



Sycamore

PARK DISTRICT

Established 1923

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Sycamore Park District

Regular Board Meeting

October 27, 2015

6:00 pm

Maintenance Building, 435 Airport Road

AGENDA

CALL TO ORDER (Roll Call Vote)

APPROVAL OF REGULAR AND CONSENT AGENDA (Voice Vote)

PUBLIC HEARING:

Concerning the intent of the Board of Park Commissioners to sell not to exceed \$1,500,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.—Jackie

APPROVAL OF MINUTES: (Voice Vote)

- 3. Regular Minutes: September 22, 2015
Executive Session Minutes: September 22, 2015
(APPROVE TO REMAIN CONFIDENTIAL – VOICE VOTE)
- 9. Special Meeting: September 30, 2015
Executive Session Minutes: September 30, 2015
(APPROVE TO REMAIN CONFIDENTIAL – VOICE VOTE)
- 12. Special Meeting
October 10, 2015

APPROVAL OF MONTHLY CLAIMS:

- 14. Claims Paid Since Board Meeting (Roll Call Vote)
- 25. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

- 30. Superintendent of Finance Monthly Report
- 34. Budget Report
- 54. Superintendent of Golf Operations Monthly Report
- 55. Superintendent of Parks and Facilities Monthly Report
- 60. 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

October 27, 2015

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CORRESPONDENCE-

- 63. Letter from DCCF: Grant Award
- 64. Theresa Freeman Family Thank You
- 65. Sycamore History Museum Thank You – Michelle Donahoe
- 66. Bowling for Brooke Thank You

Monthly Department Report: Lisa

OLD BUSINESS:

- Appointment of IAPD Representative and Conference Details—Dan
- Report of ACTION 2020 Committees—Dan/et.al.
- Leaf a Legacy—Ted
- 67. Impact Fees—Ted
- Succession Policy—Ann

NEW BUSINESS:

- 71. Records Retention Policy for Board Manual—Dan (Roll Call)
 - 82. Resolution to Include Taxable Items in IMRF Earnings—Jackie (Roll Call)
 - 84. First Review of Capital Budget—Jackie
 - 89. Health Insurance Recommendation for 2016—Jackie (Roll Call)
 - 91. Review of First Draft of Capital Asset Inventory—Dan
 - 98. Abatement Policy Discussion—Dan
 - Setting of Date for Next Study Session
- (NOTE: November Study Session is at 6:30pm on November 3, 2015)

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.

ADJOURN

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, September 22, 2015**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Maintenance Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:00 p.m. on Tuesday, September 22, 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 at this time. He arrived at 6:05 pm.**

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 at this time. He arrived at 6:04 pm.**

Staff members present were Director Dan Gible, Jeff Donahoe, Sarah Elm Rex, Jackie Hienbuecher, Kirk Lundbeck and Recording Secretary Jeanette Freeman. Commissioner Graves arrived at 6:05 pm.

Guests at the Board meeting were:

None

**Regular and Consent Agenda Approval –
Motion**

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

Voice Vote

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

**Approval of Minutes –
Motion**

Commissioner Schulz moved to approve the August 25, 2015 Regular Meeting Minutes.
Commissioner Schulz seconded the Motion.

Voice Vote

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

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Public Input –

Commissioner Tucker noted that the Midwest Museum Natural History had their strategic plan meeting. They asked if she would bring up discussion of a different representative. Commissioner Tucker is not able to make most of the meetings. President Strack asked that this be put on the next agenda.

Claims and Accounts Approval

Motion

Commissioner Tucker moved to approve and pay the bills in the amount of \$262,042.90. 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 5-0.

Correspondence –

Jim & Karla Sauber – Thank You
 Syc. Sports Boosters Golf Outing Thank You
 Sycamore Chamber – Rose Trembl Letter

Department Presentation – Supt. of Golf Operations Kirk Lundbeck. He noted he wanted to share with the Board the first of four propaganda materials that he and Sarah have been working on. The first one was on golf outings. The next ones will be as follows:

- General Golf Course
- Corporate League Program
- Corporate Lesson Program

There were some suggestions made on the copy and Kirk will check into these.

Old Business –

Report of Action 2020 Committees –

Commissioner Schulz-Community Center and Sled Hill - She noted the Community Center Committee visited several community centers. Lots of great ideas and input from the staff at each location. She is putting together a list from everyone's notes to then prioritize. She is also working on the Sledding Hill. After seeing the one in Champaign, she is wondering if we should just make a hill for now and take the money and put towards other things in the plan. Commissioner Kroeger noted that some of the designers came in with just a grass hill for sledding and can then be used for fitness in the summer. Director Gible agrees with the lack of necessity for a sled hill committee, but doesn't want to rule out creativity. The engineers might be able to help with this. Make the space more useable year round.

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Report of Action 2020 Committees – cont'd

Commissioner Tucker-Splash Pad – She noted the Splash Pad Committee went to Sandwich for a tour of their splash pad. Supt of Parks Jeff Donahoe went over a few of the features of their splash pad. Commissioner Tucker noted they have put together a list of features that the committee is in agreement on. Director Gibble noted they should go ahead and prioritize their list. The firm that is selected will meet with each committee to go over the features.

Commissioner Graves-Dog Park – He noted that President Strack talked to the Dog Park Committee on the fundraising. They will be condensing and prioritizing their list and will meet again next month. President Strack talked about matching funds.

President Strack- Trail Committee – He noted the Trails Committee has tried to determine what are the most important connections for the Community. He has done a plat map from the Trailer Park to Old Mill Park and identifies all property owners that might help make the connection. He is going to put together a list of the priority directions and go to the owners. The Committee wanted President Strack to ask the County and the City to the next Trails meeting.

President Strack- Fundraising –He noted the fundraising has been disappointing. Commissioner Schulz noted she is being told people do not want to donate unless to a foundation. Director Gibble noted we would have to have a separate Board for a foundation and we already have one through the DeKalb County Community Foundation. Commissioner Tucker noted the people want to give to a 5013C and not a taxing body. Director Gibble noted they can through the DeKalb County Community Foundation. President Strack noted he has been presenting as making donations to the Park District, but will start mentioning the DeKalb County Community Foundation as an avenue to donate to the Sycamore Park District through their 5013C. President Strack suggested discussing this more on the fundraising committee.

Leaf A Legacy – This was discussed during the previous item discussion.

Review of Agreements with Northern Illinois Dance and MMNH – Director Gibble noted we will be spending approximately \$10,000 for space that we weren't planning on. We will assess the success of the locations as time goes on.

Approve Interim Succession Policy – Director Gibble noted this is the document that he was asked to bring back this month for approval. He will continue to work on the other part of it. Commissioner Tucker had questions on this, so there was a consensus of the Board to table for this meeting for further discussion.

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 Sycamore Park District
 Tuesday September 22, 2015
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Change in Personnel Policy – This was tabled until further discussion on the Interim Succession Policy.

New Business -

Quarterly Capital Funds Update – This was just an update so no motion was needed.

Approval of Professional Services Firms and Negotiation – Commissioner Kroeger noted we received 12 proposals. The Committee reviewed all the proposals and came up with 4. The Committee asked for more information from each company. The Committee reached a decision and is recommending Farnsworth.

Motion

Commissioner Schulz moved to approve as recommended. The motion was seconded by Commissioner Tucker.

Roll Call

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

Approval of Intergovernmental Agreement for Shared Projection System – Director Gibble noted his staff recommendation explains it all. He noted that Genoa had to drop out and the grant was not for the entire amount. He still recommends approval.

Motion

Commissioner Schulz moved to approve as recommended. The motion was seconded by Commissioner Kroeger.

Roll Call

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

Consideration of Proceeding with Sign Development – Director Gibble noted he had passed out more elaborate sketches. Page one is a draft of the design and the second page shows the location of the sign on Rt 64. He is wanting to make sure the Board wants him to proceed with this. Commissioner Tucker noted her concerns on the size of the information and the speed – it needs to be functional. Director Gibble noted there have been traffic studies done to determine the size of the letter on display. The Board gave Gibble the approval to move ahead with final specifications and to bid the work for next year.

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Setting of Date for Next Study Session – The Board decided on September 30th at 7 pm for the next Study Session meeting.

Public Input –

President Strack noted he had the first impact fee discussion with the group as a whole. It went well and it seems all want to cooperate for the better of Sycamore. The focus trying to take is that each taxing body that has impact fee to the final formula that covers 100% of the impact created.

President Strack gave kudos again to pool operations – making money in a tough year. Also to concessions which looks to make more than last year.

Commissioner Kroeger gave kudos for the firework night and noted it was awesome. The concessions were great and well set up. Each year it gets better.

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:55 pm on a motion made by Commissioner Graves for the reason listed below. The motion was seconded by Commissioner Schulz.

Roll Call

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

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

The Board convened to Executive Session at 7:58 pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Director Gible as Secretary and Recording Secretary Freeman.

Motion

The Board adjourned the Executive Session at 8:26 p.m. and reconvened to Regular Session on a motion made by Commissioner Kroeger. 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 5-0.

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Motion

The Board adjourned the Regular Session at 8:28 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Kroeger.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

**Minutes of the Special Meeting Study Session of the Board of Commissioners
Sycamore Park District
Tuesday, September 30, 2015**

President Strack called the meeting to order at 7:08 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 7:08 p.m. on Tuesday, September 30, 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.

Guests Present at the meeting were:

None

Discussion of Matters Related to Action 2020:

Fundraising – Director Gible handed out a copy of the information exchanged since the prior meeting. Sarah was concerned about the comments made about the Park being a taxing body. She suggested doing a Clear Things Up flyer. The Board came to a consensus to go ahead with the flyer. Director Gible noted this could be in the next brochure. The Board would like the other sources of revenue referenced in the flyer along with mentioning the matching component. Also mention how people can get a leaf and what is the cost of it. Director Gible noted they will work on a draft. He noted the fundraising committee should now start talking about how they want to structure the conversations with the groups.

Timeline for Design Development Process – Director Gible handed out the tentative timeline. He had the first meeting with Farnsworth Group today. We are moving forward. He wanted the Board to have the tentative timeline available to see they will have to be at certain meetings. He hopes to have a contract for approval at the regular October meeting or earlier if possible. Commissioner Kroeger noted his time opens up after November. Director Gible noted the committees should talk to the architects and engineers before giving their recommendation to the Board. He also noted the demolition of the property will be bid out separately and not put into the Design Development Process.

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Professional Services Contract – Director Gibble noted he gave the Board the Scope of Services, the Breakout of the Budget. He noted he recommended to Farnsworth we will use a standard contract. He is working on a draft that he will then have counsel review before going further with it.

Re-Review Staffing Plan – Director Gibble noted he wanted to give the Board a refresher on the staffing plan. Part of this is part of the Succession Plan. He informed the Board that they need to have a conversation about the position of Executive Director for the Succession Policy.

Set Date for Next Special Meeting/Study Session – The Board decided to schedule it for November 3rd at 6:30 pm.

Annexation in NW Sycamore – Director Gibble went over the proposed annexation map. He noted he read in previous minutes, from the early 2000's, that Ken Anderson commented that developers need to come to the Park Districts and School Districts before any annexation is done. They should talk to the other taxing bodies and he agrees with that statement. The City should tell the developers that they should go to the different taxing bodies to see what they want. Per the zoning of this annexation, this is the least dense, least cost, least invasive zoning category for residential that the City has to exercise. His understanding is this came up in 2009/2010 and nothing happened with it. He wants our Board to talk to about it so we are all on the same page with what our expectations are for this area. Brian Gregory asked him what we want; Brian is saying they have no expectations for parks out in this area. We have a chance with the public hearing to submit something in writing to be placed on public record that this is what the Park Districts expectations are. He has asked Brian to get the owners to agree a wider easement along the North side of Motel Road and in some way get to the river. President Strack noted this property does not go all the way to the river. He said Motel Road makes sense. This area is Sycamore Sportsman Club with the shooting range. Commissioner Schulz noted they need to sit with the City and School District. There needs to be discussion that any future annexations that come up in Sycamore, we want to be part of the discussion and not have the City speak for us. We explained to the City we fully expect there to be bike trails with long term plans to connect to North Grove Road. President Strack noted we would like to see Trails and no ponds and the rest of the Board was in consensus on this. Director Gibble noted he will draft a letter and ask that it be included in the public record. Stating our desire for any development would be that land and/or cash go for easement for trails with goals of making connections.

Annexation in NW Sycamore- cont'd- Commissioner Schulz noted we have to be specific and say no horse trails. Director Gibble noted that if we build it, we want to have the shortest route possible and need to say for trails in a route that is mutually agreed upon with the Park, the City and the Developer.

Executive Director Succession Policy – Director Gibble noted there is emergency succession, organized succession or leadership development. The piece he gave them originally was intended to be temporary. There was some discussion on the Assistant Director/Superintendent of Recreation position for the future. Director Gibble noted he can put this on the agenda for the next meeting in Executive Session. The Board decided to go into Executive Session to discuss this further.

Minutes of September 30, 2015 Special Meeting Study Session
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Motion

The Board adjourned the Regular Session to go into Executive Session at 8:32 pm on a motion made by Commissioner Kroeger for the reason 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 5-0.

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

The Board convened to Executive Session at 8:33 pm. The roll was called with Commissioners Graves, Kroeger, Schulz, Tucker, and Strack present along with Director Gibble as Secretary.

Motion

The Board adjourned the Executive Session at 8:52 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 5-0.

Motion

The Board adjourned the Regular Session at 8:53 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Kroeger.

Voice Vote

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

Respectfully Submitted,

Jeanette Freeman
Recording Secretary
Sycamore Park District

**Minutes of the Special Meeting Study Session of the Board of Commissioners
Sycamore Park District
Saturday, October 10, 2015**

President Strack called the meeting to order at 7:06 a.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 7:06 a.m. on Saturday, October 10, 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 and Recreation Supervisor Sarah Rex.

Guests Present at the meeting were:

None

President Strack reviewed the Agenda and asked that the third item be moved up to before item II. on the Agenda. Commissioner Schulz made that motion and Commissioner Graves seconded the motion. NO further discussion ensued and the motioned carried 5-0.

Professional Services Contract Approval

Executive Director Gible reminded the Board of the Contract with Farnsworth Group which was in front of them for review and provided them in advance in their packet. He recommended approval of:

- A. The Contract with Farnsworth Group and the cost of \$60,400.
- B. Up to \$30,000 in additional expenses to be approved by the Executive Director during this phase for items like soil borings, asbestos abatement, etc. within the pre-existing purchasing policy.

Commissioner Tucker asked about Traffic Study and Commissioner Kroeger was interested, as well. Gible explained that it may not be necessary in this phase, and Farnsworth wanted to get to know the City Staff, first, before bringing up the issues related to traffic and entries.

Commissioner Tucker commented that she was glad the reference to a “simple building” was taken out, and Gible explained that that was an Architect’s perspective as a building with a restaurant kitchen, indoor pool, auditorium or theater, or concession inside them, then that would be a complex building. Since the feeling is that those will not be components of our project, that is why Farnsworth was willing to negotiate a 6% rate on the project versus the “normal” 7 to 9 percent in more complex projects.

Minutes of October 10, 2015 Special Meeting Study Session
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MOTION

Commissioner Schulz made the motion to support Gibble's recommendations "A" and "B". Commissioner Tucker seconded the motion.

ROLL CALL

President Strack asked to call the roll. All Commissioners voted "YES", and the motion carried 5 to 0.

Discussion of Matters Related to Action 2020:

Fundraising – Director Gibble handed out a copy of the information created by Supervisor Rex, and discussion ensued with several suggestions for changes in the item based upon that discussion. Rex took notes of these matters and indicated she would make the changes and get it back to the Committee for final input before going to print.

Timeline for Design Development Process – Director Gibble pointed out the timeline for the work to be done that was a part of the contract, and noted that things would get moving quickly.

Motion

The Board adjourned the Regular Session at 7:31 am 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. **No commissioners voted Nay.** Motion carried 5-0.

Respectfully Submitted,

Daniel Gibble Secretary
Sycamore Park District

Interim

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ACUSHNET	ACUSHNET COMPANY								
	9013255889	01 FOOTJOY 51046	501000001305	09/09/15	00000000	55597	10/06/15	109.55	109.55
		02 SHIPPING	501000001305		00000000				104.00
									5.55
	901428678	01 FOOTJOY #51078	501000001305	10/02/15	00000753	55609	10/07/15	121.76	121.76
ALL	ALL STAR SPORTS INSTRUCTION								
	154150	SUMMER 1							
		01 INSTRUCTOR FEE - SOCCER	205550076128	09/25/15	00000000	55574	09/25/15	5,481.50	5,481.50
		02 INSTRUCTOR FEE - PARENT-TOT	205550046128		00000000				1,852.50
		03 INSTRUCTOR FEE - ALL STAR SPOR	205550026128		00000000				332.50
		04 INSTRUCTOR FEE - TBALL	205550176128		00000000				1,187.50
									2,109.00
									VENDOR TOTAL: 231.31
ARTHUR	ARTHUR CLESEN, INC.								
	309508	01 CLUB WATER BRUSHES	504100076517	09/22/15	00000755	55610	10/07/15	384.39	99.00
	309582	01 GOLF GRUB CONTROL	504100076507	09/24/15	00000757	55610	10/07/15	384.39	163.08
	309819	01 GOLF GRUB CONTROL	504100076507	10/01/15	00000759	55610	10/07/15	384.39	122.31
									VENDOR TOTAL: 384.39
BURRI	BURRIS EQUIPMENT CO.								
	PS97020	01 SOLENOID-ROUGH MOWER	101500066403	09/14/15	00000000	55598	10/06/15	1,434.74	47.70
	PS97120	01 ROLLER ASSY-BANK MOWER	504100066403	09/18/15	00000000	55598	10/06/15	1,434.74	318.26
	SS18954	01 ROUGH MOWER REPAIR	101500066403	09/14/15	00000000	55598	10/06/15	1,434.74	1,068.78
									VENDOR TOTAL: 1,434.74
CHICA	CHICAGO DISTRICT GOLF ASSOC.								
	4/1-8/31			09/24/15		55575	09/25/15	1,996.00	1,996.00

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
		DANCE							
	01	MIDDLE SCHOOL DANCE - DJ	205120036216	09/30/15	00000000	55580	09/30/15	100.00	100.00
								VENDOR TOTAL:	100.00
CONSERV FS									
	2114245-IN								
	01	GASOLINE - GOLF	504100076515	09/21/15	00000000	55576	09/25/15	2,263.98	524.14
	02	GASOLINE - PARKS	101500076515		00000000				98.14
	03	GASOLINE - SC	202100076515		00000000				28.21
	04	GASOLINE - TRUCKS	101500076515		00000000				18.02
									379.77
	2114246-IN								
	01	DIESEL - GOLF	504100076515	09/21/15	00000000	55576	09/25/15	2,263.98	941.76
	02	DIESEL - PARKS	101500076515		00000000				413.65
	03	DIESEL - SC	202100076515		00000000				416.67
									111.44
	2114247-IN								
	01	TANK 4 - OLD SHOP - GAS	504000076515	09/21/15	00000000	55576	09/25/15	2,263.98	601.79
	2114248-IN								
	01	TANK 3-OLD SHOP - DIESEL	504100076515	09/21/15	00000000	55576	09/25/15	2,263.98	196.29
									196.29
ENGIN		ENGINEERING RESOURCE ASSOC						VENDOR TOTAL:	2,263.98
	12115.P3.06								
	01	PARKING LOT PHASE III	101000036125	09/14/15	00000000	55577	09/25/15	684.00	684.00
									684.00
EPOCH		EPOCH EYEWEAR						VENDOR TOTAL:	684.00
	5177								
	01	SUNGLASSES	501000001306	09/24/15	00000745	55611	10/07/15	96.42	96.42
									96.42
EUCL		EUCLID BEVERAGE LTD.						VENDOR TOTAL:	96.42
	2453815452								
	01	MILLER LITE	303000086634	09/18/15	00000742	55578	09/25/15	279.25	279.25
	02	COORS LIGHT	303000086634		00000742				121.40
	03	MGD	303000086634		00000742				118.40
	04	HEINIKIN	303000086634		00000742				14.80
									24.65
								VENDOR TOTAL:	279.25

DATE: 10/20/2015
 TIME: 16:20:29
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	15-365306	01 TOP SOIL - GOLF STUMP HOLES	504100076508	09/15/15	00000000	55579	09/25/15	60.00	60.00
	15-365308	01 TOP SOIL - PARKS	101500076508	09/17/15	00000000	55602	10/06/15	90.00	90.00
									VENDOR TOTAL: 150.00
MAR	ARCH CHEM-MARINE BIOCHEM								
	91913658	01 KRPAN TREATMENT	101500076504	09/17/15	00000000	55603	10/06/15	1,200.00	750.00
	91915228	01 OLD MILL POND TREATMENT	101500076504	09/18/15	00000000	55603	10/06/15	1,200.00	450.00
									VENDOR TOTAL: 1,200.00
MIDWESTM	MIDWEST MUSEUM OF NATURAL HIST								
	OCT 2015 RENT	01 OCT 2015 MOMS TIME OUT RENT	205340016853	10/05/15	00000000	55604	10/06/15	1,162.50	1,162.50
									VENDOR TOTAL: 1,162.50
MRROUT	MR OUTHOUSE								
	AUG 2015	01 PORT-O-POTTIES-PARKS	101500056309	09/25/15	00000000	55605	10/06/15	1,765.00	1,765.00
		02 PORT-O-POTTIES-GOLF	504100056309		00000000				1,000.00
		03 PORT-O-POTTIES-SPORTS	202100056309		00000000				165.00
									600.00
									VENDOR TOTAL: 1,765.00
PEPSI	PEPSI COLA GEN. BOT.								
	26105518	01 20 OZ BOTTLES	303000086631	09/29/15	00000762	55614	10/07/15	287.69	287.69
		02 BIB	303000086630		00000762				21.42
									266.27
									VENDOR TOTAL: 287.69
PERFOR	PERFORMANCE FOOD GROUP								
	4655184	01 STEAK	303500086640	09/11/15	00000740	55580	09/25/15	767.76	686.31
		02 POTATO SALAD	303500086640		00000740				327.08
		03 BAKED BEANS	303500086640		00000740				65.88
		04 FRENCH FRIES	303000086617		00000740				39.88
									17.77
									VENDOR TOTAL: 287.69

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	4655184	05 HOT DOGS 6/1	303000086615	09/11/15	00000740	55580	09/25/15	767.76	686.31
		06 HAMBURGERS	303000086613		00000740				114.96
		07 FRYER OIL	303000086617		00000740				69.86
									50.88
	4655185	01 HAMBURGER BUNS	303000086613	09/11/15	00000741	55580	09/25/15	767.76	81.45
		02 SOFT PRETZEL	303000086619		00000741				26.64
		03 TORTILLA SHELLS	303000086616		00000741				32.95
									21.86
	4674245	01 CUPS	303000076550	09/30/15	00000763	55617	10/16/15	505.49	505.49
		02 PAPER TOWELS	303000076551		00000763				35.02
		03 CHIPS	303000086622		00000763				43.92
		04 SLICED CHEESE	303000086613		00000763				27.99
		05 HAMBURGER BUNS	303000086613		00000763				49.97
		06 POPCORN CHICKEN	303000086616		00000763				26.64
		07 HAMBURGERS	303000086613		00000763				37.77
		08 HOT DOGS	303000086615		00000763				139.72
		09 BRATS	303000086615		00000763				76.64
									67.82
									VENDOR TOTAL: 1,273.25
PIO		PIONEER MANUFACTURING CO.							
	INV571469	01 FIELD PAINT - LINE STRIPE	202100076524	09/10/15	00000000	55606	10/06/15	1,071.00	1,071.00
									1,071.00
									VENDOR TOTAL: 1,071.00
PRIO		PRIORITY PROMOTIONS							
	1988	01 GIVEAWAY FOR TOUCH A TRUCK	201000046214	07/31/15	00000000	55607	10/06/15	1,545.50	332.50
									1,213.00
	1989	01 DISTRICT POPUP TENT	1010000046214	07/31/15	00000000	55607	10/06/15	1,545.50	1,213.00
									1,213.00
									VENDOR TOTAL: 1,545.50
ROCKNKID		ROCK-N-KIDS INC							
	SYCF115	01 INSTRUCTOR FEE	205010266128	09/28/15	00000000	55592	09/30/15	210.00	210.00
									210.00
									VENDOR TOTAL: 210.00
SUP		SUPERIOR BEVERAGE							
	00020106			09/23/15		55593	09/30/15	306.20	306.20

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	00020106	01 BUD LIGHT	303000086634	09/23/15	00000748	55593	09/30/15	306.20	306.20
		02 BUD	303000086634		00000748			151.00	151.00
		03 KEG	303000086634		00000748			59.20	59.20
		04 EMPTY KEG	303000086634		00000748			126.00	126.00
								-30.00	-30.00
	485133	01 BUD LIGHT	303000086634	09/09/15	00000739	55581	09/25/15	564.00	564.00
		02 BUD	303000086634		00000739			180.60	180.60
		03 BUD LIME	303000086634		00000739			59.20	59.20
		04 MICH ULTRA	303000086634		00000739			33.10	33.10
		05 ARNIE PALMER	303000086631		00000739			66.00	66.00
		06 BUD LIGHT KEG	303000086634		00000739			252.00	252.00
		07 KEG RETURN	303000086634		00000739			-60.00	-60.00
								870.20	870.20
SYCPK	SYCAMORE PARK DISTRICT								
	101315	01 OLD REFUND	201000076500	10/13/15	00000000	55616	10/13/15	392.25	392.25
		02 BEV CART OVERAGE	303100003090		00000000			5.00	5.00
		03 MANUALS, WORKBOOKS	101500046207		00000000			31.00	31.00
		04 MANUALS, WORKBOOKS	202100046207		00000000			39.00	39.00
		05 CLEANING CC	207500076500		00000000			24.81	24.81
		06 FOOD FOR MEETINGS	101000046212		00000000			91.99	91.99
		07 FOOD FOR MEETINGS	201000046212		00000000			91.99	91.99
		08 REFUND	303500004532		00000000			50.00	50.00
		09 HOT DOG BUNS	303000086615		00000000			15.58	15.58
		10 TOMATOES, HORSERADISH	303000086629		00000000			3.88	3.88
								392.25	392.25
T0000024	DOBERSTEIN, MELISSA								
	092415	01 KSO OUTTING TIP	303500003090	09/24/15	00000000	55582	09/25/15	26.07	26.07
								26.07	26.07
	REIMB 10-16-15	01 ALDI REIMB	303000086629	10/16/15	00000000	55618	10/16/15	25.98	25.98
		02 JEWEL REIMB	303000086612		00000000			4.96	4.96
		03 JEWEL REIMB	303000086615		00000000			3.98	3.98
		04 ALDI REIMB	303000086629		00000000			11.92	11.92
		05 ALDI REIMB	303000086615		00000000			4.37	4.37
								0.75	0.75
	REIMB-ALDI			09/30/15		55594	09/30/15	18.73	18.73
								18.73	18.73

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001308	101415	01 REFUND	205230266218	10/14/15	00000000	55620	10/16/15	40.00	40.00
								40.00	40.00
								VENDOR TOTAL:	40.00
T0001309	100915	01 CLASS REFUND	205980136218	10/09/15	00000000	55621	10/16/15	40.00	40.00
								40.00	40.00
								VENDOR TOTAL:	40.00
T0001310	101515	01 CLASS REFUND	205010406218	10/09/15	00000000	55622	10/16/15	15.00	15.00
								15.00	15.00
								VENDOR TOTAL:	15.00
USFOODS	0086276	01 SPORT PEPPERS	303000086629	09/15/15	00000743	55584	09/25/15	348.12	348.12
		02 SLICED PICKLE	303000086629		00000743			14.16	14.16
		03 CHIPS	303000086622		00000743			22.06	22.06
		04 CHICKEN- GRILLED	303000086629		00000743			101.04	101.04
		05 ONION RINGS	303000086617		00000743			70.10	70.10
		06 CHEDDAR NUGGETS	303000086617		00000743			25.78	25.78
		07 LIDS	303000076550		00000743			75.67	75.67
		08 PAPER TOWELS	303000076550		00000743			20.16	20.16
								19.15	19.15
								VENDOR TOTAL:	348.12
VISACA	90215	01 NRPA CONGRESS	101000046207	09/02/15	00000000	55586	09/25/15	1,393.68	1,393.68
		02 ONIONS	303000086629		00000000			685.00	685.00
		03 BOLTS	518100066401		00000000			6.04	6.04
		04 CALLIGRAPHY PENS - GOLF	101000046200		00000000			3.98	3.98
		05 MERCHANT SERVICE CHARGES	207500056310		00000000			72.75	72.75
		06 CLUB INDUSTRY SHOW	201000046207		00000000			80.65	80.65
								237.00	237.00
								VENDOR TOTAL:	348.12

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
90215		07 TUESDAYS ON THE TOWN	101000046214	09/02/15	00000000	55586	09/25/15	1,393.68	1,393.68
		08 TUESDAYS ON THE TOWN	201000046214		00000000			6.00	6.00
		09 MOWER BATTERIES	101500066403		00000000			94.98	94.98
		10 COMPRESSOR VALVE	101500066402		00000000			28.28	28.28
		11 FOOD & SUPPLIES FOR MEETINGS	101000046212		00000000			51.89	51.89
		12 FOOD & SUPPLIES FOR MEETINGS	201000046212		00000000			51.89	51.89
		13 FACEBOOK MARKETING	101000046214		00000000			20.14	20.14
		14 FACEBOOK MARKETING	201000046214		00000000			20.14	20.14
		15 BIRTHDAY CARDS	101000046213		00000000			14.47	14.47
		16 BIRTHDAY CARDS	201000046213		00000000			14.47	14.47

WALM
 WALMART COMMUNITY/RFCSLLC
 VENDOR TOTAL: 1,393.68

91615	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	01 MTO SUPPLIES	205340016216	09/16/15	0000691	55589	09/25/15	871.33	871.33
	02 REC PROGRAM SUPPLIES	207500046216		0000691			104.05	104.05
	03 TV AND MOUNT FOR MTO	205340016216		0000713			102.68	102.68
	04 BOX FOR FREEZER	303000076500		0000708			217.96	217.96
	05 BAGEL	303000086610		0000707			4.97	4.97
	06 TOMATOES	303000086629		0000707			2.68	2.68
	07 HOT DOG BUNS	303000086615		0000707			2.43	2.43
	08 DECAF	303000086632		0000707			6.16	6.16
	09 BREAD/BROWN SUGAR	303500086640		0000707			8.42	8.42
	10 COFFEE	303000086632		0000727			2.68	2.68
	11 CREAMER	303000086632		0000727			50.76	50.76
	12 TONIC	303000086636		0000727			1.00	1.00
	13 LETTUCE/TOMATO	303000086629		0000728			5.31	5.31
	14 CREAMER	303000086632		0000728			3.26	3.26
	15 BAGELS	303000086610		0000728			4.95	4.95
	16 DANISHES	303000086611		0000728			9.00	9.00
	17 SUB BUNS	303000086612		0000728			0.56	0.56
	18 LETTUCE/ONION/TOMATO	303000086629		0000728			8.74	8.74
	19 HORSERADISH	303000086636		0000728			1.78	1.78
	20 BREAD	303000086612		0000730			3.96	3.96
	21 DISH SPONGE	303000076551		0000730			2.97	2.97
	22 TRAIL MIX	303000086618		0000738			9.67	9.67
	23 PEANUTS	303000086618		0000738			7.48	7.48
	24 CRACKERS	303000086618		0000738			5.98	5.98
	25 COOKIES	303000086618		0000738			24.64	24.64
	26 BREAD	303000086612		0000738			13.92	13.92
	27 SLIM JIM	303000086623		0000738			17.97	17.97
	28 FRUIT SNACKS	303000086623		0000738			7.32	7.32
	29 CANDY	303000086624		0000738			169.22	169.22
	30 DANISH	303000086611		0000738			38.38	38.38

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 09/23/2015 TO 10/20/2015

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
91615									
		31 HOT DOG BUNS	303000086615	09/16/15	00000737	55589	09/25/15	871.33	871.33
		32 ONION/LETTUCE/TOMATOES	303000086629		00000737				5.12
		33 HAMBURGER BUNS	303000086613		00000736				7.83
		34 HOT DOG BUNS	303000086615		00000736				14.08
									4.40

VENDOR TOTAL: 871.33
 TOTAL --- ALL INVOICES: 32,377.85

INVOICES DUE ON/BEFORE 10/27/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CORPORATE			
10	ADMINISTRATION		
AFLAC	AFLAC	3,464.83	531.03
ANCEL	ANCEL, GLINK - LAW OFFICES OF	9,654.83	683.75
AT&T2	A T & T	839.71	17.02
BANN	BANNER UP SIGNS	1,530.00	997.50
BOCKY	BOCKYN, LLC	2,700.00	150.00
CINTA	CINTAS CORPORATION #355	1,362.39	38.30
DISCSYC	DISCOVER SYCAMORE		650.00
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	366.41
ECO	ECOWATER SYSTEMS, INC.	611.22	107.42
ENGIN	ENGINEERING RESOURCE ASSOC	46,590.28	9,426.64
GROUPPL	GROUP PLAN SOLUTIONS	773.00	24.75
HIRS	HIRSCHBIEN TROPHIES	311.50	33.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	3,407.04	92.09
NICOR	NICOR GAS	15,964.00	76.06
OF	OFFICE DEPOT	2,565.59	121.33
PDRMA	PDRMA	217,535.70	3,995.12
PLUNKETT	PLUNKETT'S PEST CONTROL	808.00	76.00
SPARKLE	SPARKLE JANITORIAL SERVICE	19,018.28	887.50
SUNDOG	SUN DOG IT	18,967.13	422.07
UNUM	UNUM LIFE INSURANCE	2,440.93	40.79
WARE	WAREHOUSE DIRECT BUSINESS	928.24	89.55
WASTE	WASTE MANAGEMENT	5,154.67	67.36
	ADMINISTRATION		18,893.69
15	PARKS		
AT&T2	A T & T	839.71	9.42
BURRI	BURRIS EQUIPMENT CO.	6,875.38	835.50
CARQ	CARQUEST AUTO PARTS	5,508.27	7.88
CINTA	CINTAS CORPORATION #355	1,362.39	58.35
CINTA2	CINTAS CORP	1,189.07	21.27
DEKA	DEKALB LAWN & EQUIPMENT CO.	744.34	34.10
DEKA2	DEKALB IMPLEMENT CO.,	32,938.88	74.24
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	471.95
ENCAP	ENCAP, INC	56,763.00	3,295.00
GAME	GAMETIME		40.18
MAPLE	MAPLE PARK LANDSCAPE-TRUCKING	1,518.08	90.00
MENA	MENARDS - SYCAMORE	3,463.18	72.66
MROUT	MR OUTHOUSE	9,645.00	460.00
NICOR	NICOR GAS	15,964.00	167.63
OF	OFFICE DEPOT	2,565.59	87.18
PDRMA	PDRMA	217,535.70	571.06

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SYCAMORE PARK DISTRICT
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/27/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CORPORATE			
15	PARKS		
REIN	REINDERS, INC.	80,528.90	35.99
SOFT	SOFT WATER CITY	9,176.30	132.75
UNUM	UNUM LIFE INSURANCE	2,440.93	7.22
WASTE	WASTE MANAGEMENT	5,154.67	49.09
WILS	WILSON NURSERIES, INC.	1,148.00	935.00
	PARKS		7,456.47
RECREATION			
10	ADMINISTRATION		
AT&T2	A T & T	839.71	17.01
BANN	BANNER UP SIGNS	1,530.00	997.50
BOCKY	BOCKYN, LLC	2,700.00	150.00
CINTA	CINTAS CORPORATION #355	1,362.39	10.70
DISCSYC	DISCOVER SYCAMORE		650.00
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	366.41
ECO	ECOWATER SYSTEMS, INC.	611.22	107.42
GROUPPL	GROUP PLAN SOLUTIONS	773.00	24.75
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	3,407.04	92.10
NICOR	NICOR GAS	15,964.00	43.59
OF	OFFICE DEPOT	2,565.59	141.73
PDRMA	PDRMA	217,535.70	4,084.63
PLUNKETT	PLUNKETT'S PEST CONTROL	808.00	76.00
SPARKLE	SPARKLE JANITORIAL SERVICE	19,018.28	887.50
SUNDOG	SUN DOG IT	18,967.13	422.08
UNUM	UNUM LIFE INSURANCE	2,440.93	50.60
	ADMINISTRATION		8,122.02
21 SPORTS COMPLEX MAINTENANCE			
CONS	CONSERV FS	26,206.74	112.00
COUR	COURSIGNS, INC.	85.07	510.00
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	158.37
MAPLE	MAPLE PARK LANDSCAPE-TRUCKING	1,518.08	180.00
MROUT	MR OUTHOUSE	9,645.00	710.00
PDRMA	PDRMA	217,535.70	4,507.86
RAYNOR	RAYNOR DOO AUTHORITY	227.50	150.00
TRUGR	TRUGREEN	3,288.00	770.00
UNUM	UNUM LIFE INSURANCE	2,440.93	72.40
WASTE	WASTE MANAGEMENT	5,154.67	20.37
	SPORTS COMPLEX MAINTENANCE		7,191.00

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/27/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
25	MIDWEST MUSEUM OF NATURAL HIST		
DEKAM	DEKALB MECHANICAL INC	3,630.13	148.50
	MIDWEST MUSEUM OF NATURAL HIST		148.50
50	PROGRAMS - YOUTH		
ONEAG	ON EAGLES WINGS EQUINE CENTER	700.00	600.00
	PROGRAMS - YOUTH		600.00
52	PROGRAMS - ADULT		
DEKALBPK	DEKALB PARK DISTRICT		35.00
	PROGRAMS - ADULT		35.00
60	PROGRAMS - SPECIAL EVENTS		
WDKB-FM	WDKB-FM	3,700.00	225.00
	PROGRAMS - SPECIAL EVENTS		225.00
75	COMMUNITY CENTER		
AT&T1	A T & T	366.00	55.90
AT&T2	A T & T	839.71	22.18
	COMMUNITY CENTER		78.08
DONATIONS			
10	ADMINISTRATION		
ENGIN	ENGINEERING RESOURCE ASSOC	46,590.28	440.87
	ADMINISTRATION		440.87
CONCESSIONS			
10	ADMINISTRATION		

DATE: 10/21/2015
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SYCAMORE PARK DISTRICT
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/27/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CONCESSIONS			
10	ADMINISTRATION		
CHARITEE	CHARITEE GOLF LLC	2,290.87	-733.50
	ADMINISTRATION		-733.50
30	CLUBHOUSE CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	157.03
NICOR	NICOR GAS	15,964.00	18.68
WASTE	WASTE MANAGEMENT	5,154.67	62.36
	CLUBHOUSE CONCESSIONS		238.07
33	SPORTS COMPLEX CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	383.36
	SPORTS COMPLEX CONCESSIONS		383.36
GOLF COURSE			
10	ADMINISTRATION		
CHARITEE	CHARITEE GOLF LLC	2,290.87	1,499.40
	ADMINISTRATION		1,499.40
40	GOLF OPERATIONS		
AT&T2	A T & T	839.71	8.89
CARQ	CARQUEST AUTO PARTS	5,508.27	10.32
CINTA	CINTAS CORPORATION #355	1,362.39	10.00
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	222.73
NICOR	NICOR GAS	15,964.00	18.68
NIV	NIVEL PARTS & MANUFACTURING	3,668.92	124.33
PDRMA	PDRMA	217,535.70	1,915.23
PLAY	PLAYERS GOLF CARS	7,245.00	900.00
SOFT	SOFT WATER CITY	9,176.30	89.50
UNUM	UNUM LIFE INSURANCE	2,440.93	18.50
WDKB-FM	WDKB-FM	3,700.00	75.00
	GOLF OPERATIONS		3,393.18

INVOICES DUE ON/BEFORE 10/27/2015

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GOLF COURSE			
41	GOLF MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.	18,159.63	402.40
CINTA	CINTAS CORPORATION #355	1,362.39	58.30
COUR	COURSIGNS, INC.	85.07	510.00
DEKA	DEKALB LAWN & EQUIPMENT CO.	744.34	307.10
DYNEGY E	DYNEGY ENERGY SERVICES	30,940.31	1,531.46
FINN	FINNEY'S ELECTRIC	437.10	511.76
JW	J.W. TURF, INC.	30.64	713.96
MROUT	MR OUTHOUSE	9,645.00	165.00
NICOR	NICOR GAS	15,964.00	159.08
PDRMA	PDRMA	217,535.70	3,613.39
R&R	R & R PRODUCTS INC.	664.66	73.35
REIN	REINDERS, INC.	80,528.90	23.04
SHA	SHARE CORP.		177.40
UNUM	UNUM LIFE INSURANCE	2,440.93	40.70
WASTE	WASTE MANAGEMENT	5,154.67	38.17
	GOLF MAINTENANCE		8,325.11

SWIMMING POOL			
81	POOL MAINTENANCE		
FINN	FINNEY'S ELECTRIC	437.10	1,301.92
MENA	MENARDS - SYCAMORE	3,463.18	11.48
NICOR	NICOR GAS	15,964.00	98.21
WASTE	WASTE MANAGEMENT	5,154.67	-56.60
	POOL MAINTENANCE		1,355.01

DEBT SERVICE			
10	ADMINISTRATION		
PARKRID	PARK RIDGE COMMUNITY BANK		479,037.97
	ADMINISTRATION		479,037.97
	TOTAL ALL DEPARTMENTS		536,689.23

Interim \$32,377.85
 New \$536,489.23

 Total \$569,047.08

To: Board of Commissioners
From: Jackie Hienbuecher
Subject: Monthly Report
Date: October 27, 2015

Administrative Initiatives (10/1/15 – 10/31/15)

- Attended Superintendent and Board meetings.
- Continued to analyze financial statements and highlight any areas of concern to communicate with department heads. Correct any errors in coding.
- Prepared RFP for audit services for FY 2015, 2016, and 2017. Published notice and sent out electronically to firms already aware of.
- Provided documentation to assist with year-end projections.
- Began process of updating five year capital plan.
- Updated Leaf a Legacy donation spreadsheet to record all donations received including tree memorials.
- Set PDRMA 2016 screening date for employees.
- Attended IAPD Legal Symposium.
- Participated in IMRF webinar, Employer Rates – The How's and the Why's.
- Contacted Speer Financial regarding annual G.O. Bond schedule. Published BINA notice as required.
- Began process for calculating the 2015 Tax Levy. Contacted the county to get an estimate of our EAV.

- Provided data for Capital Asset Replacement Schedule.
- Analyzed new health plan options offered by PDRMA. Evaluated both the agency and employee impact of each option available and made recommendation.
- Staff performed cycle counts for the pro shop. Minimal discrepancies found.
- Gathered data for 2015 Charitee program and submitted for billing.
- Participated in ActiveNet recreation webinar and software demonstration.
- Participated in PDRMA Path Webinar.
- Staff coordinated AFLAC presentation for employees.
- Gathered information regarding cost of IT services over the last year.
- Met with Dekalb Park District regarding joint solutions.
- Researched and prepared resolution for including taxable allowances ad IMRF earnings.
- Participated in RecTrac recreation software demonstration.
- Met with Anderson Pest Control regarding services.
- Participated in meetings with Farnsworth Group.
- Worked with insurance providers to assist employees with various questions.
- Began gathering information from other park districts regarding abatement policies.
- Reviewed and updated Cleaning RFP as it relates to the Clubhouse, Administration and Concessions areas.

- Calculated semi-annual vehicle allowance.
- Gathered additional information regarding disability.
- Staff closed down Sports Complex concessions for the season. Transferred excess inventory.
- Catering/special events/room rentals: 5 room rentals

Administrative Initiatives (11/1/15 – 11/30/15)

- Attend any scheduled “Action 2020” related meetings.
- Attend Superintendent and Board meetings.
- Review Audit RFP responses and prepare recommendation.
- Set up separate fund for the purpose of tracking Action 2020 revenue and expenses.
- Consolidate and review projected 2015 year-end financial data.
- Attend PDRMA’s Risk Management Institute.
- Participate in PDRMA Wellness Wisdom Webinar on November 10.
- Meet with DCCF to confirm the processing of donations for Action 2020.
- Work on abatement policy.
- Provide spreadsheets and documentation to department heads in preparation of the 2016 FY Operating Budget.
- Continue to get updated EAV information for calculating the 2015 Tax Levy.

- Continue to work with Speer Financial regarding annual G.O. Bond issuance.
- Continue work on IMRF project for the purpose of ensuring that proper enrollment has been made in the past.
- Continue to work on PDRMA compliance requirements for future insurance review.
- Review new phone system proposals in order to budget appropriately in the 2016 Capital and/or Operating Budget.
- Consider server replacement quotes and determine timing of Office 365 transition.
- Look into ATM & AV system with large screen for clubhouse.
- Work with Harris and Sundog on use of accounting software on additional workstations. This will allow department heads access to financial information from their own terminal. Will also allow for staff to enter their own purchase orders and beginning budget figures.
- Continue to review outstanding accounts payable checks to determine validity.
- Meet with Sarah Elm Rex to discuss updating clubhouse rules and materials.
- Register attendees and reserved housing for IAPD/IPRA State Conference.
- Catering/special events/room rentals: 5 room rentals,

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Corporate Fund (10)

Department	September Budget	September Actual	Variance	YTD Budget	YTD Actual	Variance	Annual Budget	2014 YTD Actual	Variance
Revenues									
Administration	481,094.00	433,427.74	-9.9%	1,165,124.00	1,183,184.09	1.6%	1,237,143.00	577,056.74	105.0% (1)
Parks	5,439.00	4,226.36	-22.3%	12,431.00	9,950.89	-20.0% (2)	12,949.00	12,666.25	-21.4% (2)
Total Revenues	486,533.00	437,654.10	-10.0%	1,177,555.00	1,193,134.98	1.3%	1,250,092.00	589,722.99	102.3%
Expenses									
Administration	41,014.00	143,164.70	249.1%	503,353.00	430,442.62	-14.5% (3)	619,082.00	276,547.48	55.6% (4)
Parks	20,577.00	17,549.82	-14.7%	195,882.00	162,953.61	-16.8% (5)	238,703.00	178,932.82	-8.9% (6)
Total Expenses	61,591.00	160,714.52	160.9%	699,235.00	593,396.23	-15.1%	857,785.00	455,480.30	30.3%
Total Fund Revenues	486,533.00	437,654.10	-10.0%	1,177,555.00	1,193,134.98	1.3%	1,250,092.00	589,722.99	102.3%
Total Fund Expenses	61,591.00	160,714.52	160.9%	699,235.00	593,396.23	-15.1%	857,785.00	455,480.30	30.3%
Surplus (Deficit)	424,942.00	276,939.58	-34.8%	478,320.00	599,738.75	25.4%	392,307.00	134,242.69	346.8%

(1) Primary difference is due to Real Estate Taxes. The additional tax referendum dollars are currently recorded in the Corporate fund.

(2) The allocation of the IMRF/SS tax levy is less due to the actual part time parks maintenance expenses being less than budget and 2014.

(3) Below budget in Legal Fees \$6,811, Administrative Expenses (which includes newsletter) \$6,432, Cleaning Services (eliminate Comm Ctr) \$1,600, Paving \$38,821, Utilities \$1,968 and health insurance one month lag \$3,995.

(4) 2015 expenses exceeds 2014 primarily due to the consulting expenses for final phase of parking, soccer complex and expenses related to refunding of alternate bond, including the analytical review by Standard & Poors. Also due to paving expense in 2015.

(5)

YTD expenses are below budget primarily in the following areas: Pt Maint Wages/Taxes 47.8% \$24,121; Landscape Services (timing of ENCAP) 33% \$7,032; Gas/Oil 43.4% \$8,070

(6) 2015 YTD expenses are lower than 2014 in PT Maint Wages/Taxes 39.9% \$17,456 and Gas/Oil 49.5% \$10,286;

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Recreation Fund (20)

<u>Department</u>	<u>September Budget</u>	<u>September 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	358,149.00	323,813.11	-9.59%	818,626.00	842,646.32	2.93%	852,736.00	828,874.88	1.7%
Sports Complex	500.00	1,016.00	103.20%	27,300.00	20,848.15	-23.63% (1)	33,650.00	27,913.00	-25.3% (1)
Sports Complex Maintenance	15,795.00	15,728.52	-0.42%	36,103.00	40,319.83	11.68% (2)	37,607.00	38,046.60	6.0% (2)
Midwest Museum of Natural Hist	600.00	-		1,799.00	2,461.94	36.85% (3)	2,398.00	1,199.04	105.3% (3)
Programs-Youth	4,524.00	1,298.00	-71.31%	16,300.00	12,774.99	-21.63% (4)	16,730.00	20,459.45	-37.6% (4)
Programs-Teens	68.00	52.00	-23.53%	2,369.00	2,474.58	4.46% (4)	4,163.00	2,343.68	5.6% (4)
Programs-Adult	-	700.00	#DIV/0!	975.00	1,742.14	78.68% (4)	975.00	1,840.00	-5.3% (4)
Programs-Family	1,618.00	1,618.00	0.00%	7,851.00	10,355.00	31.89% (4)	11,693.00	9,167.75	13.0% (4)
Programs-Leagues	5,068.00	4,150.00	-18.11%	5,181.00	5,013.95	-3.22% (4)	5,190.00	5,165.64	-2.9% (4)
Programs-Youth Athletics	870.00	1,855.00	113.22%	21,016.00	24,158.00	14.95% (4)	21,020.00	23,428.65	3.1% (4)
Programs-Fitness	3,635.00	1,252.00	-65.56%	32,535.00	20,419.85	-37.24% (4)	37,815.00	36,347.53	-43.8% (4)
Programs-Preschool	-	-	#DIV/0!	-	-	#DIV/0! (4)	-	-	#DIV/0! (4)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0! (4)	-	345.00	-100.0% (4)
Programs-Dance	-	619.00	#DIV/0!	240.00	5,686.24	2269.27% (4)	240.00	3,099.00	83.5% (4)
Programs-Special Events	303.00	151.04	-50.15%	3,661.00	2,386.18	-34.82% (4)	3,710.00	4,743.93	-49.7% (4)
Programs-Concerts	-	-	#DIV/0!	7,700.00	4,850.00	-37.01%	8,800.00	7,100.00	-31.7%
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (4)	-	-	#DIV/0! (4)
Brochure	-	-	#DIV/0!	7,900.00	7,100.00	-10.13%	7,900.00	8,050.00	-11.8%
Weight Room	849.00	5.00	-99.41%	13,067.00	8,106.19	-37.96% (5)	18,245.00	13,612.22	-40.4% (5)
Community Center	1,564.00	200.00	-87.21%	3,575.00	1,621.06	-54.66% (5)	3,724.00	3,191.87	-49.2% (5)
Total Revenues	393,543.00	352,457.67	-10.44%	1,006,198.00	1,012,964.42	0.67%	1,066,596.00	1,034,928.24	-2.1%

(1) Timing. Storm Dayz payment has not been received.

(2) The allocation of the IMRF/SS tax levy is more due to the actual part time maintenance expenses being greater than budget and 2014.

(3) 2014 payment never received so replaced and deposited in 2015.

(4) Revenue from programs are below budget 5.68% \$5,117 and decreased 20.5%, \$21,930 compared to 2014, primarily in fitness.

(5) Closing of the community center

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Expenses									
Administration	24,160.00	23,504.29	-2.71%	237,754.00	235,282.69	-1.04%	316,360.00	226,589.02	3.8% (1)
Sports Complex	-	-	#DIV/0!	-	250.00	#DIV/0!	-	-	#DIV/0!
Sports Complex Maintenance	30,917.00	23,500.54	-23.99%	291,212.00	285,377.13	-2.00%	383,722.00	278,931.61	2.3%
Midwest Museum of Natural Hist	125.00	457.28	265.82%	7,125.00	4,930.09	-30.81% (2)	9,500.00	6,602.34	-25.3% (2)
Programs-Youth	59.00	2,685.65	4451.95%	7,500.00	10,206.24	36.08% (3)	11,414.00	10,925.17	-6.6% (3)
Programs-Teens	-	100.00	#DIV/0!	2,095.00	2,307.33	10.14% (3)	3,926.00	1,514.64	52.3% (3)
Programs-Adult	-	-	#DIV/0!	785.00	538.97	-31.34% (3)	785.00	856.00	-37.0% (3)
Programs-Family	560.00	853.05	52.33%	6,722.00	7,738.76	15.13% (3)	10,850.00	6,660.09	16.2% (3)
Programs-Leagues	-	-	#DIV/0!	1,889.00	2,270.07	20.17% (3)	3,647.00	2,218.69	2.3% (3)
Programs-Youth Athletics	1,343.00	7,140.50	431.68%	13,507.00	17,170.50	27.12% (3)	17,149.00	15,277.72	12.4% (3)
Programs-Fitness	1,590.00	141.32	-91.11%	15,597.00	9,644.07	-38.17% (3)	21,178.00	17,239.92	-44.1% (3)
Programs-Preschool	-	-	#DIV/0!	-	-	#DIV/0! (3)	-	-	#DIV/0! (3)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0! (3)	-	105.00	-100.0% (3)
Programs-Dance	-	20.18	#DIV/0!	180.00	3,341.29	1756.27% (3)	180.00	2,897.00	15.3% (3)
Programs-Special Events	71.00	12,516.65	#####	1,866.00	15,581.06	735.00% (3)	13,480.00	3,393.15	359.2% (3)
Programs-Concerts	-	19.00	#DIV/0!	8,700.00	8,856.34	1.80%	8,700.00	10,340.36	-14.4%
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (3)	-	-	#DIV/0! (3)
Brochure	-	-	#DIV/0!	17,410.00	14,172.79	-18.59%	25,100.00	16,724.30	-15.3%
Weight Room	-	-	#DIV/0!	50.00	4,533.40	8966.80% (4)	600.00	1,004.10	351.5% (4)
Community Center	12,287.00	1,102.31	-91.03%	116,889.00	91,308.56	-21.88% (5)	155,352.00	109,211.30	-16.4% (5)
Total Expenses	71,112.00	72,040.77	1.31%	729,281.00	713,509.29	-2.16%	981,943.00	710,490.41	0.4%
Total Fund Revenues	393,543.00	352,457.67	-10.44%	1,006,198.00	1,012,964.42	0.67%	1,066,596.00	1,034,928.24	-2.1%
Total Fund Expenses	71,112.00	72,040.77	1.31%	729,281.00	713,509.29	-2.16%	981,943.00	710,490.41	0.4%
Surplus (Deficit)	322,431.00	280,416.90	-13.03%	276,917.00	299,455.13	8.14%	84,653.00	324,437.83	-7.7%

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

(2) Timing of and varied type of maintenance expenses

(3) Expenses for programs are over budget 37.21% \$18,657 and 12.6% \$7,711 higher than 2014. Primarily due to timing of the expenses for Fireworks event.

(4) Refunds of weight room memberships

(5) Variances due to closing of the community center.

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Donations (21)

<u>Department</u>	<u>September Budget</u>	<u>September 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	-	1,826.00	#DIV/0!	-	1,988.81	#DIV/0!	35,000.00	2,148.73	-7.4%
Total Revenues	-	1,826.00	#DIV/0!	-	1,988.81	#DIV/0!	35,000.00	2,148.73	-7.4%
Expenses									
Administration	-	567.53	#DIV/0!	48,500.00	31,518.77	-35.01% (1)	48,500.00	20,578.00	53.2%
Total Expenses	-	567.53		48,500.00	31,518.77		48,500.00	20,578.00	53.2%
Total Fund Revenues	-	1,826.00	#DIV/0!	-	1,988.81	#DIV/0!	35,000.00	2,148.73	-7.4%
Total Fund Expenses	-	567.53		48,500.00	31,518.77		48,500.00	20,578.00	53.2%
Surplus (Deficit)	-	1,258.47	#DIV/0!	(48,500.00)	(29,529.96)	-39.11%	(13,500.00)	(18,429.27)	60.2%

(1) Timing of budget and consulting fees for trails project

Special Recreation (22)

<u>Department</u>	<u>September Budget</u>	<u>September 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	60,480.00	54,694.63	-9.57%	138,240.00	140,741.59	1.81%	144,000.00	142,438.45	-1.2%
Total Revenues	60,480.00	54,694.63	-9.57%	138,240.00	140,741.59	1.81%	144,000.00	142,438.45	-1.2%
Expenses									
Administration	-	-	#DIV/0!	90,780.00	69,992.50	-22.90% (1)	90,780.00	175,215.07	-60.1% (1)
Total Expenses	-	-	#DIV/0!	90,780.00	69,992.50	-22.90%	90,780.00	175,215.07	-60.1%
Total Fund Revenues	60,480.00	54,694.63	-9.57%	138,240.00	140,741.59	1.81%	144,000.00	142,438.45	-1.2%
Total Fund Expenses	-	-	#DIV/0!	90,780.00	69,992.50	-22.90%	90,780.00	175,215.07	-60.1%
Surplus (Deficit)	60,480.00	54,694.63	-9.57%	47,460.00	70,749.09	49.07%	53,220.00	(32,776.62)	-315.9%

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

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Insurance (23)

<u>Department</u>	<u>September Budget</u>	<u>September 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	23,100.00	20,811.54	-9.91%	52,800.00	53,553.53	1.43%	55,000.00	50,340.76	6.4%
Total Revenues	23,100.00	20,811.54	-9.91%	52,800.00	53,553.53	1.43%	55,000.00	50,340.76	6.4%
Expenses									
Administration	1,250.00	-	-100.00%	33,957.00	38,812.34	14.30% (1)	65,413.00	42,407.68	-8.5%
Total Expenses	1,250.00	-	-100.00%	33,957.00	38,812.34	14.30%	65,413.00	42,407.68	-8.5%
Total Fund Revenues	23,100.00	20,811.54	-9.91%	52,800.00	53,553.53	1.43%	55,000.00	50,340.76	6.4%
Total Fund Expenses	1,250.00	-	-100.00%	33,957.00	38,812.34	14.30%	65,413.00	42,407.68	-8.5%
Surplus (Deficit)	21,850.00	20,811.54	-4.75%	18,843.00	14,741.19	-21.77%	(10,413.00)	7,933.08	85.8%

(1) Unemployment has credit balance of approximately \$7,500.

Audit (24)

<u>Department</u>	<u>September Budget</u>	<u>September 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	5,880.00	5,291.78	-10.00%	13,440.00	13,617.71	1.32%	14,000.00	14,026.36	-2.9%
Total Revenues	5,880.00	5,291.78	-10.00%	13,440.00	13,617.71	1.32%	14,000.00	14,026.36	-2.9%
Expenses									
Administration	-	-	#DIV/0!	14,500.00	14,500.00	0.00%	14,500.00	14,100.00	2.8%
Total Expenses	-	-	#DIV/0!	14,500.00	14,500.00	0.00%	14,500.00	14,100.00	2.8%
Total Fund Revenues	5,880.00	5,291.78	-10.00%	13,440.00	13,617.71	1.32%	14,000.00	14,026.36	-2.9%
Total Fund Expenses	-	-	#DIV/0!	14,500.00	14,500.00	0.00%	14,500.00	14,100.00	2.8%
Surplus (Deficit)	5,880.00	5,291.78	-10.00%	(1,060.00)	(882.29)	-16.77%	(500.00)	(73.64)	1098.1%

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Paving & Lighting (25)

<u>Department</u>	<u>September Budget</u>	<u>September 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	7,560.00	5,469.58	-27.65%	17,280.00	14,074.81	-18.55%	18,000.00	73.13	19146.3%
Total Revenues	7,560.00	5,469.58		17,280.00	14,074.81		18,000.00	73.13	19146.3%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	-	58.80	-100.0%
Total Expenses	-	-		-	-		-	58.80	-100.0%
Total Fund Revenues	7,560.00	5,469.58	-27.65%	17,280.00	14,074.81	-18.55%	18,000.00	73.13	
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	-	58.80	
Surplus (Deficit)	7,560.00	5,469.58	-27.65%	17,280.00	14,074.81	-18.55%	18,000.00	14.33	

Park Police (26)

<u>Department</u>	<u>September Budget</u>	<u>September 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	42.00	27.61	-34.26%	96.00	71.56	-25.46%	100.00	72.02	-0.6%
Total Revenues	42.00	27.61		96.00	71.56		100.00	72.02	-0.6%
Expenses									
Administration	-	-	#DIV/0!	2,000.00	-	-100.00%	2,000.00	151.76	-100.0%
Total Expenses	-	-		2,000.00	-		2,000.00	151.76	-100.0%
Total Fund Revenues	42.00	27.61	-34.26%	96.00	71.56	-25.46%	100.00	72.02	-0.6%
Total Fund Expenses	-	-	#DIV/0!	2,000.00	-	-100.00%	2,000.00	151.76	
Surplus (Deficit)	42.00	27.61	-34.26%	(1,904.00)	71.56	-103.76%	(1,900.00)	(79.74)	-189.7%

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IMRF (27)

<u>Department</u>	<u>September Budget</u>	<u>September 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	<u>36,960.00</u>	<u>33,678.80</u>	-8.88%	<u>84,480.00</u>	<u>86,662.10</u>	2.58%	<u>88,000.00</u>	<u>85,146.65</u>	1.8%
Total Revenues	36,960.00	33,678.80	-8.88%	84,480.00	86,662.10	2.58%	88,000.00	85,146.65	1.8%
Expenses									
Administration	<u>36,960.00</u>	<u>33,678.80</u>	-8.88%	<u>84,480.00</u>	<u>86,662.10</u>	2.58%	<u>88,000.00</u>	<u>85,146.65</u>	1.8%
Total Expenses	36,960.00	33,678.80	-8.88%	84,480.00	86,662.10	2.58%	88,000.00	85,146.65	1.8%
Total Fund Revenues	36,960.00	33,678.80	-8.88%	84,480.00	86,662.10	2.58%	88,000.00	85,146.65	1.8%
Total Fund Expenses	36,960.00	33,678.80	-8.88%	84,480.00	86,662.10	2.58%	88,000.00	85,146.65	1.8%
Surplus (Deficit)	-	-		-	-		-	-	

Social Security (28)

<u>Department</u>	<u>September Budget</u>	<u>September 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	<u>32,760.00</u>	<u>29,891.06</u>	-8.76%	<u>74,880.00</u>	<u>76,915.53</u>	2.72%	<u>78,000.00</u>	<u>75,464.20</u>	1.9%
Total Revenues	32,760.00	29,891.06	-8.76%	74,880.00	76,915.53	2.72%	78,000.00	75,464.20	1.9%
Expenses									
Administration	<u>32,760.00</u>	<u>29,891.06</u>	-8.76%	<u>74,880.00</u>	<u>76,915.53</u>	2.72%	<u>78,000.00</u>	<u>75,464.20</u>	1.9%
Total Expenses	32,760.00	29,891.06	-8.76%	74,880.00	76,915.53	2.72%	78,000.00	75,464.20	1.9%
Total Fund Revenues	32,760.00	29,891.06	-8.76%	74,880.00	76,915.53	2.72%	78,000.00	75,464.20	1.9%
Total Fund Expenses	32,760.00	29,891.06	-8.76%	74,880.00	76,915.53	2.72%	78,000.00	75,464.20	1.9%
Surplus (Deficit)	-	-		-	-		-	-	

Sycamore Park District
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Concessions (30)

<u>Department</u>	<u>September Budget</u>	<u>September 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	10,681.00	13,852.75	29.70%	63,964.00	68,895.08	7.71%	70,398.00	75,436.25	-8.7% (1)
Beverage Cart	1,275.00	2,049.73	60.76%	15,283.00	14,217.01	-6.98%	15,607.00	15,042.29	-5.5% (1)
Sports Complex Concessions	775.00	1,108.25	43.00%	27,249.00	27,717.56	1.72%	27,267.00	27,464.61	0.9%
Pool Concessions	110.00	50.00	-54.55%	10,351.00	6,450.25	-37.68%	10,361.00	6,988.00	-7.7% (1)
Catering	5,104.00	3,441.08	-32.58%	21,320.00	16,459.85	-22.80%	25,092.00	20,749.70	-20.7% (2)
Total Revenues	17,945.00	20,501.81	14.25%	138,167.00	133,739.75	-3.20%	148,725.00	145,680.85	-8.2%
Expenses									
Clubhouse Concessions	10,735.00	9,929.94	-7.50%	74,959.00	64,566.76	-13.86%	89,892.00	76,593.12	-15.7% (1)
Beverage Cart	1,494.00	1,722.55	15.30%	11,128.00	8,640.79	-22.35%	11,563.00	9,011.72	-4.1% (1)
Sports Complex Concessions	482.00	772.38	60.24%	22,972.00	21,560.79	-6.14%	23,520.00	26,911.95	-19.9%
Pool Concessions	265.00	189.40	-28.53%	9,733.00	5,718.39	-41.25%	9,733.00	6,518.81	-12.3% (1)
Catering	1,356.00	1,706.38	25.84%	6,688.00	4,065.94	-39.21%	8,400.00	3,814.55	6.6%
Total Expenses	14,332.00	14,320.65	-0.08%	125,480.00	104,552.67	-16.68%	143,108.00	122,850.15	-14.9%
Total Fund Revenues	17,945.00	20,501.81	14.25%	138,167.00	133,739.75	-3.20%	148,725.00	145,680.85	-8.2%
Total Fund Expenses	14,332.00	14,320.65	-0.08%	125,480.00	104,552.67	-16.68%	143,108.00	122,850.15	-14.9%
Surplus (Deficit)	3,613.00	6,181.16	71.08%	12,687.00	29,187.08	130.06%	5,617.00	22,830.70	27.8%

(1) The poor weather conditions early in the season are reflected by a reduction in revenue. Related expenses are also down.

(2) Room rental actually exceeds budget. However, revenue from food and beverage is down, primarily due to the lower participation in catered golf outings and concerts. Also in 2014 was \$1,350 from MLB special event.

Sycamore Park District
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Developer Contributions (32)

<u>Department</u>	<u>September Budget</u>	<u>September 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	1,250.00	-	-100.00%	3,750.00	48,034.29	1180.91%	5,000.00	26,199.07	83.3%
Total Revenues	1,250.00	-		3,750.00	48,034.29		5,000.00	26,199.07	83.3%
Expenses									
Administration	-	-		-	-		-	-	#DIV/0!
Total Expenses	-	-		-	-		-	-	#DIV/0!
Total Fund Revenues	1,250.00	-		3,750.00	48,034.29		5,000.00	26,199.07	83.3%
Total Fund Expenses	-	-		-	-		-	-	#DIV/0!
Surplus (Deficit)	1,250.00	-		3,750.00	48,034.29		5,000.00	26,199.07	83.3%

Sycamore Park District
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Golf Course (50)

<u>Department</u>	<u>September Budget</u>	<u>September 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	45,626.00	48,021.99	5.3%	485,582.00	412,679.50	-15.0% (1)	514,979.00	442,126.89	-6.7% (2)
Golf Maintenance	8,925.00	8,675.73	-2.8%	20,399.00	21,504.78	5.4%	21,249.00	19,584.62	9.8%
Total Revenues	54,551.00	56,697.72	3.9%	505,981.00	434,184.28	-14.2%	536,228.00	461,711.51	-6.0%
Expenses									
Golf Operations	23,164.00	27,016.48	16.6%	191,165.00	210,384.83	10.1% (3)	244,751.00	189,848.21	10.8% (3)
Golf Maintenance	24,143.00	23,780.37	-1.5%	223,705.00	205,058.58	-8.3% (4)	290,921.00	207,682.83	-1.3%
Total Expenses	47,307.00	50,796.85	7.4%	414,870.00	415,443.41	0.1%	535,672.00	397,531.04	4.5%
Total Fund Revenues	54,551.00	56,697.72	3.9%	505,981.00	434,184.28	-14.2%	536,228.00	461,711.51	-6.0%
Total Fund Expenses	47,307.00	50,796.85	7.4%	414,870.00	415,443.41	0.1%	535,672.00	397,531.04	4.5%
Surplus (Deficit)	7,244.00	5,900.87	-18.5%	91,111.00	18,740.87	-79.4%	556.00	64,180.47	-70.8%

Course opened March 31.

- (1) Daily Greens Fees -15.28% -\$26,451
Golf Events & Misc -13.94% -\$2,412
Lessons -32.18% -\$465
Carts -8.93% -\$9,119
Season passes -31.93% -\$43,555
Pro shop sales +20.02% +\$7,819

- (2) Daily Greens Fees -12.25% -\$20,473
Golf Events & Misc -12.18% -\$2,066
Lessons -19.67% -\$240
Carts -2.28% -\$2,173
Season passes -11.0% -\$11,472
Pro shop sales +16.06% +\$6,485

- (3) 2015 actual is over budget and 2014 ytd in the following areas: PT wages (14.3% \$4,575/20.4% \$6,200), Advertising (87.3% \$4,653/77.1% \$4,345), Golf Cart Maintenance (124.0% \$2,945/146.6% \$3,163), Cost of Goods Sold (26.8% \$7,024/17.1% \$4,838) and Miscellaneous (replacement of rental equipment) (141.2% \$2,145/199.8% \$2,442).

- (4) 2015 actual is less than budget in the following areas: Fertilizer 64.1% \$5,132; Pesticides 16.0% \$3,458; Gas/Oil 36.3% \$3,534; and Utilities 13.5% \$1,969

Sycamore Park District
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Swimming Pool (51)

<u>Department</u>	<u>September Budget</u>	<u>September 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	3,347.00	1,000.00	-70.1%	49,239.00	51,887.80	5.4%	(5) 49,368.00	50,349.82	3.1%
Swim Lessons	220.00	150.00	-31.8%	13,552.00	10,579.34	-21.9%	13,573.00	13,222.02	-20.0%
Total Revenues	3,567.00	1,150.00	-67.8%	62,791.00	62,467.14	-0.5%	(1) 62,941.00	63,571.84	-1.7% (2)
Expenses									
Pool	1,419.00	1,746.41	23.1%	53,070.00	43,802.34	-17.5%	(3) 53,238.00	42,905.57	2.1%
Pool Maintenance	1,193.00	2,051.83	72.0%	24,019.00	39,646.98	65.1%	(4) 28,120.00	25,752.47	54.0% (4)
Swim Lessons	-	26.91	#DIV/0!	8,166.00	7,656.48	-6.2%	8,166.00	8,414.65	-9.0%
Total Expenses	2,612.00	3,825.15	46.4%	85,255.00	91,105.80	6.9%	89,524.00	77,072.69	18.2%
Total Fund Revenues	3,567.00	1,150.00	-67.8%	62,791.00	62,467.14	-0.5%	62,941.00	63,571.84	-1.7%
Total Fund Expenses	2,612.00	3,825.15	46.4%	85,255.00	91,105.80	6.9%	89,524.00	77,072.69	18.2%
Surplus (Deficit)	955.00	(2,675.15)	-380.1%	(22,464.00)	(28,638.66)	27.5%	(26,583.00)	(13,500.85)	112.1%

(1) Daily Fees 6.62% \$936

Season passes -25.57% -\$7,211

Misc income (includes oscar, pool rentals and middle school pool party) 12.86% \$199

Swim Lessons -22.49% -\$2,890

(2) Daily Fees 3.92% \$568

Season passes -29.75% -\$8,890

Misc income (includes oscar, pool rentals and middle school pool party) 26.36% \$364

Swim Lessons -13.99% -\$1,621

(3) Primarily in wages because of several closed days due to flooding/colder weather. 21.1% \$10,045

(4) Additional expenses in 2015 for equipment repair/replacement due to freezing in the pool mechanical room. Some of this will be offset by insurance payment.

(5) Includes \$11,300 of insurance proceeds see (4).

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Debt Service (60)

<u>Department</u>	<u>September Budget</u>	<u>September 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	246,120.00	221,870.53	-9.9%	562,560.00	570,917.57	1.5%	(1) 586,000.00	558,941.94	2.1%
Total Revenues	246,120.00	221,870.53	-9.9%	562,560.00	570,917.57	1.5%	586,000.00	558,941.94	2.1%
Expenses									
Administration	-	-	#DIV/0!	18,169.00	18,168.75	0.0%	580,376.00	19,293.75	-5.8%
Total Expenses	-	-		18,169.00	18,168.75		580,376.00	19,293.75	-5.8%
Total Fund Revenues	246,120.00	221,870.53	-9.9%	562,560.00	570,917.57	1.5%	586,000.00	558,941.94	2.1%
Total Fund Expenses	-	-		18,169.00	18,168.75		580,376.00	19,293.75	-5.8%
Surplus (Deficit)	246,120.00	221,870.53	-9.9%	544,391.00	552,748.82	1.5%	5,624.00	539,648.19	2.4%

Capital Projects (70)

<u>Department</u>	<u>September Budget</u>	<u>September 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!		147.94	#DIV/0!	498,172.00	3,705.42	-96.0%
Total Revenues	-	-	#DIV/0!	-	147.94	#DIV/0!	498,172.00	3,705.42	-96.0%
Expenses									
Administration	24,422.00	50,000.00	104.7%	387,407.00	297,307.10	-23.3%	596,707.00	294,431.45	1.0%
Total Expenses	24,422.00	50,000.00	104.7%	387,407.00	297,307.10	-23.3%	596,707.00	294,431.45	1.0%
Total Fund Revenues	-	-		-	147.94	#DIV/0!	498,172.00	3,705.42	-96.0%
Total Fund Expenses	24,422.00	50,000.00	104.7%	387,407.00	297,307.10	-23.3%	596,707.00	294,431.45	1.0%
Surplus (Deficit)	(24,422.00)	(50,000.00)	104.7%	(387,407.00)	(297,159.16)	-23.3%	(98,535.00)	(290,726.03)	2.2%
Total Fund Revenues	1,370,291.00	1,242,022.83		3,838,218.00	3,843,216.01	0.1%	4,585,854.00	3,254,172.16	
Total Fund Expenses	292,346.00	415,835.33	42.2%	2,808,794.00	2,551,884.49	-9.1%	4,172,308.00	2,490,271.95	
Surplus (Deficit)	1,077,945.00	826,187.50	-23.4%	1,029,424.00	1,291,331.52	25.4%	413,546.00	763,900.21	

Sycamore Park District
Fund Balances

	1/1/2015	Revenues	Expenses	Unaudited 9/30/2015	9/30/2015 Cash balance
10 Corporate	156,691.74	1,193,134.98	593,396.23	756,430.49	761,816.37
20 Recreation	87,073.66	1,012,964.42	713,509.29	386,528.79	399,428.46
21 Donations	203,328.33	1,988.81	31,518.77	173,798.37	173,798.37
22 Special Recreation	38,645.98	140,741.59	69,992.50	109,395.07	109,395.07
23 Insurance	23,242.85	53,553.53	38,812.34	37,984.04	37,984.04
24 Audit	13,511.32	13,617.71	14,500.00	12,629.03	12,629.03
25 Paving & Lighting	7,391.29	14,074.81	-	21,466.10	21,466.10
26 Park Police	7,994.56	71.56	-	8,066.12	8,066.12
27 IMRF	-	86,662.10	86,662.10	-	-
28 Social Security	-	76,915.53	76,915.53	-	-
30 Concessions	36,136.12	133,739.75	104,552.67	65,323.20	62,879.13
32 Developer Contributions	102,275.19	48,034.29	-	150,309.48	150,309.48
60 Debt Service	20,186.12	570,917.57	18,168.75	572,934.94	572,934.94
70 Capital Projects	590,867.53	147.94	297,307.10	293,708.37	293,708.37
Total governmental fund balance	1,287,344.69	3,346,564.59	2,045,335.28	2,588,574.00	2,604,415.48
50 Golf Course Net Assets	230,258.23 <u>(248,223.76)</u> (17,965.53)	434,184.28	415,443.41	248,999.10 <u>(248,223.76)</u> 775.34	11,606.85
51 Swimming Pool Net Assets	262,146.82 <u>(262,233.33)</u> (86.51)	62,467.14	91,105.80	233,508.16 <u>(262,233.33)</u> (28,725.17)	(29,070.17)
Total proprietary funds	492,405.05	496,651.42	506,549.21	482,507.26	
Net assets	(510,457.09)			(510,457.09)	
Proprietary funds minus net assets	(18,052.04)			(27,949.83)	
	1,269,292.65			2,560,624.17	2,586,952.16

Summary of depository accounts as of **10/21/2015**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>
First National Bank	15,648.41	0.10
National Bank & Trust	2,012,219.15	0.03
Resource Bank	560,111.11	0.11
*Dekalb Co. Community Foundation	<u>14,237.57</u>	
	2,602,216.24	

* 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 9/30/15.

	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		14,706									717		6,579	-			22,002	18,103	3,899
Misc	313	1,052	6	1	1	0	0	0				3			1	47	1,424	1,100	324
Expenses	(45,078)	(63,190)	-	(52,232)	(28,671)	-	-	-	-	-	(2,998)	-	(23,649)	212	-	(15,123)	(230,729)	(197,005)	(33,724)
2/28/2015	125,114	50,126	203,334	27,634	23,244	13,512	7,392	7,995	-	-	32,856	102,278	(17,070)	212	20,187	575,792	1,172,605	1,204,035	(31,430)
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	5,764	3,050	2	0	0	0	0	0				1			0	50	8,870	4,045	4,825
Expenses	(39,897)	(70,320)	(10,171)	(716)	-	-	-	-	-	-	(3,226)		(48,241)	(1,033)	-	(3,716)	(177,320)	(165,809)	(11,511)
2/28/2015	91,481	(7,794)	193,165	26,918	23,244	13,512	7,392	7,995	-	-	31,074	102,280	(63,773)	(821)	20,187	572,127	1,016,986	1,055,174	(38,188)
March																			
Receipts																			
Replacement Taxes	1,893																1,893	2,150	(257)
Shelters	855																855	500	355
User Fees		12,289									1,584	15,110	93,723	-		-	122,706	121,524	1,182
Misc	1,271	1,732	5	0	0	0	0	0				3			1	50	3,063	8,450	(5,387)
Expenses	(53,917)	(71,895)	(4,842)	(7,739)	(8,606)	-	-	-	-	-	(2,799)	-	(43,890)	(1,065)	-	(1,967)	(196,720)	(185,581)	(11,139)
3/30/2015	41,583	(65,669)	188,328	19,179	14,638	13,512	7,392	7,995	-	-	29,859	117,392	(13,940)	(1,886)	20,187	570,210	948,782	1,002,217	(53,435)
April																			
Receipts																			
Replacement Taxes	11,585																11,585	9,460	2,125
Shelters	1,100																1,100	900	200
User Fees		15,926									6,687	5,244	34,304	4,147			66,308	81,741	(15,433)
Misc	17,584	-	-														17,584	18,609	(1,025)
Expenses	(40,328)	(97,850)	-	-	-	(12,500)	-	-	-	-	(7,144)	-	(41,432)	(1,093)	-	(92,506)	(292,853)	(331,005)	38,152
4/30/2015	31,524	(147,592)	188,328	19,179	14,638	1,012	7,392	7,995	-	-	29,402	122,636	(21,068)	1,168	20,187	477,704	752,505	781,922	(29,417)

	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	99,799	74,160		12,988	4,942	1,257	1,299	7	7,998	7,098					52,687		262,234	291,910	(29,676)		
Transfers in/out	4,040	7,296							(7,998)	(7,098)	366		3,394	1			0	-	0		
Replacement Taxes	9,545																9,545	7,310	2,235		
Shelters	1,770																1,770	2,300	(530)		
User Fees	-	14,480									17,587	9,671	51,772	8,359			101,870	106,131	(4,261)		
Misc	-	2,450	-														2,450	700	1,750		
Expenses	(89,121)	(105,566)	(2,596)	(205)	-		-			(12,028)			(50,221)	(6,401)		(36,902)	(303,041)	(358,034)	54,993		
5/31/2015	57,556	(154,772)	185,732	31,963	19,580	2,269	8,691	8,002	-	-	35,327	132,307	(16,123)	3,127	72,875	440,802	827,333	832,239	(4,906)		
June																					
Receipts																					
Taxes	474,513	352,608		61,755	23,498	5,975	6,176	31	38,026	33,750					250,510		1,246,841	1,167,640	79,201		
transfers in/out	18,537	34,170							(38,026)	(33,750)	1,965		16,335	768			(0)	-	(0)		
Replacement Taxes	-																-	-	-		
Shelters	240																240	800	(560)		
User Fees	-	8,443									27,795	3,087	36,113	32,335			107,774	148,273	(40,499)		
Misc	1,427	5,750	-								-						7,177	8,274	(1,097)		
Expenses	(56,391)	(81,810)	(4,078)	-	-	(2,000)	-	-		(24,429)			(62,127)	(29,016)	(18,169)	(74,032)	(352,053)	(597,283)	245,231		
6/30/2015	495,882	164,389	181,653	93,718	43,078	6,244	14,866	8,033	-	-	40,658	135,394	(25,802)	7,214	305,216	366,770	1,837,313	1,559,943	277,370		
July																					
Receipts																					
Taxes	11,030	8,197		1,436	546	139	144	1	884	785					5,823		28,984	29,191	(207)		
transfers in/out	198	(631)							(884)	(785)	331		735	1,036			-	(3)	3		
Replacement Taxes	7,841																7,841	7,310	531		
Shelters	475																475	900	(425)		
User Fees	-	17,769									29,794	12,488	58,938	11,101			130,091	108,969	21,122		
Misc	926	631															1,557	37,330	(35,773)		
Expenses	(51,495)	(82,202)	(3,098)	(34,515)	(30,206)	-	-			(24,304)			(49,089)	(22,939)		(15,219)	(313,068)	(297,268)	(15,800)		
7/31/2015	464,857	108,154	178,555	60,638	13,418	6,383	15,010	8,034	-	-	46,480	147,882	(15,220)	(3,588)	311,039	351,551	1,693,193	1,446,372	246,821		
August																					
Receipts																					
Taxes	75,815	56,338		9,867	3,754	955	987	5	6,076	5,392					40,025		199,213	87,573	111,640		
transfers in/out	2,519	4,651							(6,076)	(5,392)	492		2,894	912			-	(2)	2		
Replacement Taxes	1,057																1,057	860	197		
Shelters	250																250	250	-		
User Fees	-	16,233									27,408	2,427	71,207	3,987			121,262	119,981	1,281		
Misc	100	-	150													750	1,000	-	1,000		
Expenses	(60,283)	(71,197)	(6,165)	(15,804)	-	-	-	-		(17,568)			(55,430)	(27,706)		(8,592)	(262,746)	(286,123)	23,377		
8/31/2015	484,315	114,179	172,540	54,700	17,173	7,337	15,997	8,039	-	-	56,811	150,309	3,452	(26,395)	351,064	343,708	1,753,229	1,368,911	384,318		

	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	420,264	312,296		54,695	20,812	5,292	5,470	28	33,679	29,891					221,871		1,104,295	1,226,022	(121,727)	
transfers in/out	17,140	27,902							(33,679)	(29,891)	1,829		15,549	1,150			(0)	1	(1)	
Replacement Taxes	-																-	-	-	
Shelters	250																250	50	200	
User Fees	-	17,193									19,150	-	41,072				77,415	73,323	4,092	
Misc	50		1,826														1,876	725	1,151	
Expenses	(160,203)	(72,141)	(568)	-	-	-	-	-	-	-	(14,911)	-	(48,466)	(3,825)	-	(50,000)	(350,113)	(222,626)	(127,487)	
9/30/2015	761,816	399,428	173,798	109,395	37,984	12,629	21,466	8,066	-	-	62,879	150,309	11,607	(29,070)	572,935	293,708	2,586,952	2,446,406	140,546	
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	699,445	303,997	173,798	109,395	37,984	12,629	21,466	8,066	-	-	60,703	150,309	(21,165)	(31,816)	93,897	122,430	1,741,140	1,600,594	140,546	
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	718,741	281,089	173,798	115,155	40,184	13,189	22,186	8,070	-	-	59,101	150,309	(50,984)	(32,098)	117,337	601,830	2,217,909	2,077,363	140,546	
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	675,803	207,164	173,798	115,155	8,728	13,189	22,186	8,070	-	-	55,809	151,559	(79,003)	(33,189)	34,169	582,580	1,936,020	1,795,474	140,546	

	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	512,606	109,605	(29,530)	35,290	(43,186)	(322)	14,795	76	-	-	20,672	49,284	(79,003)	(33,189)	13,983	(8,287)	562,793	422,247	140,546

To: Board of Commissioners
From: Kirk T. Lundbeck
Subject: Monthly Report
Date: October 27, 2015

Administrative Initiatives (10/1/15 – 10/31/15)

- Attended weekly Department Head meetings as scheduled.
- Attended Chamber of Commerce Ambassadors Club meeting.
- Attended Voluntary Action Center Board Meeting.
- Developed October Golf Insight newsletter for golf operation through website and hard copies for reader board.
- Updated Reader Board for October events outside Pro Shop.
- Continued to monitor cleaning of Sparkle cleaners and update Sparkle on concerns.
- Prepared Request for Proposals for cleaning services.
- Completed golf course portion of the Asset Inventory project.
- Attended Action 20/20 Trails Committee meeting or study sessions as scheduled.
- Continued to increase Golfnow promotions to fill open tee time slots, including an incentive program with the use of special discounted rates to play during NFL Sundays.
- Prepared the PGA “Get Golf Ready” Program and the PGA Junior League Golf programs for the Winter/Spring brochure.
- Held Pumpkin Scramble in conjunction with the Pumpkin Festival.

- Received tree donation memorial display in clubhouse and met with Hirschbein Trophies to get “leaves” on order.
- Continued the process of becoming PGA Certified in Player Development.
- Began to develop 3 additional brochures for Corporate Lesson Programs, Corporate Leagues and one for the golf course with Sarah Elm.
- Continued fall golf promotions to spark sales due to lost revenue during flood events.
- Continued to offer increased discounts of merchandise to create incentive to spark sales.
- Adjusted and minimized part-time staffing, including the reduction of pro shop staffing hours, reducing cart staff to mostly weekend hours and cut rangers time to 2 mornings per week day and shorten shifts on weekends due to daylight restrictions.
- Recruit, train and perform with the Golf Cart Drill Team in the Pumpkin Festival Parade.
- Prepared 16 carts for use in the Pumpkin Festival.

Administrative Initiatives (11/1/15 – 11/30/15)

- 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 November Golf Insight newsletter for golf operation through website and hard copies for reader board.

- Update Reader Board for November events outside Pro Shop.
- Continue to monitor cleaning of Sparkle cleaners and update Sparkle on concerns.
- Distribute, receive and review Request for Proposals for cleaning services
- Attend Action 20/20 Trails Committee meeting or study sessions as scheduled.
- Attend staff meeting with the Farnsworth Group.
- Continue to increase Golfnow promotions to fill open tee time slots, including an incentive program with the use of special discounted rates to play during NFL Sundays.
- Finalize the PGA “Get Golf Ready” Program and the PGA Junior League Golf programs for the Winter/Spring brochure.
- Prepare cart barn for winter storage.
- Begin process of trading in 10 – 12, year 2000 EZGO golf carts for newer replacement carts.
- Developed service agreement with Players Golf Cars for repair of carts while Bob Swedberg is on medical leave of absence.
- Hold Frozen Fingers Open, 2 person scramble event.
- Display tree donation memorial display in clubhouse and place “leaves” of existing donors on the display.
- Continue the process of becoming PGA Certified in Player Development.
- Finalize 3 additional brochures for Corporate Lesson Programs, Corporate Leagues and one for the golf course with Sarah Elm.

- Continue fall golf promotions to spark sales due to lost revenue during flood events.
- Print and distribute outing brochure to area businesses.
- Send outing contracts to existing outings who currently have dates on hold for 2016.
- Prepare 2016 Golf Rates for Board of Commissioners approval.
- Continue to offer increased discounts of merchandise to create incentive to spark sales.
- Reduce pro shop staffing to minimal levels, including reduction of cart staff to weekends only and rangers twice weekly.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: October 27, 2015

Administrative Initiatives (10/1/15-10/31/15)

Golf

- Ideal fall temperatures and a lack of rain days have kept the course busy even as the days grow significantly shorter. The course has not had any rain for four and a half weeks which has slowed down the turf growth and demanded that the irrigation system still be used most nights which is unusual for this time of year.
- Staff has been keeping up with mowing, weed eating, cleaning up removed tree stump debris, repairing irrigation heads, pruning spent perennial plants and trees, fertilizing the turf, and spending a lot of time blowing and mulching leaves.
- The greens were aerified and sand top dressed on October 13th and 14th. We waited this fall until after the High School Regional meet was completed the prior week.
- The tree removal project is complete except for three more ash trees on the back nine we will remove in-house later this fall. Twenty-four trees were removed professionally and six in-house this season on the course. Four more trees have been planted this fall as replacements and many more will be planted next year. The memorial giving tree donation plaque has been received and we are collecting donor information for the individual tags which will be placed on the large plaque in the clubhouse.

- The freeze on the morning of October 17th has ended the growing season for all annual plants and they will soon be removed as staff continues to clean out planting beds prior to the winter.

Sports

- The majority of AYSO soccer and fall Sycamore Girls' Softball ended their seasons last weekend. The older aged soccer teams have a couple of more weekends left to play. We will have Sycamore Youth Football using a ball field outfield for a few practices so they can access the lights during the next couple of weeks.
- I continue to contact the user groups as the season winds down and to help communicate all the groups' needs to Lisa Metcalf as she takes over the field rental needs of each organization. We have been informed that Sycamore Youth Baseball will have a new President next year as Jeremy Grubbs steps down. Kevin McCall will now take over the group who has been on their board in the past and coached for several years.
- Staff is still mowing and painting field stripes as needed. They have also replaced and painted the wood benches in the field 1 dugouts, added dirt and seeded several thin, low or bare turf areas; continuously blown off the tennis court leaves, and pruned landscaping. Nets in the batting cages will be coming down soon as all ball teams complete practices for the season.
- I worked with ERA engineer's survey team as the map of the sports complex was completed.
- I took and turned in to the State lab mandatory water samples from all of our various wells. I am also working on compliance details at the pool as our water and pool heaters are having a few valve and sensor parts replaced to remain in code.

Parks

- I attended staff, board, study sessions, dog park, splash pad, community center, and trails committee meetings.
- Worked on Capital Budget needs and pricing of equipment.
- Coordinated work with ENCAP environmental group as several naturalized areas have been treated for weeds.
- Filled the Park Maintenance full-time position vacated by Larry Miller with Brent Horn. An ad was placed in the paper and three individuals were interviewed for the opening. Brent has worked on the Sycamore Park maintenance staff for the past ten years and is very excited to be joining in a full-time capacity.
- Worked with equipment reps and local service companies as well as our staff on equipment and building repairs during Bob Swedberg's medical absence.
- We continue to inspect playgrounds along with all parks and make needed repairs along with consistent mowing and trimming of all parks. Staff also has worked on pruning along trails and paths at various parks along with smaller tree removals. Two more trees were planted in Ovitz Park this month. Staff also frequently blows off all walking paths around town as the leaves continue to fall.
- I completed pricing for the asset inventory project items and am also updating some equipment inventory numbers.
- I am also working again on the PDRMA risk management project which includes organizing staff training, developing inspection form folders, and obtaining safety equipment and signage for the district. This will also continue this fall and winter.

- Participated in Touch-a-Truck event as we had a truck, our enclosed trailer, and a John Deere deck mower available for the kids to enjoy.

Administrative Initiatives (11/1/15-11/30/15)

- Attend staff, board, and study session meetings along with Action 20/20 planning meetings including the dog park, splash pad, community center, sports complex, and trails committees.
- Will attend all meetings with Farnsworth Group and our advisory committees on the 28th of October.
- Will work with staff as the golf irrigation system is winterized on November 10th. Will price and order snow mold fungicide products as we spray main turf areas prior to snow fall towards the end of the month.
- WPA Shelter, pool, and sports concession water and fountain lines will be winterized during the next couple of weeks.
- I will work with Kirk as we start adding name/memorial plates to the donation plaque in the clubhouse.
- Will participate in the golf cart drill team for the Pumpkin Fest Parade.
- This weekend we are helping the town with Pumpkin Fest by loaning 37 picnic tables, several golf carts, chalk and chalk machines for the parade route and pumpkin drop off, drink cooler chests, and sound equipment. We also clean the road through the park and course for the 10K race and rope off greens near the finish to protect the surfaces.

- Will continue working on PDRMA risk management issues and training requirements. Will attend PDRMA institute training day later in November.
- Will work on 2016 operating budgets for all maintenance areas.

To: Board of Commissioners
From: Daniel Gibble, Executive Director
Subject: Monthly Report
Date: October 27, 2015

Administrative Initiatives (10/1/15 – 10/31/15)

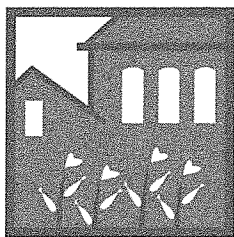
- Updated Agenda Planner for Staff/Board.
- Attended Meetings/Serve On:
 - KSRA
 - Rotary
 - Chamber
 - Pumpkin Festival
- Supervised Professional Services on CAMPUS Project.
- Coordinated Committees of ACTION 2020.
- Continued working on the final planning for staffing and succession plan.
- Worked with Fundraising Group on “Leaf a Legacy”.
- Worked on Annexation Agreement with City of Sycamore for the South Sports Complex.
- Continued work on site planning for the Baseball Diamonds at the North Sports Complex.
- Finalized first draft of Capital Assets Inventory.
- Began work on the Records Retention Policy.
- Began work on the Abatement Terms.

- Worked on the Pumpkin Festival.
- Met with DeKalb Park District regarding joint efforts.
- Continued interaction with developers on park land dedication.
- Successfully completed grant applications process with award from DCCF of over \$42,000 for stream/riparian restoration in Sycamore Park and adjacent to the Golf Course.
- Read the minutes of SPD meetings from 2001 thru 2003 for information on annexation agreements.
- Gathered information on impact fees.
- Worked on details and held meetings regarding the NW Sub-Area Annexation.
- Met with a group of North School 4th Graders who visited to learn more about the park district and my job.

Administrative Initiatives (11/1/15 – 11/30/15)

- Hold meetings about South Airport Road Sports Complex and CARLS Farm with City and County regarding:
 - Zoning
 - Annexation
 - Building Code
 - Entry Roads
- Update Agenda Planner for Staff/Board.
- Attend Meetings/Serve On:
 - KSRA
 - Rotary
 - Chamber
- Complete first draft of Succession Plan.
- Complete Capital Budget Planning for 2016.

- Work on Records Retention Procedure.
- Work on PDRMA Certification material for risk management.
- Work on Fundraising and Leaf a Legacy.
- Finalize abatement proposal with City of Sycamore.
- Attend PDRMA Training.
- Plan Holiday Gathering for Staff and Board.



**DEKALB COUNTY
COMMUNITY
FOUNDATION**

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Somonauk

Beth K. White
Waterman

October 6, 2015

Daniel Gibble
Sycamore Park District
940 East State Street
Sycamore, IL 60178

Dear Dan,

The DeKalb County Community Foundation is pleased to provide the Sycamore Park District a grant in the amount of **\$42,887** for the purpose of **Watershed Plan Implementation & Outreach along the Kishwaukee River within the Sycamore Park District** as described in your grant application and as prioritized in the watershed plan recently adopted within DeKalb County in 2014. You should find enclosed (1) a check for \$42,887.00, (2) a grant agreement that should be signed and dated and a copy returned to me and one kept for your records and (3) a grant report form that should be used or for guidance to provide an update by September 2016 or as appropriate, with a complete report at the end of the project. In the event the project is not complete by December 2016, please contact DCCF for advisement.

The Community Foundation would appreciate being identified as a donor to this project in any publicity you generate and on the website as appropriate. Please provide the DCCF CommunityWorks Land Use Committee and the DeKalb County Watershed Steering Committee periodic updates and engage their input in designing outreach signage as intended in the grant application.

On behalf of the greater DeKalb County community, thank you for what you do to make this a great place to live, work and raise a family. And on behalf of our Community Works Land Use Committee, we look forward to continuing to work with you in the months and years ahead.

Sincerely,

Anita Zurbrugg
Program Director

Enc.

Cc: Dean Johnson, Paul Miller

Park District Staff,
Your kind expression of
sympathy and friendship
will always remain
in our memories

Thank you for
your thoughtfulness --

The flowering plant and gift
of \$ 75 donation to the nursing
fund was exceptionally generous.

Thank you!

Theresa Freeman's
family

Dear Dan,

Thank you very much for the gift certificate to the "Cocktails & Canvass" class/ \$50 towards a Park District Program. It was a perfect fit for the "Victoria Tea Party's" silent auction. This event was a success because we had so much community support from organizations like the Park District.

All of your help during the Tea Party was also greatly appreciated!

Thanks again

Sincerely,

Michelle



Bowling for Brooke

October 1, 2015

Dear Sycamore Park District,

Sincere thanks to you for donating a Family of 4 Pool Pass and Round of Golf for 4 with 2 Carts to our Bowling for Brooke event. Because of your generosity, we were able to raise over \$10,000 for the Stover Family to help with their ongoing costs of Brooke's ITP. We appreciate your support of ITP and a teen in our own community.

Thank you again,

Nicole Ziegler

Bowling for Brooke Coordinator



What Is Immune Thrombocytopenia?

Immune thrombocytopenia, or ITP, is a bleeding disorder when the blood doesn't clot as it should. This is due to a low number of blood cell fragments called platelets or thrombocytes.

In 2014 alone, Brooke was hospitalized four times at Lurie's Children's Hospital in Chicago. There she underwent bone marrow aspiration, blood transfusions, and IV medication treatments. She continues to have frequent medical appointments at Lurie's, and monthly blood draws.

Memorandum

Date: May 22, 2013

To: Sycamore Park District Board of Commissioners

From: Ted Strack

Subject: Park District Impact Fees

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Sycamore Park District Land Stats

Year	Parcel Number	Description	New Acres	Neighborhood Parks		Community Parks		All Parks		Cumulative Acres	Population	Acres/ 1,000
				Total Acres	Flood Plain	Total Acres	Flood Plain	Total Acres	Flood Plain			
1925	06-33-376-002	Original Main Park *	106.04			106.04	75.29	106.04	75.29	106.04	3,812	27.82
1938	09-04-201-001	Old Softball Fields (B-league) *	6.00			6.00	4.26	6.00	4.26	112.04	4,619	24.26
1970	06-29-206-009	Wetzel Park	1.93	1.93	-			1.93	-	113.97	7,843	14.53
1970	06-33-400-028	Sports Complex (Airport Rd.) *	37.00			37.00	26.27	37.00	26.27	150.97	7,843	19.25
1970	06-34-300-020	Sports Complex (Airport Rd.) *	6.00			6.00	4.26	6.00	4.26	156.97	7,843	20.01
1970	09-04-226-004	Sports Complex (Airport Rd.) *	9.01			9.01	6.40	9.01	6.40	165.98	7,843	21.16
1970	09-04-226-006	Sports Complex (Airport Rd.) *	47.67			47.67	33.85	47.67	33.85	213.65	7,843	27.24
1983	09-05-105-005	Kiwanis East	2.07	2.07	-			2.07	-	215.72	9,254	23.31
1990	06-29-103-001	Larson Tot Lot	0.27	0.27	-			0.27	-	215.99	9,708	22.25
1991	09-06-276-012	Kiwanis West Prairie Park	7.53	7.53	-			7.53	-	223.52	9,978	22.40
1997	09-04-400-004	Clark Farm (Airport Rd.) *	87.01			87.01	61.78	87.01	61.78	310.53	11,442	27.14
1997	09-03-351-004	Clark Farm (Airport Rd.) *	1.60			1.60	1.14	1.60	1.14	312.13	11,442	27.28
2001	06-29-477-003	Old Mill Park	0.58			0.58	0.29	0.58	0.29	312.71	12,631	24.76
2003	09-29-301-010	Leon D. Larson Park **	23.90	23.90	21.75			23.90	21.75	336.61	13,853	24.30
2003	06-21-451-001	Founder's Park	2.76	2.76	-			2.76	-	339.37	13,853	24.50
2003	06-29-300-041	Sycamore Lake	12.65			12.65	-	12.65	-	352.02	13,853	25.41
2004	06-32-254-007	MMNH Property (museum)	0.27			0.27	-	0.27	-	352.29	14,464	24.36
2004	06-20-425-024	Emil Cassier Park	2.02	2.02	-			2.02	-	354.31	14,464	24.50
2004	08-01-251-035	Brothers Park ***	2.35	2.35	1.41			2.35	1.41	356.66	14,464	24.66
2005	09-04-151-015	Parkside Preserve *	37.68			37.68	26.75	37.68	26.75	394.34	15,073	26.16
2005	09-04-171-015	Main Park (detention pond by 16)	1.74			1.74	1.24	1.74	1.24	396.08	15,073	26.28
2005	09-04-201-003	Sports Complex (Airport Rd.) *	8.10			8.10	5.75	8.10	5.75	404.18	15,073	26.81
2005	09-04-201-005	Main Park *	2.75			2.75	1.95	2.75	1.95	406.93	15,073	27.00
2005	09-04-302-001	Parkside Preserve *	6.14			6.14	-	6.14	-	413.07	15,073	27.40
2005	09-04-302-022	Parkside Preserve *	1.14			1.14	0.81	1.14	0.81	414.21	15,073	27.48
2005	06-32-409-011	Charlie Laing Park	0.55	0.55	-			0.55	-	414.76	15,073	27.52
2007	09-04-105-012	Krpans portion of Future Park 3	2.01	2.01	-			2.01	-	416.77	16,297	25.57
2007	09-04-156-001	Krpans portion of Future Park 4	0.67	0.67	-			0.67	-	417.44	16,297	25.61
2007	06-29-426-015	Old Mill Park	19.93			19.93	19.93	19.93	19.93	437.37	16,297	26.84
2007	09-05-405-009	Reston Ponds path	0.68	0.68	-			0.68	-	438.05	16,297	26.88
2007	09-05-405-010	Reston Ponds path	1.12	1.12	-			1.12	-	439.17	16,297	26.95
2007	09-05-451-016	Reston Ponds path	0.59	0.59	-			0.59	-	439.76	16,297	26.98
2007	09-05-452-010	Reston Ponds path	0.47	0.47	-			0.47	-	440.23	16,297	27.01
2007	09-05-453-010	Reston Ponds path	0.30	0.30	-			0.30	-	440.53	16,297	27.03
2008	06-20-377-001	Emil Cassier Pk (ac around HCE****)	9.64	9.64	1.93			9.64	1.93	450.17	16,908	26.62
2008	06-20-401-002	Chief Black Partridge Nature Preserve	11.91			11.91	2.38	11.91	2.38	462.08	16,908	27.33
2008	06-20-480-001	Emil Cassier Pk (ac around HCE****)	52.20	52.20	46.98			52.20	46.98	514.28	16,908	30.42
2008	06-21-176-001	Boynton Park	2.40	2.40	-			2.40	0.00	516.68	16,908	30.56
2008	06-29-300-045	Leon D. Larson Park (access trail)	0.84	0.84	0.84			0.84	0.84	517.52	16,908	30.61
2010	06-28-300-044	Old Mill Park	7.19			7.19	7.19	7.19	7.19	524.71	17,519	29.95
2010	06-29-477-005	Old Mill Park	0.10			0.10	-	0.10	-	524.81	17,519	30.59
			524.81	114.30	72.91	410.51	279.53	524.81	352.43			
				22%	64%	78%	68%	100%	67%			

*Per an analysis of Shawn Van Kampen with Hanna Surveyors 71% of the "Main Park" is in the flood plain

**Per an analysis of Shawn Van Kampen with Hanna Surveyors 91% of the Leon D. Larson Park is in the flood plain

***Per an analysis of Shawn Van Kampen with Hanna Surveyors 60% of the Brothers Park is in the flood plain

****ac = acreage; HCE = Heron Creek Estates

City of Sycamore holds Title to small amount of acreage in Kiwanis East, and approximately 10 acres in Parkside Preserve which are not currently included but should be deeded to SPD.

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2015

STAFF RECOMMENDATION

AGENDA ITEM: RECORDS RETENTION POLICY FOR BOARD MANUAL: Recommend Approval

BACKGROUND INFORMATION: As part of the Executive Director's work for 2015 is an effort to adopt appropriate policy to meet the expectations of the State of Illinois Laws regarding records retention. Currently we maintain a comprehensive set of documents in an effort to meet the letter of the law, but we have not formalized many of the components—including this recommendation.

Under advice of Counsel there are several steps we must "formalize", and this is the first:

- It must be a policy of the Board to maintain those records according to the law.

With changes made in recent months in these laws, AncelGlink has modified the language of the recommended policy for records retention requirements for all the park districts it serves, and we just received the language that they recommend goes into the Board's Manual. Therefore, the attached policy is recommended for adoption this evening. This will then mandate my action, in the Board's service, to create a procedure to address the policy, which I will come back to you with for the November Regular Meeting.

FISCAL IMPACT: None at this time.

STAFF RECOMMENDATION: I recommend the Board approve the addition to the Board's Policy Manual, as attached.

PREPARED BY: Daniel Gible, Executive Director



BOARD ACTION:



Board of Commissioners By-Laws

I. ORGANIZATION

The Sycamore Park District was organized in 1923 and is governed by a board of five elected commissioners, pursuant to Illinois Laws and Compiled Statutes, Chapter 70, also commonly known as the Park District Code.

II. STATUTORY AUTHORITY

A Park District is a municipal corporation created for the purpose of acquiring and maintaining parks and other property placed under its jurisdiction and operating and regulating activities held therein pursuant to Chapter 70 of the Illinois Laws and Compiled Statutes, Sec. 1205 et seq.

III. DEFINITIONS

Sycamore Park District will herein after be referred to as “the District”.

Sycamore Park District Board of Commissioners will herein after be referred to as “the Board”.

Executive Director will herein after be referred to as “the Director”.

IV. APPLICATION OF THE PARK DISTRICT CODE

Subjects not contained herein but included in the Illinois Park District Code shall be applicable to the District. In the event that there should be any future conflict between same, the Park District Code shall prevail.

V. PROVISIONS FOR CHANGE OF POLICY

Any of the policies/by-laws contained herein may be revised, deleted, or added thereto by a majority vote of the Board at a regular or special meeting, provided, and

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only if, same shall have been introduced at a regular or special board meeting a minimum of two weeks prior to the board taking any action thereon.

VI. FISCAL YEAR AND ANNUAL MEETING

The fiscal year of the District shall commence on the first day of January and end on December 31 of the same year. The Annual Meeting of the Board shall take place at its regular meeting in May of each year.

VII. PREPARATION OF MANUALS AND HANDBOOKS

Manuals and handbooks may be written for the purpose of defining in greater detail procedures to be followed in regard to specific activities. Such manuals and handbooks shall be in accordance with the policies contained herein. It shall be the duty of the Executive Director to insure that all such manuals and handbooks are in concert with these by-laws, and other policies of the Board.

VIII. NAMING OF PARKS, RECREATION AREAS, AND FACILITIES

- A. The Park District Board of Commissioners will be responsible for accepting, reviewing, and acting upon all nominations for public dedication of park district property.
- B. The decision to name a specific property (whether land or structure) in honor or memory of a deserving person or group will be made at a regularly scheduled meeting.
- C. The public will be informed that written nominations will be accepted by the Board.
- D. The requirement that nominations be submitted may be waived, if, the district has received a property as a donation, or a cash endowment that is earmarked for a specific facility or structure, and the Board has voted to accept that donation/cash endowment.

IX. BOARD OF COMMISSIONERS

A. ELECTIONS

Park Board elections shall be held in odd numbered years for terms of four years.

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B. POWERS AND DUTIES OF THE BOARD

It shall be the duty of the Board to formulate and adopt policies for the current operation, control, and improvements, and future park and recreation facilities, programs, and activities of the District. In the performance of its duties, the Board shall:

Adopt policies, regulations, ordinances, resolutions, and procedures to govern and insure the orderly operation of the District. Such policies, regulations, ordinances, resolutions, and procedures shall be reviewed from time to time as appropriate and may be amended as prescribed herein. The District shall keep at its administrative office an up to date, master copy of this manual which shall serve for all purposes as the official transcript of District policy.

The District shall also, for the convenience of the public, Board, and staff, make and distribute additional copies of this manual in whole or in part and periodic revisions and/or updates as the Board deems appropriate.

Additionally, the Board shall:

- (A) Select a Director as its chief executive officer and delegate to him/her the commensurate authority to effectively execute responsibilities, enforce the policies of the Board, the rules and regulations of the District, and otherwise insure the effective administration and operation of all District assets, programs, and services. It shall otherwise seek ways to manage the "succession" of the Executive Director, should the position be vacated.
- (B) Provide for the levy of taxes and when appropriate the issuance of bonds in order that sufficient funds may be available to pay the obligations the District incurs for the acquisition, maintenance, development, and beautification of all district property and for the operation of its recreational facilities, programs, and services.
- (C) Adopt a budget to the end that the best possible facilities, programs, and services may be provided.
- (D) Develop parks, facilities, programs and services responsive to the needs and desires of the residents of the District, and to approve ways and means whereby same may be achieved and efficiently administered.
- (E) Appraise the effects of District programs, their execution, and the efficiency of delivery in terms of value rendered to the community.

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- (F) Keep the residents of the district informed concerning the purposes, accomplishments, requirements, and financial condition of the park district.
- (G) Study improved park and recreational facilities and practices to assist in presenting pertinent and up to date information of the residents of the District.

C. STANDARDS OF CONDUCT FOR BOARD MEMBERS

In conducting the business of the District, members of the Board shall, at all times scrupulously observe the following standards:

- (A) In the discharge of their duties, Board members act as a Board, not as individuals. The individual Commissioner has no more authority over park and recreation policies, facilities, or any other aspect of the Districts operation than any other citizen. He should not speak or act for the board unless specifically authorized to do so, by action of the Board. The role of Board Spokesperson to the public/media is defined in IX. D. (A)
- (B) Board members represent all the residents of the District and therefore should avoid partisanship based upon special or personal self interest.
- (C) Board members should base decisions upon objective study, evidence, and factual information, rather than feelings, personal opinions, or other subjective factors.
- (D) Board members should be cognizant of and respect the separation of their responsibilities from those of the Director and staff. Members should respect the Board's commitment to work through its chief executive officer by requesting desired information directly from him, by referring to him suggestions for new policies for his professional consideration and opinion, by refraining from acting on any complaint until after the Director has had an opportunity to investigate fully and report, and publicly supporting approved actions of the administration.

D. OFFICERS OF THE BOARD

The officers of the Board are: President, Vice President, Secretary, and Treasurer.

- (A) Duties of the President – The President shall preside at all meetings of the Board and shall call special meetings thereof of his

Board of Commissioners
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own motion or on request of two or more members, and in case of a special meeting shall cause notice to be given to all members as provided by said rule of board. The President shall have the right to vote on all questions coming before the Board and shall be a member thereof, perform such other duties as customarily pertain to this office and are required and prescribed by law. The duty of Board spokesperson shall fall solely to the Board President, unless they are unreachable, at which time the Executive Director may contact the Board Vice President.

- (B) Duties of the Vice President – If the President shall be absent, the Vice President shall preside and perform such duties as usually pertain to the President as prescribed by law.
- (C) Duties of the Secretary – It shall be the duty of the Secretary to be present at all meetings of the Board; to make and preserve an accurate record of the proceedings of the Board; to present at each regular meeting written minutes of the preceding meeting; to prepare and publish such reports as are required by law; to maintain a current compilation of this document and any other policy as directed by the Board. The Secretary shall have the right to administer oaths and affirmations. The Secretary of the Board shall be the Executive Director, unless otherwise designated by the Board.
- (D) Duties of the Treasurer – The Treasurer shall keep true and accurate records of all receipts and disbursements of District funds. The Treasurer shall make no disbursement of District funds except upon order of the Board and shall cause to keep on file proper vouchers at the Districts administration office for same. In addition, the Treasurer shall perform such other duties as the Board may, by rule or regulation, prescribe. The Treasurer of the Board shall be the Superintendent of Finance, unless otherwise designated by the Board.

E. ELECTION AND APPOINTMENT OF OFFICERS AND COUNSEL

The Board shall commence its annual meeting by electing a President, and Vice President, and appointing a Secretary, Treasurer, and Park District Attorney. The term of office for each shall begin upon their election or appointment and shall continue until the following year's annual meeting.

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F. VACANCIES OF THE BOARD

Whenever any member of the Board shall (1) die, (2) resign, (3) become under legal disability, (4) cease to become a legal voter, (5) be convicted of any infamous crime, (6) refuse or neglect to take his oath of office, (7) not reside in, or moves from the District, or (8) fail to attend to the duties of his office or neglect to attend regular and special meetings for a period of three consecutive calendar months, or neglect to attend a minimum of six regular or special meetings in a twelve month period, said office shall be declared vacant by the Board, unless the Board by a 4/5 vote rule that the absence is excusable. If the Board shall find the position to be vacant, the vacancy may be filled by appointment by a majority vote of the Board in accordance with the Park District Code.

G. RECOGNITION OF SERVICE

Recognizing that service as a Commissioner is voluntary, the Sycamore Park District will allow for Commissioners to receive the same "Miscellaneous Benefits" (see Personnel Policy 4-15) as a full-time employee.

X. MEETINGS

A. DAY AND LOCATION OF REGULAR MEETING

The regular meeting of the Board shall be held at 6:00 p.m. on the fourth Tuesday of each month in the District's Administration Office, unless the Board in, compliance with the Illinois Open Meetings Act, shall designate otherwise.

B. SPECIAL MEETINGS

Special meetings may be called by the President or any two members of the Board. Notice of such meetings stating the time, place, and purpose for which the meeting has been called shall be served to the members through the Secretary of the Board, and by the current obligations of the Open Meetings Act.

C. QUORUM

A majority of the Commissioners shall constitute a quorum for the transaction of all business.

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D. AGENDA

The agenda shall follow substantially the following form:

**CALL TO ORDER
APPROVAL OF REGULAR AND CONSENT AGENDA
APPROVAL OF MINUTES
PUBLIC INPUT
APPROVAL OF MONTHLY CLAIMS
CONSENT AGENDA:
 Superintendent of Finance
 Budget Report/Monthly Cash Flow
 Superintendent of Golf Operations
 Superintendent of Parks and Facilities
 Superintendent of Recreation
 Executive Director**

**CORRESPONDENCE
POSITIVE FEEDBACK/REPORTS
DEPARTMENT PRESENTATIONSOLD BUSINESS
NEW BUSINESS
PUBLIC INPUT
EXECUTIVE**

E. ROBERT'S RULES OF ORDER

Unless provided for otherwise herein, Robert's Rules of Order--most recent edition at time of action--shall govern all deliberations of this Board.

F. VOTING

A roll call vote shall be taken for the passage of any ordinance, for all propositions to create any liability for the District, for the expenditure or appropriation of money, and the result of same shall be entered into the record of the proceedings. The act of a majority of the Board shall be an act of the Board.

G. PUBLIC MEETING LAW

All meetings of the Board or any committee shall be public excepting when those meetings involve any of the following matters:

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

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- employee of the public body or against legal counsel for the public body to determine its validity.
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
 3. The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.
 4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning.
 5. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
 6. The setting of a price for sale or lease of property owned by the public body.
 7. The sale or purchase of securities, investments, or investment contracts.
 8. Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.
 9. Student disciplinary cases.
 10. The placement of individual students in special education programs and other matters relating to individual students.
 11. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
 12. The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self-insurance pool of which the public body is a member.
 13. Conciliation of complaints of discrimination in the sale or rental of housing, when closed meetings are authorized by the law or ordinance prescribing fair housing practices and creating a commission or administrative agency of their enforcement.

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14. Informant sources, the hiring or assignment of undercover personnel or equipment, or ongoing, prior or future criminal investigations, when discussed by a public body with criminal investigatory responsibilities.
15. Professional ethics or performance when considered by an advisory body appointed to advise a licensing or regulatory agency on matters germane to the advisory body's field of competence.
16. Self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.
17. The recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body.
18. Deliberations for decisions of the Prisoner Review Board.
19. Review or discussion of applications received under the Experimental Organ Transplantation Procedures Act.
20. The classification and discussion of matters classified as confidential or continued confidential by the State Employees Suggestion Award Board.
21. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
22. Deliberations for decisions of the State Emergency Medical Services Disciplinary Review Board.
23. The operation by a municipality of a municipal utility or the operation of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies.

H. NOTICE OF MEETINGS

- (1) The press and public shall be notified as to the date, time, and location of all regular meetings at the beginning of each calendar year.
- (2) All meetings shall be held in a place convenient to the public.
- (3) No meeting shall be held on a legal holiday.
- (4) An agenda must be included in the notice for any special, rescheduled, or reconvened meeting.
- (5) Notice of a meeting held in the event of an emergency need not be given 24 hours prior to such meeting. Notice shall, however, be given as soon as practical, and in any event to any news media that has filed an annual request for notice pursuant to the Illinois Open Meetings Act.
- (6) If a change shall be made in the regular meeting dates, notice of the change must be given no less than 10 days in advance in the same manner specified for announcing the original schedule: by posting a notice of meeting and sending a notice of the change to any news media which has filed a request to receive such notice. Additionally,

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notice of the change must be published in a newspaper of general circulation which services the residents of the District.

I. PUBLIC MEETING LAW - Notice of Meetings

Public notice of any special meeting must be made at least 48 hours in advance of the meeting, excluding weekends or park district holidays. Rescheduled or reconvened meeting must be given no less than 48 hours notice in advance of such meeting.

J. RECORD RETENTION POLICY

It is the policy of the Sycamore Park District to retain and dispose of public records in accordance with the Illinois Local Records Act, 50 ILCS 205/1 et seq. and the regulations prescribed in the Illinois Administrative Code at 44 Ill. Admin. Code C/I-4000.

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

The District will maintain procedures that comply with the Illinois Local Records Act and the Illinois Administrative Code regarding the retention and destruction of records.

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Revised 9/2013
 Reviewed 6/2014
 Reviewed 6/2015
 Revised 8/25/2015
Revised 10/27/2015

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2015

STAFF RECOMMENDATION

AGENDA ITEM: RESOLUTION 03-2015 TO INCLUDE TAXABLE ALLOWANCES AS IMRF EARNINGS: Recommend Approval

BACKGROUND INFORMATION: The Illinois Pension Code provides that the IMRF Board of Trustees defines what constitutes IMRF earnings and subsequently, what earnings are to be used in the calculation of IMRF benefits. Expense allowances, even if they are taxable income to the member, are generally not considered IMRF earnings. However, an employer may elect, by governing body resolution, to report taxable expense allowances as IMRF earnings.

Attached is a copy of Resolution 03-2015 that allows the district to treat the phone stipend and vehicle allowance as IMRF earnings. Our IMRF representative Jon Renner recommended making the effective date when we started treating these items as IMRF earnings which was January 1, 2014.

FISCAL IMPACT: In 2014, the total taxable earnings that are applicable to this resolution were \$10,423.68 resulting in a cost to the District of \$1,195.60. For 2015, the estimated taxable earnings is estimated at \$6,500 resulting in a cost to the District approximately \$720.

STAFF RECOMMENDATION: Staff recommends approving Resolution 03-2015.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:



Suggested Resolution to Include Taxable Allowances as IMRF Earnings

IMRF Form 6.74 (12/11)

PLEASE ENTER Employer IMRF I.D. Number
03317

RESOLUTION

Number 03-2015

WHEREAS, standard member earnings reportable to the Illinois Municipal Retirement Fund do not include expense allowances; and

WHEREAS, the governing body of an IMRF participating unit of government may elect to include in IMRF earnings taxable expense allowances; and

WHEREAS, the Board of Commissioners of the BOARD, COUNCIL, etc.

Sycamore Park District EMPLOYER NAME is authorized to include

taxable expense allowances as earnings reportable to IMRF and it is desirable that it do so.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the BOARD, COUNCIL, etc.

Sycamore Park District EMPLOYER NAME does hereby elect to

include as earnings reportable to IMRF the following taxable expense allowances effective 01/01/2014 EFFECTIVE DATE

phone allowance
vehicle allowance
value of the personal use of an automobile furnished by Sycamore Park District

BE IT FURTHER RESOLVED that Secretary CLERK OF SECRETARY OF THE BOARD is authorized and directed

to file a duly certified copy of this resolution with the Illinois Municipal Retirement Fund.

CERTIFICATION

I, Daniel Gibble NAME, the Secretary CLERK OR SECRETARY

of the Sycamore Park District EMPLOYER NAME of the County of DeKalb COUNTY, State of Illinois, do hereby certify that I am keeper of its books and records and that the foregoing is a true and correct copy

of a resolution duly adopted by its Board of Commissioners GOVERNING BODY at a meeting duly convened

and held on the 27 day of October, 20 15.

SEAL

CLERK OR SECRETARY OF THE BOARD

Illinois Municipal Retirement Fund
Suite 500, 2211 York Road, Oak Brook Illinois 60523-2337
Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673)
www.imrf.org

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2015

STAFF RECOMMENDATION

AGENDA ITEM: FIRST REVIEW OF CAPITAL BUDGET: Discussion and Comment Only

BACKGROUND INFORMATION: Attached you will find a draft of the 2016-2020 Capital Funding Plan. We now use the Equipment Replacement Schedule as a guide for this budget, and Department Heads were asked to review and update information based upon current needs and financial data. It is desirable to have a year-end balance of approximately \$525,000 for cash flow purposes, therefore there needs to be additional adjustments to decrease expenses \$44,828 in order to meet this goal.

While the primary focus is 2016, it is the desire of the District to continually maintain a five year capital plan in order to assist in planning for future projects. Years 2017 and forward will continue to evolve based upon needs, priorities and financial data. Additionally, I am removing items that are a part of Action 2020. I am in process of setting up a separate project fund so that we can keep better records of the revenue and expenses related to Action 2020.

FISCAL IMPACT: Total 2016 Budgeted Capital Expenditures (first review) = \$558,328.

STAFF RECOMMENDATION: Staff welcomes questions and comments from the board. Adjustments will be made, and then be brought back to the Board for approval at November's meeting.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

Sycamore Park District
Capital Funding Plan

Department	Item	2016	2017	2018	2019	2020
Funding	Balance forward (approximate)	531,500	480,172	191,067	284,162	197,975
	Impact fees	25,000				
	General Obligation Bond	482,000	486,820	486,820	491,688	491,688
	Funding available	1,038,500	966,992	677,887	775,850	689,663
Administration	CONTINGENCY	30,000	30,000	30,000	30,000	30,000
	bond issue costs	11,000	11,000	11,000	11,000	11,000
	alternate bond payment	175,625	173,025	175,425	176,375	177,175
	PC Replacement/upgrades	7,200	12,150	3,000	2,800	5,600
	server					24,000
	phone system	27,000				
	vermont systems		40,000			
Copier					6,100	
	Total Administration	250,825	266,175	219,425	220,175	253,875
Concessions	Beverage cart		10,500	9,500	12,000	
	workhorse		8,000			
	grill/oven combo	4,000				
	ice machine	5,500				
	refridgerator/freezer		7,250			
	beer cooler	2,400				
	Total Concessions	11,900	25,750	9,500	12,000	-

Maintenance	pave grass area in maintenance yard				10,000	
	small tractor mounted leaf blower		9,000			
	small dump truck with snow plow		42,000			
	front deck mounted mower	15,000				
	workhorse	8,000	7,400	7,800		8,400
	paint mixing station		7,500			
	workman utility cart	22,000		17,800		
	turf rollers	4,200				
	mig welder	4,000				
	skidsteer					29,500
	large mower		72,000			
	mower/blower		19,100			
	trim ditch mower				20,000	
	sprayer on workman				24,500	
	large dump truck					43,000
	pickup			32,000		35,000
	jeep					31,500
	tractor				43,000	
	fork lift attachment		2,500			
	blower tractor attachment		14,000			
	brush mower			8,500		
	sod cutter					2,900
	bandsaw					4,000
	arc welder			6,500		
	table saw					3,500
	Total Maintenance	53,200	173,500	72,600	97,500	157,800
Golf Course	golf carts (10 each year)	30,000	30,000	30,000	30,000	30,000
	asphalt cart paths	20,000	20,000			
	slit seeder	17,500				
	golf outing pavilion				200,000	
	trap rake				13,000	
	fairway mower	43,000	52,000			54,000
	fairway aerifier			18,000		
	rough mower					70,000
	greens roller			12,500		
	bank mower			18,000		
	workhorse			8,500		
	Continous cart path					300,000
	Total Golf Course	110,500	102,000	87,000	243,000	454,000

Pool	furnace for mechanical room	3,500				
	Total Pool	3,500	-	-	-	-
Community Center	fitness equipment fans	178,500	5,200	5,200	5,200	
	Total Community Center	-	178,500	5,200	5,200	5,200
Parks & grounds	good tymes pond improvements	12,000				
	blacktop under bleachers (fields 9-12)		10,000			
	Emil Cassier/Merry Oaks - Encap	16,403				
	Tree replacement program	45,000				
	Encap - plugs					
	Sports Complex Electric		20,000			
	Electronic sign					
	Ovitz Park - walkways & trees	25,000				
	Kiwanis Prairie Park	30,000				
	Parkside preserves					481,400
	Emil Cassier					78,000
	*North Grove					300,000
	*Reston Ponds					400,000
	Chief Black Partridge					196,700
	Total Parks & Grounds	128,403	30,000	-	-	1,456,100
	Total Capital Expenses	558,328	775,925	393,725	577,875	2,326,975
	Ending balance	480,172	191,067	284,162	197,975	(1,637,312)

*property has not been conveyed by developer, costs are preliminary estimates

Funded by annual G.O. Bond (current year and carried over from previous years)

Unfunded

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2015

STAFF RECOMMENDATION

AGENDA ITEM: HEALTH INSURANCE RECOMMENDATION FOR 2016: Recommend Approval

BACKGROUND INFORMATION: There were two actions taken in 2014 that are important to this recommendation. First, in November the board approved raising the threshold for employee insurance coverage (medical, dental, life and short term disability) to \$256,862.10 for 13 employees and any equivalent increase in the future as other full-time positions are added. Second, in December the board approved Resolution 03-2014 Authorizing Membership into the PDRMA Health Program that committed the Sycamore Park District to an initial 3 year membership into the program.

As I have previously reported I was fortunate that I was able to get more involved with PDRMA and the health benefits by serving on an Advisory Committee for the Health Benefits Committee. I also represent Sycamore Park District on the Health Program Council. There was a lot of discussion on options to control costs. Finally, PDRMA made some changes, from last year, to their plan options and those changes were presented last month at the Health Program Council.

The spreadsheet I am including with this recommendation shows our current plan and related costs. PDRMA eliminated the PPO with the \$2,500 deductible that we currently use for our employees so that is why it is not shown as an option for 2016. The 2016 threshold based on CPI of .8% will be \$258,917.

PDRMA has asked agencies to select their plan by November 2. Open enrollment will run from November 2 – December 2. I am recommending the District offer employees the PPO with a \$2,000 deductible for single coverage and \$4,000 deductible for family. In making my recommendation, I chose the plan that keeps costs below the threshold and has the least impact on our employees. It is important to note that this will be the first time in 4 years that we have not experienced a significant increase in medical costs—less than 1%. AND, we believe the recommendation improves the coverage for our employees slightly!

Health Insurance
2016 fy budget

Year	2015	2016	2016	2016	
Type of plan	PPO	PPO	PPO	PPO	
Carrier	PDRMA	PDRMA	PDRMA	PDRMA	
Deductible Individual In/Out	2500/5000	1500/3000	2000/4000	3000/6000	
Deductible Family In/Out	3x	3x	3x	3x	
Coinsurance % after deductible In/Out	90/70	90/70	80/60	80/60	
Out of Pocket Max Individual In/Out	5600/11200	2650/5300	4250/8500	5850/11700	
Out of Pocket Max Family In/Out*	3x	3x	3x	3x	
Copay primary dr/specialist/urgent care/ER Prescriptions	20/30/30/100 10/30/50	20/30/30/100 10/30/50	20/30/30/100 10/30/50	40/60/75/200 10/30/50	
Census					
Single	3	833.68	869.57	813.23	754.40
Employee + Spouse	3	1,486.85	1,572.59	1,457.65	1,337.64
Employee + Child	1	1,025.79	1,106.17	1,030.11	950.68
Family	6	1,903.08	2,113.37	1,953.36	1,786.28
		2,501.04	2,608.71	2,439.69	2,263.20
		4,460.55	4,717.77	4,372.95	4,012.92
		1,025.79	1,106.17	1,030.11	950.68
		11,418.48	12,680.22	11,720.16	10,717.68
monthly	\$ 19,405.86	\$ 21,112.87	\$ 19,562.91	\$ 17,944.48	
annual	\$ 232,870.32	\$ 253,354.44	\$ 234,754.92	\$ 215,333.76	
		8.80%	0.81%	-7.53%	
increase(savings) compared to 2015		\$ 20,484.12	\$ 1,884.60	\$ (17,536.56)	

*out of pocket max for family is 3x not to exceed \$10,700 in-network/\$21,400 out-network.

Annual medical & life insurance, and EAP	\$ 232,870.32	\$ 253,354.44	\$ 234,754.92	\$ 215,333.76
Annual Short Term Disability***	2,799.48	2,799.48	2,799.48	2,799.48
Annual Dental Insurance***	15,925.56	15,925.56	15,925.56	15,925.56
	<u>\$ 251,595.36</u>	<u>\$ 272,079.48</u>	<u>\$ 253,479.96</u>	<u>\$ 234,058.80</u>

***Based upon census of January 1, 2015. Rates are not anticipated to go up, however there is some room for increase due to changes in census.

2015 Threshold	\$ 256,862.10
2015 Cpi	0.8%
2016 Threshold	\$ 258,917.00

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2015

STAFF RECOMMENDATION

AGENDA ITEM: REVIEW OF FIRST DRAFT OF CAPITAL ASSET INVENTORY: Review, Discussion, Questions

BACKGROUND INFORMATION: As part of the Executive Director's work for 2015 is the completion of an inventory of our Capital Assets. You will recall that last fall we completed the Equipment Replacement Inventory which the Board adopted. Now we have completed the first draft of our Capital Assets Inventory.

The eventual hope is to use these two (2) tools to make management decisions, and to begin to plan for the SHORTFALL of funds that exists in the future cost of replacing existing equipment and keeping our assets in viable and operating condition acceptable to our citizens.

This approach assures:

- Safe conditions for employees and customers.
- Appropriate allocation of resources.
- Thinking through future "development" in lieu of taking care of what we have.
- Managing for "DEFERRED MAINTENANCE".

Summary Findings: Capital Asset Inventory

If you look at the multi-page large spreadsheets (not part of Board Packet, but sent to Board last week in an email) you will see that it lists parks and facilities in a "green" heading, and then details the working components of the assets at that park/facility below each of those headings. Out to the right is listed, year-by-year, when those components will be due for maintenance or repair in order to keep the OVERALL ASSET in working/safe/customer usable condition. Those amounts use the "present value" amount, increased

by 3% per year (not compounded) to determine the cost for that maintenance in the year that it is “due” to be completed.

In summary:

- We have \$32,900,295 in assets within the park district.
- That includes 524.81 acres in land for which we used a current value of \$12,000 per acre.
- Over the next twenty (20) years we will need \$8,981,096 to maintain those assets.

Attached you will find three (3) bar graphs followed by one (1) page with two tables at the top, and some interpretive information below it.

First Bar Graph

This graph demonstrates the summary cost, by year, of maintaining our Capital Assets. We currently have no funds dedicated to addressing the costs identified in the first bar graph: “Asset Maintenance Costs”. The red line represents the average of the years which is a good guide to a “target” amount for which we may wish to seek funds to be better manage our asset maintenance.

Second Bar Graph

This graph summarizes what we learned this time last year when we adopted the Equipment Replacement Schedule. We currently have an annual General Obligation (G.O.) Bond that allocates about \$296,000 (green line) toward “Equipment Replacement Costs” that are projected to average about \$226,484 (red line) per year over the next 20 years. Over the next twenty (20) years, therefore, Equipment Replacement is fairly funded.

Third Bar Graph

This graph combines the dollar values of the first and second bar graphs with the BLACK LINE showing the current funds available to take care of both.

This BLACK LINE, **and** the funds needed to get that black line up to \$675,539 – a current shortfall of \$379,539 annually – will be the subject of future planning efforts and likely could be a focus of “VISION 20/25”.

WE NOW HAVE THE DATA WE NEED TO BEGIN TO PLAN !!!

FISCAL IMPACT: None at this time.

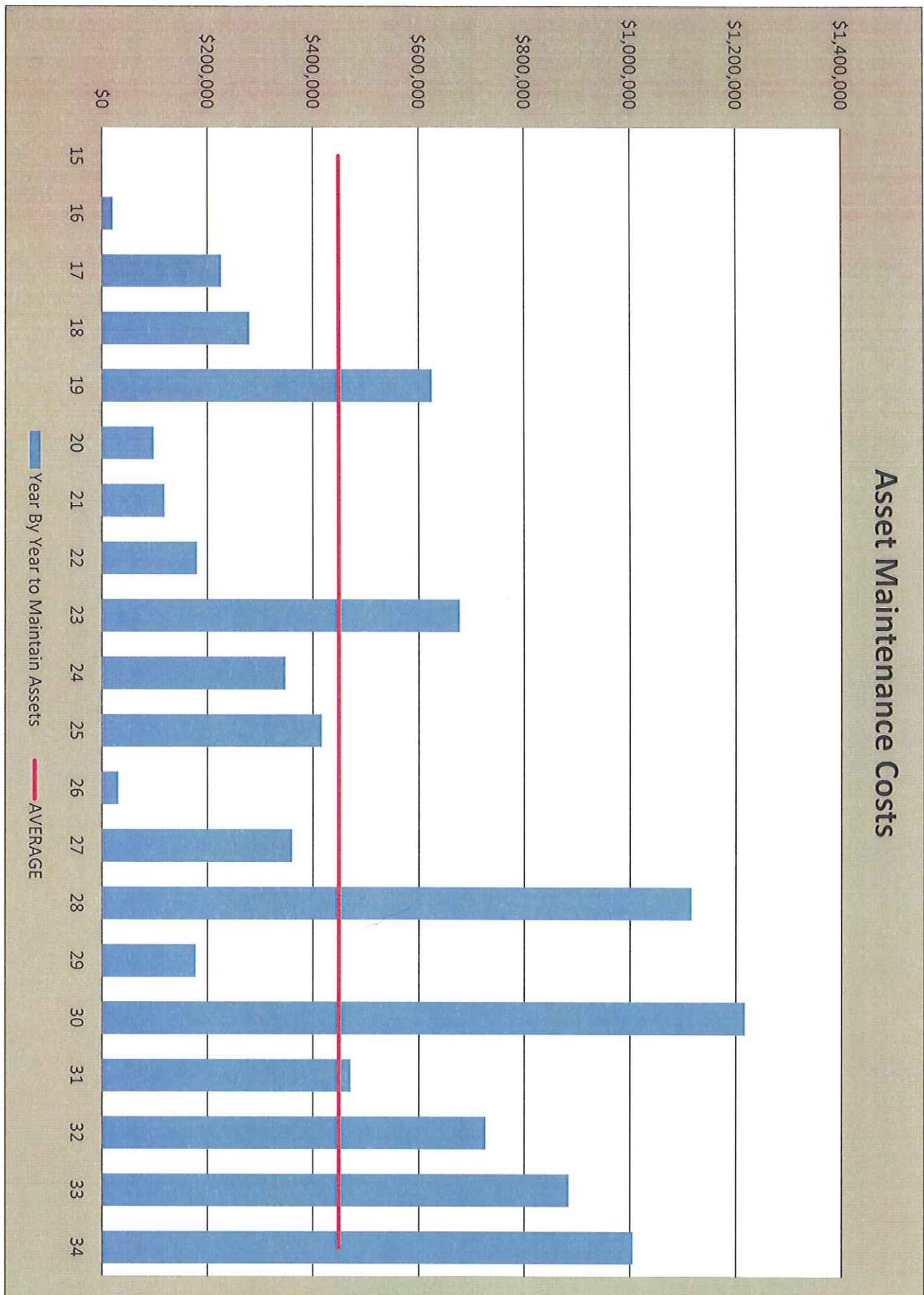
STAFF RECOMMENDATION: I recommend the Board review this information, ask questions, and make general comments.

PREPARED BY: Daniel Gibble, Executive Director

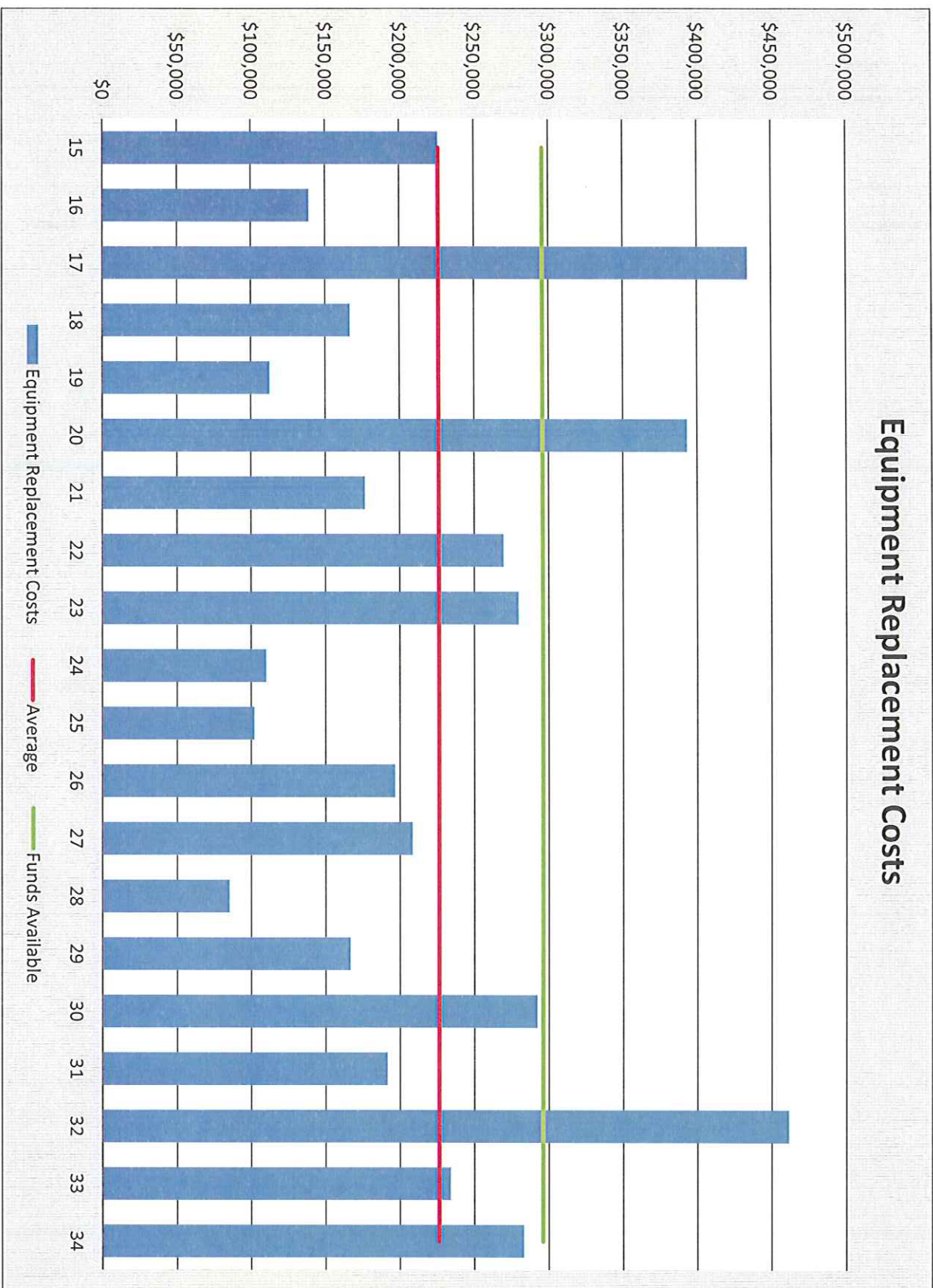
A handwritten signature in black ink, appearing to read 'D. Gibble', is written over the text 'PREPARED BY: Daniel Gibble, Executive Director'.

BOARD ACTION:

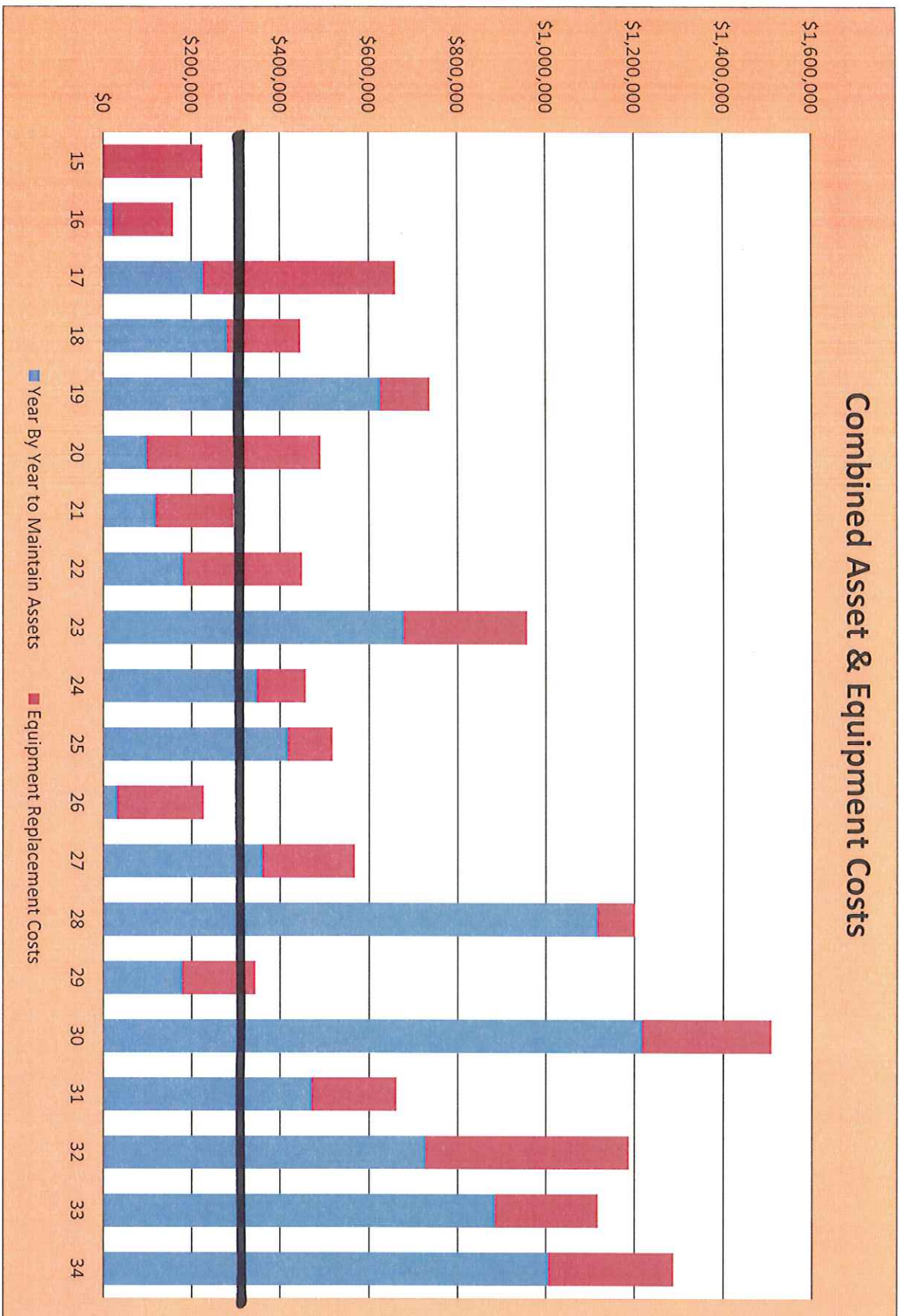
Asset Maintenance Costs



Equipment Replacement Costs



Combined Asset & Equipment Costs



ASSET MAINTENANCE COSTS

15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	AVERAGE
\$700	\$20,810	\$226,734	\$280,245	\$625,419	\$98,739	\$118,822	\$180,102	\$677,773	\$347,360	\$416,130	\$30,906	\$359,879	\$1,115,857	\$178,010	\$1,217,141	\$470,650	\$726,826	\$883,913	\$1,005,080	449,055
																				TOTAL
																				8,981,096

EQUIPMENT REPLACEMENT COSTS

15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	AVERAGE
\$226,107	\$139,098	\$434,325	\$166,905	\$112,645	\$393,465	\$176,690	\$269,717	\$279,687	\$110,060	\$101,910	\$196,700	\$208,300	\$85,120	\$166,680	\$292,065	\$191,595	\$461,327	\$234,047	\$283,235	\$226,484
																				TOTAL
																				\$4,529,680

Current Annual Average Cost for Assets + Equipment = \$675,539

20 Year Total Cost for Assets + Equipment = \$13,510,776

Current Funds Available for Defraying These Costs = \$296,000

Annual Bond Payment to Borrow Amount = \$ 1,200,600

NET SHORTFALL = \$379,539

Tax Rate Necessary to Generate Shortfall = \$0.144 per hundred

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2015

STAFF RECOMMENDATION

AGENDA ITEM: ABATEMENT POLICY: Preliminary Discussion

BACKGROUND INFORMATION: As part of an effort late last year, the DeKalb County Economic Development Corporation was working hard to bring local units of government “on board” with tax abatements and commitments to a larger effort to bring an Enterprise Zone designation to the County. City Manager Brian Gregory spoke to the Board about a consideration for a longer term commitment than three years (see the current “Intergovernmental Agreement” on abatements, attached) for an abatement period (an example of that is attached, as well).

At that time the Board tabled the idea because it was all being pushed too quickly and at last minute with no formal request from the City, County, or DCEDC. Furthermore, we wished to speak with the School District about their approach to abatements and whether they were “re-visiting” their abatement policy. The thought was that we might want to mimic whatever the school district might do since they were not a part of the original inter-governmental agreement.

TO DATE, the school district has studied but has not been able to land on an approach, and City Manager Gregory has encouraged us to move on. I think it is time to make changes OR just rest on what already exists with the attached Inter-Governmental Agreement.

I have asked Brian Gregory for a written response to these questions:

1. Do you want the wording of any of the items in the Agreement to change?
2. If so, what, specifically, are you requesting of the Sycamore Park District?
3. Have the other agencies (Sycamore Township, Cortland Township, Kishwaukee College, Sycamore Public Library, City of Sycamore) that are party to this agreement made any changes to their terms in the agreement?
4. If so, please detail, by agency, what those changes are.
5. Will CUSD #427 be joining this Agreement?

6. Is there a need to renew this Agreement completely? – for clarity and for good communication to the public/businesses???

With no expiration date in the current agreement, I feel, and Counsel agrees, that we want to keep it simple, and the current agreement accomplishes that. I am not sure why a whole lot needs to be changed. However, I understand City Manager Gregory's desire for a 5 year sliding scale rather than the 3 years in the current agreement. Otherwise, re-inventing the wheel for us becomes less attractive.

FISCAL IMPACT: None at this time.

STAFF RECOMMENDATION: I recommend the Board discuss this and give direction to the Executive Director.

PREPARED BY: Daniel Gibble, Executive Director



BOARD ACTION:

2.04 Acre Developed Site in Sycamore Prairie Business Park

EAV:	\$435,484.00
2014 Taxes:	\$49,091.42
Park District:	\$3,516.97

2.12 Acre Undeveloped Site in Sycamore Prairie Business Park

EAV:	\$389.00
2014 Taxes:	\$43.86
Park District:	\$3.14

Difference: \$3,513.83

Five Year Abatement Comparison:

	Developed	Undeveloped
Year 1 (90%)	\$351.70	\$3.14
Year 2 (80%)	\$703.39	\$3.14
Year 3 (70%)	\$1,055.09	\$3.14
Year 4 (60%)	\$1,406.79	\$3.14
Year 5 (50%)	\$1,758.48	\$3.14
Park Share:	\$5,275.45	\$15.71

Surrounding Community Comparison:

Using the Developed Site Value Shown Above

Tax Rate:	11.27284	13.06666
Tax Bill:	\$49,091.41	\$56,903.21

Year 1 (90% - 90%)	\$4,909.14	\$5,690.32
Year 2 (80% - 80%)	\$9,818.28	\$11,380.64
Year 3 (70% - 70%)	\$14,727.42	\$17,070.96
Year 4 (60% - 60%)	\$19,636.57	\$22,761.29
Year 5 (50% - 50%)	\$24,545.71	\$28,451.61
Year 6 (0% - 40%)	\$49,091.41	\$34,141.93
Year 7 (0% - 30%)	\$49,091.41	\$39,832.25
Year 8 (0% - 20%)	\$49,091.41	\$45,522.57
Year 9 (0% - 10%)	\$49,091.41	\$51,212.89
Year 10 (0% - 0%)	\$49,091.41	\$56,903.21
Year 11 (0% - 0%)	\$49,091.41	\$56,903.21
	\$368,185.61	\$369,870.89



Tax Extension Clerk
Administration Building
110 East Sycamore Street, Sycamore,
IL 60178
Hours: 8:30 A.M. - 4:30 P.M.
(815) 895-7152
FAX: (815) 895-7148
dchappell@dekalbcounty.org

Tax Code Details for:
CO10

Unit Name	Tax Rate
CC 523 KISHWAUKEE	0.71234
CITY OF SYCAMORE	0.78579
CORTLAND ROAD & BRIDGE	0.23459
CORTLAND TOWNSHIP	0.12931
COUNTY	1.24825
FOREST PRESERVE	0.08761
SCHOOL DISTRICT 427	6.97957
SYCAMORE LIBRARY	0.28778
SYCAMORE PARK	0.80760

Total Tax Rate: 11.27284

[Close](#)

Wednesday, October 07, 2015



Tax Extension Clerk
 Administration Building
 110 East Sycamore Street, Sycamore,
 IL 60178
 Hours: 8:30 A.M. - 4:30 P.M.
 (815) 895-7152
 FAX: (815) 895-7148
dchappell@dekalbcounty.org

Tax Code Details for:
 DK12

Unit Name	Tax Rate
CC 523 KISHWAUKEE	0.71234
CITY OF DEKALB	1.02452
COUNTY	1.24825
DE KALB LIBRARY	0.38682
DE KALB SANITARY	0.14858
DEKALB PARK	0.79685
DEKALB ROAD & BRIDGE	0.21062
DEKALB TOWNSHIP	0.17971
FOREST PRESERVE	0.08761
SCHOOL DISTRICT 428	8.27136

Total Tax Rate: **13.06666**

[Close](#)

Wednesday, October 07, 2015

**Intergovernmental Agreement
Providing for Property Tax Abatement for Industrial Firms
in the City of Sycamore**

This Intergovernmental Agreement (hereinafter, "Agreement") is entered into this 21st day of April, 2005 by and among the City of Sycamore (hereinafter, the "City"), the County of DeKalb (hereinafter, the "County"), the Sycamore Park District (hereinafter, the "Park"), the Sycamore Public Library (hereinafter, the "Library"), Sycamore Township (hereinafter, "Sycamore Township"), Cortland Township (hereinafter "Cortland Township"), Kishwaukee College (hereinafter, "College"), all hereinafter collectively referred to as the "Parties."

Whereas, the Parties have statutory authority to levy property taxes for various public purposes; and

Whereas, the City has legal authority under its home rule power, and pursuant to various state statutes and provisions contained in the Illinois Municipal Code, to consider and implement economic development programs and to enter into economic incentive agreements in order to attract new businesses to the City; and

Whereas, the Parties recognize that the City, in behalf of the Parties, may lead the community's negotiations to attract or retain industrial businesses; and

Whereas, it is in the best interest of the Parties to articulate a clear and consistent policy on incentives that may become available for the purpose of attracting or retaining industrial businesses; and

Whereas, the Parties desire to enter into a joint property tax abatement program, pursuant to Section 18-165 of the Revenue Code (35 ILCS 200/18-165) and the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et. seq.); and

Whereas, the Parties recognizes that each local governmental unit reserves the right, and has sole discretion, to determine whether or not it will participate in any economic incentive package proposed by the City pursuant to this Agreement; and

Whereas, any abatement of taxes by any or all of the Parties will provide a public benefit in any or all of the following ways:

- a) The project will create a significant increase in industrial valuation and generate substantial property tax revenues.
- b) The project will contribute a diversity of jobs, skills, products and services that will enhance the business climate and result in increased business activity.
- c) The project will enhance the economic base of the area through wages paid or products or services sold, and diminish the need to leave the service area to acquire goods and services.
- d) The project will utilize new technology in the expansion of existing operations or the development of new operations.
- e) The project will result in the creation of professional and skilled employment opportunities.

- f) The project will provide a means to recover local governmental operating or capital costs through substantial tax contributions.
- g) The project will contribute significantly to the overall quality of life in the area.

Now, Therefore, in consideration of the mutual agreements contained herein and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed by, between and among the parties hereto as follows:

1. The intergovernmental property tax abatement program may follow one of several schedules. **Exhibit "A"** illustrates the maximum benefit available from the Parties.
2. Incentive information and applications shall be provided to interested industrial businesses by the City.
3. Within two weeks of the receipt of a completed application, the City shall circulate copies of the application and all relevant information to the other taxing bodies.
4. It is expected that each of the Parties shall take the completed application under consideration and either accept or reject the application within sixty (60) days of the receipt of such application.
5. During deliberation on an application, the City shall serve as the point of contact with the interested company. At the applicant's discretion, representatives of the interested business may be available to explain their project to representatives of local taxing bodies.
6. Each of the Parties reserves the right to consider additional incentives apart from the property tax abatement program if the potential impact of the business merits such consideration.
7. The Parties agree that no property tax abatement shall be extended to a business unless that business shall enter a "Business Partnership Agreement," the form of which is detailed as **Exhibit "B."** According to the terms of such partnership agreement,
 - a) Neither the business nor any of the Parties shall contest the EAV upon which the abatement is based for a period of five (5) years after the full value of the improvements is entered on the County Assessor's rolls. It is understood that, in any one year of this five year period, the assessed valuation, excluding multipliers, shall not be greater than one hundred and five percent (105%) nor less than ninety-five percent (95%) of the previous year's assessment, or that the cumulative assessed valuation of the property for the five year period, excluding multipliers, is not greater than one hundred fifteen percent (115%) nor less than eighty-five percent (85%) of the base year's assessment.
 - b) For a period of ten years, any business receiving property tax abatement is obliged to indemnify each of the Parties for the value of all abated taxes if that business shall move out of Sycamore, or sell to another entity which removes said enterprise and its jobs from the community.
8. Any Party may terminate its participation in this agreement without cause, upon thirty days prior written notice to the other participating local governmental units.
9. Severability. Should any clause or paragraph in this Agreement be held unenforceable, void, or unconstitutional, it is the intent of the Parties that all

remaining clauses of this Agreement shall survive and be deemed enforceable despite such occurrence.

- 10. Laws of Illinois. The Parties agree that this Agreement shall be governed by the laws of the State of Illinois. Should any dispute concerning the terms of this Agreement arise between the Parties that requires litigation through a court system, the Parties agree that all litigation shall be resolved through the Sixteenth Judicial Circuit Court of the State of Illinois.
- 11. Entire Agreement. This Agreement constitutes the entire agreement between the parties and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding on any party except to the extent incorporated in this Agreement.

Wherefore, the Parties have executed this Agreement this 21st day of April 2005.

CITY OF SYCAMORE

By: [Signature]
Mayor

Attest: [Signature]
City Clerk



COUNTY OF DEKALB

By: [Signature]
Chairman

Attest: [Signature]
County Clerk

SYCAMORE PARK DISTRICT

By: [Signature]
President

Attest: [Signature]

SYCAMORE PUBLIC LIBRARY

By: [Signature]
President

Attest: [Signature]

SYCAMORE TOWNSHIP

By: *Barbara Lopez*
Chairman, Board of Trustees

Attest: *[Signature]*

CORTLAND TOWNSHIP

By: *Ludia Johnson*
Chairman, Board of Trustees

Attest: *[Signature]*

KISHWAUKEE COLLEGE

By: *Suzanne Jendry*
Chairman, Board of Trustees

Attest: *[Signature]*

EXHIBIT A

LOCAL TAX ABATEMENT OPTIONS*

Maximum Abatement:

Taxing Body	Year 1**	Year 2**	Year 3**
City of Sycamore	90%	75%	50%
County of DeKalb	90%	75%	50%
Sycamore Library	90%	75%	50%
Sycamore Township	90%	75%	50%
Sycamore Park District	90%	75%	50%
Kishwaukee College	90%	75%	0%
Cortland Township	90%	75%	50%

*Each taxing body, in its sole discretion, will review abatement requests and determine whether it will support or modify an abatement application.

**Abatement begins in the first year of full assessment, or after the full value of the improvements is entered on the County Assessor's rolls.

EXHIBIT B
MODEL BUSINESS PARTNERSHIP AGREEMENT

This Business Partnership Agreement is made between _____ (business name), and the City of Sycamore (hereinafter, the "City"), the County of DeKalb (hereinafter, the "County"), the Sycamore Community Unit School District Unit No. 427 (hereinafter, the "District 427"), the Sycamore Park District (hereinafter, the "Park"), the Sycamore Public Library (hereinafter, the "Library"), Sycamore Township (hereinafter, "Sycamore Township"), Cortland Township (hereinafter "Cortland Township"), Kishwaukee College (hereinafter, "College"), all hereinafter collectively referred to as the "Parties."

Whereas, _____ (business name) is registered to do business in the State of Illinois and is the owner/contract purchaser of certain property (property address) within the corporate limits of the City of Sycamore, a legal description of which is attached hereto and made a part hereof; and

Whereas, _____ (business name) intends to develop/redevelop the property located at _____ (address) for use as a _____ facility; and

Whereas, the development or redevelopment of the property at _____ by _____ (business name) will serve the public purposes of creating job opportunities for Sycamore residents, stimulating economic activity and a more balanced tax base, and broadening Sycamore's motivated and skilled and work force; and

Whereas, pursuant to the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et. seq.) the Parties have the authority under the Constitution of the State of Illinois and Illinois state statutes to contract or otherwise associate among themselves to obtain or promote services in any manner not prohibited by law or local ordinance; and

Whereas, pursuant to Section 18-165 of the Revenue Code (35 ILCS 200/18-165) the Parties are authorized to abate taxes on industrial property under certain constraints in law and in the aggregate amount of taxes to be abated; and

Whereas, the development or redevelopment proposed by _____ (business name) is expected to expand the tax bases of the participating local governmental units by generating additional property tax revenues even after a portion of the combined property tax extension is abated and paid to _____ (business name);

Whereas, the Parties hereto have each authorized the execution of this Agreement as an exercise of their respective governmental authorities, as an exercise of their intergovernmental authority under the Constitution of the State of Illinois, and specifically pursuant to statutory authority to abate taxes on certain designated property; and their purposes, powers, rights, objectives, and responsibilities hereunder are fully set forth herein.

Now, Therefore, in consideration of the mutual agreements contained herein and upon the further consideration of the recitals hereinabove set forth, it is hereby agreed by, between, and among the parties hereto as follows:

A. Undertakings on the Part of _____ (business name):

1. If the subject property at _____ (address) is not already owned by _____ (business name), such business shall have obtained fee simple title to the subject property by _____.
2. Within thirty (30) days after executing this Agreement or acquiring title to the subject property, _____ (business name) shall deliver to the City a certified copy (certified by the Recorder of Deeds of DeKalb County, Illinois) of its recorded deed to the subject property. The City shall in turn, upon the receipt of the certified copy, make photocopies of said deed for the other participating taxing bodies.
3. Using its reasonable best efforts, _____ (business name) shall, within calendar year _____, obtain approvals from the City to develop or redevelop the subject property. Such approvals shall include, but not be limited to, annexation, rezoning, demolition, grading, site preparation, building permits and other applicable permits and shall have paid all associated fees.
4. _____ (business name) shall use its reasonable best efforts to satisfy all conditions precedent to obtaining an occupancy permit from the City no later than _____, 200_, except in the event _____ (business name) is unable to open for business due to any civil disorder, war, casualty or acts of God, or other adverse events beyond the reasonable control of _____ (business name).
5. For a period of ten years, _____ (business name) is obliged to indemnify each of the Parties for the value of all abated taxes if that business shall move out of Sycamore, or sell to another entity which removes said enterprise and its jobs from the community.
6. _____ (business name) agrees to promptly pay any and all taxes and governmental charges of any kind that may be lawfully imposed upon the subject property.
7. _____ (business name) shall give each of the participating governmental units written notice regarding any delinquency or defaults in the payment of any property taxes levied or extended upon the subject property which are due to the County Clerk when notice is received.
8. _____ (business name) warrants that its projected investment in the subject property shall total approximately \$_____ over the term of this Agreement, a sum which includes property acquisition, site preparation, architectural and engineering plans, and construction or rehabilitation.
9. _____ (business name) warrants it is an Illinois corporation (or partnership, LLC, or other) authorized to do business in the State of Illinois.

B. Undertakings on the Part of the Participating Local Governmental Units:

1. Upon satisfaction by _____ (business name) of all the conditions hereinabove stated, and upon completion of construction (or rehabilitation or

repair) and occupancy of the subject property by _____ (business name), the Parties shall thereafter fulfill their respective obligations to abate their respective property taxes as defined in the schedule of abatement below:

Taxing Body	Year:	Year:	Year:
City of Sycamore			
County of DeKalb			
Sycamore Library			
Sycamore Township			
Sycamore Park District			
Kishwaukee College			
Cortland Township			

2. To implement the abatements, the respective participating governmental units shall each annually adopt and file with the County Clerk at the appropriate time an ordinance or resolution, whichever is required by law, providing for the abatement in the amounts indicated in the table, above. The amount of each participating government's abatement share shall be calculated following the publication by the DeKalb County Assessor of the corresponding tax year's EAV for the subject property.

C. Mutual Undertakings on the Part of _____ (business name) and the Parties:

1. Neither the business nor any of the Parties shall contest the EAV upon which the abatement is based for a period of five (5) years after the full value of the improvements is entered on the County Assessor's rolls. It is understood that, in any one year of this five year period, the assessed valuation, excluding multipliers, shall not be greater than one hundred and five percent (105%) nor less than ninety-five percent (95%) of the previous year's assessment, or that the cumulative assessed valuation of the property for the five year period, excluding multipliers, is not greater than one hundred fifteen percent (115%) nor less than eighty-five percent (85%) of the base year's assessment.
2. Neither the business nor any of the Parties shall contest the fact that if in any year the total real property taxes due (less abated taxes) are not fully paid on the date on which said taxes are due, the right to receive the abatements described herein shall not be reinstated, and the County Clerk shall be notified accordingly.

D. Termination. In the event it is determined that _____ (business name) has violated the provisions of this Agreement, then all abatements previously granted shall be repaid in full to each of the participating governmental units and the obligations of said governmental units to any future abatements shall cease.

E. Notices. All notices and requests that are required pursuant to this Agreement shall be sent by certified mail as follows:

To (business name):

To the City:

City Manager
 City of Sycamore
 308 West State Street
 Sycamore, IL 60178

To the County:

County Administrator
 County of DeKalb
 Legislative Center
 200 North Main Street
 Sycamore, IL 60178

To the Park District:

Executive Director
 Sycamore Park District
 940 East State Street
 Sycamore, IL 60178

To the Library:

Executive Director
 Sycamore Public Library
 103 East State Street
 Sycamore, IL 60178

To Kishwaukee College:

President
 Kishwaukee College
 21193 Malta Road
 Malta, IL 60150

To Sycamore Township:

Supervisor
 Sycamore Township
 545 Brickville Road
 Sycamore, IL 60178

To Cortland Township:

Supervisor
 Cortland Township
 2010 Prairie Street
 Cortland, IL 60112

F. Laws Governing. This Agreement shall be construed and enforced in accordance with the laws of the State of Illinois and, for the purposes of any lawsuit between the parties

concerning this Agreement, its enforcement, or the subject thereof, the venue shall be in DeKalb County, Illinois.

G. Binding Effect. This Agreement shall inure to the benefit of, and shall be binding upon, the parties hereto and their respective corporate successors and assigns. This Agreement shall not run with the land or the subject property.

H. No Waiver. Failure of any party to this Agreement to insist upon the strict and prompt performance of the terms, covenants, agreements, and conditions herein contained, or any of them that may be imposed on another party, shall not constitute or be construed as a waiver or relinquishment of any party's right thereafter to enforce any such term, covenant, agreement or condition, but the same shall continue in full force and effect.

I. Headings. All section headings in this Agreement are for general aid of the reader and shall not limit the plain meaning or application of any of the provisions thereof whether relevant to such heading or not.

J. Authorization To Execute. The officers of _____ (business name) who shall execute this Agreement warrant that they are lawfully authorized by the firm's board of directors to execute this Agreement on its behalf. The officers or elected officials of the governmental units who shall execute this Agreement warrant that they are also authorized to execute this Agreement on behalf of their respective governing bodies.

K. Amendment. This Agreement sets forth all the promises, inducements, agreements, conditions and understandings among the Parties and _____ (business name) relative to the incentive described above. The parties to this Agreement agree that no expressed or implied promises, inducements, agreements, conditions or understandings, other than those herein set forth, shall bind the parties for the purpose of the subject matter hereof. No subsequent alteration, amendment, change or addition to this Agreement shall be binding upon the parties hereto unless authorized in accordance with law and reduced to writing and signed by them jointly.

L. Counterparts. This Agreement may be executed in multiple counterparts, each of which taken together shall constitute one and the same instrument.

M. Severability. If any provision of this Agreement is held invalid by a court of competent jurisdiction or in the event such a court shall determine that the participating local governmental units do not have the power to perform any such provision, such provision shall be deemed to be excised and the invalidity thereof shall not affect any of the other provisions contained herein, and such judgment or decree shall relieve the government units from performance under such invalid provision of this Agreement; provided, however, if the judgment or decree relieves any of the participating local governmental units of any of their monetary obligations under this Agreement then this Agreement shall terminate.

N. Term. Unless earlier terminated pursuant to other provisions of this Agreement, this Agreement shall terminate when property taxes on the subject property have been abated in the aggregate sum of \$_____ in accordance with Section B, herein, or upon abatement of property taxes in accordance with Section B, herein, for a period of _____ years, whichever is the first to occur.

O. Contingency. In the event _____ business name does not obtain or retain title to the subject property for any reason or does not complete the project or achieve legal occupancy for the property, this Agreement shall automatically terminate and be null and void and of no further force or effect. Upon such termination, all parties shall be relieved of any liability or obligation to the others under this Agreement, except that any abatement monies already paid to _____ (business name) shall be returned to the respective participating governmental units.

IN WITNESS WHEREOF, this Agreement is made and executed as of the date and year first written above.

CITY OF SYCAMORE

By: _____
Mayor

Attest: _____
City Clerk

COUNTY OF DEKALB

By: _____
Chairman

Attest: _____
County Clerk

SYCAMORE PARK DISTRICT

By: _____
President

Attest: _____

SYCAMORE PUBLIC LIBRARY

By: _____
President

Attest: _____

SYCAMORE TOWNSHIP

By: _____
Chairman, Board of Trustees

Attest: _____

CORTLAND TOWNSHIP

By: _____
Chairman, Board of Trustees

Attest: _____

KISHWAUKEE COLLEGE

By: _____
Chairman, Board of Trustees

Attest: _____

Revised 03/01/2005