



**Sycamore Park District  
Regular Board Meeting  
March 19, 2019  
6:00 PM**

**NOTE LOCATION CHANGE  
Community Center, 480 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: February 6, 2019 (Voice Vote)**  
**Executive Session Minutes: February 6, 2019 To Remain Confidential (ROLL CALL)**  
**Executive Session Minutes: February 6, 2019 To Remain Confidential (ROLL CALL)**

**APPROVAL OF MONTHLY CLAIMS:**

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

**CONSENT AGENDA:**

- 40. **Superintendent of Finance Monthly Report**
- 44. **Budget Report**
- 58. **Superintendent of Recreation Monthly Report**
- 67. **Superintendent of Golf Operations Monthly Report**
- 69. **Superintendent of Parks and Facilities Monthly Report**
- 75. **Executive Director Monthly Report**

**CORRESPONDENCE-**

- 77. **Oaken Acres Wildlife Center – Thank You**
- 78. **Oaken Acres Wildlife Center Christmas Card**
- 79. **Ken Williams - Thank You**
- 80. **Sycamore Chamber of Commerce – Thank You**
- 81. **Tad – Thank You**

*Sycamore Park District - we put the "MORE" in Sycamore.*

**Board of Commissioners Meeting**

**March 19, 2019**

**PG 2**

**PUBLIC HEARING on BUDGET and APPROPRIATION ORDINANCE #03-2019**

**PUBLIC INPUT**

**POSITIVE FEEDBACK/REPORTS:**

- Presentation of IAPD Commissioner Service Award to Daryl Graves—Sarah

**MONTHLY REPORT – Jeff**

**PLANNING COMMISSION REPORT – Ted**

**OLD BUSINESS:**

- Update and Action On Bridge Matters/Resolution—Dan
- Update on Museum—Theresa
- Update on Moving Plaques and Dedication Event—Jeff/Sarah
- Update on Land Acquisition for Trail Project—Dan
- Consideration of Riverside Park Plan—Dan
- 82. Budget and Appropriation Ordinance #03-2019– Jackie-(Roll Call Vote)
- 94. Review Timeline for Bond Issue—Dan and Jackie
- 103. IGA for Movie Screen—Theresa
- OMA Requirements for Board Members—Dan

**NEW BUSINESS**

- 107. Review of Long-Range Planning Timeline (Vision 2025)—Dan
- 112. First Review of Executive Summary—Nettie

**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:**

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, February 6, 2019  
\*The January meeting was cancelled and rescheduled for February 6<sup>th</sup>\***

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 6:01 p.m. on Tuesday, February 6, 2019.

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 Schulz, Strack, and Kroeger.**

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: **Daryl Graves and Ann Tucker.**

Staff members present were Jeanette Freeman, Director Gible, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, Theresa Tevsh, Sarah Rex and Intern Justin Genz

**Guests at the Board meeting were:**

Derke Price – Ancel Glink  
Jonathan Koepke, Encap Inc.  
Melissa Wheeler, Encap Inc.  
Ben Doty, 254 Wendy St., Sycamore

**Regular and Consent Agenda Approval –**

**Motion**

Commissioner Strack moved to approve the amended Regular Agenda and the Consent Agenda moving Regular Agenda Item, Resolution 01-2019 Regarding Membership in the PDRMA Property/Casualty Program under Old Business to **prior to the** New Business and after the Plan Commission Report. 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 3-0. Commissioners Graves and Tucker were absent.

**Approval of Minutes –**

**Motion**

Commissioner Schulz moved to approve the December 18, 2018 Regular Meeting Minutes. Commissioner Strack seconded the Motion.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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**Motion**

Commissioner Strack moved to approve the December 18, 2018 Executive Session Meeting Minutes to remain confidential. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Claims and Accounts Approval**

**Motion**

Commissioner Strack moved to approve and pay the bills in the amount of \$250,626.48. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Correspondence –**

Pay-It-Forward House Thank You

**Public Input –**

Supt. of Recreation Tevsh introduced our Intern Justin Genz. Justin said a few words about himself and the projects he has been working on for the Park District. He also thanked Theresa, Dan and the Park Board for giving him this opportunity.

**Positive Feedback –**

Recreation Supervisor Elm Rex noted the Park Partner Award is something that we do every year. This is the first time we are honoring a business and Encap is the winner. She thanked Jonathan and Melissa for being here and noted 2018 was a huge year for us. Encap has proven to be on our side and putting the more in Sycamore. Supt. of Parks Jeff Donahoe presented the award to Jonathon and Melissa of Encap. He noted that we have been working with Encap for about 10 years now, starting with Old Mill and Larson Park. They have gone above and beyond to help us, including securing a grant from DCCF. They have made generous donations for the new dog park, which included 60 trees. He thanked them for working with us and it has been great working with everyone at Encap. Jonathon said a few words and thanked the Park District.

**Monthly Report –** Supt. of Recreation Hienbuecher went over the EFT process for the Community Center monthly billings.

**Plan Commission Report – Commissioner Ted Strack –** He noted there was no meeting.

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**Motion**

Commissioner Schulz moved to adjourn the Regular Session at 6:33 pm to go into Executive Session for the purpose of Litigation. Commissioner Strack seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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.

The Board convened to Executive Session at 6:34 pm. The roll was called with Commissioners Schulz, Strack and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gibble, Counsel Derke Price, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, and Theresa Tevsh.

**Motion**

The Board adjourned the Executive Session at 7:00 p.m. and reconvened to Regular Session on a motion made by Commissioner Strack. The motion was seconded by Commissioner Schulz.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Old Business**

**Update and Action on Bridge Matters/Resolution** – Director Gibble noted there is a meeting tomorrow with the contractor and they should be starting tomorrow on the demo.

**Update and Approval of any MOU's** - Supt. of Recreation Tevsh noted they made updates to the existing MOU's now that the Community Center is done.

**Motion**

Commissioner Schulz moved to approve the MOU's as presented. The motion was seconded by Commissioner Strack.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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**Final Review and approval of Operating Budget –**

**Motion**

Commissioner Strack moved approve the 2019 Operating Budget as presented.  
 Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Refresher on Dog Park Rules** – Supt. of Recreation Tevsh noted this is just a review. There was a contest earlier and the winner won a lifetime of dog park entrance. The person that won is Nardy Hennigan. The dedication day will be May 4<sup>th</sup> with the ceremony at 1:00 pm. Ribbon cutting.

**Consider Golf Course Irrigation Bid** – Director Gibble gave kudos to Jeff Donahoe, Steve Tritt and bidding process to get us to this point. Supt. of Park Donahoe noted we received 4 bids and got it down to budget. There are two alternates and we will go above budget by about \$27,000 if we do both. Inline filtration system for \$17,700 and Removal of old heads/control boxes for \$10,000.

**Motion**

Commissioner Strack moved to approve Midwest Irrigation contractor in the amount of \$1,227,633.00 to include the \$17,700.00 for the Inline Filtration System and \$10,000 for the removal of old heads/control boxes. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Final Review and Approval of Executive Job Description** - Commissioner Schulz noted there was nothing to add. This is what was decided on and had the input of everyone.

**Motion**

Commissioner Schulz moved to approve the updated Executive Director Job Description as presented. Commissioner Strack seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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**New Business**

**Professional Services Work Agreement for OSLAD and ITEP Grant Services** - This has been updated and is for Terri Gibble for the Grant writing and Grant supervision.

**Motion**

Commissioner Strack moved to approve the agreement as presented. 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 3-0. Commissioners Graves and Tucker were absent.

**Bi-Annual Review of Executive Session Minutes** -

**Motion**

Commissioner Schulz moved to approve the Review of the Executive Session Minutes as presented. The motion was seconded by Commissioner Strack.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Tax Abatement for Alternate Bonds** -

**Motion**

Commissioner Strack moved to approve Tax Abatement for Alternate Bonds for Bond 2015A Ordinance 02-2019. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Motion**

Commissioner Strack moved to approve Tax Abatement for Alternate Bonds for Bond 2017A Ordinance 01-2019. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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**Resolution 01-2019 Regarding Membership in the PDRMA Property/Casualty Program -**

**Motion**

Commissioner Strack moved to table Resolution 01-2019. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

**Discussion—**

Director Gibble noted that we cannot vote on this, but we can come to a consensus on matters relating to the meeting schedule and OSLAD.

Meeting schedule: President Kroeger noted that the Feb, 26<sup>th</sup> meeting will be replaced with the March 19<sup>th</sup> meeting and that will take care of the February 26<sup>th</sup> meeting and the March 26<sup>th</sup> meeting. The March 19<sup>th</sup> meeting will be held at the Community Center. The April meeting will be on the regular scheduled date of 4-23-19. There was a consensus on the board to move the Feb. 26 to March 19<sup>th</sup> at the Community Center and cancel the March 26<sup>th</sup> meeting, starting back on the regular schedule on the 4-23 meeting.

OSLAD Grant: President Kroeger noted we did not receive the OSLAD for \$400,000 that we were going to use for the Soccer fields. Director Gibble is trying to find out answers as to why on this. He was told if you did not go to the presentation you would be disqualified but there were park districts that did not show up and yet received grants. We cannot see our score sheet, but he has requested incite as to where we scored fewer points but has not heard back yet. In the meantime, we need to assume we are not getting the grant and move forward. We have made promises to the youth sports organizations and they have donated dollars. He has come up with three options:

1. Go ahead and cut something else.
2. Apply again this year.
3. Downsize, simplify- remove amenities, focus fields, parking, water and cut \$400,000.

Commissioner Strack noted we need to show progress. There was a consensus from the Board for option 3. Director Gibble asked that we let staff and engineers see where we can cut some corners to see how close we can get to the \$400,000. He will bring the suggestions back to the Board and continue ahead with the soccer fields.

**Public Input** – President Kroeger noted he has gotten feedback from the public. They are happy with the park keeping the paths clean with the weather we are having. He also wanted to thank staff for checking on the buildings during the cold spell.



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**Motion**

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

**Roll Call**

President Kroeger called for a roll call vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
  
12. 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.

The Board convened to Executive Session at 8:01 pm. The roll was called with Commissioners Schulz, Strack and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gibble.

**Motion**

The Board adjourned the Executive Session at 8:03 p.m. and reconvened to Regular Session on a motion made by Commissioner Strack. The motion was seconded by Commissioner Schulz.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

While back in regular session the following motion was made and approved.

**Motion**

Commissioner Strack moved to approve a one time additional 40 hours of vacation for Director Gibble. Commissioner Schulz seconded the Motion.

**Roll Call**

President Kroeger called for a roll call to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

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**Motion**

The Board adjourned the Regular Session at 8:05 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Strack.

**Voice Vote**

President Kroeger called for a voice vote to approve the motion. All commissioners present voted Aye. Motion carried 3-0. Commissioners Graves and Tucker were absent.

Respectfully Submitted

Jeanette Freeman  
Recording Secretary  
Sycamore Park District

*Interim*

FROM 01/31/2019 TO 03/13/2019

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

906902977  
 01 DISC INV 906902977 501000001306 01/23/19 00003525 60193 02/07/19 82.53 82.53  
 02 SHIPPING INV 306902977 501000001306 00003525 00003525 -1.50  
 03 TITLEIST PLAYERS TOWELS 501000001306 00003525 00003525 75.00 9.03  
 75.00

906934327  
 01 TITLEIST FEATHER WEIGHT CAP 501000001301 02/04/19 00003525 60200 02/14/19 3,393.76 1,002.61  
 02 TITLEIST PERF BALL MARKER CAP 501000001301 00003525 180.00  
 03 TITLEIST TOUR ACE CAP 501000001301 00003525 192.00  
 04 TITLEIST MESH LEGACY CAP 501000001301 00003525 192.00  
 05 TITLEIST TOUR PLAYER CAP 501000001301 00003525 180.00  
 06 TITLEIST TOUR AUSSIE CAP 501000001301 00003525 168.00  
 07 DISC INV 906934327 501000001301 00003525 63.00  
 08 SHIPPING INV 906934327 501000001301 00003525 -19.50  
 47.11

906940157  
 01 PINNACLE 15 BALL PACKS 501000001300 02/05/19 00003525 60200 02/14/19 3,393.76 2,391.15  
 02 SHIPPING INV 906940157 501000001300 00003525 231.15

906996294  
 01 SHIPPING ONLY - TRIAL PIECE 504000086602 02/21/19 00000000 60243 02/26/19 30.00 30.00  
 30.00

ADVANCE ADVANCE AUTO PARTS  
 2454-394187  
 01 ALL EQUIP. FILTERS, PARTS 101500066403 01/02/19 00003455 60203 02/14/19 2,913.08 2,041.30  
 02 ALL EQUIP FILTERS, PARTS 202100066403 00003455 680.43  
 03 ALL EQUIP. FILTERS, PARTS 504100066403 00003455 680.43  
 680.44  
 3,506.29

2454-394498  
 01 TOOL ROLL PIN 101500076512 01/07/19 00003462 60203 02/14/19 2,913.08 3.91  
 3.91  
 2454-394514  
 01 EQUIP. ANTIFFREEZE 101500066403 01/07/19 00003476 60203 02/14/19 2,913.08 85.44  
 85.44  
 2454-394589  
 01 FIELD RAKE LUBE 202100066403 01/08/19 00003489 60203 02/14/19 2,913.08 16.53  
 16.53  
 2454-394600  
 01 ROUGH MOWER BATTERIES 202100066403 01/08/19 00003487 60203 02/14/19 2,913.08 441.38  
 441.38  
 2454-394674  
 01 INTER. TRACTOR DIST. PARTS 101500066402 01/09/19 00003490 60203 02/14/19 2,913.08 66.77  
 66.77  
 66.77

FROM 01/31/2019 TO 03/13/2019

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	2454-394764	01 ROUGH MOWER BATTERY	202100066403	01/10/19	00003495	60203	02/14/19	2,913.08	111.77
	2454-394786	01 TORO FAIRWAY MOWER FILTER	504100066403	01/11/19	00003496	60203	02/14/19	2,913.08	9.80
	2454-394815	01 BATTERY CORE RETURN CREDIT	101500066403	01/11/19	00003508	60203	02/14/19	2,913.08	-22.00
	2454-394981	01 CHIPPER FILTERS, PARTS	101500066402	01/15/19	00003501	60203	02/14/19	2,913.08	64.53
	2454-395084	01 TORO MOWER HYDRAULIC HOSES, PRT	101500066403	01/16/19	00003505	60203	02/14/19	2,913.08	48.30
	2454-395129	01 CONDENSER PARTS	101500066403	01/17/19	00003506	60203	02/14/19	2,913.08	54.83
	2454-395148	01 IGNITION POINTS	101500066403	01/17/19	00003507	60203	02/14/19	2,913.08	40.60
	2454-395220	01 IGNITION POINTS	202100066403	01/18/19	00000000	60203	02/14/19	2,913.08	32.87
	2454-395408	01 TRACTOR IGNITION POINTS	101500066402	01/22/19	00003537	60203	02/14/19	2,913.08	9.67
	2454-395836	01 SMALL EQUIP SPARK PLUGS	101500066402	01/29/19	00003536	60203	02/14/19	2,913.08	17.05
	2454-395968	01 INT 2444 CREDIT	101500066403	01/31/19	00003545	60203	02/14/19	2,913.08	-109.67
AFLAC	AFLAC							VENDOR TOTAL:	2,913.08
	441647	01 AFLAC - PRE TAX	101000002006	02/12/19	00000000	60237	02/22/19	605.90	605.90
		02 AFLAC - AFTER TAX	101000002007		00000000				568.70
AIRGAS	AIRGAS USA LLC							VENDOR TOTAL:	605.90
	9959141010	01 WELDING TANK RENTAL	101500056300	01/31/19	00000000	60244	02/26/19	30.16	30.16
								VENDOR TOTAL:	30.16
								VENDOR TOTAL:	30.16

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VENDOR # INVOICE #  
 APOLLO APOLLO SUNGUARD

ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
205456		02/18/19		60245	02/26/19	3,177.15	3,177.15
01 spare shade cover-lime green	701000207006		00003440				934.00
02 freight	701000207006		00003440				795.00
03 DISCOUNT	701000207006		00003440				-617.70
04 SUN SHADE STRUCTURE BALANCE	701000207006		00003440				2,065.85
VENDOR TOTAL:						3,177.15	

BATTERIE BATTERIES PLUS  
 P11586785  
 01 GENERATOR BATTERY  
 202100066402  
 02/15/19  
 00003580  
 60246  
 02/26/19  
 48.95  
 48.95  
 VENDOR TOTAL: 48.95

BC LIMO BC LIMO  
 DADDY DAUGHTER 2019  
 01 LIMO DADDY DAUGHTER DANCE  
 206095036128  
 02/01/19  
 00000000  
 60185  
 02/01/19  
 175.00  
 175.00  
 VENDOR TOTAL: 175.00

BJS BJ'S DECORATING  
 CH DEPOSIT  
 01 CH CARPET TILE DEPOSIT  
 701000207004  
 02/26/19  
 00000000  
 60274  
 02/26/19  
 4,400.00  
 4,400.00  
 VENDOR TOTAL: 4,400.00

BSN BSN SPORTS  
 904425301  
 01 BLEACHER FOOT PADS  
 202100076511  
 02/08/19  
 00003553  
 60247  
 02/26/19  
 139.20  
 34.80  
 904476144  
 01 BALLFIELD BENCH FOOT CAPS  
 202100076500  
 02/15/19  
 00003572  
 60247  
 02/26/19  
 139.20  
 104.40  
 104.40  
 VENDOR TOTAL: 139.20

BURRI BURRI'S EQUIPMENT CO.  
 PS20636  
 01 ROUGH MOWER BLADES, BUSHINGS,  
 202100066403  
 01/24/19  
 00003523  
 60188  
 02/04/19  
 1,599.61  
 1,263.92  
 600.00  
 663.92  
 PS20636A  
 01 ROUGH MOWER SEALS, BOLTS, WASR  
 504100066403  
 01/24/19  
 00003524  
 60188  
 02/04/19  
 1,599.61  
 335.69  
 317.69  
 18.00  
 02 SHIPPING  
 504100066403  
 01/24/19  
 00003524  
 60188  
 02/04/19  
 1,599.61  
 18.00  
 VENDOR TOTAL: 1,599.61

VENDOR TOTAL: 1,599.61

FROM 01/31/2019 TO 03/13/2019

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
CEDAR	742742-FRT	01 FRT INV #742742	202100066402	01/10/19	00000000	60189	02/04/19	20.41	20.41
CINPTA	CINPTAS CORPORATION #355								
	355661334	01 RAG & RUG SERVICE	201000056301	01/18/19	00000000	60282	03/05/19	509.88	5.12
	355661335	01 RAG & RUG SERVICE	207500056301	01/18/19	00000000	60282	03/05/19	509.88	36.41
	355661336	01 RAG & RUG SERVICE	101500056301	01/18/19	00000000	60282	03/05/19	509.88	28.31
		02 RAG & RUG SERVICE	504100056301		00000000				9.99
		03 RAG & RUG SERVICE	201000056301		00000000				9.98
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
	355664088	01 RAG & RUG SERVICE	201000056301	01/25/19	00000000	60282	03/05/19	509.88	8.62
	355664089	01 RAG & RUG SERVICE	207500056301	01/25/19	00000000	60282	03/05/19	509.88	36.41
	355664090	01 RAG & RUG SERVICE	101500056301	01/25/19	00000000	60282	03/05/19	509.88	28.31
		02 RAG & RUG SERVICE	504100056301		00000000				9.99
		03 RAG & RUG SERVICE	201000056301		00000000				9.98
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
	355666762	01 RAG & RUG SERVICE	201000056301	02/01/19	00000000	60282	03/05/19	509.88	8.62
	355666763	01 RAG & RUG SERVICE	207500056301	02/01/19	00000000	60282	03/05/19	509.88	36.41
	355666764	01 RAG & RUG SERVICE	101500056301	02/01/19	00000000	60282	03/05/19	509.88	28.31
		02 RAG & RUG SERVICE	504100056301		00000000				9.99
		03 RAG & RUG SERVICE	201000056301		00000000				9.98
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
	355669406	01 RAG & RUG SERVICE	201000056301	02/08/19	00000000	60282	03/05/19	509.88	8.62
VENDOR TOTAL:								20.41	

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
355669407		01 RAG & RUG SERVICE	207500056301	02/08/19	00000000	60282	03/05/19	509.88	36.41
355669408		01 RAG & RUG SERVICE	101500056301	02/08/19	00000000	60282	03/05/19	509.88	28.31
		02 RAG & RUG SERVICE	504100056301		00000000				9.99
		03 RAG & RUG SERVICE	201000056301		00000000				9.98
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
355672029		01 RAG & RUG SERVICE	201000056301	02/15/19	00000000	60282	03/05/19	509.88	8.62
355672030		01 RAG & RUG SERVICE	207500056301	02/15/19	00000000	60282	03/05/19	509.88	36.41
355672031		01 RAG & RUG SERVICE	101500056301	02/15/19	00000000	60282	03/05/19	509.88	28.31
		02 RAG & RUG SERVICE	504100056301		00000000				9.99
		03 RAG & RUG SERVICE	201000056301		00000000				9.98
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
355674648		01 RAG & RUG SERVICE	201000056301	02/22/19	00000000	60282	03/05/19	509.88	8.62
355674649		01 RAG & RUG SERVICE	207500056301	02/22/19	00000000	60282	03/05/19	509.88	36.41
355674650		01 RAG & RUG SERVICE	101500056301	02/22/19	00000000	60282	03/05/19	509.88	28.31
		02 RAG & RUG SERVICE	504100056301		00000000				9.99
		03 RAG & RUG SERVICE	201000056301		00000000				9.98
		04 RAG & RUG SERVICE	101000056301		00000000				4.17
355677316		01 RAG & RUG SERVICE	201000056301	03/01/19	00000000	60282	03/05/19	509.88	8.62
355677317		01 RAG & RUG SERVICE	207500056301	03/01/19	00000000	60282	03/05/19	509.88	36.41
355677318		01 RAG & RUG SERVICE	101500056301	03/01/19	00000000	60282	03/05/19	509.88	28.31
		02 RAG & RUG SERVICE	504100056301		00000000				9.99
		03 RAG & RUG SERVICE	201000056301		00000000				9.98
		04 RAG & RUG SERVICE	101000056301		00000000				4.17

VENDOR TOTAL: 509.88







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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	020519	06 WTZEL PARK	101500096702	02/05/19	00000000	60207	02/14/19	251.90	226.67
		07 ENTRY PARK	101500096702		00000000				43.13
									28.49
	020819	01 FOUNDERS PARK	101500096702	02/08/19	00000000	60207	02/14/19	251.90	25.23
									25.23
									VENDOR TOTAL: 251.90
CONSERV FS	121009595	01 DIESEL - SC	202100076515	01/28/19	00000000	60190	02/04/19	342.89	55.17
		02 WINTERIZER	202100076515		00000000				41.39
									13.78
	121009596	01 GASOLINE - GOLF	504100076515	01/28/19	00000000	60190	02/04/19	342.89	287.72
		02 GASOLINE - PARKS	101500076515		00000000				63.41
		03 GASOLINE - TRUCK	101500076515		00000000				11.04
									213.27
	121009680	01 GASOLINE - GOLF	504100076515	02/05/19	00000000	60208	02/14/19	493.83	493.83
		02 GASOLINE - TRUCKS	101500076515		00000000				51.92
									441.91
	121009790&121009798	01 GASOLINE - GOLF	504100076515	02/22/19	00000000	60285	03/05/19	885.69	885.69
		02 GASOLINE - PARKS	101500076515		00000000				167.58
		03 GASOLINE - SC	202100076515		00000000				25.67
		04 GASOLINE - TRUCKS	101500076515		00000000				198.27
									494.17
	40006810	01 EQUIPMENT HYDRAULIC OIL	101500076515	01/21/19	00000000	60250	02/26/19	1,091.35	106.50
									106.50
	40006825	01 ROAD SALT	101000066401	01/23/19	00000000	60250	02/26/19	1,091.35	259.70
									259.70
	40006938	01 ROAD SALT	101500066404	02/11/19	00000000	60250	02/26/19	1,091.35	247.45
									247.45
	40066772	01 ROAD SALT	202100066404	01/14/19	00000000	60250	02/26/19	1,091.35	259.70
									259.70
	45017324	01 HYDRAULIC OIL-EQUIPMENT	101500076515	01/16/19	00000000	60250	02/26/19	1,091.35	218.00
									218.00
CSR	CSR BOBCAT EQUIPMENT CO.								VENDOR TOTAL: 2,813.76
	136727			02/13/19		60209	02/14/19	65.69	65.69

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
DEKA2	136727	01 BOBCAT SEAL KIT	101500066403	02/13/19	00003565	60209	02/14/19	65.69	65.69
	136795	01 STUMP GRINDER PARTS	101500066402	02/20/19	00003589	60251	02/26/19	53.02	53.02
								VENDOR TOTAL:	118.71
DEKAM	73992	01 HVAC SERVICE	101000056300	01/24/19	00000000	60252	02/26/19	110.00	110.00
								VENDOR TOTAL:	110.00
DIRECTFI	0236993-IN	01 PRECOR STRETCH TRAINER	207000046216	02/22/19	00003575	60253	02/26/19	1,400.00	1,400.00
								VENDOR TOTAL:	1,400.00
DTN, LLC	5495418	01 WEATHER SYSTEM	101500056307	02/08/19	00000000	60231	02/19/19	2,850.00	2,850.00
		02 WEATHER SYSTEM	504000066401		00000000			1,425.00	1,425.00
								1,425.00	1,425.00
								VENDOR TOTAL:	2,850.00
ENGIN	160910.PI.15	01 GREAT WEST TRAIL	711000207039	01/16/19	00000000	60286	03/05/19	10,458.84	4,484.59
	180704.07	01 GOLF COURSE IRRIGATION	711000207041	01/16/19	00000000	60286	03/05/19	10,458.84	4,484.59
	181113.01	01 BRIDGE INSPECTION	1010000036125	01/16/19	00000000	60286	03/05/19	10,458.84	1,774.25
								VENDOR TOTAL:	4,200.00
								VENDOR TOTAL:	4,200.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
FAST	FASTENAL COMPANY								
	11COR106038	01 POOL SCREEN HOOKS	518000076500	01/18/19	00000000	60254	02/26/19	302.50	27.50
	11COR106064	01 POOL SCREEN HOOKS-FASTENERS	518000076500	01/22/19	00000000	60254	02/26/19	302.50	275.00
									275.00
									VENDOR TOTAL: 302.50
FENCE	FENCE SALES OF SYCAMORE INC								
	FENCE REPAIR	01 FENCE REPAIR	101500066404	03/05/19	00000000	60301	03/05/19	2,394.00	2,394.00
									2,394.00
									VENDOR TOTAL: 2,394.00
FOX1	FOX VALLEY FIRE & SAFETY								
	IN00227701	01 SHOP FIRE ALARM MONITORING	101500066401	12/17/18	00000000	60210	02/14/19	165.00	165.00
	IN00237537	01 CH FIRE ALARM INSPEC-SERVICE	101000056300	02/01/19	00000000	60255	02/26/19	950.00	436.00
									436.00
	IN00237546	01 SHOP FIRE ALARM INSPECTION	101500056300	02/01/19	00000000	60255	02/26/19	950.00	282.00
									282.00
	IN00242094	01 SHOP ANNUAL FIRE SPRINK INSPEC	101500056300	02/14/19	00000000	60255	02/26/19	950.00	232.00
									232.00
									VENDOR TOTAL: 1,115.00
FRONTIER	FRONTIER								
	020719	01 ADMIN	101000096700	02/07/19	00000000	60211	02/14/19	731.31	576.25
		02 ADMT	201000096700		00000000				288.13
									288.12
	022219	01 MAINT	101500096700	02/22/19	00000000	60304	03/08/19	155.27	155.27
		02 MAINT	504100096700		00000000				77.64
									77.63
	8158954818-121906-5	01 MAINT	101500096700	01/22/19	00000000	60211	02/14/19	731.31	155.06
		02 MAINT	201000096700		00000000				77.53
									77.53
									VENDOR TOTAL: 886.58
GENOARK	GENOA TOWNSHIP PARK DISTRICT								
	579			01/14/19		60195	02/07/19	1,194.40	1,107.74

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
579	01	CUBS GAME TO WRIGLEY FIELD	205231606216	01/14/19	00003540	60195	02/07/19	1,194.40	1,107.74
601	01	CUBS GAME IN MILWAUKEE	205231606216	02/01/19	00003541	60195	02/07/19	1,194.40	86.66
		VENDOR TOTAL:						1,194.40	86.66
GOORIEN	GO ORIENTERRING	DEPOSIT PHOTO BOOTH		02/01/19	00000000	60183	02/01/19	50.00	50.00
		01 DEPOSIT FOR PHOTO BOOTH	206095036128					50.00	50.00
		PHOTO BOOTH BAL		02/07/19	00000000	60196	02/07/19	150.00	150.00
		01 PHOTO BOOTH BALANCE	206095036128					150.00	150.00
		VENDOR TOTAL:						200.00	200.00
GRAI	GRAINGER	9078867844		02/06/19	00003554	60212	02/14/19	52.59	52.59
		01 FLEX TUBE KIT SHOP TOILET FIX	101500066401					52.59	52.59
		9088120036		02/14/19	00000000	60256	02/26/19	181.64	162.12
		01 RADIAL BEARINGS - EQUIPMENT	202100066403					162.12	162.12
		9093838689		02/20/19	00000000	60256	02/26/19	181.64	19.52
		01 MOWER EQUIP SCREWS	101500066403					19.52	19.52
		VENDOR TOTAL:						234.23	234.23
HALO	HALOGEN SUPPLY COMPANY, INC.	00529818		01/25/19	00000000	60257	02/26/19	1,193.40	1,193.40
		01 POOL HOT TUB BLOWER MOTOR	701000207006					1,000.00	1,000.00
		02 MOTOR FILTER SILENCER	518100066410					193.40	193.40
		VENDOR TOTAL:						1,193.40	1,193.40
HARR	HARRIS COMPUTER SYSTEMS	MN00003902		02/22/19	00000000	60239	02/22/19	4,756.66	4,756.66
		01 ANNUAL MAINT AGREEMENT	101000002101					792.78	792.78
		02 ANNUAL MAINT AGREEMENT	1010000046206					3,963.88	3,963.88
		VENDOR TOTAL:						4,756.66	4,756.66
HIRS	HIRSCHBIEN TROPHIES	201811		01/14/19	00000000	60213	02/14/19	8.50	8.50
		VENDOR TOTAL:						8.50	8.50



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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
LOWE'S									
903315	01	SAND BELTS, PAINT ROLLERS	101500076500	01/08/19	00003480	60215	02/14/19	45.39	24.67
903331	01	RETURN SANDING BELTS	101500076500	01/08/19	00003479	60215	02/14/19	45.39	-14.24
903332	01	SANDING BELTS	101500076500	01/08/19	00003478	60215	02/14/19	45.39	9.49
903779	01	DRILL/TAP SET	101500076512	01/03/19	00003458	60215	02/14/19	45.39	6.64
903891	01	DRILL BIT KITS	101500076512	01/04/19	00003459	60215	02/14/19	45.39	18.83
								VENDOR TOTAL:	45.39
MARK'S MACHINE SHOP INC.									
30351	01	PLow PARTS	101500066403	02/14/19	00000000	60261	02/26/19	41.26	41.26
								VENDOR TOTAL:	41.26
MARTINCO									
MARTIN & COMPANY EXCAVATING									
2018-7515-1	01	BRIDGE #2	701000207005	12/03/18	00000000	60233	02/19/19	9,450.00	9,450.00
2018-7515-2	01	BRIDGE #2	701000207005	11/30/18	00000000	60289	03/05/19	17,023.03	17,023.03
								VENDOR TOTAL:	26,473.03
MENNA									
MENARDS - SYCAMORE									
98493	01	CC BATTERIES-SOAP-CLEANER	207500076510	01/14/19	00000000	60262	02/26/19	25.29	25.29
98571	01	SIGN PAINT BRUSHES	504100066405	01/15/19	00003498	60216	02/14/19	391.98	5.50
98667	01	CAN PAINT	202100066404	01/17/19	00003503	60216	02/14/19	391.98	63.96
99304	01	POOL SEWAGE PUMP WINTER POOL	518100066401	01/28/19	00003534	60216	02/14/19	391.98	317.73





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

012819  
 05 ADMINISTRATION 101000096703 01/28/19 00000000 60218 02/14/19 2,781.96 2,781.96  
 06 ADMINISTRATION 201000096703 00000000 83.50  
 07 PRO SHOP 504000096703 00000000 83.50  
 08 CLUBHOUSE 303000096703 00000000 35.79  
 09 PUMP HOUSE 504100096703 00000000 35.79  
 10 AIRPORT ROAD PROPERTY 207500096703 00000000 59.43  
 1,166.27

NIV NIVEL PARTS & MANUFACTURING VENDOR TOTAL: 2,781.96

73528082  
 01 GOLF CART TIRES 202100066402 02/08/19 00003556 60219 02/14/19 397.06 397.06  
 02 SHIPPING 202100066402 00003556 362.07  
 34.99

73534921  
 01 CART TIRES, OIL PUMP CARTS 202100066403 02/14/19 00003571 60266 02/26/19 302.20 302.20  
 02 CART TIRES, OIL PUMP CARTS 504000066409 00003571 152.20  
 150.00

PDRMA PDRMA VENDOR TOTAL: 699.26

FEB 2019  
 01 HEALTH INSURANCE 101000106801 03/05/19 00000000 60292 03/05/19 44,683.09 22,372.74  
 02 HEALTH INSURANCE 101500106801 00000000 3,955.56  
 03 HEALTH INSURANCE 504100106801 00000000 845.86  
 04 HEALTH INSURANCE 504000106801 00000000 2,598.92  
 05 HEALTH INSURANCE 201000106801 00000000 2,169.62  
 06 HEALTH INSURANCE 202100106801 00000000 5,872.78  
 07 HEALTH INSURANCE 207500106801 00000000 6,346.15  
 08 HEALTH INSURANCE 303000106801 00000000 62.39  
 521.46

JAN 2019  
 01 HEALTH INSURANCE 101000106801 03/05/19 00000000 60292 03/05/19 44,683.09 22,310.35  
 02 HEALTH INSURANCE 101500106801 00000000 3,955.56  
 03 HEALTH INSURANCE 504100106801 00000000 845.86  
 04 HEALTH INSURANCE 504000106801 00000000 2,598.92  
 05 HEALTH INSURANCE 201000106801 00000000 2,169.62  
 06 HEALTH INSURANCE 202100106801 00000000 5,872.78  
 07 HEALTH INSURANCE 202100106801 00000000 6,346.15  
 07 HEALTH INSURANCE 303000106801 00000000 521.46

PRIN PRINCIPAL LIFE GROUP VENDOR TOTAL: 44,683.09

FEB 2019  
 01 DENTAL INSURANCE PREMIUM 101000106801 03/05/19 00000000 60293 03/05/19 1,728.68 1,728.68  
 272.36

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		-----							
		FEB 2019							
		02 DENTAL INSURANCE PREMIUM	101500106801	03/05/19	00000000	60293	03/05/19	1,728.68	1,728.68
		03 DENTAL INSURANCE PREMIUM	504100106801		00000000				55.76
		04 DENTAL INSURANCE PREMIUM	504000106801		00000000				171.58
		05 DENTAL INSURANCE PREMIUM	201000106801		00000000				142.98
		06 DENTAL INSURANCE PREMIUM	202100106801		00000000				422.15
		07 DENTAL INSURANCE PREMIUM	207500106801		00000000				355.02
		08 DENTAL INSURANCE PREMIUM	303000106801		00000000				285.96
									22.87
		-----							
		JAN 2019							
		01 DENTAL INSURANCE PREMIUM	101000106801	02/14/19	00000000	60220	02/14/19	1,442.72	1,442.72
		02 DENTAL INSURANCE PREMIUM	101500106801		00000000				272.36
		03 DENTAL INSURANCE PREMIUM	504100106801		00000000				55.76
		04 DENTAL INSURANCE PREMIUM	504000106801		00000000				171.58
		05 DENTAL INSURANCE PREMIUM	201000106801		00000000				142.98
		06 DENTAL INSURANCE PREMIUM	202100106801		00000000				422.15
		07 DENTAL INSURANCE PREMIUM	202100106801		00000000				355.02
		07 DENTAL INSURANCE PREMIUM	303000106801		00000000				22.87
		-----							
RAYNOR	RAYNOR DOOR AUTHORITY							VENDOR TOTAL:	3,171.40
		1485				60267	02/26/19	160.00	160.00
		01 REPAIR-SPORTS CONC GARAGE DOOR	202100066401	09/29/18	00000000				160.00
REIN	REINDERS, INC.							VENDOR TOTAL:	160.00
		1715034-OVERPMT				60268	02/26/19	252.95	-6.80
		01 OVERPMT INV 1715034	504100066403	02/26/19	00000000				-6.80
		1766501-00				60268	02/26/19	252.95	526.80
		01 REEL GRINDER REPL PARTS	504100066403	01/21/19	00000000				526.80
		1766585-02				60268	02/26/19	252.95	33.56
		01 REEL GRINDER VAC BAGS-FILTERS	101500066403	01/14/19	00000000				33.56
		176723500 FREIGHT				60221	02/14/19	903.89	12.59
		01 FRT INV 1767235-00	202100066403	01/09/19	00000000				12.59
		1769000-00				60221	02/14/19	903.89	65.17
		01 MOWER DECK BELT	101500066403	01/25/19	00003535				53.18
		02 SHIPPING	101500066403		00000000				11.99
		1769101-00				60221	02/14/19	903.89	80.06
		01 5900 TORO DECK FLAP	101500066403	01/25/19	00003533				64.71
		02 SHIPPING	101500066403		00000000				15.35

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	1770101-00	01 TORO MOWER SENSORS, FILTERS	504100066403	02/06/19	00003552	60221	02/14/19	903.89	502.62
		02 SHIPPING	504100066403		00003552				494.08
		03 DISCOUNT	504100066403		00003552				13.48
									-4.94
	1770350-00	01 TORO BANK MOWER BEARINGS	504100066403	02/07/19	00003557	60221	02/14/19	903.89	243.45
		02 SHIPPING	504100066403		00000000				230.53
									12.92
	1771264-00	01 RETURN-PARTS	504100066403	02/13/19	00000000	60268	02/26/19	252.95	-904.23
									-904.23
	1771439-00	01 GREEN/TEE MOWER TORO PARTS	504100066403	02/14/19	00003578	60268	02/26/19	252.95	247.22
		02 SHIPPING	504100066403		00003578				234.63
									12.59
	1771561-00	01 WORKMEN CART PARTS	202100066402	02/15/19	00003586	60268	02/26/19	252.95	356.40
		02 SHIPPING	202100066402		00003586				343.81
									12.59
RONDO		RONDO ENTERPRISES, INC.						VENDOR TOTAL:	1,156.84
	115854	01 ENCLOSED TRAILER DOOR HINGE	101500066402	01/22/19	00003532	60191	02/04/19	18.95	18.95
									18.95
SAF		SAFETY-KLEEN CORP.						VENDOR TOTAL:	18.95
	78915741	01 SHOP PARTS WASHER SERVICE	101500056300	01/29/19	00000000	60269	02/26/19	330.95	230.95
									230.95
	79192822	01 PICK UP OLD OIL	101500076515	02/07/19	00000000	60269	02/26/19	330.95	100.00
									100.00
	79192822-1900636313	01 WASTE OIL PICK UP	101500056300	02/07/19	00003550	60222	02/14/19	100.00	100.00
									100.00
SCHINDLE		SCHINDLER ELEVATOR CORP						VENDOR TOTAL:	430.95
	8104994140	01 CC ANNUAL ELEV SERV CONTRACT	207500056300	02/01/19	00000000	60270	02/26/19	1,355.02	1,355.02
									1,355.02
								VENDOR TOTAL:	1,355.02

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SOFT	2652-0119	SOFT WATER CITY							
	01	RENT-WATER-CUPS	101500076500	01/31/19	00000000	60294	03/05/19	68.50	68.50
	02	RENT	504000076500		00000000			22.00	46.50
									22.00
									VENDOR TOTAL: 68.50

STAPLES	3401782794	STAPLES BUSINESS ADVANTAGE							
	01	PAPER-BINDERS-RPT COVER	101000046200	01/12/19	00000000	60224	02/14/19	475.63	223.84
	02	PAPER-BINDERS-RPT COVER	201000046200		00000000				41.23
	03	BANKERS BOXES, DIVIDERS	101000046200		00000000				41.23
	04	BANKERS BOXES, DIVIDERS	201000046200		00000000				47.17
	05	BINDERS, LABEL TAPE	101000046200		00000000				47.17
	06	BINDERS, LABEL TAPE	201000046200		00000000				23.52
									23.52
									VENDOR TOTAL: 68.50

	340246831								
	01	BUS CARDS, COIN ENV	101000046200	01/19/19	00000000	60224	02/14/19	475.63	69.17
	02	BUS CARDS, COIN ENV	201000046200		00000000				34.58
									34.59
									VENDOR TOTAL: 94.99
	3403065164								
	01	FILE CABINET - FD	207500046200	01/26/19	00000000	60224	02/14/19	475.63	94.99
									94.99
									VENDOR TOTAL: 475.63
	3403065166								
	01	BUSINESS CARDS- RECR	207500046200	01/26/19	00000000	60224	02/14/19	475.63	32.68
	02	BUSINESS CARDS	101000046200		00000000				18.79
	03	BUSINESS CARDS	201000046200		00000000				6.94
									6.95
									VENDOR TOTAL: 475.63
	3403065167								
	01	PAPER, LINED PADS	101000046200	01/26/19	00000000	60224	02/14/19	475.63	54.95
	02	PAPER, LINED PADS	201000046200		00000000				20.99
	03	BINDER CLIPS	101000046200		00000000				20.99
	04	BINDER CLIPS	201000046200		00000000				6.48
									6.49
									VENDOR TOTAL: 475.63

STMARYHA ST MARYS MEMORIAL HALL

DADDY DAUGHTER

01	BAL HALL & TABLECLOTHS	206095036128	02/07/19	00000000	60198	02/07/19	265.00	265.00
								265.00
								VENDOR TOTAL: 265.00

SWEDBERG SWEDBERG & ASSOCIATES

5422	01	TRACK DOOR REPAIR	207500066401	02/14/19	00003573	60234	02/19/19	103.00	103.00
									103.00
									VENDOR TOTAL: 103.00



DATE: 03/14/2019  
 TIME: 10:31:30  
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

3  
 FROM 01/31/2019 TO 03/13/2019

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

T0001569    RIVERA, SANDRA    REIMB 2-26-19    01    REIMB DADDY DAUGHTER DANCE    206095036216    02/26/19    00000000    60272    02/26/19    106.38    54.18

REFUND    01    REIMB DAD-GIRL    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB-GIFTS    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB MOM-SON    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

REFUND    01    REIMB MOM-SON GIFTS-PIZZA TIP    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

REFUND    01    REIMB DADDY DAUGHTER DANCE    206095036216    02/26/19    00000000    60272    02/26/19    106.38    54.18

REFUND    01    REIMB DAD-GIRL    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB-GIFTS    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB MOM-SON    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

REFUND    01    REIMB MOM-SON GIFTS-PIZZA TIP    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

REFUND    01    REIMB DADDY DAUGHTER DANCE    206095036216    02/26/19    00000000    60272    02/26/19    106.38    54.18

REFUND    01    REIMB DAD-GIRL    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB-GIFTS    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB MOM-SON    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

REFUND    01    REIMB MOM-SON GIFTS-PIZZA TIP    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

REFUND    01    REIMB DADDY DAUGHTER DANCE    206095036216    02/26/19    00000000    60272    02/26/19    106.38    54.18

REFUND    01    REIMB DAD-GIRL    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB-GIFTS    206095036216    02/22/19    00000000    60241    02/22/19    40.00    10.00

REFUND    01    REIMB MOM-SON    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

REFUND    01    REIMB MOM-SON GIFTS-PIZZA TIP    206095046216    02/22/19    00000000    60241    02/22/19    40.00    30.00

VENDOR TOTAL:    1,539.97    1,539.97

FROM 01/31/2019 TO 03/13/2019

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

UNITREN UNITED RENTALS (NORTH AMERICA)  
 164856633-001  
 01 TRAINING 1010000046207 01/07/19 00000000 60242 02/22/19 1,539.00 1,539.00  
 02 TRAINING 101500046207 00000000 00000000 547.20  
 03 TRAINING 201000046207 00000000 00000000 237.70  
 04 TRAINING 202100046207 00000000 00000000 171.00  
 583.10

UNUM UNUM LIFE INSURANCE VENDOR TOTAL: 1,539.00

FEB 2019  
 01 STD INS PREMIUM 101000106801 02/14/19 00000000 60227 02/14/19 268.95 268.95  
 02 STD INS PREMIUM 101500106801 00000000 41.63  
 03 STD INS PREMIUM 504100106801 00000000 7.22  
 04 STD INS PREMIUM 504000106801 00000000 22.20  
 05 STD INS PREMIUM 201000106801 00000000 18.50  
 06 STD INS PREMIUM 202100106801 00000000 91.85  
 07 STD INS PREMIUM 303000106801 00000000 79.00  
 8.55

VECTOR VECTOR STOMP VENDOR TOTAL: 268.95

IN-004315  
 01 MONTHLY SERV EXTERMINATOR 101000056300 02/13/19 00000000 60273 02/26/19 20.00 20.00  
 20.00

VERMONT VERMONT SYSTEMS INC VENDOR TOTAL: 20.00

61519  
 01 MEMBERSHIP TRAINING 101000046207 01/22/19 00000000 60296 03/05/19 450.00 450.00  
 02 MEMBERSHIP TRAINING 201000046207 00000000 225.00  
 225.00

VISACA VISA CARDMEMBER SERVICE VENDOR TOTAL: 450.00

010919  
 01 PLAYGROUND SAFETY COURSE 101500046207 01/09/19 00000000 60187 02/01/19 2,787.45 2,787.45  
 02 PLAYGROUND SAFETY COURSE 202100046207 00000000 110.00  
 03 STEERING COLUMN, WHEEL 101500066403 00000000 469.00  
 04 ELEVATOR PERMIT 207500056300 00000000 226.00  
 05 GRAD STUDENT GIFT 201000046213 00000000 76.69  
 06 FLOOR SCRUBBER 207000076510 00000000 62.17  
 07 CNFERENCE REGISTRATION 201000046207 00000000 606.14  
 08 BODILY FLUID CLEAN UP 207500076510 00000000 85.00  
 09 PROJECTOR BULB 101000046200 00000000 145.11  
 105.72

FROM 01/31/2019 TO 03/13/2019

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
020819	010919	01 PROJECTOR BULB	2010000046200	01/09/19	00000000	60187	02/01/19	2,787.45	2,787.45
		02 POSTAGE AND OVERNIGHT	1010000046202		00000000				105.72
		03 SPD COOLERS	1012000046214		00000000				6.70
		04 PICNIC TABLE BOLTS	1015000066407		00000000				227.19
		05 SPORTS RAKE	2021000066403		00000000				28.89
		06 WIRES, CLEANING CLOTHES	2075000076510		00000000				35.16
		07 ICE PACKS	2075000076514		00000000				19.97
		08 IPRA DUES MD	2010000046204		00000000				51.27
		09 EMPLOYEE HOLIDAY PARTY	1010000046213		00000000				244.00
		10 EMPLOYEE HOLIDAY PARTY	2010000046213		00000000				36.86
		11 LASER MEASURING TOOL	1015000076512		00000000				36.85
		12 ESPN	1010000046212		00000000				25.95
		13 BALL NEEDLES	2075000076500		00000000				4.99
		14 FEES	1010000056306		00000000				26.78
		15 FEES	2010000056306		00000000				22.00
		16 CRAFT FOAM	205011956216		00000000				22.00
		17 CANDY CORN	206095046216		00003446				2.99
		18 RETURN OF SALE TAX	2075000046204	02/08/19	00000000	60299	03/05/19	12,197.03	12,197.03
		19 RESPIRATOR CARTRIDGE	1015000076514		00000000				-4.59
		20 GREASE GUN	1015000076512		00000000				19.97
		21 II PESTICIDE SPRAY TEST	2021000046207		00000000				39.99
		22 II PESTICIDE SPRAY TEST	1015000046207		00000000				65.00
		23 II PESTICIDE SPRAY TEST	1010000046207		00000000				65.00
		24 CONFERENCE EXPENSE	1015000046207		00000000				65.00
		25 CONFERENCE EXPENSE	2021000046207		00000000				107.83
		26 CONFERENCE EXPENSE	1010000046207		00000000				459.67
		01 CONFERENCE EXPENSE	1010000046207		00000000				3,246.91
		02 CONFERENCE EXPENSE	2010000046207		00000000				3,131.74
		03 ATHLETIC BUSINESS SHOW	2010000046207		00000000				299.00
		04 LABOR LAW POSTERS	1010000046200		00000000				50.92
		05 LABOR LAW POSTERS	2010000046200		00000000				50.91
		06 PARK DISTRICT CODE BOOKS	1010000046207		00000000				220.00
		07 PARK DISTRICT CODE BOOKS	2010000046207		00000000				220.00
		08 IPASS	1010000046211		00000000				20.00
		09 OSAD PRESENTATION	2010000046211		00000000				20.00
		10 OSAD PRESENTATION	1010000046211		00000000				40.97
		11 DETAIL VAN	1015000066402		00000000				40.97
		12 EMPLOYEE APPRECIATION	1010000046213		00000000				175.00
		13 EMPLOYEE APPRECIATION	2010000046213		00000000				40.43
		14 EMPLOYMENT ADS	1010000046203		00000000				40.42
		15 EMPLOYMENT ADS	2010000046203		00000000				347.50
		16 RETURN SALES TAX CREDIT	1012000046214		00000000				-17.88
		17 CHRONICLE	1012000046214		00000000				9.99





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SYCAMORE PARK DISTRICT  
 PAID INVOICE LISTING

FROM 01/31/2019 TO 03/13/2019

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

0206219 07 LATE FEE 101000076500 02/16/19 00003611 60300 03/05/19 239.47 239.47  
 4.64

WASTE WASTE MANAGEMENT 3580889-2011-3 01/31/19 00000000 60230 02/14/19 339.49 339.49

01 REFUSE - ADM 101000056302 00000000 60230 02/14/19 339.49 339.49  
 02 REFUSE - CH 303000056302 00000000 57.20 57.20  
 03 REFUSE - ADM 101000056302 00000000 6.50 6.50  
 04 REFUSE - SC 202100056302 00000000 33.05 33.05  
 05 REFUSE - PARKS 101500056302 00000000 33.05 33.05  
 06 REFUSE - CC 207500056302 00000000 152.48 152.48

VENDOR TOTAL: 548.81  
 TOTAL --- ALL INVOICES: 166,570.11

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SYCAMORE PARK DISTRICT  
DEPARTMENT SUMMARY REPORT

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*Board*

INVOICES DUE ON/BEFORE 03/14/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
10	ADMINISTRATION		
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	136.46
ECO	ECOWATER SYSTEMS, INC.	12.94	5.35
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	255.56	182.77
MENA	MENARDS - SYCAMORE	876.42	17.91
STAPLES	STAPLES BUSINESS ADVANTAGE	684.96	68.57
UNIT2	UNITED STATES POSTAL SERVICE	3,363.60	117.50
WASTE	WASTE MANAGEMENT	718.30	64.06
	ADMINISTRATION		592.62
12	MARKETING		
LLBEAN	L.L. BEAN, INC		1,777.65
PROVIDEN	PROVIDENT DIRECT		3,815.00
SHAW	SHAW SUBURBAN MEDIA		1,237.05
	MARKETING		6,829.70
15	PARKS		
ADVANCE	ADVANCE AUTO PARTS	2,997.28	568.29
CINTA2	CINTAS CORP	112.47	31.91
CSR	CSR BOBCAT EQUIPMENT CO.	730.61	38.02
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	550.08
ENCAP	ENCAP, INC		1,760.00
INTERS	INTERSTATE BATTERIES ROCKFORD	228.80	47.85
MENA	MENARDS - SYCAMORE	876.42	87.13
NIV	NIVEL PARTS & MANUFACTURING	699.26	63.27
RONDO	RONDO ENTERPRISES, INC.	18.95	25.07
SERVICE	SERVICEMASTER RESTORATION		150.00
STAPLES	STAPLES BUSINESS ADVANTAGE	684.96	17.00
TYLER	TYLER ENTERPRISES		667.50
WARE	WAREHOUSE DIRECT BUSINESS		23.28
WASTE	WASTE MANAGEMENT	718.30	33.05
	PARKS		4,062.45
RECREATION			
10	ADMINISTRATION		
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	136.46

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SYCAMORE PARK DISTRICT  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/14/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
10	ADMINISTRATION		
ECO	ECOWATER SYSTEMS, INC.	12.94	5.35
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	255.56	182.78
STAPLES	STAPLES BUSINESS ADVANTAGE	684.96	66.99
T0001573	NEAR, MEAGAN		47.00
UNIT2	UNITED STATES POSTAL SERVICE	3,363.60	117.50
VISIONAR	VISIONARY WEBWORKS		3,098.00
WARE	WAREHOUSE DIRECT BUSINESS		23.28
	ADMINISTRATION		3,677.36
21	SPORTS COMPLEX MAINTENANCE		
ADVANCE	ADVANCE AUTO PARTS	2,997.28	552.19
BEACO	BEACON ATHLETICS		691.20
BURRI	BURRIS EQUIPMENT CO.	1,599.61	588.47
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	8.38
WASTE	WASTE MANAGEMENT	718.30	33.05
	SPORTS COMPLEX MAINTENANCE		1,873.29
25	MIDWEST MUSEUM OF NATURAL HIST		
CINTA3	CINTAS FIRE PROTECTION	2,477.24	2,259.24
	MIDWEST MUSEUM OF NATURAL HIST		2,259.24
52	PROGRAMS - ADULT		
SEVSSMAR	SEV'S SMARTY PAWS LLC		216.00
	PROGRAMS - ADULT		216.00
55	PROGRAMS - YOUTH ATHLETICS		
ALL	ALL STAR SPORTS INSTRUCTION		1,856.50
	PROGRAMS - YOUTH ATHLETICS		1,856.50
60	PROGRAMS - SPECIAL EVENTS		

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SYCAMORE PARK DISTRICT  
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/14/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
RECREATION			
60	PROGRAMS - SPECIAL EVENTS		
KAR	KAR-FRE FLOWERS		120.00
MENA	MENARDS - SYCAMORE	876.42	7.95
MIDWESTM	MIDWEST MUSEUM OF NATURAL HIST		240.00
	PROGRAMS - SPECIAL EVENTS		367.95
75	COMMUNITY CENTER		
CARR	CARROT-TOP INDUSTRIES		82.65
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	6,072.36
FACTORY	FACTORY CLEANING EQUIPMENT		45.10
ILLIN	ILLINI SECURITY SYSTEMS, INC.	498.75	655.00
MENA	MENARDS - SYCAMORE	876.42	34.13
STAPLES	STAPLES BUSINESS ADVANTAGE	684.96	134.44
SWEDBERG	SWEDBERG & ASSOCIATES	18,835.00	103.00
WARE	WAREHOUSE DIRECT BUSINESS		77.60
WASTE	WASTE MANAGEMENT	718.30	153.94
ZEPSALES	ZEP SALES		148.90
	COMMUNITY CENTER		7,507.12
CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	54.58
MIDWESTM	MIDWEST MUSEUM OF NATURAL HIST		25.00
STAPLES	STAPLES BUSINESS ADVANTAGE	684.96	79.45
WARE	WAREHOUSE DIRECT BUSINESS		31.04
WASTE	WASTE MANAGEMENT	718.30	57.57
	CLUBHOUSE CONCESSIONS		247.64
33	SPORTS COMPLEX CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	40.27
	SPORTS COMPLEX CONCESSIONS		40.27
35	CATERING		

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SYCAMORE PARK DISTRICT  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/14/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
CONCESSIONS			
35	CATERING		
HYVEE	HY-VEE ACCOUNTS RECEIVABLE	31.02	12.73
	CATERING		12.73
GOLF COURSE			
10	ADMINISTRATION		
ACUSHNET	ACUSHNET COMPANY	4,075.81	10,292.67
HORN	HORNUNG'S PRO GOLF SALES INC.		338.63
	ADMINISTRATION		10,631.30
40	GOLF OPERATIONS		
ADVANCE	ADVANCE AUTO PARTS	2,997.28	330.60
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	791.76
INTERS	INTERSTATE BATTERIES ROCKFORD	228.80	593.55
NIV	NIVEL PARTS & MANUFACTURING	699.26	129.96
	GOLF OPERATIONS		1,845.87
41	GOLF MAINTENANCE		
ADVANCE	ADVANCE AUTO PARTS	2,997.28	141.06
BURRI	BURRIS EQUIPMENT CO.	1,599.61	236.17
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	573.17
R&R	R & R PRODUCTS INC.		477.75
REIN	REINDERS, INC.	5,776.64	496.79
TYLER	TYLER ENTERPRISES		3,546.65
	GOLF MAINTENANCE		5,471.59
AQUATICS			
81	AQUATICS MAINTENANCE		
DYNEGY E	DYNEGY ENERGY SERVICES	15,183.78	255.06
	AQUATICS MAINTENANCE		255.06

DATE: 03/14/2019  
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SYCAMORE PARK DISTRICT  
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/14/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
-----			
CAPITAL PROJECTS			
10	ADMINISTRATION		
BSN	BSN SPORTS	262.19	5,723.58
CMJ	CMJ TECHNOLOGIES, INC.	7,468.00	94.97
MENA	MENARDS - SYCAMORE	876.42	1,060.13
	ADMINISTRATION		6,878.68
ACTION 2020			
10	ADMINISTRATION		
AMERTITL	AMERICAN TITLE GUARANTY INC		1,000.00
	ADMINISTRATION		1,000.00
	TOTAL ALL DEPARTMENTS		55,625.37

Interim \$ 166,570.11  
New \$ 55,625.37  

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Total \$ 222,195.48

To: Board of Commissioners

From: Jackie Hienbuecher

Subject: Monthly Report

Date: March 19, 2019

**Administrative Initiatives** (2/1/19 – 3/31/19)

- Attended scheduled Superintendent and Board meetings.
- Reviewed deposits for Community Center, Golf and Concessions, prepared general ledger journal entry to be posted.
- Performed installment billing for Pathway Fitness memberships and passes. The February installment was for 281 individuals, an increase of 31. The monthly installment was \$4,707 (\$497 increase) processed through credit cards and \$706 (\$37 increase) through ACH transactions. There were 9 households whose credit cards did not process due to cancellation for lost and/or stolen credit cards or non-sufficient funds. We have had to follow up on each of these and process the transactions.
- Continued to monitor new household accounts on Rectrac for residency.
- Transferred cost of goods sold in concessions/catering, pro shop and recreation programs.
- Assisted staff with technology problems/concerns/needs. Coordinated assistance from CMJ to resolution when necessary.
- Performed criminal background checks on new hires and volunteers.
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Filed monthly unemployment with state.



- Reviewed work performed by actuary in order to meet requirements for GASB 74/75.
- Processed purchase orders for pro shop inventory. Posted inventory received for sale. Tagged/prepared inventory for pro shop stocking.
- Continued work on documentation required for annual audit. Auditors on site for preliminary and final fieldwork. Determined transfers needed.
- Ordered new workstations for new staff.
- Facilitated PDRMA PATH incentive payout to eligible employees.
- Coordinated and participated in PDRMA Biometric Screening.
- Worked with staff to allocate annual 2019 budget over 12 months.
- Prepared documentation for Executive Summary.
- Drafted Budget & Appropriation Ordinance. Finalized Ordinance for board approval.
- Entered annual 2019 Budget into MSI.
- Worked with staff and PDRMA on workers comp claim.
- Participated in Path Essentials Webinar.
- Facilitated gathering of part-time and seasonal job descriptions.
- Updated workstations at community center front desk due to Vermont Systems update.
- Trained staff to upload payroll and transfer funds. Updated written procedures.
- Worked with First Midwest and Harris/MSI to upgrade our NACHA file format.
- Attended Pumpkin Festival Committee meeting.

**Administrative Initiatives** (4/1/19 – 4/30/19)

- Attend scheduled Superintendent and Board meetings.
- File quarterly payroll taxes.
- File monthly Sales Tax Return.
- Review deposits for Community Center, Golf, and Concessions. Prepare journal entry to be posted.
- File monthly IMRF earnings and submit payment.
- Review and run installment billing for Pathway Fitness memberships/passes.
- Work with auditors to finalize the 2018 audit. Post final entries. Complete MD&A.
- Continue training staff on EZLinks inventory processing.
- Discuss with Vermont Systems and CMJ regarding possible options for updating software in order to reduce outages for our 24/7 services.
- Coordinate installation of workstations and phones for new staff.
- Begin reviewing GolfTrac. Work with Kirk and Vermont Systems to address any concerns.
- Continue to work with Sarah and Visionary Webworks on Employee Portal documents.
- Reconcile FSA accounts.
- Finalize 2018 Tax Levy with the County.
- Begin to review applications for financial assistance for aquatics passes.
- Coordinate enrollment in insurance for new employees.

- Review equipment lifecycle and capital asset spreadsheets. Develop tools and procedures to keep current.
- 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), recreation and pro shop sales.
- 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 February 28, 2019

**Corporate Fund (10)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	<u>Variance</u>
Revenues					
Administration	460.00	7,313.42	1,403,338.00	10,714.72	-31.7% (1)
Marketing			-		
Parks	15.00	110.00	21,256.00	-	#DIV/0!
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Revenues	475.00	7,423.42	1,424,594.00	10,714.72	-30.7%
Expenses					
Administration	27,906.27	51,929.63	1,026,939.00	63,857.65	-18.7%
Marketing	1,491.82	3,504.82	73,330.00	4,199.55	-16.5%
Parks	9,404.64	19,056.91	310,934.00	23,902.77	-20.3%
	<hr/>	<hr/>	<hr/>	<hr/>	
Total Expenses	38,802.73	74,491.36	1,411,203.00	91,959.97	-19.0% (2)
Total Fund Revenues	475.00	7,423.42	1,424,594.00	10,714.72	-30.7%
Total Fund Expenses	38,802.73	74,491.36	1,411,203.00	91,959.97	-19.0%
Surplus (Deficit)	(38,327.73)	(67,067.94)	13,391.00	(81,245.25)	-17.5%

(1) February 2019 interest not posted.

(2) Timing of expenses. Need to reverse prepaid expenses.

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

**Recreation Fund (20)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	550.71	964,830.00	1,672.26	-67.1%
Sports Complex	410.00	410.00	41,322.00	-	#DIV/0!
Sports Complex Maintenance	-	-	39,874.00	-	#DIV/0!
Midwest Museum of Natural Hist	-	598.58	2,400.00	548.67	9.1%
Programs-Youth	699.00	1,593.00	13,941.00	687.00	131.9% (1)
Programs-Teens	-	-	247.00	-	#DIV/0! (1)
Programs-Adult	237.00	1,366.00	22,837.00	1,103.00	23.8% (1)
Programs-Leagues	-	-	11,786.00	-	#DIV/0! (1)
Programs-Youth Athletics	733.96	4,531.96	34,485.00	3,317.00	36.6% (1)
Programs-Fitness	177.03	4,284.63	17,065.00	1,772.00	141.8% (1)
Programs-Preschool	170.00	2,076.00	6,730.00	1,610.00	28.9% (1)
Programs-Senior	-	-	-	-	#DIV/0! (1)
Programs-Dance	173.76	953.76	3,689.00	744.00	28.2% (1)
Programs-Special Events	1,733.00	4,509.00	15,534.00	2,716.00	66.0% (1)
Programs-Community Events	350.00	350.00	17,155.00	500.00	-30.0% (1)
Brochure	-	-	7,350.00	-	#DIV/0!
Weight Room	19,421.15	42,743.70	150,066.00	-	#DIV/0!
Community Center	4,827.27	9,225.27	41,161.00	-	#DIV/0!
<b>Total Revenues</b>	<b>28,932.17</b>	<b>73,192.61</b>	<b>1,390,472.00</b>	<b>14,669.93</b>	<b>398.9%</b>

(1) Revenue from programs increased 58.0%, \$7,215 compared to 2018.

(2) timing

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

## Expenses

Administration	31,338.52	61,125.05	555,939.00	86,382.74	-29.2%	(1)
Sports Complex	-	-	-	-	#DIV/0!	
Sports Complex Maintenance	28,271.17	52,025.53	421,322.00	55,479.94	-6.2%	
Midwest Museum of Natural Hist	1,078.96	2,570.78	10,750.00	1,887.95	36.2%	
Programs-Youth	79.94	79.94	7,519.00	121.10	-34.0%	(2)
Programs-Teens	-	-	197.00	-	#DIV/0!	(2)
Programs-Adult	1,554.00	2,645.26	19,938.00	1,051.13	151.7%	(2)
Programs-Leagues	1,391.32	1,895.12	7,361.00	1,299.38	45.8%	(2)
Programs-Youth Athletics	34.99	34.99	25,348.00	987.00	-96.5%	(2)
Programs-Fitness	760.30	921.79	8,787.00	455.02	102.6%	(2)
Programs-Preschool	-	-	4,671.00	1,305.00	-100.0%	(2)
Programs-Senior	-	-	-	-	#DIV/0!	(2)
Programs-Dance	80.74	96.89	1,517.00	113.05	-14.3%	(2)
Programs-Special Events	991.98	1,617.48	10,308.00	910.11	77.7%	(2)
Programs-Community Events	-	-	30,820.00	348.00	-100.0%	(2)
Brochure	-	1,823.63	22,800.00	-	#DIV/0!	
Weight Room	2,143.85	2,978.72	43,642.00	-	#DIV/0!	(3)
Community Center	10,062.03	17,636.46	204,718.00	8,113.69	117.4%	(3)
Total Expenses	77,787.80	145,451.64	1,375,637.00	158,454.11	-8.2%	
Total Fund Revenues	28,932.17	73,192.61	1,390,472.00	14,669.93	398.9%	
Total Fund Expenses	77,787.80	145,451.64	1,375,637.00	158,454.11	-8.2%	
Surplus (Deficit)	(48,855.63)	(72,259.03)	14,835.00	(143,784.18)	-49.7%	

- (1) Need to reverse Prepaid Expense for Vermont Systems annual maintenance \$19,671 and conference expense  
(2) Expenses for programs increased 10.6%, \$702 compared to 2018.  
(3) Community Center not open until 4/14/18.

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

**Donations (21)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	150.00	8,330.94	27,500.00	49,283.28	-83.1% (1)
Total Revenues	150.00	8,330.94	27,500.00	49,283.28	-83.1%
Expenses					
Administration	-	-	27,500.00	-	#DIV/0!
Total Expenses	-	-	27,500.00	-	#DIV/0!
Total Fund Revenues	150.00	8,330.94	27,500.00	49,283.28	-83.1%
Total Fund Expenses	-	-	27,500.00	-	#DIV/0!
Surplus (Deficit)	150.00	8,330.94	-	49,283.28	-83.1%

(1) 2018 received two year installment from Northwestern Medicine \$40,000

**Special Recreation (22)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	185.67	190,000.00	217.25	-14.5%
Total Revenues	-	185.67	190,000.00	217.25	-14.5%
Expenses					
Administration	-	-	190,000.00	-	#DIV/0!
Total Expenses	-	-	190,000.00	-	#DIV/0!
Total Fund Revenues	-	185.67	190,000.00	217.25	-14.5%
Total Fund Expenses	-	-	190,000.00	-	#DIV/0!
Surplus (Deficit)	-	185.67	-	217.25	-14.5%

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

**Insurance (23)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	58.05	70,000.00	200.59	-71.1%
Total Revenues	-	58.05	70,000.00	200.59	-71.1%
Expenses					
Administration	-	-	67,553.00	-	#DIV/0!
Total Expenses	-	-	67,553.00	-	#DIV/0!
Total Fund Revenues	-	58.05	70,000.00	200.59	-71.1%
Total Fund Expenses	-	-	67,553.00	-	#DIV/0!
Surplus (Deficit)	-	58.05	2,447.00	200.59	-71.1%

**Audit (24)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	22.84	15,000.00	112.27	-79.7%
Total Revenues	-	22.84	15,000.00	112.27	-79.7%
Expenses					
Administration	-	-	15,950.00	-	#DIV/0!
Total Expenses	-	-	15,950.00	-	#DIV/0!
Total Fund Revenues	-	22.84	15,000.00	112.27	-79.7%
Total Fund Expenses	-	-	15,950.00	-	#DIV/0!
Surplus (Deficit)	-	22.84	(950.00)	112.27	-79.7%



**Paving & Lighting (25)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	35.89	150.00	182.17	-80.3%
Total Revenues	-	35.89	150.00	182.17	-80.3%
Expenses					
Administration	-	-	22,000.00	-	#DIV/0!
Total Expenses	-	-	22,000.00	-	#DIV/0!
Total Fund Revenues	-	35.89	150.00	182.17	
Total Fund Expenses	-	-	22,000.00	-	
Surplus (Deficit)	-	35.89	(21,850.00)	182.17	

**Park Police (26)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	6.86	150.00	35.67	-80.8%
Total Revenues	-	6.86	150.00	35.67	-80.8%
Expenses					
Administration	-	-	4,500.00	-	#DIV/0!
Total Expenses	-	-	4,500.00	-	#DIV/0!
Total Fund Revenues	-	6.86	150.00	35.67	-80.8%
Total Fund Expenses	-	-	4,500.00	-	
Surplus (Deficit)	-	6.86	(4,350.00)	35.67	-80.8%

Sycamore Park District  
 Summarized Revenue & Expense Report  
 Period ended February 28, 2019

**IMRF (27)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	-	91,000.00	-	#DIV/0!
Total Revenues	-	-	90,000.00	-	#DIV/0!
Expenses					
Administration	-	-	89,556.00	-	#DIV/0!
Total Expenses	-	-	89,556.00	-	#DIV/0!
Total Fund Revenues	-	-	90,000.00	-	#DIV/0!
Total Fund Expenses	-	-	89,556.00	-	#DIV/0!
Surplus (Deficit)	-	-	444.00	-	

**Social Security (28)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	-	102,000.00	-	#DIV/0!
Total Revenues	-	-	102,000.00	-	#DIV/0!
Expenses					
Administration	-	-	108,257.00	-	#DIV/0!
Total Expenses	-	-	108,257.00	-	#DIV/0!
Total Fund Revenues	-	-	102,000.00	-	#DIV/0!
Total Fund Expenses	-	-	108,257.00	-	#DIV/0!
Surplus (Deficit)	-	-	(6,257.00)	-	

Sycamore Park District  
 Summarized Revenue & Expense Report  
 Period ended February 28, 2019

**Concessions (30)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Clubhouse Concessions	-	-	76,145.00	13.40	-100.0%
Beverage Cart	-	-	11,281.00	-	#DIV/0!
Sports Complex Concessions	-	-	39,945.00	-	#DIV/0!
Pool Concessions	-	-	7,706.00	-	#DIV/0!
Catering	1,745.00	3,242.50	18,615.00	3,293.13	-1.5%
	<hr/>			<hr/>	
Total Revenues	1,745.00	3,242.50	153,692.00	3,306.53	-1.9%
Expenses					
Clubhouse Concessions	2,028.99	3,984.41	98,519.00	4,318.71	-7.7%
Beverage Cart	-	-	8,689.00	-	#DIV/0!
Sports Complex Concessions	29.12	29.12	31,620.00	47.46	-38.6%
Pool Concessions	-	-	7,086.00	-	#DIV/0!
Catering	330.03	627.86	6,595.00	403.12	55.8%
	<hr/>			<hr/>	
Total Expenses	2,388.14	4,641.39	152,509.00	4,769.29	-2.7%
Total Fund Revenues	1,745.00	3,242.50	153,692.00	3,306.53	-1.9%
Total Fund Expenses	2,388.14	4,641.39	152,509.00	4,769.29	-2.7%
Surplus (Deficit)	(643.14)	(1,398.89)	1,183.00	(1,462.76)	-4.4%

Sycamore Park District  
 Summarized Revenue & Expense Report  
 Period ended February 28, 2019

**Developer Contributions (32)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	2,798.00	5,630.93	21,000.00	6,221.23	-9.5%
Total Revenues	2,798.00	5,630.93	21,000.00	6,221.23	-9.5%
Expenses					
Administration	-	-	21,000.00	-	#DIV/0!
Total Expenses	-	-	21,000.00	-	#DIV/0!
Total Fund Revenues	2,798.00	5,630.93	21,000.00	6,221.23	-9.5%
Total Fund Expenses	-	-	21,000.00	-	#DIV/0!
Surplus (Deficit)	2,798.00	5,630.93	-	6,221.23	-9.5%

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

**Golf Course (50)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Golf Operations	600.30	1,396.06	474,322.00	23,888.15	-94.2% (1)
Golf Maintenance	-	-	20,290.00	-	#DIV/0!
Total Revenues	600.30	1,396.06	494,612.00	23,888.15	-94.2%
Expenses					
Golf Operations	8,154.27	15,166.51	220,563.00	16,801.67	-9.7%
Golf Maintenance	11,291.99	23,007.57	274,049.00	28,185.35	-18.4%
Total Expenses	19,446.26	38,174.08	494,612.00	44,987.02	-15.1% (2)
Total Fund Revenues	600.30	1,396.06	494,612.00	23,888.15	-94.2%
Total Fund Expenses	19,446.26	38,174.08	494,612.00	44,987.02	-15.1%
Surplus (Deficit)	(18,845.96)	(36,778.02)	-	(21,098.87)	74.3%

(1) 2018 includes season pass presales from Dec 2017.

(2) Timing

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

**Aquatics (51)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
<b>Revenues</b>					
Pool	-	-	63,115.00	-	#DIV/0!
Swim Lessons			19,444.00		
Splashpad	-	-	17,059.00	-	#DIV/0!
	<hr/>			<hr/>	
Total Revenues	-	-	99,618.00	-	#DIV/0!
<b>Expenses</b>					
Pool	302.50	302.50	52,920.00	504.16	-40.0%
Aquatics Maintenance	1,560.26	905.90	37,400.00	984.36	-8.0%
Swim Lessons			8,932.00	-	
Splashpad	-	-	234.00	-	#DIV/0!
	<hr/>			<hr/>	
Total Expenses	1,862.76	1,208.40	99,486.00	1,488.52	-18.8%
Total Fund Revenues	-	-	99,618.00	-	#DIV/0!
Total Fund Expenses	1,862.76	1,208.40	99,486.00	1,488.52	-18.8%
Surplus (Deficit)	(1,862.76)	(1,208.40)	132.00	(1,488.52)	-18.8%

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

**Debt Service (60)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	112.94	614,000.00	470.42	-76.0%
Total Revenues	-	112.94	614,000.00	470.42	-76.0%
Expenses					
Administration	-	-	614,116.00	-	#DIV/0!
Total Expenses	-	-	614,116.00	-	#DIV/0!
Total Fund Revenues	-	112.94	614,000.00	470.42	-76.0%
Total Fund Expenses	-	-	614,116.00	-	#DIV/0!
Surplus (Deficit)	-	112.94	(116.00)	470.42	-76.0%

**Capital Projects (70)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	596.87	540,000.00	3,840.97	-84.5%
Total Revenues	-	596.87	540,000.00	3,840.97	-84.5%
Expenses					
Administration	8,577.15	13,954.30	539,863.00	3,391.42	311.5%
Total Expenses	8,577.15	13,954.30	539,863.00	3,391.42	311.5%
Total Fund Revenues	-	596.87	540,000.00	3,840.97	-84.5%
Total Fund Expenses	8,577.15	13,954.30	539,863.00	3,391.42	311.5%
Surplus (Deficit)	(8,577.15)	(13,357.43)	137.00	449.55	-3071.3%

Sycamore Park District  
Summarized Revenue & Expense Report  
Period ended February 28, 2019

**Action 2020 (71)**

<u>Department</u>	<u>February Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues					
Administration	-	-	5,605,120.00	5,695.90	-100.0%
Total Revenues	-	-	5,605,120.00	5,695.90	-100.0%
Expenses					
Administration	-	-	2,159,275.00	472,236.28	-100.0%
Total Expenses	-	-	2,159,275.00	472,236.28	-100.0%
Total Fund Revenues	-	-	5,605,120.00	5,695.90	-100.0%
Total Fund Expenses	-	-	2,159,275.00	472,236.28	-100.0%
Surplus (Deficit)	-	-	3,445,845.00	(466,540.38)	-100.0%
Total Fund Revenues	34,700.47	100,235.58	10,837,908.00	118,839.08	
Total Fund Expenses	148,864.84	277,921.17	7,393,017.00	777,286.61	
Surplus (Deficit)	(114,164.37)	(177,685.59)	3,444,891.00	(658,447.53)	



Sycamore Park District  
Fund Balances

	Unaudited 1/1/2019	Revenues	Expenses	2/28/2018	2/28/2018 Cash balance
10 Corporate	448,928.49	7,423.42	74,491.36	381,860.55	380,247.42
20 Recreation	359,618.50	73,192.61	145,451.64	287,359.47	299,489.66
21 Donations	76,404.89	8,330.94	-	84,735.83	84,735.83
22 Special Recreation	18,426.12	185.67	-	18,611.79	18,611.79
23 Insurance	37,028.97	58.05	-	37,087.02	37,087.02
24 Audit	14,570.38	22.84	-	14,593.22	14,593.22
25 Paving & Lighting	22,891.66	35.89	-	22,927.55	22,927.55
26 Park Police	4,373.87	6.86	-	4,380.73	4,380.73
27 IMRF	-	-	-	-	-
28 Social Security	7,113.06	-	-	7,113.06	7,113.06
30 Concessions	34,633.92	3,242.50	4,641.39	33,235.03	27,539.39
32 Developer Contributions	479.89	5,630.93	-	6,110.82	6,110.82
60 Debt Service	72,041.20	112.94	-	72,154.14	72,154.14
70 Capital Projects	385,125.14	596.87	13,954.30	371,767.71	382,282.19
71 Action 2020	160,202.32	-	-	160,202.32	110,736.24
<b>Total governmental fund balance</b>	<b>1,641,838.41</b>	<b>98,839.52</b>	<b>238,538.69</b>	<b>1,502,139.24</b>	<b>1,468,009.06</b>
50 Golf Course	313,767.68	1,396.06	38,174.08	276,989.66	
	<u>(382,836.75)</u>			<u>(382,836.75)</u>	
	(69,069.07)			(105,847.09)	(48,549.87)
51 Aquatics	406,918.48	-	1,208.40	405,710.08	
	<u>(405,939.83)</u>			<u>(405,939.83)</u>	
	978.65			(229.75)	(229.75)
<b>Total proprietary funds</b>	<b>(68,090.42)</b>	<b>1,396.06</b>	<b>39,382.48</b>	<b>(106,076.84)</b>	
	1,573,747.99			1,396,062.40	1,419,229.44

Summary of depository accounts as of

3/6/2019

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First Midwest Bank	1,384,050.84	2.16	5597.62
Resource Bank	32,632.07	0.68	35.84
IPDLAF	10,616.89	2.27	39.54
*DCCF - Action 2020	28,074.20		
*DeKalb Co. Community Foundation	<u>16,316.94</u>		
	1,471,690.94		

\* As of 12/31/18 per DCCF.

To: Board of Commissioners  
From: Theresa Tevsh  
Subject: Monthly Recreation Report  
Date: March 13, 2019

**Administrative Initiatives (2/1/19-3/31/19)**

**Theresa Tevsh, Superintendent of Recreation**

- Confirmed Martin & Company to install the 15' Shade umbrella that will be installed in the grassy area of Splash Fountain. The goal is to complete the work while ground still hard to do minimal damage to landscaping, and complete the project on-time for opening season May 25.
- Attended 2019 Chamber Luncheon and Annual meeting on January 31<sup>st</sup>.
- Sold 46 Dog Park memberships as of March 7.
- Attended Chamber Leadership Academy on February 8, 22 & March 22
- Met with U of I extension, Peggy Doty, to discuss Environmental Education potential program partnership with the Park district on January 31, along with Recreation and Marketing Supervisor, Sarah Rex. Most program ideas would not be considered until late 2019.
- Completed Executive Summary with the Recreation team and added the new components of the Community Center; Splash Fountain; Shelter, clubhouse and Community Center rentals to the report.
- Attended the NIU Job and Internship Fair February 19, with Recreation and Marketing Supervisor, Sarah Rex, to promote new job position openings. We had three students bring over resumes specifically for the posted Naturalist position.

- Reviewed 25 job applications for Recreation Specialists position. Seven Candidates were chosen for first round. Three candidates were brought back for second round.
- Continue to work with Recreation Intern, Justin Genz, to meet University requirements. Justin has been submitting weekly reports to his Academic Supervisor. He has been assisting with content for the summer brochure, Spring Break Open Gym activities and major project is the Grand Opening of the Dog Park.
- Met with all four Sport affiliates to introduce myself and new amenities to legacy campus and review MOU's. The Affiliates suggested a "menu special" for players.
- Met with Custodial team to review cleaning and safety checks. A new washer and dryer purchased so that towels can be cleaned on site.
- Met with Recreation Specialist, Melissa Dobberstein and Golf Superintendent, Kirk Lundbeck to review potential new software for both golf and concession operations. Software called Teesnap. The nice part about it is there is no contract, so if we decide we don't like it, we stop paying for it and return hardware.
- Attended the Midwest Museum of Natural History Annual Groundhog Gala on February 1<sup>st</sup>. They profited \$6132 from the event.
- Attended MMNH Board meeting on February 8 & March 15. The staff are still unable to present a 2019 budget that is not depicting a deficit. MMNH does not have garbage service, so volunteers take home the garbage to dispose of it at their residence. Museum in need of computers and updated software. On the positive, the Museum acquired a new, 100 piece animal collection for a family in Glenview. Many of the new pieces are now on display which has given the Museum a fresh new look.
- Attended City of Sycamore Council meeting on February 4.
- Met with Midwest Museum of Natural history staff and volunteers, along with Recreation and Marketing Specialist, to discuss partnering on future programs. We agreed to combine efforts to run a 4-week kids summer camp,

that will be held at both the Park District Facilities as well as the Museum, based on animal themes. We also completed a “Trivia Night”, held at the Clubhouse on March 8<sup>th</sup> which brought in 26 participants. Then the final collaboration will be the Fall event, the Saturday before Pumpkin Fest- title to be determined.

- Attend KSRA Board meeting in Dekalb on February 12. KSRA has purchased a new Mini van which is still in production. A new Therapeutic Recreation Specialist has been hired, graduate of U.W.LaCrosse, Ally Basken.
- Met with the Staff from the Sycamore Library, along with Recreation and Marketing Supervisor, Sarah Rex, to discuss partnering on future programs.
- Contributed to Summer Brochure content: Pickleball Social, Adult Trips, Teen events, Aquatic Special events, Summer Open House, Volleyball Camp, Family Fitness Day (new Recreation Specialist will lead this), Senior Brain Games (With Dekalb Family Services).
- Updated Part-time Seasonal job descriptions
- Met with owner of Aggression Volleyball Club. They are interested in becoming a Sport Affiliate of the Park District and would like to lock in from the November -April 2020 season. We are still in negotiations.
- Met with owners of a new, 2019-2020 Armature Basketball Association Men’s league that would like to call the Sycamore Park District Home, for their First season. They are looking at 10-14 Saturday night games, November through May, 2020. The positive part that I see is that their games are after our building hours so it would not interfere with normal operations. Still in negotiations. We will have a “trial run” on Saturday, March 16<sup>th</sup> at 7pm with an exhibition game.
- Will be interviewing candidate for Graduate Assistant on March 25. The next incoming Grad student would overlap with our present, student, Viktoria Orosz.

**Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist**

- Completed vending reports for month of January.
- Booked four clubhouse rentals.
- Booked eleven birthday party packages.
- Booked five Multi-Purpose Rooms rentals.
- Booked four gym rentals.
- Booked one splash fountain rental.
- Lead Daddy Daughter Dance.
- Worked on new summer programming idea.
- Worked with contractors for new carpeting for clubhouse.
- Scheduled hood cleaning for clubhouse.
- Received all bids for flooring going with Bj's, work beginning Monday March 18<sup>th</sup>.
- Did interviews for two days with candidates for the new Recreation Specialist position.
- Contributed two new programs to the brochure.
- Worked with Sarah and Tracy for our upcoming Teen Jam event.

### **Sarah Rex, Recreation Supervisor/Marketing**

- Helped coordinate the Daddy-Daughter Dance February 10 at St. Mary's Memorial Hall. There were 216 participants and the event made \$1,400.
- Handled the District's part in helping to launch a county-wide marketing campaign for Live Healthy DeKalb County's Get Active week which will be held in May 2019.

- Attended the NIU Internship and Career Expo with Superintendent of Recreation.
- Coordinated the District's Spring Mailer to announce the One Year Anniversary Event of the Community Center, Grand Opening of the Dog Park, golf and aquatics pass sales, and new Museum Day Camp.
- Along with Superintendent of Recreation met with the Midwest Museum of Natural History to discuss partnership opportunities. We are excited to offer a joint, full day Museum Day Camp for four weeks this summer.
- Along with Superintendent of Recreation met with University of Illinois Extension Director and Environmental Education Coordinator to discuss partnership opportunities. We learned a lot about their organization, how our goals overlap, and resources each agency has that would create a beneficial partnership. Since much of what they do is grant funded we are on each other's radar should a good opportunity to partner or procure grant funding arise.
- Along with Superintendent of Recreation met with the Sycamore Public Library to discuss partnership opportunities.
- Helped run the Midwest Museum of Natural History's Trivia Night at the Golf Course Clubhouse.
- In response to the program survey done last fall, brought on a new art/ceramics instructor. She will do an adult class and kid/parent workshops this summer in the hopes to get a feel for what the community wants and help grow our fine arts offerings.
- Finalized Summer Concert Series and Movies in the Park lineups for summer 2019.
- Will represent the District at the Chamber's Community Expo on March 28.

**Lisa Metcalf, Recreation Supervisor**

- Attended an Aquatics Risk Management Day with PDRMA and Red Cross to discuss and learn about the new audit procedures for the summer.

- Created a new Cancellation/On Hold/Change form for memberships.
- Participated in the PDRMA Health Assessment Biometric Screening.
- Helped purchase new machines for Pathway Fitness and the Track.
- Created and submitted information and data for the Executive Summary.
- Started scheduling field rentals for the Sports Complex.
- Conducted interviews for the position of Aquatics Manager for the summer and hired the position.
- Met with GA, Viktoria, to plan out her role this summer with Aquatics.
- Contacted the head of OSCAR to create the summer schedule for their camp coming to our Community Pool.
- Helped interview the applicants for the new Recreation Specialist position.
- Second session of Winter/Spring programs started. Made sure instructors were set with rosters and equipment.
- Volleyball League play ended. Split each league into 2 tournaments each and created double elimination tournament brackets. Continued to update the brackets through out the tournament and handed out the winnings to the 1<sup>st</sup> place teams.
- Created the program schedule for the summer and worked on the Summer Brochure, made changes and updates where necessary.
- Entered all summer programs into RecTrac to be ready for when registration starts.
- Created an evaluation form for the Service Desk for us to use when doing their evaluations.
- Aquatic passes went on sale March 1. Updated the passes in RecTrac and helped train the Service Desk staff for sales.

- Sent out post card renewal reminders for people whose memberships/passes expire in April.
- Continued to work in RecTrac to update things as new things get added and changed.

### **Administrative Initiatives (4/1/19-4/30/19)**

#### **Theresa Tevsh, Superintendent of Recreation**

- Will be a guest Speaker at NIU Sport Management undergrad class, along with Assistant Professor, Steven Howell, April 1.
- Will participate in the staff training, with Recreation Specialist, Melissa Dobbersein, for the Summer Concession staff in-service, April 2.
- Will attend the Northwestern Medicine Lecture on April 3.
- Will attend management team meetings.
- Will prepare, along with Recreation Team for the Community Center Anniversary Event on April 14<sup>th</sup>. A mailer was sent out early March to let the community know about the event and specials for that day. If any Board members would like to be present to meet and greet, please let me know.
- Will complete the Final Intern Evaluation on April 18 for his University.
- Along with the Intern, will finalize the events for the Dog Park Grand Opening.
- Along with the Recreation Team, we will lead 133- 6<sup>th</sup> graders in a field trip at the Community Center on April 25<sup>th</sup>. The students will be broken down into 5 groups, and rotate to stations through the gym and classroom. If the weather cooperates, we will cook hotdogs outside for lunch.



- Will attend the new, Flashlight Egg Hunt- for Teens only. This new event will be held in the community center with a DJ, flashlight egg hunt, food and fun activities. This event has a fee of \$12 for Residents and \$15 for non residents. This event is similar to the Teen Gym Jams held this past year.

**Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist**

- Will complete flooring project in clubhouse.
- Will scrub down kitchen at clubhouse for opening season.
- Will prepare for Teen Egg Hunt.
- Prepare for Breakfast with the Bunny.
- Complete inventory of Caddyshack Grill.
- Prepare Interviews for food and beverage staff.
- Open kitchen for season.
- Start Concession remodel at sports complex.
- Continue to get more rentals in all areas of Park District.

**Sarah Rex, Recreation Supervisor/Marketing**

- Will meet with School District and ENCAP representatives to continue developing outdoor classroom opportunity at the Middle School.
- Will transition the new Natural Areas Specialist into the Middle School Outdoor Classroom project. Along with the School District, begin integrating restoration of the site into their classroom curriculum.
- April 10 will be the guest DJ at WDKB to promote the One Year Anniversary Event April 14 and introduce the new Recreation Specialist.
- Will attend a Connecting Children to Nature Coalition meeting with representatives from agencies and organizations throughout the county who are vested in connecting youth with the outdoors.

- Promotion of Summer programming, facilities and events. The Summer brochure will be in mailboxes the week of April 15 and registration begins April 22.

**Lisa Metcalf, Recreation Supervisor**

- Will help plan and attend our One Year Anniversary event on Sunday, April 14.
- Will attend a Fitness Center Roundtable to learn about what other Park District's do for health insurance incentive programs at their agencies.
- Will continue to hire pool staff to get ready for summer.
- Will attend the board meeting to present a cost comparison of Pathway Fitness income/expense report.
- With Tracy's assistance, we will do an evaluation on each of the Service Desk staff now that we will have been open a year.
- Will create a new form for Personal Trainers to keep track and log their client's sessions.

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: March 19, 2019

**Administrative Initiatives (2/1/19 – 2/28/19)**

- Attended weekly Management Team meetings as scheduled.
- Attended Sycamore Chamber of Commerce Ambassador Club meeting.
- Developed February and March Golf Insight newsletter.
- Kept Pro Shop closed through February 17, 2019.
- Finalized Outing and 2019 Tournament Schedule.
- Finalized in-house league schedule.
- Finalized spring part staffing preparation, accepted applications and scheduled interviews.
- Finished cleaning and painting pro shop. Updated merchandise displays with new 2019 product.
- Finalized golf cart replacement schedule and took delivery of 15 Yamaha carts.
- Mailed out Swing into Spring Flyer.
- Prepared all handout material for Swing into Spring Sale.
- Completed Golf Operations portions of Executive Summary.
- Touched up pillars in clubhouse and reattached fire extinguisher to the west wall of the clubhouse.
- Prepared Clubhouse for Swing into Spring Sale.
- Finalized clubhouse carpeting replacement.

- Prepared Golf Operation Part-time staff Job Descriptions.
- Met with Shriners Scramble coordinators to go through new food and beverage ordinance.

### **Administrative Initiatives (3/1/19 – 3/31/19)**

- Attend weekly Management Team meetings as scheduled.
- Attend All Staff Meeting as scheduled.
- Attend Sycamore Chamber of Commerce Ambassador Club meeting.
- Develop April Golf Insight newsletter.
- Begin preparation for golf course opening.
- Hold Swing into Spring Sale March 1<sup>st</sup> through 3<sup>rd</sup>.
  - 1.) Created \$68,059.55 in total sales
    - a.) \$64,008.30 in Season Passes, 152 total passes sold
    - b.) 17 new passes sold, 8 out of district
  - 2.) \$3,327.50 in Golf fees (Permanent Tee Times, Lockers and League Fees)
  - 3.) \$1,497.65 in Merchandise (Mostly golf balls and clothing)
- Schedule training for new part time staff.
- Prepare cart barn for the opening of golf season.
- Contact returning part-time staff to schedule their return to work.
- Met with Cutter and Buck clothing line representative as a possible new addition to the pro shop merchandise.
- Met with Teesnap to get another option for tee sheet and POS services.
- Prepare reader board outside the clubhouse for the 2019 season.

To: Board of Commissioners

From: Jeff Donahoe

Subject: Monthly Report

Date: March 19, 2019

**Administrative Initiatives** (3/1/19-3/31/19)

**Golf**

- Finally, a warm up! The harsh past eight weeks of weather provided plenty of snow, ice, freezing rain, wind storms, and extreme cold. The turf was snow covered through the worst of the cold snap which hopefully offered some protection. Once all is melted and the course accessible, we will inspect the greens, tees, and fairways for winter damage.
- The wind storms have caused a lot of tree debris to fall throughout the course, although we do not see entire trees on the ground.
- The frost line is currently a couple feet deep but will be melting with the higher temperatures. The melting frost line will keep the turf very soft for a while.
- Course opening can't happen until the turf is better melted, the turf dries and firms enough for access to the course with utility carts to begin the cleanup and set-up process along with some green up of the turf. Consistent rains continue to occur flooding the river frequently as the water runs off the still frozen ground. Drier weather is currently forecast for the end of the month.
- Staff is close to completing all indoor refurbish work on rakes, ball washers, signage, tee markers, rakes, flagsticks, etc.
- Staff is now almost finished working on all equipment and golf carts for winter maintenance. Mower reels have been repaired and sharpened, turf equipment oils, filters, bearings, and seals have been changed and replaced.

- Lots of plowing and salting occurred this winter at our usual areas and park trails, along with the new task of keeping the Community Center lots and entrance walks cleared and salted during building hours.
- The 18-bridge project is well underway. I will provide details of the progress and pictures during my staff report at the Board meeting. High river water levels after the melts and rains have slowed progress some but the contractor is still planning for an on time substantial completion.
- I have been working with Steve Tritt on pesticide and fertilizer application schedules for the season.
- The new irrigation system project will take place after Labor Day. We are currently working with Midwest Irrigation on finalizing contracts for the project.
- I am working on contacting all seasonal staff from last year to see who is returning and going thru new applications as well.

## **Sports**

- The deep frost line will take some time to exit the soil profile which means the fields will not be usable for baseball or softball until the infields can firm and dry out. Sycamore High School already has games on the schedule starting the week of the 18<sup>th</sup> but several will most likely have to be postponed. I stay in touch with the school consistently through the spring to report field conditions.
- Baseball, softball, and soccer affiliate groups are working on forming their teams. Practices will begin at the beginning of April and as fields are ready for play. I am in touch with AYSO soccer to confirm field numbers and sizes needed for the spring. Baseball and softball will be getting us their game schedules in the next few weeks with games starting at the end of April and beginning of May.
- We ordered two sets of spectator bleachers for field 1 which is the High School field. They have not had seating since we had to have the Liner bleachers removed for safety reasons. Staff has been assembling the units in our shop. The bleachers are the same size as all our other fields which is 15 feet long with 5 rows of seats.

- Attended a meeting with Theresa and leaders of all the affiliate groups to bring Theresa up to speed on how each group works and to facilitate communication.
- Ordered needed supplies like chalk, line paint, and replacement bases/pitching rubbers.
- Staff is working with on completing equipment preventive maintenance and will be outside soon to begin cleanup, field repair, and hanging backstop and batting cage nets.
- We received the last of the replacement pool guard chairs and have assembled the unit and removed the old chair. The new chair will be installed this spring.

### **Parks**

- I attended staff and board meetings.
- Attended meetings with City and engineers on next trail phase planning.
- Attended meetings with engineers about soccer complex addition project.
- Facilitated Park District operations working with all departments during Director Gibble's absence.
- Completed update of all current job descriptions for maintenance department.
- Performed consistent building checks of all properties during the many cold snaps to ensure heating systems did not fail. All systems worked throughout.
- Coordinated compliance inspections of all buildings fire alarm, sprinkler alarm, backflow preventors, fire extinguisher inspections and repairs where required.
- Coordinated repair of Museum fire sprinkler pipe leak which was not related to cold weather.

- Staff is completing equipment repairs as golf carts have been serviced and trailers and small equipment are being finished. They are beginning to go outdoors and clean up the many sticks and limbs throughout the parks.
- Completed Executive Summary information for 2018.
- Signing staff up for spray license exams this spring.
- Signed myself up for required Certified Playground Safety Inspector class and exam for March 26-28<sup>th</sup>.
- Working on small equipment and supply ordering for 2019. Meeting with reps for turf pesticides and fertilizer options.
- Coordinating with Martin Co., the group installing the bridge, for installation of a new shade structure in the lawn area east of the splash pad.
- Present PDRMA required all-staff annual safety and compliance training.
- Advertised, received applications, facilitated selection committee and interviews to select new full-time Naturalist Park Maintenance position. The new staff member will begin work on April 8<sup>th</sup>.
- Attend meeting with Sarah, Encap, and school district staff about future teaching opportunity for a native plant establishment area near the new trails south of the middle school.
- Attend inflatable movie screen cleaning, training, and coordination meeting with Dekalb, Genoa, and Sandwich Park Districts.

**Administrative Initiatives** (4/1/19-4/30/19)

- Attend staff, board meetings.
- Attend future trails planning meetings with City staff and engineers.
- Attend soccer complex addition meetings.



- Work with 18 bridge replacement contractor and engineers as project concludes. Attend construction meetings as needed.
- Prep for dog park opening day. Work with staff on final set-up, Bemis statue installation, signage, dog waste bag holder installation, turf prep.
- Work with EC Design and approved contractor for final contracts for irrigation replacement. Submit final permit application to City of Sycamore.
- Bring back some seasonal staff and hire replacements.
- Open golf course: clean debris, put out cups, flags, ball washers, tee markers, rakes and fix bunkers, remove ropes, roll/mow greens and other areas as ready and dry enough.
- Work with baseball, softball, soccer, and other user groups along with rec staff members to coordinate field use as ready to use.
- Staff will prep and line soccer fields at the end of March with AYSO practices starting at the beginning of April and games mid-April weather permitting. Baseball/softball practices begin in April with games starting the beginning of May.
- Clean parks and trails. Put out garbage cans and picnic tables. Begin mowing, trimming of all turf areas.
- Prepare for Park Pride Day with projects and volunteer coordination with rec. staff.
- Finalize hiring for new Parks Natural Area employee with job starting April 8<sup>th</sup>. Their focus is on natural planting area care and all landscape/planter bed areas along with general park maintenance.
- Pool will be drained, new guard chair installed, replacement hot tub blower motor installed, main pool circulation pump motor reinstalled after winter preventive maintenance, pool cleaned and ready for early May fill.
- Towards end of April, begin prep of splash pad with equipment cleaning and checking, will fill system and test once freezing temps no longer in forecast.

- Finalize install and set up of new shade structure and re-install other pad shade covers.
- Continue efforts for planning meeting with ENCAP, school district reps, and Sarah for future natural areas classroom along new Middle School trail area. Introduce new Naturalist staff to work with school program.

To: Board of Commissioners

From: Daniel Gibble, Executive Director

Subject: Monthly Report

Date: March 19, 2019

**Administrative Initiatives** (2/1/19 – 2/28/19)

- Attended Meetings/Serve On:
  - Rotary
  - Chamber
  - DSATS
- Continued work on Old Mill to Forest Preserve trail issues.
- Continued working on PDRMA/Emergency Bridge matters. Gather information for Board regarding IPARKS.
- Finalized PLAT work and Appraisals for trail project.
- Provided information to Board on Succession Planning.
- Continued to touch base with Brian Gregory to finalize agreement with Shodeen Developers and Reston Ponds Park Sites.
- Continued to work with City of Sycamore and IDOT on land swap matters for the trail project.
- Began working on Succession Matters for staff, along with Staff Structure details with Superintendents.
- Started work on Bridge Construction.
- Presented to IDNR Natural Resource Advisory Council regarding our OSLAD Grant Application for the Soccer Complex.
- Submitted Operating Budget proposal to Board for final approval.

- Continued working on land donation matters in various parts of town.
- At the stroke of midnight on February 28, 2019: Turned 14 and  $\frac{3}{4}$ 's

### **Administrative Initiatives** (3/1/19 – 3/31/19)

- Attend Meetings/Serve On:
  - Rotary
  - Chamber
  - DSATS
  - Owner/Architect/Contractor Meetings
- Continue work on Old Mill to Forest Preserve trail issues.
- Provide Information to Commissioner Strack, Plan Commission Representative, on LAND matters.
- Review Shop Drawings and Other Items Related to Bridge Construction.
- Initiate meetings with our Negotiator, the City and our Engineers to further attempt to complete the land swap matters.
- Continue to work on matters related to land donations on the northwest end of town.
- Conduct staff trainings with Recreation Staff on:
  - Basic Methods of Good Supervision
  - Moving from Supervision to Leadership
- Conduct a coordinating meeting with Terri Gible, Sarah Rex, and Engineering Resource Associates to prepare for:
  - Next OSLAD Grant Application for Ball Diamond project.
  - Next ITEP Grant Application for Segment 2 of the Sycamore Forest Preserve to Old Mill Park Trail project.
- Finalize timeline for next Long Range Planning Process.
- Present Final timing of our next Bond Issue in relation to cash flow projections, next demand for cash for projects, and trends in interest rates. Prepare a report for the Board to review with an updated recommendation.



# THANK YOU!

We couldn't do this without YOU!

## Oaken Acres Wildlife Center

**Oaken Acres Wildlife Center**

[www.oakenacres.org](http://www.oakenacres.org)

12140 Aldrich Road  
Sycamore, IL 60178  
815.895.9666

The future of wildlife rehabilitation at Oaken Acres depends on you. We are always striving to be better.

Our dreams are only limited by our funds.

Each time you donate to Oaken Acres, you help make another one of those dreams come true.

*Hi Sarah et al ☺  
Thank you so much  
for all the supplies  
and tags your  
holiday tree collected  
for our wild patients.  
Happy 2019!  
Kathy*



**Mother (Nature) knows best.** No matter how hard we try, rehabbers are no replacement for wild mothers. When a rescuer calls, it may seem like an inconvenience to answer all of our questions however, our requests really aren't about saving us time and money, they're about saving lives. A man called us in spring in a dire situation. He found a large box on his front porch and, inside, two nearly newborn fawns. Someone had probably dropped them off with good intentions, but our hearts broke because we knew those fawns likely didn't need rescue. Does leave their fawns alone for several hours at a time. They're safer curled up and quiet than straggling behind mom.

The fawns were healthy, doing great with our other fawns. One day our staff took their afternoon bottles out and immediately knew something was very wrong. One fawn was limping - badly. Our worst fear was confirmed; the fawn had broken its leg. Highly noise sensitive, even the safest cage can become dangerous if a fawn becomes startled. We can't say exactly what happened, but this cage had safely contained fawns for nearly eight years with no incident, but nothing in rehabilitation is perfect.

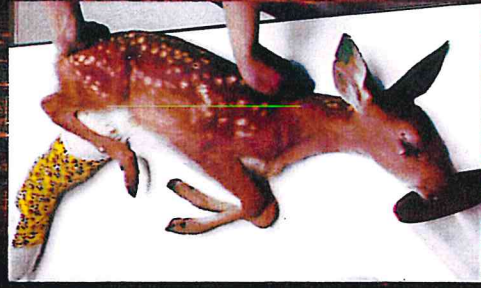
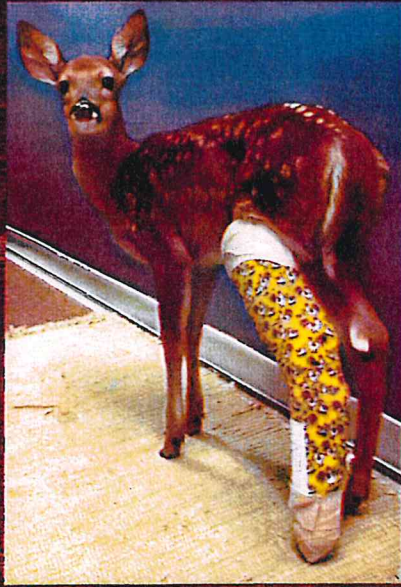
We called Dr. Carlos Dominguez, a vet at Bethany Animal Hospital with experience in orthopedics. He agreed to see the fawn immediately x-rays confirmed a serious fracture. Surgery would not fix it but he echoed what we all felt: "Well, we can't do nothing, can we?" No one wanted to call it quits. The fawn was fitted with a soft cast and, after much discussion, it was decided she would take up residence at Bethany Animal Hospital for a few weeks to allow her leg to heal. A mutual employee of Oaken Acres and Bethany Animal Hospital, our Animal Care Director Carly, took several trips daily to the hospital to tend to the fawn. It was incredibly emotional, growing so attached to an animal knowing that if this injury didn't heal how we hoped, the outlook was grim. At one point, we called local zoos asking if they would consider placing a three-legged fawn, just in case. Each said "no" and our anxiety grew.

X-rays taken after two weeks showed amazing healing. The decision was made to bring the fawn, now fondly named "Bethany", home to Oaken Acres. It wasn't easy with her still in a cast. Even after the cast was removed we had a few scares that Bethany had hurt herself again as she overexerted her newly healed leg. However, in time she was back with her friends and soon she could no longer even be picked out of our fawn herd. She walked, ran and jumped like the others. BEAUTIFUL!!!

The fawns were released in September and we still see her. Her story isn't easy to tell; it calls attention to our limitations. Educationally, Bethany tells the story of why centers like Oaken Acres save lives, sometimes lives of animals we will never see. We wish her finders would have called us first and tried to reunite her with her mom, but we rejoice that because of our advice many animals are given the chance to grow up with mom. Furthermore we're elated that, against all odds, Bethany is living a life beyond fences and cages, truly free.

**SPECIAL THANKS IN 2018:** Prairie View Animal Hospital; Bethany Animal Hospital; George Bates Foundation; Sommers Foundation; Caroline Krecic; Dekalb County Community Foundation; 3M Giving; Horizons Unlimited Foundation; Wanda Muntwyler Foundation; Roland & Helga Schrieber; Rebecca Espe Ward; John & Marge Kitch; Jim MacMurdo & Sara Lamberty; our interns and volunteers; and my husband Mark, "Hey it's good to be back home again!"

Always, George Balster, DVM, and Sue Christensen  
Greeting cards donated by Sycamore Walgreens :)



PEACE  
on Earth



From all of us at  
OAKEN ACRES

January 25, 2019

Wow! Yes, Wow!

Thank you one and all for -----

Foresight, stick-to-itiveness, dedication, planning and all sorts of great things!!!

The Community Center, sledding hill, Splash Pad, and Dog Park are the new gems in the Sycamore community. Gems that for some are still to be discovered but for those that have found it ----- they seem to get bigger and brighter.

My wife and I have been going many times each week and at a variety of times to enjoy the walking track which gives us a view of the constant use the others are enjoying. Each time we are greeted by friendly staff and a well maintained facility. We continue to see happy faces. It is a pleasure to see others when they first start using the area and we enjoy their surprise at what is offered. One of the first things I hear is that the new people want to tell others how great it is and how they are going to keep coming back.

Even on the coldest days the walkers or pickle ball players seem to find their way and quickly settle in to enjoy.

Some find time to complain about this or that but I have yet to hear any complains. If however you have had any hopefully sharing my feelings will indicate the great reception that is being felt by the silent majority of users.

Thanks for the countless hours, days, weeks,,,,,,,,,,,,,,,,,,,,, years it took to get everything in place.



Thanks, Ken Williams



February 11, 2019

Sycamore Park District  
Jeanette Freeman  
480 S. Airport Road  
Sycamore, IL 60178

Dear Jeanette,

Thank you for your investment in our community and your confidence in the Sycamore Chamber of Commerce. We applaud your diligence and commitment to this vibrant group of business people who, through active engagement, strive to create economic vitality for our entire community.

Your membership helps sustain the diverse composition of our business community. Together we will continue to combine our expertise, energy, vision, and leadership, to shape today's business environment to influence our future.

The Sycamore Chamber is committed to making your membership a meaningful part of your business goals and success.

If I can ever be of assistance, please feel free to contact me personally at (815) 895-3456.

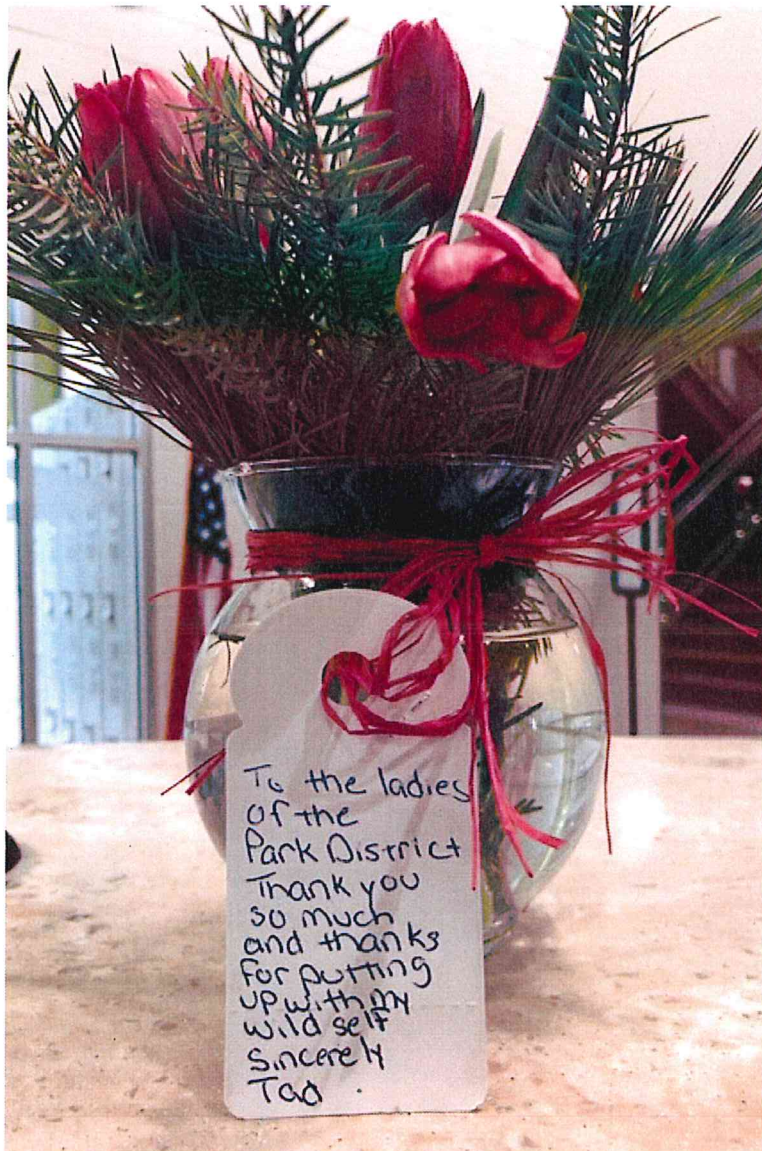
Sincerely,

A handwritten signature in black ink, appearing to read "RoseMarie M. Trembl", written over a horizontal line.

RoseMarie M. Trembl  
Executive Director







To the ladies  
of the  
Park District  
Thank you  
so much  
and thanks  
for putting  
up with my  
wild self  
Sincerely  
Tad .

# SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 19, 2019

## STAFF RECOMMENDATION

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

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

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

**FISCAL IMPACT:** Documents upper limits of what may be spent. These figures are based upon the Operating and Capital Budgets already approved by the board.

**STAFF RECOMMENDATION:** Recommend approval of Ordinance 03-2019.

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

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

**BOARD ACTION:**



**ORDINANCE NO. 03-2019  
BUDGET AND APPROPRIATION ORDINANCE**

AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE SYCAMORE PARK DISTRICT, DEKALB COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2019 AND ENDING ON THE THIRTY-FIRST (31st) DAY OF DECEMBER, 2019.

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

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

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

(b) A public hearing was held at the Sycamore Park District, DeKalb County, Illinois on the 19th day of March, 2019 on said ordinance, notice of said hearing having been given by publication in the Daily Chronicle, being a newspaper published within this District, at least one week prior to such hearing; and,

(c) That all other legal requirements for the adoption of the annual budget and appropriation ordinance of this District for the fiscal year beginning January 1, 2019 and ending December 31, 2019 have heretofore been performed.

**Section II.** The following sums of money, or so much thereof as may be authorized by law for the following objects and purposes, be and the same are hereby budgeted and appropriated for the fiscal year beginning the first day of January, 2019 and ending on the thirty-first (31st) day of December, 2019.

**I. CORPORATE FUND**

Salaries, Wages and Taxes	\$ 476,545
Professional and Contracted Services	\$ 158,068
Administrative Supplies and Expenses	\$ 142,377
Repairs and Maintenance	\$ 93,437
Utilities	\$ 35,252
Insurance	\$ 87,909
Debt Service	\$ 346,165
Operating Transfer to other fund	<u>\$ 283,130</u>
Total Estimated Expenditures	\$ 1,622,883

**CORPORATE FUND SUMMARY**

Fund Balance January 1, 2019	\$ 439,478
Estimated 2018 Property Taxes & Interest	\$ 1,506,500
Estimated transfer of IMRF/SS tax levy	\$ 62,907
Estimated 2019 Corporate Replacement	\$ 44,850
Miscellaneous revenue	<u>\$ 24,026</u>
Total Estimated Available Revenues	\$ 2,077,761
Total Estimated Expenditures	<u>\$ 1,622,883</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 454,878</b>

**II. RECREATION FUND**

Salaries, Wages and Taxes	\$ 902,112
Professional and Contracted Services	\$ 172,957
Supplies	\$ 151,444
Repairs and Maintenance	\$ 44,792
Utilities	\$ 111,841
Insurance	\$ 198,837
Operating Transfer to other fund	<u>\$ 100,000</u>
Total Estimated Expenditures	\$ 1,681,983

**RECREATION FUND SUMMARY**

Fund Balance January 1, 2019	\$ 359,161
Estimated 2018 Property Taxes & Interest	\$ 1,049,950
Estimated transfer of IMRF/SS tax levy	\$ 116,252
League & Sports Fees	\$ 47,520
Programs/Events	\$ 136,734
Fitness	\$ 171,679
Community Center Services	\$ 35,749
Miscellaneous revenue	<u>\$ 41,159</u>
Total Estimated Available Revenues	\$ 1,958,204
Total Estimated Expenditures	<u>\$ 1,681,983</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 276,221</b>

**III. RESTRICTED CONTRIBUTIONS**

<b>Expenses</b>	<b>\$ 200,000</b>
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**RESTRICTED CONTRIBUTIONS SUMMARY**

Fund Balance January 1, 2019	\$ 76,405
Donations	\$ 31,625
Operating Transfer from DCCF	<u>\$ 100,000</u>
Total Estimated Available Revenues	\$ 208,030
Total Estimated Expenditures	<u>\$ 200,000</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 8,030</b>

**IV. SPECIAL RECREATION FUND**

<b>Expenses</b>	<b>\$ 218,500</b>
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**SPECIAL RECREATION FUND SUMMARY**

Fund Balance January 1, 2019	\$ 18,426
Estimated 2018 Property Taxes & Interest	<u>\$ 218,500</u>
Total Estimated Available Revenues	\$ 236,926
Total Estimated Expenditures	<u>\$ 218,500</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 18,426</b>

**V. IMRF FUND**

<b>Expenses</b>	<b>\$ 103,500</b>
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**IMRF FUND SUMMARY**

Fund Balance January 1, 2019	\$ 0
Estimated 2018 Property Taxes & Interest	<u>\$ 103,500</u>
Total Estimated Available Revenues	\$ 103,500
Total Estimated Expenditures	<u>\$ 103,500</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ -</b>

**VI. SOCIAL SECURITY FUND**

<b>Expenses</b>	<b>\$ 124,413</b>
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**SOCIAL SECURITY FUND SUMMARY**

Fund Balance January 1, 2019	\$ 7,113
Estimated 2018 Property Taxes & Interest	<u>\$ 117,300</u>
Total Estimated Available Revenues	\$ 124,413
Total Estimated Expenditures	<u>\$ 124,413</u>
<b>Estimated Fund Balance December 31, 2017</b>	<b>\$ -</b>

**VII. LIABILITY TORT FUND**

<b>Expenses</b>	<b>\$ 77,686</b>
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**LIABILITY TORT FUND SUMMARY**

Fund Balance January 1, 2019	\$ 37,029
Estimated 2018 Property Taxes & Interest	<u>\$ 80,500</u>
Total Estimated Available Revenues	\$ 117,529
Total Estimated Expenditures	<u>\$ 77,686</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 39,843</b>

**VIII. AUDIT FUND**

<b>Expenses</b>	<b>\$ 18,342</b>
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**AUDIT FUND SUMMARY**

Fund Balance January 1, 2019	\$ 14,570
Estimated 2018 Property Taxes & Interest	<u>\$ 17,250</u>
Total Estimated Available Revenues	\$ 31,820
Total Estimated Expenditures	<u>\$ 18,342</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 13,478</b>

**IX. PAVING & LIGHTING FUND**

<b>Expenses</b>	<b>\$ 23,892</b>
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**PAVING & LIGHTING FUND SUMMARY**

Fund Balance January 1, 2019	\$ 22,892
Estimated 2018 Property Taxes & Interest	<u>\$ 1,000</u>
Total Estimated Available Revenues	\$ 23,892
Total Estimated Expenditures	<u>\$ 23,892</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 0</b>

**X. POLICE FUND**

<b>Expenses</b>	<b>\$ 5,374</b>
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**POLICE FUND SUMMARY**

Fund Balance January 1, 2019	\$ 4,374
Estimated 2018 Property Taxes & Interest	<u>\$ 1,000</u>
Total Estimated Available Revenues	\$ 5,374
Total Estimated Expenditures	<u>\$ 5,374</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 0</b>

**XI. DEVELOPMENT CONTRIBUTION FUND**

<b>Expenses</b>	<b>\$ 24,630</b>
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**DEVELOPMENT CONTRIBUTION FUND SUMMARY**

Fund Balance January 1, 2019	\$ 480
Development Contributions	\$ 24,150
Miscellaneous revenue	<u>\$ -</u>
Total Estimated Available Revenues	\$ 24,630
Total Estimated Expenditures	<u>\$ 24,630</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 0</b>

**XII. GOLF COURSE FUND**

Salaries, Wages and Taxes	\$ 334,939
Professional and Contracted Services	\$ 20,930
Supplies	\$ 46,207
Repairs and Maintenance	\$ 75,498
Utilities	\$ 22,609
Insurance	\$ 64,309
Misc.	<u>\$ 4,312</u>
Total Estimated Expenditures	\$ 568,804

**GOLF FUND SUMMARY**

Net Position, January 1, 2019	\$ 313,768
Estimated transfer of IMRF/SS tax levy	\$ 55,206
Daily Fees	\$ 168,015
Season Passes	\$ 107,223
Carts	\$ 118,162
Golf Events & Programs	\$ 21,620
Miscellaneous	\$ 37,950
Pro Shop Sales	<u>\$ 60,628</u>
Total Estimated Available Revenues	\$ 882,572
Total Estimated Expenditures	<u>\$ 568,804</u>
<b>Estimated Net Position, December 31, 2019</b>	<b>\$ 313,768</b>

**XIII. AQUATICS FUND**

Salaries, Wages and Taxes	\$ 64,154
Professional and Contracted Services	\$ 1,495
Supplies	\$ 7,705
Repairs and Maintenance	\$ 19,895
Utilities	<u>\$ 21,160</u>
Total Estimated Expenditures	\$ 114,409



**AQUATICS FUND SUMMARY**

Net Position, January 1, 2019	\$ 406,918
Estimated transfer of IMRF/SS tax levy	\$ 4,621
Daily Fees	\$ 38,293
Season Passes	\$ 38,280
Special Events & Programs	\$ 6,498
Lessons	\$ 21,637
Miscellaneous	\$ 5,232
Total Estimated Available Revenues	\$ 521,479
Total Estimated Expenditures	\$ 114,409
<b>Estimated Net Position, December 31, 2019</b>	<b>\$ 407,070</b>

**XIV. CONCESSIONS**

Salaries, Wages and Taxes	\$ 66,192
Supplies	\$ 79,463
Repairs and Maintenance	\$ 2,530
Utilities	\$ 5,112
Insurance	\$ 7,645
Misc.	\$ 14,444
Total Estimated Expenditures	\$ 175,386

**CONCESSIONS FUND SUMMARY**

Fund Balance January 1, 2019	\$ 34,634
Estimated transfer of IMRF/SS tax levy	\$ 6,385
Sports Complex	\$ 45,074
Clubhouse	\$ 81,616
Beverage Cart	\$ 12,621
Catering	\$ 21,275
Pool	\$ 8,625
Marketing Fund	\$ 1,150
Total Estimated Available Revenues	\$ 211,380
Total Estimated Expenditures	\$ 175,386
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 35,994</b>

**XV. BOND AND INTEREST FUND**

Interest	\$ 30,568
Principal	<u>\$ 675,665</u>
<b>Total Expenses</b>	<b>\$ 706,233</b>

**BOND AND INTEREST FUND SUMMARY**

Fund Balance January 1, 2019	\$ 72,041
Estimated 2018 Property Taxes & Interest	\$ 706,100
Miscellaneous revenue	<u>\$ -</u>
Total Estimated Available Revenues	\$ 778,141
Total Estimated Expenditures	<u>\$ 706,233</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 71,908</b>

**XVI. CAPITAL FUND**

Buildings & Structures	\$ 32,775
Equipment/Furnishings	\$ 45,540
Golf Course	\$ 290,950
Aquatics	\$ 18,400
Action 20/20	\$ 2,483,166
Community Center	\$ 1,955
Parks & Grounds	\$ 30,044
Concessions	\$ 11,500
Miscellaneous	<u>\$ 189,679</u>
Total Estimated Expenditures	\$ 3,104,009

**CAPITAL FUND SUMMARY**

Fund Balance January 1, 2019	\$ 545,327
Bond Proceeds	\$ 6,346,850
Operating Transfer from other fund	\$ 391,575
Grant Income	\$ 327,313
Miscellaneous revenue	<u>\$ 1,150</u>
Total Estimated Available Revenues	\$ 7,612,215
Total Estimated Expenditures	<u>\$ 3,104,009</u>
<b>Estimated Fund Balance December 31, 2019</b>	<b>\$ 4,508,206</b>

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of this District during the fiscal year beginning January 1, 2019 and ending December 31, 2019 for the respective purposes set forth.

All unexpended balances of the appropriations for the fiscal year ended December 31, 2017 and prior years are hereby specifically re-appropriated for the same general purposes for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

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

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

(a)	An estimate of the cash on hand at the beginning of the fiscal year is expected to be	\$ 1,828,986
(b)	An estimate of the cash expected to be received during the fiscal year from all sources is	\$ 11,828,304
(c)	An estimate of the expenditures contemplated for the fiscal year is	\$ 7,967,205
(d)	An estimate of the cash expected to be on hand at the end of the fiscal year is	\$ 5,690,085
(e)	An estimate of the amount of taxes to be received during the fiscal year is	\$ 3,844,795

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

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

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

Passed by the Board of Commissioners of the Sycamore Park District this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_

President

ATTEST:

\_\_\_\_\_

Secretary

State of Illinois        )  
                                  ) SS  
County of DeKalb        )

CERTIFICATION OF MINUTES

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

I further certify that the foregoing is a full, true and complete copy of Ordinance No. 03-2019 entitled "An Ordinance adopting the combined Annual Budget and Appropriation of funds for the Sycamore Park District, DeKalb County, Illinois, for the fiscal year beginning on the first day (1<sup>st</sup>) of January, 2019 and ending on the thirty-first (31<sup>st</sup>) day of December, 2019" enacted by the Board at a March 19, 2019, regular meeting.

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

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said Park District, this 19th day of March, 2019.

\_\_\_\_\_  
Secretary, Board of Park Commissioners  
Daniel Gibble

(SEAL)

SYCAMORE PARK DISTRICT  
Board of Commissioners  
Date of Board Meeting: March 19, 2019

**STAFF RECOMMENDATION**

**AGENDA ITEM: SECOND BOND ISSUE for ACTION 2020:**  
**SECOND CONSIDERATION and DISCUSSION**

**BACKGROUND INFORMATION:** It was last August that I brought the Board a similar memo to this one about our second bond issue in support of ACTION 2020. Eighteen months prior to that August 2018 meeting, you also received a memo from me—of similar nature—to begin to finalize our first ACTION 2020 bond issue.

I am now bringing back to you more information and an UPDATED RECOMMENDATION for our second bond issue. Last August the Board agreed that:

- We would hold off our second issue until at least June of 2019
- The second issue would be \$5 million
- Jackie Heinbuecher and I, along with support from Speer Financial and PFM Asset Management, would monitor our cash flow position, and interest rates until a point at which we felt the time was right to recommend to the Board that we issue the remainder of our debt to support ACTION 2020.

At that time in August of 2018, the four spreadsheets immediately after this Staff Recommendation were presented to the Board for review. Our discussion and these spreadsheets are what led the Board to agree to the three bullet points, above.

**SOME KEY POINTS:**

1. Our ACTION 2020 projections assumed 4% to 5% interest at time of our second issue.
2. We have overspent on our first four projects by about \$700,000—compared to the ACTION 2020 budget.
3. In August of 2018, Speer was projecting September of 2019 net interest cost of 3.3%,

4. Right now, for the same issue (Sept. 2019) they are showing 3.35% net interest cost for their projection.
5. IF we were to wait for a December 2019 bond issue, they are projecting a net interest cost of 3.37%
6. Municipal Bonds remain a bit uncertain as to their future, and we should remember that they are not in synchrony with the Federal Reserve rates, however, the majority of professionals in this area are projecting little growth in Municipal Bond rates between now and the end of the year. Investors are strongly coming to muni's, which is keeping prices competitive.
7. I challenged Superintendent of Financial Services, Jackie Hienbuecher, to conduct several "cash position" assessments in order to get a strong projection of our cash position to assure that the completion of the Soccer Complex/Riverside Park, and the beginning of trail construction would not leave us short, or cash-starved through December 2019, should we wait until then to issue. She will provide that information at the meeting in the form of a handout.


Using the most up to date information, you will find two spreadsheets behind this recommendation, AND behind the first four spreadsheets previously referred to. These two project our 20 year cash flow based upon a \$5 million bond issue—either in June or December of 2019.

It should be noted that these projections assume:

- A. No \$400,000 from OSLAD on Soccer Complex Phase I
- B. A reduction in project cost equivalent to \$400,000 for Phase I of the Soccer Complex.

#### **STAFF RECOMMENDATIONS:**

- 1.) **Based upon the numbers reflected in the two updated spreadsheets/scenarios, I recommend that we continue to "sit" on issuing our next debt instrument, at least until September, and perhaps until December.**
- 2.) **That, due to cash flow we will not be able to go any further than December of 2019 for our next issue.**
- 3.) **That the Board continue to permit the Executive Director, Superintendent of Finance, along with Speer and PFM, to monitor the situation, and be ready to have the Board act should interest rates show signs of steeper increases.**

**FISCAL IMPACT:** We continue to remain in a position of NOT paying for debt that we won't use for some time. See the attached spreadsheets for the fiscal impact on the Operating Cash Flow. The numbers highlighted in GREEN on the Spreadsheet show the year end projection for cash position. Our RESERVE BALANCE target is for that figure to be as close to \$500,000 as possible. I remain very concerned that NONE of the projections have us at or above the \$500,000 reserve level in the "out years" of these projections. However, waiting until later in the year to issue debt REDUCES our "total cost of funds" and improves the long-term cash flow. 

**PREPARED BY:** Daniel Gible, Executive Director  
Jackie Hienbuecher, Supt. of Financial Services  
Mike Jeretina, Speer Financial  
Michelle Binns, PFM Asset Management

**BOARD ACTION:**



Second Bond Issue \$5 million--September 2018

Expected Annual Return 2.00% 2.50% 2.75% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00%

REVENUE SOURCE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Cash Position As Of January 1	\$6,000,000	\$3,762,996	\$2,935,381	\$1,400,894	\$1,156,286	\$903,520	\$645,343	\$469,734	\$460,021	\$452,216	\$442,093	\$430,691	\$421,406	\$382,848	\$335,334	\$290,394	\$240,106	\$191,309	\$139,048	\$87,720
Grant Dollars - Sports Complex	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADA Dollars	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$87,500	\$87,500
Dollars from Forest Preserve	\$111,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Issue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funds from Debt Retirement	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
Interest	\$97,851	\$94,075	\$80,723	\$42,027	\$34,689	\$27,106	\$19,360	\$14,092	\$13,801	\$13,566	\$13,263	\$12,921	\$12,642	\$11,485	\$10,060	\$8,712	\$7,203	\$5,739	\$4,171	\$2,632
Growth in EAV	\$40,000	\$40,000	\$25,000	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Lease Payment Savings Fair Street	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Referendum Dollars	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000
<b>Total Cash Sources</b>	<b>\$7,453,851</b>	<b>\$5,102,071</b>	<b>\$3,846,104</b>	<b>\$2,272,921</b>	<b>\$2,015,975</b>	<b>\$1,758,125</b>	<b>\$1,582,204</b>	<b>\$1,576,326</b>	<b>\$1,566,321</b>	<b>\$1,558,283</b>	<b>\$1,547,856</b>	<b>\$1,538,611</b>	<b>\$1,529,048</b>	<b>\$1,489,334</b>	<b>\$1,440,394</b>	<b>\$1,394,106</b>	<b>\$1,342,309</b>	<b>\$1,292,048</b>	<b>\$1,240,720</b>	<b>\$1,187,851</b>

\$526,118

EXPENSES	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
<b>Park and Open Space Projects:</b>																				
TRAILS:																				
Professional Fees**	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land/Easements	\$55,400	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$369,350	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPORTS COMPLEX:</b>																				
Professional Fees	\$100,000	\$129,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$1,100,000	\$525,000	\$1,030,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>GOLF IRRIGATION:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$900,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Focused Site:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SLED HILL:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPLASHPAD:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>DOG PARK:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>COMMUNITY CENTER:</b>																				
Site Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Landscaping/FF&E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Dollars:</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>
Bond Repayment 2019A	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Repayment 2018 A	\$484,025	\$480,610	\$483,130	\$484,555	\$480,375	\$480,702	\$480,390	\$484,225	\$482,025	\$484,110	\$485,085	\$485,125	\$414,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Repayment 2017A	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$382,000	\$804,000	\$800,000	\$804,000	\$801,000	\$803,000	\$803,000	\$803,000
<b>Total Expenses</b>	<b>\$3,690,855</b>	<b>\$2,166,690</b>	<b>\$2,445,210</b>	<b>\$1,116,635</b>	<b>\$1,112,455</b>	<b>\$1,112,782</b>	<b>\$1,112,470</b>	<b>\$1,116,305</b>	<b>\$1,114,105</b>	<b>\$1,116,190</b>	<b>\$1,117,165</b>	<b>\$1,117,205</b>	<b>\$1,146,200</b>	<b>\$1,154,000</b>	<b>\$1,150,000</b>	<b>\$1,154,000</b>	<b>\$1,151,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>
<b>NET</b>	<b>\$3,762,996</b>	<b>\$2,935,381</b>	<b>\$1,400,894</b>	<b>\$1,156,286</b>	<b>\$903,520</b>	<b>\$645,343</b>	<b>\$469,734</b>	<b>\$460,021</b>	<b>\$452,216</b>	<b>\$442,093</b>	<b>\$430,691</b>	<b>\$421,406</b>	<b>\$382,848</b>	<b>\$335,334</b>	<b>\$290,394</b>	<b>\$240,106</b>	<b>\$191,309</b>	<b>\$139,048</b>	<b>\$87,720</b>	<b>\$34,851</b>

Reserve Fund = \$500,000 and IS included in CASH POSITION: Therefore, "NET" should stay above \$500,000 if possible.

Second Bond Issue \$5 million--September 2019

Expected Annual Return 2.00% 2.50% 2.75% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00%

REVENUE SOURCE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Cash Position As Of January 1	\$1,000,000	\$4,199,170	\$3,339,514	\$1,773,861	\$1,503,962	\$1,216,416	\$924,001	\$714,761	\$671,901	\$631,516	\$589,658	\$542,243	\$498,005	\$440,406	\$394,618	\$351,456	\$303,000	\$256,090	\$205,773	\$156,446
Grant Dollars - Sports Complex	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADA Dollars	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$87,500	\$87,500
Dollars from Forest Preserve	\$111,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Issue	\$5,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funds from Debt Retirement	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
Interest	\$50,000	\$104,979	\$91,837	\$53,216	\$45,119	\$36,492	\$27,720	\$21,443	\$20,157	\$18,945	\$17,690	\$16,267	\$14,940	\$13,212	\$11,839	\$10,544	\$9,090	\$7,683	\$6,173	\$4,693
Growth in EAV	\$40,000	\$40,000	\$25,000	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Lease Payment Savings Fair Street	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Referendum Dollars	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000
<b>Total Cash Sources</b>	<b>\$7,406,000</b>	<b>\$5,549,149</b>	<b>\$4,261,351</b>	<b>\$2,657,077</b>	<b>\$2,374,081</b>	<b>\$2,080,408</b>	<b>\$1,869,221</b>	<b>\$1,828,704</b>	<b>\$1,784,558</b>	<b>\$1,742,961</b>	<b>\$1,699,848</b>	<b>\$1,653,510</b>	<b>\$1,607,946</b>	<b>\$1,548,618</b>	<b>\$1,501,456</b>	<b>\$1,457,000</b>	<b>\$1,407,090</b>	<b>\$1,358,773</b>	<b>\$1,309,446</b>	<b>\$1,258,639</b>

\$582,039

EXPENSES	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
<b>Park and Open Space Projects:</b>																				
TRAILS:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Fees**	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land/Easements	\$55,400	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$369,350	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPORTS COMPLEX:</b>																				
Professional Fees	\$100,000	\$129,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$1,100,000	\$525,000	\$1,030,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>GOLF IRRIGATION:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$900,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Focused Site:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SLED HILL:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPLASHPAD:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>DOG PARK:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>COMMUNITY CENTER:</b>																				
Site Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Landscaping/FF&E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Dollars:</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>
<b>Bond Repayment 2019A</b>	<b>\$0</b>	<b>\$523,555</b>	<b>\$525,410</b>	<b>\$521,035</b>	<b>\$525,585</b>	<b>\$524,327</b>	<b>\$522,380</b>	<b>\$524,723</b>	<b>\$520,962</b>	<b>\$521,223</b>	<b>\$525,525</b>	<b>\$523,425</b>	<b>\$435,540</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Bond Repayment 2018 A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Bond Repayment 2017A</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$382,000</b>	<b>\$804,000</b>	<b>\$800,000</b>	<b>\$804,000</b>	<b>\$801,000</b>	<b>\$803,000</b>	<b>\$803,000</b>	<b>\$803,000</b>
<b>Total Expenses</b>	<b>\$3,206,830</b>	<b>\$2,209,635</b>	<b>\$2,487,490</b>	<b>\$1,153,115</b>	<b>\$1,157,665</b>	<b>\$1,156,407</b>	<b>\$1,154,460</b>	<b>\$1,156,803</b>	<b>\$1,153,042</b>	<b>\$1,153,303</b>	<b>\$1,157,605</b>	<b>\$1,155,505</b>	<b>\$1,167,540</b>	<b>\$1,154,000</b>	<b>\$1,150,000</b>	<b>\$1,154,000</b>	<b>\$1,151,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>
<b>NET</b>	<b>\$4,199,170</b>	<b>\$3,339,514</b>	<b>\$1,773,861</b>	<b>\$1,503,962</b>	<b>\$1,216,416</b>	<b>\$924,001</b>	<b>\$714,761</b>	<b>\$671,901</b>	<b>\$631,516</b>	<b>\$589,658</b>	<b>\$542,243</b>	<b>\$498,005</b>	<b>\$440,406</b>	<b>\$394,618</b>	<b>\$351,456</b>	<b>\$303,000</b>	<b>\$256,090</b>	<b>\$205,773</b>	<b>\$156,446</b>	<b>\$105,639</b>

Reserve Fund = \$500,000 and IS included in CASH POSITION; Therefore, the "NET" should stay above \$500,000 if possible.

Second Bond Issue \$6 million--September 2018

Expected Annual Return	2.00%	2.50%	2.75%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%	3.00%
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REVENUE SOURCE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Cash Position As Of January 1	\$7,000,000	\$4,684,708	\$3,777,261	\$2,169,701	\$1,853,647	\$1,519,076	\$1,178,760	\$920,748	\$828,481	\$733,085	\$635,420	\$531,654	\$430,297	\$335,053	\$286,104	\$239,687	\$187,878	\$137,514	\$83,640	\$30,649
Grant Dollars - Sports Complex	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADA Dollars	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$87,500	\$87,500
Dollars from Forest Preserve	\$111,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Issue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funds from Debt Retirement	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
Interest	\$117,076	\$117,118	\$103,875	\$65,091	\$55,609	\$45,572	\$35,363	\$27,622	\$24,854	\$21,993	\$19,063	\$15,950	\$12,909	\$10,052	\$8,583	\$7,191	\$5,636	\$4,125	\$2,509	\$919
Growth in EAV	\$40,000	\$40,000	\$25,000	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Lease Payment Savings Fair Street	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Referendum Dollars	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000
<b>Total Cash Sources</b>	<b>\$8,473,076</b>	<b>\$6,046,826</b>	<b>\$4,711,136</b>	<b>\$3,064,792</b>	<b>\$2,734,256</b>	<b>\$2,392,148</b>	<b>\$2,131,623</b>	<b>\$2,040,871</b>	<b>\$1,945,835</b>	<b>\$1,847,578</b>	<b>\$1,746,982</b>	<b>\$1,642,604</b>	<b>\$1,538,206</b>	<b>\$1,440,104</b>	<b>\$1,389,687</b>	<b>\$1,341,878</b>	<b>\$1,288,514</b>	<b>\$1,236,640</b>	<b>\$1,183,649</b>	<b>\$1,129,069</b>

\$701,111

EXPENSES	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
<b>Park and Open Space Projects:</b>																				
TRAILS:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Fees**	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land/Easements	\$55,400	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$369,350	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPORTS COMPLEX:</b>																				
Professional Fees	\$100,000	\$129,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$1,100,000	\$525,000	\$1,030,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>GOLF IRRIGATION:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$900,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Focused Site:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SLED HILL:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPLASHPAD:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>DOG PARK:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>COMMUNITY CENTER:</b>																				
Site Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Landscaping/FF&E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Dollars:</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>
Bond Repayment 2019A	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Repayment 2018 A	\$581,538	\$583,485	\$579,355	\$579,065	\$583,100	\$581,308	\$578,795	\$580,310	\$580,670	\$580,078	\$583,248	\$580,227	\$471,153	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Repayment 2017A	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$282,080	\$382,000	\$804,000	\$800,000	\$804,000	\$801,000	\$803,000	\$803,000	\$803,000
<b>Total Expenses</b>	<b>\$3,788,368</b>	<b>\$2,269,565</b>	<b>\$2,541,435</b>	<b>\$1,211,145</b>	<b>\$1,215,180</b>	<b>\$1,213,388</b>	<b>\$1,210,875</b>	<b>\$1,212,390</b>	<b>\$1,212,750</b>	<b>\$1,212,158</b>	<b>\$1,215,328</b>	<b>\$1,212,307</b>	<b>\$1,203,153</b>	<b>\$1,154,000</b>	<b>\$1,150,000</b>	<b>\$1,154,000</b>	<b>\$1,151,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>
<b>NET</b>	<b>\$4,684,708</b>	<b>\$3,777,261</b>	<b>\$2,169,701</b>	<b>\$1,853,647</b>	<b>\$1,519,076</b>	<b>\$1,178,760</b>	<b>\$920,748</b>	<b>\$828,481</b>	<b>\$733,085</b>	<b>\$635,420</b>	<b>\$531,654</b>	<b>\$430,297</b>	<b>\$335,053</b>	<b>\$286,104</b>	<b>\$239,687</b>	<b>\$187,878</b>	<b>\$137,514</b>	<b>\$83,640</b>	<b>\$30,649</b>	<b>-\$23,931</b>

Reserve Fund = \$500,000 and IS included in CASH POSITION: Therefore, "NET" should stay above \$500,000 if possible.

Second Bond Issue \$6 million--September 2019

Expected Annual Return 2.00% 2.50% 2.75% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00% 3.00%

REVENUE SOURCE	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
Cash Position As Of January 1	\$1,000,000	\$5,199,170	\$4,258,850	\$2,613,456	\$2,260,597	\$1,894,802	\$1,518,929	\$1,221,087	\$1,089,560	\$955,567	\$815,309	\$669,818	\$522,982	\$388,357	\$341,008	\$296,238	\$246,125	\$197,509	\$145,434	\$94,297
Grant Dollars - Sports Complex	\$400,000	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ADA Dollars	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$82,500	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$85,000	\$87,500	\$87,500
Dollars from Forest Preserve	\$111,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bond Issue	\$6,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funds from Debt Retirement	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000	\$275,000
Interest	\$50,000	\$129,979	\$117,118	\$78,404	\$67,818	\$56,844	\$45,568	\$36,633	\$32,687	\$28,667	\$24,459	\$20,095	\$15,689	\$11,651	\$10,230	\$8,887	\$7,384	\$5,925	\$4,363	\$2,829
Growth in EAV	\$40,000	\$40,000	\$25,000	\$25,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Lease Payment Savings Fair Street	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Referendum Dollars	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000	\$645,000
<b>Total Cash Sources</b>	<b>\$8,406,000</b>	<b>\$6,574,149</b>	<b>\$5,205,969</b>	<b>\$3,521,859</b>	<b>\$3,153,415</b>	<b>\$2,779,146</b>	<b>\$2,481,997</b>	<b>\$2,350,220</b>	<b>\$2,214,747</b>	<b>\$2,076,734</b>	<b>\$1,932,268</b>	<b>\$1,784,912</b>	<b>\$1,633,672</b>	<b>\$1,495,008</b>	<b>\$1,446,238</b>	<b>\$1,400,125</b>	<b>\$1,348,509</b>	<b>\$1,298,434</b>	<b>\$1,247,297</b>	<b>\$1,194,626</b>

\$755,230

EXPENSES	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
<b>Park and Open Space Projects:</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TRAILS:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Professional Fees**	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Land/Easements	\$55,400	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$369,350	\$0	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPORTS COMPLEX:</b>																				
Professional Fees	\$100,000	\$129,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$1,100,000	\$525,000	\$1,030,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>GOLF IRRIGATION:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$900,000	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Focused Site:</b>																				
Professional Fees	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SLED HILL:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>SPLASHPAD:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>DOG PARK:</b>																				
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>COMMUNITY CENTER:</b>																				
Site Development	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Landscaping/FF&E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Operating Dollars:</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>	<b>\$350,000</b>
<b>Bond Repayment 2019A</b>	<b>\$0</b>	<b>\$629,219</b>	<b>\$630,433</b>	<b>\$629,182</b>	<b>\$626,533</b>	<b>\$628,137</b>	<b>\$628,830</b>	<b>\$628,580</b>	<b>\$627,100</b>	<b>\$629,345</b>	<b>\$630,370</b>	<b>\$629,850</b>	<b>\$513,315</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Bond Repayment 2018 A</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Bond Repayment 2017A</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$282,080</b>	<b>\$382,000</b>	<b>\$804,000</b>	<b>\$800,000</b>	<b>\$804,000</b>	<b>\$801,000</b>	<b>\$803,000</b>	<b>\$803,000</b>	<b>\$803,000</b>
<b>Total Expenses</b>	<b>\$3,206,830</b>	<b>\$2,315,299</b>	<b>\$2,592,513</b>	<b>\$1,261,262</b>	<b>\$1,258,613</b>	<b>\$1,260,217</b>	<b>\$1,260,910</b>	<b>\$1,260,660</b>	<b>\$1,259,180</b>	<b>\$1,261,425</b>	<b>\$1,262,450</b>	<b>\$1,261,930</b>	<b>\$1,245,315</b>	<b>\$1,154,000</b>	<b>\$1,150,000</b>	<b>\$1,154,000</b>	<b>\$1,151,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>	<b>\$1,153,000</b>
<b>NET</b>	<b>\$5,199,170</b>	<b>\$4,258,850</b>	<b>\$2,613,456</b>	<b>\$2,260,597</b>	<b>\$1,894,802</b>	<b>\$1,518,929</b>	<b>\$1,221,087</b>	<b>\$1,089,560</b>	<b>\$955,567</b>	<b>\$815,309</b>	<b>\$669,818</b>	<b>\$522,982</b>	<b>\$388,357</b>	<b>\$341,008</b>	<b>\$296,238</b>	<b>\$246,125</b>	<b>\$197,509</b>	<b>\$145,434</b>	<b>\$94,297</b>	<b>\$41,626</b>

Reserve Fund = \$500,000 and IS included in CASH POSITION; Therefore, the "NET" should stay above \$500,000 if possible.





## SYCAMORE PARK DISTRICT

## Board of Commissioners

Date of Board Meeting: March 19, 2019**STAFF RECOMMENDATION****AGENDA ITEM: REVIEW OF PARK DISTRICT INTERGOVERNMENTAL AGREEMENT with Dekalb, Genoa, Sandwich Park Districts for Shared Movie Screen Revision: Recommend Approval**

**BACKGROUND INFORMATION:** The Park District values the partnerships and relationships with area Park Districts and the value it brings to our Sycamore Park District services. It is the mission of the Park District to provide superior programs, facilities and parks that meet the needs of the community.

The Dekalb Park District, Sandwich Park District, and Sycamore Park District jointly purchased the Movie Screen Equipment to show motion pictures outdoors in 2015. Each Party contributed an equal share of the cost of the Equipment. The cost for the Equipment and accessories was \$12,596 in total. The DeKalb Park District purchased the Equipment and the other two Districts reimbursed the DeKalb Park District.

Genoa Township Park District has requested to be a partner in the intergovernmental agreement to use the movie screen equipment. With them joining in, they would pay \$1049.67 to each of the other Districts. The remainder of the Intergovernmental agreement will remain the same.

**FISCAL IMPACT:** The Sycamore Park District would receive a check from Genoa Park District for \$1049.67.

**STAFF RECOMMENDATION:** I recommend the Board approve the addition of the Genoa Park District for the shared use of the movie screen equipment and continue the ongoing partnership with the park districts as presented.

**PREPARED BY:** Theresa Tevsh, Superintendent of Recreation Services

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**



**BOARD ACTION:**

## INTER-GOVERNMENTAL MOVIE EQUIPMENT AGREEMENT

### Between DeKalb Park District, Genoa Township Park District, Sandwich Park District and Sycamore Park District

DeKalb Park District, 1403 Sycamore Road, DeKalb, IL 60115, Sandwich Park District, 1001 N. Latham Street, Sandwich, IL 60548, and Sycamore Park District, 940 E. State Street, Sycamore, IL 60178 (“the Parties”) hereby enter into the following agreement to maintain equipment (the “Equipment” as defined in attachment A) to show motion pictures outdoors. In this Agreement the Park Districts will be referred to individually, as “Party” or jointly as “Parties.”

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

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

WHEREAS, the Parties have discussed maintaining the Equipment to show motion pictures outdoors in order to promote cooperation between communities and to better serve their residents; and

WHEREAS, some of the Parties involved currently rent the Equipment necessary to show motion pictures outdoors and purchasing this equipment with other communities will result in a substantial cost savings in the acquisition of equipment, maintenance and programming; and

WHEREAS, in the spirit of mutual cooperation, the parties desire to work together for inter-governmental cooperation, and agree to enter into the following:

#### NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The Dekalb Park District, Sandwich Park District, and Sycamore Park District jointly purchased the Equipment to show motion pictures outdoors in 2015. Each Party contributed an equal share of the cost of the Equipment. The cost for the Equipment and accessories was \$12596 in total. The DeKalb Park District purchased the Equipment and the other two District reimbursed the DeKalb Park District. Genoa Township Park District will pay \$1049.67 To each of the other Districts.

1. Each Party will be able to use the Equipment no less than three (3) times annually. There will be no limit placed on the maximum number of uses for each Party.
2. The scheduled use of the Equipment will be agreed upon by all of the Parties involved. Any scheduling conflicts will be resolved by all of the Parties in a fair and equitable manner. All dates to be reserved by communities as available each year by November 30 of the preceding year. The DeKalb Park District will be responsible for maintaining the schedule.
3. Unless alternative arrangements are agreed upon by the Parties, the Equipment will be stored by the last Party to use it during the “summer” months. The Equipment must be stored in an enclosed and secure location while it is in a Party’s possession. The Party scheduled to use the Equipment next is responsible for picking it up. Storage in the winter months will take place at the DeKalb Park District facilities. The movie screen, projector, monitor, amplifier, and players



are to be stored in a climate-controlled environment. All other equipment may be stored in the trailer, in a secure non-climate-controlled area.

4. The Equipment will only be used by the Parties entering into this agreement. The Equipment shall not be loaned or leased to any other persons or groups. Should any of the parties do any joint projects with the equipment with organizations that are not part of this agreement, the presence of District staff is required to provide operations and supervision of the equipment for the entirety of the event. Should any of the Parties request this be modified in the future, it must be done in writing. Subsequently the written proposal must be unanimously agreed to by all Parties and the current agreement modified.
5. The number of Parties entering into this agreement will be limited to four (4). If a Party wishes to drop out of the agreement, they will not be reimbursed for any expenses related to the purchase or maintenance of the Equipment. If any of the Parties drop out of the agreement a municipality wanting to enter into the agreement must pay all costs incurred by the Parties to date, less maintenance and damage fees.
6. While in the care, custody, and control of any party, that Party is solely responsible for the safety and security of the equipment. If the Equipment is damaged, lost, or stolen during use by or while otherwise in the possession of one of the Parties, it shall be the sole responsibility of the Party in possession of the Equipment at the time the damage or loss is incurred to pay the costs related to damage to or loss of the Equipment. Further, it shall be that Party's sole responsibility to contact the representative from that Party's insurance provider to report the incident and provide all necessary information related to the damage or loss.
7. Repairs, maintenance and replacement components that are the result of normal usage of the Equipment will be paid for by all of the Parties equally. Best attempts will be made to contact and gain permission from a representative from each Party before any repairs over \$100 are made to the equipment. It is understood that items generally age and wear out over time. There may be "preventative" maintenance necessary, as recommended by the manufacturer which all parties should share equally in defraying. (See item #12, below, for how the decisions should be made for taking "preventative" maintenance action.)
8. Each Party shall indemnify and hold the other Parties harmless for any accident, injury or damages occurring while the Equipment is in the possession of that Party.
9. The agreement covers the purchase of the Equipment only. It is the responsibility of each Party to pay for film rental and licensing fees for the motion pictures shown in their community.
10. The Parties agree to establish detailed reservation, maintenance, storage processes and other necessary details upon purchase of the screen in a complete Movie Equipment Use Guide.
11. At least one annual meeting of all the Parties will occur in order to review the Movie Equipment Use Guide and review any other pertinent items such as scheduling, repairs, preventative maintenance, storage and others. This meeting will occur in November of each year and will include scheduling for the following season.

The Parties agree to resolve any disputes as to Equipment use or otherwise in good faith. In the event that the Parties cannot resolve any reasonable dispute, the Parties agree to seek alternative dispute resolution methods agreeable to all Parties, which are legally permissive at the time of the dispute. The

Parties agree to use their best efforts to resolve any good faith dispute within 90 (ninety) days' notice to the other Party. In the event the Parties cannot resolve that dispute as set forth above, they may seek such remedies as may be permitted by law.

Signature of representatives indicating acceptance of agreement:

DeKalb Park District:

\_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_

Sandwich Township Park District:

\_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_

Sycamore Park District:

\_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_

Genoa Township Park District

\_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_

# SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: March 19, 2019

## STAFF RECOMMENDATION

**AGENDA ITEM: REVIEW of LONG-RANGE PLANNING  
TIMELINE DRAFT** (Suggested Name—"Securing the Legacy: 2025")

**BACKGROUND INFORMATION:** With the upcoming transition to a new Executive Director in 2020, and the current planning horizon ending (Action 2020), it is time to begin planning for the future.

Both the President and Vice President of the Board are coordinating the Executive Director transition. What remains for the Board to address is preparing the district for the next planning horizon: 2025.

To that end, I have attached to this recommendation a DRAFT timeline to consider for this process.

HOWEVER, you should first understand the thought process that went into this timeline. If you choose, you can support this approach, modify it, or adopt your own. I am simply trying and suggesting how to get the ball rolling on this time sensitive matter. Sycamore Park District Board, Staff, Citizens, and Users are all counting on us to keep our great momentum going!

### TO EXPLAIN MY THOUGHT PROCESS, I CONSIDERED:

1. How we are currently doing on ACTION 2020 and the Critical Success Factors:
  - A. Maintain what we currently have at its current level of care.
  - B. Continue to seek and carry-out more efficient and effective ways of managing the park district to improve our financial position.
  - C. Serve as good stewards of our citizens' resources in order to garner trust and support for VISION 2020.
  - D. Secure a reasonable site, outside the floodplain, that can serve as a focal point for future park amenities.

- E. Establish the key facilities identified by public input and the community wide strategic planning team:
    - a. Community Center
    - b. Sled Hill
    - c. Dog Park
    - d. Splashpad
    - e. Trail Connections
    - f. Sports Complex Improvements and Expansion
    - g. Replace the Failing Golf Irrigation
  - F. Keep the current outdoor pool open as long as fiscally responsible.
  - G. Continue to work with the City and Neighborhoods to transition park dedications in developing neighborhoods.
  - H. Further develop our already substantial cooperation/partnership within the community.
  - I. Work toward being the most recognized provider of recreation opportunities in Sycamore.
  - J. Grow the district's endowment and define how its proceeds will be used.
2. What, from my chair, I feel will be the most pressing matters for the district into 2025, from a managerial perspective:
- A. Address "Deferred" Maintenance:
    - a. Capital Assets
    - b. Equipment Replacement Schedule
    - c. Bridges
    - d. Paving
    - e. Roofs
    - f. Mechanicals
  - B. Maintain what we currently have.
  - C. Maintain Reserve Position as close to Reserve Policy as Possible.
  - D. Complete ACTION 2020 Critical Success Factors.
  - E. Creating a long-term Capital Program with Fiscal Tools/Plans in Place to Support the Program.
  - F. Complete Phase II of Riverside Park.
  - G. Finally address the Outdoor Pool.
  - H. To find alternatives for the Museum Building that do not inhibit our ability to manage it long-term.

**IN ORDER TO COMPLETE THE PLAN, I CONSIDERED:**

1. A PURPOSE for the next Planning Horizon:
 

*To create and actionable plan that transitions from ACTION 2020 by completing the projects that remain from the ten Critical Success Factors, while creating new goals that attempt to address stabilizing the revenue stream for supporting a reasonable, timely, affordable and manageable replacement schedule for equipment, and care of our existing capital assets.*

2. A more abbreviated process than for Action 2020.
3. More public involvement than our initial interim plan completed in 2012.
4. A Citizen Team (*Legacy Team*), but smaller than the Community-Wide Strategic Planning Team.
5. Surveys for main citizen input, followed by at least three public hearings.
6. Staff providing reports and inputs to the Legacy Team.
7. Two Board Members on the Legacy Team who report to the rest of the Board at their regular meetings each month.
8. Bringing the new Executive Director on when the Public Hearings start so they can “come up to speed”, and begin to put their face/name out to the public.
9. Maintaining our “touch” with our prior “sounding boards”—the Community Wide Strategic Planning Team and Citizens’ Advisory Committee by kicking off the “**Securing the Legacy: 2025**” process with a PUBLIC event including them. AND, using this event to garner that group’s input on how they feel we have done with their input to in moving toward completion of ACTION 2020.

**FISCAL IMPACT:** Staff time. And up to \$20,000 for two Community-wide Surveys.

**STAFF RECOMMENDATION:** I suggest Board Discussion, and final adoption of timeline at the April Regular Board Meeting.

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



**BOARD ACTION:**

**Securing the Legacy: 2025**  
**Sycamore Park District Long-Range Plan**  
**TIMELINE: DRAFT**

**Purpose:** To create and actionable plan that transitions from ACTION 2020 by completing the projects that remain from the ten *Critical Success Factors*, while creating new goals that attempt to address stabilizing the revenue stream for supporting a reasonable, timely, affordable and manageable replacement schedule for equipment, and care of our existing capital assets.

<b>August 2020</b>	-	<b>Adoption of <i>Securing the Legacy: 2025</i></b>
<b>July 2020</b>	-	<b>Final Public Hearing:s for <i>Securing the Legacy: 2025</i></b>
<b>June 2020</b>	-	<b>Final Draft of <i>Securing the Legacy: 2025</i> Third Public Hearing for <i>Securing the Legacy: 2025</i></b>
<b>May 2020</b>	-	<b>New Executive Director Starts Two Public Hearings on: <i>Securing the Legacy: 2025 (Draft)</i></b>
<b>April 2020</b>	-	<b>First Draft of <i>Securing the Legacy: 2025</i> Board Discusses and Modifies First Draft.</b>
<b>March 2020</b>	-	<b>Legacy Team Meets for the Seventh Time:</b> <ul style="list-style-type: none"> <li>• Further discussion of Options.</li> <li>• Exercise to narrow to Preferred Option to Recommend to Board and Hold Public Hearings.</li> </ul> <b>Board Accepts Recommendation of Legacy Team.</b>
<b>February 2020</b>	-	<b>Legacy Team Meets for Sixth Time:</b> <ul style="list-style-type: none"> <li>• Staff Presentation on Cost Implications of Priorities.</li> <li>• Staff Presents Three Options for Action on Priorities.</li> <li>• Discussion.</li> </ul>
<b>January 2020</b>	-	<b>Legacy Team Meets for Fifth Time:</b> <ul style="list-style-type: none"> <li>• Review of Survey Findings.</li> <li>• Ranking Exercise of Priorities.</li> <li>• Staff Presentation on Financial Position and Finance Options for Addressing Priorities.</li> </ul>

- December 2019** - **Legacy Team “Off”.**  
**Survey Report/Findings Received.**
- November 2019** - **Survey Period.**  
**Legacy Team Meets for Fourth Time:**
- **Provide input to Survey Firm.**
  - **Focus on questions to be Asked.**
  - **Review by staff of:**
    - **Equipment Replacement Schedule.**
    - **Capital Asset Schedule.**
    - **Prioritized Capital and Equipment Schedule.**
- October 2019** - **Legacy Team Meets for Third Time:**
- **Completes Tours of Parks, Facilities, Equipment Locations.**
  - **Determines NEED for Second Survey.**
- Board Authorizes Second Survey if Recommended.**
- September 2019** - **Legacy Team Meets for Second Time:**
- **Prioritizes remaining ACTION 2020 Projects.**
  - **Tours Parks All Parks, Facilities, Equipment Locations.**
- August 2019** - **Legacy Team Meets for First Time:**
- **Review Survey Findings.**
  - **Review Action 2020.**
- July 2019** - **Survey Results Reported.**  
**Board Approves “Legacy Team”.**
- June 2019** - **Picnic/Reunion for: Community Wide Strategic Planning Team and Citizens’ Advisory Committee.**  
**Group Activities to Assess How We Have Done.**
- May 2019** - **Board Authorizes Contract for Community Wide Survey:**
- **How have we done on ACTION 2020**
  - **What’s at the top of their minds, now, for P&R**

SYCAMORE PARK DISTRICT  
Board of Commissioners  
Date of Board Meeting: March 19, 2019

**STAFF RECOMMENDATION**

**AGENDA ITEM: EXECUTIVE SUMMARY: First Review and Discussion Only**

**BACKGROUND INFORMATION:** It is important that key staff and all Board members have at their access a resource that can answer most of the broad policy and budget issues facing the Sycamore Park District. This resource allows the staff and board to have a “go-to” source of information. This 1<sup>st</sup> draft of the Executive Summary will not have the budget in it, but it will be in the final review in April. You have already seen and approved the budget though. This 1<sup>st</sup> draft will have the current Action 2020 in it. Staff is in the process of reviewing each statement and updating them. The updated version will be in the final Executive Summary. You will see there are some significant events at this point. Staff will be checking for any further additions to this and if there are any they will be reflected in the final version in April.

To provide this resource—one that could also be on our website—the **Executive Summary** will be created in January/February of each year for first review by the board, and approved in February/March. It puts in place all the guiding information, and key budget information for the coming year. This Executive Summary will contain:

**Background**

Mission Statement  
Commissioner Contact Information  
Executive Director Contact Information  
Board Meeting Dates  
Brief History  
Holiday Schedule  
Organizational Chart  
Full Time Staff  
FT/PT Pay Schedules



**Financial Analysis**

Major Fund Comparison of Operating Budget 2017 vs 2018  
 Appropriation Comparison 2017 vs 2018  
 Comparison of Tax Levy 2017 vs 2018  
 Historical Comparison of EAV and Tax Rate  
 Bond Analysis  
 Historical Levy Rates of Various Taxing Bodies w/Pie Chart

**Budget**

FY2019 Operating Budget Summary (Please note this will only be in the final copy)  
 FY2019 Operating Budget Detail ”

**Action 20/20**

Action 20/20 as of February 2019

**Program and Facility Use Stats**

Golf Course Comparative Analysis  
 Program Participation Numbers  
 Aquatics Sales Analysis  
 Community Center Analysis (includes Pathway Fitness, Track, Open Gym  
 Recreation Rental Analysis (includes Pavillions, Community Center and  
 Clubhouse)

**Major Fee Categories**

Golf Course Fees  
 Program Fees  
 Aquatics Fees  
 Community Center Fees – (Includes Pathway Fitness, Track, Open Gym)  
 Recreation Rentals Fees – (Includes Pavillions, Community Center, and  
 Clubhouse)

**Significant Events from 2018**

Parks and Facilities  
 Recreation (includes Aquatics)  
 Golf  
 Administration (includes Concessions)

**FISCAL IMPACT:** None.

**STAFF RECOMMENDATION:** For review and discussion only at this point.

**PREPARED BY:** Jeanette Freeman, Office Manager

**EXECUTIVE DIRECTOR REVIEW/APPROVAL:**

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

**BOARD ACTION:**