



Sycamore
PARK DISTRICT
Established 1923

**Sycamore Park District
Regular Board Meeting**

July 23, 2019

6:00 PM

Sycamore Park District Maintenance Building

435 S. Airport Road; Sycamore, IL

AGENDA

CALL TO ORDER (Roll Call Vote)

APPROVAL OF REGULAR AND CONSENT AGENDA (Voice Vote)

APPROVAL OF MINUTES: (Voice Vote)

- 3. Regular Minutes: June 25, 2019 (Voice Vote)
Executive Session Minutes: June 25, 2019—Remain Confidential (Roll Call)
- 10. Approval of July 9, 2019 Sports Complex Project Public Hearing Minutes
Approval of July 23, 2019 Sports Complex Project Public Hearing Minutes
(VOICE VOTE)

APPROVAL OF MONTHLY CLAIMS:

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

CONSENT AGENDA:

- 29. Superintendent of Finance Monthly Report
- 33. Budget Report
- 47. Superintendent of Recreation Monthly Report
- 56. Superintendent of Golf Operations Monthly Report
- 58. Superintendent of Parks and Facilities Monthly Report
- 63. Executive Director Monthly Report

CORRESPONDENCE-

- 66. Sycamore FFA Thank You

PUBLIC INPUT

POSITIVE FEEDBACK/REPORTS:

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

Board of Commissioners Meeting

June 23, 2019

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MONTHLY REPORT – Kirk: Golf Third Party Marketing

PLANNING COMMISSION REPORT – Ted

OLD BUSINESS:

- Executive Director Committee Update—Ted
- Consideration of Retirement Agreement—Bill (Roll Call)
- Update on Trail Easements/Acquisitions—Dan/Nathan/Bill
- 67. Recommendation to Award Professional Services Agreement for Pool Assessment—Dan (Roll Call)
- 69. Bi-Annual Review of Executive Session Minutes—Dan

NEW BUSINESS

- Approval of Site Plan for OSLAD Application/Sports Complex Expansion—Dan (Roll Call)
- 71. Approval of Resolution 03-2019 for OSLAD Application—Terri

PUBLIC INPUT

EXECUTIVE SESSION (Roll Call Vote):

In accordance with 5 ILCS, Par. 120/2c, I move that the Board convene in Executive Session to discuss:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
5. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, June 25, 2019**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, held at the Sycamore Park District Community Center Building located at 435 Airport Road in Sycamore, Illinois is called to order at 6:01 p.m. on Tuesday, June 25, 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 Doty, Graves, Schulz, Tucker, 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: **None**

Staff members present were Jeanette Freeman, Director Gibble, Jackie Hienbuecher, Jeff Donahoe, Kirk Lundbeck, Theresa Tevsh and Sarah Rex.

Guests at the Board meeting were:

Bill Malm, 344 Mason Ct., Sycamore
Joe Lind, 28152 Brickville Rd, Sycamore
Michael Stack, 530 Viking Dr, Sycamore
Ryan Green, 819 Coventry Circle, Sycamore
Andrew Kustus, ERA
Jim Stoddard, 2045 Aberdeen Ct, Sycamore
Ed Sebright, 213 Fair St. Sycamore

**Regular and Consent Agenda Approval –
Motion**

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

Voice Vote

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

**Regular and Consent Agenda Approval –
Motion**

Commissioner Strack moved to move Agenda Item #108 An Ordinance Annexing Certain Territory to the Sycamore Park District and #120 Trail Easement for NW Sycamore Development before the approval of minutes. Commissioner Schulz seconded the Motion.

Voice Vote

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

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New Business

Ordinance 04-2019 – An Ordinance Annexing Certain Territory to the Sycamore Park

District: – Director Gibble the ordinance is what the Park District is required to follow up with when the City takes action when the City takes action.

Trail Easement for NW Sycamore Development: Ordinance 05-2019: Director Gibble noted there is a Land/Cash Ordinance so when a developer develops property, they can provide cash in lieu of land or land to meet the requirements of the ordinance. Back when we first reviewed the general concept, we indicated to the City that our sole interest in any kind of dedication or donation of land in lieu of cash be in the form of an easement along Motel Road. So that we can connect eventually down to by the church. This agenda item is the language required for this one parcel, and not the entire annexation. He feels we should wait until we have all the pieces down Motel Road before we do any construction and then go to IDOT for a grant.

There were questions or discussion at this time.

Bill Mum was asking about the mapping the bike trail and how close to the Sportsman Club. Commissioner Strack noted that what Mr. Mum is talking about is for the owner's horses. The Park District has nothing to do with that area. Director Gibble also noted our easement would be along Motel Road only and going east. We will not have anything along the river or adjacent to the Sportsman Club. Commissioner Strack suggested the Sportsman Club talk to the City attorney and the property owner's attorney. The attorney for the developer, Mr. Stoddard, provide the folks present with a copy of the easement, and Gibble promised he would email it to them as well.

Motion

Commissioner Strack moved to approve Ordinance 04-2019: An Ordinance Annexing Certain Territory to the Sycamore Park District. 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 6-0.

Motion

Commissioner Strack moved to approve Ordinance 05-2019: Trail Easement for NW Sycamore Development. 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 6-0.

Jim Stoddard noted the Plan Commissioner reviews the plans on July 8th and the City Counsel reviews it on July 15th as of now. Director Gibble noted the County will not let us file until the City files with the final plat.

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Approval of Minutes –

Motion

Commissioner Graves moved to approve the May 28, 2019 Regular Meeting Minutes.
 Commissioner Schulz seconded the Motion.

Voice Vote

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

Motion

Commissioner Schulz moved to approve the Executive Session Minutes of May 28, 2019 to remain confidential. Commissioner Graves seconded the Motion.

Roll Call

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

Claims and Accounts Approval

Motion

Commissioner Schulz moved to approve and pay the bills in the amount of \$180,971.49.
 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 5-0.

Correspondence –

North Grove 5th Grade Team Thank You

Supt. of Parks Jeff Donahoe noted he received a thank you post card with a picture of the Sycamore High School Softball State Championship team thanking us and he wanted to share with everyone. Jill Carpenter and the whole team signed the card.

Public Input – None

Positive Feedback –

- Commissioner Graves noted the improvement on the concessions stand and the Pro shop/clubhouse building is beautiful.
- President Kroeger thanked Jeff for getting the concession stand painted in time for the dedication. He also thanked Jeff, Theresa, Sarah, Bob Swedberg and Ted, making it to the dedication.
- Commissioner Graves noted that Kirk has had some pretty outstanding days on the golf course per the monthly report. Kirk noted that 46 days ago we were under water.
- President Kroeger noted he has heard a lot of feedback from the leagues with the correspondence to them. Kirk has been sending a lot of information on weather and results and the guys are very happy about that.

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Monthly Report – Supt. of Finance Hienbuecher gave a report on IMRF and the impact the rate increase will have. She then handed out a spreadsheet and went over the figures and what goes into our rate.

Plan Commission Report - Commissioner Strack noted they approved the easement on Motel Road and gave preliminary approval on another piece of property in downtown Sycamore.

Old Business

Executive Director Committee Update – Commissioner Doty noted he and Commissioner Strack met today and looked at the list of people. They determined three people to ask first. If they cannot, then they will check with two other people on the list. Commissioner Strack noted that after they get the committee established, they will get together. They can then decide what we want, how to advertise and reaffirm the timeline.

Community Survey Timeline – Director Gibble confirmed with the Board the August 20th meeting with Ron Vine. The next day, Ron will meet with staff.

Consideration of Retirement Agreement – President Kroeger noted that he and Supt. of Finance Hienbuecher met and went over several items. He now needs to get with Derke before our next meeting.

Park Tour Date: It was confirmed the park tour date will be September 7th from 9:00 to 3:00 pm.

Recommendation to Award Bid for Riverside Park Soccer Complex: Director Gibble noted that since the board packet went out, they have had a conference call with the low bidder. They did some value engineering and discussed details related to the bids. There will possibly be a pre-construction meeting this Friday.

Motion

Commissioner Strack moved to accept the Base Bid of \$1,649,484.84 from William Charles Construction with the following value engineering: Savings on the enclosures for the port-o-potties, the parking stops and the signage. Commissioner Schulz seconded the Motion.

Roll Call

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

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Recommendation to Award Bid for Riverside Park Soccer Complex – Cont'd

Alternate #1

Motion

Commissioner Schulz moved to approve Asphaltting the Trails at Riverside Soccer Complex accepting Alternate 1 from William Charles Construction in the amount of \$18,616.00. Commissioner Doty seconded the Motion.

Roll Call

President Kroeger called for a roll call vote. Commissioners Schulz, Graves, Doty and Kroeger voted Aye. Commissioner Strack voted Nay. Motion carried 4-1.

Alternate #2

Motion

Commissioner Schulz moved to approve adding 40 additional parking spaces according to Alternate 2 from William Charles Construction in the amount of \$33,341.15. Commissioner Doty seconded the Motion.

Roll Call

President Kroeger called for a roll call vote. Commissioners Schulz, Doty and Kroeger voted Aye. Commissioners Graves and Strack voted Nay. Motion carried 3-2.

Alternate #3

Motion

Commissioner Schulz moved to add in Alternate 3 for the shelters from William Charles Construction in the amount of \$52,007.69. Commissioner Strack seconded the Motion.

Roll Call

President Kroeger called for a roll call vote. All Commissioners present voted Aye. Motion carried 5-0.

Alternate #5

Motion

Commissioner Strack moved to approve Alternate #5 allowance for potential wiring costs from William Charles Construction in the amount of \$22,415.87. Commissioner Graves seconded the Motion.

Roll Call

President Kroeger called for a roll call vote. All Commissioners present voted Aye. Motion carried 5-0.

Quarterly Capital Funds Update: Per Supt. of Finance Hienbuecher this is just an update.

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New Business

Prevailing Wage Ordinance: Supt. of Finance Hienbuecher noted that we are no longer required to pass an ordinance on the prevailing wage, but we still must pay prevailing wage and it will be posted on the Illinois Department of Labors website.

Annual Review of Board By-Laws: Director Gibble noted that De

Motion

Commissioner Strack moved to adopt the By-Laws and the changes recommending with deleting the Gift Ban Act. Commissioner Schulz seconded the Motion.

Roll Call

President Kroeger called for a roll call vote. All Commissioners present voted Aye.
 Motion carried 5-0.

Amend FT and PT Personnel Policy Regarding Video Surveillance:

Motion

Commissioner Strack moved to approve the changes as presented. Commissioner Schulz seconded the Motion.

Roll Call

President Kroeger called for a roll call vote. All Commissioners present voted Aye.
 Motion carried 5-0.

Bond Issue Background Information and Discussion: Supt. of Finance Hienbuecher and Director Gibble went over the cash flow and the different options.

Motion

Commissioner Strack moved to authorize the Executive Director to proceed with the timeline, attached, and bring a recommended bid award to September 24, 2019 Regular Board Meeting for a \$5 million bond issue to support Action 2020. Commissioner Schulz seconded the Motion.

Roll Call

President Kroeger called for a roll call vote. All Commissioners present voted Aye.
 Motion carried 5-0.

Public Input – Commissioner Strack noted that Lisa Cummings inquired if anyone at the Park District would have an interest in spear heading a project so Sycamore could be dedicated as bike friendly.

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Motion

The Board adjourned the Regular Session to go into Executive Session at 8:11 pm on a motion made by Commissioner Strack for the reason listed below. The motion was seconded by Commissioner Graves.

Roll Call

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

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

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

The Board convened to Executive Session at 8:17 pm. The roll was called with Commissioners Doty, Graves, Schulz, Strack, and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gibble, Supt. of Recr. Theresa Tevsh, and Supt. of Parks Jeff Donahoe.

Motion

The Board adjourned the Executive Session at 8:34p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Graves.

Voice Vote

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

The Board reconvened to Regular Session at 8:34 pm. The roll was called with Commissioners Doty, Graves, Schulz, Strack, and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gibble, Supt. of Recr. Theresa Tevsh, and Supt. of Parks Jeff Donahoe.

Motion

The Board adjourned the Regular Session at 8:34 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 5-0.

Respectfully Submitted

Jeanette Freeman
 Recording Secretary
 Sycamore Park District

MINUTES
Public Hearing
Sports Complex: Ball Diamond Project
Tuesday July 9, 2019
6:00 P.M.
Community Center Building
480 S. Airport Road in Sycamore, IL

President Kroeger called the Sycamore Park District (SPD) Public Hearing to order at 6:00 p.m.

Will the secretary please call the roll. Commissioners Kroeger, Schulz, and Doty were present. Commissioners Graves and Strack was absent.

Commissioner Strack arrived at 6:04 pm.

The following Sycamore Park District Commissioners are physically present and will be participating in the meeting in person: **Commissioners Kroeger, Schulz, and Doty.**

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

The following Sycamore Park District Commissioners are not physically present, and will not be participating in the meeting: **Commissioner Strack and Commissioner Graves at this time. Commissioner Strack arrived at 6:04 pm.**

Staff members present were Executive/Secretary Director Dan Gible, Supt. of Finance Hienbuecher, Supt. Of Parks Jeff Donahoe, Supt. of Recreation Theresa Tevsh, and OSLAD Grant Writer Terri Gible.

The Sycamore Park District's Engineering Firm was represented by John Meyer with Engineering Resource Associates.

Written Comment forms submitted by David and Sharon Coleman of 1265 Hillside Road, Mary Kasper of 23911 Airport Road, and Jill Carpenter of 1453 Ridge Drive are made a part of the record of these minutes by attachment to them in their approval by the Board of Commissioners.

Guests at the Meeting:

John Mayer with ERA (Engineering Resource Associates)
 Chauncey Carrick, 6 Primrose Lane, Sycamore
 David and Sharon Coleman, 1265 Hillside, Sycamore
 Linda and Dale Swedberg – no address provided
 Jill Carpenter, 1453 Ridge Drive, Sycamore
 Dag Grada, 1626 Schifly Lane, DeKalb
 Bob and Mary Kasper, 23911 Airport Road, Sycamore
 Paul Bouchard, 973 Constance, Sycamore
 Keith Hernandez, Reporter for the Daily Chronicle

Minutes of the Public Hearing
 Sycamore Park District
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Summary Review of the Key Aspects of the Ball Diamond Project Plan: John Mayer, Engineer for Engineering Resource Associates (ERA)

President Kroeger opened the meeting introducing Director Gibble along with John Mayer from ERA. Gibble put the project in context of the overall ACTION 2020 plan. He indicated that this plan has been in evolution for about 4 years, reviewed on at least three occasions with key user groups like Sycamore Girls Softball (SGS) and Sycamore Youth Baseball (SYB). During the adoption process of ACTION 2020, the district held over 70 meetings and public hearings that included the plans for the ball diamond expansion. These latest hearings are to finalize the plan, so as to be prepared for submitting a grant application to IDNR, assure that the park neighbors and citizens of the community can have two final opportunities to comment on the site plan, and changes made to meet their wishes. Gibble than introduced John Mayer from ERA who went through two OPTIONS.

After highlighting the details, Gibble told the attendees that staff, board and engineers would welcome questions and comments, and that they could address them from their seat or they could come up closer to the drawings and ask anyone they wished to about their ideas, concerns, suggestions, or issues.

Specific questions included:

- Screening yards from the fields
- If the fields would be lighted
- Drainage and Impact on Neighbors' Septic Field
- Relation of Outfields and Home Plates to the Neighbors' Property Line
- Safety Lighting

Drew, Gibble and the Board provided responses to these concerns:

- Trees will be provided along the property line as shown, but if neighbors want input on where exactly those trees get placed (requested by one of the attendees) the park district will include the neighbors when final staking of their locations take place-barring City of Sycamore issues with this approach.
- The Board has agreed to not light the fields, and Gibble made clear that the district simply had no money to afford this luxury.
- Drainage: Because IDNR and the City control codes that improve drainage when construction occurs, these matters should be greatly improved. Further, Mayer pointed out they knew exactly where the drainage lines are buried near the neighbors' property line and noted the Septic Field location of the neighbors for future reference so as to NOT interfere with them.
- Several of the neighbors liked OPTION 2 (NOTE: Both options presented at this meeting are attached to these minutes as a permanent record of the plans as of the time of this meeting). However, they preferred the two fields closest to the property line be turned 180 degrees from how they are shown on Option 2.
- See written comments included as an attachment to these minutes regarding lighting. Gibble stated that the fields would not be lit at this time, and only safety lighting will be placed on the Bathroom Building, and the Shelter in this phase.

After all questions were addressed, President Kroeger asked how the group felt about the plan, and their was general agreement that if their input (by the bullet points, above) was attended to by SPD and ERA, the plan was acceptable. Gibble informed the group that the revised plan with their input would be presented at the July 23, 2019 Public Hearing at 5:30pm at the 435 Airport Road. The Board would formally adopt it at their Regular Meeting on July 23, 2019 at 6:00pm.

Adjourn

Motion

The Board adjourned the Special Meeting Hearing Session at 7:08 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Doty.

Voice Vote

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

Respectfully Submitted,

Daniel Gibble
Secretary
Sycamore Park District

DATE: 07/18/2019
 TIME: 07:31:07
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

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Interim

FROM 06/25/2019 TO 07/17/2019

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AMER3		AMERICAN MARKETING &							
		AD AGREEMENT	1012000046208	07/16/19	00003983	60812	07/16/19	685.00	685.00
		01 HOME PAGES AD 2019							
BARRACUD		BARRACUDA CREATIVE STUDIO							
	7-1-19	01 JUL-DEC ADS	1012000046209	07/01/19	00003946	60813	07/16/19	450.00	450.00
CHICA		CHICAGO DISTRICT GOLF ASSOC.							
		2019 HANDICAP SERVIC							
		01 CDGA HANDICAP SERVICE	504000036127	07/01/19	00000000	60796	07/01/19	370.00	370.00
CINTA2		CINTAS CORP							
	5013719381	01 CC-1ST AID STOCK	207500066401	05/22/19	00000000	60785	06/28/19	94.28	17.02
	5014034016	01 CC-1ST AID STOCK	207500066401	06/12/19	00000000	60785	06/28/19	94.28	40.66
	8404152991	01 1ST AID SUPPLIES	101500076513	05/24/19	00000000	60785	06/28/19	94.28	36.60
COMCA		COMCAST							
	0468768-0719	01 CABLE	303000096705	06/25/19	00000000	60797	07/01/19	139.11	139.11
		02 CABLE	504000096705		00000000				69.56
									69.55
CONS		CONSERV FS							
	121010688	01 DIESEL-GOLF	504100076515	06/20/19	00000000	60786	06/28/19	871.62	871.62
		02 DIESEL - PARKS	101500076515		00000000				115.98
		03 DIESEL - SC	202100076515		00000000				613.30
									142.34
DEKCTYBR		DEKALB COUNTY BROADCASTERS							
	19050739					60814	07/16/19	534.27	534.27

FROM 06/25/2019 TO 07/17/2019

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
19050739		01 MAY ADS	1012000046209	05/31/19	00000000	60814	07/16/19	534.27	534.27
		02 SC	1012000046209		00000000				521.00
									13.27
									VENDOR TOTAL:
									534.27
EUCL		EUCLID BEVERAGE LTD.							
	W-12051420	01 COORS LIGHT	303000086634	06/13/19	00003929	60777	06/26/19	868.70	868.70
		02 MILLER LITE	303000086634		00003929				161.00
		03 HEINEKEN	303000086634		00003929				161.00
		04 MILLER HIGH LIFE	303000086634		00003929				177.00
		05 ANTI HERO	303000086634		00003929				53.20
		06 FIST CITY	303000086634		00003929				131.80
		07 DELIVERY CHARGE	303000086634		00003929				179.70
									5.00
									VENDOR TOTAL:
									868.70
W-12051642		01 COORS LIGHT	303000086634	06/27/19	00003971	60809	07/10/19	447.00	447.00
		02 MILLER LITE	303000086634		00003971				161.00
		03 MIKES HARD CRANBERRY	303000086635		00003971				161.00
		04 MIKES HARD LEMON	303000086635		00003971				60.00
		05 DELIVERY CHARGE	303000086634		00003971				60.00
									5.00
									VENDOR TOTAL:
									1,315.70
KISH		KISHWAUKEE SPECIAL RECREATION							
2019-2		01 2019 CONTRIBUTION	221000116855	06/21/19	00000000	60798	07/01/19	40,645.81	40,645.81
									40,645.81
									VENDOR TOTAL:
									40,645.81
LE PRINT		LE PRINT EXPRESS							
29881		01 SCAN & PRINT-PARKSIDE	101000046203	06/24/19	00000000	60787	06/28/19	13.25	13.25
									13.25
									VENDOR TOTAL:
									13.25
LLBEAN		L.L. BEAN, INC							
9035725851		01 STAFF APPAREL	1012000046215	07/08/19	00003976	60815	07/16/19	136.44	46.55
									46.55
									VENDOR TOTAL:
									136.44
9035772459		01 STAFF APPAREL	1012000046215	07/09/19	00003977	60815	07/16/19	136.44	89.89
									89.89
									VENDOR TOTAL:
									136.44

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 06/25/2019 TO 07/17/2019

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
MAR		ARCH CHEM-MARINE BIOCHEM							
	941397174-AUG			05/10/19	00000000	60816	07/16/19	2,572.72	1,106.02
		01 POND TREATMENTS-PARISIDE	101500076504						1,106.02
	94139718-AUG			05/10/19	00000000	60816	07/16/19	2,572.72	1,466.70
		01 POOL TREATMENTS	101500076504						1,466.70
								VENDOR TOTAL:	2,572.72
MARTINCO		MARTIN & COMPANY EXCAVATING							
	2018-7515-3			04/30/19	00000000	60788	06/28/19	169,096.97	169,096.97
		01 BRIDGE #2	701000207005						169,096.97
								VENDOR TOTAL:	169,096.97
MENA		MENARDS - SYCAMORE							
	3178			04/03/19	00000000	60772	06/25/19	90.38	58.95
		01 SPORTS POT FLOWER SEED	101500076502						58.95
	3249			04/04/19	00000000	60772	06/25/19	90.38	20.66
		01 GRILL CLEANER	303300076500						20.66
	3349			04/05/19	00000000	60772	06/25/19	90.38	10.77
		01 CH POPCORN POPPER CLEANER	303300076500						10.77
	7776			06/12/19	00000000	60789	06/28/19	32.46	32.46
		01 STEM SUPPLIES	205011006216						28.47
		02 JANITORIAL - CC	207500076510						3.99
								VENDOR TOTAL:	122.84
MID-WEST		MID-WEST FAMILY BROADCASTING							
	1913-00099-6-0002			06/30/19	00003978	60817	07/16/19	512.00	512.00
		01 JUN ADS	101200046209						512.00
								VENDOR TOTAL:	512.00
NEWV		NEW VALUES MAGAZINE							
	4210			06/13/19	00003940	60790	06/28/19	350.00	350.00
		01 1/2 PG AD	101200046208						350.00
								VENDOR TOTAL:	350.00
PEPSI		PEPSI COLA GEN. BOT.							
	68707605			06/28/19		60810	07/10/19	2,258.64	2,258.64

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
68707605		01 BOTTLE WATER	303000086631	06/28/19	00003974	60810	07/10/19	2,258.64	2,258.64
		02 20 OZ POP	303000086631		00003974				554.00
		03 5GAL BIB	303000086630		00003974				1,151.84
		04 3GAL BIB	303300086631		00003974				160.40
		05 3GAL BIB	303400086631		00003974				50.22
		06 3GAL BIB	303000086631		00003974				50.22
		07 CO2TANK	303000086631		00003974				200.88
		08 CO2TANK	303300086631		00003974				30.36
		09 CO2TANK	303400086631		00003974				30.36
73584654		01 BOTTLE WATER	303000086631	06/14/19	00003930	60778	06/26/19	1,185.19	1,185.19
		02 20 OZ BOTTLE POP	303000086631		00003930				207.75
		03 5GAL BIB	303000086630		00003930				525.84
		04 3GAL BIB	303000086630		00003930				320.80
		05 CO 2 TANK	303000086630		00003930				100.44
			303000086630		00003930				30.36
		VENDOR TOTAL: 3,443.83							
6101593		01 SLICED PICKLES	303300086629	06/06/19	00003936	60780	06/26/19	1,442.03	636.17
		02 SLICED PICKLES	206194006230		00003936				15.37
		03 GATORADE	303000086631		00003936				15.37
		04 NACHO CHEESE	303300086620		00003936				62.01
		05 CHIPS	303000086622		00003936				237.56
		06 TORTILLA CHIPS	303300086620		00003936				149.65
		07 FRENCH FRIES	303000086617		00003936				18.77
		08 HOT DOGS 8/1	303000086615		00003936				20.30
		09 DELIVERY CHARGE	303000076500		00003936				110.64
									6.50
6107550		01 POPCORN OIL	303300086621	06/13/19	00003937	60780	06/26/19	1,442.03	805.86
		02 POPCORN	303300086621		00003937				36.19
		03 GATORADE	303000086631		00003937				21.41
		04 CHIPS	303000086622		00003937				206.66
		05 RELISH	303300086629		00003937				31.88
		06 RELISH	206194006230		00003937				17.43
		07 HOT DOGS 6/1	303000086615		00003937				17.44
		08 BRATS	303000086615		00003937				111.75
		09 SOFT PRETZELS	303300086619		00003937				153.28
		10 GATORADE	303000086631		00003937				168.30
		11 COUPON BRATS	303000086615		00003937				41.34
									-6.00

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	6107550	12 DELIVERY CHARGE	303000076500	06/13/19	00003937	60780	06/26/19	1,442.03	805.86 6.18
PRIN		PRINCIPAL LIFE GROUP						VENDOR TOTAL:	1,442.03
	JUL 2019								
		01 DENTAL INS PREMIUM	101000106801	06/26/19	00000000	60781	06/26/19	1,700.06	1,700.06
		02 DENTAL INS PREMIUM	101500106801		00000000				272.36
		03 DENTLA INS PREMIUM	504100106801		00000000				132.00
		04 DENTAL INS PREMIUM	504000106801		00000000				171.58
		05 DENTAL INS PREMIUM	201000106801		00000000				142.98
		06 DENTAL INS PREMIUM	202100106801		00000000				460.27
		07 DENTAL INS PREMIUM	207500106801		00000000				355.02
		08 DENTAL INS PREMIUM	303000106801		00000000				142.98 22.87
RPLUMB		R.P. LUMBER COMPANY						VENDOR TOTAL:	1,700.06
	1906-372058								
		01 60FT CHAIN LINK	518000076514	06/14/19	00003927	60791	06/28/19	43.49	43.49
SHA		SHARE CORP.						VENDOR TOTAL:	43.49
	90216-FRT								
		01 FREIGHT BALANCE	101500066404	04/29/19	00000000	60818	07/16/19	13.42	13.42 13.42
SHAW		SHAW SUBURBAN MEDIA						VENDOR TOTAL:	13.42
	061910027030								
		01 BLINDER	101200046209	06/30/19	00000000	60819	07/16/19	614.42	614.42
		02 DISPLAY	101200046208		00000000				396.00
		03 RFP POOL	101000046203		00000000				100.00
		04 RFP POOL	201000046203		00000000				59.21 59.21
SPEC		SPECIAL FX						VENDOR TOTAL:	614.42
	42377								
		01 EMPLOYEE SHIRTS	205011106216	06/19/19	00000000	60792	06/28/19	549.00	228.00
		02 EMPLOYEE SHIRTS	101500046215		00000000				196.00 32.00
	42378								
		01 SPD APPAREL	101200046215	06/19/19	00000000	60820	07/16/19	567.00	420.00 140.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
42378	02	CONC APPAREL	303000046215	06/19/19	000000000	60820	07/16/19	567.00	420.00 280.00
42379	01	AQUATICS APPARAL	518000046215	06/19/19	00003924	60792	06/28/19	549.00	321.00 321.00
42380	01	JULY NATIONAL PARKS&REC TSHIRT	207500046215	06/20/19	00003968	60820	07/16/19	567.00	147.00 147.00
VENDOR TOTAL: 1,116.00									
3416235883	01	MOUSE PAD	518000046200	06/08/19	000000000	60793	06/28/19	488.95	5.69 5.69
3416235884	01	POOL - GLOVES	518100076513	06/08/19	000000000	60793	06/28/19	488.95	80.72 33.96 23.38 23.38
3416235885	01	GARBAGE BAGS - POOL	518000076510	06/08/19	000000000	60793	06/28/19	488.95	402.54 34.47 16.99 17.00 334.08
VENDOR TOTAL: 488.95									
480049	01	BUDWEISER	303000086634	07/02/19	00003972	60811	07/10/19	622.80	258.60 95.10 158.50 5.00
489810	02	BUD LIGHT	303000086634	04/12/19	00003938	60782	06/26/19	203.05	203.05 31.70 79.25 25.00 17.50 44.60 5.00
489810	03	BUSCH LIGHT	303000086634	06/26/19	00003973	60811	07/10/19	622.80	364.20 31.70 158.50 29.10

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489981		04 MICHELOJ ULTRA	303000086634	06/26/19	00003973	60811	07/10/19	622.80	364.20
		05 SHOCK TOP	303000086634		00003973				35.00
		06 ARNOLD PALMER	303000086631		00003973				38.90
		07 DELIVERY CHARGE	303000086634		00003973				66.00
									5.00
SWEDBERG	SWEDBERG & ASSOCIATES							VENDOR TOTAL:	825.85
5398-2		01 SHELTER INSTALATION	701000207029	06/20/19	00000000	60783	06/26/19	3,568.00	3,568.00
5398-S1		01 SIDEWALK	701000207029	06/20/19	00000000	60784	06/26/19	4,848.00	4,848.00
T.HARDY	T. HARDY POTTERY AND ART							VENDOR TOTAL:	8,416.00
100		01 TUMBLER CLASS	205231306128	07/12/19	00000000	60821	07/16/19	482.00	482.00
T0000024	DOBBERSTEIN, MELISSA							VENDOR TOTAL:	482.00
REIMB 3-15-19		01 REIMB FOOD TRIVIA NIGHT	206095236216	06/25/19	00000000	60773	06/25/19	28.77	28.77
T0000307	STRACK, TED							VENDOR TOTAL:	28.77
REIMB 7-9-19		01 REIMB MEETING LUNCH	101000046212	07/09/19	00000000	60822	07/16/19	33.25	33.25
T0001311	REX, SARAH							VENDOR TOTAL:	33.25
REIMBURSEMENT 6-27		01 REIMB-ART CAMP SUPPLIES	205011506216	06/27/19	00000000	60794	06/28/19	60.76	60.76
		02 REIMB-STEM CLUB SUPPLIES	205011006216		00000000				15.82
		03 REIMB-FOOD	201000046214		00000000				19.96
T0001520	HULSEBERG, LAURA							VENDOR TOTAL:	24.98
SUPPLIES REIMB		01 ART CLASS SUPPLIES REIMB	205011306216	07/01/19	00000000	60799	07/01/19	65.01	65.01
								VENDOR TOTAL:	65.01

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T0001563	TEVSH, THERESA								
	REIMB	01 REIMB PROG SUPPLIES	205011106216	06/25/19	00000000	60774	06/25/19	3.49	3.49
									3.49
T0001585	O'DONNELL, ED								
	SEASON PASS REFUND	01 SEASON PASS GOLF REFUND	504000046218	07/01/19	00000000	60800	07/01/19	629.10	629.10
									629.10
T0001587	HESS, LUCAS								
	REIMBURSEMENT	01 REIMB MUSEUM DAY CAMP SUPPLIES	205011106216	07/16/19	00000000	60824	07/16/19	10.78	10.78
									10.78
VALDEZ	ISAAC VALDEZ								
	1323	01 Around The Horn Baseball	205550156128	06/21/19	00003925	60775	06/25/19	700.00	700.00
									700.00
VISACA	VISA CARDMEMBER SERVICE								
	061019								
		01 STAFF EAR PROTECTION	101500076514	06/10/19	00000000	60804	07/01/19	2,289.64	2,289.64
		02 CREDIT CARD READERS	303000046200		00000000				45.98
		03 PAPER SHREDER	101000046200		00000000				89.85
		04 PAPER SHREDER	201000046200		00000000				34.00
		05 PARK SIGN POSTS	101500066405		00000000				34.00
		06 FACEBOOK MARKETING	101200046209		00000000				-10.26
		07 IPASS	101000046211		00000000				9.79
		08 IPASS	201000046211		00000000				20.00
		09 TEST PAYANYWHERE	303000076500		00000000				20.00
		10 TABLET ADAPTERS	303000046200		00000000				3.00
		11 BOARD MEMBER BOOTCAMP	101000046207		00000000				5.99
		12 SOAP DISPENSERS	101500066404		00000000				85.00
		13 SOAP DISPENSERS	202100066401		00000000				92.92
		14 GUARD OF THE WEEK GIFT CARDS	518000046216		00003877				92.92
		15 FOOD FOR MEETINGS	101000046212		00003877				50.00
		16 FOOD FOR MEETINGS	201000046212		00003877				52.25
		17 SWIM LESSON SUPPLIES	518200046218		00003877				52.25
		18 AED TRAINER	518000076514		00003877				15.94
		19 RETURN GUAD SUIT	518000046215		00003877				99.00
									5.19

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061019		20 CHRONICLE ACCESS	101200046214	06/10/19	00003877	60804	07/01/19	2,289.64	2,289.64
		21 CASE OF PICKLEBALLS	205490066216		00000000				10.99
		22 STANCHIONS	205011956216		00000000				130.00
		23 FOOD HANDLER CERTIFICATE	201000046207		00000000				185.06
		24 STEM CLASS SUPPLIES	205011106216		00000000				16.00
		25 LITERATURE HOLDER	101500076540		00000000				15.95
		26 ART CLUB SUPPLIES	205011506216		00000000				29.98
		27 STEM CLUB SUPPLIES	205011006216		00000000				45.74
		28 HAND SOAP	518000076510		00000000				26.50
		29 BALLS	207500076500		00000000				3.08
		30 SHOP TIRE CHANGER	101500066400		00000000				5.76
		31 CREDIT CARD READERS	303000046200		00000000				333.48
		32 HOT DOG BUNS	303000086615		00003840				36.90
		33 BREAD	303300086612		00003840				8.50
		34 BREAD	303000086612		00003840				0.85
		35 BDAY PARTY SUPPLIES	205011956216		00003912				2.98
		36 LETTUCE	303300086629		00003917				45.00
		37 CHILI POWDER	303300086613		00003943				2.00
		38 GRANOLA	303000086618		00003943				7.98
		39 CHEX MIX	303000086622		00003943				25.76
		40 COOKIES	303000086618		00003943				12.98
		41 DANISHES	303000086611		00003943				112.58
		42 PIRATE BOOTY	303000086618		00003943				92.46
		43 CHIPS	303000086622		00003943				17.96
		44 CHEESE CRACKERS	303000086618		00003943				37.34
		45 CHEEZ ITS	303000086618		00003943				27.92
		46 CANDY	303000086624		00003943				21.96
		47 COUPON-COOKIES	303000086618		00003943				241.11
									-5.00

VENDOR TOTAL: 2,289.64

WALLY'S WALLY'S PROFESSIONAL SERVICES

746		01 CONSTRUCTION CLEAN-CC WINDOWS	207500056300	07/03/19	00003958	60805	07/03/19	1,700.00	1,700.00
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VENDOR TOTAL: 1,700.00

WALM WALMART COMMUNITY/RFCSLIC

060619		01 SWIM LESSON SUPPLIES	518200046216	06/16/19	00003875	60808	07/03/19	849.85	849.85
		02 COFFEE	207500076555		00003843				38.12
		03 COFFEE	303000086632		00003843				16.84
		04 LETTUCE/TOMATOES	303000086629		00003843				16.84
		05 HOT DOG BUNS	303000086615		00003921				6.01
		06 LETTUCE	303300086629		00003920				17.40
									2.56

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	060619			06/16/19		60808	07/03/19	849.85	849.85
		07 CREAMER	303000086632		00003920				6.26
		08 HOT DOG BUNS	303000086615		00003920				3.48
		09 BOWLS	303300076550		00003918				4.71
		10 ONIONS	303300086629		00003918				3.84
		11 HOT DOG BUNS	303000086615		00003918				21.75
		12 TOMATOES/LETTUCE/ONION	303000086629		00003916				8.17
		13 BOWLS FOR MEAT NACHOS	303300076550		00003916				2.76
		14 TAX	303000076500		00003916				0.11
		15 TOMATO/ONION	303000086629		00003931				3.63
		16 POWDERED SUGAR	303300086619		00003931				3.48
		17 TOMATO JUICE	303000086636		00003931				12.64
		18 HOT DOG BUNS	303000086615		00003931				32.19
		19 HOT DOG BUNS	303000086615		00003932				55.68
		20 HAMBURGER BUNS	303000086613		00003932				8.70
		21 ONIONS/LETTUCE	303000086629		00003932				5.00
		22 ONIONS/LETTUCE	303300086629		00003932				5.00
		23 BOWLS	303300076550		00003932				1.98
		24 HOT DOG BUNS	303500086640		00003933				14.79
		25 HOT DOG BUNS	303000086615		00003934				13.80
		26 LEMON/LIMES	303000086636		00003934				3.26
		27 BAGELS	303000086610		00003934				4.36
		28 HOT DOGS	303500086640		00003935				19.60
		29 BOTTLE WATER	101000046212		00003935				1.99
		30 BOTTLE WATER	201000046212		00003935				1.99
		31 NACHO TRAYS	303300076550		00003945				8.58
		32 CHEEZITS	303000086618		00003945				10.98
		33 NUTTER BUTTERS	303000086618		00003945				7.58
		34 CANDY	303000086624		00003945				275.92
		35 FRUIT SNACKS	303000086623		00003945				10.98
		36 CHIPS	303000086622		00003945				26.76
		37 AIRHEADS	303300086624		00003945				164.70
		38 COUPON-CANDY	303000086624		00003945				-7.50
		39 BUG SPRAY	518000076510		00003945				14.91

VENDOR TOTAL: 849.85
 TOTAL --- ALL INVOICES: 242,866.71

Interim \$ 242,866.71
New \$ 135,429.40

Total \$ 378,296.11

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CORPORATE			
10	ADMINISTRATION		
AFLAC	AFLAC	3,938.35	605.90
ANCEL	ANCEL GLINK, P.C.	12,788.17	3,171.25
CINTA	CINTAS CORPORATION #355	1,959.18	16.68
CMJ	CMJ TECHNOLOGIES, INC.	18,839.35	393.63
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	265.81
ECO	ECOWATER SYSTEMS, INC.	222.39	6.47
FRONTIER	FRONTIER	4,943.84	292.90
GRUPPL	GROUP PLAN SOLUTIONS	236.50	49.50
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,315.57	124.71
NICOR	NICOR GAS	15,556.82	70.87
PDRMA	PDRMA	164,611.95	3,955.56
RINGCEN	RINGCENTRAL INC.	4,847.05	483.43
SPE	SPEER FINANCIAL INC.	5,750.00	150.00
STAPLES	STAPLES BUSINESS ADVANTAGE	2,947.68	242.23
WASTE	WASTE MANAGEMENT	2,491.47	74.06
	ADMINISTRATION		9,903.00
15	PARKS		
ADVANCE	ADVANCE AUTO PARTS	5,212.99	11.39
BLPCONST	BLP CONSTRUCTION		60.00
BURRI	BURRIS EQUIPMENT CO.	3,862.11	439.76
CINTA	CINTAS CORPORATION #355	1,959.18	39.96
CITY2	CITY OF SYCAMORE	3,313.41	169.96
COMMO	COMMONWEALTH EDISON	1,595.93	237.80
DEKA	DEKALB LAWN & EQUIPMENT CO.	697.90	89.38
DEKA2	DEKALB IMPLEMENT CO.,	815.56	262.50
DEKANE	DEKANE EQUIPMENT CORP	55.50	31.98
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	308.01
ENCAP	ENCAP, INC	4,665.00	2,760.00
FRONTIER	FRONTIER	4,943.84	77.72
JULIEINC	JULIE INC.	4.32	6.48
LOWE	LOWE'S	2,921.97	342.65
MAR	ARCH CHEM-MARINE BIOCHEM	7,718.00	315.00
MENA	MENARDS - SYCAMORE	4,054.21	213.59
MROUT	MR OUTHOUSE	4,745.00	955.00
MSC	MSC INDUSTRIAL SUPPLY CO	219.18	183.21
NICOR	NICOR GAS	15,556.82	65.94
PDRMA	PDRMA	164,611.95	1,715.79
PIO	PIONEER MFG/PIONEER ATHLETICS	66.87	784.68
REIN	REINDERS, INC.	10,927.84	1,166.85
RPLUMB	R.P. LUMBER COMPANY	43.49	124.99

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
15	PARKS		
SELDAL	SELDAL PLUMBING	475.00	205.05
SOFT	SOFT WATER CITY	1,241.30	54.00
WASTE	WASTE MANAGEMENT	2,491.47	335.07
	PARKS		10,956.76
RECREATION			
10	ADMINISTRATION		
CINTA	CINTAS CORPORATION #355	1,959.18	51.16
CMJ	CMJ TECHNOLOGIES, INC.	18,839.35	365.62
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	265.80
ECO	ECOWATER SYSTEMS, INC.	222.39	6.47
FRONTIER	FRONTIER	4,943.84	292.90
GROUPL	GROUP PLAN SOLUTIONS	236.50	49.50
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,315.57	124.71
NICOR	NICOR GAS	15,556.82	36.70
PDRMA	PDRMA	164,611.95	5,900.10
RINGCEN	RINGCENTRAL INC.	4,847.05	483.43
STAPLES	STAPLES BUSINESS ADVANTAGE	2,947.68	252.27
T0001588	QUITNO, SARA		50.00
	ADMINISTRATION		7,878.66
21	SPORTS COMPLEX MAINTENANCE		
DEKA	DEKALB LAWN & EQUIPMENT CO.	697.90	162.64
DEKA2	DEKALB IMPLEMENT CO.,	815.56	88.12
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	373.66
FAST	FASTENAL COMPANY	598.40	77.52
MROUT	MR OUTHOUSE	4,745.00	955.00
PDRMA	PDRMA	164,611.95	6,346.15
REIN	REINDERS, INC.	10,927.84	129.73
VULC	VULCAN MATERIALS CO.	634.90	183.58
WAGN	WAGNER AGGREGATE, INC.	214.40	204.56
WASTE	WASTE MANAGEMENT	2,491.47	200.00
	SPORTS COMPLEX MAINTENANCE		8,720.96
25	MIDWEST MUSEUM OF NATURAL HIST		

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RECREATION			
25	MIDWEST MUSEUM OF NATURAL HIST		
DEKAM	DEKALB MECHANICAL INC	1,602.84	823.00
SELDAL	SELDAL PLUMBING	475.00	143.15
	MIDWEST MUSEUM OF NATURAL HIST		966.15
50	PROGRAMS - YOUTH		
ONEAG	ON EAGLES WINGS EQUINE CENTER	500.00	325.00
	PROGRAMS - YOUTH		325.00
75	COMMUNITY CENTER		
CINTA	CINTAS CORPORATION #355	1,959.18	145.64
CITY2	CITY OF SYCAMORE	3,313.41	707.54
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	4,872.69
MEL	MELIN'S LOCK & KEY	356.33	34.69
MENA	MENARDS - SYCAMORE	4,054.21	32.41
PDRMA	PDRMA	164,611.95	62.39
SERVICE	SERVICEMASTER RESTORATION	445.00	95.00
SOFT	SOFT WATER CITY	1,241.30	47.50
STAPLES	STAPLES BUSINESS ADVANTAGE	2,947.68	95.19
SWEDELEC	SWEDBERG ELECTRIC INC.	1,202.87	214.50
VECTOR	VECTOR STOMP	135.00	70.00
WARE	WAREHOUSE DIRECT BUSINESS	232.80	77.60
WASTE	WASTE MANAGEMENT	2,491.47	153.94
	COMMUNITY CENTER		6,609.09
INSURANCE			
10	ADMINISTRATION		
PDRMA	PDRMA	164,611.95	31,276.32
	ADMINISTRATION		31,276.32
CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
DEKAM	DEKALB MECHANICAL INC	1,602.84	247.50

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SYCAMORE PARK DISTRICT
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 07/19/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	109.07
GOR	GORDON FOOD SERVICE INC.	863.25	564.52
NICOR	NICOR GAS	15,556.82	15.72
PDRMA	PDRMA	164,611.95	521.46
PERFOR	PERFORMANCE FOOD GROUP	5,893.34	2,632.86
STAPLES	STAPLES BUSINESS ADVANTAGE	2,947.68	50.04
USFOODS	US FOODS INC	726.53	122.87
VERIZON	VERIZON	1,204.50	106.40
WARE	WAREHOUSE DIRECT BUSINESS	232.80	46.56
WASTE	WASTE MANAGEMENT	2,491.47	67.57
	CLUBHOUSE CONCESSIONS		4,484.57
33	SPORTS COMPLEX CONCESSIONS		
AMER	AMERIGAS	89.81	53.70
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	201.37
GOR	GORDON FOOD SERVICE INC.	863.25	371.17
PERFOR	PERFORMANCE FOOD GROUP	5,893.34	767.03
USFOODS	US FOODS INC	726.53	152.97
	SPORTS COMPLEX CONCESSIONS		1,546.24
34	POOL CONCESSIONS		
GOR	GORDON FOOD SERVICE INC.	863.25	33.96
	POOL CONCESSIONS		33.96
35	CATERING		
PERFOR	PERFORMANCE FOOD GROUP	5,893.34	585.77
USFOODS	US FOODS INC	726.53	32.36
	CATERING		618.13
GOLF COURSE			
10	ADMINISTRATION		
MOBILE	MOBILE PRO SHOP		364.29
	ADMINISTRATION		364.29

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/19/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

GOLF COURSE			
40	GOLF OPERATIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	160.43
HARRG	HARRIS GOLF CARS SALES & SERVI	29,650.00	46.57
NICOR	NICOR GAS	15,556.82	15.72
PDRMA	PDRMA	164,611.95	2,169.62
PLAY	PLAYERS GOLF CARS		4,050.00
SOFT	SOFT WATER CITY	1,241.30	93.00
	GOLF OPERATIONS		6,535.34
41	GOLF MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.	8,171.45	5,621.49
CINTA	CINTAS CORPORATION #355	1,959.18	39.92
CONS	CONSERV FS	15,383.87	1,084.01
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	1,306.19
FRONTIER	FRONTIER	4,943.84	77.73
MENA	MENARDS - SYCAMORE	4,054.21	4.35
MIDWSTIR	MIDWEST IRRIGATION LLC		406.87
MROUT	MR OUTHOUSE	4,745.00	165.00
NICOR	NICOR GAS	15,556.82	100.65
PDRMA	PDRMA	164,611.95	2,598.92
PENDL	PENDELTON TURF SUPPLY	2,723.00	421.00
WASTE	WASTE MANAGEMENT	2,491.47	29.08
	GOLF MAINTENANCE		11,855.21
AQUATICS			
80	COMMUNITY POOL		
SOFT	SOFT WATER CITY	1,241.30	34.00
STAPLES	STAPLES BUSINESS ADVANTAGE	2,947.68	20.19
USFOODS	US FOODS INC	726.53	19.15
	COMMUNITY POOL		73.34
81	AQUATICS MAINTENANCE		
DYNEGY E	DYNEGY ENERGY SERVICES	52,747.40	1,219.62
HALO	HALOGEN SUPPLY COMPANY, INC.	4,031.92	51.67
HAWK	HAWKINS INC	4,459.80	1,439.21
WASTE	WASTE MANAGEMENT	2,491.47	52.05
	AQUATICS MAINTENANCE		2,762.55

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SYCAMORE PARK DISTRICT
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/19/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE

CAPITAL PROJECTS			
10	ADMINISTRATION		
ENGIN	ENGINEERING RESOURCE ASSOC	112,898.29	450.00
LOWE	LOWE'S	2,921.97	725.80
	ADMINISTRATION		1,175.80
ACTION 2020			
10	ADMINISTRATION		
ENGIN	ENGINEERING RESOURCE ASSOC	112,898.29	29,344.03
	ADMINISTRATION		29,344.03
	TOTAL ALL DEPARTMENTS		135,429.40

To: Board of Commissioners

From: Jackie Hienbuecher

Subject: Monthly Report

Date: July 23, 2019

Administrative Initiatives (7/1/19 – 7/31/19)

- Attended scheduled Superintendent and Board meetings.
- Reviewed deposits for Community Center, Golf, Aquatics and Concessions, prepared general ledger journal entries to be posted.
- Updated EFTs. Performed installment billing for Pathway Fitness memberships and passes. The July installment was for 245 individuals, a decrease of 21. The monthly installment was \$4,175 (\$462 decrease) processed through credit cards and \$504 (\$65 decrease) through ACH transactions. There were 7 households whose credit cards did not process due to cancellation of 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 and process refund for those that registered as non-resident when they should be resident.
- Transferred cost of goods sold in concessions/catering, pro shop, vending and recreation programs. Recorded EFT for credit card vending purchases.
- 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.

- Prepared and filed quarterly payroll tax returns.
- Provided documentation to Jeanette to support credit card transactions processed through tablet/PayAnywhere.
- Attended public hearing re: baseball diamond expansion.
- Reviewed insurance options for those renting picnic shelters wanting to have an alcohol permit.
- Processed monthly bills for payment.
- Participated in PATH 2019 LocoMotion Challenge Webinar.
- Processed purchase orders for pro shop inventory. Posted inventory received for sale. Tagged/prepared inventory for pro shop stocking.
- Reviewed applications for financial assistance for programs and aquatic passes.
- Worked with attorney on Certificate of Status of Exempt Property.
- Submitted audit to Dun & Bradstreet.
- Prepared monthly bank reconciliation.
- Continued to review cash flow and transferred funds as needed in order to increase investment income.
- Continued to work on calculating the impact of the change in Minimum Wage Law.
- Reviewed IMRF regulations for retirement agreement. Reviewed draft.
- Continued training staff on EZLinks inventory processing.
- Provided KSRA with property tax installment documentation and processed payment.

- Met with Illini Security and learned how to update passcodes. Discussed state requirements for record retention.

Administrative Initiatives (8/1/19 – 8/31/19)

- Attend scheduled Superintendent and Board meetings.
- File monthly unemployment report with state.
- File monthly Sales Tax Return.
- Review deposits for Community Center, Golf, Aquatics and Concessions. Prepare journal entries to be posted.
- File monthly IMRF earnings and submit payment.
- Continue to provide KSRA with property tax installment documentation and processing payment.
- Update EFTs. Review and run installment billing for Pathway Fitness memberships/passes.
- Plan for part-time/seasonal employee recognition.
- Prepare for and participate in rating call for upcoming bond issue.
- Process monthly bills for payment.
- Prepare monthly bank reconciliation.
- Provide documentation to Jeanette to support credit card processing through tablet/PayAnywhere.
- Publish BINA Hearing notification.
- Calculate personal mileage for Executive Director.
- Attend Pumpkin Festival Committee meeting.
- Perform annual PCI compliance.

- Submit Dog Park expenses to DCCF for reimbursement from donations.
- 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.
- 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.
- Review applications for financial assistance for programs and aquatics passes.
- 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 (beverage cart, catering, sports complex), recreation, vending 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 June 30, 2019

Corporate Fund (10)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	<u>Variance</u>
Revenues									
Administration	538,733.00	573,610.21	6.5%	708,652.00	746,353.09	5.3% (1)	1,403,338.00	739,876.02	0.9% (1)
Marketing	-	-			-		-	2.01	
Parks	6,282.00	6,086.83	-3.1%	10,005.00	10,414.82	4.1% (2)	21,256.00	6,091.07	71.0%
Total Revenues	545,015.00	579,697.04	6.4%	718,657.00	756,767.91	5.3%	1,424,594.00	745,969.10	1.4%
Expenses									
Administration	202,342.00	29,981.79	-85.2%	398,621.00	352,087.45	-11.7% (3)	1,026,939.00	340,046.23	3.5% (4)
Marketing	7,546.00	3,605.41		38,840.00	21,029.56	-45.9% (5)	73,330.00	25,798.06	-18.5% (6)
Parks	36,701.00	38,165.21	4.0%	134,214.00	128,038.47	-4.6% (7)	310,934.00	99,186.21	29.1% (7)
Total Expenses	246,589.00	71,752.41	-70.9%	571,675.00	501,155.48	-12.3%	1,411,203.00	465,030.50	7.8%
Total Fund Revenues	545,015.00	579,697.04	6.4%	718,657.00	756,767.91	5.3%	1,424,594.00	745,969.10	1.4%
Total Fund Expenses	246,589.00	71,752.41	-70.9%	571,675.00	501,155.48	-12.3%	1,411,203.00	465,030.50	7.8%
Surplus (Deficit)	298,426.00	507,944.63	70.2%	146,982.00	255,612.43	73.9%	13,391.00	280,938.60	-9.0%

(1) Real Estate Taxes received is 5% \$33,032 greater than budget and 3% \$19,755 greater than 2018

(2) This includes Dog Park Memberships. Currently collected greater than budget 47.6% \$1,048 and 98.42% of the annual budget.

(3) Expenses below budget: Legal Fees/Misc Consultants 77.9% \$29,978, Education & Training 47.8% \$5,731; Health Insurance 22.8% \$6,524 (in part to one month lag)

(4) Bond interest payment for G.O. Bond 2015A \$18,187.50 in 2018 was paid out of capital fund. Based on rule changes in 2019 paid out of Corporate Fund.

(5) All areas currently running below budget. Some of this probably due to timing of budget vs. actual.

(6) Public Relations expense in 2019 is 72.1% \$6,474 less than 2018.

(7) Wages/taxes less than budget 14.9% \$9,628 primarily due to timing of hiring positions, and greater than 2018 27.9% \$11,992 due to new position.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended June 30, 2019

Recreation Fund (20)

Department	June Budget	June Actual	Variance	YTD Budget	YTD Actual	Variance	Annual Budget	2018 YTD Actual	
Revenues									
Administration	383,371.00	407,544.70	6.31%	481,742.00	507,383.61	5.32% (1)	964,830.00	500,546.11	1.4%
Sports Complex	425.00	3,775.00	788.24%	7,625.00	4,185.00	-45.11%	41,322.00	7,308.28	-42.7%
Sports Complex Maintenance	14,522.00	14,079.10	-3.05%	20,057.00	19,706.79	-1.75%	39,874.00	20,687.47	-4.7%
Midwest Museum of Natural Hist	-	599.13		1,200.00	1,796.84	49.74%	2,400.00	1,745.83	2.9%
Programs-Youth	1,394.00	1,531.07	9.83%	8,666.00	11,349.26	30.96% (2)	13,941.00	5,100.70	122.5% (2)
Programs-Tweens	-	-	#DIV/0!	-	-	#DIV/0! (2)	247.00	-	#DIV/0! (2)
Programs-Adult	3,922.00	599.91	-84.70%	8,204.00	7,310.55	-10.89% (2)	22,837.00	3,220.13	127.0% (2)
Programs-Family	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Programs-Adult Athletic Leagues	87.00	107.01	23.00%	151.00	204.12	35.18% (2)	11,786.00	117.76	73.3% (2)
Programs-Youth Athletics	5,274.00	3,401.64	-35.50%	22,472.00	21,250.09	-5.44% (2)	34,485.00	19,602.61	8.4% (2)
Programs-Fitness	1,018.00	1,221.09	19.95%	9,664.00	10,953.24	13.34% (2)	17,065.00	6,449.22	69.8% (2)
Programs-Early Childhood	100.00	399.00	299.00%	3,936.00	4,453.00	13.14% (2)	6,730.00	3,572.00	24.7% (2)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Programs-Dance	297.00	250.52	-15.65%	1,978.00	1,862.76	-5.83% (2)	3,689.00	1,736.89	7.2% (2)
Programs-Special Events	411.00	32.06	-92.20%	9,069.00	6,507.23	-28.25% (2)	15,534.00	3,906.82	66.6% (2)
Programs-Community Events	4,906.00	1,215.13	-75.23%	10,189.00	5,975.13	-41.36% (2)	17,155.00	7,132.00	-16.2% (2)
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Brochure	-	-	#DIV/0!	3,300.00	3,300.00	0.00%	7,350.00	-	#DIV/0!
Weight Room	8,176.00	12,369.15	51.29%	89,003.00	110,725.91	24.41% (3)	150,066.00	66,872.30	65.6% (3)
Community Center	4,704.00	6,597.80	40.26%	21,245.00	35,047.15	64.97% (4)	41,161.00	11,708.32	199.3% (4)
Total Revenues	428,607.00	453,722.31	5.86%	698,501.00	752,010.68	7.66%	1,390,472.00	659,706.44	14.0%

(1) Real Estate Taxes received is 5.04% \$23,028 greater than budget. Collected 52.33% vs. Budgeted to collect 50%

(2) Revenue from programs less than budget 6.001% \$4,464 and increased 37.4% \$19,027 compared to 2018.

(3) Compared to Budget/Compared to Annual Budget/Compared to 2018 YTD:

Pathway Fitness Membership	137.92% / 78.52% / 143.32%
Pathway Fitness Pass	89.03% / 56.14% / 186.17%
Track Only Pass	256.88% / 147.38% / 196.96%
Pre-pay Card	66.67% / 40.0% / 100.0%
Program Fees	377.4% / 181.63% / 748.97%
Daily Admission Fee	329.5% / 164.75% / 415.73%

(4) Compared to Budget/Compared to Annual Budget/Compared to 2018 YTD:

Open Gym Daily	277.56% / 138.78% / 409.55%
Open Gym Membership	85.01% / 46.06% / 127.84%
Rentals	195.56% / 99.8% / 712.83%
Vending	238.83% / 119.42% / 1,902.16%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2019

Expenses											
Administration	40,998.00	37,918.41	-7.51%	287,559.00	265,841.47	-7.55%	(1)	555,939.00	242,405.64	9.7%	(2)
Sports Complex	-	78.06	#DIV/0!	-	78.06	#DIV/0!		-	-	#DIV/0!	
Sports Complex Maintenance	36,392.00	35,277.77	-3.06%	213,815.00	208,022.70	-2.71%		421,322.00	193,748.96	7.4%	(3)
Midwest Museum of Natural Hist	1,712.00	3,155.73	84.33%	4,975.00	8,755.75	75.99%	(4)	10,750.00	7,695.30	13.8%	
Programs-Youth	453.00	1,339.30	195.65%	2,767.00	2,957.58	6.89%	(5)	7,519.00	724.85	308.0%	(5)
Programs-Teens	-	-	#DIV/0!	-	-	#DIV/0!	(5)	197.00	-	#DIV/0!	(5)
Programs-Adult	1,334.00	135.80	-89.82%	6,912.00	5,732.37	-17.07%	(5)	19,938.00	1,397.92	310.1%	(5)
Programs-Family	-	-	#DIV/0!	-	-	#DIV/0!	(5)	-	-	#DIV/0!	(5)
Programs-Leagues	-	-	#DIV/0!	3,061.00	3,232.12	5.59%	(5)	7,361.00	2,106.76	53.4%	(5)
Programs-Youth Athletics	4,655.00	6,058.20	30.14%	6,709.00	9,009.53	34.29%	(5)	25,348.00	4,393.58	105.1%	(5)
Programs-Fitness	600.00	1,333.63	122.27%	4,224.00	5,424.49	28.42%	(5)	8,787.00	3,322.03	63.3%	(5)
Programs-Early Childhood	-	1,688.00	#DIV/0!	1,449.00	1,688.00	16.49%	(5)	4,671.00	1,305.00	29.3%	(5)
Programs-Senior	-	-	#DIV/0!	-	-	#DIV/0!	(5)	-	-	#DIV/0!	(5)
Programs-Dance	133.00	96.88	-27.16%	734.00	394.00	-46.32%	(5)	1,517.00	532.89	-26.1%	(5)
Programs-Special Events	315.00	299.00	-5.08%	5,170.00	2,965.66	-42.64%	(5)	10,308.00	2,162.48	37.1%	(5)
Programs-Community Events	9,349.00	7,790.52	-16.67%	11,281.00	9,063.83	-19.65%	(5)	30,820.00	9,260.66	-2.1%	(5)
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0!	(5)	-	-	#DIV/0!	(5)
Brochure	-	-	#DIV/0!	7,598.00	9,466.03	24.59%	(6)	22,800.00	6,523.40	45.1%	(6)
Weight Room	2,966.00	415.00	-86.01%	23,277.00	11,444.44	-50.83%	(7)	43,642.00	6,081.08	88.2%	(8)
Community Center	15,345.00	14,701.38	-4.19%	108,519.00	92,243.91	-15.00%	(9)	204,718.00	75,712.66	21.8%	(8)
Total Expenses	114,252.00	110,287.68	-3.47%	688,050.00	636,319.94	-7.52%		1,375,637.00	557,373.21	14.2%	
Total Fund Revenues	428,607.00	453,722.31	5.86%	698,501.00	752,010.68	7.66%		1,390,472.00	659,706.44	14.0%	
Total Fund Expenses	114,252.00	110,287.68	-3.47%	688,050.00	636,319.94	-7.52%		1,375,637.00	557,373.21	14.2%	
Surplus (Deficit)	314,355.00	343,434.63	9.25%	10,451.00	115,690.74	1006.98%		14,835.00	102,333.23	13.1%	

- (1) Under budget primarily in 2 areas: Admin Exp 18.0% \$6,948 and Health Ins 29.78% \$13,215 (two employees opt out and one month lag)
(2) Expenses greater than 2018: Wages/taxes 10.3% \$17,233 (timing of hiring and intern in 2019) and Health Ins 81.1% \$13,956 (timing of hiring in 2018)
(3) Primarily due to timing
(4) Over budget due to repair of fire pipe leak.
(5) Expenses for programs less than budget 4.35% \$1,839 and increased 60.5%, \$15,261 compared to 2018.
(6) timing
(7) 2019 is below budget: graduate assistants, only 1 on contract, budget is for 2 58.24% \$5,824
(8) Community Center not open until 4/14/18.
(9) Utilities below budget YTD 22.04% \$8,897

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2019

Donations (21)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	7,500.00	600.00	-92.00%	13,750.00	10,596.74	-22.93%	27,500.00	479,624.20	-97.8% (1)
Total Revenues	7,500.00	600.00	-92.00%	13,750.00	10,596.74	-22.93%	27,500.00	479,624.20	-97.8%
Expenses									
Administration	-	-		-	-		27,500.00	425,000.00	-100.0%
Total Expenses	-	-		-	-		27,500.00	425,000.00	-100.0%
Total Fund Revenues	7,500.00	600.00	-92.00%	13,750.00	10,596.74	-22.93%	27,500.00	479,624.20	-97.8%
Total Fund Expenses	-	-		-	-		27,500.00	425,000.00	-100.0%
Surplus (Deficit)	7,500.00	600.00	-92.00%	13,750.00	10,596.74	-22.93%	-	54,624.20	-80.6%

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

Special Recreation (22)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	76,000.00	81,291.62	6.96%	95,000.00	100,307.84	5.59%	190,000.00	96,584.08	3.9%
Total Revenues	76,000.00	81,291.62	6.96%	95,000.00	100,307.84	5.59%	190,000.00	96,584.08	3.9%
Expenses									
Administration	38,041.00	-	-100.00%	47,750.00	9,336.01	-80.45% (2)	190,000.00	8,857.44	5.4%
Total Expenses	38,041.00	-	-100.00%	47,750.00	9,336.01	-80.45%	190,000.00	8,857.44	5.4%
Total Fund Revenues	76,000.00	81,291.62	6.96%	95,000.00	100,307.84	5.59%	190,000.00	96,584.08	3.9%
Total Fund Expenses	38,041.00	-	-100.00%	47,750.00	9,336.01	-80.45%	190,000.00	8,857.44	5.4%
Surplus (Deficit)	37,959.00	81,291.62	114.16%	47,250.00	90,971.83	92.53%	-	87,726.64	3.7%

(2) Timing of payment to KSRA

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Insurance (23)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	28,000.00	30,443.53	8.73%	35,000.00	37,788.70	7.97%	70,000.00	38,785.36	-2.6%
Total Revenues	28,000.00	30,443.53	8.73%	35,000.00	37,788.70	7.97%	70,000.00	38,785.36	-2.6%
Expenses									
Administration	-	-	#DIV/0!	2,500.00	-	-100.00%	67,553.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	2,500.00	-	-100.00%	67,553.00	-	#DIV/0!
Total Fund Revenues	28,000.00	30,443.53	8.73%	35,000.00	37,788.70	7.97%	70,000.00	38,785.36	-2.6%
Total Fund Expenses	-	-	#DIV/0!	2,500.00	-	-100.00%	67,553.00	-	#DIV/0!
Surplus (Deficit)	28,000.00	30,443.53	8.73%	32,500.00	37,788.70	16.27%	2,447.00	38,785.36	-2.6%

Audit (24)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	6,000.00	6,360.79	6.01%	7,500.00	7,908.89	5.45%	15,000.00	8,169.04	-3.2%
Total Revenues	6,000.00	6,360.79	6.01%	7,500.00	7,908.89	5.45%	15,000.00	8,169.04	-3.2%
Expenses									
Administration	-	2,000.00	#DIV/0!	15,950.00	15,950.00	0.00%	15,950.00	14,500.00	10.0%
Total Expenses	-	2,000.00	#DIV/0!	15,950.00	15,950.00	0.00%	15,950.00	14,500.00	10.0%
Total Fund Revenues	6,000.00	6,360.79	6.01%	7,500.00	7,908.89	5.45%	15,000.00	8,169.04	-3.2%
Total Fund Expenses	-	2,000.00	#DIV/0!	15,950.00	15,950.00	0.00%	15,950.00	14,500.00	10.0%
Surplus (Deficit)	6,000.00	4,360.79	-27.32%	(8,450.00)	(8,041.11)	-4.84%	(950.00)	(6,330.96)	27.0%

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Paving & Lighting (25)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	60.00	80.60	34.33%	75.00	309.14	312.19%	150.00	372.66	-17.0%
Total Revenues	60.00	80.60		75.00	309.14		150.00	372.66	-17.0%
Expenses									
Administration	11,000.00	-	-100.00%	11,000.00	-	-100.00% (1)	22,000.00	-	#DIV/0!
Total Expenses	11,000.00	-		11,000.00	-		22,000.00	-	#DIV/0!
Total Fund Revenues	60.00	80.60	34.33%	75.00	309.14	312.19%	150.00	372.66	
Total Fund Expenses	11,000.00	-	-100.00%	11,000.00	-	-100.00%	22,000.00	-	
Surplus (Deficit)	(10,940.00)	80.60	-100.74%	(10,925.00)	309.14	-102.83%	(21,850.00)	372.66	

Park Police (26)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	60.00	99.42	65.70%	75.00	158.10	110.80%	150.00	149.70	5.6%
Total Revenues	60.00	99.42		75.00	158.10		150.00	149.70	5.6%
Expenses									
Administration	250.00	264.82	5.93%	3,000.00	264.82	-91.17%	4,500.00	253.57	4.4%
Total Expenses	250.00	264.82		3,000.00	264.82		4,500.00	253.57	4.4%
Total Fund Revenues	60.00	99.42	65.70%	75.00	158.10	110.80%	150.00	149.70	5.6%
Total Fund Expenses	250.00	264.82	5.93%	3,000.00	264.82	-91.17%	4,500.00	253.57	
Surplus (Deficit)	(190.00)	(165.40)	-12.95%	(2,925.00)	(106.72)	-96.35%	(4,350.00)	(103.87)	2.7%

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IMRF (27)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	36,000.00	38,898.65	8.05%	45,000.00	47,833.35	6.30%	91,000.00	48,589.91	-1.6%
Total Revenues	36,000.00	38,898.65	8.05%	45,000.00	47,833.35	6.30%	90,000.00	48,589.91	-1.6%
Expenses									
Administration	35,714.00	35,951.58	0.67%	44,670.00	44,886.28	0.48%	89,556.00	48,969.65	-8.3%
Total Expenses	35,714.00	35,951.58	0.67%	44,670.00	44,886.28	0.48%	89,556.00	48,969.65	-8.3%
Total Fund Revenues	36,000.00	38,898.65	8.05%	45,000.00	47,833.35	6.30%	90,000.00	48,589.91	-1.6%
Total Fund Expenses	35,714.00	35,951.58	0.67%	44,670.00	44,886.28	0.48%	89,556.00	48,969.65	-8.3%
Surplus (Deficit)	286.00	2,947.07		330.00	2,947.07		444.00	(379.74)	

Social Security (28)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	40,800.00	43,531.36	6.69%	51,000.00	53,530.14	4.96%	102,000.00	52,845.27	1.3%
Total Revenues	40,800.00	43,531.36	6.69%	51,000.00	53,530.14	4.96%	102,000.00	52,845.27	1.3%
Expenses									
Administration	33,653.00	30,473.27	-9.45%	50,920.00	47,585.11	-6.55%	108,257.00	44,791.51	6.2%
Total Expenses	33,653.00	30,473.27	-9.45%	50,920.00	47,585.11	-6.55%	108,257.00	44,791.51	6.2%
Total Fund Revenues	40,800.00	43,531.36	6.69%	51,000.00	53,530.14	4.96%	102,000.00	52,845.27	1.3%
Total Fund Expenses	33,653.00	30,473.27	-9.45%	50,920.00	47,585.11	-6.55%	108,257.00	44,791.51	6.2%
Surplus (Deficit)	7,147.00	13,058.09		80.00	5,945.03		(6,257.00)	8,053.76	

Sycamore Park District
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Concessions (30)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Clubhouse Concessions	13,371.00	13,317.67	-0.40%	28,159.00	20,815.57	-26.08% (1)	76,145.00	27,081.26	-23.1% (1)
Beverage Cart	3,475.00	2,883.26	-17.03%	4,436.00	3,050.85	-31.23% (1)	11,281.00	2,082.14	46.5%
Sports Complex Concessions	20,391.00	19,697.16	-3.40%	32,290.00	24,954.56	-22.72% (1)	39,945.00	29,663.07	-15.9% (1)
Pool Concessions	3,278.00	3,194.50	-2.55%	3,278.00	3,194.50	-2.55%	7,706.00	2,893.81	10.4%
Catering	527.00	1,525.74	189.51%	6,743.00	9,208.17	36.56% (2)	18,615.00	6,826.86	34.9% (2)
Total Revenues	41,042.00	40,618.33	-1.03%	74,906.00	61,223.65	-18.27%	153,692.00	68,547.14	-10.7%
Expenses									
Clubhouse Concessions	11,892.00	5,429.63	-54.34%	43,996.00	30,226.73	-31.30% (1,3)	98,519.00	33,679.87	-10.3% (1,3)
Beverage Cart	2,092.00	1,144.16	-45.31%	3,451.00	1,322.26	-61.68% (1)	8,689.00	1,140.94	15.9%
Sports Complex Concessions	10,436.00	8,365.97	-19.84%	19,707.00	13,909.92	-29.42% (1)	31,620.00	18,132.81	-23.3% (1)
Pool Concessions	2,452.00	2,342.37	-4.47%	2,552.00	2,342.37	-8.21%	7,086.00	2,035.68	15.1%
Catering	237.00	476.67	101.13%	1,724.00	2,922.37	69.51% (2)	6,595.00	1,465.01	99.5% (2)
Total Expenses	27,109.00	17,758.80	-34.49%	71,430.00	50,723.65	-28.99%	152,509.00	56,454.31	-10.2%
Total Fund Revenues	41,042.00	40,618.33	-1.03%	74,906.00	61,223.65	-18.27%	153,692.00	68,547.14	-10.7%
Total Fund Expenses	27,109.00	17,758.80	-34.49%	71,430.00	50,723.65	-28.99%	152,509.00	56,454.31	-10.2%
Surplus (Deficit)	13,933.00	22,859.53	64.07%	3,476.00	10,500.00	202.07%	1,183.00	12,092.83	-13.2%

(1) April 2019 flooding and May 2019 wet and cold weather impacted both golf course and ballfields.

(2) Lions club started renting the clubhouse 2 Wednesdays a month in Sept. 2018. 2019 has increased revenue/expenses for drinks and room rental due to this.

(3) Freezer repair in 2019

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Developer Contributions (32)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	-	1,572.00	#DIV/0!	10,835.00	7,249.33	-33.09%	21,000.00	9,543.90	-24.0%
Total Revenues	-	1,572.00		10,835.00	7,249.33		21,000.00	9,543.90	-24.0%
Expenses									
Administration	-	-		-	-		21,000.00	-	#DIV/0!
Total Expenses	-	-		-	-		21,000.00	-	#DIV/0!
Total Fund Revenues	-	1,572.00		10,835.00	7,249.33		21,000.00	9,543.90	-24.0%
Total Fund Expenses	-	-		-	-		21,000.00	-	#DIV/0!
Surplus (Deficit)	-	1,572.00		10,835.00	7,249.33		-	9,543.90	-24.0%

Sycamore Park District
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Golf Course (50)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>		
Revenues										
Golf Operations	58,753.00	63,884.55	8.7%	229,777.00	193,874.00	-15.6%	(1) 474,322.00	220,586.78	-12.1%	(2)
Golf Maintenance	7,355.00	6,522.39	-11.3%	10,194.00	9,023.09	-11.5%	20,290.00	8,965.19	0.6%	
Total Revenues	66,108.00	70,406.94	6.5%	239,971.00	202,897.09	-15.4%	494,612.00	229,551.97	-11.6%	
Expenses										
Golf Operations	25,250.00	19,834.77	-21.4%	98,246.00	84,819.39	-13.7%	(3) 220,563.00	94,819.88	-10.5%	(3)
Golf Maintenance	28,807.00	23,688.60	-17.8%	135,482.00	117,879.15	-13.0%	(4) 274,049.00	115,063.52	2.4%	(4)
Total Expenses	54,057.00	43,523.37	-19.5%	233,728.00	202,698.54	-13.3%	494,612.00	209,883.40	-3.4%	
Total Fund Revenues	66,108.00	70,406.94	6.5%	239,971.00	202,897.09	-15.4%	494,612.00	229,551.97	-11.6%	
Total Fund Expenses	54,057.00	43,523.37	-19.5%	233,728.00	202,698.54	-13.3%	494,612.00	209,883.40	-3.4%	
Surplus (Deficit)	12,051.00	26,883.57	123.1%	6,243.00	198.55	-96.8%	-	19,668.57	-99.0%	

(1) Daily Greens Fees -19.11% -\$10,834
Golf Events & Misc -14.31% -\$1,643
Carts -14.83% -\$5,479
Season passes -10.78% -\$9,918
Pro shop sales -28.47% -\$7,386

(2) Daily Greens Fees -14.19% -\$7,578
Golf Events & Misc -12.06% -\$1,349
Carts -13.96% \$5,107
Season passes -6.14% -\$5,366
Pro shop sales -26.14% -\$6,565

(3) Cost of Goods sold below budget 20.7% \$3,500 and less than 2018 25.2% \$4,523. Wages/Taxes below budget 13.5% \$7,590 and 2018 10.3% \$5,585.

(4) Wages/taxes below budget 14.4% \$11,686 and greater than 2018 8.0% \$5,164

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Aquatics (51)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>		
Revenues										
Pool	21,869.00	23,728.23	8.5%	43,579.00	43,963.60	0.9%	(1) 63,115.00	39,966.53	10.0%	(2)
Swim Lessons	3,440.00	3,533.24	2.7%	17,638.00	18,841.24	6.8%	19,444.00	16,834.25		
Splashpad	5,481.00	4,345.50	-20.7%	7,470.00	4,995.50	-33.1%	17,059.00	7,111.00	-29.7%	
Total Revenues	30,790.00	31,606.97	2.7%	68,687.00	67,800.34	-1.3%	99,618.00	63,911.78	6.1%	
Expenses										
Pool	13,405.00	12,970.63	-3.2%	17,737.00	15,673.80	-11.6%	52,920.00	15,149.38	3.5%	
Aquatics Maintenance	5,784.00	3,339.80	-42.3%	17,235.00	16,976.26	-1.5%	(4) 37,400.00	9,191.36	84.7%	(3)
Swim Lessons	1,378.00	1,292.07	-6.2%	1,428.00	1,292.07	-9.5%	8,932.00	1,224.68		
Splashpad	311.00	-	-100.0%	311.00	2.00	-99.4%	234.00	-	#DIV/0!	
Total Expenses	20,878.00	17,602.50	-15.7%	36,711.00	33,944.13	-7.5%	99,486.00	25,565.42	32.8%	
Total Fund Revenues	30,790.00	31,606.97	2.7%	68,687.00	67,800.34	-1.3%	99,618.00	63,911.78	6.1%	
Total Fund Expenses	20,878.00	17,602.50	-15.7%	36,711.00	33,944.13	-7.5%	99,486.00	25,565.42	32.8%	
Surplus (Deficit)	9,912.00	14,004.47	41.3%	31,976.00	33,856.21	5.9%	132.00	38,346.36	-11.7%	

- (1) Daily Fees +30.94% \$2,201
Season passes -2.18% -\$705
Misc income (includes oscar, pool rentals and middle school pool party) -34.18% -\$1,091
- (2) Daily Fees +34.13% \$2,370
Season passes +7.3% +\$2,152
Misc income (includes oscar, pool rentals and middle school pool party) +20.06% \$527
- (3) Pool chairs in 2019

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Debt Service (60)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	245,600.00	263,975.40	7.5%	307,000.00	325,367.74	6.0%	614,000.00	325,308.13	0.0%
Total Revenues	245,600.00	263,975.40	7.5%	307,000.00	325,367.74	6.0%	614,000.00	325,308.13	0.0%
Expenses									
Administration	-	-	#DIV/0!	-	7,140.00	#DIV/0!	614,116.00	-	#DIV/0!
Total Expenses	-	-		-	7,140.00		614,116.00	-	#DIV/0!
Total Fund Revenues	245,600.00	263,975.40	7.5%	307,000.00	325,367.74	6.0%	614,000.00	325,308.13	0.0%
Total Fund Expenses	-	-		-	7,140.00		614,116.00	-	#DIV/0!
Surplus (Deficit)	245,600.00	263,975.40	7.5%	307,000.00	318,227.74	3.7%	(116.00)	325,308.13	-2.2%

Capital Projects (70)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	1,750.00	-	-100.0%	10,500.00	2,981.00	-71.6%	540,000.00	5,700.28	-47.7%
Total Revenues	1,750.00	-	-100.0%	10,500.00	2,981.00	-71.6%	540,000.00	5,700.28	-47.7%
Expenses									
Administration	30,125.00	199,735.47	563.0%	339,925.00	293,751.27	-13.6%	539,863.00	78,078.68	276.2%
Total Expenses	30,125.00	199,735.47	563.0%	339,925.00	293,751.27	-13.6%	539,863.00	78,078.68	276.2%
Total Fund Revenues	1,750.00	-		10,500.00	2,981.00	-71.6%	540,000.00	5,700.28	-47.7%
Total Fund Expenses	30,125.00	199,735.47	563.0%	339,925.00	293,751.27	-13.6%	539,863.00	78,078.68	276.2%
Surplus (Deficit)	(28,375.00)	(199,735.47)	603.9%	(329,425.00)	(290,770.27)	-11.7%	137.00	(72,378.40)	301.7%

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Action 2020 (71)

<u>Department</u>	<u>June Budget</u>	<u>June Actual</u>	<u>Variance</u>	<u>YTD Budget</u>	<u>YTD Actual</u>	<u>Variance</u>	<u>Annual Budget</u>	<u>2018 YTD Actual</u>	
Revenues									
Administration	<u>16,720.00</u>	<u>-</u>	-100.0%	<u>57,220.00</u>	<u>805.91</u>	-98.6%	<u>5,605,120.00</u>	<u>438,198.35</u>	-99.8%
Total Revenues	16,720.00	-	-100.0%	57,220.00	805.91	-98.6%	5,605,120.00	438,198.35	-99.8%
Expenses									
Administration	<u>33,000.00</u>	<u>23,497.50</u>	-28.8%	<u>83,000.00</u>	<u>88,121.99</u>	6.2%	<u>2,159,275.00</u>	<u>1,526,441.53</u>	-94.2%
Total Expenses	33,000.00	23,497.50	-28.8%	83,000.00	88,121.99	6.2%	2,159,275.00	1,526,441.53	-94.2%
Total Fund Revenues	16,720.00	-		57,220.00	805.91	-98.6%	5,605,120.00	438,198.35	-99.8%
Total Fund Expenses	33,000.00	23,497.50	-28.8%	83,000.00	88,121.99	6.2%	2,159,275.00	1,526,441.53	-94.2%
Surplus (Deficit)	(16,280.00)	(23,497.50)	44.3%	(25,780.00)	(87,316.08)	238.7%	3,445,845.00	(1,088,243.18)	-92.0%
Total Fund Revenues	1,570,052.00	1,642,904.96		2,433,677.00	2,435,536.55	0.1%	10,837,908.00	3,271,557.31	
Total Fund Expenses	644,668.00	552,847.40	-14.2%	2,200,309.00	1,931,877.22	-12.2%	7,393,017.00	3,461,199.22	
Surplus (Deficit)	925,384.00	1,090,057.56	17.8%	233,368.00	503,659.33	115.8%	3,444,891.00	(189,641.91)	

Sycamore Park District
Fund Balances

	Unaudited 1/1/2019	Revenues	Expenses	6/30/2019	6/30/2019 Cash balance
10 Corporate	448,928.49	756,767.91	501,155.48	704,540.92	702,805.96
20 Recreation	359,618.50	752,010.68	636,319.94	475,309.24	502,712.66
21 Donations	76,404.89	10,596.74	-	87,001.63	87,001.63
22 Special Recreation	18,426.12	100,307.84	9,336.01	109,397.95	109,397.95
23 Insurance	37,028.97	37,788.70	-	74,817.67	74,817.67
24 Audit	14,570.38	7,908.89	15,950.00	6,529.27	6,529.27
25 Paving & Lighting	22,891.66	309.14	-	23,200.80	23,200.80
26 Park Police	4,373.87	158.10	264.82	4,267.15	4,267.15
27 IMRF	-	47,833.35	44,886.28	2,947.07	2,947.07
28 Social Security	7,113.06	53,530.14	47,585.11	13,058.09	13,058.09
30 Concessions	34,633.92	61,223.65	50,723.65	45,133.92	38,781.78
32 Developer Contributions	479.89	7,249.33	-	7,729.22	7,729.22
60 Debt Service	72,041.20	325,367.74	7,140.00	390,268.94	390,268.94
70 Capital Projects	385,125.14	2,981.00	293,751.27	94,354.87	84,904.87
71 Action 2020	160,202.32	-	23,497.50	136,704.82	64,113.06
Total governmental fund balance	1,641,838.41	2,164,033.21	1,630,610.06	2,175,261.56	2,112,536.12
50 Golf Course	313,767.68	202,897.09	202,698.54	313,966.23	
	<u>(382,836.75)</u>			<u>(382,836.75)</u>	
	(69,069.07)			(68,870.52)	(14,813.51)
51 Aquatics	406,918.48	67,800.34	33,944.13	440,774.69	
	<u>(405,939.83)</u>			<u>(405,939.83)</u>	
	978.65			34,834.86	34,434.86
Total proprietary funds	(68,090.42)	270,697.43	236,642.67	(34,035.66)	
	1,573,747.99			2,141,225.90	2,132,157.47

Summary of depository accounts as of

7/18/2019

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First Midwest Bank	1,151,420.18	1.91	13560.81
Resource Bank	32,705.08	0.68	108.85
IPDLAF	851,125.01	2.14	430.7
DCCF - Action 2020	28,089.77		
Dekalb Co. Community Foundation	<u>18,112.29</u>		
	2,081,452.33		

To: Board of Commissioners
From: Theresa Tevsh
Subject: Monthly Recreation Report
Date: July 18, 2019

Administrative Initiatives (7/1/19-7/31/19)

Theresa Tevsh, Superintendent of Recreation Services

- To date we have issued 206 Dog Park Passes and collected \$119 in daily fees. Dog Park Patrol continue to conduct random, 1-hour checks of the park. They record commentary from visitors, clean the park, and enforce the dog park rules. The month of July they will cover 17 out of 31 days. Illini Security installed a new camera with a better distance capability, so that we can clearly see the gate entrance to the dog park. The old camera will be saved as a back-up camera or can be “added” as an additional camera to our surveillance system.
- All exterior windows of the Community Center were cleaned on July 3rd by Wally’s siding and window cleaners of Dekalb.
- Assisted with the Museum Day camp activities at the Park District location for June 24-29 and July 15-18. We had minimum numbers for each session which was just the right size for a successful camp experience. Staff did a great job using supplies on hand, to keep expenses minimal. The camp will turn a profit for both the Park District and Museum.
- The Amphitheater on Legacy Campus held its first concert on June 28, sponsored by the Sycamore Library. It was a blazing hot evening with an attendance of approximately 25 people. The Library Director was pleased with the event and looks forward to the next one scheduled on Friday, August 9, from 6pm-8pm. The band is BMR4, a Jazz quartet.
- Attended the site planning meeting on Legacy Campus with staff and library on July 12 to review the Reading Extravaganza Event scheduled for July 26.

The Library is expecting 500 participants. The event will take place at the backside of the Community Center utilizing the patio, splash pad and part of the south side of grass and parking lot for Fire & Police Dept vehicles. Rain plan will move the event indoors from 6-8pm.

- Attended a meeting with Sarah Rex and the Director from MMNH and their marketing coordinator, to discuss a partnership on conducting a 5K race with an educational component to it. The Night Race will be November 1st called the Coyote Crawl and will include speakers from the Big Wolf Ranch. More details to follow.
- Attended the Pool Assessment Company Interviews on July 15th.
- Assisted with programming for the Fall Brochure.
- Conducted the Poolside Wednesday events on July 10th & 17th. Seasonal staff shadowed the event and will take over for the rest of the Aquatic Season.
- Attended my first, SPD Teen Pool Party on July 12. This was a partnership night with the Sycamore Library. The Library was on site with an electronic interactive scavenger hunt and sponsored the 40' mobile trailer Escape Room which was located outside of the Pool facility. Both pool and concessions had a successful night with 174 teens in attendance.
- Will attend the Chamber Leadership Academy on July 26.
- July National Park and Recreation Month is in full swing with our marketing listing all the free things to do with the Park District. Our youth Hip Hop Class is learning a dance, sung by rapper SaulPaul, called "Park Rec Two-Step", which will be videotaped and entered into a contest. The month of activities will end with an Open House on July 28 from 3-5pm.
- The Midwest Museum of natural History will meet on July 18th. One Board member has resigned but will remain on as an animal care volunteer. The museum received a \$10,000 grant from IDEAL. The museum had AC repairs and a pipe repair totaling \$966 expense to the Park District.

Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist

- Completed vending reports for month of June. Total of \$267 in sales.
- Booked a total of six birthday party package all consisting of splash fountain parties.
- Booked community center room MPR for three parties.
- Booked two private splash fountain parties.
- Booked gym for men's basketball for ongoing Mondays, third month in a row.
- Continuing to promote Junk in the Trunk Special event for August 17.
- Sales picking up at golf food and beverage department.
- Continuing to help with programs at community center.
- Completed our Storm Dayz tournament. Selling \$9628, numbers were lower due to set up of play.
- Pool concessions running smoothly and making money this year, most days over \$150 in sales compared to last year of \$50 days.
- Ran Shriners Outing \$2092, Chamber Day \$1770, Rotary lunch, dinner and cart \$2000, Spartan Outing \$1225. All very successful days.

Justin Genz, Recreation Specialist

- Met with the recreation team and discussed the fall brochure content.
- Finalized and proofed programs in fall brochure.

- Middle School pool party featuring the mobile escape room was a huge success, 175 kids total in attendance. 60 kids attended the mobile escape room.
- Summer program numbers, Art camp-30 kids, Around the Horn Baseball Camp- 6 kids, British Soccer camp- 8 kids, All Star Sports- 119 kids summer session 1, Dance- 24 kids, Stem – 6 kids, Little Tumblers- 33 kids, Music together-9 kid/parent, Karate- 17, On eagle wings camp- 7 kids, Aggression Volleyball Camp- 7 kids. A few are still subject to change.
- Entering Fall programs into RecTrac.
- Attended library event at Charley Lang Park event to promote programs.
- Hired a new Art instructor to run our youth fall art club, she will also run a few new programs which include Mommy and Me painting and Paint your pet.
- Volunteered with the IPRA Teen Committee at Ty Warner Park in Westmont.

Lisa Metcalf, Facilities Supervisor

- Worked on fall brochure with content and edits.
- Second session of Group Fitness Classes started. 9 classes are running.
- Scheduled a full floor cleaning of Pathway Fitness.
- The Jr. High Pool Party had 174 kids attended.
- Second sessions of Swim Lessons started. We have 74 kids registered for the two-night lessons and 83 kids registered for the two morning lessons. Compared to the second sessions in 2018, we had 62 kids in the two-night lessons and 88 kids in the two morning lessons. The last two morning lessons for the season currently have 72 kids registered compared to the last season of morning lessons in 2018 with 60 kids.

- In June, we sold/renewed a total of 52 Pathway Fitness Memberships/Passes, 9 Track Only Memberships/Passes, and 15 Open Gym Passes. Compared to June of 2018, we sold a total of 2 Pathway Fitness Memberships/Passes, 0 Track Only Memberships/Passes, and 0 Open Gym Passes.
- In 2018, April-June, we made \$77,447 in Pathway Fitness Memberships/Passes, \$4,605 in Track Only Memberships/Passes, and \$4,524 in Open Gym Passes. In 2019, April-June, we made \$35,886 in Pathway fitness Memberships/Passes, \$2,897 in Track Only Memberships/Passes, and \$2,933 in Open gym Passes.
- Reasons people cancel their Pathway Fitness Memberships/Passes range from about 30% moved/moving, 25% no time/personal reasons, 25% don't use the facility, 10% no reason given, 5% medical reasons, and 5% working out somewhere else.
- In June, we had 3,267 visits to Pathway Fitness/Track, compared to June 2018 we had 2,327 visits.
- In 2018, April-December, we had \$1,429 in Daily Admission Fees for Pathway Fitness, \$1,280 for Track Only, and \$7,291 for Open Gym. In 2019, January-June, we had \$794 in Daily Admission Fees for Pathway Fitness, \$1,952 for Track Only, and \$8,309 for Open Gym.
- As of July 16, we had 3,898 visits to Splash Fountain and 6,847 visits to the Community Pool.
- Sat on the panel to interview two firms to perform an assessment of our Community Swimming Pool.
- Continued to work in RecTrac to update things as new things get added and changed.

Sarah Rex, Recreation Supervisor

- Supervised Summer Concert Series: July 11 with roughly 550 in attendance. Other concert dates: 18 and 25
- Supervised, with Superintendent of Parks and Facilities, Movies in the Park: July 5 with roughly 60 people in attendance.
- Attended Sycamore Kiwanis Craft Beer and Brat Festival meetings.
- Along with Recreation Specialist, met with and hired a new art instructor to grow youth and adult art program offerings.
- Assisted at the Sycamore Library's Concert on the Patio June 28.
- Park District Marketing: Website updates, online calendar maintenance (District's and Community calendars), Instagram and Facebook events and posts, monthly print and digital ads for the Chronicle "Blinder" program, Chronicle print special (3 ½-page adds promotion), managed radio ads with WDKB and WLBK, New Values magazine ad, electronic message board, Sycamore State Street Theatre ads, special requests from staff for promotional materials, signs or special projects.
- Met with Terri Gible to review timeline and duties for ITEP and OSLAD grants as she transfers these responsibilities to me.
- Led the design and development of the District's fall brochure.
- Coordinated and oversaw Sycamore High School Art Students painting a Little Library donated by Michelle Schulz. The library will be installed on Legacy Campus.
- Fall brochure will go to the printer on July 12.

Administrative Initiatives (8/1/19-8/30/19)

Theresa Tevsh, Superintendent of Recreation

- Will conduct the White Sox trip on August 1.

- Will attend the Chamber Leadership Academy on August 2 and 30.
- Will work the snack cart at the Concert at the Amphitheater on August 9.
- Will conduct the Pickleball Social on August 14.
- Will attend the Community Wide Survey discussion on August 20, 21.
- Will train the new Graduate Assistant on August 27.
- Will work with Recreation Specialist Dobberstein to establish new procedures for seasonal concession staff and to assist with remodel.
- Will continue to work with Library on future partnership and syncing their programming with our brochure schedule.
- Will take lead on organizing the 5k Night race partnering with MMNH.

Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist

- Continue to do rentals and birthday parties.
- Get things set for Junk in the Trunk.
- Assist with Concert in the Park.
- Assist with Movie in the Park.
- Tear out Sports Complex and get floor installed and all new stuff installed.
- Plan things to do at our events this fall.

Justin Genz, Recreation Specialist

- Will inform instructors of upcoming fall program numbers.

- Will enter programs onto webtrac.
- Will meet with a few front desk staff to discuss open gym at the community center.
- Will prepare for fall programs to start.
- Will work with Sarah to market youth programs.

Lisa Metcalf, Facilities Supervisor

- Registration for Fall Programs starts Monday, August 12.
- Last day of the season for the Community Swimming Pool will be Tuesday, August 13.
- Will coordinate in-house CPR/First Aid/AED Training for Community Center staff utilizing Grad Student Viktoria Orosz, who is a certified trainer. Classes will be scheduled for late August and early September.

Sarah Rex, Recreation and Marketing Supervisor

- Supervised Summer Concert Series: July 11, 18, and 25
- Will supervise, with Superintendent of Parks and Facilities, Movies in the Park August 2 and Music at the Movies on August 8.
- Will assist the Superintendent of Golf Services with the production of a commercial as part of the 13-WREX Viewer Rewards Program for the Sycamore Park District Golf Club.
- Will develop a communication component for the District's emergency response plan.
- Will represent the District at Home School Day at Sycamore Library
- Will submit the District's grant application for a Northwestern Medicine Community Grant.

- Will submit the Park District's application and fee for Pumpkin Fest activities.
- Will attend 2 meetings regarding the Community-wide Survey.
- Will be a part of considering the Reach system in the Community Center for displaying the building schedule and promoting District activities.
- Park District Marketing

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: July 23, 2019

Administrative Initiatives (7/1/19 – 7/31/19)

- Attended weekly Management Team meetings as scheduled.
- Attended All Staff Meeting as scheduled.
- Attended Sycamore Chamber of Commerce Ambassador Club meeting.
- Developed July Golf Insight newsletter and updated reader board with leagues and outings scheduled.
- Continued coupon sales through, Groupon and Golf Moose, with strong limitations for usage, to try to capture a portion of the lost revenue from May rains and floods.
- Continued outing season with several large events scheduled. Genoa Area Chamber of Commerce, 58 players participated, The Alvin Wildenradt Junior Championship, 38 Juniors registered
- Continued the addition of new eblasts and marketing techniques to ensure golfers our golf course is fully operational to attract players back by using the skills of our part-time staff member, David Schmitt, who is getting his college degree in marketing.
- Added one newer cart attendant for training and the return of one other cart attendant from college.
- Continued summer pro shop merchandise promotions.
- Added new updates and pictures of recent events on Facebook.

Administrative Initiatives (8/1/19 – 8/31/19)

- Attend weekly Management Team meetings as scheduled.
- Attend All Staff Meeting as scheduled.
- Attend Sycamore Chamber of Commerce Ambassador Club meeting.
- Develop August Golf Insight newsletter and update reader board with leagues and outings scheduled.
- Attend Park Tour.
- Continue coupon sales through, Groupon and Golf Moose, with strong limitations for usage, to try to capture a portion of the lost revenue from May rains and floods.
- Continue outing season with several large events scheduled. Fraternal Order of Police, 100+ expected, Sycamore Elks Club, 40+ expected, Opportunity House Chip into Charity, 120+ anticipated, PJ's Courthouse, 120 expected, Annual Club Championship, 60 – 80 participants anticipated.
- Continue the addition of new eblasts and marketing techniques to ensure golfers our golf course is fully operational to attract players back by using the skills of our part-time staff member, David Schmitt, who is getting his college degree in marketing will be placing more pictures of recently held events on Facebook and webpage.
- Begin working on fall staffing schedule.
- Begin working on fall golf promotions with Sarah and David.
- Meet with Sycamore High School and Burlington Central High School Golf Coaches for fall golf meet schedule and complete application for IHSA Boys and Girls Regional events.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: July 23, 2019

Administrative Initiatives (7/1/19-7/31/19)

Golf

- From wet and cool to dry and hot. We have transitioned into summer without much of a spring this year. After record rains in May and early June, we have only received a few tenths of an inch of rain during the past three plus weeks. As a result, the turf, which is used to constant water and therefore did not develop a strong root structure this spring, must be watered most nights with the irrigation system. We are also hand watering hot spots on greens and collars as needed during the day.
- Mowing has slowed down as the turf has dried so less frequent mowing is needed where the irrigation does not land.
- Staff continues to mow the irrigated areas regularly, spray for turf diseases, string trim areas, prune trees, check and fix irrigation heads that are clogged or not spinning, water and weed flower beds, and fixed boards on 17 tee bridge.
- We have also been adding new sand to several of the most needed bunkers on the course. We will not have budget to get to all of them this year but will continue to do as many as we can with three loads or so every year.
- Thin areas of turf have been slit seeded and are starting to fill in although the now hot and dry conditions might delay complete recovery until the weather moderates.

- I have been coordinating with Kirk on all the outings and daily league and other play so we can schedule the staff to best work around play to still achieve our management goals.
- We are still on target to begin the irrigation system installation at the beginning of September. Midwest Irrigation will begin stocking materials at our old shop area in August and might be able to begin intake changes at the river level at the end of August. I plan to meet with the architects and Midwest Irrigation at the beginning of August to get a construction schedule set. We have received the construction permit from the City of Sycamore.

Sports

- Spring sports are finishing now as AYSO soccer, Sycamore Youth Baseball, and Sycamore Girls Softball have completed their seasons. Fall soccer starts practicing at the end of July for the fall season. Fall softball and baseball will begin practices in the middle of August with games starting right after Labor Day.
- Adult Sunday soccer will continue until the end of September.
- I am working on spring field prep billing for the user groups with the recreation staff.
- I am working with rec staff and user groups reps. on field requests for the fall season.
- Storm Dayz tournament went very well. Only the second half of the Sunday schedule was affected with the high wind event that pushed through in the afternoon. Not a lot of rain fell during the storm, so play continued after the lightning subsided.

- Staff has been mowing/trimming as needed although not as frequently as a month ago. Line painting, field repairs and field game prep completed as scheduled, tree work, and backstop/field light repairs were made.
- The pool has been running well. Staff checks the pool water chemistry daily and make adjustments as needed and the chemicals properly stocked. The splash pad chemistry and general operation is tested and checked daily as well. I speak with the pool manager regularly to deal with any maintenance issues.
- Attended the interview and rating process to select a professional company to perform an audit of the existing pool in its entirety.
- Attended bid opening for the new soccer complex and met with team from William Charles Construction who will be performing the work.
- Coordinated meeting with baseball, softball, staff, and engineers to discuss future ball field sizes for next phase of sport field construction. We met on June 26th.
- Attended public meeting showing plans for the additional ball fields.

Parks

- I attended staff and Board meetings.
- Working on park playground inspections and future playground equipment replacement and maintenance plans.
- Had dead limbs removed from trees surrounding play areas at Syc. Community Park and Wetzel Park. Had dead trees trimmed or removed from back of Larson Park near neighbor homes.

- Staff has been keeping up with park garbage, shelter rental cleaning, stage set up for concerts, set up and take down of movie in the park nights, mowing/trimming, playground equipment repair, repainting parking lot lines, pruning back trail brush, removing dead trees at Emil Cassier Park, and spraying weeds in landscape beds and natural areas.
- Encap Inc. has cut down the natural areas of the dog park to eliminate an invasive fox tail weed and regenerate the desired plant material. The natural acres north of the Community Center have also been trimmed down.
- The ponds at Old Mill, Parkside Preserve, and the end of Merry Oaks Drive are being treated regularly as warmer temps have caused algae blooms.
- We added seed to both the sled hill and dog park thin wear areas. We have stopped mowing the sloped sides of the hill to allow the turf to thicken and strengthen. The dog park will soon have a small, low, wet area planted in water tolerant taller species.
- We sprayed several weedy areas on the sled hill and have slit seeded to fill in the bare areas with desired turf. We will continue this practice once the weather conditions become more desirable for turf seed growth.
- Have coordinated with Midwest Museum staff and HVAC professionals for recent repairs and preventive maintenance of the roof units.

Administrative Initiatives (8/1/19-8/30/19)

- Attend staff, board meetings.
- Attend future trails planning meetings with City staff and engineers.
- Attend soccer complex addition meetings and work with engineers and construction company as work continues to build the fields.

- Continue to work with sport user groups and recreation staff as games begin on all fields for the fall season.
- Host and set up for movies in the park on August 2 and then by the Good Tymes Shelter on August 8th.
- Continue stage set up for concerts in the Park at the beginning of the month.
- Plan September Park Tour.
- Inspect playgrounds and determine status for future replacement timing or additions.
- Start to plan future tree plantings and replacement of dead or recently removed trees.
- Continue efforts for planning meeting with ENCAP, school district reps, and our staff for future natural areas classroom project.
- Meet with irrigation companies and set a construction timeline for the project with work beginning at the end of the month and the beginning of September.
- Staff will continue to mow, shelter set up, clean parks, trim trees, fix equipment, spray for weeds and diseases on turf, repair/check irrigation system as drought continues, line fields for games, layout fall soccer field dimensions, tree work, landscape bed additions and mulch additions.
- I will be assessing summer seasonal staff that is leaving and hire fall staff as needed.
- Work with rec staff as planning for the September fireworks and fun event continues

To: Board of Commissioners

From: Daniel Gibble, Executive Director

Subject: Monthly Report

Date: July 23, 2019

Administrative Initiatives (7/1/19 – 7/31/19)

- Attended Meetings/Serve On:
 - Rotary
 - Chamber
 - DSATS
- Continued work on Old Mill to Forest Preserve trail issues.
- Reviewed Drawings and Specifications and Began AIA Contract Development for the Riverside Park Construction. Finalized.
- Initiated meetings with our Negotiator, the City and our Engineers to further attempt to complete the land swap matters.
- Continued working on establishing a security for the Old Mill, LLC Development.
- Assisted Board President by answering questions regarding DRAFT Retirement Agreement.
- Distributed RFQ for Pool Assessment.
- Finalized contract for Community Wide Surveys.
- Scored Submittals for Pool Assessment professional services.
- Coordinated interviews, final scoring and recommendation to Board for Pool Assessment professional services.
- Held Pre-Construction Meeting for Riverside Park: Soccer Project

- Provided final information to City for approval of PLAT for the Riverside Park: Soccer Project.
- Finalized land acquisition matters for the trail project.
- Worked with Engineers on Preparation and Presentation of Sports Complex Ball Diamond project for two public hearings: July 9 and July 23.
- Communicated with neighbors regarding Sports Complex Ball Diamond project for two public hearings: July 9 and July 23.
- Began preparations for Bond Issue matters.
- Reviewed Executive Session Minutes.

Administrative Initiatives (8/1/19 – 8/31/19)

- Attend Meetings/Serve On:
 - Rotary
 - Chamber
 - DSATS
- Continue work on Old Mill to Forest Preserve trail issues.
- Finalize OSLAD Grant—Writing Narrative to support the grant.
- Document and submit to IDOT the finalized land matters on trail project.
- Continue to touch base with Brian Gregory to finalize agreement with Shodeen Developers and Reston Ponds Park Sites.
- Continue to work with Negotiator on securing the Land Swap between City and State for trail project.
- Begin assembling information for early Study Sessions on *Sustaining the Legacy: 2025*.
- Maintain communication with DCFPD, Engineers, City, and IDOT on Trail Project.

- Finalize Agreement for Professional Services to conduct Pool Assessment.
- Oversee the pool assessment process.
- Begin Ovitz Park Playground design development process.

Sycamore Park District,

Thank you for your donation
to our silent auction!

It was greatly appreciated!

-Sycamore FFA

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 23, 2019

STAFF RECOMMENDATION

AGENDA ITEM: RECOMMENDATION to AWARD PROFESSIONAL SERVICES CONTRACT for POOL ASSESSMENT: Recommend Approval

BACKGROUND INFORMATION: As we begin the next five year planning horizon, *Sustaining the Legacy: 2025*, we have a number of key issues that require input and assessment. Previously, the Board agreed to conducting two community-wide surveys along with an assessment of the conditions of our pool by qualified engineers. The Board Previously approved the hiring of professional services for the survey component.

This evening, I bring to you a proposal to retain professional services to conduct the complete assessment of the physical conditions of our swimming pool. To accomplish this, I drafted a Request For Qualifications (RFQ), and advertised for these services, promoted them on our website, and contacted a list of known, IDPH approved architectural and engineering firms of the RFQ.

Last week, a panel interviewed the two firms who submitted proposals. Both firms are very qualified. The panel consisted of:

- Lisa Metcalf, Facility Coordinator
- Theresa Tevsh, Superintendent of Recreation
- William Kroeger, Board President
- Daniel Gible, Executive Director
- Jeff Donahoe, Superintendent of Park and Facility Services

The group used QBS—Quality Based Selection—rating approach to score both groups on the same criteria, and used a standard set of questions for both groups:

- Williams Architects/Aquatics
- WT Engineering Group

After completing the scoring of both groups, following the interviews, the group held a de-briefing, and then finalized their choice for this Professional Services Contract. Based upon the panel's decision-making, WT Engineering Group (Hoffman Estates) was chosen as the preferred firm to negotiate a contract with. Their Architectural "sub" on this group will be Prairie Forge Group (St. Charles).

While neither firms' fee proposals were discussed in making this decision, the base cost for services from the selected firm appear to be lower—at \$14,445. Neither firm quoted actual cost for "daylighting" or "scoping" our pipes, and a few other key items that may require invasive methods to "see" them in order to assess them. Therefore, the staff/board selection panel feels strongly that we should add that cost to their proposal. I am in the process of collecting that information along with corresponding costs. That information will be brought to the meeting for the Board's consideration.

FISCAL IMPACT: It is estimated that with the base fee, and added "invasive testing methods", up to \$30,000 will be the cost.

STAFF RECOMMENDATION: I recommend the Board authorize the Executive Director to negotiated with WT Engineering for Professional Services to Assess the Pool, for their base fee of \$14,445, and any additional testing up to, but not exceeding \$30,000.

PREPARED BY: Daniel Gible, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: July 23, 2019

STAFF RECOMMENDATION

AGENDA ITEM: SYCAMORE PARK DISTRICT BOARD OF COMMISSIONERS EXECUTIVE SESSION MINUTES BI-ANNUAL REVIEW

BACKGROUND INFORMATION: The Board is required to review Executive Session Meeting Minutes at least twice each year. The purpose of the review is to determine if a need for confidentiality continues to exist with respect to all or part of the meeting minutes. Minutes of “Closed Meetings” should only be released to the public after the Board has determined with certainty, that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential, and should only be released by the Secretary—not a Board member.

It would be best to keep minutes confidential when their release might cause hardship to the park district, individuals, or employees. I would add that there is also a need to protect the district in matters of on-going concern related to any one, or multiple reasons permitted by the law to hold executive sessions in the first place. Should minutes refer to matters that may still require confidentiality to protect the district or the individual on these legally allowed purposes for holding executive sessions, than those minutes should remain confidential.

The board receives a binder prior to each bi-annual review which contains the executive session minutes. The Recording Secretary has worked on that binder, and it has been provided to each Commissioner for review and consideration this month. The Executive Director would normally make recommendations as to which dates’ Executive Session Minutes should be released, and the Board may suggest additional items for the Board’s consideration. **AT NO TIME SHOULD THE BOARD COPY OR REMOVE ANY ITEM FROM THE BINDER OR MAKE IT AVAILABLE TO THE PUBLIC IN ANY WAY.**

Should discussion be needed about the Minutes, then the Board should convene an Executive Session to discuss those matters. Otherwise, the Board may take the action based upon the Recommendation of the Executive Director to release those minutes that the Executive Director indicates in the Recommendation. **All this information is strictly confidential information, and the Board has a fiduciary duty to treat the material that way.** Specific discussion of material contained in Executive Session Minutes should

only take place in Executive Session. Board action to release closed session minutes must be in open session.

The Board should consistently return the complete binder to the Secretary with no changes/removals/marks/copies at the first Regular Meeting immediately after the Board member receives the binder.

With all these matters for your consideration, the Executive Director began, several years ago, to “phase” the release of Executive Session Minutes, by year, since this had not been previously done. As of our last bi-annual review, we have completed a thorough review of all Executive Session minutes through December 2018. For this review I have looked at those from January 2019 to present, and at this time I recommend keeping all of those items confidential.

FISCAL IMPACT: None.

STAFF RECOMMENDATION: I have reviewed the Executive Session minutes found in the district’s records. At this time, I recommend **there be no Executive Session Minutes released, but that the Board authorize staff to dispose of all closed session audio tapes more than 18 months old for those meetings that Executive Session Minutes were approved more than 18 months ago.**

PREPARED BY: Daniel Gibble, Executive Director



BOARD ACTION:

SYCAMORE PARK DISTRICT
Board of Commissioners
Date of Board Meeting: July 23, 2019
STAFF RECOMMENDATION

AGENDA ITEM: RESOLUTION 03-2019 AUTHORIZATING OSLAD GRANT APPLICATION: Recommend Approval

BACKGROUND INFORMATION:

Most Board members will likely recall that when we submitted our IDOT Trail Grants, and last year's OSLAD Grant Application for the Soccer Complex, a Resolution committing the park district to the project and to the funding of our "match" on the grant, was required. The same is true of OSLAD Grants. These grants are 50/50 grants, NOT the 80/20 we have with IDOT. Nonetheless, they help make local projects possible, and at less impact to the local taxpayer. The maximum awarded is \$400,000, so we must have an \$800,000 project, minimum, to get the full \$400,000.

The Sports Complex Ball Diamond Project will cost over \$1.2 million when all is done. We hope to do the work beginning in the Spring of 2021.

The project will include five ball diamonds, a shelter, a playground, bocce and a disc golf course, along with a "central" bathroom facility plumbed for build out—in the future—of a concession stand. Access paths and full ADA Accessibility is also a component of this project with a new parking lot, naturalized detention area with interpretive panels.

FISCAL IMPACT: At this time, no cost, but if awarded, the SPD Cost would be somewhere in the range of \$400,000 to \$600,000. These funds are allocated in our Action 2020 budget. Funds would also come from donations given to Leaf a Legacy by Sycamore Girls Softball and Sycamore Youth Baseball, as well.

STAFF RECOMMENDATION: I recommend the Board approve the attached resolution 03-2019.

PREPARED BY: Terri Gobble, Grant Writer



BOARD ACTION:

OSLAD Grant Program
Resolution of Authorization

Form OS/DOC-3

Applicant (Sponsor) Legal Name: Sycamore Park District
Project Title: Memorial Park Development/Expansion

The Sycamore Park District (Sponsor) hereby certifies and acknowledges that it has the sufficient funds necessary (includes cash and value of donated land) to complete the pending OSLAD project within the timeframes specified herein for project execution, and that failure to adhere to the specified project timeframe or failure to proceed with the project because of insufficient funds or change in local recreation priorities is sufficient cause for project grant termination which will also result in the ineligibility of the local project sponsor for subsequent Illinois IDNR outdoor recreation grant assistance consideration in the next two (2) consecutive grant cycles following project termination.

Acquisition and Development Projects

It is understood that the project must be completed within the timeframe established. The OSLAD timeframe is two years as is specified in the project agreement. The Billing Certification Statement must be submitted within 45 days of the grant expiration date and the last reimbursement request must be submitted within one year of the grant expiration date. Failure to do so will result in the Project Sponsor forfeiting all project reimbursements and relieves IDNR from further payment obligations on the grant.

The Sycamore Park District (Sponsor) further acknowledges and certifies that it will comply with all terms, conditions and regulations of 1) the Open Space Lands Acquisition and Development (OSLAD) program (17 IL Adm. Code 3025); 2) the Illinois Grant Funds Recovery Act (30 ILCS 705); 3) the federal Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970 (P.L. 91-646) and/or the Illinois Displaced Persons Relocation Act (310 ILCS 40 et. seq.), as applicable; 4) the Illinois Human Rights Act (775 ILCS 5/1-101 et.seq.); 5) Title VI of the Civil Rights Act of 1964, (P.L. 83-352); 6) the Age Discrimination Act of 1975 (P.L. 94-135); 7) the Civil Rights Restoration Act of 1988, (P.L. 100-259); and 8) the Americans with Disabilities Act of 1990 (PL 101-336); and will maintain the project area in an attractive and safe condition, keep the facilities open to the general public during reasonable hours consistent with the type of facility, cease any farming operations, and obtain from the Illinois DNR written approval for any change or conversion of approved outdoor recreation use of the project site prior to initiating such change or conversion; and for property **acquired** with OSLAD assistance, agree to place a covenant restriction on the project property deed at the time of recording that stipulates the property must be used, in perpetuity, for public outdoor recreation purposes in accordance with the OSLAD programs and cannot be sold or exchanged, in whole or part, to another party without approval from the Illinois DNR, and that development at the site will commence within 3 years.

BE IT FURTHER PROVIDED that the Sycamore Park District (SPD) (Sponsor) certifies to the best of its knowledge that the information provided within the attached application is true and correct.

This Resolution of Authorization has been duly discussed and adopted by the SPD Board of Commissioners (Sponsor) on the 23rd day of July (month), 2019 (year)

William Kroeger
Name (printed / typed)

Attested by: Daniel Gibble

Signature
President, Board of Commissioners
Title

Date: July 23, 2019