

Sycamore
PARK DISTRICT
Established 1923

**Sycamore Park District
Regular Board Meeting
June 26, 2018
6:00 PM**

**Maintenance Building, 435 Airport Road
AGENDA**

CALL TO ORDER (Roll Call Vote)

APPROVAL OF REGULAR AND CONSENT AGENDA (Voice Vote)

APPROVAL OF MINUTES: (Voice Vote)

- 3. Regular Minutes: May 29, 2018

APPROVAL OF MONTHLY CLAIMS:

- 11. Claims Paid Since Board Meeting (Roll Call Vote)
- 28. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

- 39. Superintendent of Finance Monthly Report
- 43. Budget Report
- 57. Superintendent of Recreation Monthly Report
- 67. Superintendent of Golf Operations Monthly Report
- 70. Superintendent of Parks and Facilities Monthly Report
- 76. Executive Director Monthly Report

CORRESPONDENCE-

- 79. SPLASH FOUNTAIN LETTER w/E.D. Response
- 82. Sycamore FFA
- 83. Sycamore Community School District – Kathy Countryman

Board of Commissioners Meeting

June 26, 2018

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PUBLIC INPUT

PRESENTATION by the DeKalb County Economic Development Corporation—Paul Borek

POSITIVE FEEDBACK/REPORTS

MONTHLY REPORT – Kirk Lundbeck

OLD BUSINESS:

- Golf Course Irrigation Report—Jeff and Consultant**
 - Review Status of Legacy Campus Construction—Dan/Bill**
 - Action on the Main Bridge at the Golf Course– Dan (Roll Call)**
 - Park Tour Information—Jeff**
- 84.

NEW BUSINESS:

- Board Discussion—Bill**
- 85. Designation of July as PARKS and RECREATION MONTH—Theresa**
- 89. Adoption of Prevailing Wage Ordinance—Jackie (Roll Call)**
- 103. Annual Review of Board By-Laws—Dan**
- 117. Quarterly Capital Funds Update—Jackie**
- 119. No Trespass Ordinance: Information—Dan**
- 121. Sycamore Park District Improvement & Dedication Agreement**
WITH Old Mill Park LLC—Dan (Roll Call)

STUDY TOPIC: ACTION 2020 PROJECT TIMELINE REVISIONS and IMPACT ON CASHFLOW

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:

- 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.
- 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.

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, May 29, 2018**

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, May 29, 2018.

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 Jeanette Freeman, Director Gible, Jeff Donahoe, Kirk Lundbeck, Steve Tritt and Theresa Tevsh.

Guests at the Board meeting were: None

**Regular and Consent Agenda Approval –
Motion**

Commissioner Schulz moved to approve the Regular Agenda and the 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 5-0.

**Approval of Minutes –
Motion**

Commissioner Tucker moved to approve the April 24, 2018 Regular Meeting Minutes.
Commissioner Graves seconded the Motion.

Voice Vote

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

**Claims and Accounts Approval
Motion**

Commissioner Schulz moved to approve and pay the bills in the amount of \$579,699.98.
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.

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Correspondence –

- DCEDC Letter – President Strack noted that we had taken a position before on this and wondering what the Board feels at this point. The Commissioners noted they would like to maintain their current position. Director Gibble suggested bringing it back after the board has a chance to listen to Brian on this. The Board welcomes the Director to come to our meeting to see what he has to say and there was a consensus on this. Director Gibble noted they did write a letter of support in our grant application for the Trails.
- IDOT

Public Input –

- President Strack asked what months we agreed to pay the utilities for the Natural History Museum. Director Gibble noted March and April and we have paid those. President Strack asked if any other updates that can be shared. Commissioner Tucker noted they are holding their own and have not asked for more money. Director Gibble noted they have cut their hours and a part time manager.
- President Strack asked about the OSLAD grant status. Director Gibble noted no changes at this point. President asked if we could start work before receiving the grants. Director Gibble noted we would still have to have a City Permit and then IDNR and Army Core of Engineers get involved. There would be a lot of engineer work before we started.

Commissioner Kroeger noted it was impressive getting the Splashpad opened up. There will be more information in Supt. Tevsh report later in the meeting.

Positive Feedback –

- Commissioner Graves noted the brochure was excellent again.

Sycamore Park District Annual Board Meeting and Election of Officers- President Strack called the meeting to order at 6:30 pm. He then turned the meeting over to Director Gibble. Director Gibble noted it is now his duty for the election of the President to open the floor for nominations for the election of the President of the Board of Commissioners for the term of May 2018 through April 2019 so the floor is now open for nominations.

Director Gibble opened the floor for nominations for President.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
President	Bill Kroeger	Ted Strack	Ann Tucker	(5) Ayes

Director Gibble asked if there we any other nominations for President and hearing none he then closed the nominations for President of the Sycamore Park District and asked for a motion.

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Motion

Commissioner Schulz moved to close the nominations for President. Commissioner Tucker seconded the Motion.

Voice Vote

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

Roll Call

Director Gibble called for a roll call to vote on the nomination of Bill Kroeger for President. All commissioners present voted Aye. Motion carried 5-0.

Director Gibble then turned the balance of the nomination process over to the President Bill Kroeger.

President Kroeger opened the floor for nominations for Vice President.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
Vice President	Michelle Schulz	Bill Kroeger	Daryl Graves	(5) Ayes

President Kroeger closed the floor for nominations for Vice President for the coming year.

Motion

Commissioner Graves moved to close the nominations for Vice President. Commissioner Tucker seconded the Motion.

Voice Vote

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

Roll Call

President Kroeger called for a roll call to vote on the nomination of Michelle Schulz for Vice President. All commissioners present voted Aye. Motion carried 5-0.

President Kroeger opened the floor for nominations for Treasurer.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
Treasurer	Jackie Hienbuecher	Ted Strack	Michelle Schulz	(5) Ayes

President Kroeger closed the floor for nominations for Treasurer for the coming year.

Motion

Commissioner Tucker moved to close the nominations for Treasurer. Commissioner Schulz seconded the Motion.

Voice Vote

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

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Roll Call

President Kroeger called for a roll call to vote on the nomination of Jackie Hienbuecher for Treasurer. All commissioners present voted Aye. Motion carried 5-0.

The following positions will be filled as follows:

Secretary: Daniel Gibble

Recording Secretary: Jeanette Freeman

Legal Services: Ancel, Glink

Audit Services: Lauterbach & Amen, LLP

IAPD Legislative Contact: Commissioner Schulz

Motion

Commissioner Tucker moved to close the nominations for Treasurer. Commissioner Graves seconded the Motion.

Voice Vote

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

Board Member Delegate to State Conference: Commissioner Tucker

Motion

Commissioner Schulz moved to close the nominations for Treasurer. Commissioner Graves seconded the Motion.

Voice Vote

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

FOIA Officers: Daniel Gibble, Kirk Lundbeck– will remain as indicated/recommended.

Open Meetings Act Official: Board President and Vice President– will remain as indicated/recommended.

ADA Coordinators: Kirk Lundbeck and Dan Gibble.

Plan Commission Representative: Commissioner Strack.

Motion

Commissioner Schulz moved to approve all the appointments. Commissioner Tucker seconded the Motion.

Roll Call

President Kroeger called for a roll call to vote on all of the nominations. All commissioners present voted Aye. Motion carried 5-0.

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President Kroeger Closed the Annual Meeting for 2018.

Motion

Commissioner Strack moved to close the Annual Meeting. Commissioner Tucker seconded the Motion.

Voice Vote

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

Monthly Report -Steve Tritt – Steve noted there has been a lot of changes on the course this year. First is we removed the Golf Course Foreman position and replaced it with IMRF positions. This should save money in the budget. This is the greenest staff he has ever had since he has been here. There are some growing pains, but good workers and quick learners. The bridge being out has forced them to do some different things with operations and where equipment is stored, etc. They opened up the new bridge on 16 along with 18 and both have been a nice addition. He, Jeff and Brent attended a weekend long controlled burn class. This is a good start in their training to do our own burns.

Old Business

Annual Audit Presentation – Jen with Lauterback & Amen presented the audit.

Motion

Commissioner Tucker moved to approve all the audit as presented. Commissioner Schulz seconded the Motion.

Roll Call

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

Review Status of Legacy Campus Construction – Director Gible noted he has been asking for a punch list for the rest of the project. There are still a few items on the inside, like the leaks. This week we will walk the campus and make a list to submit to Ringland Johnson.

Action on the Main Bridge at the Golf Course – Director Gible noted there is no action at this point. The water was low today and the engineers could get in the water. The muscle survey should start on Friday. He noted he had pointed out to our engineer another foot of the west bank dropped off. He keeps sending emails to the adjustor that any further damage while awaiting their decision we are considering their responsibility. He noted that he has informed PDRMA that we are starting as soon as we get the muscle survey and the contractors are available. Originally it was only going to be a week and now it has been three to four weeks.

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Update on Plans for Tax Abatement/Incentives – Director Gibble noted he plans to invite Brian Gregory to speak to us.

Ratify City Bid for Asphalt Paving Which Includes Airport Road Trail Extension to Community Center -

Motion

Commissioner Strack moved to ratify the City Bid for Asphalt Paving. Commissioner Schulz seconded the Motion.

Roll Call

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

Ratify Resolution 02-2018, *nun pro tunc*: A Resolution Approving Joint Agreement No.C-93-049-18 Where the Total Project Cost is \$724,850.00 and Confirming Appropriation of Sufficient Funds to Cover the Local Match Set Forth in the Agreement in the Amount of \$144,970 Plus Any Other Amounts Needed in Addition to the ITEP Funds to Complete the Project – Director Gibble noted this is a *nun pro tunc* approval.

Motion

Commissioner Strack moved to Ratify Resolution 02-2018, *nun pro tunc*, - A Resolution of the Board of Commissioners approving Joint Agreement No. C-93-049-18 where the total project cost is \$724,850.00 and that the Board has appropriated enough funds to cover the local match shown on the agreement in the amount of \$144,970.00 and anything beyond the ITEP funds. Commissioner Graves seconded the motion.

Roll Call

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

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New Business

Ratify Professional Services Agreement -

Motion

Commissioner Tucker moved to Ratify the Professional Services Agreement with Terri Gibble in the amount of \$6800.00. Commissioner Schulz seconded the Motion.

Roll Call

President Kroeger called for a roll call to approve the Professional Services Agreement as presented.. All commissioners present voted Aye. Motion carried 5-0.

Consider Disposal of Surplus Equipment – Ordinance #04-2018 - Supt. of Parks Donahoe noted we have done this in the past. When we clean out things, this is legally how we must do it.

Motion

Commissioner Strack moved to approve Ordinance 04-2018 and authorize staff to proceed with the sale of surplus equipment and material identified in the recommendation. Commissioner Graves seconded the Motion.

Roll Call

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

Plan Park Tour – Supt. of Parks Donahoe noted we offer this every year to see if the Board if any interest park tours. Commissioner Schulz suggested it being offered as an option of the public service groups.

Consider Playground Donation – Director Gibble noted he is recommending approval. Commissioner Strack asked if this would be available to the public after school hours. Director Gibble noted we approached the School District 2 years ago when we were getting ready to renovate the playground that South Prairie School uses heavily. They were unable to help with that at all. He noted that if using public funds, then it must be available to the public outside of school hours.

Motion

Commissioner Strack moved to make \$1000 donation if it is available to the public outside of school hours, but if it is not then we donate zero. Commissioner Schulz seconded the Motion.

Roll Call

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

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Report of Plans for Opening Splashpad – Supt. of Recreation Tevsh noted now that we are open she has numbers for the Board. On Monday, we had a total of 209 people through the door, the second day there were 196, and on Memorial Day there were 169. She went through more figures on attendance and our capacities. They kept track of any comments made during this time. Commissioner Graves asked if there was anything that can be done to improve the shade. Supt. of Recreation Tevsh noted she is going to get the costs on an umbrella with a base. She went over more figures on the Community Center.

Deed of Gift to DeKalb County History Center - Director Gible noted this is a formality that we have someone taking care of our records. He met with Sarah Rex and Michelle Donahoe about a year ago to start a research project in preparation for our 100 year anniversary.

Motion

Commissioner Schulz moved to authorize the Deed of Gift for Photos from the Park District to the DeKalb County History Center. Commissioner Graves seconded the Motion.

Voice Vote

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

Public Input -

Motion

The Board adjourned the Regular Session at 7:55 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Schulz.

Voice Vote

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 4-0.

Respectfully Submitted

Jeanette Freeman
 Recording Secretary
 Sycamore Park District

DATE: 06/21/2018
 TIME: 09:29:24
 ID: AP450000.WOW
 1

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

PAGE: 1

FROM 05/22/2018 TO 06/21/2018

Interim

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
4IMPRINT	4IMPRINT	USA							
	ORD #16021357			06/12/18				687.14	687.14
	01	1000 MI CHALLENGE HATS	1012000046214		00002983	59298	06/12/18	687.14	407.20
	02	1000 MI CHALLENGE BOTTLES	1012000046214		00002983				248.44
	03	SHIPPING	1012000046214		00002983				31.50
								VENDOR TOTAL:	687.14
ACUSHNET	ACUSHNET	COMPANY							
	905743250			04/23/18				683.40	683.40
	01	TITTLEIST AVS GOLF BALLS	5010000001300		00002854	59279	06/11/18	683.40	666.00
	02	SHIPPING	5010000001300		00002854				17.40
	905938657			05/21/18				1,017.42	497.16
	01	SPECIAL ORDER SHRINERS BALLS	5010000001300		00002914	59304	06/15/18	1,017.42	492.00
	02	SHIPPING	5010000001300		00000000				5.16
	905970316			05/25/18				1,017.42	520.26
	01	FOOTJOY WINDSHIRT	5010000001301		00002964	59304	06/15/18	1,017.42	520.26
								VENDOR TOTAL:	1,700.82
ALL	ALL	STAR SPORTS INSTRUCTION							
	183107			05/18/18				2,958.00	2,958.00
	01	JUNIOR PROGRAMS	205550026128		00002974	59280	06/11/18	2,958.00	2,178.00
	02	LEAGUES	205550036128		00002974				780.00
								VENDOR TOTAL:	2,958.00
ARTHUR	ARTHUR	CLESEN, INC.							
	329892			05/01/18				7,085.77	4,041.00
	01	FUNG & HERB - GOLF	504100076507		00000000	59281	06/11/18	7,085.77	4,041.00
	333332			05/22/18				7,085.77	1,870.00
	01	FAIRWAY FERTILIZER	504100076506		00002939	59281	06/11/18	7,085.77	1,870.00
	333719			05/31/18				7,085.77	558.77
	01	WATER HOSE	504100076500		00002962	59281	06/11/18	7,085.77	144.77
	02	WETTING AGENT -GOLF	504100076507		00002962				414.00
	333853			06/04/18				7,085.77	616.00
	01	FUNGICIDE GOLF	504100076507		00002961	59281	06/11/18	7,085.77	616.00
								VENDOR TOTAL:	7,085.77
BANK	THE	BANK OF NEW YORK MELLON							
	SYCAMORE	17A-0618		04/18/18				141,037.50	141,037.50
								VENDOR TOTAL:	141,037.50

DATE: 06/21/2018
 TIME: 09:29:24
 ID: AP450000.MOM

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 05/22/2018 TO 06/21/2018

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SYCAMORE	17A-0618	01 ALT BOND INT	101000156900	04/18/18	00000000	59305	06/15/18	141,037.50	141,037.50
									141,037.50
		VENDOR TOTAL:						141,037.50	
BANN	BANNER UP SIGNS	65496		10/24/17	00002947	59249	05/24/18	421.00	140.00
		01 DIGITAL SIGN RT 64 PANELL	101500066405						140.00
		66218		03/07/18	00002941	59249	05/24/18	421.00	50.00
		01 PARK POND SIGNS	101500066405						50.00
		VENDOR TOTAL:						421.00	
BATTERIE	BATTERIES PLUS	66804		05/18/18	00002935	59249	05/24/18	421.00	175.00
		01 SPLASH FOUNTAIN RULES	101200046214						175.00
		66828		05/22/18	00002946	59249	05/24/18	421.00	56.00
		VENDOR TOTAL:						421.00	
BOPOLOGY	BOPOLOGY INC	297-P1736347		05/21/18	00002933	59282	06/11/18	74.90	74.90
		01 PROGATOR BATTERY	101500066402						74.90
		VENDOR TOTAL:						74.90	
BRIAN	BRIAN BEMIS AUTOMOTIVE GROUP	6-14-18 CONCERT		05/28/18	00000000	59268	06/05/18	1,000.00	1,000.00
		01 6-14-18 SUMMER CONCERT	206194006128						1,000.00
		VENDOR TOTAL:						1,000.00	
CEDAR	CEDAR RAPIDS TIRE	5620917		05/17/18	00002931	59283	06/11/18	541.61	541.61
		01 FORD PICKUP 3 ENGINE PULLEY	101500066402						541.61
		VENDOR TOTAL:						541.61	
CHICA	CHICAGO DISTRICT GOLF ASSOC.	714152		06/05/18	00002980	59284	06/11/18	126.39	126.39
		01 MOWER TIRES	101500066403						126.39
		VENDOR TOTAL:						126.39	
		VENDOR TOTAL:						1,696.00	

FROM 05/22/2018 TO 06/21/2018

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CHICTRI	2116-173	01 CDGA HANDICAP SERVICE	504000036127	06/11/18	00000000	59385	06/11/18	1,696.00	1,696.00
									1,696.00
									VENDOR TOTAL: 1,696.00
CHICTRI	003579406	01 TRIBUNE GOLF GUIDE 18	101200046208	05/16/18	00000000	59369	06/05/18	780.00	780.00
									780.00
									VENDOR TOTAL: 780.00
CITY		CITY OF SYCAMORE							
		SALES TAX MAY 18							
		01 CITY SALES TAX - CLUBHOUSE	303000116852	06/19/18	00000000	59321	06/19/18	302.00	302.00
		02 CITY SALES TAX - BB CONC	303300116852		00000000				153.00
		03 CITY SALES TAX - CATERING	303500116852		00000000				144.00
									5.00
									VENDOR TOTAL: 302.00
COMCA		COMCAST							
		0468024-0518							
		01 CABLE	207500096705	05/10/18	00000000	59322	06/19/18	796.76	660.38
		02 INTERNET	101000096706		00000000				315.52
		03 INTERNET	201000096706		00000000				172.43
									172.43
		0468768-0518							
		01 CABLE	303000096705	05/25/18	00000000	59322	06/19/18	796.76	136.38
		02 CABLE	504000096705		00000000				68.19
									68.19
									VENDOR TOTAL: 796.76
COMMO		COMMONWEALTH EDISON							
		060518							
		01 FOUNDERS PARK	101500096702	06/05/18	00000000	59323	06/19/18	24.69	24.69
									24.69
									VENDOR TOTAL: 24.69
DEK4		DEKALB COUNTY HEALTH DEPT.							
		2018 FOOD PERMITS							
		01 FOOD PERMITS	303000046210	05/23/18	00000000	59250	05/24/18	840.00	840.00
		02 FOOD PERMITS	303300046210		00000000				280.00
		03 FOOD PERMITS	303400046210		00000000				280.00
									280.00
									VENDOR TOTAL: 840.00

FROM 05/22/2018 TO 06/21/2018

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INVT. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	W-3326217								
		02 MILLER LITE	303000086634	06/07/18	00002988	59307	06/15/18	977.85	548.70
		03 MILLER HIGH LIFE	303000086634		00002988				156.00
		04 MIKES BLACK CHERRY	303000086635		00002988				12.80
		05 MIKES LEMONADE	303000086635		00002988				30.00
		06 KEG	303000086634		00002988				30.00
		07 FIRST CITY	303000086634		00002988				131.00
		08 KEG RETURN	303000086634		00002988				59.90
		09 DELIVERY CHARGE	303000086634		00002988				-30.00
									3.00
FRONTIER	FRONTIER							VENDOR TOTAL:	977.85
	052218								
		01 MAINT BLDG	101500096700	05/22/18	00000000	59325	06/19/18	183.85	183.85
		02 MAINT BLDG	504100096700		00000000				69.98
		03 POOL	518000096700		00000000				69.99
									43.88
HARRG	HARRIS GOLF CARS SALES & SERVI							VENDOR TOTAL:	183.85
	02-207662								
		01 CART REPAIR	504000066409	05/16/18	00000000	59389	06/11/18	461.14	461.14
									461.14
									461.14
HVVEE	HY-VEE ACCOUNTS RECEIVABLE							VENDOR TOTAL:	461.14
	189345-0518								
		01 CAKES-GRAND OPENING	101200046214	05/10/18	00000000	59252	05/24/18	256.73	256.73
		02 STAFF MEETING	101000046212		00000000				223.96
		03 STAFF MEETING	201000046212		00000000				16.39
									16.38
ILLAG	ILLINOIS DEPT OF AGRICULTURE							VENDOR TOTAL:	256.73
	3 YR PEST LISC - AC								
		01 PEST CONT LISC - AC	101000046207	06/15/18	00000000	59319	06/15/18	45.00	45.00
									45.00
KISH	KISHWAUKEE SPECIAL RECREATION							VENDOR TOTAL:	45.00
	2018-01								
		01 2018 CONTRIBUTION	221000116855	05/25/18	00000000	59290	06/11/18	8,776.32	8,776.32
									8,776.32
									8,776.32
KUNZ	KUNZ, TROY							VENDOR TOTAL:	8,776.32
	AUG 2018 DJ								
				05/14/18		59271	06/05/18	200.00	200.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	AUG 2018 DJ								
	01	DJ TEEN GYM JAM 8-8-18	206095206128	05/14/18	00000000	59271	06/05/18	200.00	200.00
								200.00	200.00
	DJ - POOL PARTY								
	01	DJ MIDDLE SCHOOL POOL PARTY	518000046216	06/12/18	00000000	59299	06/12/18	200.00	200.00
								200.00	200.00
								VENDOR TOTAL:	400.00
LEGA	LEGA, MARK								
	07-12-18 CONCERT								
	01	7-12-18 SUMMER CONCERT	206194006128	05/28/18	00000000	59272	06/05/18	1,000.00	1,000.00
								1,000.00	1,000.00
								VENDOR TOTAL:	1,000.00
LIBEAN	L.L. BEAN, INC								
	9018503188								
	01	2018 APPAREL ORDER	101200046215	05/03/18	00002950	59300	06/12/18	2,203.01	2,203.01
								2,203.01	2,203.01
								VENDOR TOTAL:	2,203.01
LOARRO	LOAR, ROB								
	7-19-18 CONCERT								
	01	7-12-18 SUMMER CONCERT	206194006128	05/28/18	00000000	59273	06/05/18	1,000.00	1,000.00
								1,000.00	1,000.00
								VENDOR TOTAL:	1,000.00
MEL	MELIN'S LOCK & KEY								
	21081								
	01	KEY COPIES -PRO SHOP	504000076500	05/14/18	00002934	59253	05/24/18	2,784.89	15.00
								15.00	15.00
	31718-10								
	01	LOCKS KEYED TO RA	711000207036	03/17/18	00000000	59253	05/24/18	2,784.89	2,769.89
								2,769.89	2,769.89
								VENDOR TOTAL:	2,784.89
MENA	MENARDS - SYCAMORE								
	76213-BALANCE								
	01	STEEL CART - SPORTS EQUIP. GYM 711000207036	00002676	03/09/18	00002676	59292	06/11/18	650.70	44.00
								44.00	44.00
	81493								
	01	CC - SHOWER MISC	207500076500	05/09/18	00000000	59292	06/11/18	650.70	53.01
								53.01	53.01
	81500								
	01	POOL ICE MACHINE PIPES	518100066401	05/09/18	00002891	59292	06/11/18	650.70	3.40
								3.40	3.40
								VENDOR TOTAL:	3.40

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 05/22/2018 TO 06/21/2018

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	81506	01 CABLE CLAMPS, WIRE - POND FOUN	504100076500	05/09/18	00002892	59292	06/11/18	650.70	37.51
	81607	01 FLOWERS SPORTS AND PARKS	101500076502	05/10/18	00002894	59292	06/11/18	650.70	145.65
	81669	01 FAUCET WASHERS CLUBHOUSE	101000066401	05/11/18	00002890	59292	06/11/18	650.70	1.18
	82216	01 GROUT, GRIP SAND, POOL	518100076500	05/17/18	00002925	59292	06/11/18	650.70	44.12
	82527	01 PAINT AND PRIMER-SALT SPREADER	101500066403	05/21/18	00002932	59292	06/11/18	650.70	14.62
	82593	01 NUTS AND BOLTS SHOP	101500076511	05/25/18	00002953	59292	06/11/18	650.70	8.17
	82612	01 MEASURE TAPES, FASTENERS	207500066401	05/22/18	00002955	59292	06/11/18	650.70	53.91
	82694	01 WIRE BASKET - SPLASH RECORDS	207500066401	05/23/18	00002954	59292	06/11/18	650.70	21.99
	82781	01 POOL - MISC	518100076500	05/24/18	00000000	59292	06/11/18	650.70	190.72
	83219	01 FASTENERS CC	207500076500	05/29/18	00002951	59292	06/11/18	650.70	5.93
	83342	01 POOL REPAIR PARTS	518100066410	05/30/18	00002976	59292	06/11/18	650.70	26.49
MILDA	MILLER, DAVID							VENDOR TOTAL:	650.70
	07-26-18	CONCERT		05/28/18		59274	06/05/18	1,200.00	1,200.00
	01	7-26-18 SUMMER CONCERT	206194006128		00000000				1,200.00
MMM SALE	MMM SALES & CONSULTING INC							VENDOR TOTAL:	1,200.00
	12980	01 BARNABY COUPON SP18	101200046208	05/21/18	00000000	59275	06/05/18	175.00	175.00
								VENDOR TOTAL:	175.00

FROM 05/22/2018 TO 06/21/2018

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

ITEM	DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
103796			05/30/18		59308	06/15/18	318.14	318.14
01	BALL MARK REPAIR TOOL REORDER	501000001306		00002965				214.50
02	CAP CLIPS	501000001306		00002965				59.60
03	BALL MARKER	501000001306		00002965				32.50
04	SHIPPING	501000001306		00000000				11.54
							VENDOR TOTAL:	318.14

ITEM	DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
052918			05/29/18		59326	06/19/18	1,536.76	1,536.76
01	MAINT BLDG	101500096703		00000000				125.12
02	MAINT BLDG	504100096703		00000000				125.11
03	POOL	518100096703		00000000				896.52
04	UPSTAIRS OFFICE	101000096703		00000000				31.15
05	ADMIN	101000096703		00000000				38.61
06	ADMIN	201000096703		00000000				38.62
07	PRO SHOP	504000096703		00000000				16.55
08	CLUBHOUSE	303000096703		00000000				16.55
09	PUMP HOUSE	504100096703		00000000				35.92
10	AIRPORT ROAD PROPERTY	207500096703		00000000				212.61
							VENDOR TOTAL:	1,536.76

ITEM	DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
17-680			05/14/18		59254	05/24/18	1,262.54	1,262.54
01	BASKETBALL AND PENS GOODIE BAG	101200046214		00002936				1,262.54
							VENDOR TOTAL:	1,262.54

ITEM	DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
7614			05/21/18		59293	06/11/18	111.65	111.65
01	WATER HAND PUMP	504100076500		00002944				46.65
02	GREEN LIQ. FERT	504100076506		00002944				65.00
							VENDOR TOTAL:	111.65

ITEM	DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
47907513			06/08/18		59309	06/15/18	1,918.91	1,495.06
01	20 OZ BOTTLE POP	303000086631		00002994				529.76
02	GATORADE	303000086631		00002994				86.52
03	5GAL BIB	303000086630		00002994				231.45
04	5GAL BIB	303400086630		00002994				231.45
05	3GAL BIB	303000086630		00002994				193.20
06	3GAL BIB	303400086630		00002994				144.90
							VENDOR TOTAL:	1,495.06

FROM 05/22/2018 TO 06/21/2018

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	5755618	09 HAMBURGER BUNS	303000086613	05/31/18	00002971	59312	06/15/18	3,344.63	892.77
		10 HOT DOGS 6/1	303000086615		00002971				27.44
		11 SOFT PRETZELS	303000086619		00002971				73.86
		12 POPCORN CHICKEN	303000086616		00002971				168.30
		13 COUPON HOT DOGS	303000086615		00002971				35.63
									-6.00
	5764697	01 GATORADE	303000086631	06/08/18	00002989	59312	06/15/18	3,344.63	819.84
		02 NACHO CHEESE	303000086620		00002989				243.38
		03 TORTILLA CHIPS	303000086620		00002989				113.66
		04 SOFT PRETZELS	303000086619		00002989				37.54
		05 BRATS	303000086615		00002989				112.20
		06 FUEL CHARGE	303000076500		00002989				306.56
									6.50
PRIN	PRINCIPAL LIFE GROUP							VENDOR TOTAL:	3,344.63
	JUNE 2018								
		01 DENTAL INSURANCE	101000106801	06/19/18	00000000	59327	06/19/18	1,393.89	1,393.89
		02 DENTAL INSURANCE	101500106801		00000000				263.14
		03 DENTAL INSURANCE	504100106801		00000000				53.87
		04 DENTAL INSURANCE	504000106801		00000000				165.77
		05 DENTAL INSURANCE	201000106801		00000000				138.14
		06 DENTAL INSURANCE	202100106801		00000000				407.86
		07 DENTAL INSURANCE	3030000106801		00000000				343.01
									22.10
RINGCEN	RINGCENTRAL INC.							VENDOR TOTAL:	1,393.89
	500279	01 MONTHLY SERVICE	101000096700	05/20/18	00000000	59328	06/19/18	966.29	966.29
		02 MONTHLY SERVICE	201000096700		00000000				483.14
									483.15
SECON	SECOND TIME AROUND							VENDOR TOTAL:	966.29
	06-28-18 CONCERT								
	01 6-28-18 SUMMER CONCERT		206194006128	05/28/18	00000000	59326	06/05/18	1,100.00	1,100.00
									1,100.00
SHAW	SHAW SUBURBAN MEDIA							VENDOR TOTAL:	1,100.00
	041810027030	01 MONTHLY BLINDER ADS	101200046209	04/30/18	00002937	59355	05/24/18	316.00	316.00
	051810027030			05/31/18		59329	06/19/18	427.62	427.62

FROM 05/22/2018 TO 06/21/2018

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

051810027030
 01 DIGITAL BLINDER 101200046209 05/31/18 00000000 59329 06/19/18 427.62 427.62
 02 MEETING CHANGE 101000046203 00000000 396.00
 03 MEETING CHANGE 201000046203 00000000 15.81
 00000000 15.81

STAPLES BUSINESS ADVANTAGE VENDOR TOTAL: 743.62

3377245066
 01 PAPER 101000046200 05/05/18 00000000 59256 05/24/18 183.28 150.93
 02 PAPER 201000046200 00000000 24.79
 03 SHREADER 101000046200 00000000 24.79
 04 MARKERS 101000046200 00000000 29.99
 05 MARKERS 201000046200 00000000 17.31
 06 DRY ERASE 207500046200 00000000 17.32
 07 LABEL TAPE 207500046200 00000000 18.98
 00000000 17.75

3377245067
 01 COIN ENVELOPES 101000046200 05/05/18 00000000 59256 05/24/18 183.28 14.76
 02 COIN ENVELOPES 201000046200 00000000 7.38
 00000000 7.38

377933064
 01 STAMP 101000046200 05/12/18 00000000 59256 05/24/18 183.28 17.59
 02 STAMP 207500046200 00000000 8.79
 00000000 8.80

SUP SUPERIOR BEVERAGE VENDOR TOTAL: 183.28

485432
 01 BUDWEISER 303000086634 05/30/18 00002970 59314 06/15/18 893.20 504.10
 02 BUD LIGHT 303000086634 00002970 61.40
 03 BUSCH LIGHT 303000086634 00002970 153.50
 04 BUSCH NA 303000086634 00002970 28.10
 05 MICHELOB ULTRA 303000086634 00002970 27.60
 06 SHOCK TOP 303000086634 00002970 35.00
 07 312 303000086634 00002970 16.70
 08 KEG 303000086634 00002970 47.80
 09 DELIVERY CHARGE 303000086634 00002970 131.00
 00002970 3.00

485513
 01 BUDWEISER 303000086634 06/06/18 00002987 59314 06/15/18 893.20 389.10
 02 BUD LIGHT 303000086634 00002987 30.70
 03 BUSCH LIGHT 303000086634 00002987 153.50
 04 SHOCK TOP 303000086634 00002987 56.20
 00002987 50.10

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	485513	05 312	303000086634	06/06/18	00002987	59314	06/15/18	893.20	389.10
		06 DELIVERY CHARGE	303000086634		00002987				95.60
									3.00
									VENDOR TOTAL: 893.20
SUPERIND		SUPERIOR INDUSTRIAL EQUIPMENT							
	18-1365	01 POOL-PUMP	701000207006	04/30/18	00000000	59301	06/12/18	5,366.38	5,366.38
									5,366.38
									VENDOR TOTAL: 5,366.38
SYCPK2		SYCAMORE PARK DISTRICT							
		POOL CONC BANK							
		01 POOL CONC BANK 2018	301000001010	05/30/18	00000000	59266	05/30/18	100.00	100.00
									100.00
									VENDOR TOTAL: 100.00
SYCPK3		SYCAMORE PARK DISTRICT							
		STORM BANK 2018							
		01 STORM BANK 2018	301000001010	06/18/18	00000000	59320	06/18/18	3,500.00	3,500.00
									3,500.00
									VENDOR TOTAL: 3,500.00
T0001541		ALTEPETER, DANIELLE							
		REFUND							
		01 REFUND	201000002150	06/11/18	00000000	59294	06/11/18	7.00	7.00
									7.00
									VENDOR TOTAL: 7.00
T0001543		GOLEMBIEWSKI, GWYN							
		06-08-18 PAYROLL							
		01 06-08-18 PAYROLL	101000003028	06/12/18	00000000	59297	06/12/18	129.17	129.17
									129.17
									VENDOR TOTAL: 129.17
T0001544		ANDERSON, KELLY							
		GOLF COACHES STIPEND							
		01 GOLF COACHES STIPEND	205550246128	06/12/18	00000000	59302	06/12/18	100.00	100.00
									100.00
									VENDOR TOTAL: 100.00
T0001545		RIVERA, SANDRA							
		REFUND							
		01 REFUND	201000002150	06/12/18	00000000	59303	06/12/18	62.00	62.00
									62.00
									VENDOR TOTAL: 62.00

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001546	ALEXANDER, SARAH								
		REFUND	201000002150	06/15/18	00000000	59315	06/15/18	50.00	50.00
		01 REFUND						50.00	
								VENDOR TOTAL:	50.00
T0001547	RAMER, ANN								
		REFUND	201000002150	06/15/18	00000000	59316	06/15/18	25.00	25.00
		01 REFUND						25.00	
								VENDOR TOTAL:	25.00
T0001548	GARCIA, SARAH								
		REFUND	201000002150	06/19/18	00000000	59330	06/19/18	50.00	50.00
		01 REFUND						50.00	
								VENDOR TOTAL:	50.00
TAYLORMA	TAYLOR MADE GOLF COMPANY INC								
		33199103	501000001302	05/10/18	00002938	59295	06/11/18	317.73	317.73
		01 SPEC ORDER DRIVER						317.73	
								VENDOR TOTAL:	317.73
THELIFE	THE LIFE GUARD STORE								
		INV693168	518000046215	05/23/18	00002948	59267	05/30/18	519.25	519.25
		01 SWIM SUITS						519.25	
								VENDOR TOTAL:	519.25
		INV699582	518000046215	05/30/18	00002958	59277	06/05/18	83.50	83.50
		01 SWIM SUITS						83.50	
								VENDOR TOTAL:	83.50
TIMECLOC	TIME CLOCK EXPRESS								
		52068	101000046200	05/18/18	00000000	59257	05/24/18	87.40	87.40
		01 TIMECARDS						43.70	
								VENDOR TOTAL:	43.70
		02 TIMECARDS	201000046200		00000000			43.70	
								VENDOR TOTAL:	87.40
TOUR	TOUR EDGE GOLF MFG. INC.								
		IN-01202952	501000001302	04/11/18	00002658	59296	06/11/18	48.50	48.50
		01 BACK ORDER PUTTER						41.00	
								VENDOR TOTAL:	41.00
		02 BO PUTTER SHIPPING	501000001302		00002658			7.50	
								VENDOR TOTAL:	7.50
								VENDOR TOTAL:	48.50

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SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
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USFOODS	US FOODS INC	2391847							
		01 ICE CREAM	3033000866626	06/05/18	00002972	59317	06/15/18	475.82	475.82
		02 CHIPS	303000086622		00002972				120.80
		03 CHICKEN STRIPS	303000086616		00002972				231.60
		04 CHICKEN BREAST	303000086616		00002972				25.38
		05 TABLE SANITIZER	303000076510		00002972				38.16
		06 POP LIDS	303400076550		00002972				38.18
07 POP LIDS	303000076550		00002972				10.85		

VERIZON VERIZON
9807298499

01 DATA PLAN	303000096700	05/15/18	00000000	59331	06/19/18	72.02	72.02	72.02
VENDOR TOTAL:							72.02	

VISA VISA CARDMEMBER SERVICE
050918

01 REFUND SALES TAX	2610000666405	05/09/18	00000000	59260	05/24/18	7,699.60	7,699.60	7,699.60
02 REFUND SALES TAX	711000207036		00000000					-2.89
03 WADERS-PLASTIC SHEET	101500076500		00000000					-10.83
04 SAW-PLIERS-FILE-BLADES	202100076512		00000000					83.14
05 DATA PLAN	303000096700		00000000					100.72
06 EMPLOYEE RECOGNITION	101000046213		00000000					79.29
07 EMPLOYEE RECOGNITION	201000046213		00000000					1,874.91
08 SPRING GOLF	101200046209		00000000					1,874.91
09 PATHWAY TOWELS	101200046214		00000000					1,584.00
10 ROPE ANCHORS	205662026216		00000000					678.21
11 RIBBON STREAMERS	205662086216		00000000					25.98
12 CLIP ART	101200046214		00000000					17.17
13 MESSAGE BOARDS	207500076500		00000000					79.00
14 CABLE REPAIR PARTS	101500076500		00000000					239.96
15 STEP STOOLS	711000207036		00000000					33.73
16 VENDING-REIMBURSED	101000003028		00000000					152.44
17 JUMP ROPES	205662026216		00000000					10.00
18 PARTY SUPPLIES	205011956216		00000000					94.85
19 paper towel dispenser	711000207036		00002850					21.00
20 WIPES DISP - FITNESS ROOM	711000207036		00000000					14.99
21 GARLIC BREAD	303500086640		00002870					264.67
22 HOT DOG BUNS	303000086615		00002870					5.98
23 GARLIC	303500086640		00002870					9.96
24 BREAD CELERY	303500086640		00002869					1.00
25 CHIPS	206194036216		00002869					4.77
VENDOR TOTAL:							14.32	

FROM 05/22/2018 TO 06/21/2018

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

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ITEM AMT
050918		26 HAMBURGER BUNS	303000086615	05/09/18	00002869	59260	05/24/18	7,699.60	7,699.60
		27 TOMATOES	303000086629		00002869			8.50	8.50
		28 ONIONS	206194036216		00002869			2.19	2.19
		29 TOMATOES	303500086640		00002869			1.89	1.89
		30 FITNESS ROOM IMPROVEMENTS	207000076500		00002869			2.20	2.20
		31 PHONE INSTALL	207500076500		00002869			115.58	115.58
		32 POSTAGE	201000046202		00002869			118.49	118.49
		33 POSTAGE	101000046202		00002869			24.70	24.70
		34 SNEAK PEEK SUPPLIES	101200046214		00002869			70.07	70.07
		35 FOOD & SUPPLIES MEETINGS	101000046212		00002869			30.00	30.00
		36 FOOD & SUPPLIES MEETINGS	201000046212		00002869			30.00	30.00
		37 FACEBOOK/MARKETING	101200046214		00002869			20.00	20.00

VISIONAR VISIONARY WEBWORKS VENDOR TOTAL: 7,699.60

VW-052418-16 01 WEB HOSTING 2018 Q3 201000036130 05/24/18 00002949 59278 06/05/18 225.00 225.00

WALM WALMART COMMUNITY/RFCSLLC VENDOR TOTAL: 225.00

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ITEM AMT
051618		01 COFFEE/TEA DISPR/TEA/ GALLEY	303000076550	05/16/18	00002867	59265	05/24/18	1,557.75	1,557.75
		02 COFFEE	303000086632		00002867			16.90	16.90
		03 HAMBURGER BUNS	303000086613		00002867			8.48	8.48
		04 HOT DOG BUNS	303000086615		00002867			1.76	1.76
		05 HOT DOG BUNS	303000086615		00002867			7.04	7.04
		06 BAGELS	303000086610		00002871			17.60	17.60
		07 LETTUCE/TOMATOES	303000086629		00002871			3.76	3.76
		08 CANDY	303000086624		00002862			5.47	5.47
		09 FRUIT SNACKS	303000086623		00002862			593.28	593.28
		10 GUM	303000086624		00002862			10.78	10.78
		11 COOKIES	303000086618		00002862			14.96	14.96
		12 CHEX MIX	303000086618		00002862			22.30	22.30
		13 NUTTY BARS	303000086618		00002862			12.28	12.28
		14 TRAIL MIX	303000086618		00002862			12.98	12.98
		15 CRACKERS	303000086618		00002862			6.48	6.48
		16 SLIM JIM	303000086623		00002862			20.64	20.64
		17 MUFFINS DANISH	303000086611		00002862			19.48	19.48
		18 CHIPS	303000086622		00002862			114.18	114.18
		19 SUB BUNS	303000086612		00002862			67.58	67.58
		20 LETTUCE	303000086629		00002862			13.44	13.44
		21 AIRHEADS	303300086624		00002862			5.88	5.88
		22 HAMBURGER BUNS	303000086613		00002864			121.80	121.80
								17.60	17.60

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	051618			05/16/18				1,557.75	
		23 HOT DOG BUNS	303000086615			59265	05/24/18	1,557.75	1,557.75
		24 LETTUCE/ONIONS	303000086629					26.40	26.40
		25 DISH BRUSH/SPONGE GALLEY	303000076551					5.20	5.20
		26 MR FREEZE	303300086626					7.25	7.25
		27 FISHING LURE?	303000076500					10.00	10.00
		28 DRYING DISH MAT	303300076551					4.74	4.74
		29 DRYING DISH MAT (GALLEY)	303000076551					5.94	5.94
		30 HORSERADISH	303000086635					2.97	2.97
		31 GRENADINE AND WORCHESHIRE	303000086635					1.96	1.96
		32 CINNAMON AND SUGAR	303300086629					6.74	6.74
		33 TEA BAGS	303000086630					3.94	3.94
		34 CREAMER	303300086632					1.94	1.94
		35 EGGS	303000086610					7.96	7.96
		36 BASTING BRUSH/SCISSORS	303300076500					4.74	4.74
		37 HOT DOG BUNS	303000086615					7.23	7.23
		38 LIMES	303000086636					0.96	0.96
		39 COFFEE	303000086632					8.48	8.48
		40 TOMATO JUICE	303000086635					14.80	14.80
		41 PLASTIC CONTAINERS	303300076550					19.88	19.88
		42 EGGS	303000086610					4.74	4.74
		43 ENGLISH MUFFINS	303000086610					2.28	2.28
		44 BAGELS	303000086610					3.08	3.08
		45 CREAMER	303000086632					2.48	2.48
		46 LETTUCE	303000086629					2.96	2.96
		47 MARINARA SAUCE	303000086629					3.00	3.00
		48 BASALMIC VINEGAR	303500086640					3.74	3.74
		49 HOT DOG BUNS	303000086615					24.64	24.64
		50 PLATES	206194036216					3.97	3.97
		51 HOT DOG BUNS	303000086615					17.60	17.60
		52 HOT DOG BUNS	303000086615					26.40	26.40
		53 HOT DOG BUNS	303000086615					26.40	26.40
		54 CREAMER/COFFEE	303000086632					21.12	21.12
		55 ONIONS	303000086629					3.44	3.44
		56 LETTUCE	303300086629					6.88	6.88
		57 TOMATOES	303000086629					2.96	2.96
		58 CAROTS	303300086623					2.24	2.24
		59 HOT CHOCOLATE	303300086632					19.52	19.52
		60 HAMBURGER BUNS	303000086613					17.60	17.60
		61 HOT DOG BUNS	303000086615					35.20	35.20
		62 HAMBURGER BUNS	303000086613					0.88	0.88
		63 HOT DOG BUNS	303000086615					9.68	9.68
		64 MISC CHARGE	101000056306					8.57	8.57
		65 MISC CHARGE	201000056306					8.57	8.57

VENDOR TOTAL: 1,557.75

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

ZEMANEK ZEMANEK, DAN
 7-5-18 CONCERT 01 7-5-18 CONCERT 206194006128 06/15/18 00000000 59318 06/15/18 350.00 350.00

VENDOR TOTAL: 350.00
 TOTAL --- ALL INVOICES: 216,206.76

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AFLAC	AFLAC	028478 01 PREMIUM JUNE	101000002006	06/12/18	00000000	59332	06/21/18	432.74	432.74
		VENDOR TOTAL:						432.74	432.74
AIRGAS	AIRGAS USA LLC	9953488789 01 WELDING TANK RENTAL	101500066401	05/31/18	00000000	59333	06/21/18	28.42	28.42
		VENDOR TOTAL:						28.42	28.42
ANCEL	ANCEL, GLINK - LAW OFFICES OF	64282 01 CORP MATTERS	101000036120	06/08/18	00000000	59334	06/21/18	2,887.50	2,887.50
		02 BRIDGE DAMAGE	101000036120		00000000			735.00	735.00
		VENDOR TOTAL:						2,887.50	2,887.50
ARCO	ARCO MECHANICAL EQUIP SALES	16780 01 SHOP CO2 DETECTION SYSTEM INSP	1015000056300	06/12/18	00000000	59335	06/21/18	715.00	715.00
		VENDOR TOTAL:						715.00	715.00
ARTHU	ARTHUR CLESEN, INC.	334024 01 GOLF INSECTICIDE	504100076507	06/07/18	00002995	59336	06/21/18	3,179.00	975.00
		02 PRE EMERGENT HERBICIDE	101500076507		00002995			498.00	477.00
		VENDOR TOTAL:						3,179.00	498.00
BANN	BANNER UP SIGNS	66927 01 NEW POOL SIGNS 2018	701000207006	06/04/18	00003000	59337	06/21/18	1,440.00	1,390.00
		66938 01 SPLASHPAD RULES AND L A L SIGN	711000207040	06/05/18	00003001	59337	06/21/18	1,440.00	50.00
		VENDOR TOTAL:						1,440.00	1,440.00
BARRACUD	BARRACUDA CREATIVE STUDIO	060118		06/01/18		59338	06/21/18	75.00	75.00

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	060118	01 JUN ADVERTISING	101200046209	06/01/18	00002982	59338	06/21/18	75.00	75.00
									75.00
									VENDOR TOTAL:
BEACON		BEACON ATHLETICS							75.00
	0485505-IN-FRT	01 FRT INV 0485505-IN	202100076500	02/23/18	00000000	59339	06/21/18	15.00	15.00
									15.00
									VENDOR TOTAL:
BURRI		BURRIS EQUIPMENT CO.							15.00
	PS16277	01 SPORTS PAINT SPRAYER PARTS	202100066402	05/24/18	00000000	59340	06/21/18	201.74	201.74
									201.74
									VENDOR TOTAL:
CARR		CARROT-TOP INDUSTRIES							201.74
	37593900	01 PARK FLAG	101500066404	03/02/18	00000000	59341	06/21/18	232.76	106.15
									106.15
	39154200	01 US FLAGS- COMM CTR/PARK	207500066401	06/11/18	00000000	59341	06/21/18	232.76	126.61
									126.61
									VENDOR TOTAL:
CENTURY		CENTURY PRINT & GRAPHICS							232.76
	364992IN	01 BLANK LETTERHEAD	201000046200	05/10/18	00000000	59342	06/21/18	60.00	60.00
		02 BLANK LETTERHEAD	101000046200		00000000				30.00
									30.00
									VENDOR TOTAL:
CINTA		CINTAS CORPORATION #355							60.00
	355555808	01 RAG & RUG SERVICE	201000056301	05/18/18	00000000	59345	06/21/18	241.60	20.48
		02 RAG & RUG SERVICE	207500056301		00000000				5.12
									15.36
									VENDOR TOTAL:
	355555809	01 RAG & RUG SERVICE	101500056301	05/18/18	00000000	59345	06/21/18	241.60	27.84
		02 RAG & RUG SERVICE	504100056301		00000000				9.75
		03 RAG & RUG SERVICE	201000056301		00000000				9.75
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
									4.17
									VENDOR TOTAL:
	355558997			05/25/18		59345	06/21/18	241.60	20.48

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
355558997		01 RAG & RUG SERVICE	201000056301	05/25/18	00000000	59345	06/21/18	241.60	20.48
		02 RAG & RUG SERVICE	207500056301		00000000				5.12
									15.36
355558998		01 RAG & RUG SERVICE	101500056301	05/25/18	00000000	59345	06/21/18	241.60	27.84
		02 RAG & RUG SERVICE	504100056301		00000000				9.75
		03 RAG & RUG SERVICE	201000056301		00000000				9.75
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
									4.17
355562192		01 RAG & RUG SERVICE	201000056301	06/01/18	00000000	59345	06/21/18	241.60	20.48
		02 RAG & RUG SERVICE	207500056301		00000000				5.12
									15.36
355562193		01 RAG & RUG SERVICE	101500056301	06/01/18	00000000	59345	06/21/18	241.60	27.84
		02 RAG & RUG SERVICE	504100056301		00000000				9.75
		03 RAG & RUG SERVICE	201000056301		00000000				9.75
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
									4.17
355565306		01 RAG & RUG SERVICE	201000056301	06/08/18	00000000	59345	06/21/18	241.60	20.48
		02 RAG & RUG SERVICE	207500056301		00000000				5.12
									15.36
355565307		01 RAG & RUG SERVICE	101500056301	06/08/18	00000000	59345	06/21/18	241.60	27.84
		02 RAG & RUG SERVICE	504100056301		00000000				9.75
		03 RAG & RUG SERVICE	201000056301		00000000				9.75
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
									4.17
355568459		01 RAG & RUG SERVICE	201000056301	06/15/18	00000000	59345	06/21/18	241.60	20.48
		02 RAG & RUG SERVICE	207500056301		00000000				5.12
									15.36
355568460		01 RAG & RUG SERVICE	101500056301	06/15/18	00000000	59345	06/21/18	241.60	27.84
		02 RAG & RUG SERVICE	504100056301		00000000				9.75
		03 RAG & RUG SERVICE	201000056301		00000000				9.75
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
									4.17
VENDOR TOTAL:									241.60
CINTA2	CINTAS CORP							852.93	852.93
				05/18/18		59346	06/21/18	852.93	852.93

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SYCAMORE PARK DISTRICT
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	84036359336			05/18/18		59346	06/21/18	852.93	852.93
	01	CC 1ST AID STOCK-DEFIB PADDLES	207500076513		00000000				552.93
	02	POOL 1ST AID STOCK-DEFIB PADDL	518000076513		00000000				300.00
									VENDOR TOTAL: 852.93
CITY2	CITY OF SYCAMORE								
	14205600/5650-0518			05/31/18		59347	06/21/18	265.93	265.93
	01	WATER/SEWER POOL	518100096704		00000000				265.93
									VENDOR TOTAL: 265.93
CMJ	CMJ TECHNOLOGIES, INC.								
	10557			05/08/18		59348	06/21/18	3,092.98	1,068.00
	01	LAPTOP - POOL	701000207004		00000000				1,068.00
									VENDOR TOTAL: 3,092.98
	10622			06/01/18		59348	06/21/18	3,092.98	638.00
	01	MONTHLY SERVICES	101000056304		00000000				319.00
	02	MONTHLY SERVICES	201000056304		00000000				319.00
									VENDOR TOTAL: 3,092.98
	10641			06/05/18		59348	06/21/18	3,092.98	1,386.98
	01	REPLACE FITNESS WORKSTATION	701000207004		00000000				1,386.98
									VENDOR TOTAL: 3,092.98
CRS	CRESCENT ELECTRIC SUPPLY CO.								
	S505088750.001			05/18/18		59349	06/21/18	41.23	41.23
	01	BALL DIAMOND LIGHTS PARTS	202100076526		00000000				41.23
									VENDOR TOTAL: 41.23
DYNEGY E	DYNEGY ENERGY SERVICES								
	138473618061			06/05/18		59351	06/21/18	6,863.73	6,863.73
	01	BB CONC	303300096702		00000000				157.19
	02	POOL	518100096702		00000000				800.60
	03	MAINTENANCE	101500096702		00000000				17.38
	04	MAINTENANCE	504100096702		00000000				17.38
	05	PUMP HOUSE	504100096702		00000000				299.39
	06	CART BLDG	504000096702		00000000				232.10
	07	CLUBHOUSE	303000096702		00000000				103.63
	08	PROSHOP	504000096702		00000000				103.63
	09	ADMIN	101000096702		00000000				241.79
	10	ADMIN	201000096702		00000000				241.79
	11	ELECTRONIC SIGN	101000096702		00000000				13.79

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

IN00173334
 01 POOL FIRE EXT INSP/SERV 518100066401 05/09/18 00000000 59355 06/21/18 617.00 69.00
 69.00
 IN00178056
 01 CC FIRE PANEL ALARM SERV/REPAIR 207500056300 06/04/18 00000000 59355 06/21/18 617.00 438.00
 438.00
 VENDOR TOTAL: 617.00

GRAINGER
 9783487540
 01 ICE MACHINE VALVE 303300066401 05/10/18 00000000 59356 06/21/18 2,048.64 569.08
 284.54
 02 CC AIR FILTERS 207500066401 00000000 59356 06/21/18 2,048.64 284.54
 VENDOR TOTAL: 617.00

9792891278
 01 CLUBHOUSE PLUMBING PARTS 101000066401 05/18/18 00002945 59356 06/21/18 2,048.64 131.89
 131.89
 9793587214
 01 BALL DIAMOND LIGHTS 202100076526 05/21/18 00002943 59356 06/21/18 2,048.64 333.60
 333.60
 9818070493
 01 SPORTS ICE MACHINE PARTS 303300066401 06/13/18 00002997 59356 06/21/18 2,048.64 270.91
 270.91
 9818232630
 01 SPORTS-ICE MACHINE CONTR BD 303300066401 06/14/18 00000000 59356 06/21/18 2,048.64 743.16
 743.16
 VENDOR TOTAL: 2,048.64

HALO HALOGEN SUPPLY COMPANY, INC.
 00518428
 01 POOL WATER TESTING KITS 518100076550 05/21/18 00000000 59357 06/21/18 488.36 391.09
 391.09
 00519835
 01 SHADE UMBRELLA POOL 518100076500 06/05/18 00000000 59357 06/21/18 488.36 97.27
 97.27
 VENDOR TOTAL: 488.36

HAWK HAWKINS INC
 4273592
 01 POOL CHEMICALS 518100076550 05/03/18 00000000 59358 06/21/18 2,301.67 999.44
 999.44
 4279601
 01 POOL CHEMICALS-ACID 518100076550 05/14/18 00000000 59358 06/21/18 2,301.67 1,171.00
 1,171.00
 4290444
 05/25/18 59358 06/21/18 2,301.67 131.23
 131.23
 VENDOR TOTAL: 488.36

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR #	4290444	01 POOL CHEMICALS-ACID	518100076550	05/25/18	00000000	59358	06/21/18	2,301.67	131.23
									131.23
VENDOR TOTAL: 2,301.67									
ILLINI SECURITY SYSTEMS, INC.	30819	01 ALARM SERVICE 7/15-10/14	101000056300	06/08/18	00000000	59359	06/21/18	303.75	303.75
		02 ALARM SERVICE 7/15-10/14	201000056300		00000000				151.87
	VENDOR TOTAL: 303.75								
	VENDOR TOTAL: 303.75								
INTEGRA BUSINESS SYSTEMS, INC.	INV83541	01 PRINTER/COPIER-ADMIN	101000056304	06/04/18	00000000	59360	06/21/18	196.90	79.71
		02 PRINTER/COPIER-ADMIN	201000056304		00000000				39.86
	INV83542	01 PRINTER/COPIER - CC	101000056304	06/04/18	00000000	59360	06/21/18	196.90	111.76
		02 PRINTER/COPIER - CC	201000056304		00000000				55.88
VENDOR TOTAL: 196.90									
JOHN JOHNSON SEAT & CANVAS SHOP	37664	01 POOL CAPITAL- MESH SCREEN	701000207006	05/10/18	00002577	59361	06/21/18	3,640.00	3,640.00
		02 POOL CAPITAL - INSTALLATION	701000207006		00002577				2,340.00
VENDOR TOTAL: 1,300.00									
KONE KONE INC.	949933450	01 ADJ PREPAID	201000001102	06/01/18	00000000	59362	06/21/18	2,017.66	2,017.66
		02 ANNUAL ELEVATOR	202500056300		00000000				24.50
VENDOR TOTAL: 3,640.00									
LAUTER LAUTERBACH & AMEN LLP	28602	01 2017 AUDIT	241000036122	05/10/18	00000000	59363	06/21/18	2,000.00	2,000.00
	VENDOR TOTAL: 2,000.00								
VENDOR TOTAL: 2,000.00									

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LOWE	LOWE'S								
	903117	01 PARK CAMS,	101500066401	05/15/18	00002929	59364	06/21/18	462.81	85.13 85.13
	903341	01 WATER HOSES	202100066404	05/09/18	00002889	59364	06/21/18	462.81	35.14 35.14
	903393	01 PAINT-SPORTS	202100076523	04/25/18	00002847	59364	06/21/18	462.81	50.99 50.99
	903453-2ND	01 ASPHALT BAGS	101500066406	05/03/18	00002877	59364	06/21/18	462.81	107.70 107.70
	907781	01 PIPE REPAIR PARTS SPORT CONCES	303300066401	04/25/18	00002840	59364	06/21/18	462.81	20.40 20.40
	920335	01 FLOWERS/SOIL PARK PRIDE	101500076502	05/04/18	00002882	59364	06/21/18	462.81	163.45 163.45
MAR	ARCH CHEM-MARINE BIOCHEM								
	93455695	01 PARKSIDE DR POND TRMNT-1ST	101500076504	05/01/18	00000000	59365	06/21/18	7,063.72	1,105.98 1,105.98
	93455695-2ND	01 PARKSIDE POND TRMNT-2ND PMT	101500076504	05/01/18	00000000	59365	06/21/18	7,063.72	1,105.99 1,105.99
	93499355	01 OLD MILL POND TREATMENT	101500076504	05/18/18	00000000	59365	06/21/18	7,063.72	1,050.00 1,050.00
	93503076	01 POND CONTROLLER	701000207005	05/18/18	00000000	59365	06/21/18	7,063.72	3,326.75 3,326.75
	93521589	01 FREEDOM DR POND TREATMENT	101500076504	05/24/18	00000000	59365	06/21/18	7,063.72	475.00 475.00
MEL	MELIN'S LOCK & KEY								
	21119	01 LOCKS - CC	711000207036	05/24/18	00000000	59366	06/21/18	857.23	857.23 857.23
MENNA	MENARDS - SYCAMORE								
	84411			06/12/18		59367	06/21/18	20.94	20.94 20.94
		VENDOR TOTAL:						857.23	857.23
		VENDOR TOTAL:						20.94	20.94

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	84411	01 COMM CENTER AIR FILTERS	207500066401	06/12/18	00002999	59367	06/21/18	20.94	20.94
								VENDOR TOTAL:	20.94
MROUT	MR OUTHOUSE								
	APRIL 2018								
		01 PORT-O-POTS - GOLF	504100056309	05/25/18	00000000	59368	06/21/18	1,470.00	1,470.00
		02 PORT-O-POTS - PARKS	101500056309		00000000			165.00	165.00
		03 PORT-O-POTS - SPORTS	202100056309		00000000			652.50	652.50
								VENDOR TOTAL:	1,470.00
MSC	MSC INDUSTRIAL SUPPLY CO								
	2112336001	01 SHOP-NUTS-BOLTS-DRILL BITS	101500076511	05/10/18	00000000	59369	06/21/18	54.29	54.29
								VENDOR TOTAL:	54.29
NATREC	NATIONAL RECREATION AND PARK								
	15608-2018								
		01 ANNUAL DUES	101000046204	06/01/18	00000000	59370	06/21/18	850.00	850.00
		02 ANNUAL DUES	201000046204		00000000			425.00	425.00
								VENDOR TOTAL:	850.00
PIO	PIONEER MFG/PIONEER ATHLETICS								
	INV677837								
		01 PAVEMENT PAINT-PARKING LINES	101500066406	05/11/18	00000000	59371	06/21/18	2,072.12	2,072.12
		02 USED PARKING LINE SPRAYER	101500066400		00000000			572.12	572.12
		03 USED PARKING LINE SPRAYER	202100066400		00000000			750.00	750.00
								VENDOR TOTAL:	2,072.12
PLUNKETT	PLUNKETT'S PEST CONTROL								
	5889973								
		01 PEST CONTROL	101000056300	03/20/18	00000000	59372	06/21/18	87.36	87.36
		02 PEST CONTROL	201000056300		00000000			43.68	43.68
								VENDOR TOTAL:	87.36
R&R	R & R PRODUCTS INC.								
	CD2239418								
		01 IRRIGATION PARTS - GOLF	504100076505	06/04/18	00000000	59373	06/21/18	101.28	101.28
								VENDOR TOTAL:	101.28

DATE: 06/21/2018
 TIME: 13:58:51
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

PAGE: 11

FROM 06/21/2018 TO 06/21/2018

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
SPEEC	375604	02 SALT	303300076500	06/13/18	00000000	59377	06/21/18	897.37	677.12 27.12
		VENDOR TOTAL: 897.37							
SPEEC	41985	01 STAFF TSHIRTS	101500046215	05/24/18	00000000	59378	06/21/18	459.00	459.00 459.00
		VENDOR TOTAL: 459.00							
STAPLES	3379121701	01 BUS CARDS- COPY PAPER	101000046200	05/26/18	00000000	59379	06/21/18	98.26	98.26
		02 BUS CARDS- COPY PAPER	201000046200		00000000				23.89
		03 DRY ERASE-MOUSE-BINDERS	207500046200		00000000				23.89 50.48
VENDOR TOTAL: 98.26									
SWEDELEC	7166	01 LOCATE LINES FOR SIGN INSTALL	207500056300	05/16/18	00000000	59380	06/21/18	370.13	111.00 111.00
		7171	01 SWITCH-CC FD	207500066401	05/16/18	00000000	59380	06/21/18	370.13
VENDOR TOTAL: 370.13									
SYC	25003	01 CONCERT EBLAST	101200046209	05/29/18	00002981	59381	06/21/18	100.00	100.00 100.00
		VENDOR TOTAL: 100.00							
TOTAL --- ALL INVOICES: 58,881.42									

Interim \$ 216,206.76
New \$ 58,881.42
Total \$ 275,088.18

To: Board of Commissioners

From: Jackie Hienbuecher

Subject: Monthly Report

Date: June 26, 2018

Administrative Initiatives (6/1/18 – 6/30/18)

- Attended scheduled Management Team and Board meetings.
- Reviewed documentation and finalized Comptroller Report with auditors and file with state.
- Reviewed cash flow projections for Action 2020 fund.
- Reviewed deposits for Community Center, Golf and Concessions, prepared general ledger journal entry to be posted.
- Performed second installment billing for Pathway Fitness memberships and passes. The June installment was for 73 households/114 individuals. These are increases over May by 27 and 38 respectively. The monthly installment was \$1,776 (\$702 increase) processed through credit cards and \$305 (\$30 increase) through ACH transactions. There have been a few credit cards not processed due to expiration dates or non-sufficient funds. I have had to follow up on these and process the transactions.
- Reviewed applications for financial assistance.
- Continued to review cash flow and transferred funds as needed.
- Continued to monitor new household accounts on Rectrac for residency.
- Transferred cost of goods sold in concessions (catering and sports complex) and pro shop.
- Participated in PDRMA PATH Essentials Webinar.
- Filed documentation with State of Illinois for unclaimed cash <\$100.

- Set up wire transfer for bond payment.
- Set up account with Physician's Intermediate Care to provide Occupational Health Services.
- Reviewed how to update credit card information in Rectrac. Provided instructions to staff.
- Met with Terri Gible regarding Capital Asset Update Project.
- Submitted audit to Standard & Poors.
- Provided KSRA with property tax installment documentation and processed payment.
- Finalized monthly allocation of 2018 budget and entered into MSI. Updated cash flow report with this data.
- Updated quarterly capital fund spreadsheet.
- Reviewed documentation and finalized Prevailing Wage Ordinance. To be filed with Il Dept of Labor and publish notice on our website.
- Completed PDRMA Annual Salary audit for the purpose of updating life insurance information.
- Assisted staff with technology problems. Coordinated assistance from CMJ to resolution.
- Performed criminal background checks on new hires.
- Prepared monthly sales tax return.
- Filed monthly unemployment report with the state.
- Filed monthly IMRF earnings and submitted payment.
- Attended Pumpkin Festival Committee meeting.

Administrative Initiatives (7/1/18 – 7/31/18)

- Attend Management Team and Board meetings.
- Prepare quarterly payroll taxes.
- File monthly Sales Tax Return.
- Review deposits for Community Center, Golf, Concessions, and Pool. Prepare journal entry to be posted.
- File monthly IMRF earnings and submit payment.
- File Prevailing Wage Ordinance with the IDOL and ensure publication on our website.
- Continue to review applications for financial assistance.
- Review and run installment billing for Pathway Fitness memberships/passes.
- Attend Pumpkin Festival Committee meeting.
- Wellness Ambassador Training.
- Establish Frontier contact to terminate phone numbers no longer needed.
- Continue to work with Sarah and Visionary Webworks on Employee Portal documents.
- Reconcile FSA accounts.
- Provide staff with current financial statements for review and highlight areas of concern.
- Work with Charitee to get our account up to date.
- Develop policy for Drivers Abstract.
- Perform criminal background check on any new hires.

- Transfer cost of goods sold in concessions (catering, sports complex, pool, beverage cart) and pro shop sales.
- Continue to review cash flow and opportunities to transfer funds to PFM/IPDLAF to increase earnings.
- Review purchasing card programs for possible implementation.
- Look into purchasing Finepoint software to allow staff to print accounting information to screen.
- Look into ATM options for clubhouse.
- Review outstanding accounts payable checks to determine validity. Review outstanding payroll checks.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Corporate Fund (10)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	<u>Variance</u>
Revenues									
Administration	137,344.00	141,723.09	3.2%	170,339.00	172,892.26	1.5%	1,331,721.00	153,947.75	12.3% (1)
Marketing	-	0.82			0.82		-	-	
Parks	2,018.00	1,784.21	-11.6%	2,018.00	1,784.21	-11.6%	14,207.00	1,665.27	7.1%
Total Revenues	139,362.00	143,508.12	3.0%	172,357.00	174,677.29	1.3%	1,345,928.00	155,613.02	12.3%
Expenses									
Administration	36,224.00	40,360.41	11.4%	188,709.00	171,036.96	-9.4% (2)	901,754.00	175,166.15	-2.4% (2)
Marketing	2,634.00	6,847.79		38,754.00	19,445.21	-49.8% (3)	77,704.00	12,872.32	51.1% (3)
Parks	25,043.00	17,263.26	-31.1%	92,102.00	71,168.65	-22.7% (4)	292,674.00	75,180.20	-5.3%
Total Expenses	63,901.00	64,471.46	0.9%	319,565.00	261,650.82	-18.1%	1,272,132.00	263,218.67	-0.6%
Total Fund Revenues	139,362.00	143,508.12	3.0%	172,357.00	174,677.29	1.3%	1,345,928.00	155,613.02	12.3%
Total Fund Expenses	63,901.00	64,471.46	0.9%	319,565.00	261,650.82	-18.1%	1,272,132.00	263,218.67	-0.6%
Surplus (Deficit)	75,461.00	79,036.66	4.7%	(147,208.00)	(86,973.53)	-40.9%	73,796.00	(107,605.65)	-19.2%

(1) 2018 Property Tax receipts greater than 2017 by 22.6% \$22,525. First installment in 2018 was 9.74% of total, 2017 was 8.21%, Total corporate property taxes for 2018 3.39% increase over 2017.

(2) Professional Services (legal/consulting) below budget 57.5% \$12,319, primarily timing. Education/Training higher in 2017 by 63.2% \$9,212 due to Vermont Systems new system training.

(3) Marketing of Legacy Campus in 2018 and timing of expenses for 2018.

(4) PT Wages below budget 41.1% \$10,998, balance timing in various expense categories.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended May 31, 2018

Recreation Fund (20)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	96,685.00	93,904.25	-2.88%	96,685.00	93,904.25	-2.88%	940,031.00	73,952.19	27.0% (1)
Sports Complex	2,250.00	6,502.28	188.99%	9,900.00	6,902.28	-30.28% (2)	44,867.00	10,760.00	-35.9% (2)
Sports Complex Maintenance	6,253.00	6,294.98	0.67%	6,253.00	6,294.98	0.67%	41,216.00	5,831.04	8.0%
Midwest Museum of Natural Hist	-	-		549.00	1,147.25	108.97%	2,195.00	618.95	85.4%
Programs-Youth	669.00	1,100.71	64.53%	2,473.00	2,820.71	14.06% (3)	3,519.00	9,959.81	-71.7% (3)
Programs-Tweens	400.00	-	-100.00%	600.00	-	-100.00% (3)	759.00	250.00	-100.0% (3)
Programs-Adult	1,078.00	1,177.57	9.24%	3,053.00	3,221.57	5.52% (3)	5,951.00	960.00	235.6% (3)
Programs-Family	-	-	#DIV/0!	-	-	#DIV/0! (3)	-	-	#DIV/0! (3)
Programs-Adult Athletic Leagues	49.00	48.23	-1.57%	49.00	48.23	-1.57% (3)	9,653.00	35.86	34.5% (3)
Programs-Youth Athletics	7,035.00	5,939.95	-15.57%	15,928.00	15,482.53	-2.80% (3)	34,697.00	18,270.50	-15.3% (3)
Programs-Fitness	1,856.00	1,028.52	-44.58%	3,796.00	5,803.92	52.90% (3)	7,848.00	4,761.59	21.9% (3)
Programs-Early Childhood	745.00	442.00	-40.67%	2,165.00	3,474.00	60.46% (3)	4,615.00	207.26	1576.2% (3)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0! (3)	-	-	#DIV/0! (3)
Programs-Dance	16.00	439.23	2645.19%	848.00	1,442.23	70.07% (3)	2,752.00	1,605.52	-10.2% (3)
Programs-Special Events	2.00	181.15	8957.50%	3,252.00	4,261.15	31.03% (3)	6,211.00	4,772.87	-10.7% (3)
Programs-Community Events	3,780.00	-	-100.00%	5,880.00	2,160.00	-63.27% (3)	14,620.00	3,800.00	-43.2% (3)
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (3)	-	640.00	-100.0% (3)
Brochure	-	-	#DIV/0!	-	-	#DIV/0!	7,350.00	4,650.00	-100.0% (2)
Fitness Room	12,038.00	13,545.83	12.53%	27,731.00	58,448.63	110.77% (4)	107,687.00	-	#DIV/0!
Community Center	2,770.00	4,428.86	59.89%	3,873.00	8,338.46	115.30% (5)	37,444.00	-	#DIV/0!
Total Revenues	135,626.00	135,033.56	-0.44%	183,035.00	213,750.19	16.78%	1,271,415.00	141,075.59	51.5%

(1) 2018 Property Tax receipts greater than 2017 by 24.4% \$16,970. First installment in 2018 was 9.74% of total, 2017 was 8.21%, Total recreation property taxes for 2018 4.86% increase over 2017.

(2) timing

(3) Revenue from programs greater than budget 1.76% \$670 and decreased 14.5%, \$6,549 compared to 2017.

(4) Compared to Budget/Compared to Annual Budget:

Pathway Fitness Membership	260.96% / 68.34%	Annual Budget = 55,409
Pathway Fitness Pass	135.31% / 35.43%	Annual Budget = 44,217
Track Only Pass	574.75% / 132.37%	Annual Budget = 3,300
Pre-pay Card	66.92% / 16.09%	Annual Budget = 553
Program Fees	0.00% / 0.00%	Annual Budget = 802
Daily Admission Fee	105.94% / 25.69%	Annual Budget = 1,736

(5) Compared to Budget/Compared to Annual Budget:

Open Gym Daily	124.67% / 20.22%	Annual Budget = 5,550
Open Gym Membership	192.12% / 30.99%	Annual Budget = 12,386
Rentals	no budget ytd / 24.88%	Annual Budget = 9,800

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Expenses											
Administration	37,559.00	41,912.87	11.59%	231,865.00	206,010.43	-11.15%	(1)	517,861.00	158,201.73	30.2%	(1)
Sports Complex	-	-	#DIV/0!	250.00	-	-100.00%		250.00	-	#DIV/0!	
Sports Complex Maintenance	35,148.00	37,476.42	6.62%	177,259.00	164,726.13	-7.07%	(2)	411,989.00	160,546.07	2.6%	
Midwest Museum of Natural Hist	813.00	1,679.75	106.61%	4,063.00	5,702.14	40.34%		9,750.00	10,889.13	-47.6%	(3)
Programs-Youth	96.00	180.26	87.77%	519.00	548.42	5.67%	(4)	2,744.00	2,612.13	-79.0%	(4)
Programs-Tweens	-	-	#DIV/0!	-	-	#DIV/0!	(4)	583.00	-	#DIV/0!	(4)
Programs-Adult	232.00	33.96	-85.36%	1,239.00	1,279.09	3.24%	(4)	4,298.00	563.96	126.8%	(4)
Programs-Family	-	-	#DIV/0!	-	-	#DIV/0!	(4)	-	-	#DIV/0!	(4)
Programs-Adult Athletic Leagues	-	-	#DIV/0!	2,113.00	2,106.76	-0.30%	(4)	4,774.00	1,690.23	24.6%	(4)
Programs-Youth Athletics	39.00	35.00	-10.26%	2,296.00	1,202.59	-47.62%	(4)	22,080.00	7,878.00	-84.7%	(4)
Programs-Fitness	316.00	770.42	143.80%	1,736.00	2,541.56	46.40%	(4)	4,105.00	1,948.41	30.4%	(4)
Programs-Early Childhood	664.00	-	-100.00%	1,269.00	1,305.00	2.84%	(4)	3,084.00	169.73	668.9%	(4)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0!	(4)	-	-	#DIV/0!	(4)
Programs-Dance	40.00	88.81	122.03%	662.00	419.86	-36.58%	(4)	1,574.00	783.29	-46.4%	(4)
Programs-Special Events	-	618.60	#DIV/0!	1,955.00	1,922.24	-1.68%	(4)	3,847.00	3,321.31	-42.1%	(4)
Programs-Community Events	8,340.00	395.18	-95.26%	9,495.00	1,968.18	-79.27%	(4)	30,142.00	6,750.00	-70.8%	(4)
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0!	(4)	-	952.33	-100.0%	(4)
Brochure	-	325.35	#DIV/0!	8,500.00	6,523.40	-23.25%		25,000.00	6,743.97	-3.3%	
Fitness Room	3,865.00	1,510.45	-60.92%	7,770.00	5,800.05	-25.35%		49,380.00	-	#DIV/0!	
Community Center	21,503.00	26,621.85	23.81%	52,224.00	60,118.76	15.12%	(5)	173,233.00	-	#DIV/0!	
Total Expenses	108,615.00	111,648.92	2.79%	503,215.00	462,174.61	-8.16%		1,264,694.00	363,050.29	27.3%	
Total Fund Revenues	135,626.00	135,033.56	-0.44%	183,035.00	213,750.19	16.78%		1,271,415.00	141,075.59	51.5%	
Total Fund Expenses	108,615.00	111,648.92	2.79%	503,215.00	462,174.61	-8.16%		1,264,694.00	363,050.29	27.3%	
Surplus (Deficit)	27,011.00	23,384.64	-13.43%	(320,180.00)	(248,424.42)	-22.41%		6,721.00	(221,974.70)	11.9%	

- (1) Wages/taxes less than budget 7.76% \$11,811 due to timing in hiring of staff. Compared to 2017 higher by 75.8% \$60,564 due to staff hiring. Timing of health ins, one month lag.
(2) timing of expenses
(3) Installed 2 new heat exchangers in 2017
(4) Expenses for programs are below budget 37.54% \$7,990 and decreased 50.2%, \$13,376 compared to 2017.
(5) Much of this budgeting was guesswork. Difference seems to be primarily timing. However, some expenses incurred for fitness room and other minor improvements that were not budgeted, approx \$5,000.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Donations (21)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	-	125.00	#DIV/0!	-	54,590.00	#DIV/0!	450,000.00	13,525.19	303.6%
Total Revenues		125.00	#DIV/0!	-	54,590.00	#DIV/0!	450,000.00	13,525.19	303.6%
Expenses									
Administration	-	-		-	-		450,000.00	-	#DIV/0!
Total Expenses	-	-		-	-		450,000.00	-	#DIV/0!
Total Fund Revenues	-	125.00	#DIV/0!	-	54,590.00	#DIV/0!	450,000.00	13,525.19	303.6%
Total Fund Expenses	-	-		-	-		450,000.00	-	#DIV/0!
Surplus (Deficit)	-	125.00	#DIV/0!	-	54,590.00	#DIV/0!	-	13,525.19	303.6%

Special Recreation (22)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	17,900.00	17,552.65	-1.94%	17,900.00	17,552.65	-1.94%	179,000.00	13,869.93	26.6%
Total Revenues	17,900.00	17,552.65	-1.94%	17,900.00	17,552.65	-1.94%	179,000.00	13,869.93	26.6%
Expenses									
Administration	9,117.00	-	-100.00%	9,784.00	81.12	-99.17% (2)	191,500.00	190,096.74	-100.0% (1)
Total Expenses	9,117.00	-	-100.00%	9,784.00	81.12	-99.17%	191,500.00	190,096.74	-100.0%
Total Fund Revenues	17,900.00	17,552.65	-1.94%	17,900.00	17,552.65	-1.94%	179,000.00	13,869.93	26.6%
Total Fund Expenses	9,117.00	-	-100.00%	9,784.00	81.12	-99.17%	191,500.00	190,096.74	-100.0%
Surplus (Deficit)	8,783.00	17,552.65	99.85%	8,116.00	17,471.53	115.27%	(12,500.00)	(176,226.81)	-109.9%

(1) Changed timing of KSRA payment and 2017 expenses for ADA improvements at pool.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Insurance (23)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	7,000.00	7,016.68	0.24%	7,000.00	7,016.68	0.24%	70,000.00	5,711.29	22.9%
Total Revenues	7,000.00	7,016.68	0.24%	7,000.00	7,016.68	0.24%	70,000.00	5,711.29	22.9%
Expenses									
Administration	-	-	#DIV/0!	1,250.00	-	-100.00%	65,738.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	1,250.00	-	-100.00%	65,738.00	-	#DIV/0!
Total Fund Revenues	7,000.00	7,016.68	0.24%	7,000.00	7,016.68	0.24%	70,000.00	5,711.29	22.9%
Total Fund Expenses	-	-	#DIV/0!	1,250.00	-	-100.00%	65,738.00	-	#DIV/0!
Surplus (Deficit)	7,000.00	7,016.68	0.24%	5,750.00	7,016.68	22.03%	4,262.00	5,711.29	22.9%

Audit (24)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	1,450.00	1,465.61	1.08%	1,450.00	1,465.61	1.08%	14,500.00	1,211.94	20.9%
Total Revenues	1,450.00	1,465.61	1.08%	1,450.00	1,465.61	1.08%	14,500.00	1,211.94	20.9%
Expenses									
Administration	-	-	#DIV/0!	12,500.00	12,500.00	0.00%	14,500.00	12,200.00	2.5%
Total Expenses	-	-	#DIV/0!	12,500.00	12,500.00	0.00%	14,500.00	12,200.00	2.5%
Total Fund Revenues	1,450.00	1,465.61	1.08%	1,450.00	1,465.61	1.08%	14,500.00	1,211.94	20.9%
Total Fund Expenses	-	-	#DIV/0!	12,500.00	12,500.00	0.00%	14,500.00	12,200.00	2.5%
Surplus (Deficit)	1,450.00	1,465.61	1.08%	(11,050.00)	(11,034.39)	-0.14%	-	(10,988.06)	0.4%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Paving & Lighting (25)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	10.00	17.48	74.80%	10.00	17.48	74.80%	100.00	56.61	-69.1%
Total Revenues	10.00	17.48		10.00	17.48		100.00	56.61	-69.1%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	(1) 21,000.00	-	#DIV/0!
Total Expenses	-	-		-	-		21,000.00	-	#DIV/0!
Total Fund Revenues	10.00	17.48	74.80%	10.00	17.48	74.80%	100.00	56.61	
Total Fund Expenses	-	-	#DIV/0!	-	-	#DIV/0!	21,000.00	-	
Surplus (Deficit)	10.00	17.48	74.80%	10.00	17.48	74.80%	(20,900.00)	56.61	

Park Police (26)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	10.00	17.48	74.80%	10.00	17.48	74.80%	100.00	106.71	-83.6%
Total Revenues	10.00	17.48		10.00	17.48		100.00	106.71	-83.6%
Expenses									
Administration	-	253.57	#DIV/0!	-	253.57	#DIV/0!	3,000.00	-	#DIV/0!
Total Expenses	-	253.57		-	253.57		3,000.00	-	#DIV/0!
Total Fund Revenues	10.00	17.48	74.80%	10.00	17.48	74.80%	100.00	106.71	-83.6%
Total Fund Expenses	-	253.57	#DIV/0!	-	253.57	#DIV/0!	3,000.00	-	
Surplus (Deficit)	10.00	(236.09)	-2460.90%	10.00	(236.09)	-2460.90%	(2,900.00)	106.71	-321.2%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

IMRF (27)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	9,100.00	8,868.60	-2.54%	9,100.00	8,868.60	-2.54%	91,000.00	6,817.72	30.1%
Total Revenues	9,100.00	8,868.60	-2.54%	9,100.00	8,868.60	-2.54%	91,000.00	6,817.72	30.1%
Expenses									
Administration	13,562.00	13,330.90	-1.70%	13,562.00	13,330.90	-1.70%	95,462.00	11,512.01	15.8%
Total Expenses	13,562.00	13,330.90	-1.70%	13,562.00	13,330.90	-1.70%	95,462.00	11,512.01	15.8%
Total Fund Revenues	9,100.00	8,868.60	-2.54%	9,100.00	8,868.60	-2.54%	91,000.00	6,817.72	30.1%
Total Fund Expenses	13,562.00	13,330.90	-1.70%	13,562.00	13,330.90	-1.70%	95,462.00	11,512.01	15.8%
Surplus (Deficit)	(4,462.00)	(4,462.30)		(4,462.00)	(4,462.30)		(4,462.00)	(4,694.29)	

Social Security (28)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	9,900.00	9,645.29	-2.57%	9,900.00	9,645.29	-2.57%	99,000.00	6,852.02	40.8%
Total Revenues	9,900.00	9,645.29	-2.57%	9,900.00	9,645.29	-2.57%	99,000.00	6,852.02	40.8%
Expenses									
Administration	14,851.00	14,596.43	-1.71%	14,851.00	14,596.43	-1.71%	103,108.00	10,925.04	33.6%
Total Expenses	14,851.00	14,596.43	-1.71%	14,851.00	14,596.43	-1.71%	103,108.00	10,925.04	33.6%
Total Fund Revenues	9,900.00	9,645.29	-2.57%	9,900.00	9,645.29	-2.57%	99,000.00	6,852.02	40.8%
Total Fund Expenses	14,851.00	14,596.43	-1.71%	14,851.00	14,596.43	-1.71%	103,108.00	10,925.04	33.6%
Surplus (Deficit)	(4,951.00)	(4,951.14)		(4,951.00)	(4,951.14)		(4,108.00)	(4,073.02)	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Concessions (30)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Clubhouse Concessions	9,121.00	10,124.13	11.00%	13,636.00	14,272.68	4.67%	77,231.00	12,555.16	13.7%
Beverage Cart	-	-	#DIV/0!	-	-	#DIV/0!	13,844.00	220.40	-100.0%
Sports Complex Concessions	7,854.00	8,133.81	3.56%	10,829.00	11,041.56	1.96%	39,365.00	11,209.69	-1.5%
Pool Concessions	-	-	#DIV/0!	-	-	#DIV/0!	7,822.00	-	#DIV/0!
Catering	885.00	953.65	7.76%	5,035.00	6,341.28	25.94% (1)	17,092.00	3,695.37	71.6% (1)
Total Revenues	17,860.00	19,211.59	7.57%	29,500.00	31,655.52	7.31%	155,354.00	27,680.62	14.4%
Expenses									
Clubhouse Concessions	10,424.00	15,571.92	49.39%	30,431.00	28,554.87	-6.17%	96,337.00	23,224.89	22.9% (2)
Beverage Cart	-	-	#DIV/0!	-	-	#DIV/0!	9,654.00	57.19	-100.0%
Sports Complex Concessions	5,138.00	6,053.01	17.81%	8,575.00	7,379.24	-13.94%	30,485.00	8,496.25	-13.1%
Pool Concessions	-	280.00	#DIV/0!	-	324.63	#DIV/0!	7,152.00	362.01	-10.3%
Catering	257.00	310.41	20.78%	966.00	1,265.19	30.97% (1)	4,342.00	425.76	197.2% (1)
Total Expenses	15,819.00	22,215.34	40.43%	39,972.00	37,523.93	-6.12%	147,970.00	32,566.10	15.2%
Total Fund Revenues	17,860.00	19,211.59	7.57%	29,500.00	31,655.52	7.31%	155,354.00	27,680.62	14.4%
Total Fund Expenses	15,819.00	22,215.34	40.43%	39,972.00	37,523.93	-6.12%	147,970.00	32,566.10	15.2%
Surplus (Deficit)	2,041.00	(3,003.75)	-247.17%	(10,472.00)	(5,868.41)	-43.96%	7,384.00	(4,885.48)	20.1%

(1) Increased room rental with catering in 2018.

(2) Concessions manager now Recreation Specialist (FT) worked more hours prior to FT due to upcoming opening of Community Center. 60% of salary going to concessions/40% recreation.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Developer Contributions (32)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	-	1,399.00	#DIV/0!	7,500.00	9,451.00	26.01%	30,000.00	5,230.10	80.7%
Total Revenues	-	1,399.00		7,500.00	9,451.00		30,000.00	5,230.10	80.7%
Expenses									
Administration	-	-		-	-		40,000.00	91,707.30	-100.0% (1)
Total Expenses	-	-		-	-		40,000.00	91,707.30	-100.0%
Total Fund Revenues	-	1,399.00		7,500.00	9,451.00		30,000.00	5,230.10	80.7%
Total Fund Expenses	-	-		-	-		40,000.00	91,707.30	-100.0%
Surplus (Deficit)	-	1,399.00		7,500.00	9,451.00		(10,000.00)	(86,477.20)	-110.9%

(1) 2017 included expenses for entry park

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Golf Course (50)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Golf Operations	37,705.00	54,921.04	45.7%	161,430.00	164,084.17	1.6% (1)	480,199.00	154,566.34	6.2% (2)
Golf Maintenance	2,975.00	2,574.94	-13.4%	2,975.00	2,574.94	-13.4%	20,736.00	2,618.92	-1.7%
Total Revenues	40,680.00	57,495.98	41.3%	164,405.00	166,659.11	1.4%	500,935.00	157,185.26	6.0%
Expenses									
Golf Operations	17,905.00	21,496.50	20.1%	72,029.00	69,315.96	-3.8%	227,977.00	68,785.31	0.8%
Golf Maintenance	22,940.00	22,604.25	-1.5%	95,783.00	83,796.21	-12.5% (3)	272,781.00	87,013.91	-3.7% (4)
Total Expenses	40,845.00	44,100.75	8.0%	167,812.00	153,112.17	-8.8%	500,758.00	155,799.22	-1.7%
Total Fund Revenues	40,680.00	57,495.98	41.3%	164,405.00	166,659.11	1.4%	500,935.00	157,185.26	6.0%
Total Fund Expenses	40,845.00	44,100.75	8.0%	167,812.00	153,112.17	-8.8%	500,758.00	155,799.22	-1.7%
Surplus (Deficit)	(165.00)	13,395.23	-8218.3%	(3,407.00)	13,546.94	-497.6%	177.00	1,386.04	877.4%

(1) Daily Greens Fees +22.91% \$5,354
Golf Events & Misc -1.72% \$165
Carts +25.5% \$4,131
Season passes -11.63% -\$11,292
Pro shop sales +34.82% \$4,591

(2) Daily Greens Fees +27.61% \$6,217
Golf Events & Misc +3.46% \$315
Carts +31.9% \$4,917
Season passes -7.41% -\$6,875
Pro shop sales +38.68% \$4,958

(3) Part-time Maintenance Wages currently below budget 4.4% \$10,905

(4) Health Insurance Premiums lower in 2018 31.1% \$4,965 due to one less FT position.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Aquatics (51)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Pool	7,764.00	7,826.31	0.8%	20,435.00	19,391.31	-5.1%	70,747.00	8,241.88	135.3%
Swim Lessons	3,842.00	6,869.33	78.8%	8,357.00	13,851.33	65.7%	13,966.00	7,423.10	
Splashpad	-	1,849.00	#DIV/0!	-	1,849.00	#DIV/0!	5,213.00	-	#DIV/0!
Total Revenues	11,606.00	16,544.64	42.6%	28,792.00	35,091.64	21.9%	89,926.00	15,664.98	124.0% (2)
Expenses									
Pool	2,391.00	2,375.33	-0.7%	3,212.00	3,145.64	-2.1%	50,042.00	3,783.08	-16.8%
Aquatics Maintenance	5,250.00	2,279.89	-56.6%	8,620.00	4,012.54	-53.5%	30,350.00	10,002.86	-59.9%
Swim Lessons	266.00	45.26	-83.0%	266.00	45.26	-83.0%	8,991.00	94.43	
Splashpad	-	-	#DIV/0!	-	-	#DIV/0!	360.00	-	#DIV/0!
Total Expenses	7,907.00	4,700.48	-40.6%	12,098.00	7,203.44	-40.5%	89,743.00	13,880.37	-48.1%
Total Fund Revenues	11,606.00	16,544.64	42.6%	28,792.00	35,091.64	21.9%	89,926.00	15,664.98	124.0%
Total Fund Expenses	7,907.00	4,700.48	-40.6%	12,098.00	7,203.44	-40.5%	89,743.00	13,880.37	-48.1%
Surplus (Deficit)	3,699.00	11,844.16	220.2%	16,694.00	27,888.20	67.1%	183.00	1,784.61	1462.7%

(1) Season passes -4.38% -\$893

Swim Lessons +65.87% \$5,500

(2) Season passes +138.03% \$11,301

Swim Lessons +86.7% \$6,432

(3) Timing

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Debt Service (60)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	60,200.00	59,187.46	-1.7%	60,200.00	59,187.46	-1.7%	602,000.00	48,957.40	20.9%
Total Revenues	60,200.00	59,187.46	-1.7%	60,200.00	59,187.46	-1.7%	602,000.00	48,957.40	20.9%
Expenses									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	601,642.00	-	#DIV/0!
Total Expenses	-	-		-	-		601,642.00	-	#DIV/0!
Total Fund Revenues	60,200.00	59,187.46	-1.7%	60,200.00	59,187.46	-1.7%	602,000.00	48,957.40	20.9%
Total Fund Expenses	-	-		-	-		601,642.00	-	#DIV/0!
Surplus (Deficit)	60,200.00	59,187.46	-1.7%	60,200.00	59,187.46	-1.7%	358.00	48,957.40	20.9%

Capital Projects (70)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	-	-	#DIV/0!	-	-	#DIV/0!	538,000.00	1,132.39	-100.0%
Total Revenues	-	-	#DIV/0!	-	-	#DIV/0!	538,000.00	1,132.39	-100.0%
Expenses									
Administration	41,750.00	8,141.34	-80.5%	126,650.00	41,688.07	-67.1%	685,745.00	162,376.77	-74.3%
Total Expenses	41,750.00	8,141.34	-80.5%	126,650.00	41,688.07	-67.1%	685,745.00	162,376.77	-74.3%
Total Fund Revenues	-	-		-	-	#DIV/0!	538,000.00	1,132.39	-100.0%
Total Fund Expenses	41,750.00	8,141.34	-80.5%	126,650.00	41,688.07	-67.1%	685,745.00	162,376.77	-74.3%
Surplus (Deficit)	(41,750.00)	(8,141.34)	-80.5%	(126,650.00)	(41,688.07)	-67.1%	(147,745.00)	(161,244.38)	-74.1%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2018

Action 2020 (71)

<u>Department</u>	<u>May Budget</u>	<u>May Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2017 YTD Actual</u>	
Revenues									
Administration	625.00	7,025.48	1024.1%	3,125.00	7,025.48	124.8%	7,172,500.00	7,091,427.82	-99.9%
Total Revenues	625.00	7,025.48	1024.1%	3,125.00	7,025.48	124.8%	7,172,500.00	7,091,427.82	-99.9%
Expenses									
Administration	330,000.00	295,509.61	-10.5%	2,206,000.00	1,934,247.10	-12.3%	2,964,632.00	599,855.88	222.5%
Total Expenses	330,000.00	295,509.61	-10.5%	2,206,000.00	1,934,247.10	-12.3%	2,964,632.00	599,855.88	222.5%
Total Fund Revenues	625.00	7,025.48		3,125.00	7,025.48	124.8%	7,172,500.00	7,091,427.82	-99.9%
Total Fund Expenses	330,000.00	295,509.61	-10.5%	2,206,000.00	1,934,247.10	-12.3%	2,964,632.00	599,855.88	222.5%
Surplus (Deficit)	(329,375.00)	(288,484.13)	-12.4%	(2,202,875.00)	(1,927,221.62)	-12.5%	4,207,868.00	6,491,571.94	-129.7%
Total Fund Revenues	451,329.00	484,114.62		694,284.00	796,671.48	14.7%	12,609,758.00	7,692,118.59	
Total Fund Expenses	646,367.00	578,968.80	-10.4%	3,427,259.00	2,938,362.16	-14.3%	8,511,624.00	1,907,188.39	
Surplus (Deficit)	(195,038.00)	(94,854.18)	-51.4%	(2,732,975.00)	(2,141,690.68)	-21.6%	4,098,134.00	5,784,930.20	

Sycamore Park District
Fund Balances
Period ended May 31, 2018

	1/1/2018	Revenues	Expenses	5/31/2018	5/31/2018 Cash balance
10 Corporate	531,988.24	174,677.29	261,650.82	445,014.71	442,210.54
20 Recreation	287,316.52	213,750.19	462,174.61	38,892.10	53,575.85
21 Donations	8,107.93	54,590.00	-	62,697.93	62,697.93
22 Special Recreation	26,478.75	17,552.65	81.12	43,950.28	43,950.28
23 Insurance	24,448.14	7,016.68	-	31,464.82	31,464.82
24 Audit	13,683.30	1,465.61	12,500.00	2,648.91	2,648.91
25 Paving & Lighting	22,202.73	17.48	-	22,220.21	22,220.21
26 Park Police	4,349.07	17.48	253.57	4,112.98	4,112.98
27 IMRF	4,462.30	8,868.60	13,330.90	0.00	0.00
28 Social Security	4,951.14	9,645.29	14,596.43	0.00	0.00
30 Concessions	33,906.75	31,655.52	37,523.93	28,038.34	24,583.17
32 Developer Contributions	915.88	9,451.00	-	10,366.88	10,366.88
60 Debt Service	57,335.04	59,187.46	-	116,522.50	116,522.50
70 Capital Projects	471,064.86	-	41,688.07	429,376.79	429,376.79
71 Action 2020	936,558.52	7,025.48	1,934,247.10	-990,663.10	-422,808.04
Total governmental fund balance	2,427,769.17	184,796.23	1,132,863.51	1,479,701.89	931,402.39
50 Golf Course Net Assets	140,026.35 <u>-234,897.00</u>	166,659.11	153,112.17	153,573.29 <u>-234,897.00</u>	-25,388.54
	-94,870.65			-94,348.94	
51 Aquatics Net Assets	430,256.55 <u>-431,251.00</u>	35,091.64	7,203.44	458,144.75 <u>-431,251.00</u>	26,548.59
	-994.45			15,049.59	
Total proprietary funds Net assets	570,282.90 <u>-666,148.00</u>	127,710.13	111,144.38	586,848.65 <u>-666,148.00</u>	
Proprietary funds minus net assets	-95,865.10			-79,299.35	
	2,331,904.07			1,400,402.54	912,284.75

Summary of depository accounts as of 6/21/2018

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First National Bank	-	0	0
First Midwest Bank	835,061.83	1.73	4518.77
Resource Bank	32,525.61	0.37	543.14
IPDLAF	170,592.25	1.77	3030.77
*DCCF - Action 2020	431,623.09		
*DeKalb Co. Community Foundation	18,054.10		36.48

* As of 4/30/18 per DCCF. In June, \$424,322.97 was transferred from the DCCF account to First Midwest Bank.

To: Board of Commissioners
From: Theresa Tevsh
Subject: Monthly Report
Date: June 20, 2018, 2018

Administrative Initiatives (6/1/18-6/30/18)

Theresa Tevsh, Superintendent of Recreation

- Attended splash pad training with Vortex June 5th.
- Conducted a tour of the facility for Chamber members on June 5th
- Attended management team meetings.
- Coordinated the Splash Fountain ribbon cutting event with the Kiwanis Club and First Midwest bank on June 12th.
- Met with Harold Overton to discuss details of having a wood carving club meet at the Community Center once a month. The club would offer free demonstrations throughout the year.
- Attended KSRA meeting. Executive Director, Julie Eggleston announced her resignation to the board. She has accepted a teaching position with Western Illinois University. KSRA has posted the open position and will try to fill the position by Julie's last day of August 1.
- Conducted a tour of the community center for the Rotary Club on June 13.
- Assisted Sarah Rex, Recreation and Marketing Supervisor, at the summer concert Series on June 7, 14.
- Father's Day at Splash Fountain – just like the pool, Splash Fountain allowed dad's in for Free on June 17. We had 14 Fathers in attendance.

- The Recreation team began planning for Fall programs and coordinating facility use with KSRA programs and upcoming rental requests. The Touch A Truck event will be held in October to fill a gap in special events that the park districts offers throughout the year. The goal is to have at least one special event per month. The concert and Fireworks will still be held in September. The Fireworks show was sent to several vendors for quotes in May (see Sarah Rex Report).
- Toured the Midwest Museum of Natural History with their staff and some behind the scenes areas of the building. I will be considering taking on a board position.
- SYCOS Girls Softball held their team photos in the Gym on June 19th.
- Assisted Erin Tamms of Family Service Agency to plan an Open House for Club 55 on June 25th from 11-1pm. The Open House will welcome new members and have staff available for questions and suggestions for new program ideas. By observation, it appears the attendance has grown from when it was at the clubhouse. Especially the free exercise classes. Club 55 has requested a larger space in case the class gets larger.
- Will volunteer at the Kiwanis Craft Beer and Brat fest on June 30th.
- 38 Discounted Aquatic passes have been redeemed by Sycamore students participating in the School District Lunch Program.
- 23 Sycamore residents have received discounted Aquatic passes through the Park District Scholarship program.
- 20, Two for One coupons have been turned in for use at Splash Fountain
- See attached RecTrac report for Aquatic Passes and Fitness Memberships

Sarah Rex, Recreation and Marketing Supervisor

- Kicked off the Movies in the Park series on Friday, June 1. Roughly 275 in attendance.
- Kicked off the Summer Concert Series on Thursday, June 7. Roughly 350-400 in attendance.
- Met with Spartan TV Coordinators about the District's participation in providing content for the public access TV station.
- Designed and developed content for the Fall 2018 brochure.
- Attended committee meeting for the Sycamore Kiwanis Craft Beer and Brat Festival and will be at the event on June 30.
- Collected quotes for Fireworks show in September. Chose Mad Bomber's proposal as they had the longest duration and most shells (by far). The company also has a long history of providing great service and high-quality performances to the District. Melrose Pyrotechnics and Central States Fireworks submitted quotes as well.

Lisa Metcalf, Recreation Supervisor

- Attended Weekly Management Team Meetings.
- The Community Pool opened June 2. Over the weekend, 114 people came to the pool and we made \$675.50 in sales.
- The Golf Camp had 19 kids enrolled.
- Attended the Cubs vs. Brewers Special Event. Our net was \$1,327.
- The first sessions of Swim Lessons started with 50 kids in the two evening lessons, and 76 in the two morning lessons.
- Studio Art Camp was successful with 13 kids registered.
- The first Middle School Pool party was a success with 144 kids attending. Our net was around \$335.

- Approximately 12 kids are attending the Pool Side Play Days on Wednesday evenings. They participate in activities like Cannon Ball Contests, Penny Dives, and Deck Art.
- Approximately 30 Fathers attended the Community Pool on Father's Day and got in for free.
- Planned for Fall Programs and Activities.

Melissa Dobberstein, Recreation Specialist

- The first Movie in the Park on June 1st sold \$71 in concessions. Great turnout.
- Held our first official birthday party. It was a Splash Fountain for a one year old, had second party right behind it. My new staff did a great job on it. Kids and parents had a great time.
- Had first Princess Party in birthday room and gym. Went amazing, birthday child had a great time. She loved everything about it. Decorated crowns, pirate hats for the boys, did great princess themed activities in the gym. Again, staff did above and beyond. Went very well.
- Booked five more different parties and a couple of room rentals.
- Had four room rentals for parties, that they all loved.
- Had first official Splash Fountain private rental plus room rental. Very cold but they all loved it. Had great reviews.
- Booked gymnasium for a soccer clinic due to the inclement weather.
- Booked three parties so far for July.
- Have our first Sports Themed party coming up on Sunday.

- Did two Concerts in the Park so far. Great concession numbers. \$685 and \$548
- Pool concessions have started and now with warmer weather have been profitable.
- Sports Complex concessions have been outstanding.
- Getting ready for Storm Dayz Tournament this coming weekend.
- Completed first golf outing. Shriners. Broke my goal of \$2000 for the day.

Administrative Initiatives (7/1/18-7/31/18)

Theresa Tevsh, Superintendent of Recreation

- Will work on a community survey to gain input for future programming of the district for 2019.
- Will attend management team meetings.
- Will organize July 22 Open House event at the Community Center from 1-4pm
- Will attend KRSA Board meeting and interviews for Executive Director candidates.
- Will attend the NWIAPR meeting and Golf outing on July 19.
- Will assist Hillary Alton, Summer Intern, to kick off the 1000-mile walking challenge, and promote it to our members.

Sarah Rex, Recreation and Marketing Supervisor

- Designed and developed content for the Fall 2018 brochure.
- Will promote District proclamation, events and services in celebration of National Park and Recreation Month.

Lisa Metcalf, Recreation Supervisor

- Will attend Weekly Management Team Meetings.
- Will continue to proof the Fall Brochure to get it ready for the printer.
- Will input all Fall programs into RecTrac

Admin
Resident Memberships as of June
 Res Non Res Pass

Pass Code	Description	Status	Count
OG01	Open Gym Pass	Active	75
OG5	Open Gym 5 Visit Pre-Paid Card	Active	6
PF12	Pathway Fitness 12 Visit Pre-Paid Card	Active	3
PFM01	Pathway Fitness 24 Hr Membership	Active	242
PFM02	Pathway Fitness 24 Hr Membership 62+	Active	32
PEP01	Pathway Fitness Pass	Active	134
PEP02	Pathway Fitness Pass 62+	Active	48
TO01	Track Only 24 Hr Membership	Active	27
TO02	Track Only Pass	Active	38

Report Summary Totals

Category	Count	Total Paid	Net Fees
Resident	605	63,521.35	63,917.35
Category Total	605	63,521.35	63,917.35

Admin
Non-Resident Memberships as of June
 Res Non Res Pass

Pass Code	Description	Status	Count
OG01	Open Gym Pass	Active	15
			<u>15</u>
OG5	Open Gym 5 Visit Pre-Paid Card	Active	3
			<u>3</u>
PFM01	Pathway Fitness 24 Hr Membership	Active	18
			<u>18</u>
PFM02	Pathway Fitness 24 Hr Membership 62+	Active	4
			<u>4</u>
PFP01	Pathway Fitness Pass	Active	22
			<u>22</u>
PFP02	Pathway Fitness Pass 62+	Active	1
			<u>1</u>
TO01	Track Only 24 Hr Membership	Active	1
			<u>1</u>
TO02	Track Only Pass	Active	4
			<u>4</u>

Report Summary Totals

Category	Count	Total Paid	Net Fees
Non-Res	68	4,842.80	4,852.80
Category Total	68	4,842.80	4,852.80

Resident Aquatics as of June

Res Non Res Pass

Pass Code	Description	Status	Count
AQ01	Aquatic Season Pass	Active	633
			<u>633</u>
AQ02	Aquatic Season Pass 62+	Active	10
			<u>10</u>
AQ15	Aquatics 15 Visit Pre-Paid Card	Active	8
			<u>8</u>

Report Summary Totals

Category	Count	Total Paid	Net Fees
Resident	651	26,157.00	26,157.00
Category Total	651	26,157.00	26,157.00

Non-Resident Aquatics as of June

Res Non Res Pass

Pass Code	Description	Status	Count
AQ01	Aquatic Season Pass	Active	34
			34
AQ02	Aquatic Season Pass 62+	Active	1
			1

Report Summary Totals

Category	Count	Total Paid	Net Fees
Non-Res	35	1,700.00	1,700.00
Category Total	35	1,700.00	1,700.00

To: Board of Commissioners

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: June 26, 2018

Administrative Initiatives (6/1/18 – 6/30/18)

- Attended weekly Management Team meetings as scheduled.
- Attended All Staff Meeting as scheduled.
- Attended Sycamore Chamber of Commerce Ambassador Club meeting.
- Attended Sycamore Rotary meeting to help promote their golf outing.
- Developed June Golf Insight newsletter and updated reader board outside of the pro shop.
- Held several large golf outings including The Shriners Scramble, June 15th, 156 players participated, The Spartan Open, June 22nd, 136 players anticipated, The Couples Scramble, June 24th, 16 – 20 couples anticipated, The Sycamore Rotary, June 27th, 28 – 32 players anticipated.
- Continued to monitor tee sheet usage with Golfnow representatives and continue marketing techniques for 2018 golf season.
- Held all golf staff meeting and PDRMA training session.
- Continued Golf Fitness Certification process to teach Golf Fitness classes at Pathway Fitness. Took online classes, reading educational material and take final exam.
- Continued to offer monthly pro shop merchandise specials to increase pro shop sales.
- Offered 10-minute tune-up lessons at Sycamore Family Sports Center.

Administrative Initiatives (7/1/18 – 7/31/18)

- Attend weekly Management Team meetings as scheduled.
- Attend All Staff Meeting as scheduled.
- Attend Sycamore Chamber of Commerce Ambassador Club meeting.
- Develop July Golf Insight newsletter and update reader board outside of the pro shop.
- Finalize Scoreboard Header Sponsor agreement with First Midwest Bank.
- Begin to sell additional advertising space on scoreboard if First Midwest Bank does not buy the entire scoreboard advertising space.
- Host several large golf outings including Ski's All-American Pub, July 7th, 120 players anticipated, The Genoa Area Chamber, July 13th, 48 to 60 players expected, The Alvin Wildenradt Junior Championship, July 17th and July 18th, 36 players anticipated, The Family Fun Jamboree, June 28th, 20 to 30 two-person teams expected.
- Continue to monitor tee sheet usage with Golfnow representatives and continue marketing techniques for 2018 golf season.
- Continue Golf Fitness Certification process to teach Golf Fitness classes at Pathway Fitness. Take online classes, reading educational material and take final exam.
- Continue to offer monthly pro shop merchandise specials to increase pro shop sales.
- Offer 10-minute tune-up lessons on 2 dates at Sycamore Family Sports Center.
- Work with Theresa on the development of a winter golf trip offering through the park district.

- Continue to cross-marketing promotions with Golfnow Plus representatives on Facebook, Instagram and other social media sites.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: June 26, 2018

Administrative Initiatives (6/1/18-6/30/18)

Golf

- Uneven weather continues with hot dry spells for a week followed by cooler very wet days. All our rains since spring have been over 1 inch in total. This makes mowing of flooded turf areas difficult to keep up with and makes the river constantly rise and fall keeping the back nine drain areas wet.
- Bridge update: As of now, ERA engineer drawings are in the hands of the Ill. Dept. of Natural Resources and the endangered mussel survey has been completed on a positive note for our project. We now await the IDNR permit to begin construction.
- The course is now lush and growing well. The recent wet, humid, and hot conditions have caused some turf disease on the fairways which we are spraying between rain events and when needing to mow the grass.
- Staff continues to keep up with mowing and trimming of the course. We have also been spraying clover weed in the rough, working on keeping the irrigation heads unclogged as the river's constant rising and falling keeps debris in the lines. Staff has also worked on clubhouse and landscape beds including planting 45 flats of annual flowers, pruned shrubs on the course, and kept up with the weed eating.
- We are working with Kirk thru the heavy rain issues with cart and play delays and the now consistent golf outing schedule.

- Our EC Design irrigation system rep. Larry Collins will be at this Board meeting to discuss where we are with regards to the project and to explain the steps to come as we prepare to put the system purchase and installation out to bid later this fall.

Sports

- Either Baseball and softball have been playing every day at our complex this month. Sycamore Youth Baseball has started tournaments and tryouts for in-house July all-star teams. Girls' Softball continues league play with their tournament at the end of June. They too will then play all-star games in July. Adult leagues also continue softball play thru August.
- AYSO spring soccer will be finished this week. The fall season will begin practices at the beginning of August with the first games mid-August. They have had a high number of sign ups so far. Adult soccer on Sundays continues thru the fall.
- I have been working with the Sycamore Youth Baseball group as they are going to try hosting a fall league this year much like girls' softball has done the past several years. Field availability working with softball and soccer has been worked out and they will organize teams by early August depending on interest.
- Storm Dayz will be the 22nd thru the 24th of June. I have been working with Storm organizers as usual in preparation for the large event. Again, 76 softball teams will play over 200 games on 10 different fields. We are crossing fingers for dry weather.
- Staff continues the daily prep of ballfields, soccer fields, painting lines, mowing and trimming, adding ag-lime to the infields, rolling all fields, spraying weeds, and repairing fields and removing water after rain events.

- We had Fitzgerald's lighting come out to repair some bad ball diamond light fixtures and replace the high bulbs our lift won't reach.
- I have been working with Lisa on field rentals and directly with the league directors as weather affects field use and rescheduled games.
- The pool continues to run well with the new pump motor in place. We daily check the pool for proper water chemistry and filtration. The pool staff also routinely checks chemical readings.
- We had training from Vortex reps on how to run the splash pad which has gone well. We had a couple shut down bugs worked out and are getting comfortable with the control systems and chemical injection systems. The filtration requires daily backwashing and filter cleanings, especially while the landscaping is taking hold.

Parks

- I attended staff, board, and community center construction follow-up meetings.
- I worked with our construction managers and contractors on completing punch-list items at the new building along with other staff on any issues with HVAC or electrical.
- Working with buildings staff on proper upkeep of HVAC roof systems. There are 40 filters between the two units to keep changed as needed. The dusty fields surrounding the area and cottonwood seed season have kept staff busy keeping the system clean.

- The seeding has taken well at the dog park and sled hill areas. The turf has been mowed around the building and on the sled hill. The dog park has been sprayed by Encap and will be mowed this week to eliminate weeds.
- Staff is busy mowing and keeping up with the fast growing and often wet grass at the parks. We have had more clumping of grass while mowing due to the humid, wet, and warm conditions of late. This growth will slow with more average, drier weather. The weed and feed fertilizer applications have also kicked in causing thicker turf. Staff has also set up the stage for weekly concerts, the movie screen for monthly movies, been cleaning shelters daily for rentals, cleaning out and spraying all the landscape beds at the parks, cutting down dead trees and limbs, has planted a memorial tree and shrub, and has been keeping up with emptying all the garbage at all parks.
- The Midwest Museum roof leak has been fixed and some gutter improvements made. We have the HVAC getting inspected and cleaned this month as part of preventive maintenance.
- I am working with the City of Sycamore on their plans to change the drainage under Airport Road to better flow under the new path and away from the ballfields. This work will take place now after Storm Dayz weekend. The road resurface and rebuild project being done by Curran will now take place at the end of July according to the City engineer.
- All seasonal staff have been hired and are being trained daily on their areas of operation.
- I have been working with Marine Biochemists as they treat our neighborhood ponds for algae and plant growth as needed.
- I have updated our maintenance equipment inventory and have met with Terri Gible as an update to the asset replacement schedule begins.

- The six newly installed armed forces flagpoles near the traveling wall memorial have been well received with many compliments from the public.
- I am in the process of scheduling some large dying willow trees in the park off Airport Road to be removed or trimmed as several have reached their life span.
- I am coordinating with an auction company to sell our approved list of disposable items later this fall.
- Worked with tent installers and planners of the Kish Health System party on June 9th. All went well despite heavy rains the day before and some during the event.

Administrative Initiatives (7/1/18-7/31/18)

- Attend staff, board, and study session meetings.
- Continue to work with Ringland-Johnson on building punch-list items as we close out construction of the Community Center.
- Attend IDOT meeting in Ottawa with schools' reps and our engineers to kick off construction phase of new path south of the Middle School this fall.
- Continue to work with Jerry and Bob on written schedules and building maintenance operations and HVAC/splash pad/comm. center building maintenance.
- Continue with detailed planning of the new irrigation system. Will obtain quotes for any pump house structure improvements to add to the project.
- Continue to work with engineers on the 18-bridge repair project and during construction which will hopefully be taking place.

- Staff will be focusing on mowing and keeping all turf, grounds, and landscape areas looking nice. They will also be preparing for now constant shelter rentals, sport field use, Storm Dayz, many golf outings, movies in the park, concert stage set up, and tree work.
- Continue product pricing and ordering turf, sports, and equipment products for all areas as the busy season continues.
- Inventory trees from our 2016 mass planting and remove or prune dead plants. Any out of warranty will be scheduled for fall replacements.
- Work with staff on required safety trainings and topics of interest along with searching for PDRMA based trainings for department heads.
- Coordinate maintenance practices with Cooling Landscape and Encap as the grounds surrounding the Legacy Campus matures.
- Submit required well testing samples for the State Health Department.
- Work with Sport field users' groups as spring seasons end and planning for field needs for summer and fall continue.

To: Board of Commissioners
From: Daniel Gibble, Executive Director
Subject: Monthly Report
Date: June 26, 2018

Administrative Initiatives (6/1/18 – 6/30/18)

- Attended Meetings/Serve On:
 - KSRA
 - Rotary
 - Chamber
 - DSATS
 - CUSD#427 Financial Advisory Committee
 - Owner/Architect/Contractor Meetings
- Troubleshoot VORTEX and City of Sycamore issues.
- Continued work on Old Mill to Forest Preserve trail issues.
- Completed initial walk-thru/Punch List for Splashpad, Dog Park and Sled Hill.
- Coordinated Emergency Bridge Work and PDRMA/Engineer processes.
- Continued scenario-building for future Bond Issue(s).
- Attended construction meetings for Main Street to Brickville trail project.
- Attended kick-off meeting for Forest Preserve to Old Mill—Segment 1—with IDOT Officials. We have invited CUSD#427 have a representative attend these meetings, as well—if they choose to.
- Began planning for bid of pavilion at Dr. John Ovitz Park.

- Reviewed legalities of using the paving fund for a portion of the cost of Emergency Bridge repairs, or future bridge replacements/renovations.
- Finished landscaping projects at Legacy Campus.
- Continued shuttle diplomacy with PDRMA and RJC.
- Updated 20 year cash flows for Operating Fund based upon bond issue scenarios.
- Met with Elks Club regarding an wheelchair, playground swing donation.
- Met with President Kroeger and Vice President Schulz regarding Board/Staff Succession Planning.
- Attended a meeting of Live Healthy DeKalb County regarding a possible new health program.
- Hosted Rotary Golf Outing as its Chair.
- Met with Engineers and Terri Gobble regarding OSLAD Grant preparation.
- Attended Splashpad Dedication for First Midwest Bank and Sycamore Kiwanis sponsors.
- Met with Soil and Water Conservation District regarding concern expressed by Orrin Vandenberg whose fields are east of the Legacy Campus.
- Provided written material for the DSATS Active Transportation Study.

Administrative Initiatives (7/1/18 – 7/31/18)

- Attend Meetings/Serve On:
 - KSRA
 - Rotary

- Chamber
 - DSATS
 - CUSD#427 Financial Advisory Committee
 - Owner/Architect/Contractor Meetings
-
- Close out punch list on Community Center, Splash Fountain, Bemis Dog Park, Landscaping, and Sled Hill.
 - Continue work on Old Mill to Forest Preserve trail issues.
 - Begin Emergency Bridge Work at Golf Course/Sycamore Park.
 - Managing legal, engineering, and communication issues with PDRMA and their adjuster—LJ Shaw—regarding the Emergency Bridge Repairs at Sycamore Park.
 - Begin Path Paving up Airport Road.
 - Worked with Brian Gregory and Derke Price to finalize agreement with Shodeen Developers and Reston Ponds Park Sites.
 - Work to finalize Exchange of Land Agreement with Brian Grainger--developer for land near Old Mill Park.
 - Work to finalize Agreement for the Provision of Easements with the developer for the land near Old Mill Park.
 - Prepare for July Study Session.
 - Work with Sycamore Creek HOA to select a pavilion to install Fall 2018 or Spring 2019 in Dr. John Ovitz Park.
 - Begin work on OSLAD Grant Application.
 - Continue work on land acquisition for Segment 1 of the Old Mill Park to Sycamore Forest Preserve Great Western Trail extension project.
 - Continue work to resolve Dahl/SPD land discrepancies.
 - Begin preparations for walking 1,000 miles to Sycamore, Florida.

May 27, 2018

Mr. Dan Gible
Sycamore Park District
940 E State St.
Sycamore, IL 60178

Mr. Gible:

I am writing you to discuss a topic that I'm sure you are tired of discussing: the new Sycamore splash pad. First, I would like to commend you on the growth you have brought to the Sycamore Park District, which I can only imagine has been a difficult, time-intensive task. Sycamore is an incredible community that is being well-served by you.

I am concerned with how the pricing scale of your new splash pad leaves out many of the citizens you serve. Sycamore is a wealthy community, but that does not mean there are not less fortunate citizens that desire to use your facilities-- perhaps greater in number than you realize.

Let's play out a couple of scenarios here. A mother wants to bring her 3 year old child to use the splash pad. She also has a 9 month old in tow. Now the 9 month old, like most 9 month olds, cannot walk. In fact, he's napping in the stroller. She figures this is a great time to let the 3 year old blow off steam. It costs her \$6 to do that. It doesn't seem like much, but when you're living on one income, that expense can be immense. This is particularly true when you are paying \$6 for ONE child. Yes, technically you are paying \$2 per person, but the minimum cost is \$4 to have supervised play.

You assume that since she is a stay at home parent, that this is an affordable cost. But so many families have a parent stay at home not because they can afford it, but because they cannot afford childcare. These are families that would not qualify for your scholarships, but after a mortgage, groceries, and student loans, they cannot afford to use something that is funded (at least in part) by their own tax dollars.

Let's talk about those that qualify for your scholarships. How many of them are single parents working two jobs? When will they find time to fill out and return your scholarship? Do they have transportation to get the form? If it's online, do they even have internet access? Each step is a barrier for them to using your facilities.

You're also discouraging nonresidents from using your facilities when asking supervising adults to pay. Perhaps that's the goal, but for a mother to take two of her children for an hour or two of play is \$12 if she's not a resident. That's insanity.

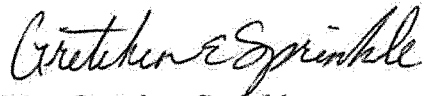
I am a resident of Cortland and grew up in Malta, so I am no stranger to non-resident prices. I have zero issue with paying more since I'm not paying taxes to help fund the facilities I use. However, it's nice when the prices feel more reasonable since I do not have facilities in my own community to use and I also cannot afford to live in a community that has them.

I'm sure it doesn't seem like it as you read this, but I am not an unreasonable person. I understand that facilities are costly and so is there upkeep. I'm sure to the families living in million dollar homes in Merry Oaks, \$8 for a family of four to spend an hour or two at your splash pad seems no worse than paying a penny downtown to drop into a store. These are also families that can afford to take their children to many different activities and rely much less on public options.

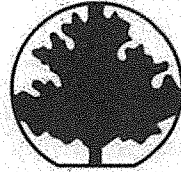
Mr. Gible, parks are supposed to be accessible to everyone. Even changing the threshold for payment to 1 year old and reducing the adult cost to \$1 would make a huge impact on so many families.

I know this year is said and done, but I genuinely hope you reconsider pricing for the next summer season. I also hope you make sure that any focus groups you conduct have a strong representation from your economically disadvantaged citizens. Their children deserve a fun summer just as much as the children of wealthy families.

Thank you for your hard work for such a wonderful community.



Mrs. Gretchen Sprinkle
97 E Meadow Dr.
Cortland, IL 60112



Sycamore

PARK DISTRICT

Established 1923

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

(TEL) 815/895-3365
(FAX) 815/895-3503

www.sycamoreparkdistrict.com

June 8, 2018
Mrs. Gretchen Sprinkle
97 East Meadow Drive
Cortland, Illinois 60112

Dear Gretchen:

Thank you for your thoughtful and well-written letter. I am not sure anything I will say is going to have any effect on how you feel, but I would like to share some thoughts—especially since you took the time to write your letter.

Most importantly, let me emphasize that the park district in Sycamore has a scholarship program for its residents to assist or pay outright for fees and charges. That opportunity uses the same income guidelines as the school district uses for its free and reduced lunch program—a federally recognized standard. This scholarship program is promoted through the schools and is used by those in need. I am sorry to say that it is not available to you, as you live in Cortland, and we use Sycamore Park District tax dollars to support those scholarships.

Three years ago, our residents voted for a tax increase to build the facilities we are building right now. Using public records, your home, if it were in Sycamore, would have been paying about \$320 a year since 2014 to the park district. The voters in Sycamore approved the tax rate increase for Sycamore park district to build these facilities. The key word in the prior sentence is "build". If you look at Sycamore Park District, historically, we have always had fees for using our specialized facilities. The splashpad is no different. Tax dollars mainly go to build facilities. Our Board's philosophy is that those who directly use a facility—except the open space in our parks—should help pay for the annual operating costs of those facilities through fees and charges. Even pavilions in the parks have a fee for your personal use, and our parent-run baseball, girls softball, and youth soccer organizations pay to use the ball diamonds and soccer fields. Yes, some park districts do differently, but not all. I have served five communities in my professional career and can assure you of this. Park Districts, School Districts and Cities all reflect their communities' wishes in it policies, standards, codes, fees, taxes, etc. as their elected officials make these various decisions in support of or reaction to those who elect them. In our case we do charge fees, but we have our scholarship program in place to help those who can't afford them. And, since non-residents do not pay taxes to build these facilities—in your case, over \$900 in the last three years—we require non-residents to pay more.

I am sorry that you have an impression that we are not sensitive to those who are economically disadvantaged. I believe you know my nieces (if I'm wrong, my apologies). If that is the case, I encourage you to ask them if this WOULD/WOULD NOT be a concern of mine. I assure you that we work hard to reach those who are economically, physically, and mentally challenged through our scholarship programs, our special recreation programs, and many other free programs that you and others can attend. In fact, I see many from Cortland, and know many from Cortland who come to our movie nights, our concerts, and use our parks for their own recreational activities. Those with economic challenges in Sycamore are doing the same. My staff live in this community. They know each other. We often know who is in need, and when we don't, we work hard to help those in need in a very quiet way so that all are able to be a part without the stigma that might come from being more verbose about what we do for our community.

Sincerely,

Daniel Gibble
CC: BOC

"Sycamore Park District - we put the MORE in Sycamore"
"Sycamore Park District is an equal opportunity provider and employer"

Sycamore Park District,

On behalf of the Sycamore FFA Chapter, we would like to thank you for our donation. Your continued support helps make our chapter successful through Student conferences, work shops & conventions

Thank you,
Sycamore FFA



June 11, 2018

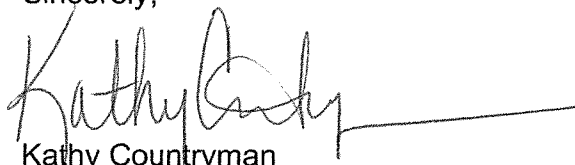
Daniel Gible, Director
Sycamore Park District
940 E. State Street
Sycamore, IL 60178

Dear Dan,

This letter is to assure the Sycamore Park District that the early childhood playground at South Prairie Elementary School will be open for public use outside of regular school hours.

Thank you for your generous donation to the playground project!

Sincerely,



Kathy Countryman
Superintendent

KC/ks

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 26, 2018

STAFF RECOMMENDATION

AGENDA ITEM: PARK TOUR INFORMATION

BACKGROUND INFORMATION: During the May Park Board meeting, a discussion took place on the need for a full tour of our Park system. The result of that discussion was that while a tour of all or our parks was not necessary at this time, perhaps focusing on a specific site would be of more value and more convenient for Board members to attend. Along with this idea was the option to hold one of these visits either just before or after a scheduled Park Board meeting with some type of food or refreshment provided.

Options for where to hold one of these visits is the Legacy Campus exterior and explanations of where we are with regards to the progress of the sled hill, splash pad landscaping, and the dog park. Another option would be to visit the site of the future soccer complex or the soon to be added trail additions or any other location of interest. The July meeting is on the 24th so please be prepared to discuss a location for that date.

FISCAL IMPACT: None

STAFF RECOMMENDATION: Recommend approval of a site visit location for either before or after the July 24th regular Park Board meeting.

PREPARED BY: Jeff Donahoe, Superintendent of Parks and Facilities

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 26, 2018

STAFF RECOMMENDATION

AGENDA ITEM: NRPA JULY IS PARKS AND RECREATION MONTH
PROCLAMATION: Recommend Approval

BACKGROUND INFORMATION: The Sycamore Park District is a member of the National Parks and Recreation Association (NRPA). NRPA and its members recognize the month of July as the National Parks and Recreation Month. During Parks and Recreation Month, NRPA challenges members and member agencies to explore the “undiscovered” roles of local parks and recreation, like science, cultural arts, senior programs, innovative health and wellness opportunities, community celebrations, outdoor education, flood mitigation, maintenance and more! NRPA wants members to redefine how we think and deliver parks and recreation to our communities.

FISCAL IMPACT: T-shirts will be ordered for the Community Center staff with a special “July is National Parks and Recreation Month” logo. These t-shirts will be worn for the July 22 Open House, special July events and throughout the month of July. The \$150 expense for shirts will come out of the Community Center staff uniform budget.

STAFF RECOMMENDATION: The Recreation staff recommends this proclamation to announce to the Sycamore community all the assets that are at no cost for them to use year-round, along with all the free events being offered to the community during the month of July. The goal is to recognize the Park District in all its efforts to provide recreation and park space for its residents and to celebrate its extraordinary achievements by offering an Open House at the Community Center on July 22.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

Designation of July as Park and Recreation Month

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including the Sycamore Park District, in Sycamore, IL, Dekalb County; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS the Sycamore Park District will offer free programs, aquatics, special events and an Open House of the New Community Center during the month of July and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS the Sycamore Park District, in Sycamore, IL, Dekalb County recognizes the benefits derived from the Sycamore Park District resources

NOW THEREFORE, BE IT RESOLVED BY THE SYCAMORE PARK DISTRICT BOARD OF COMMISSIONERS that July is recognized as Park and Recreation Month in Sycamore, IL, Dekalb County, in the state of Illinois.

PASSED this _____ day of _____, 2018.

AYES:

NAYES:

ABSENT:

PRESIDENT
SYCAMORE PARK DISTRICT

SEAL

ATTEST

SECRETARY

The Sycamore Park District will celebrate July as the National Parks and Recreation Month with the following free events:

- 1000 Mile Challenge (for Pathway Fitness Members)Starts July 2
- Free Day at Splash Fountain July 4 (12-5pm)
- Free Concerts in the Park July 5, 12, 19, 26 (7pm)
- Free Movie in the Park..... July 6 (at dark)
- Free Poolside Games (with Admission or pass)..... July 4, 11, 18, 25 (6-8pm)
- Open House at the new Community Center..... July 22 (1-4pm)
- 19 free parks Year-round
- Free admission to a 60-acre Sports Complex open to spectators Year-round
- Miles of biking/walking paths Year-round
- 2 Free Charging station for electric cars at the Community Center .. Year-round

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 26, 2018

STAFF RECOMMENDATION

AGENDA ITEM: ORDINANCE 05-2018 ADOPTING PREVAILING WAGE RATES: Recommended Approval

BACKGROUND INFORMATION: Public entities are required to adopt prevailing wage ordinances every June. The Illinois Department of Labor has not adopted wage rates since August 31, 2017, however, we are still required to pass this ordinance on a timely basis. To remedy this situation our attorney has included language in the ordinance which uses the wage rates in effect when the ordinance is adopted, and then allows us to append any new rates that the IDOL may subsequently adopt without any further action on the part of the board.

By July 15th, a certified copy of this ordinance must be filed with the Secretary of State's Office. Within 30 days after this filing, the District must publish a notice of the wage determination in a newspaper of general circulation. Late last summer, the law was amended so that we are now able to satisfy the newspaper publication requirement by posting a notice including a hyperlink to the prevailing wage schedule on the IDOL website on our website.

FISCAL IMPACT: Not applicable.

STAFF RECOMMENDATION: Recommend approval of Ordinance 05-2018.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

ORDINANCE NO. 05-2018**AN ORDINANCE ADOPTING PREVAILING WAGE RATES
TO BE PAID TO LABORERS, MECHANICS AND OTHER WORKERS
PERFORMING CONSTRUCTION OF PUBLIC WORKS
IN THE SYCAMORE PARK DISTRICT
De KALB COUNTY, ILLINOIS**

WHEREAS, the State of Illinois has enacted the Prevailing Wage Act, approved June 26, 1941, as amended, being 820 ILCS 130/0.01 through 130/12 (the "Act"); and

WHEREAS, the Act requires that during the month of June of each calendar year the Board of Commissioners of the Sycamore Park District ("Park District") investigate and ascertain the prevailing rate of wages, as defined in said Act, in the "locality" of the Park District for laborers, mechanics and other workers performing construction of public works for the Park District.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF COMMISSIONERS OF THE SYCAMORE PARK DISTRICT, De KALB COUNTY, ILLINOIS, as follows:

Section 1: To the extent and as required by the Act, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of the Park District is hereby ascertained to be the same as the prevailing rate of wages for construction work in De Kalb County as determined by the Department of Labor of the State of Illinois (the "Department") which are in effect on August 31, 2017. If the Department adopts different rates after June 1, 2018 during the month of June, 2018, a copy of that determination will be appended hereto and incorporated herein by reference when it is available from the Department. As required by said Act, any and all revisions of the prevailing rate of wages by the Department shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Park District. The definition of any

terms appearing in this Ordinance which are also used in the Act shall be the same as in the Act.

Section 2: Nothing herein contained is intended to apply nor shall be construed to apply said prevailing rate of wages as herein ascertained to any work or employment performed on behalf of this Park District except public works construction to the extent required by the Act.

Section 3: If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

Section 4: All Ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 5: The Secretary shall publicly post or keep available for inspection by any interested party in the main office of this Park District this determination of prevailing rate of wages. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

Section 6: By July 15th, the Secretary shall file a certified copy of this Ordinance with the Illinois Department of Labor.

Section 7: Within thirty (30) days after filing a certified copy of this Ordinance with the Department of Labor, the Secretary shall cause to be published in a newspaper of general circulation within the area a notice that this determination is effective and constitutes the determination of this public body, or by a hyperlink posted to the Department's determination in accordance with 820 ILCS 130/9.

Section 8: The Secretary shall mail a copy of this Ordinance to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

Section 9: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2018.

AYES:

NAYS:

ABSENT:

PRESIDENT
SYCAMORE PARK DISTRICT

ATTEST

SECRETARY

STATE OF ILLINOIS)
) SS.
COUNTY OF De KALB)

SECRETARY'S CERTIFICATE

I, _____, DO HEREBY CERTIFY that I am the Secretary of the Board of Park Commissioners of the Sycamore Park District, De Kalb County, Illinois, and as such official, I am keeper of the records, ordinances, files and seal of said Park District; and

I HEREBY CERTIFY that the foregoing instrument is a true and correct copy of AN ORDINANCE ADOPTING PREVAILING WAGE RATES TO BE PAID TO LABORERS, MECHANICS AND OTHER WORKERS PERFORMING CONSTRUCTION OF PUBLIC WORKS FOR THE PARK DISTRICT adopted at a duly called Regular Meeting of the Board of Commissioners, held at Sycamore, Illinois, at _____ p.m. on the _____ day of _____, 2018.

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

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of said Park District at Sycamore, Illinois, this _____ day of _____, 2018.

SECRETARY
SYCAMORE PARK DISTRICT

[SEAL]

Prevailing Wage rates for DeKalb County effective Sept. 1, 2017												
Trade Title	Region	Type	Class	Base Wage	Fore-man Wage	M-F OT	OSA	OSH	H/W	Pension	Vacation	Training
ASBESTOS ABT-GEN	ALL	BLD		37.75	38.75	1.5	1.5	2	8.52	17.79	0.00	0.80
ASBESTOS ABT-MEC	ALL	BLD		37.88	40.38	1.5	1.5	2	12.12	11.70	0.00	0.72
BOILERMAKER	ALL	BLD		48.49	52.86	2	2	2	6.97	19.61	0.00	0.90
BRICK MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
CARPENTER	ALL	BLD		40.24	44.67	1.5	1.5	2	11.00	16.30	0.00	0.60
CARPENTER	ALL	HWY		40.59	42.34	1.5	1.5	2	11.50	16.30	0.00	0.49
CEMENT MASON	ALL	ALL		44.84	46.84	2	1.5	2	10.00	21.01	0.00	0.50
CERAMIC TILE FNSHER	ALL	BLD		38.56	38.56	1.5	1.5	2	10.65	11.18	0.00	0.68
COMMUNICATION TECH	ALL	BLD		39.00	42.90	1.5	1.5	2	12.84	13.67	0.00	0.78
ELECTRIC PWR EQMT OP	ALL	ALL		37.89	51.48	1.5	1.5	2	5.00	11.75	0.00	0.38
ELECTRIC PWR EQMT OP	ALL	HWY		41.45	56.38	1.5	1.5	2	5.50	12.87	0.00	0.73
ELECTRIC PWR GRNDMAN	ALL	ALL		29.30	51.48	1.5	1.5	2	5.00	9.09	0.00	0.29
ELECTRIC PWR GRNDMAN	ALL	HWY		32.00	56.38	1.5	1.5	2	5.50	9.92	0.00	0.66
ELECTRIC PWR LINEMAN	ALL	ALL		45.36	51.48	1.5	1.5	2	5.00	14.06	0.00	0.45
ELECTRIC PWR LINEMAN	ALL	HWY		49.67	56.38	1.5	1.5	2	5.50	15.40	0.00	0.88
ELECTRIC PWR TRK DRV	ALL	ALL		30.34	51.48	1.5	1.5	2	5.00	9.40	0.00	0.30
ELECTRIC PWR TRK DRV	ALL	HWY		33.14	56.38	1.5	1.5	2	5.50	10.29	0.00	0.59
ELECTRICIAN	ALL	BLD		45.50	50.05	1.5	1.5	2	12.84	18.73	0.00	0.91
ELEVATOR CONSTRUCTOR	ALL	BLD		46.83	52.68	2	2	2	13.57	14.51	3.77	0.60
FENCE ERECTOR	SE	ALL		45.56	49.20	2	2	2	11.02	21.51	0.00	0.70
GLAZIER	ALL	BLD		39.53	39.53	1.5	1.5	1.5	10.55	8.20	0.00	1.25
HT/FROST INSULATOR	ALL	BLD		50.50	53.00	1.5	1.5	2	12.12	12.96	0.00	0.72
IRON WORKER	NW	ALL		38.33	44.08	2	2	2	12.27	24.57	0.00	0.60
IRON WORKER	SE	ALL		45.61	49.25	2	2	2	11.52	22.65	0.00	0.81
LABORER	ALL	BLD		32.84	33.84	1.5	1.5	2	8.52	17.79	0.00	0.80

LABORER	ALL	HWY		35.00	35.75	1.5	1.5	2	8.52	20.73	0.00	0.80
LABORER, SKILLED	ALL	HWY		37.75	38.50	1.5	1.5	2	8.52	20.73	0.00	0.80
LATHER	ALL	BLD		40.24	44.67	1.5	1.5	2	11.00	16.30	0.00	0.60
MACHINIST	ALL	BLD		47.56	50.06	1.5	1.5	2	7.05	8.95	1.85	1.47
MARBLE MASON	ALL	BLD		44.63	49.09	1.5	1.5	2	10.45	16.28	0.00	0.59
MATERIAL TESTER I	ALL	ALL		33.56	0.00	1.5	1.5	2	8.24	16.39	0.00	0.80
MATERIALS TESTER II	ALL	ALL		33.56	0.00	1.5	1.5	2	8.24	16.39	0.00	0.80
MILLWRIGHT	ALL	BLD		37.72	41.49	1.5	1.5	2	10.12	15.25	0.00	0.60
OPERATING ENGINEER	ALL	BLD	1	45.80	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	2	45.10	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	3	42.65	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	4	40.65	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	5	49.55	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	6	48.80	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	BLD	7	45.80	49.80	2	2	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	1	45.65	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	2	45.10	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	3	43.80	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	4	42.35	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	5	40.90	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	6	48.65	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
OPERATING ENGINEER	ALL	HWY	7	46.65	49.65	1.5	1.5	2	18.80	13.45	2.35	1.30
ORNAMNTL IRON WORKER	SE	ALL		45.06	48.66	2	2	2	10.52	20.76	0.00	0.70
PAINTER	ALL	ALL		44.18	46.18	1.5	1.5	1.5	10.30	8.20	0.00	1.35
PAINTER SIGNS	ALL	BLD		37.45	42.05	1.5	1.5	2	2.60	3.18	0.00	0.00
PILEDRIVER	ALL	BLD		40.74	45.22	1.5	1.5	2	11.00	16.30	0.00	0.60
PILEDRIVER	ALL	HWY		40.59	42.34	1.5	1.5	2	11.50	16.30	0.00	0.49
PIPEFITTER	ALL	BLD		47.50	50.50	1.5	1.5	2	10.05	17.85	0.00	2.12
PLASTERER	ALL	BLD		42.75	45.31	1.5	1.5	2	14.00	15.71	0.00	0.89
PLUMBER	ALL	BLD		49.25	52.20	1.5	1.5	2	14.34	13.35	0.00	1.28

ROOFER	ALL	BLD		42.30	45.30	1.5	1.5	2	9.08	12.14	0.00	0.58
SHEETMETAL WORKER	ALL	BLD		41.24	44.54	1.5	1.5	2	6.90	18.36	0.00	0.39
SPRINKLER FITTER	ALL	BLD		37.12	39.87	1.5	1.5	2	8.42	8.50	0.00	0.35
STEEL ERECTOR	SE	ALL		45.56	49.20	2	2	2	11.02	21.51	0.00	0.70
STONE MASON	ALL	BLD		45.38	49.92	1.5	1.5	2	10.45	16.68	0.00	0.90
TERRAZZO FINISHER	ALL	BLD		40.54	40.54	1.5	1.5	2	10.65	12.76	0.00	0.73
TERRAZZO MASON	ALL	BLD		44.38	47.88	1.5	1.5	2	10.65	14.15	0.00	0.82
TILE LAYER	ALL	BLD		40.24	44.67	1.5	1.5	2	11.00	16.30	0.00	0.60
TILE MASON	ALL	BLD		45.49	49.49	1.5	1.5	2	10.65	13.88	0.00	0.86
TRUCK DRIVER	ALL	ALL	1	35.98	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	ALL	ALL	2	36.13	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	ALL	ALL	3	36.33	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TRUCK DRIVER	ALL	ALL	4	36.53	36.53	1.5	1.5	2	8.25	10.14	0.00	0.15
TUCKPOINTER	ALL	BLD		45.42	46.42	1.5	1.5	2	8.32	15.42	0.00	0.80

Legend

M-F OT Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.

OSA Overtime pay required for every hour worked on Saturdays

OSH Overtime pay required for every hour worked on Sundays and Holidays

H/W Health/Welfare benefit

Explanations DEKALB COUNTY

IRONWORKERS (NORTHWEST) - That portion of the county from a point where the western county line intersects with Rt. 30, continuing eastward to Shabbona, north between Shabbona and Clare, and northeast between Clare and New Lebanon.

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS TECHNICIAN

Installing, manufacturing, assembling and maintaining sound and intercom, protection alarm (security), fire alarm, master antenna television, closed circuit television, low voltage control for computers and/or door monitoring, school communications systems, telephones and servicing of nurse and emergency calls, and the installation and maintenance of transmit and receive antennas, transmitters, receivers, and associated apparatus which operates in conjunction with above systems. All work associated with these system installations will be included EXCEPT the installation of protective metallic conduit in new construction projects (excluding less than ten-foot, runs strictly for protection of cable) and 120 volt AC (or higher) power wiring and associated hardware.

LABORER, SKILLED - HIGHWAY

Individuals engaged in the following types of work, irrespective of the site of the work: asbestos abatement worker, handling of any materials with any foreign matter harmful to skin or clothing, track laborer, cement handlers, chloride handlers, the unloading and loading with steel workers and re-bars, concrete workers wet, tunnel helpers in free air, batch dumpers, mason tenders, kettle and tar men, tank cleaners, plastic installers, scaffold workers, motorized buggies or motorized unit used for wet concrete or handling of building materials, laborers with de-watering systems, sewer workers plus depth, rod and chainmen with technical engineers, rod and chainmen with land surveyors, rod and chainmen with surveyors, vibrator operators, cement silica, clay, fly ash, lime and plasters, handlers (bulk or bag), cofferdam workers plus depth, on concrete paving, placing, cutting and tying of reinforcing, deck hand, dredge hand, and shore laborers, bankmen on floating plant, grade checker, power tools, front end man on chip spreaders, cession workers plus depth, gunnite nozzle men, lead man on sewer work, welders, cutters, burners and torchmen, chainsaw operators, jackhammer and drill operators, layout man and/or drainage tile layer, steel form setter - street and highway, air tamping hammermen, signal man on crane, concrete saw operator, screedman on asphalt pavers, laborers tending masons with hot material or where foreign materials are used, mortar mixer operators, multiple concrete duct - leadsman, lumen, asphalt raker, curb asphalt machine operator, ready mix scalemen (permanent, portable or temporary plant), laborers handling masterplate or similar materials, laser beam operator, concrete burning machine operator, coring machine operator, plaster tender, underpinning and shoring of buildings, pump men, manhole and catch basin, dirt and stone tamper, hose men on concrete pumps, hazardous waste worker, lead base paint abatement worker, lining of pipe, refusing machine, assisting on direct boring machine, the work of laying watermain, fire hydrants, all mechanical joints to watermain work, sewer worker, and tapping water service and forced lift station mechanical worker.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEERS - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver (over 27E cu. ft.): Concrete Paver (27 cu. ft. and under); Concrete Placer; Concrete Pump (Truck Mounted); Concrete Conveyor (Truck Mounted); Concrete Tower; Cranes, All; GCI and similar types (required two operators only); Cranes, Hammerhead; Creter Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, one, two and three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment - excluding hose work and any sewer work); Locomotives, All; Lubrication Technician; Manipulators; Motor Patrol; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker

and Pump; Raised and Blind Hole Drill; Rock Drill (self-propelled); Rock Drill - Truck Mounted; Roto Mill Grinder; Scoops - Tractor Drawn; Slipform Paver; Scrapers Prime Movers; Straddle Buggies; Tie Back Machine; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Bobcat (over 3/4 cu. yd.); Boilers; Brick Forklift; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Asphalt Spreader; Combination - Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators - (Rheostat Manual Controlled); Hydraulic Power Units (Pile Driving, Extracting, or Drilling - with a seat); Lowboys; Pumps, Over 3" (1 to 3 not to exceed total of 300 ft.); Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches; Bobcat (up to and including 3/4 cu. yd.).

Class 4. Elevator push button with automatic doors; Hoists, Inside; Oilers; Brick Forklift.

Class 5. Assistant Craft Foreman

Class 6. Mechanics; Welders.

Class 7. Gradall

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Silo Tender; Asphalt Spreader; Autograder; ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Backhoe w/shear attachments; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower of all types; Creter Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Directional Boring Machine over 12"; Dredges; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Mounted; Hoists, One, Two and Three Drum; Hydraulic Backhoes; Hydro Vac, Self Propelled, Truck Mounted (excluding hose work and any sewer work); Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; GCI Crane; Hydraulic Telescoping Form (Tunnel); Tie Back Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader with attached pusher; Tractor with Boom; Tractaire with Attachments; Traffic Barrier Conveyor Machine; Raised or Blind Hole Drills; Trenching Machine (over 12"); Truck Mounted Concrete Pump with Boom; Truck Mounted Concrete Conveyor; Work Boat (no license required - 90 h.p. or above); Underground Boring and/or Mining Machines; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw (large self-propelled - excluding walk-behinds and hand-held); Conveyor Muck Cars (Haglund or Similar Type); Drills, all; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro Blaster; All Locomotives, Dinky; Off-Road Hauling Units; Non-Self Loading Dump; Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Scoops - Tractor Drawn; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper; Scraper - Prime Mover in Tandem (Regardless of Size); Tank Car Heater; Tractors, Push, Pulling Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Fireman on Boilers; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper - Form - Motor Driven.

Class 4. Air Compressor - Small and Large; Asphalt Spreader, Backend Man; Bobcat (Skid Steer) all; Brick Forklift; Combination - Small Equipment Operator; Directional Boring Machine up to 12"; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Hydro-Blaster; Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Tractaire; Trencher 12" and under; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. Oilers and Directional Boring Machine Locator.

Class 6. Field Mechanics and Field Welders

Class 7. Gradall and machines of like nature.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters Unskilled dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of

equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

SYCAMORE PARK DISTRICT
Board of Commissioners

Date of Board Meeting: June 26, 2018

STAFF RECOMMENDATION

AGENDA ITEM: ANNUAL REVIEW OF BOARD BY-LAWS (Operations Manual): Discussion and Approval

BACKGROUND INFORMATION: As part of my efforts to coordinate a review and update of information governing the Board of Commissioners of the Sycamore Park District, I am providing you with copies of:

- The Board of Commissioners Operations Manual
- The Board Members Creed
- Basic Expectations of Board Members
- Board Members Do's and Don'ts

The last three items are more informational in nature. However, the Operations Manual is like "board by-laws" in nature, and govern the board's actions and responsibilities in a formalized and adopted document.

Therefore, I present the Operations Manual for your Annual Review. Commissioner Schulz has suggested discussion regarding a policy on awards and recognition for Board members as part of this review. I have no recommended changes.

FISCAL IMPACT: NONE.

STAFF RECOMMENDATION: Based upon your preferences:

- A. Adopt as is, OR
- B. Make revisions today and adopt.
- C. Defer adoption to next month, but discuss changes this month.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



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

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.

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.

- (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

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.

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.

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

- 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.

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,

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.

Revised 9/2013
Reviewed 6/2014
Reviewed 6/2015
Revised 8/25/2015
Revised 10/27/2015
Reviewed 6/28/2016

BASIC EXPECTATIONS OF BOARD MEMBERS

The following is a basic list of duties you're expected to perform as a board member:

- Attend all board and committee meetings and functions.
- Be well versed in the organization's mission, services, policies, and programs.
- Review agenda and supporting materials before board and committee meetings.
- Serve on committees and offer to take on special assignments.
- Keep continuing education in the park, recreation, and conservation fields a priority.
- Follow conflict of interest and confidentiality policies.
- Refrain from making special requests of the staff.
- Assist the board in carrying out its fiduciary duties.

THE BOARD MEMBER'S CREED

As an individual member of the board, I will:

- Recognize the integrity of my fellow board members and the merit of their work;
- Be motivated only by a desire to serve the people of my community;
- Recognize that it is my responsibility, together with my fellow board members, to see that the agency is properly run – not to attempt to run it myself;
- Work with the executive of the agency – not over or around him or her;
- Conduct board business only at legally called board meetings;
- Remain politically nonpartisan on agency issues;
- Attend continuing education programs to learn about the proper duties and functions of a board member and to stay abreast of the trends and issues affecting the field.

In performing my proper functions as a board member, I will:

- Deal in terms of general agency policies;
- Function in meeting the legal responsibility that is mine, as part of a Legislative, policy-forming body, not as an administrative officer.

In maintaining desirable relations with other members of the board, I will:

- Respect the opinions and decisions of fellow board members;
- Recognize that authority rests with the board as a whole, not with me as an individual;
- Make no disparaging remarks in or out of meetings about fellow board members;
- Recognize that promising in advance how I will vote on any proposition under consideration closes my mind to other considerations, facts, and points of view that may be presented in the meeting;
- Make decisions in board meetings only after all sides of the question have been presented;
- Consider unethical (and thus avoid) secret sessions of board meetings held without the presence of the executive.

In meeting my responsibility to my community, I will:

- Attempt to appraise fairly both the present and the future needs of the community;
- Attempt to procure adequate financing and support for agency programs, facilities, and services;
- Interpret, as best I can, the needs and attitudes of the community to fellow board members and the executive;
- Insist that business transactions of the agency be ethical, open, and aboveboard.

In working with the executive, I will:

- Hold the executive responsible for the administration of the agency and give him or her the authority commensurate with that responsibility;
- Expect the agency to be administered by the best-trained professionals available;
- Participate in board decisions only after considering the recommendations of the executive;
- Expect to spend more time in board meetings on policies, programs and procedures than on business details;
- Give friendly counsel and advice to the executive;
- Refer all complaints to the executive and, if necessary, insist that the source present them in writing to the board as a whole;
- Present any personal criticisms of employees to the executive and not to the employees;
- Provide adequate safeguards around the executive and other personnel, so they may perform their duties on a professional basis.

BOARD MEMBER DO'S AND DON'TS

To ensure success as a board member, consider the following tips:

DO:

- Accept responsibility.
- Learn and know your duties.
- Learn the role of the board.
- Become familiar with the entire agency.
- Participate at meetings.
- Associate with fellow board members.
- Respectfully voice your opinion.
- Be firm, fair, and factual.
- Respectfully listen to other's opinions.
- Be an active representative.
- Be a policy setter.
- Communicate with your legislators.
- Avoid nepotism, cronyism, and partisanship.

DON'T:

- Try to run the show.
- Become a one-interest board member.
- Try to always get your way at meetings.
- Make promises you can't keep.
- Make the agency politically partisan.
- Break the chain of command.
- Surprise anyone at any time.
- Hang out dirty laundry.
- Do the staff's job.
- Micro-manage.
- Publicly criticize fellow board members or the executive.
- Discuss confidential workings of the board outside the boardroom.
- Promise to vote a certain way.
- Interfere with the executive's duties or day-to-day management.
- Undermine the executive's authority with staff.

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 26, 2018

STAFF RECOMMENDATION

AGENDA ITEM: QUARTERLY CAPITAL FUNDS UPDATE: Information Only

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

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

Attached is that report.

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

STAFF RECOMMENDATION: Information only.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



PROJECT	2018	YTD	YTD	Add.'l	Net	Estimated
	BUDGET	SPENT	SPENT	COMMITTED	SAVINGS	Finish Date
		In Progress	Completed	Still to Be Spent	Project Done	
Contingency	\$30,000					
tv-clubhouse			\$ 2,606			March
PC Replacement/Upgrades	\$11,050	\$9,361		\$1,689		December
technology carryforward for legacy campus	\$15,370		\$15,370			April
refrigerator - clubhouse	\$1,600		\$1,359		\$241	March
grease trap/flooring - clubhouse	\$7,300		\$8,215		-\$915	March
island/electrical - clubhouse	\$4,000		\$3,124		\$876	March
pickup	\$34,000					June
minivan	\$21,000		\$20,951		\$49	January
sod cutter	\$4,200		\$4,175		\$25	April
bridge 3 & 6	\$120,000					June
Golf Carts (10)	\$28,500					March
pond fountains	\$3,400		\$3,327		\$73	May
bridge 15	\$150,000					On Hold
pool - flooring guard room	\$2,500		\$2,391		\$109	May
pool - signage	\$1,500		\$1,390		\$110	May
pool - mesh screen	\$4,500		\$3,640		\$860	May
pool - guard chair	\$1,300		\$1,229		\$71	May
pool - shade umbrellas	\$3,600		\$3,598		\$2	May
pool - motor for pump	\$7,500		\$5,366		\$2,134	May
Ovitz Park pavilion	\$40,000					November
Residence - doors/windows	\$7,500					August
	\$498,820	\$9,361	\$76,742	\$1,689	\$3,634	

SYCAMORE PARK DISTRICT
Board of Commissioners

Date of Board Meeting: June 26, 2018

STAFF RECOMMENDATION

AGENDA ITEM: NO TRESPASS ORDINANCE: Discussion Only

BACKGROUND INFORMATION: As part of the City's efforts to be more able to work flexibly within the law on matters related to trespassing, Chief Winters is currently working with the City Council to modify its ordinance. Attached, please find the current draft of that ordinance that the Chief will be taking to the Council. He estimates that revisions should be done by the end of the summer.

The park district should consider—after the City Council's adoption—modifying our CONDUCT ORDINANCE to jibe with any changes the City will make.

THEREFORE, I am providing you this at this time for review, comments and questions, only. Once the Council has a final ordinance, I will share that with you along with recommended changes in our CONDUCT ORDINANCE to avoid complications in future matters.

FISCAL IMPACT: NONE.

STAFF RECOMMENDATION: Provide comment and input.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

PROPOSED CITY OF SYCAMORE TRESPASS ORDINANCE

5-4-20: CRIMINAL TRESPASS:

A. Vehicles: A person commits the offense of criminal trespass to a vehicle when he knowingly and without authority enters any vehicle, aircraft or watercraft or any part thereof of another without his consent.

B. Land:

1. A person commits the offense of criminal trespass to land when he enters upon the land or any part thereof of another, after receiving, prior to such entry, notice from the owner or occupant or City official or the police department, that such entry is forbidden, or remains upon the land of another after receiving notice from the owner or occupant to depart.

2. A person has received notice from the owner or occupant or public official or the police department within the meaning of subsection B1 of this section if he has been notified personally, either orally or in writing, or if a printed or written notice forbidding such entry has been conspicuously posted or exhibited at the main entrance to such land or the forbidden part thereof.

C. Public Property: (PARK DISTRICT, SCHOOL OR LIBRARY PROPERTY,)

1. A person commits the offense of criminal trespass when he enters upon land supported in whole or in part with public funds or belonging to any governmental body or any building on such land, after receiving, prior to such entry, notice that such entry is forbidden, or remains upon such land or in such building after receiving notice.

2. A person has received notice within the meaning of subsection C1 of this section if he has been notified personally, either orally or in writing, or if a printed or written notice forbidding entry to him or a group of which he is a part, has been conspicuously posted or exhibited at the main entrance to such land or the forbidden part thereof.

SYCAMORE PARK DISTRICT
Board of Commissioners

Date of Board Meeting: June 26, 2018

STAFF RECOMMENDATION

AGENDA ITEM: SYCAMORE PARK DISTRICT IMPROVEMENT & DEDICATION AGREEMENT: Recommend Approval

BACKGROUND INFORMATION: The Board will recall that about a year ago there was much discussion about the possible development of the land just north of Old Mill Park by Solid Construction/Brian Grainger. However, some leftover tax issues that were not within the park district's control had to be resolved prior to any possibility of development.

Those matters have been settled, now, and the property held by Mr. Grainger. As a result, I have been working with Mr. Grainger, his engineers and counsel, along with our counsel to finalize three necessary agreements (necessary for Mr. Grainger) in order for the development to proceed. Those include:

- This Agreement: Improvement and Dedication
- Grant of Easements
- Agreement to Exchange Real Property

Notwithstanding the need to be sure the latter two are completed, they will take more time to accomplish as we must complete a PHASE I Environmental Site Assessment on the property we would "accept" from Mr. Grainger, and an Independent Appraisal on both parcels involved in the land swap (plat attached). Those matters are in process, and our target is to bring the latter two documents to the Board at our regular July Board Meeting.

The SPD Improvement & Dedication Agreement is an "overarching" document that encapsulates the latter two in general, but also spells out what Mr. Grainger will provide the park district in exchange for our willingness to:

- Trade land
- Provide easements to make his development construction possible
- Replace impact fees he would have to pay in lieu of the items spelled out in this agreement.

Our Counsel has given final approval to this document, I have reviewed it, and Mr. Grainger has given me a "Definitive YES" to this version (attached). It should be

noted that this development still has to complete the City's plan review and approval process.

FISCAL IMPACT: NONE. In lieu of impact fees, we gain:

- Water and Electricity to Old Mill Park.
- Small increase in our parking lot size.
- 10' Path along Mt. Hunger from where it currently ends at Old Mill Park parking lot to the corner of Mt. Hunger and Route 23/Main Street.
- Developer and City pay the cost of a lighted/safer crossing at Mt. Hunger and Route 23/Main Street.
- Restoration of any damage done on our property.
- Added/New EAV.
- Other items spelled out in the agreement

STAFF RECOMMENDATION: Recommend Approval.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

**SYCAMORE PARK DISTRICT IMPROVEMENT & DEDICATION
AGREEMENT WITH OLD MILL PARK LLC**

This Agreement (this “**Agreement**”) is made and entered into as of the _____ day of June ____, 20 ____ by and between Old Mill Park, LLC (hereinafter referred to as “Developer”), and the **SYCAMORE PARK DISTRICT** (hereinafter referred to as the “Park District”),

WITNESSETH

WHEREAS, Developer is the record owner or possesses exclusive development interests of certain land identified as Southeast corner of Mt. Hunger Road and IL Route 23, Sycamore, IL consisting of four parcels totaling approximately 8.4 acres and having property tax identification numbers of 06-28-426-016, 06-28-426-017, 06-29-477-004, and 06-29-426-007 within the City of Sycamore (hereinafter referred to as the “City”), which is planned for development as will be defined by the Final Plat of Subdivision when approved by the City of Sycamore; and

WHEREAS, Developer in relation to its obligations under the City of Sycamore Land / Cash Ordinance has agreed to create paths wider than the walks required by City of Sycamore in order to extend the current ten (10) foot-wide asphalt path along Mt. Hunger Road from its current terminus near Old Mill Park, westward to and including the corner of Mt. Hunger Road and Route 23 (Main Street), all as described in Exhibit A attached hereto, for purposes of continuing the bike path (hereinafter referred to as the “Public Path Site”) and to improve the Public Path Site in accordance with the plans and specifications in compliance with City requirements; and

WHEREAS, the Parties intend to exchange parcels of real estate to resolve various conflicts and issues with their respective plans for usage and development of existing properties; and

WHEREAS, the Developer intends to convey the real estate legally described as “Parcel 1” in Exhibit B to the Park District (“Developer Property”); and

WHEREAS, the Park District intends to convey the real estate legally described as “Parcel 2” in Exhibit B to the Developer (“Park District Property”) and

WHEREAS, the Park District finds that the Developer Property to be received by the Park District under this Agreement has substantially the same or even greater suitability for park district purposes than the Park District Property being exchanged; and

WHEREAS, this Agreement is contingent upon the condition precedent that the fair market value of the Developer Property to be received by the Park District—as measured by an appraisal performed by a licensed appraiser--will be equal to or greater than the fair market value of the Park District Property to be conveyed by the Park District; and

WHEREAS, in recognition of the condition precedent, Developer agrees to procure and pay for said appraisals as required by law and to furnish the Park District with copies of the same; and

WHEREAS, this Agreement is also contingent upon the condition precedent that Developer procure for the express benefit of the Park District a Phase I Environmental Site Assessment of the Developer Property to be received by the Park District. The Park District may, in the exercise of its reasonable discretion, find the condition of the Developer Property to be acceptable; or Developer may provide an historical Phase I Environmental Site Assessment from the beginning of the development process obtained by the prior owner stating that the Property use has not changed from the time of the existing Phase I report; and

WHEREAS, the Park District may choose, at its expense, to perform a Phase 2 Site Assessment prior to making any decision on the acceptability of the Property to be received; and

WHEREAS, The Parties agree to cooperate and actively participate in the performance of this agreement to complete all terms of this agreement diligently and efficiently.

WHEREAS, it is hereby agreed and understood that there will be no general real estate taxes on the Public Path Site as it will be constructed upon public land.

WHEREAS, the Park District will obtain appraisals to verify whether the value of the property to be received by the Park under this Agreement is substantially equal to, or greater than, the value of the property the Park will convey to the Developer; and

NOW, THEREFORE, in consideration of the mutual agreements and covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. Agreement

The Recitals set forth above are hereby incorporated into this Agreement and made binding upon the Parties hereto.

1.1. Upon the satisfaction of all conditions precedent, the Developer agrees at its expense to perform the following:

- 1.1.1. Expand the parking lot pursuant to Exhibit C attached hereto.
- 1.1.2. Clear all non-standard title exceptions and convey the Developer Property to the Park District.
- 1.1.3 Construct a ten (10) foot wide Bike Path approximately six hundred thirty-five (635) feet in length immediately north of the Subject Property 8.4 acres and along Mt. Hunger Rd. See Exhibit A.
- 1.1.4. Provide a lighted crosswalk at the intersection of Route 23 and Mt. Hunger Rd. for the purpose of extending the Bike Path across Route 23 per City of Sycamore, Illinois and State of Illinois Department of Transportation requirements to include a protected/signaled pedestrian crossing.
- 1.1.5. Install a water service and drinking fountain in the park per Park specifications and standards relating to Exhibit D attached.
- 1.1.6 Install a 100 Amp Power Service to facilitate an electricity supply for the Park District shelter area pursuant to Exhibit D attached.

- 1.1.7. Provide the documentation for the value of the improvements, said documentation being subject to Park approval.
- 1.1.8. Design and engineering of the Public Path Site shall be done in conjunction with, and approved in writing by, the City of Sycamore.
- 1.1.9. Pay installation costs for the Public Path Site insofar as the Public Path Site is a public amenity located on public property and long-term maintenance costs shall be born proportionally according to the use by residents of the Old Mill Park community.
- 1.1.10. Refrain from imposing or recording covenants, rules or regulations upon the Public Path Site.
- 1.1.11. Be Liable for any costs to facilitate the construction of the emergency access point.
- 1.1.12. Restore the easements to their current condition at no cost to the Park District upon completion of the project.
- 1.1.13. The area to be restored are Natural Areas planted with native species
- 1.1.14. The Developer will provide the security as required by the City for all public improvements related to the Park. Said security shall be in a form approved by the City, and a written notice of expiration shall be provided to the Park District ninety (90) days in advance of expiration date.

1.2. The Park District agrees, at its expense, to perform the following:

- 1.2.1. Following conveyance of the Developer Property to the Park District, to provide Developer with a 15' easement along the south of the 8.4 acres said property and a 6' easement along the east side of said property, all as depicted in Exhibit A attached.
- 1.2.2. Clear all non-standard title exceptions and convey to the Developer or designee the parcel legally identified as Parcel #2 in Exhibit B attached.
- 1.2.3. Grant access through the existing Parking Lot to Developer and its successors to create a second entrance to the community for the purpose of emergency access only.
- 1.2.4. Approve the public improvements provided pursuant to this Agreement.
- 1.2.5. Credit the Developer with the value of the public improvements provided by Developer through impact fee waiver.
- 1.2.6. Once restoration has been completed, the Park District will resume maintenance of the easement area. See attached Exhibit A.

2. Reservation of Easements.

- 2.1. Construction Easements. The Park District agrees that easements on Park land may be reserved in favor of the City and Developer, their employees, agents, representatives and contractors, to enter upon, cross and recross the Park land when necessary for the City and Developer to carry out their obligations set forth herein or other obligations required by law. All restoration to the said area shall be done without cost to the Park District (unless the damage is caused by the Park District, its agents or contractors) according to this "*Sycamore Park District Improvement and Dedication Agreement*" with the Developer, or their assigns.
- 2.2. Utility Easements. The Park District agrees that this Agreement serves as a formal request of the Developer, and without cost, grant of a utility easement and rights-of-

way, across, over, under and through the Old Mill Park Site (Park District land) which are reasonably required for the construction, installation and maintenance of water and sewer facilities, or other public utility services required for the improvements of this development in compliance with City requirements.

- 2.3. Easement Conditions. As a condition to the granting of any easements herein, the grantee thereof shall agree that in the event of any use of such easement or right-of-way for the construction, installation or maintenance of the facility for which such easement or right-of-way was granted, that (a) the grantee shall coordinate with the Park District on the location and construction; (b) the grantee shall hold the Park District harmless from any claims for personal injury or property damage which may arise or result from the activities of the grantee, its employees, agents, representatives and contractors, in connection with such construction, installation or maintenance, and (c) all restoration to the said area shall be done without cost to the Park District.

3. Care and/or Restoration of Easements.

3.1. Restoration. Any damage done by accessing easements shall be restored by a contractor agreed upon and selected by the Park District and Developer. Additionally, as the areas that are affected by the easements for this Agreement are “natural areas” planted with native species that take specialized care to be established, it has been the practice of the Park District to contract with a natural area management contractor for a three-year period to re-establish these “natural areas”. This will be contracted by the Developer and all costs will be paid by the Developer, or its assigns.

3.2. Care. After the Developer, or its assigns, assures all steps detailed in “Restoration” 6.1 above—the Park District will pick up the on-going care until that time at which the easements are again disturbed, at which time 6.1 above, will apply, again, to the Developer or its assigns.

GENERAL PROVISIONS

1. This Agreement shall be and remain binding upon and inure to the benefit of the respective successors and assigns of the parties hereto. In order to provide for compliance with the terms of this agreement, the Park District may record this agreement (or a memorandum as evidence of this agreement) as a covenant to create an encumbrance upon the land.
2. Nothing herein contained shall be deemed to create any rights in any other person or entity not a party to this Agreement, notwithstanding the foregoing or any other term herein, all rights, title and interest in the Developer and related entities shall inure to the benefit of Developer’s heirs, assigns, and beneficiaries.
3. Either party shall have the right to compel specific performance of the terms and conditions of this Agreement.
4. All notices or other documents required, given or served hereunder shall be in writing and addressed as follows:

If to Developer: Michael P. Coghlan
Law Office of Michael P. Coghlan, LLC
444 E. Hillcrest Dr., Suite 330
DeKalb, IL 60115
attorney@lompc.com

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

- 5. The paragraph headings used herein are for convenience only and in no way are intended to define or limit the substantive provisions of this Agreement.
- 6. In the event of a default by Developer hereunder, Park District’s remedy shall be limited to specific performance under this Agreement and shall not include actual, punitive or consequential damages.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first above written.

Old Mill Park LLC

Sycamore Park District

By: _____

By: _____

Printed Name

Printed Name

Title

Title

Date

Date

ATTEST: _____

ATTEST: _____

Title

Title

Easement Exhibit for

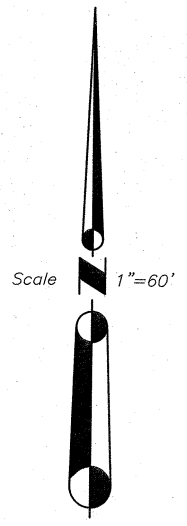
OLD MILL PARK P.U.D.

A PLANNED UNIT DEVELOPMENT IN PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE SOUTHEAST QUARTER OF SECTION 29, ALL IN TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, SYCAMORE TOWNSHIP, DEKALB COUNTY, ILLINOIS.

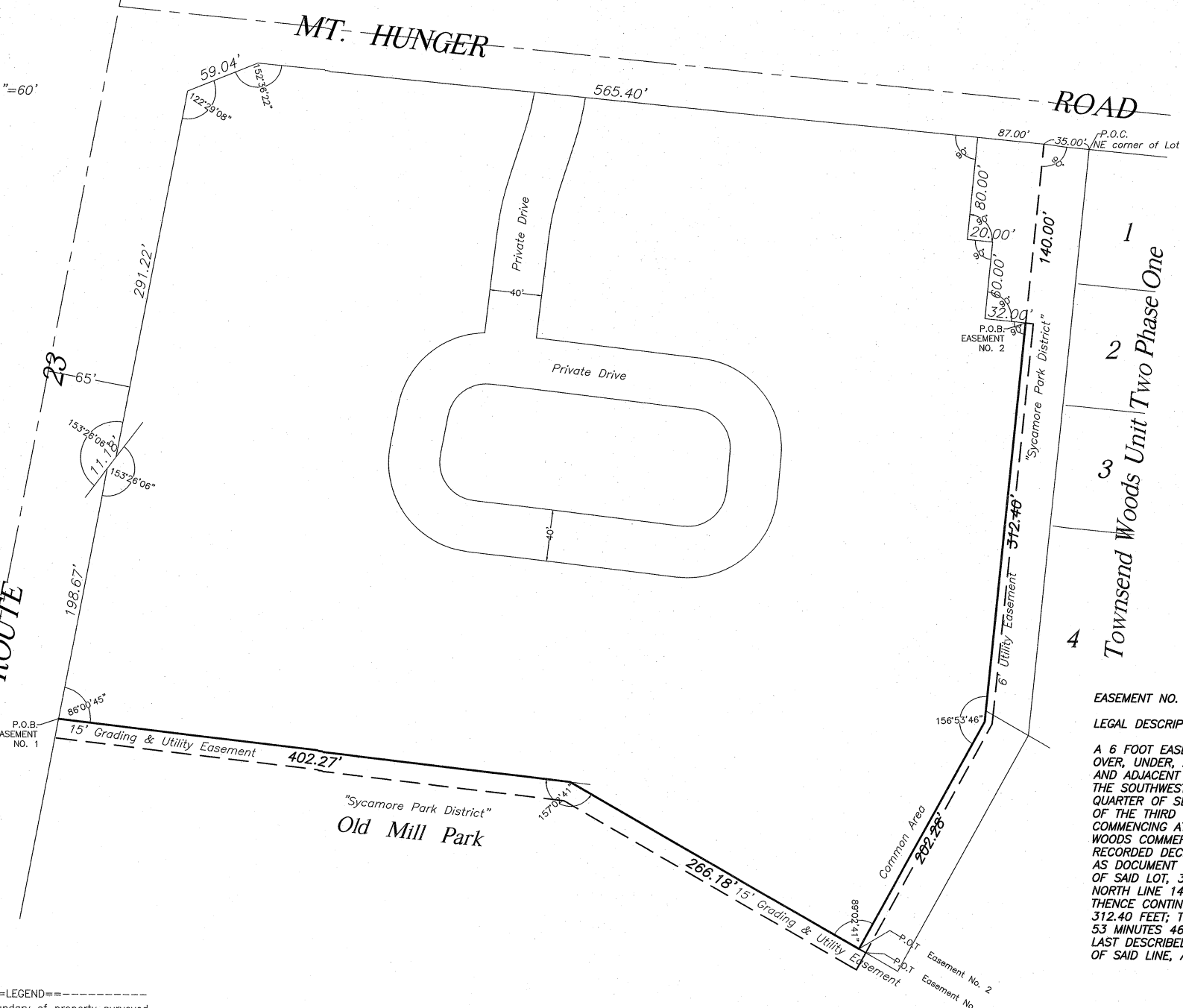
EASEMENT NO. 1

LEGAL DESCRIPTION FOR 15 FOOT GRADING AND UTILITY EASEMENT:

A 15 FOOT EASEMENT FOR GRADING AND UTILITY PURPOSES IS HEREBY GRANTED OVER, UNDER, AND UPON AND LYING SOUTHERLY AND SOUTHWESTERLY OF AND ADJACENT TO THE FOLLOWING DESCRIBED LINE IN THAT PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE SOUTHEAST QUARTER OF SECTION 29, ALL IN TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF LOT 5 IN TOWNSEND WOODS COMMERCIAL DIVISION, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 7TH, 2007, IN PLAT CABINET 10 AT SLIDE 39-D AS DOCUMENT NO. 2007020506; THENCE WESTERLY, ALONG NORTH LINE OF SAID LOT, 652.40 FEET; THENCE SOUTHWESTERLY, AT AN ANGLE OF 152 DEGREES 36 MINUTES 22 SECONDS, MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG A NORTHERLY LINE OF SAID LOT, 59.04 FEET TO THE EASTERLY RIGHT OF WAY LINE OF ILLINOIS ROUTE 23, SAID EASTERLY LINE ALSO BEING THE WESTERLY LINE OF SAID LOT; THENCE SOUTHERLY, AT AN ANGLE OF 122 DEGREES 29 MINUTES 08 SECONDS MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EASTERLY RIGHT OF WAY LINE, 291.22 FEET; THENCE SOUTHWESTERLY, AT AN ANGLE OF 153 DEGREES 26 MINUTES 06 SECONDS, MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EASTERLY RIGHT OF WAY LINE, 11.18 FEET; THENCE SOUTHERLY, AT AN ANGLE OF 153 DEGREES 26 MINUTES 06 SECONDS, MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, ALONG SAID EASTERLY RIGHT OF WAY LINE, 198.67 FEET FOR THE POINT OF BEGINNING; THENCE EASTERLY, AT AN ANGLE OF 86 DEGREES 00 MINUTES 45 SECONDS, MEASURED CLOCKWISE FROM SAID EASTERLY RIGHT OF WAY LINE, 402.27 FEET; THENCE SOUTHEASTERLY, AT AN ANGLE OF 157 DEGREES 02 MINUTES 41 SECONDS, MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 266.18 FEET TO THE POINT OF TERMINATION OF SAID LINE, SAID EASEMENT BEING EXTENDED TO SAID EASTERLY RIGHT OF WAY LINE OF ILLINOIS ROUTE 23, ALL IN THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS.



Scale 1"=60'



EASEMENT NO. 2

LEGAL DESCRIPTION FOR 6 FOOT UTILITY EASEMENT:

A 6 FOOT EASEMENT FOR PUBLIC UTILITY PURPOSES IS HEREBY GRANTED OVER, UNDER, AND UPON AND LYING EASTERLY AND SOUTHEASTERLY OF AND ADJACENT TO THE FOLLOWING DESCRIBED LINE IN THAT PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE SOUTHEAST QUARTER OF SECTION 29, ALL IN TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF LOT 5 IN TOWNSEND WOODS COMMERCIAL DIVISION, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 7TH, 2007, IN PLAT CABINET 10 AT SLIDE 39-D AS DOCUMENT NO. 2007020506; THENCE WESTERLY, ALONG NORTH LINE OF SAID LOT, 35.0 FEET; THENCE SOUTHERLY AT RIGHT ANGLE TO SAID NORTH LINE 140.0 FEET FOR THE POINT OF BEGINNING OF SAID LINE; THENCE CONTINUING SOUTHERLY ALONG THE LAST DESCRIBED COURSE 312.40 FEET; THENCE SOUTHWESTERLY AT AN ANGLE OF 156 DEGREES 53 MINUTES 46 SECONDS MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 202.28 FEET TO THE POINT OF TERMINATION OF SAID LINE, ALL IN THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS.

====LEGEND====
--- Boundary of property surveyed

FOR: SOLID CONSTRUCTION
JOB NO. WES 13766EASE

Exhibit _____

DATE PREPARED: JUNE 20TH, 2018

Prepared by:
William E. Hanna Surveyors
License No. 1842807
508 Pine Street
DeKalb, Illinois 60115
(815) 756-2189
Fax 748-2532
info@hannasurveyors.com

PRELIMINARY PLAT - SHEET 1 OF 2 OLD MILL PARK

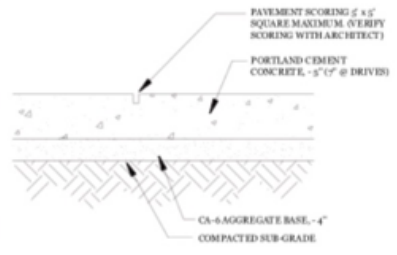
ILLINOIS ROUTE 23 AND MT. HUNGER ROAD
SYCAMORE, ILLINOIS
PRELIMINARY GEOMETRIC PLAN



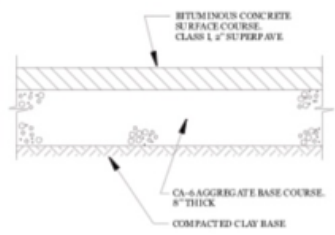
Exhibit A
2 of 2
Bike path



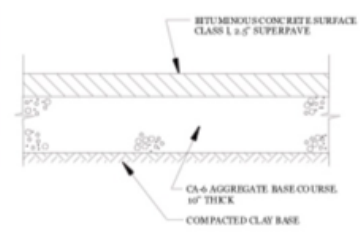
SITE LOCATION MAP
NO SCALE



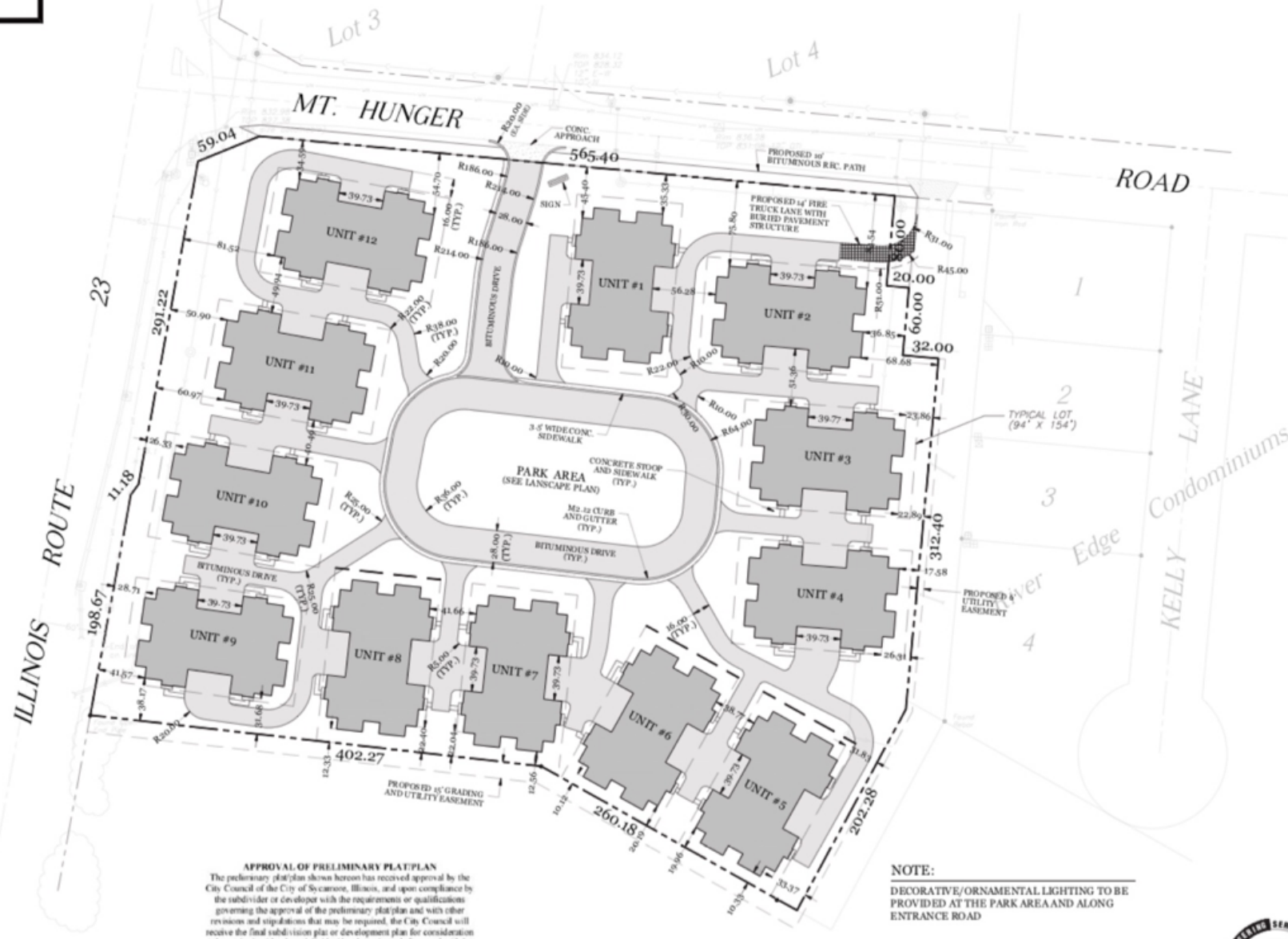
CONCRETE SIDEWALK SECTION
NO SCALE



REC. PATH BITUMINOUS PAVEMENT DETAIL
NO SCALE



BITUMINOUS PAVEMENT DETAIL
NO SCALE



PAVEMENT LEGEND:

- PROPOSED BITUMINOUS ENTRY ROAD AND DRIVES
- PROPOSED BITUMINOUS REC PATH
- PROPOSED CONCRETE SIDEWALKS AND CONCRETE APPROACH



TYPICAL BUILDING ENVELOPE
SCALE: 1"=8'

NOTE:
FOR BUILDING INTERIOR WALL DIMENSIONS, SEE ARCHITECTURAL PLANS.

APPROVAL OF PRELIMINARY PLAT PLAN
The preliminary plat shown hereon has received approval by the City Council of the City of Sycamore, Illinois, and upon compliance by the subdivider or developer with the requirements or qualifications governing the approval of the preliminary plat plan and with other revisions and stipulations that may be required, the City Council will receive the final subdivision plat or development plan for consideration when submitted by the subdivider/developer in such form and with in such time as required by this Ordinance, and approved by the Plan Commission
The City Council of the City of Sycamore, Illinois.

MAYOR _____ DATE _____
ATTEST _____
CITY CLERK DATE _____

NOTE:
DECORATIVE/ORNAMENTAL LIGHTING TO BE PROVIDED AT THE PARK AREA AND ALONG ENTRANCE ROAD



DATE	REVISED	BY
PRELIMINARY PLAT - SHEET 1 OF 2 OLD MILL PARK		
<small>SYCAMORE, ILLINOIS</small>		
DESIGNED BY: RCB	DATE: 11/21/16	Sheet 1 of 2
DRAWN BY: JVS	DATE: 11/21/16	

300 WEST LOCUST ST., MELVINE, IL 61458
(815) 547-8825 FAX: (815) 544-0421
ILLINOIS DESIGN FIRM NO. 184-000360

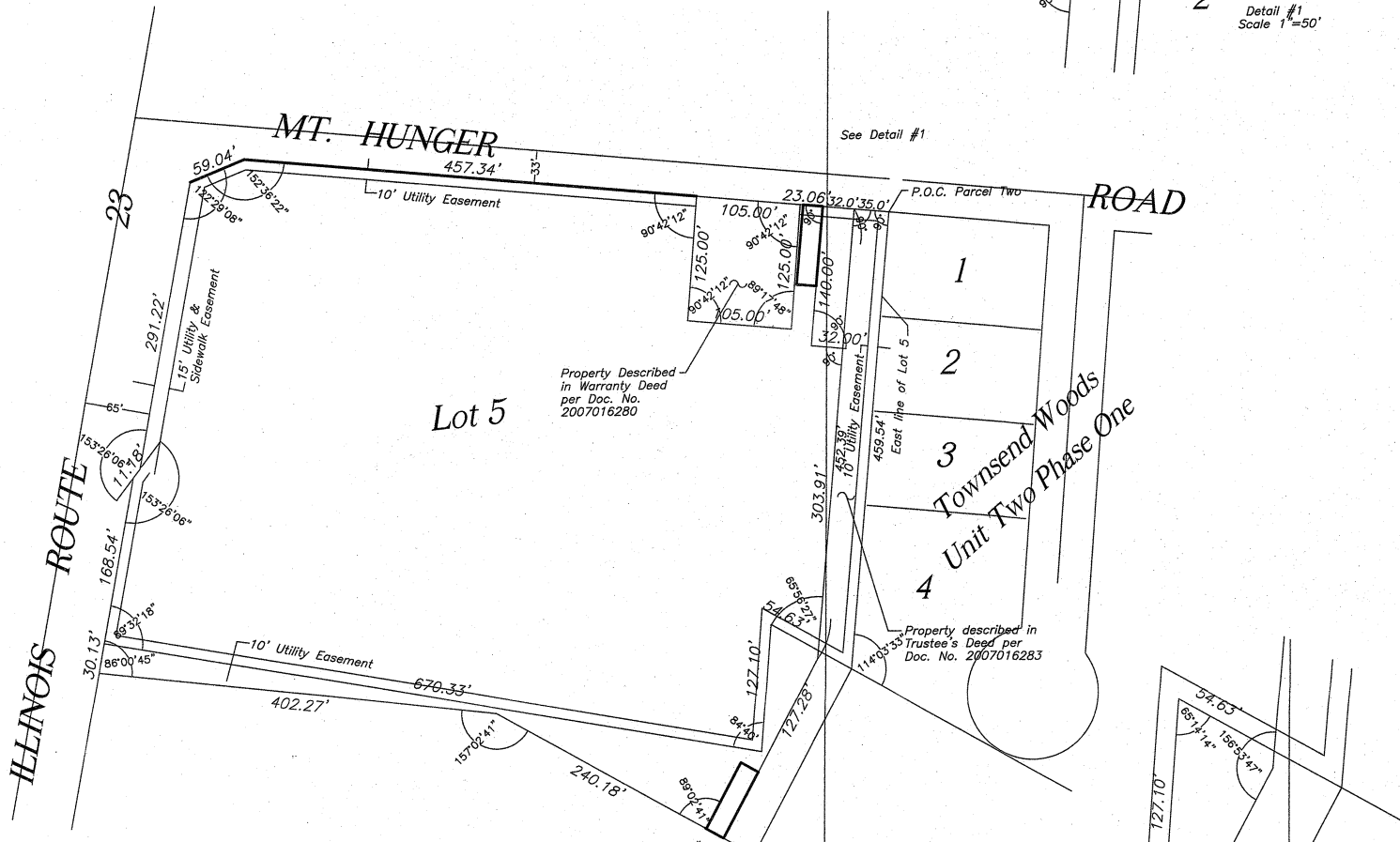
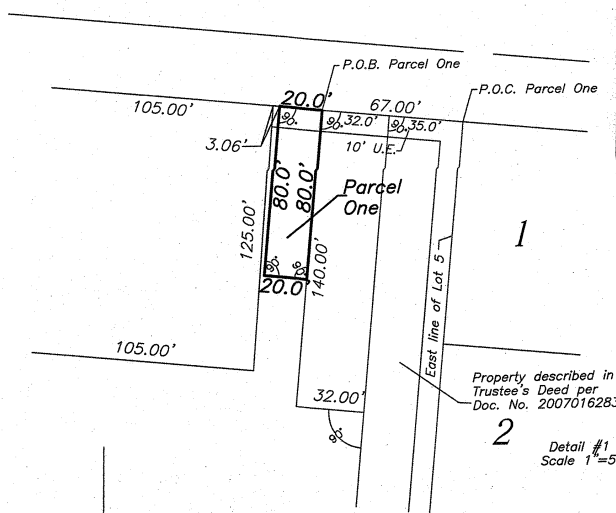
PLAT OF PROPERTY

PARCEL ONE: (GRAINGER TO PARK DISTRICT, EXHIBIT B):

THAT PART OF LOT 5 IN TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 7TH, 2007 IN PLAT CABINET 10 AT SLIDE 39-D AS DOCUMENT NO. 2007020506, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT; THENCE NORTHWESTERLY, ALONG THE NORTHERLY LINE OF SAID LOT, 67.00 FEET FOR THE POINT OF BEGINNING; THENCE CONTINUING NORTHWESTERLY, ALONG SAID NORTHERLY LINE, 20.0 FEET; THENCE SOUTHERLY, AT RIGHT ANGLE TO SAID NORTHERLY LINE, 80.0 FEET; THENCE EASTERLY, AT RIGHT ANGLE TO THE LAST DESCRIBED COURSE, PARALLEL WITH SAID NORTHERLY LINE, 20.0 FEET; THENCE NORTHERLY, AT RIGHT ANGLE TO THE LAST DESCRIBED COURSE, PARALLEL WITH THE EAST LINE OF SAID LOT, 80.0 FEET TO THE POINT OF BEGINNING, ALL IN THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS.

Scale 1"=100'

Area Summary: Parcel One: Contains 1600 Sq. Ft.
Parcel Two: Contains 1500 Sq. Ft.



PARCEL TWO: (PARK DISTRICT TO GRAINGER, EXHIBIT C):

THAT PART OF THE SOUTHEAST QUARTER OF SECTION 29, TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHWEST CORNER OF LOT 1 IN TOWNSEND WOODS P.U.D. UNIT TWO, PHASE ONE; THENCE WESTERLY, ALONG THE SOUTH LINE OF MOUNT HUNGER ROAD, 35.00 FEET; THENCE SOUTHERLY, AT RIGHT ANGLE TO SAID SOUTH LINE, PARALLEL WITH THE WEST LINE OF SAID SUBDIVISION, 452.39 FEET; THENCE SOUTHWESTERLY, AT AN ANGLE OF 156°53'47", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 127.28 FEET FOR THE POINT OF BEGINNING; THENCE NORTHWESTERLY, AT AN ANGLE OF 89°02'41", MEASURED COUNTERCLOCKWISE FROM THE LAST DESCRIBED COURSE, 20.0 FEET; THENCE SOUTHWESTERLY, AT AN ANGLE OF 89°02'41", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, 75.0 FEET; THENCE SOUTHEASTERLY, AT AN ANGLE OF 90°57'19", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, 20.0 FEET; THENCE NORTHEASTERLY, AT AN ANGLE OF 89°02'41", MEASURED CLOCKWISE FROM THE LAST DESCRIBED COURSE, 75.00 FEET TO THE POINT OF BEGINNING, ALL IN THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS.



Detail #2 Scale 1"=50'

DATE PREPARED: AUGUST 16TH, 2016.

Shawn R. Van Kampen
SHAWN R. VANKAMPEN
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2710
LICENSE EXPIRATION DATE: NOVEMBER 30TH, 2016

Prepared by:
William E. Hanna Surveyors
508 Pine Street
DeKalb, Illinois 60115
(815) 756-2189
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License # 1842807

FOR: SOLID CONSTRUCTION
JOB NO. WES 13766

EXHIBITS B AND C

Revised 06/04/18

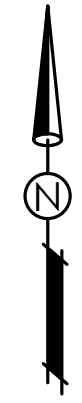
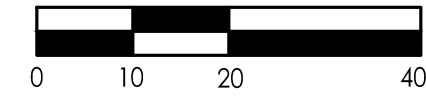
OLD MILL PARK P.U.D.

SYCAMORE, ILLINOIS

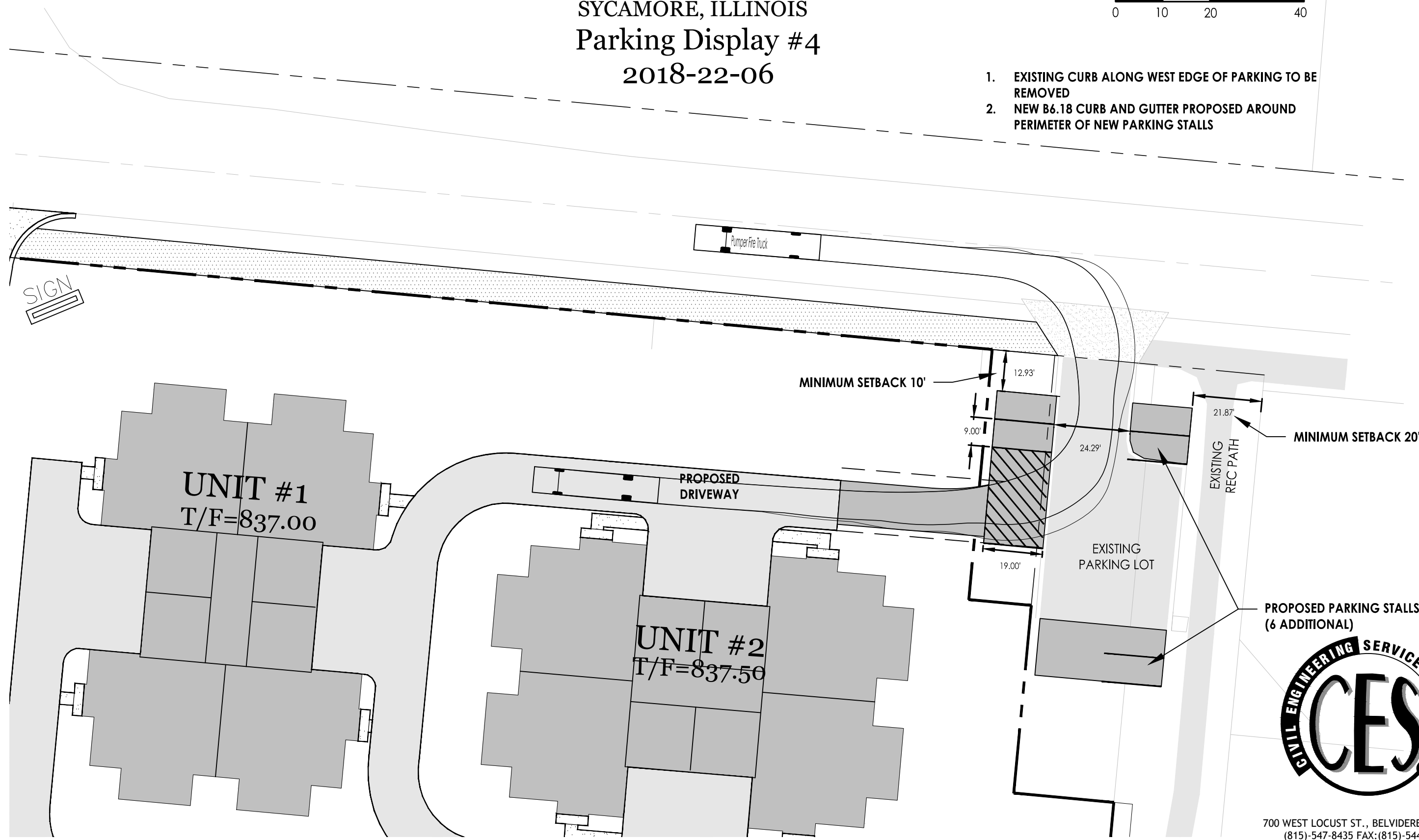
Parking Display #4

2018-22-06

SCALE 1" = 20'



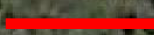
1. EXISTING CURB ALONG WEST EDGE OF PARKING TO BE REMOVED
2. NEW B6.18 CURB AND GUTTER PROPOSED AROUND PERIMETER OF NEW PARKING STALLS

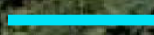


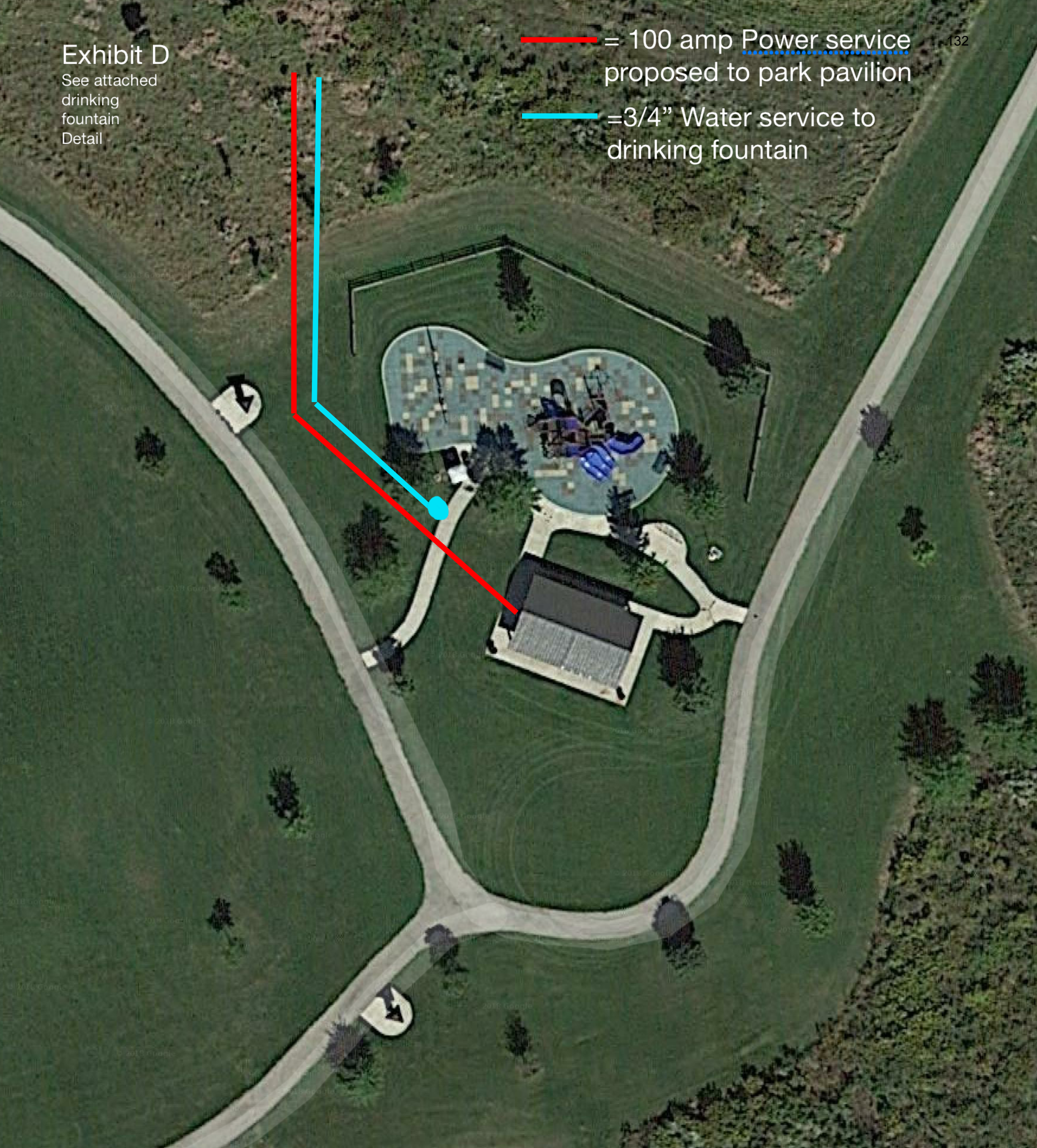
700 WEST LOCUST ST., BELVIDERE, IL 61008
 (815)-547-8435 FAX: (815)-544-0421
 ILLINOIS DESIGN FIRM NO. 184-001260

Exhibit D

See attached
drinking
fountain
Detail

 = 100 amp Power service
proposed to park pavilion

 = 3/4" Water service to
drinking fountain



403 WALKING SURFACES

403.3 Slope. The running slope of walking surfaces shall not be steeper than 1:20. The cross slope of walking surfaces shall not be steeper than 1:48.

603 DRINKING FOUNTAINS

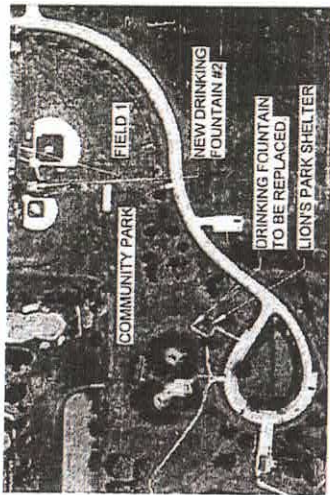
602.1 General. Drinking fountains shall comply with 307 and 602.

602.2 Clear Floor Space. Units shall have a clear floor or ground space complying with 305 positioned for a forward

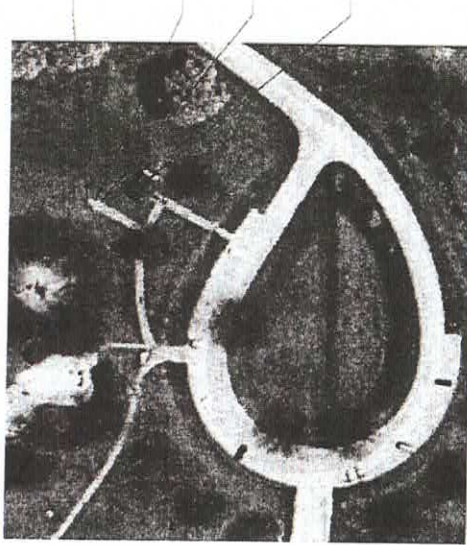
602.6 Water Flow. The spout shall provide a flow of water 4 inches (100 mm) high minimum and shall be located 5 inches (125 mm) maximum from the front of the unit. The angle of the water stream shall be measured horizontally relative to the front face of the unit. Where spouts are located less than 3 inches (75 mm) of the front of the unit, the angle of the water stream shall be 30 degrees maximum. Where spouts are located between 3 inches (75 mm) and 5 inches (125 mm) maximum from the front of the unit, the angle of the water stream shall be 15 degrees maximum.



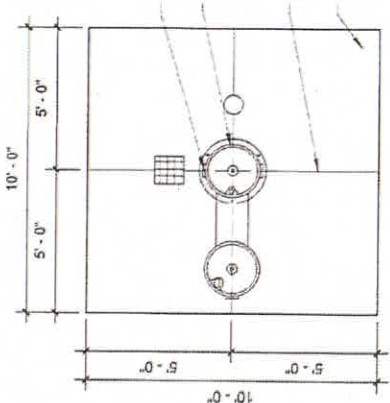
Ex D3 0 FS



1 Lion's Shelter - Site Aerial
NTS



2 Lion's Shelter - Site Plan
NTS



3 Typical Drinking Fountain Pad Plan
1/4" = 1'-0"

REMOVE EXISTING DRINKING FOUNTAIN & REPLACE WITH NEW FOUNTAIN IN THE SAME LOCATION. CONNECT NEW MODEL TO EXISTING CONNECTIONS. SIMILAR TO DETAILS ON A5.0 & A5.1. FOUNTAIN B.O.D. TO BE MD# 440-SM WITH JUG FILLER.

REMOVE ASPHALT PAD AROUND EXISTING FOUNTAIN. REPLACE WITH NEW 5" DEEP CONCRETE PAD, 10'x10' CENTERED ON THE FOUNTAIN.

WHERE NEW CONCRETE PAD MEETS EXISTING ASPHALT, ENSURE ADA-COMPLIANT GAP (LESS THAN 1/2") AND HEIGHT (LESS THAN 1/4") DIFFERENCE. PROVIDE SEALANT BETWEEN MATERIALS.

LION'S PARK SHELTER

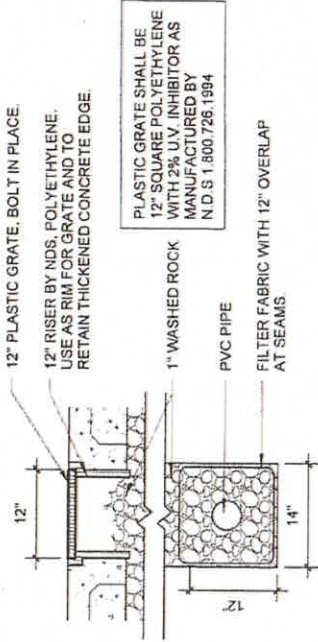
WHERE NEW PAD MEETS EXISTING OR NEW ASPHALT, PROVIDE SEALANT AT JOINT. JOINT TO BE ADA COMPLIANT.

JUG FILLER ON NEW DRINKING FOUNTAIN.

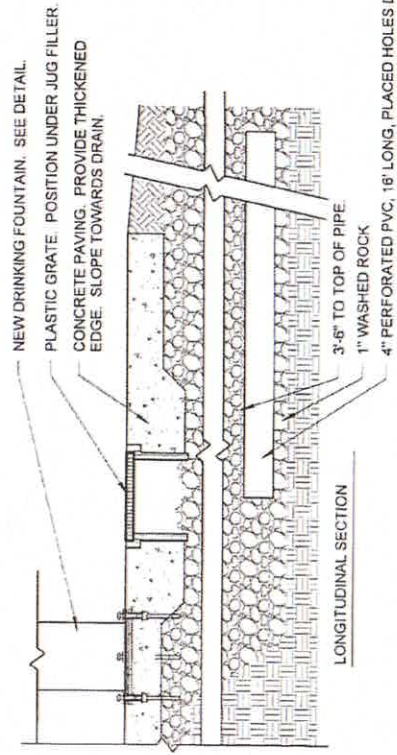
NEW HI-LO DRINKING FOUNTAIN. SEE DETAIL.

SAW-CUT JOINTS IN CONCRETE PAD.

NEW 5" DEEP CONCRETE PAD WITH 1" GRAVEL BASE.



CROSS SECTION



LONGITUDINAL SECTION

4 Detail @ Drinking Fountain Drain
NTS

SYCAMORE PARK DISTRICT
ADA IMPROVEMENTS
940 EAST STATE STREET
SYCAMORE, IL 60178

Phase: 50

PHNArchitects

2200 White Oak Circle, Suite 100 B, Aurora, IL 60502
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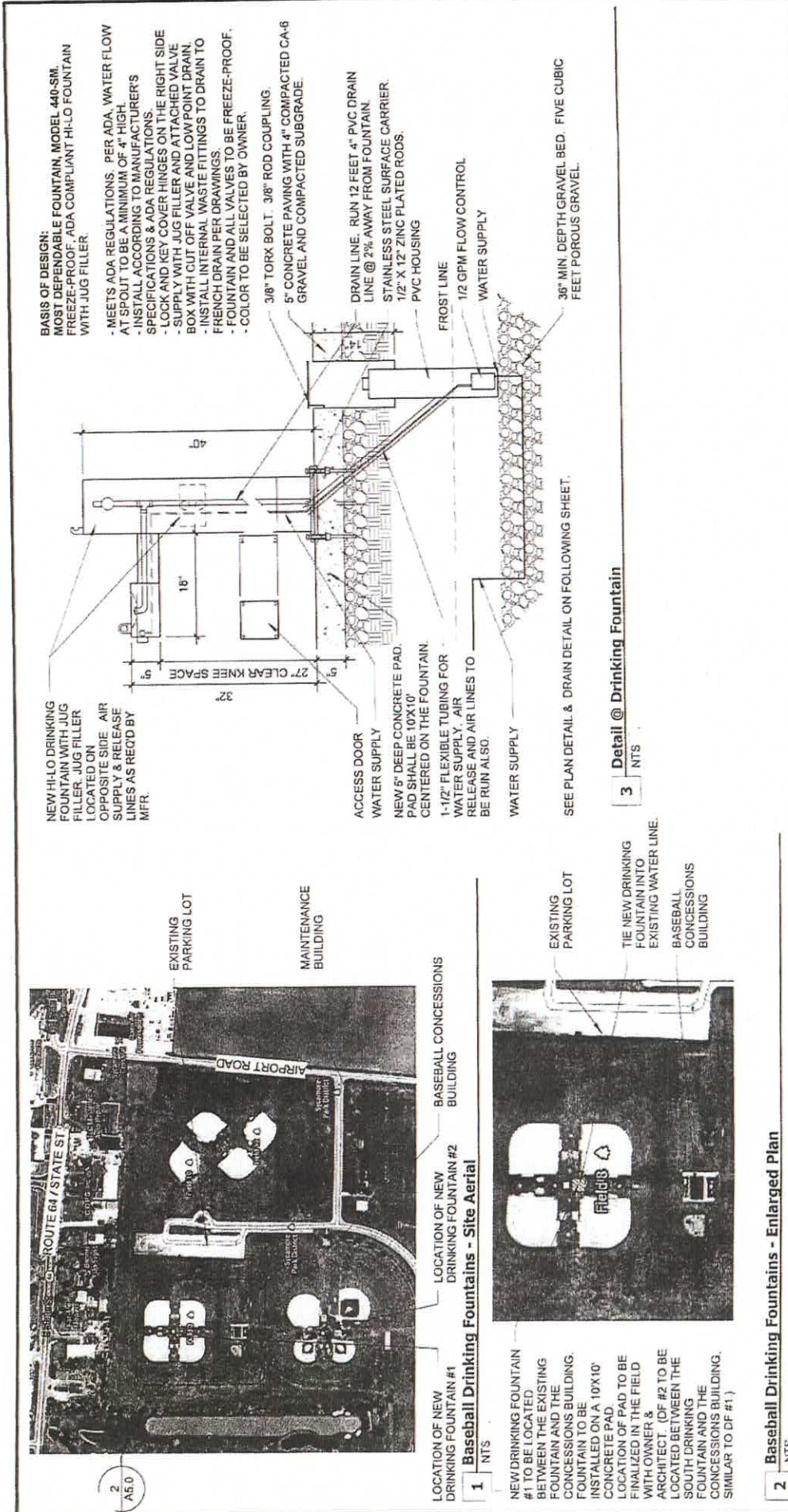
Job No.: 12086
Date: 4 SEPT 2013
Title: LION'S SHELTER DRINKING FOUNTAIN

A5.1

ISSUED FOR RE-BID

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EX D4 OF 5



BASIS OF DESIGN:
 MOST DEPENDABLE FOUNTAIN, MODEL 440-SM.
 FREEZE-PROOF, ADA COMPLIANT HI-LO FOUNTAIN
 WITH JUG FILLER

- MEETS ADA REGULATIONS. PER ADA, WATER FLOW AT SPOUT TO BE A MINIMUM OF 4" HIGH.
- INSTALL ACCORDING TO MANUFACTURER'S SPECIFICATIONS & ADA REGULATIONS.
- LOCK AND KEY COVER HINGES ON THE RIGHT SIDE
- SUPPLY WITH JUG FILLER AND ATTACHED VALVE BOX WITH CUT OFF VALVE AND LOW POINT DRAIN.
- INSTALL INTERNAL WASTE FITTINGS TO DRAIN TO FRENCH DRAIN PER DRAWINGS.
- FOUNTAIN AND ALL VALVES TO BE FREEZE-PROOF.
- COLOR TO BE SELECTED BY OWNER.

- 3/8" TORX BOLT, 3/8" ROD COUPLING.
- 5" CONCRETE PAVING WITH 4" COMPACTED CA-6 GRAVEL AND COMPACTED SUBGRADE.
- DRAIN LINE, RUN 12 FEET 4" PVC DRAIN LINE @ 2% AWAY FROM FOUNTAIN.
- STAINLESS STEEL SURFACE CARRIER.
- 1/2" X 12" ZINC PLATED RODS.
- PVC HOUSING
- FROST LINE
- 1/2 GPM FLOW CONTROL
- WATER SUPPLY
- 36" MIN' DEPTH GRAVEL BED, FIVE CUBIC FEET POROUS GRAVEL.

SEE PLAN DETAIL & DRAIN DETAIL ON FOLLOWING SHEET.

3 Detail @ Drinking Fountain
 NTS

NEW HI-LO DRINKING FOUNTAIN WITH JUG FILLER, JUG FILLER LOCATED ON OPPOSITE SIDE. AIR SUPPLY & RELEASE LINES AS REQ'D BY MFR.

ACCESS DOOR
 WATER SUPPLY
 NEW 5" DEEP CONCRETE PAD. PAD SHALL BE 10'X10' CENTERED ON THE FOUNTAIN.
 1-1/2" FLEXIBLE TUBING FOR WATER SUPPLY, AIR RELEASE AND AIR LINES TO BE RUN ALSO.

Job No: 12086
 Date: 4 SEPT 2013
 Title: BASEBALL DRINKING FOUNTAINS

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A5.0

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2 Baseball Drinking Fountains - Enlarged Plan
 NTS

SYCAMORE PARK DISTRICT
 ADA IMPROVEMENTS
 940 EAST STATE STREET
 SYCAMORE, IL 60178

Phase: 50

EX D5 0 F5