456.83

SWIMMING POOL			
80	POOL		
WDKB-FM	WDKB-FM		450.00
	POOL		450.00

81	POOL MAINTENANCE		
CARQ	CARQUEST AUTO PARTS	4,589.38	3.94
CLEAR	CLEARVIEW POOLS, INC.		2,458.00
DYNEGY E	DYNEGY ENERGY SERVICES	6,308.29	439.50
GRAI	GRAINGER	359.83	18.13
HALO	HALOGEN SUPPLY COMPANY, INC.		1,006.08
MENA	MENARDS - SYCAMORE	685.64	284.41
SELDAL	SELDAL PLUMBING	570.40	820.00
	POOL MAINTENANCE		5,030.06

CAPITAL PROJECTS			
10	ADMINISTRATION		
BANK	THE BANK OF NEW YORK MELLON		750.00
CLEAR	CLEARVIEW POOLS, INC.		2,217.06
ENCAP	ENCAP, INC	1,320.00	33,935.00
	ADMINISTRATION		36,902.06

TOTAL ALL DEPARTMENTS 131,765.19

Interim \$ 7,347.33
 New \$ 131,765.19
 Total \$ 139,112.52

To: Board of Commissioners

From: Jackie Hienbuecher

Subject: Monthly Report

Date: May 26, 2015

Administrative Initiatives (5/1/15 – 5/31/15)

- Attended Superintendent and Board meetings.
- Continued to follow up with Unemployment Consultants regarding protest of claim. Anticipate resolution by the end of May.
- Assisted employees with insurance claims and FSA reimbursements.
- Worked with company administrating the Flex Spending Accounts to reduce the amount of substantiation required for reimbursements. Initially they requested documentation for all reimbursements other than pharmacy when using FSA debit card. They will no longer request support for payment when the amount is a co-payment.
- Submitted initial claim to PDRMA for damage in pool equipment room due to furnace going out during freezing temperatures. Adjuster working with Jeff Donahoe on detailed costs.
- Completed PDRMA Operating Expenditures request and submitted with 2014 audited financial statements.
- Finalized Comptroller's report for filing with the state.
- Updated monthly cash flow worksheet.
- Finalized all documentation for the refunding of 2006 Alternate Bond. Closed and funds transferred on May 13, 2015.
- Contacted phone vendor regarding replacement phones and two new workstations.

- Checked with county regarding select addresses that show as being out of district. Since they are completely surrounded the county is investigating further.
- Held coordination meeting with companies involved in direct boring, fiber installation and final connection to our network. Work has begun and anticipated to be completed within 30 days.
- Coordinated the collection of information for the “Transparency Portal” on the new website.
- Contacted IMRF regarding paying back amount for reduced rate in previous years. Will review budget to see if payment in 2015 is manageable.
- Completed setting up of sports complex and pool “stores” on EZLinks POS. Staff enters sales directly into the POS system and then based on those sales, I transfer the appropriate costs.
- Created card with contact information for the Caddyshack Grill. These can be provided to the golfers so that they can call their order in.
- Staff prepared for opening of pool concessions.
- Continued promotion of Caddyshack Grill on Facebook. No reference made to Facebook offering from customers to date.
- Discussed with Sycamore Girls Softball options for their tournament on May 9th. Follow up was positive.
- Concessions is running a cart on Saturdays and Sundays for soccer.
- One of the umbrellas on the patio was not working properly. Contacted the vendor and still covered under warranty so replacement was sent.
- Catering/special events/room rentals: 6 room rentals, Park Pride Day, 1 golf outing

Administrative Initiatives (6/1/15 – 6/30/15)

- Attend any scheduled “Action 2020” meetings.
- Attend Superintendent and Board meetings.
- Work on IMRF project for the purpose of ensuring that proper enrollment has been made in the past.
- Prepare information regarding effect of abatement.
- Continue to work on PDRMA compliance requirements for future insurance review.
- Work on asset inventory project.
- Completion of fiber project. Work with Sundog to ensure final connections are working properly.
- Assist as needed in gathering final documentation for and assist with launching of new website.
- Prepare RFQ for Information Technology Services and send out to various vendors.
- Review next steps in technology assessment. Specifically look further into replacement of server and movement of some items to the cloud.
- Schedule inclusion and disability awareness training for staff.
- Review outstanding accounts payable checks to determine if valid.
- Catering/special events/room rentals: 1 room rental, 6 golf outings, Storm Dayz

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Corporate Fund (10)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	<u>Variance</u>
Revenues									
Administration	27,869.00	30,268.97	8.6%	45,829.00	47,304.94	3.2%	1,237,143.00	52,259.95	-9.5% (1)
Parks	-	-	#DIV/0!	-	-	#DIV/0!	12,949.00	-	#DIV/0!
Total Revenues	27,869.00	30,268.97	8.6%	45,829.00	47,304.94	3.2%	1,250,092.00	52,259.95	-9.5%
Expenses									
Administration	40,480.00	30,157.80	-25.5%	145,909.00	133,226.94	-8.7% (2)	619,082.00	111,396.61	19.6% (3)
Parks	13,330.00	11,476.30	-13.9%	54,756.00	43,446.20	-20.7% (4)	238,703.00	56,790.85	-23.5% (4)
Total Expenses	53,810.00	41,634.10	-22.6%	200,665.00	176,673.14	-12.0%	857,785.00	168,187.46	5.0%
Total Fund Revenues	27,869.00	30,268.97	8.6%	45,829.00	47,304.94	3.2%	1,250,092.00	52,259.95	-9.5%
Total Fund Expenses	53,810.00	41,634.10	-22.6%	200,665.00	176,673.14	-12.0%	857,785.00	168,187.46	5.0%
Surplus (Deficit)	(25,941.00)	(11,365.13)	-56.2%	(154,836.00)	(129,368.20)	-16.4%	392,307.00	(115,927.51)	11.6%

(1) 2014 included \$3714 in proceeds from auction of surplus equipment.

(2) Primarily under budget in Administrative Expenses (advertising, public relations and uniforms) 35.6% \$8,253.

(3) 2015 expenses exceeds 2014 primarily due to the consulting expenses for trail connections, final phase of parking and soccer complex.

(4) 2015 Budget is allocated based upon 2014 actual. 2015 expenses are less than 2014 in the following: pt maint wages/taxes 49.2% \$6,020, gas/oil 60.5% \$3,072, utility - gas 52.6% \$2,468

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Recreation Fund (20)

Department	April Budget	April Actual	Variance	YTD Budget	YTD Actual	Variance	Annual Budget	2014 YTD Actual	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	852,736.00	9.49	-100.0%
Sports Complex	-	3,150.00	#DIV/0!	-	3,150.00	#DIV/0! (3)	33,650.00	750.00	320.0% (3)
Sports Complex Maintenance	-	-	#DIV/0!	-	-	#DIV/0!	37,607.00	-	#DIV/0!
Midwest Museum of Natural Hist	-	-		600.00	1,830.49	205.08% (1)	2,398.00	599.52	205.3%
Programs-Youth	888.00	638.00	-28.15%	4,671.00	6,685.00	43.12% (2)	16,730.00	6,082.00	9.9% (2)
Programs-Teens	-	115.00	#DIV/0!	1,147.00	1,134.75	-1.07% (2)	4,163.00	1,131.75	0.3% (2)
Programs-Adult	50.00	-	-100.00%	725.00	475.00	-34.48% (2)	975.00	525.00	-9.5% (2)
Programs-Family	1,056.00	1,719.00	62.78%	3,616.00	5,639.00	55.95% (2)	11,693.00	4,315.85	30.7% (2)
Programs-Leagues	-	-	#DIV/0!	-	30.00	#DIV/0! (2)	5,190.00	-	#DIV/0! (2)
Programs-Youth Athletics	2,395.00	3,982.00	66.26%	6,650.00	8,399.00	26.30% (2)	21,020.00	7,302.00	15.0% (2)
Programs-Fitness	3,922.00	1,971.00	-49.75%	16,604.00	17,253.00	3.91% (2)	37,815.00	18,579.00	-7.1% (2)
Programs-Preschool	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	150.00	-100.0% (2)
Programs-Dance	-	429.00	#DIV/0!	240.00	2,687.00	1019.58% (2)	240.00	1,810.00	48.5% (2)
Programs-Special Events	222.00	423.00	90.54%	2,351.00	2,125.00	-9.61% (2)	3,710.00	2,648.60	-19.8% (2)
Programs-Concerts	1,100.00	-	-100.00%	5,500.00	2,650.00	-51.82% (3)	8,800.00	4,900.00	-45.9% (3)
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Brochure	-	-	#DIV/0!	2,845.00	1,350.00	-52.55% (3)	7,900.00	2,900.00	-53.4% (3)
Weight Room	1,100.00	971.00	-11.73%	6,506.00	7,717.00	18.61%	18,245.00	6,956.00	10.9%
Community Center	-	-	#DIV/0!	-	(46.00)	#DIV/0!	3,724.00	-	#DIV/0!
Total Revenues	10,733.00	13,398.00	24.83%	51,455.00	61,079.24	18.70%	1,066,596.00	58,659.21	4.1%

(1) 2014 payment never received so replaced and deposited in 2015.

(2) Revenue from programs are above budget 23.4% \$8,424 and increased 4.4%, \$1,884 compared to 2014.

(3) Timing.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Expenses											
Administration	24,389.00	39,671.70	62.66%	108,430.00	107,965.55	-0.43%	316,360.00	96,771.68	11.6%	(1)	
Sports Complex	-	250.00	#DIV/0!	-	250.00	#DIV/0!	-	-	#DIV/0!		
Sports Complex Maintenance	32,933.00	38,653.39	17.37%	121,944.00	124,860.81	2.39%	383,722.00	118,636.86	5.2%		
Midwest Museum of Natural Hist	375.00	375.40	0.11%	3,360.00	1,498.60	-55.40%	(2)	9,500.00	3,146.98	-52.4%	(2)
Programs-Youth	135.00	587.46	335.16%	2,088.00	1,603.14	-23.22%	(3)	11,414.00	2,587.80	-38.1%	(3)
Programs-Teens	-	69.76	#DIV/0!	1,138.00	1,316.98	15.73%	(3)	3,926.00	721.17	82.6%	(3)
Programs-Adult	345.00	-	-100.00%	425.00	375.00	-11.76%	(3)	785.00	150.00	150.0%	(3)
Programs-Family	942.00	944.74	0.29%	3,253.00	3,536.92	8.73%	(3)	10,850.00	3,214.89	10.0%	(3)
Programs-Leagues	309.00	322.95	4.51%	1,889.00	2,270.07	20.17%	(3)	3,647.00	1,988.69	14.1%	(3)
Programs-Youth Athletics	-	382.00	#DIV/0!	-	812.00	#DIV/0!	(3)	17,149.00	871.00	-6.8%	(3)
Programs-Fitness	1,476.00	1,622.35	9.92%	6,619.00	6,635.15	0.24%	(3)	21,178.00	7,805.82	-15.0%	(3)
Programs-Preschool	-	-	#DIV/0!	-	-	#DIV/0!	(3)	-	-	#DIV/0!	(3)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0!	(3)	-	35.00	-100.0%	(3)
Programs-Dance	-	98.00	#DIV/0!	180.00	947.54	426.41%	(3)	180.00	120.00	689.6%	(3)
Programs-Special Events	669.00	233.03	-65.17%	1,720.00	1,476.96	-14.13%	(3)	13,480.00	1,480.19	-0.2%	(3)
Programs-Concerts	-	-	#DIV/0!	-	-	#DIV/0!		8,700.00	200.00	-100.0%	
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0!	(3)	-	-	#DIV/0!	(3)
Brochure	1,900.00	1,710.27	-9.99%	1,900.00	1,710.27	-9.99%		25,100.00	1,850.36	-7.6%	
Weight Room	-	-	#DIV/0!	-	906.03	#DIV/0!		600.00	440.21	105.8%	
Community Center	12,746.00	10,400.82	-18.40%	48,268.00	40,596.62	-15.89%		155,352.00	44,826.78	-9.4%	
Total Expenses	76,219.00	95,321.87	25.06%	301,214.00	296,761.64	-1.48%		981,943.00	284,847.43	4.2%	
Total Fund Revenues	10,733.00	13,398.00	24.83%	51,455.00	61,079.24	18.70%		1,066,596.00	58,659.21	4.1%	
Total Fund Expenses	76,219.00	95,321.87	25.06%	301,214.00	296,761.64	-1.48%		981,943.00	284,847.43	4.2%	
Surplus (Deficit)	(65,486.00)	(81,923.87)	25.10%	(249,759.00)	(235,682.40)	-5.64%		84,653.00	(226,188.22)	4.2%	

(1) Radio ads for the golf course per D. Gibble, \$14,000.

(2) Timing of maintenance expenses

(3) Expenses for programs are above budget 9.6% \$1,662 and are equal compared to 2014.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Donations (21)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	35,000.00	20.03	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	35,000.00	20.03	-100.0%
Expenses									
Administration	-	-	#DIV/0!	6,750.00	11,257.16	66.77% (1)	48,500.00	-	#DIV/0! (1)
Total Expenses	-	-	#DIV/0!	6,750.00	11,257.16	66.77%	48,500.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	35,000.00	20.03	-100.0%
Total Fund Expenses	-	-	#DIV/0!	6,750.00	11,257.16	66.77%	48,500.00	-	#DIV/0!
Surplus (Deficit)	-	-	#DIV/0!	(6,750.00)	(11,257.16)	66.77%	(13,500.00)	20.03	-56301.5%

(1) 2015 interest payment on installment contract and consultant fees on trails project.

Special Recreation (22)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	144,000.00	24.39	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	144,000.00	24.39	-100.0%
Expenses									
Administration	-	-	#DIV/0!	34,515.00	35,272.75	2.20%	90,780.00	61,697.77	-42.8% (1)
Total Expenses	-	-	#DIV/0!	34,515.00	35,272.75	2.20%	90,780.00	61,697.77	-42.8%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	144,000.00	24.39	-100.0%
Total Fund Expenses	-	-	#DIV/0!	34,515.00	35,272.75	2.20%	90,780.00	61,697.77	-42.8%
Surplus (Deficit)	-	-	#DIV/0!	(34,515.00)	(35,272.75)	2.20%	53,220.00	(61,673.38)	-42.8%

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

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Insurance (23)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	55,000.00	3.34	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	55,000.00	3.34	-100.0%
Expenses									
Administration	-	-	#DIV/0!	1,250.00	8,606.00	588.48% (1)	65,413.00	9,852.00	-12.6% (1)
Total Expenses	-	-	#DIV/0!	1,250.00	8,606.00	588.48%	65,413.00	9,852.00	-12.6%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	55,000.00	3.34	-100.0%
Total Fund Expenses	-	-	#DIV/0!	1,250.00	8,606.00	588.48%	65,413.00	9,852.00	-12.6%
Surplus (Deficit)	-	-	#DIV/0!	(1,250.00)	(8,606.00)	588.48%	(10,413.00)	(9,848.66)	-12.6%

(1) Workers comp carrier changed to PDRMA which resulted in a different timing for payments. Also, unemployment claim paid currently under protest.

Audit (24)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	14,000.00	0.68	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	14,000.00	0.68	-100.0%
Expenses									
Administration	-	12,500.00	#DIV/0!	12,500.00	12,500.00	0.00%	14,500.00	12,100.00	3.3%
Total Expenses	-	12,500.00	#DIV/0!	12,500.00	12,500.00	0.00%	14,500.00	12,100.00	3.3%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	14,000.00	0.68	-100.0%
Total Fund Expenses	-	12,500.00	#DIV/0!	12,500.00	12,500.00	0.00%	14,500.00	12,100.00	3.3%
Surplus (Deficit)	-	(12,500.00)	#DIV/0!	(12,500.00)	(12,500.00)	0.00%	(500.00)	(12,099.32)	3.3%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Paving & Lighting (25)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	18,000.00	1.95	-100.0%
Total Revenues	-	-		-	-		18,000.00	1.95	-100.0%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	-	58.80	-100.0%
Total Expenses	-	-		-	-		-	58.80	-100.0%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	18,000.00	1.95	
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	-	58.80	
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	18,000.00	(56.85)	

Park Police (26)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	100.00	0.77	-100.0%
Total Revenues	-	-		-	-		100.00	0.77	-100.0%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	2,000.00	151.76	-100.0%
Total Expenses	-	-		-	-		2,000.00	151.76	-100.0%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	100.00	0.77	-100.0%
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	2,000.00	151.76	
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	(1,900.00)	(150.99)	-100.0%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

IMRF (27)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>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>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>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)	-	-		-	-		-	-	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Concessions (30)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Clubhouse Concessions	2,986.00	5,309.62	77.82%	2,986.00	5,366.74	79.73%	70,398.00	3,535.98	51.8%
Beverage Cart	-	-	#DIV/0!	-	-	#DIV/0!	15,607.00	-	#DIV/0!
Sports Complex Concessions	771.00	395.50	-48.70%	771.00	395.50	-48.70%	27,267.00	722.50	-45.3%
Pool Concessions	-	-	#DIV/0!	-	-	#DIV/0!	10,361.00	-	#DIV/0!
Catering	2,126.00	904.00	-57.48%	3,285.00	3,835.00	16.74%	25,092.00	3,039.75	26.2% (1)
Total Revenues	5,883.00	6,609.12	12.34%	7,042.00	9,597.24	36.29%	148,725.00	7,298.23	31.5%
Expenses									
Clubhouse Concessions	7,895.00	6,676.52	-15.43%	13,827.00	14,515.01	4.98%	89,892.00	14,304.57	1.5%
Beverage Cart	-	200.00	#DIV/0!	-	200.00	#DIV/0!	11,563.00	-	#DIV/0!
Sports Complex Concessions	452.00	28.88	-93.61%	560.00	107.95	-80.72%	23,520.00	891.67	-87.9%
Pool Concessions	-	-	#DIV/0!	-	-	#DIV/0!	9,733.00	-	#DIV/0!
Catering	549.00	39.00	-92.90%	614.00	169.20	-72.44%	8,400.00	3.00	5540.0%
Total Expenses	8,896.00	6,944.40	-21.94%	15,001.00	14,992.16	-0.06%	143,108.00	15,199.24	-1.4%
Total Fund Revenues	5,883.00	6,609.12	12.34%	7,042.00	9,597.24	36.29%	148,725.00	7,298.23	31.5%
Total Fund Expenses	8,896.00	6,944.40	-21.94%	15,001.00	14,992.16	-0.06%	143,108.00	15,199.24	-1.4%
Surplus (Deficit)	(3,013.00)	(335.28)	-88.87%	(7,959.00)	(5,394.92)	-32.22%	5,617.00	(7,901.01)	-31.7%

(1) Room rental twice as much as 2014.

(2) Repair Freezer \$1,940

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Developer Contributions (32)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	5,244.00	#DIV/0!	1,250.00	20,354.00	1528.32%	5,000.00	6,689.28	204.3%
Total Revenues	-	5,244.00		1,250.00	20,354.00		5,000.00	6,689.28	204.3%
Expenses									
Administration	-	-		-	-		-	-	#DIV/0!
Total Expenses	-	-		-	-		-	-	#DIV/0!
Total Fund Revenues	-	5,244.00		1,250.00	20,354.00		5,000.00	6,689.28	204.3%
Total Fund Expenses	-	-		-	-		-	-	#DIV/0!
Surplus (Deficit)	-	5,244.00		1,250.00	20,354.00		5,000.00	6,689.28	204.3%

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended April 30, 2015

Golf Course (50)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>		
Revenues										
Golf Operations	54,469.00	33,936.35	-37.7%	170,763.00	136,801.41	-19.9%	(1) 514,979.00	142,296.30	-3.9%	(2)
Golf Maintenance	-	-	#DIV/0!	-	-	#DIV/0!	21,249.00	-	#DIV/0!	
Total Revenues	54,469.00	33,936.35	-37.7%	170,763.00	136,801.41	-19.9%	536,228.00	142,296.30	-3.9%	
Expenses										
Golf Operations	17,232.00	23,875.37	38.6%	57,152.00	65,495.76	14.6%	(3) 244,751.00	57,590.55	13.7%	(3)
Golf Maintenance	17,408.00	20,619.16	18.4%	72,366.00	72,810.09	0.6%	290,921.00	73,319.38	-0.7%	
Total Expenses	34,640.00	44,494.53	28.4%	129,518.00	138,305.85	6.8%	535,672.00	130,909.93	5.6%	
Total Fund Revenues	54,469.00	33,936.35	-37.7%	170,763.00	136,801.41	-19.9%	536,228.00	142,296.30	-3.9%	
Total Fund Expenses	34,640.00	44,494.53	28.4%	129,518.00	138,305.85	6.8%	535,672.00	130,909.93	5.6%	
Surplus (Deficit)	19,829.00	(10,558.18)	-153.2%	41,245.00	(1,504.44)	-103.6%	556.00	11,386.37	-113.2%	

Course opened March 31.

- (1) Daily Greens Fees -18.51% -\$4,208
- Golf Events & Misc -16.86% -\$1,191
- Carts +14.38% +\$1,429
- Season passes -27.07% -\$32,698
- Pro shop sales +25.7% +\$2,634

- (2) Daily Greens Fees -22.2% -\$5,286
- Golf Events & Misc -13.49% -\$916
- Carts +11.79% +\$1,199
- Season passes -3.66% -\$3,347
- Pro shop sales +28.82% +\$2,883

(3) 2015 actual is over budget and 2014 ytd in the following areas: PT wages, Advertising Printed, Golf Cart Maintenance and Cost of Goods Sold.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Swimming Pool (51)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Pool	8,820.00	2,046.00	-76.8%	8,820.00	2,074.80	-76.5%	49,368.00	9,093.10	-77.2%
Swim Lessons	2,881.00	2,101.00	-27.1%	2,881.00	2,101.00	-27.1%	13,573.00	3,231.00	-35.0%
Total Revenues	11,701.00	4,147.00	-64.6%	11,701.00	4,175.80	-64.3%	62,941.00	12,324.10	-66.1% (2)
Expenses									
Pool	172.00	232.88	35.4%	402.00	432.34	7.5%	53,238.00	360.01	20.1%
Pool Maintenance	568.00	860.27	51.5%	3,235.00	2,144.08	-33.7%	28,120.00	3,190.82	-32.8% (3)
Swim Lessons	-	-	#DIV/0!	-	-	#DIV/0!	8,166.00	46.99	-100.0%
Total Expenses	740.00	1,093.15	47.7%	3,637.00	2,576.42	-29.2%	89,524.00	3,597.82	-28.4%
Total Fund Revenues	11,701.00	4,147.00	-64.6%	11,701.00	4,175.80	-64.3%	62,941.00	12,324.10	-66.1%
Total Fund Expenses	740.00	1,093.15	47.7%	3,637.00	2,576.42	-29.2%	89,524.00	3,597.82	-28.4%
Surplus (Deficit)	10,961.00	3,053.85	-72.1%	8,064.00	1,599.38	-80.2%	(26,583.00)	8,726.28	-81.7%

(1) Season passes -74.19% -\$6,607

Swim Lessons -19.15% -\$481

(2) Season passes -76.15% -\$7,065

Swim Lessons -4.78% -\$102

(3) 2014 experienced a spike in gas for February and March.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended April 30, 2015

Debt Service (60)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	586,000.00	1.38	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	586,000.00	1.38	-100.0%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	580,376.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	-	#DIV/0!	580,376.00	-	#DIV/0!
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	586,000.00	1.38	-100.0%
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	580,376.00	-	#DIV/0!
Surplus (Deficit)	-	-	#DIV/0!	-	-	#DIV/0!	5,624.00	1.38	-100.0%

Capital Projects (70)

<u>Department</u>	<u>April Budget</u>	<u>April Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2014 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	498,172.00	201.57	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	498,172.00	201.57	-100.0%
Expenses									
Administration	94,600.00	92,506.00	-2.2%	124,350.00	113,311.60	-8.9%	596,707.00	58,810.01	92.7%
Total Expenses	94,600.00	92,506.00	-2.2%	124,350.00	113,311.60	-8.9%	596,707.00	58,810.01	92.7%
Total Fund Revenues	-	-	#DIV/0!	-	-	#DIV/0!	498,172.00	201.57	-100.0%
Total Fund Expenses	94,600.00	92,506.00	-2.2%	124,350.00	113,311.60	-8.9%	596,707.00	58,810.01	92.7%
Surplus (Deficit)	(94,600.00)	(92,506.00)	-2.2%	(124,350.00)	(113,311.60)	-8.9%	(98,535.00)	(58,608.44)	93.3%
Total Fund Revenues	110,655.00	93,603.44		288,040.00	279,312.63	-3.0%	4,585,854.00	279,781.18	
Total Fund Expenses	268,905.00	294,494.05	9.5%	829,400.00	810,256.72	-2.3%	4,172,308.00	745,412.22	
Surplus (Deficit)	(158,250.00)	(200,890.61)	26.9%	(541,360.00)	(530,944.09)	-1.9%	413,546.00	(465,631.04)	

Sycamore Park District
Fund Balances

	1/1/2015	Revenues	Expenses	Unaudited 4/30/2015	4/30/2015 Cash balance
10 Corporate	156,691.74	47,304.94	176,673.14	27,323.54	28,847.08
20 Recreation	87,073.66	61,079.24	296,761.64	(148,608.74)	(146,282.67)
21 Donations	203,328.33	-	11,257.16	192,071.17	192,071.17
22 Special Recreation	38,645.98	-	35,272.75	3,373.23	19,177.70
23 Insurance	23,242.85	-	8,606.00	14,636.85	14,636.85
24 Audit	13,511.32	-	12,500.00	1,011.32	1,011.32
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	9,597.24	14,992.16	30,741.20	29,330.63
32 Developer Contributions	102,275.19	20,354.00	-	122,629.19	122,629.19
60 Debt Service	20,186.12	-	-	20,186.12	20,186.12
70 Capital Projects	590,867.53	-	113,311.60	477,555.93	477,555.93
Total governmental fund balance	1,287,344.69	138,335.42	669,374.45	756,305.66	774,549.17
50 Golf Course	230,258.23	136,801.41	138,305.85	228,753.79	
Net Assets	<u>(248,223.76)</u>			<u>(248,223.76)</u>	
	(17,965.53)			(19,469.97)	(20,846.57)
51 Swimming Pool	262,146.82	4,175.80	2,576.42	263,746.20	
Net Assets	<u>(262,233.33)</u>			<u>(262,233.33)</u>	
	(86.51)			1,512.87	1,167.87
Total proprietary funds	492,405.05	140,977.21	140,882.27	492,499.99	
Net assets	<u>(510,457.09)</u>			<u>(510,457.09)</u>	
Proprietary funds minus net assets	(18,052.04)			(17,957.10)	
	1,269,292.65			738,348.56	754,870.47

Summary of depository accounts as of **5/19/2015**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
Castle Bank	15,641.86	0.10
National Bank & Trust	173,322.34	0.02
Resource Bank	559,873.17	0.10
*DeKalb Co. Community Foundation	<u>15,276.32</u>	
	764,113.69	

* There is currently an gain on investments which has increased the original \$10,000 that was placed with the foundation. This balance is as of 3/31/15.

	10	20	21	22	23	24	25	26	27	28	30	32	50	51	60	70		Original	
	Corp	rec	Donations	spec rec	ins	audit	paving	police	imrf	ss	conc	development	Golf	pool	bonds	capital	total	Projection	Difference
1/1/2015	163,198	97,559	203,328	79,865	51,914	13,511	7,391	7,995	-	-	35,137	102,275	-	-	20,186	590,868	1,373,227	1,373,227	-
January																			
Receipts																			
Replacement Taxes	6,631			-													6,631	7,310	(679)
Shelters	50																50	1,300	(1,250)
User Fees		14,713									717		6,579	-			22,009	18,103	3,906
Misc	309	1,050															1,359	1,100	259
Expenses	(45,894)	(62,662)	-	(52,232)	(28,671)	-	-	-	-	-	(2,985)	-	(23,507)	212	-	(15,123)	(230,862)	(197,005)	(33,857)
1/31/2015	124,293	50,659	203,328	27,633	23,243	13,511	7,391	7,995	-	-	32,869	102,275	(16,928)	212	20,186	575,745	1,172,413	1,204,035	(31,622)
February																			
Receipts																			
Replacement Taxes	-																500	950	(450)
Shelters	500																500	950	(450)
User Fees		9,349									1,443		1,538	-			12,331	11,953	378
Misc	5,763	3,050	-	-	-	-	-	-	-	-					-	-	8,813	4,045	4,768
Expenses	(43,203)	(69,979)	(6,415)	(716)	-	-	-	-	-	-	(3,225)		(48,241)	(1,033)	-	(3,716)	(176,527)	(165,809)	(10,718)
2/28/2015	87,354	(6,921)	196,913	26,917	23,243	13,511	7,391	7,995	-	-	31,088	102,275	(63,631)	(821)	20,186	572,029	1,017,529	1,055,174	(37,645)
March																			
Receipts																			
Replacement Taxes	1,893																1,893	2,150	(257)
Shelters	855																855	500	355
User Fees		12,289									1,561	15,110	93,723	-		-	122,682	121,524	1,158
Misc	1,169	1,731	-														2,901	8,450	(5,549)
Expenses	(52,214)	(71,608)	(4,842)	(7,739)	(8,606)	-	-	-	-	-	(2,783)	-	(43,888)	(1,065)	-	(1,967)	(194,712)	(185,581)	(9,131)
3/30/2015	39,056	(64,509)	192,071	19,178	14,637	13,511	7,391	7,995	-	-	29,866	117,385	(13,797)	(1,886)	20,186	570,062	951,147	1,002,217	(51,070)
April																			
Receipts																			
Replacement Taxes	11,585																11,585	9,460	2,125
Shelters	1,100																1,100	900	200
User Fees		15,926									6,609	5,244	34,382	4,147			66,308	81,741	(15,433)
Misc	17,584	-	-														17,584	18,609	(1,025)
Expenses	(40,478)	(97,700)	-	-	-	(12,500)	-	-	-	-	(7,144)	-	(41,432)	(1,093)	-	(92,506)	(292,853)	(331,005)	38,152
4/30/2015	28,847	(146,283)	192,071	19,178	14,637	1,011	7,391	7,995	-	-	29,331	122,629	(20,847)	1,168	20,186	477,556	754,871	781,922	(27,052)

	10	20	21	22	23	24	25	26	27	28	30	32	50	51	60	70		Original		
	Corp	rec	Donations	spec rec	ins	audit	paving	police	imrf	ss	conc	development	Golf	pool	bonds	capital	total	Projection	Difference	
May																				-
Receipts																				-
Taxes	111,100	82,500		14,400	5,500	1,400	1,800	10	8,800	7,800					58,600		291,910	291,910	-	
Transfers in/out	4,717	7,181							(8,800)	(7,800)	520		3,809	373			-	-	-	
Replacement Taxes	7,310																7,310	7,310	-	
Shelters	2,300																2,300	2,300	-	
User Fees	-	14,995									19,391	-	60,093	11,652			106,131	106,131	-	
Misc	-	700	-														700	700	-	
Expenses	(128,020)	(107,783)	-	(11,750)	-	(2,000)	-	(500)	-	-	(18,362)	-	(55,391)	(3,828)	-	(30,400)	(358,034)	(358,034)	-	
5/31/2015	26,254	(148,690)	192,071	21,828	20,137	411	9,191	7,505	-	-	30,880	122,629	(12,336)	9,365	78,786	447,156	805,188	832,239	(27,052)	
June																				-
Receipts																				-
Taxes	444,400	330,000		57,600	22,000	5,600	7,200	40	35,200	31,200					234,400		1,167,640	1,167,640	-	
transfers in/out	18,870	28,721							(35,200)	(31,200)	2,080		15,237	1,492			-	-	-	
Replacement Taxes	-																-	-	-	
Shelters	800																800	800	-	
User Fees	-	15,202									37,335	1,250	71,467	23,019			148,273	148,273	-	
Misc	50	6,424	-								1,800						8,274	8,274	-	
Expenses	(119,936)	(75,531)		(44,515)	(31,457)	-	-	(500)	-	-	(32,499)	-	(64,654)	(21,787)	(18,169)	(188,235)	(597,283)	(597,283)	-	
6/30/2015	370,438	156,126	192,071	34,913	10,680	6,011	16,391	7,045	-	-	39,596	123,879	9,714	12,089	295,017	258,921	1,532,892	1,559,943	(27,052)	
July																				-
Receipts																				-
Taxes	11,110	8,250		1,440	550	140	180	1	880	780					5,860		29,191	29,191	-	
transfers in/out	471	717							(880)	(780)	52		380	37			(3)	(3)	-	
Replacement Taxes	7,310																7,310	7,310	-	
Shelters	900																900	900	-	
User Fees	-	11,684									29,961	-	59,142	8,182			108,969	108,969	-	
Misc	-	2,330	35,000														37,330	37,330	-	
Expenses	(67,182)	(81,307)	(35,000)	-	-	-	-	(500)	-	-	(25,869)	-	(59,098)	(28,312)	-	-	(297,268)	(297,268)	-	
7/31/2015	323,047	97,800	192,071	36,353	11,230	6,151	16,571	6,546	-	-	43,740	123,879	10,138	(8,004)	300,877	258,921	1,419,321	1,446,372	(27,052)	
August																				-
Receipts																				-
Taxes	33,330	24,750		4,320	1,650	420	540	3	2,640	2,340					17,580		87,573	87,573	-	
transfers in/out	1,415	2,153							(2,640)	(2,340)	156		1,142	112			(2)	(2)	-	
Replacement Taxes	860																860	860	-	
Shelters	250																250	250	-	
User Fees	-	25,593									21,885	-	69,847	2,656			119,981	119,981	-	
Misc	-	-	-														-	-	-	
Expenses	(71,841)	(83,634)	(6,750)	-	-	-	-	(500)	-	-	(19,417)	-	(58,902)	(25,079)	-	(20,000)	(286,123)	(286,123)	-	
8/31/2015	287,061	66,662	185,321	40,673	12,880	6,571	17,111	6,049	-	-	46,364	123,879	22,225	(30,315)	318,457	238,921	1,341,860	1,368,911	(27,052)	

	10	20	21	22	23	24	25	26	27	28	30	32	50	51	60	70		Original		
	Corp	rec	Donations	spec rec	ins	audit	paving	police	imrf	ss	conc	development	Golf	pool	bonds	capital	total	Projection	Difference	
September																				
Receipts																				
Taxes	466,620	346,500		60,480	23,100	5,880	7,560	42	36,960	32,760					246,120		1,226,022	1,226,022		
transfers in/out	19,813	30,157							(36,960)	(32,760)	2,184		16,000	1,567			1	1		
Replacement Taxes	-																-			
Shelters	50																50	50		
User Fees	-	16,211									15,761	1,250	38,101	2,000			73,323	73,323		
Misc	50	675	-														725	725		
Expenses	(61,591)	(71,112)	-	-	(1,250)	-	-	-	-	-	(14,332)	-	(47,307)	(2,612)	-	(24,422)	(222,626)	(222,626)		
9/30/2015	712,003	389,093	185,321	101,153	34,730	12,451	24,671	6,091	-	-	49,977	125,129	29,019	(29,360)	564,577	214,499	2,419,355	2,446,406	(27,052)	
October																				
Receipts																				
Replacement Taxes	6,880	-															6,880	6,880		
Shelters	50																50	50		
User Fees	-	9,583									7,975	-	20,542	-			38,100	38,100		
Misc	-	-														16,172	16,172	16,172		
Bond Proceeds																	-			
Expenses	(69,301)	(105,014)		-	-	-	-	-	-	-	(10,151)	-	(53,314)	(2,746)	(479,038)	(187,450)	(907,014)	(907,014)		
10/31/2015	649,632	293,662	185,321	101,153	34,730	12,451	24,671	6,091	-	-	47,801	125,129	(3,753)	(32,106)	85,539	43,221	1,573,543	1,600,594	(27,052)	
November																				
Receipts																				
Taxes	44,440	33,000		5,760	2,200	560	720	4	3,520	3,120					23,440		116,764	116,764		
transfers in/out	1,887	2,875							(3,520)	(3,120)	208		1,524	150			4	4		
Replacement Taxes	-																-			
Shelters	-																-			
User Fees	-	9,439									2,157	-	6,635	-	-		18,231	18,231		
Misc	17,510	1,100															18,610	18,610		
Bond Proceeds																482,000	482,000	482,000		
Expenses	(44,541)	(69,322)		-	-	-	-	-	-	-	(3,967)	-	(37,978)	(432)	-	(2,600)	(158,840)	(158,840)		
11/30/2015	668,928	270,754	185,321	106,913	36,930	13,011	25,391	6,095	-	-	46,199	125,129	(33,572)	(32,388)	108,979	522,621	2,050,312	2,077,363	(27,052)	
December																				
Receipts																				
Taxes	-																-			
Replacement Taxes	1,720																1,720	1,720		
Shelters	-																-			
User Fees	-	3,802									218	1,250	1,491	-			6,761	6,761		
Misc	50	599															649	649		
Expenses	(44,708)	(78,326)		-	(31,456)	-	-	-	-	-	(3,510)	-	(29,510)	(1,091)	(83,168)	(19,250)	(291,019)	(291,019)		
12/31/2015	625,990	196,829	185,321	106,913	5,474	13,011	25,391	6,095	-	-	42,907	126,379	(61,591)	(33,479)	25,811	503,371	1,768,423	1,795,474	(27,052)	

	10	20	21	22	23	24	25	26	27	28	30	32	50	51	60	70		Original	
	Corp	rec	Donations	spec rec	ins	audit	paving	police	imrf	ss	conc	development	Golf	pool	bonds	capital	total	Projection	Difference
change	462,792	99,270	(18,007)	27,048	(46,440)	(500)	18,000	(1,900)	-	-	7,770	24,104	(61,591)	(33,479)	5,625	(87,497)	395,195	422,247	(27,052)

To: Board of Commissioners
From: Kirk T. Lundbeck
Subject: Monthly Report
Date: May 26, 2015

Administrative Initiatives (5/1/15 – 5/31/15)

- 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.
- Prepared and finalized summer seasonal pro shop part-time staff.
- Developed May Golf Insight newsletter for golf operation through website and hard copies for reader board.
- Updated Reader Board outside Pro Shop.
- Attended and completed 8 PGA of America webinars on the following topics:
 1. New Opportunities for growing membership
 2. “Get Golf Ready “ Programs
 3. Strategic Planning for Marketing
 4. Employer Communications
 5. PGA Junior League Golf
 6. Active Network – Online Registration
 7. Utilizing PGA Resources
 8. Growing Your Employee Value
- Ordered additional rental carts for upcoming tournament and outing season.

- Began summer cart rotation program.
- Began summer pro shop and golf course hours. 6:30am –to dusk on weekdays and 6:00am to dusk on weekends.
- Added and finalized pro shop displays for summer peak season.
- Began offering pro shop monthly “special buys” through pro shop signage and eblasts.
- Offered “10 minute tune ups” for golfers at the driving range and putting green.
- Finalized placement of the Miles Underwood memorial bench by the putting green.
- Increased Golfnow promotions to fill open tee time slots.
- Began weekly picture taking of golf course and golfers for Facebook, Twitter and Instagram accounts.
- Ran special Group Golfer Promotion to boost revenue due to the inclement weather in May.
- Wrote and recorded two radio commercials for B-95, WDKB.
- Began promotion of “call ahead” concession ordering at course.

Administrative Initiatives (6/1/15 – 6/30/15)

- 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.

- Develop June Golf Insight newsletter for golf operation through website and hard copies for reader board.
- Update Reader Board for June events outside Pro Shop.
- Attend Action 20/20 Committee meetings or study sessions as scheduled.
- Begin clothing display rotation to help spark clothing sales.
- Offer free ½ hour putting clinics on Saturday afternoons.
- Continue to increase Golfnow promotions to fill open tee time slots.
- Continue weekly picture taking of golf course and golfers for Facebook, Twitter and Instagram accounts.
- Begin to develop strategic planning and marketing tools for the “Get Golf Ready” Program and the PGA Junior League Golf programs scheduled to begin in 2016.
- Add shelving to the northeast corner of the cart barn to minimize clutter and organize cart cleaning materials and pro shop supplies.
- Begin summer part time staff scheduling and increase use of rangers during peak season schedule.
- Update POS System with peak season rates and begin to use POS Loyalty program for the purpose of increased golfer retention.
- Add cart return area signage to cart staging area to minimize cart traffic congestion by the first tee.
- Begin the process of becoming PGA Certified in Player Development.

To: Board of Commissioners

From: Jeff Donahoe

Subject: Monthly Report

Date: May 26, 2015

Administrative Initiatives (5/1/15-5/31/15)

Golf

- Although the weather has been up and down, the turf is healthy and growing at a rapid rate. The dandelion explosion a couple of weeks ago is the heaviest we remember seeing ever. The seed heads on the grass plants are also in full production and regrow soon after mowing takes place.
- Staff is spending most of their time keeping up with mowing and weed eating all the various turf areas, spraying dandelions, moving a memorial bench next to the putting green, training new seasonal staff, and pruning away volunteer trees along the creek by 18 tee.
- I have been working closely with Royer paving, ERA architects, and all sub-contractors on the clubhouse parking lot paving project. The completed lot was opened for use on the 19th while the landscaping surrounding the project completed later in the week.
- The tree removal project has just begun. A-1 trees started at Lake Sycamore and will be on the course soon when drier conditions prevail and now that the parking lot construction is almost complete.
- The new pipes which will hold the new fiber optic lines were also installed the week of the 18th. I worked closely with Kirby Cable as the route connecting the clubhouse to the maintenance facility was determined out in the field. Hand holds or access covers much like small manholes, were

added every 500 feet for future maintenance. The fiber lines will be added during the next couple of weeks.

- Annual flowers for the various beds were received the week of the 19th and will be planted as time allows around the golf course and in the pots near several tees.
- Encap environmental group treated the natural area left of 5 green for undesirable species.

Sports

- Our sports complex is a very popular place this spring. Baseball, softball, and soccer for all youth and adult ages continue with full schedules now being played by all of our user groups.
- On Saturday, May 16th alone, the sport complex hosted 21 baseball or softball games, 23 soccer games, AYSO fall soccer sign-up in the maintenance facility meeting room, and Sycamore Youth Baseball team pictures in the back area of the maintenance facility.
- I have been in almost daily contact with our users groups to solve any field issues and scheduling questions or changes as rain outs occur. Our staff prepares ball fields daily as I continue to update our master schedule of scheduled ball games. The spring AYSO season has gone well and will end the third week of June.
- Staff continues to mow and trim all fields and surrounds regularly. Fields have had ag-lime added to the infields and leveled, sod added to thin areas, tree stumps removed, minor repairs made to fencing, and nets installed at the batting cages including the newly added run north of the Pony league field. Soccer field lines and baseball foul lines are painted weekly during this time

of rapid turf growth and continuous mowing. I have also treated the soccer fields for dandelions.

- Attended meetings about the new south soccer complex with ERA Engineers.

Parks

- We are trying to keep up with the surge growth of turf and dandelions at all park areas. In addition to the mowing and trimming of all areas, staff has added playground mulch to several parks, made minor repairs to play equipment and inspected all park areas, new staff has been trained and shadowed during the learning process, and tables continue to go out to the various park shelters.
- I attended staff, board, study sessions, dog park meetings, and soon splash pad meetings.
- Attended planning meeting with the school district and ERA engineers about future trail connections.
- 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. Have been performing safety trainings with regular staff and new seasonal hires. Met with PDRMA rep. to gauge where we are and obtained guidance on how we train, document, and execute training of our staff and maintaining our property.
- Worked with ENCAP as the bank of the large pond at Emil Cassier Park was rebuilt, seeded, and blanketed.

- Opened the WPA Main Shelter bathrooms for use during daylight hours. Timers on the door will automatically lock the bathrooms at sunset and open them in the morning. Motion sensors in the bathrooms will activate the lights and exhaust fans when the units are being used. Our cleaning service will now begin cleaning the bathrooms on a regular basis.
- The pool is in the process of having several repairs made and prep is being done to open at the end of the month on the 30th. The freezing issue from the furnace going out in January damaged the water conditioner system, the water meter, the hot tub and main pool heaters and some chemical probes. I have turned in all issues to insurance and met with a claims adjuster. We have replaced almost all the damaged parts, changed the covers on the pit filter panels, cleaned and pressure washed the pool and filled it with water. The pool heater should be working at the end of the week of the 18th and combined with needed warmer weather will bring up the water temperature. We are also adding the necessary chemicals to the water to balance the pH, chlorine levels, and alkalinity.
- Due to the heavy dandelion outbreak this spring, we had Tru Green treat five of our parks which are primarily surrounded by houses. We will rotate the parks that we treat prioritized by highest need each spring in the future and budget accordingly.
- Received the elevator permit for the Midwest Museum.
- Stocked fish in Lake Sycamore in mid-May. Bass, sunfish, bluegill, and minnows are among the several hundred fish added to improve fishing at the lake.
- The ponds at Old Mill Park and at Parkside Preserve have been treated for weeds and this will continue as needed.
- Park Pride Day took place on May 2nd. We had over 70 volunteers at three locations help the Park District with various projects. The west gates at the

golf course entrance were painted by Kiwanis Club volunteers; several adults spread mulch under the playground at Lake Sycamore and then picked up litter throughout the trails at the lake and at Leon Larson Parks. Our largest group spread trail mulch at Chief Black Partridge Park and picked up litter in woods.

Administrative Initiatives (6/1/15-6/30/15)

- Attend staff, board, and study session meetings along with Action 20/20 planning meetings including the dog park and splash pad committee meetings.
- Staff will continue to care for our parks, sports areas, and the golf course as summer gets going. We will be setting up for summer concerts and maintaining the pool in addition to the many ball games scheduled in June.
- Once again, we will prepare for and host the annual Storm Dayz softball tournament with 76 teams playing over 200 games on 11 different fields in three days.
- Will continue to work with ERA engineers with the south sports complex planning and wrapping up the parking lot project.
- The tree removal project will also continue as drier weather will allow access to tree removal equipment on the golf course.
- I will continue to meet with sports user groups to discuss needs and issues related to field use as the busy sports season continues.
- We will be planting several donated memorial trees at the end of May and the first couple weeks of June at the golf course, Ovitz Park, and the park area behind the pool.

- Will continue work on organizing fixed asset items for all parks, sports, buildings, and golf course items.
- Meet with pavers and engineers as the pavement around the Good Tymes Shelter is added during the first couple weeks of June.
- In conjunction with other staff, visit all property and update repair lists and complete early season inspection forms for all Park District areas.
- Will host the Kish Hospital summer employee party again on Saturday, June 13th. This will take place in the circle drive area at the Good Tymes and Lions Shelters.

To: Park Board of Commissioners

From: Bart Desch

Subject: Monthly Board Report

Date: May 19, 2015

Administrative Initiatives: (05/01/15 – 05/31/15)

- Attended the Board meeting on May 26..
- Facilitating the addition of an online process for registrants to indicate that they may need assistance or special requirements. Mike Bockyn is being very helpful with adding the process of letting staff know, about the “need” box being checked. He is also changing several “headings” on the web site as well.
- Asked to assist the Sycamore Chamber with their new event on August 22.
- Facilitated a request from the Dekalb County Family Service Agency for them to conduct a youth fishing derby at Lake Sycamore on June 6, from 10am – 1pm.
- Met with staff from Kishwaukee Hospital regarding their employee picnic which will be held in June and the “process” for securing donations for programs in 2015-2016.
- Completed Kishwaukee Community Hospital’s “Community Benefit” process to secure funds for the brochure, concert series and various programs. Received \$5500.00 for future brochure advertising and specific special events.
- Met with staff from Kishwaukee Community Hospital regarding their rental of the Sports Complex for their employee picnic. Their event is June 13.
- Met with representatives from Dekalb, Genoa and Sandwich Park District’s regarding the partial grant the group received from DCCF, in regards to Outdoor Movie/Sound systems. The group received \$6,000.00 from DCCF and is going over options to meet the \$12,000 balance, to purchase the systems.
- Met with Tana from B95 radio regarding upcoming spots on recreation items such as pool and the concert series.
- Began the process of identifying which items which we will need at South Prairie in August.

- Working with John Staples and Sarah regarding the web site and content. We are currently collecting pictures of events and areas to include as well as finalizing content for a final staff review.
- Reviewed sign designs to be placed at South Prairie School. The School District will allow us to place several signs on the south side of the building to assist our customers in finding the programming space.
- Began the process of reviewing fitness member's accounts to ascertain dollar amounts of refunds due to them at the end of June.
- Set up a Pay Pal account to take donations from the public, regarding the Action 2020 plan. This will be featured on the new web page.
- Conducted Park Pride Day on May 2. Thanks to the 80-90 people who came out to assist. A great deal was accomplished.
- Spoke with Julie Eggleston regarding future registration for people with special needs enrolling in our programs and the possibility of KSRA offering a program at our new home in the Fall.
- Met with Storm Daze leaders about the upcoming tournament in June.
- Met with Thomas Franks of the School District regarding the OSCAR program which is slated to begin the week of June 8. The Museum will provide one programming aspect and we will provide another. This will be the third year of this partnership.

Administrative Initiatives: (06/01/15 – 06/30/15)

- Will attend the Board Meeting on June 23.
- Will assist with the Kishwaukee Community Hospital staff picnic the weekend of June 13.
- Will begin the process of creating the Fall brochure.
- Will conduct a "Thank You" event at the Community Center on June 19.
- Will assist with Storm Daze on June 25-27.
- Will begin the Summer Concert Series on June 4.

- Will process fitness center member's refunds and mail to them.
- Continue working on the Asset Inventory for the pool.

To: Board of Commissioners

From: Daniel Gibble, Executive Director

Subject: Monthly Report

Date: May 26, 2015

Administrative Initiatives (5/1/15 – 5/31/15)

- 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.
- 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
- Finished paving work at Club House.
- Worked on FOIA and OMA information for new web site.
- Continued to work on First Draft of ASSET Inventory.

- Began work on PDRMA Certification material for risk management.
- Began work on Records Retention policy and structure.

Administrative Initiatives (6/1/15 – 6/30/15)

- 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
- Conclude paving work around Good Tymes Shelter.
- Supervise Engineering Work for:
 - Sports Complex
 - Trail Project
 - Paving
- Begin planning work for RFQ on Community Center Campus with Commissioner Kroeger.
- Coordinate final planning for the KSRA “Inclusion Plan” for the three member districts.
- Coordinate Committees of ACTION 2020.
- Work on information for Grant Applications: IDOT and IDNR.
- Communicate with IDNR on status of grant programs.

- Communicate with our State Representative about a variety of matters.
- Meet with Supt. of Schools and the district's Operations Coordinator regarding:
 - Use of South Prairie School for Community Center in interim while our center is closed.
 - Easement issues for future trail project.

Dear Sycamore Park District,

Thank you for your donation
to the Sycamore FFA silent
auction. Your contribution will
help students attend conferences
and conventions.

Thank you,

Rachel Thurwanger and
The Sycamore FFA

Thank you for the lovely
cut flower arrangement.

Perhaps you sent a lovely card,
Or sat quietly in a chair.
Perhaps you sent a floral piece,
If so we saw it there.
Perhaps you spoke the kindest words,
As any friend could say;
Perhaps you were not there at all,
Just thought of us that day.
Whatever you did to console our hearts,
We thank you so much whatever the part.

The family of

Vernon Freeman

4-18-15

Sycamore Park District,
On behalf of The Cortland
PTA, we want to thank
you for your generous
donation, a family pool
pass for 2015. Our
Fun Fair was a great
success!

Sincerely,
Seveline Darmstadt
Fun Fair Committee

Sycamore Park District Clubhouse Post Rental Questionnaire

Name: _____
Date of Event: 4.24.15
Type of Event: School Banquet

1. How was your event? Great

2. How was the service of the Park District Staff? Great

3. How was the room rental fee? Good - Deposit stinks

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

4. How was your menu/meal/bartending? _____

5. How was the pricing? _____

6. Would you change anything? NO

7. Would you recommend the Clubhouse to a friend? Yes
Why or Why not Clean and inviting

8. How did you hear about us? friend

9. Please note your overall experience. Great experience
Would use again.

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 26, 2015

STAFF RECOMMENDATION

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

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

- Swear In Daryl Graves, Ann Tucker and William "Bill" Kroeger*
- President - Elect*
- Vice President – Elect*
- Treasurer - Elect*
- Secretary – Appoint*
- Legal Services - Appoint*
- Audit Services - Appoint*
- IAPD Legislative Contact – Appoint*
- Board Member IAPD Delegate to State Conference - Appoint*
- Freedom of Information Officers - Appoint*
- Open Meeting Act Official - Appoint*
- ADA Coordinator – Appoint*
- Plan Commission Representative -- Appoint*

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

1. President Calls the Annual Meeting to Order.
2. President Turns the meeting over to Dan Gobble—the Secretary—to conduct the business of nominations and election of the President of the Board for May 2015 through April 2016.
3. Secretary calls for nominations from the floor for Board President.
4. Names are accepted.
5. Secretary asks for a motion to close the nominations, and a second.
6. Take a vote to close nominations.
7. Secretary asks for roll call vote for the candidate(s).
8. Recording Secretary calls the roll.
9. The Secretary will turn the meeting over to that person elected as President to preside over the remaining votes and appointments.

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

FISCAL IMPACT: No additional cost over prior years.

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

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 26, 2015

STAFF RECOMMENDATION

AGENDA ITEM: SOUTH PRAIRIE SCHOOL USE
CONSIDERATIONS: Discussion and Authorization

BACKGROUND INFORMATION: With the decision to close/~~to~~ not renew our lease for the community center, and to move programs to South Prairie School until we open our new community center, we will have to take a few actions that will incur some costs. While the Executive Director has the ability to approve these actions without Board action, he felt it appropriate to make the Board aware of it.

To that end, here is a nearly complete list of the possible expenses that will be incurred during the transition:

- Installing an accessible doorway from the exterior to the rooms we will be using: \$8,000 to \$10,000
- Signage: \$2,500
- Moving Expenses: \$1,500
- Mirror Removal and Wall Restoration at Current Location: \$5,500

These are just estimates, AND, wherever possible, we will do work in-house. However, summer is a busy time, so staff time may be minimal. Therefore, some or all of this work may be contracted.

FISCAL IMPACT: This will be up to \$20,000, but not all in one expense or with one business. It may be less—depending upon the time our staff has to do some of the work in-house.

STAFF RECOMMENDATION: Understand the nature of the expenses, and authorize the Executive Director to—within budget limitations and purchasing policy—to incur expenses for moving out of leased community center space.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

A handwritten signature in black ink, appearing to read 'D. Gible', is written over the 'EXECUTIVE DIRECTOR REVIEW/APPROVAL:' line.

BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 26, 2015

STAFF RECOMMENDATION

AGENDA ITEM: SALE OF SURPLUS EQUIPMENT: Ordinance No. 05-2015 Authorization to Conduct a Public Sale

BACKGROUND INFORMATION: Occasionally, the District accumulates surplus equipment and material. Normally this is a result of the planned replacement of equipment where trade-in is not practical. The Board must authorize the public sale of this surplus equipment. Attached is a list of equipment that has been identified as surplus inventory due to the closure of our community center. Much of it will be outdated/obsolete by the time we open our new community center, and no longer needed for the District's operations.

An ordinance is required in order to authorize staff to dispose of these items at auction or by other legal means designated in the ordinance. Just because the items are on the list does not mean they will all be disposed of. HOWEVER, due the quick nature of moving out of our leased building, we would rather have all items on the list so we do not need to come back to the Board with a later list.

FISCAL IMPACT: The proceeds of the sale of these items will go to the Sycamore Park District Recreation Fund.

STAFF RECOMMENDATION: The staff recommends the Board approve Ordinance No. 05-2015 and authorize the staff to proceed with the sale of surplus equipment and material identified in this recommendation.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

**SYCAMORE PARK DISTRICT
ORDINANCE NO. 05-2015
AN ORDINANCE FOR SALE OF
SURPLUS PROPERTY**

WHEREAS, the Sycamore Park District is the owner of the attached list of personal property, which is no longer needed or required by the Sycamore Park District and which, in the opinion of at least three-fifths (3/5ths) of the members of the Sycamore Park Board of Commissioners presently holding office, is no longer necessary, useful, or in the best interest of the Park District, **AND**

WHEREAS, NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Sycamore Park District in DeKalb County, Illinois, that staff is authorized to use one or more of the marked alternatives to dispose of the items on the attached list:

 X Advertise and sell the items listed in this ordinance by sealed bid and junk or retain any items not sold.

 X Arrange for the items listed in this ordinance to be sold on consignment by an auctioneer and junk or retain any items not sold.

 X Advertise and sell the items listed in this ordinance on E-Bay.

Any items junked are to be offered to a recycler before being disposed of.

That all Ordinances and Resolutions and parts thereof in conflict herewith are to the extent of such conflict hereby repealed.

next page

page 2
Sycamore Park District
Ordinance 05-2015

This Ordinance shall be in force and effect from and after its passage/approval by the vote of at least three-fifths of the Commissioners of the Sycamore Park District.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015

AYES: _____

NAYS: _____

ABSENT: _____

SYCAMORE PARK DISTRICT, an Illinois
Municipal Corporation

By: _____

It's President

ATTEST:

Secretary

Sycamore Park District Fitness

Current Equipment	Age
Life Fitness 8500 Recumbent Bike	1990's
Life Fitness Upright Bike	1990'S
Life Fitness Upright Bike	1990'S
Stairmaster Stepper	1990's
Precor EFX556 Elliptical	2002
Precor C956 Treadmill	2002
True CSX Elliptical	2010
True CS 8.0 Recumbent Bike	2010
True 5.0 Treadmill	2011
True CS500 Treadmill	2012
True CS500 Treadmill	2012

Sycamore Park District Fitness

Current Equipment	Age
Life Fitness 8500 Recumbent Bike	1990's
Life Fitness Upright Bike	1990'S
Life Fitness Upright Bike	1990'S
Stairmaster Stepper	1990's
Precor EFX556 Elliptical	2002
Precor C956 Treadmill	2002
True CSX Elliptical	2010
True CS 8.0 Recumbent Bike	2010
True 5.0 Treadmill	2011
True CS500 Treadmill	2012
True CS500 Treadmill	2012
Life Fitness Seated Row	2002
Life Fitness Chest Press	2002
Life Fitness Pectoral Fly	2002
Life Fitness Leg Press	2002
Life Fitness Leg Curl	2002
Life Fitness Leg Ext.	2002
Life Fitness Arm Curl	2002
Life Fitness Tricep Ext.	2002
Life Fitness Hip Abduction	2002
Life Fitness Abdominal	2002
Life Fitness Shoulder Press	2002
Life Fitness Lat Pulldown	2002
Life Fitness Smith Machine	2002
Life Fitness Cable Crossover	2002

ITEM	QUANTITY	ITEM	QUANTITY
Dry erase board	1	5 lb plates	10
Card Tables	2	2.5 lb plates	4
Plastic folding tables (big)	3	10 lb plates	6
Plastic folding tables (Sm)	1	25 lb plates	6
Refrigerator	1	35 lb plates	6
File cabinet	5	45 lb plates	8
Hand truck	1	33 lb plates	2
3 lb dumbbells	2	22 lb plates	2
5 lb dumbbells	2	44 lb plates	4
8 lb dumbbells	2	Black floor tiles	95
10 lb dumbbells	2	Red floor tiles	150
12 lb dumbbells	2	Gray floor tiles	34
15 lb dumbbells	2	Green chairs	33
20 lb dumbbells	2	Big fold out tables	4
25 lb dumbbells	2	White EV speakers	4
30 lb dumbbells	2	Wall mirrors	13
35 lb dumbbells	2	Mini soccer goals	2
40 lb dumbbells	2	Weighted workout rope	1
45 lb dumbbells	2	Mini tramp	3
50 lb dumbbells	2	Black wedge	1
55 lb dumbbells	2	Colored wedge	2
60 lb dumbbells	2	Blue tumble mats	5
65 lb dumbbells	2	Ping-pong table	1
70 lb dumbbells	2	Black floor fans	2
75 lb dumbbells	2	White floor fans	3
Rocking chairs	2	Tv's	4
collar for barbell	6	Box assorted med (big)	1
Curl barbell	1	Barbells	3
Blue step box	2	Little Yellow balls	3
Red step box	2	Little Red balls	4
Yellow step box	2	Little Blue balls	3
Basketballs	26	Tiny gray 1lb balls	18
Marantz Receiver	1	Tiny green 1lb balls	4
Teac tape deck	1	Tiny blue 1lb balls	2
Dukane amp	1	4lb purple med balls	2
3lb Pink dumbbells	4	8lb red med balls	3
5lb blue dumbbells	16	4lb green med balls	2
8lb Black dumbbells	13	6lb green med balls	2
10lb Orange dumbbells	10	8lb blue med ball	1
10lb Black dumbbells	2	6lb blue med ball	2
Reebok Steps	30	1lb pink dumbbells	10
Single Steps-Gray	17	2lb black dumbbells	8
Single Steps-Purple	52	2lb Purple dumbbells	2
Black floor mats	16	2lb Pink dumbbells	2
Green Bands	17	3lb Green dumbbells	15
Red Bands	10	Blue Bands	6

Green Bars	13		Blue Yoga Mats	16	
Pink Bars	8		Purple Bricks	12	
Blue Bars	15		Black Wavemaster dummy	1	
Big Floor Flans	2		Red Wavemaster Dummy	1	
Orange Strechy Bands	13		Red Yoga Ball	2	
Purple Strechy Bands	12		Silver Yoga Ball	3	
Red Tumbling Mat	1		Blue Yoga Ball	3	
Riding Toys	14		Gray Yoga Ball	9	
Tennis Raquets	13		Small Play Kitchen	1	
Lego Wagons	3		Box Mis Music Equip	1	
Play Work Bench	1		Lg Bin of instruction Toys	1	
Box of Trucks	1		Play Stroller	1	
Play Basketball Hoops	2		Horse Shoe Set	3	
Basketballs	30		Floor Scooters	5	
Softball Bats	3		Kids Bats	5	
30" Soccer ball	1		Kid Books	15	
Front Desk Computer	1		Office Computers	2	
Desk Printer	3		Desk Phones	3	
Large Air Compresor	1		Small Air Compressor	1	
Basic Office Supplies Sets	3		Credit Card Machine	1	
Space Heater	1		Large Box Medical Sup	1	
Tool Box Assorted Tools	1				

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Special Meeting: May 26, 2015

STAFF RECOMMENDATION

AGENDA ITEM: RESOLUTION 02-2015 Authorizing and Intergovernmental Cooperative Agreement: Recommend Approval

BACKGROUND INFORMATION: Sycamore Park District has added to its recent actions on its long-range plan—ACTION 2020. The closing of its current Community Center after 8 years leasing their Fair Street location is that latest action.

Already this year, after adopting ACTION 2020, the district has:

- Adopted a budget and timeline for all the projects.
- Begun seeking volunteers for citizen committees to help with planning for six major projects.
- Organizing the first two citizen committees that will focus on the Dog Park project and the Splashpad.
- Kicking off its Fundraising Campaign to help pay for the projects in ACTION 2020.

To that end, the Sycamore Park District has worked diligently to prepare for recreation programming. Programming has been addressed by:

- Reaching agreement with CUSD #427 to move the park district's largest programs with regular enrollment to South Prairie School until the opening of the park district's new Community Center.
- Passing a Joint Resolution with DeKalb Park District to allow Sycamore Park District residents to participate in some programs at the DeKalb Park District for resident rates until the opening of the park district's new Community Center.
- Seeking other alternatives for expanding programming in other locations.

Now, Genoa Township Park District has extended a helping hand and is willing to consider a joint resolution similar to the DeKalb Park District resolution.

The attached RESOLUTION is intended to formalize that agreement. Their kind cooperation will help us continue to serve our customers, while transitioning to the “new” Sycamore Park District community center that will be open in a few years.

FISCAL IMPACT: None at this time.

STAFF RECOMMENDATION: Recommend Approval.

PREPARED BY: Daniel Gibble, Executive Director.

A handwritten signature in black ink, appearing to read "Daniel Gibble", is positioned to the right of the "PREPARED BY" line.

RESOLUTION NO. 02-2015**AUTHORIZING AN INTERGOVERNMENTAL COOPERATIVE EFFORT**

WHEREAS, the Genoa Township Park District, DeKalb County, IL serves the recreational needs of its citizens, and provides quality programs and services for that purpose; and

WHEREAS, the Illinois Governmental Cooperation Act (5 ILCS 220/3 *et seq.*) contains provisions specifically authorizing units of local government to enter into intergovernmental agreements and expressly provides that *Any power or powers, privileges, functions, or authority exercised or which may be exercised by a public agency of this State may be exercised, combined, transferred, and enjoyed jointly with any other public agency of this State;* and

WHEREAS, Section 8-1(h) of the Illinois Park District Code, 70 ILCS 1205/8-1(h), authorizes Illinois Park Districts to derive revenues from non-residents fee for their programs; and

WHEREAS, Sycamore Park District residents currently pay non-resident fees to participate in Genoa Township Park District programs; and

WHEREAS, the Sycamore Park District, DeKalb County, IL, will, for a short time, be without a community center until it completes construction on a new facility supported by its residents in a November 4, 2014 referenda; and

WHEREAS, the Boards of Park Commissioners of the Genoa Township Park District and the Sycamore Park District find it to be in the best interest of their respective agencies to enter into an agreement under which Sycamore Park District residents and Genoa Township Park District residents may temporarily participate in specified programs at the same rate as residents in each of their respective districts' residents;

NOW BE IT RESOLVED by the Board of Commissioners of the Genoa Township Park District and Sycamore Park District, County of DeKalb, and State of Illinois, as follows:

1. That the Genoa Township Park District will, in good faith and permit those individuals who are residents of the Sycamore Park District to participate in the Recreation Programs provided by the Genoa Township Park District in the program areas of fitness, martial arts, early childhood, and cultural arts at resident rates for a period beginning on August 1, 2015 and concluding on August 1, 2016, it being understood by the Park Districts that the two districts shall have the right and authority to require proof of residency from any person who claims to be a Sycamore Park District, or Genoa Township Park District resident and attempts to register for their respective programs ; and
2. That this Resolution shall not apply to athletics, outdoor pool use or golf course use, as those facilities will remain open in Sycamore; and
3. That this Resolution may be modified by mutual written amendment; and
4. That this Resolution may be discontinued with 60 days' notice by either party;
and
5. That this Resolution will be in full force and effect from and after its passage and approval.

PASSED by Genoa Township Park District this _____ day of _____,
20____.

AYES: _____
NAYS: _____
ABSENT: _____

President: Genoa Township Park District

ATTEST: _____
Secretary: Genoa Township Park District

PASSED by Sycamore Park District this _____ day of _____, 20____.

AYES: _____
NAYS: _____
ABSENT: _____

President: Sycamore Park District

Secretary: Sycamore Park District

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 26, 2015

STAFF RECOMMENDATION

**AGENDA ITEM: DCCF “Action 2020 Fund” AGREEMENT:
Discussion and Approval**

BACKGROUND INFORMATION: After several months of discussion, and with our efforts to finalize our Fundraising Campaign for ACTION 2020, it is time to approve of our “Action 2020 Fund” at the DeKalb County Community Foundation (DCCF) so the dollars raised will have a place to be kept, tracked and invested to maximize our efforts.

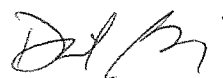
Therefore, you will find attached to this recommendation a copy of the agreement that has been tentatively approved by myself, Dan Templin and our respective counsels.

FISCAL IMPACT: None

STAFF RECOMMENDATION: I recommend adoption of the attached Fund Agreement with the DeKalb County Community Foundation.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:



SYCAMORE PARK DISTRICT ACTION 20/20 FUND

A PASS THROUGH FUND

within

THE DEKALB COUNTY COMMUNITY FOUNDATION

THIS AGREEMENT, made this ____ day of _____, 2015, by and between the DeKalb County Community Foundation ("the Foundation") and the Sycamore Park District in Sycamore, IL (the "Park District"):

Recitals

The Foundation is a corporation organized under the Illinois General Not For Profit Corporation Act of 1986 and has been determined by the Internal Revenue Service to be not a private foundation, but an organization that is described in Sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue of 1954, as amended ("the Code"), exempt from Federal income tax under the provisions of Section 501(c)(3) of the Code.

The Foundation is established to accept, hold, administer, invest and disburse funds for charitable purposes as may from time to time be contributed to the Foundation by any person, trust, firm or corporation.

The Park District is a unit of local government established and operating under the Illinois Park District Code, 70 ILCS 1205/1 et seq. and other applicable laws.

Article VII Section 10 of the Illinois Constitution authorizes units of local government contract and otherwise associate with individuals, associations, and corporations in any manner not prohibited by law or by ordinance.

The Park District desires to establish a special project fund within the Foundation and desires to have the benefit of such a fund with gifts made from private contributors.

The Foundation is willing and able to create such a fund to be held, administered and distributed by the Foundation subject to the terms and conditions of the following Agreements.

In consideration of the mutual agreements hereinafter stated, the parties agree as follows:

Agreements

1. Gift and Name of the Fund. The Park District hereby transfers irrevocably to the Foundation the property described on the attached Exhibit A receipt of which is hereby acknowledged by the Foundation. There is hereby established in the Foundation, as one of the Foundation's component parts, a fund designated as the **Sycamore Park District Action 20/20 Fund (the "Fund")**. Subject to the right of the Foundation to reject any gift as hereinafter provided, the Foundation may receive from persons or organizations wishing to support the purpose of the Fund, future gifts of money and other property to be added to the Fund.

2. Purpose of the Fund. The primary purpose of the Fund shall be to provide a depository for public contributions to support projects of the Sycamore Park District in Sycamore, IL that are associated with its Vision 20/20 strategic plan and priorities. The Park District and the Foundation will track individual gifts from Donors and account for them in support of specific Vision 20/20 projects (Including, but not limited to: Community Center, Trails, Sports Complex, Golf Course Irrigation, Splash Pad, Dog Park, and Sled Hill). The Park District and Foundation may, upon mutual agreement, add other eligible projects to this list as the Vision 20/20 plan evolves. Additionally, gifts received into the Fund from community donors who do not wish to designate a specific project purpose will be utilized by the Sycamore Park District at its discretion, provided such usage is consistent with the purpose of this Fund. Assets in the Fund in excess of fulfilling the primary purpose may be used in supporting other Sycamore Park District projects that are charitable in nature.

3. Property of the Fund. The Fund shall include the property described on the attached Exhibit and such money or other property as may from time to time be transferred by gift, devise or bequest to the Foundation by persons or organizations (all referred to singularly as the "Donor" and collectively as the "Donors") for inclusion in the Fund and accepted by the Foundation and all undistributed income from such property. The Foundation may, in its discretion, refuse to accept any gift, devise, or bequest offered to the Foundation. Once accepted by the Foundation, all gifts shall be irrevocable. The Fund shall be the property of the Foundation held by it as part of its general assets and shall not be deemed a trust fund held by it in a trustee capacity. The Foundation shall have the ultimate authority and control over all property in the Fund, and the income derived therefrom, in accordance with the Articles of Incorporation, By-Laws and other governing instruments of the Foundation (as they may be amended from time to time). The terms of this Agreement shall be applied in a manner consistent with such Articles of Incorporation, By-Laws and other governing instruments, including, without limitation, provisions for presumption of Donors' intent, variance from Donors' direction and amendments.

4. Investment and Reinvestment of Fund Property. The Foundation shall have all powers necessary, or in its sole discretion advisable, to carry out the purposes of the Fund, including, but not limited to, the power to retain, invest and reinvest Fund property and the power to commingle the assets of the Fund with those of other funds for investment and reinvestment purposes.

5. Distributions. The principal of the fund, to the extent expressly permitted by this Agreement or any instrument of transfer made by the Donors, may be committed, granted or expended only for

purposes described in Section 170(c)(1) or (2)(B) of the Code to organizations described in Section 509(a)(1), (2) or (3) of the Code (including the Sycamore Park District, a unit of local government); provided, however, that such purposes are consistent with the exempt status and purposes of the Foundation. No distribution shall be made from the Fund to any individual or entity if such distribution will in the judgment of the Foundation jeopardize the Foundation's exempt status under section 501(c)(3) of the Code. Subject to the foregoing provisions of this paragraph 5, the amount distributable from the Fund shall equal the principal sum of the gifts to the Fund (minus fees and any other costs charged to the Fund). The Donor may withdraw from the Fund at any time, and from time to time, any part of the balance of the Fund, provided that the withdrawal shall be used only for purposes authorized by law and in accordance with the purpose and criteria so as to allow the Fund to be in compliance with the conditions of its tax-exempt status.

Distributions from the Fund may be requested at any time by written request of the Park District. The Executive Director of the Sycamore Park District may act as authorized representative of the Park District to request distributions and will provide proper documentation to account for the expenses associated with any distributions.

6. Variance. If any Gift to the Foundation for the purposes of the Fund is received and accepted subject to the Donors' conditions or restrictions as to the use of the gift or income therefrom, such conditions or restrictions will be honored, subject, however, to the authority of the Board of Directors of the Foundation to vary the terms of the gift if in such Board's judgment continued adherence to any condition or restriction becomes, in effect, unnecessary, incapable of fulfillment, or inconsistent with the charitable or other exempt purposes of the Foundation or needs of the community served by the Foundation.

7. Administrative Provisions. Notwithstanding any contrary provision in this Agreement, the Foundation shall hold the fund subject to the provisions of Illinois law and shall timely file any registration and financial reports required by law. The Foundation may monitor the distribution of the fund to ensure it is used exclusively for charitable (including governmental) or other exempt purposes (within the meaning of Sections 170(c)(1) or (2)(B) of the Code) and shall have all powers of modification and removal specified in U.S. Treas. Reg. 1.170A-9(e)(11)(v)(B).

8. Fees and Costs. The Foundation charges a one-time Fund set up fee of \$100, payable upon the fund's inception. The Foundation's fees charged against the Fund for ongoing administration of the Fund shall consist of a quarterly assessment of .25% of the value of the Fund as of the first day of each quarter as well as a monthly fee in a sum equal to the net investment earnings allocable to the Fund. In addition, any cost to the Foundation directly attributable to the acceptance, transfer or management of real property donated to the Foundation for the Fund shall be paid from the Fund. The Foundation reserves the right to change the fee structure or amount on the Fund at any time.

9. Accounting. The receipts of and disbursements from the Fund shall be accounted for separately and apart from those of other gifts to the Foundation. The Foundation agrees to provide the Park District with a monthly report of the account status as well as, upon request, a copy of the annual examination of the Foundation's financial condition as reported upon by independent certified public

accountants.

10. Duration. The Fund shall continue so long as assets are available in the Fund and the purpose of the Fund can be served by its continuation. If the Fund is terminated by the Donor prior to fully distributing its assets therein, the Foundation shall devote any remaining assets in the Fund exclusively for charitable purposes that most nearly approximate, in the good faith opinion of the Board of Directors of the Foundation, the original purpose of the Fund.

11. Indemnification and Hold Harmless. The Foundation has agreed only to act as a fiscal sponsor (i.e. maintain a pass through fund) for the Park District in accordance with, and to the extent provided by, the terms of this Agreement. The Foundation shall not be liable to any employee, vendor, service provider, independent contractor, or other third party for damages or claims arising from the Park District’s activities and programs, for un-reimbursed expenses exceeding the amounts in the Park District’s account/Fund, or for any damage, injury or other claim arising from the operation of the Park District’s programs or the actions or omissions of the Park District’s employees, officers, directors, independent contractors, volunteers, agents or other persons acting for, on behalf of, or in the name of the Park District (all of the foregoing collectively referred to as “Losses”). The Park District agrees to indemnify and hold the Foundation harmless from any such Losses.

12. Amendments. Subject to the provisions of Paragraph 5 hereinabove, this Agreement may be amended only with the written consent of the Foundation and the Donor.

13. Construction. Nothing in this Agreement shall be construed to affect adversely the status of the Foundation as an organization described in Sections 509(a)(1) and 170(b)(1)(A)(vi) of the Code, and this Agreement shall be interpreted in a manner consistent with any applicable requirements of the Code and Regulations promulgated by the U.S. Treasury Department.

PARK DISTRICT

DEKALB COUNTY COMMUNITY FOUNDATION

Daniel P. Templin, Executive Director

EXHIBIT "A"

ATTACHED TO THE AGREEMENT TO ESTABLISH THE **Sycamore Park District Action 20/20 Fund** WITHIN THE DEKALB COUNTY COMMUNITY FOUNDATION

The Foundation gratefully accepts your gift in the form of _____, in the amount of \$ _____ upon the terms and conditions above and hereby acknowledges receipt of the above-described property on this ____ day of _____, 20____.

DEKALB COUNTY COMMUNITY FOUNDATION

By: _____
Daniel P. Templin, Executive Director

(Optional Contribution): The DeKalb County Community Foundation acknowledges a one-time contribution of 5% of the initial gift amount in order to support the operating budget of the Community Foundation. This one-time gift will become part of the Administrative Endowment Fund, an endowment that supports the work of the Foundation.

Donors Accept _____

Donors Decline X

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: May 26, 2015

STAFF RECOMMENDATION

AGENDA ITEM: PARK AND FACILITY TOUR

BACKGROUND INFORMATION: Park tours were held in 2012 and 2013 in which board, staff, CAC, and long-range planning committee members visited the majority of our parks and facilities. The purpose of the tours was to obtain an in-the-field visual understanding of what our parks look like, how many amenities they have, their size, and to show what challenges staff has in maintaining their quality.

Last year the planned park tour was to highlight items listed on the Vision 20/20 plan and to visit the majority of our parks around town. The tour attendance option was opened to the public and various boards but due to a lack of registration numbers the tour was cancelled. We would like to have the option of holding another tour of our parks and facilities if the park board believes there is a need and desire to hold the event. Trying to find a date that works well for everyone is difficult so we can look at several options. The past tours were held on Thursday evenings from 5:15 until 8:15. We have also proposed a Saturday morning tour from 9 until noon as an option.

I suggest the following dates for discussion as the board might consider a summer or fall option:

Thursdays or Saturdays in July starting July 9th thru August 15th. Then after the back to school time in the fall so any Saturday or Thursday outside of September 5th which is Labor Day weekend. Keep in mind that if held during the week in the fall, we would be a little more limit by daylength.

FISCAL IMPACT: Cost of bus rental and snack items for participants

STAFF RECOMMENDATION: Discuss the need for another Park Tour at this time and if so a general time of year and possible days for the tour to take place.

PREPARED BY: Jeff Donahoe, Superintendent of Parks and Facilities

EXECUTIVE DIRECTOR REVIEW/APPROVAL: 

BOARD ACTION: