

Sycamore
PARK DISTRICT
Established 1923

**Sycamore Park District
Regular Board Meeting**

August 27, 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)

Public hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$5,300,000 General Obligation Park Bonds (Alternate Revenue Source) for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, including, but not limited to, the construction of items identified in the District's Vision 2020 Plan, and for the payment of expenses incident thereto.

APPROVAL OF MINUTES: (Voice Vote)

3. Regular Minutes: July 23, 2019 (Voice Vote)

Executive Session Minutes: July 23, 2019—Remain Confidential (Roll Call)

APPROVAL OF MONTHLY CLAIMS:

8. Claims Paid Since Board Meeting (Roll Call Vote)

23. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

29. Superintendent of Finance Monthly Report

34. Budget Report

48. Superintendent of Recreation Monthly Report

56. Superintendent of Golf Operations Monthly Report

60. Superintendent of Parks and Facilities Monthly Report

64. Executive Director Monthly Report

CORRESPONDENCE-

67. KSRA Audit

71. Pay-It-Forward House Thank You

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

480 S. Airport Road • Sycamore, IL 60178 • 815-895-3365 • sycamoreparkdistrict.com

Sycamore Park District is an equal opportunity provider and employer.

Board of Commissioners Meeting

August 27, 2019

PG 2

PUBLIC INPUT

POSITIVE FEEDBACK/REPORTS:

MONTHLY REPORT – Theresa/Lisa: Field Rates

PLANNING COMMISSION REPORT – Ted

OLD BUSINESS:

- 72. Executive Director Committee Update—Ted
- 75. Consideration of Retirement Agreement—Bill (Roll Call)
Update/Action on Trail Easements/Acquisitions—Dan/Nathan/Bill
Update on Soccer Complex Project—Dan
Update on Pool Assessment—Dan
Golf Course Irrigation Update—Jeff
Community Wide Survey Discussion/Input—Dan
Set Dates on Future Study Sessions—Dan
Park Tour: September 7, 2019—Dan

NEW BUSINESS

- 81. Approve Training and Development for Executive Director—Dan (Roll Call)
Lauren Underwood Visit to Sycamore Park District and
Airport Road--Michelle

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, July 23, 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 6:15 p.m. on Tuesday, July 23, 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, Schulz, 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: **Commissioners Graves and Strack.**

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

Guests at the Board meeting were:

Nathan Schwartz, DeKalb County
Andrew Kustus, ERA
Terri Gibble

Regular and Consent Agenda Approval –

Motion

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

Voice Vote

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

Approval of Minutes –

Motion

Commissioner Schulz moved to approve the June 25, 2019 Regular Meeting Minutes.
Commissioner Doty seconded the Motion.

Voice Vote

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

Motion

Commissioner Doty moved to approve the July 9, 2019 and July 23, 2019 Public Hearing 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 3-0. Commissioner Graves and Strack were absent.

Minutes of the Regular Meeting of the Board of Commissioners
 Sycamore Park District
 Tuesday July 23, 2019
 P 2

Motion

Commissioner Schulz moved to approve the June 25, 2019 Executive Session Meeting Minutes to remain confidential. Commissioner Doty seconded the Motion.

Roll Call

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

Claims and Accounts Approval

Motion

Commissioner Schulz moved to approve and pay the bills in the amount of \$378,296.11. Commissioner Doty seconded the Motion.

Roll Call

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

Correspondence –

Sycamore FFA Thank You

Public Input – None

Positive Feedback –

- Commissioner Schulz – noted she has been told by people that got the golf deal, that they loved the course and were asking about our community also. This brings people into the area.
- Commissioner Schulz asked if we should open up for naming of the Soccer complex.
- Commissioner Kroeger noted that with the heat we had recently he saw a posting on Instagram for the Splash Pad, but he would like to see more.

Motion

The Board adjourned the Regular Session to go into Executive Session at 6:25 pm on a motion made by Commissioner Schulz for the reason listed below. The motion was seconded by Commissioner Doty.

Roll Call

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

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 July 23, 2018
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The Board convened into the Executive Session at 6:25p.m. The roll was called with Commissioners Doty, Schulz, and Kroeger present along with Recording Secretary Jeanette Freeman, Director Gibble, Supt's Hienbuecher, Tevsh, Donahoe, Lundbeck, Nathan Schwartz, Drew Kustus, and Terri Gibble.

Motion

The Board adjourned the Executive Session to go back into Regular Session at 7:00 pm 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 present voted Aye. Motion carried 3-0. Commissioner Graves and Strack were absent.

The Board reconvened to Regular Session at 7:00 pm. The roll was called with Commissioners Doty, Schulz, and Kroeger present.

Monthly Report – Supt. of Golf Services, Kirk Lundbeck was absent at this time, so Director Gibble handed out the information. He suggested the Board email Kirk if any questions or suggestions.

Plan Commission Report - There was nothing from Ted, but Director Gibble knew that they approved the plat for the NW Subdivision.

Old Business

Executive Director Committee Update – Commissioner Doty noted they reached out to 3 people and 2 have agreed to be part of the committee. Commissioner Strack informed Commissioner Doty that he had not heard back from the third person, so they are going to move ahead to the next person on the list. President Strack asked what the timeline is at this point. Commissioner Doty noted the timeline shows they need to have the committee finalized by September.

Consideration of Retirement Agreement – President Kroeger noted this was received back from Derke last week and Derke made the changes on the agreement. Supt. of Finance Hienbuecher noted she forwarded it on to Dan. She confirmed with IMRF that Director Gibble will get the service credit of August with the August 28th date. President Kroeger asked why September 30th is in the agreement. Supt. Hienbuecher noted that if there is vacation time to be paid out the attorneys recommended paying it out later than the initial retirement date. The agreement will now be in the August Board Packet.

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 Sycamore Park District
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Update on Trail Easements/Acquisitions – This was moved to Executive Session at the beginning of the meeting.

Recommendation to Award Professional Services Agreement for Pool Assessment –

Motion

Commissioner Schulz moved to authorize the Executive Director to negotiate 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. Commissioner Doty seconded the Motion.

Roll Call

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

Bi-Annual Review of Executive Session Minutes -

Motion

Commissioner Doty moved to approve as recommended and there be no Executive Session Minutes released, but that the Board authorizes 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. Commissioner Schulz seconded the Motion.

Roll Call

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

New Business

Approval of Site Plan for OSLAD Application/Sports Complex Expansion – Director Gible noted this has to be approved before the OSLAD Grant is submitted. However, there needs to be some discussion on all the amenities. President Kroeger started a discussion on the current driving range we have now and would like to still proceed with the plan in putting disc golf in its place. There are a few people that use the driving range but there is some danger to it and feel more people would use the disc golf. Commissioner Doty agreed with the danger with the driving range since we have cross country out in the area, along with soccer and the parking in the area. Supt. Donahoe also commented on the overflow parking area and the danger there.

There was some discussion on all of the dirt that would have to be removed from the site and how we could keep the dirt and eliminate the cost of removing it. There would be cost for grading it but not removal offsite. Director Gible handed out information on the different options we could go with to save money. There are some things in the plan that we would not be doing if we were not applying for an OSLAD Grant. It was decided to eliminate Concessions, Bathrooms and the Naturalized Detention & Interpretation. They will run the numbers to see if the shelter should stay in the plan.

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Approval of Site Plan for OSLAD Application/Sports Complex Expansion - cont'd -

Motion

Commissioner Schulz moved to authorizing Drew with ERA and Terri Gible to continue their work to submit an OSLAD Grant using the stripped back version. It would include the 5 fields, disc golf, bocce ball, the playground and possibly the shelter depending on the numbers. Commissioner Doty seconded the Motion.

Roll Call

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

Approval of Resolution 03-2019 for OSLAD Application -

Motion

Commissioner Schulz moved to approve Resolution 03-2019 for OSLAD Application. Commissioner Doty seconded the Motion.

Roll Call

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

Public Input – None

Motion

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

Voice Vote

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

Respectfully Submitted

Jeanette Freeman
 Recording Secretary
 Sycamore Park District

DATE: 08/21/2019
 TIME: 16:05:10
 ID: AP450000.MOW
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 07/23/2019 TO 08/21/2019

Interim

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

531 E. 531 E. SYCAMORE LLC TRAIL EXTENSION 01 TRAIL EXTENSION 711000207039 08/13/19 00000000 60961 08/13/19 17,239.00 17,239.00

ACUSHNET ACUSHNET COMPANY 907868382 01 SPARTAN PRO-V1 BALLS 501000001300 07/31/19 00004069 60967 08/14/19 939.24 939.24

AIRGAS AIRGAS USA LLC 9960607716 01 SHOP WELDING - RENTAL 101500066401 03/31/19 00000000 60921 07/31/19 61.16 30.16
 9962762000 01 SHOP WELDING - RENTAL 101500066401 06/30/19 00000000 60921 07/31/19 61.16 31.00
 194132 02 All Star Sports Jr 205550036128 07/11/19 00004005 60904 07/23/19 5,940.00 1,300.00
 01 All Star Sports Leagues 205550026128 07/11/19 00004005 60904 07/23/19 5,940.00 4,640.00

ALL STAR SPORTS INSTRUCTION 194132 01 All Star Sports Leagues 205550026128 07/11/19 00004005 60904 07/23/19 5,940.00 1,300.00
 02 All Star Sports Jr 205550036128 07/11/19 00004005 60904 07/23/19 5,940.00 4,640.00

ALLIST ALL STAR PRO GOLF INVA8798 01 IMPRINTED PENCILS 504000076500 07/22/19 00000000 60922 07/31/19 313.20 313.20
 INVA9147 01 PLASTIC FLY TEES 501000001306 08/12/19 00004068 60968 08/14/19 127.18 127.18
 02 SHIPPING 501000001306 08/12/19 00004068 60968 08/14/19 127.18 19.18

ARCO ARCO MECHANICAL EQUIP SALES 17545 01 SHOP EXHAUST INSPECTION 202100066401 07/10/19 00000000 60923 07/31/19 715.00 715.00

VENDOR TOTAL: 440.38
 VENDOR TOTAL: 715.00
 VENDOR TOTAL: 715.00

DATE: 08/21/2019
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 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 07/23/2019 TO 08/21/2019

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ARTHUR	ARTHUR CLESEN, INC.								
	345047	01 GREENS FUNGICIDE	504100076507	07/15/19	00004009	60924	07/31/19	597.00	597.00
									597.00
BANN	BANNER UP SIGNS								
	69418	01 RESTROOM SIGNS	207500076500	05/24/19	00000000	60914	07/26/19	36.00	36.00
									36.00
									VENDOR TOTAL: 597.00
BURRI	BURRIS EQUIPMENT CO.								
	PS24246	01 9016 MOWER PTO SWITCH	101500066403	07/23/19	00004008	60925	07/31/19	59.20	59.20
									59.20
									VENDOR TOTAL: 36.00
CEDAR	CEDAR RAPIDS TIRE								
	763878	01 MOWER SMALL TIRES	101500066402	07/17/19	00004022	60926	07/31/19	315.73	146.68
									146.68
	764329	01 WORKMAN TIRES	202100066403	07/22/19	00004015	60926	07/31/19	315.73	169.05
									169.05
									VENDOR TOTAL: 315.73
CINTA2	CINTAS CORP								
	5014255045	01 1ST AID - CC	207500066401	07/12/19	00000000	60905	07/23/19	41.35	41.35
									41.35
	8404184615	01 1ST AID - SC - CLUBHOUSE	101500076513	06/14/19	00000000	60915	07/26/19	212.57	67.59
									5.63
		02 1ST AID REPL - CLUBHOUSE	101500076513		00000000				12.11
		03 1ST AID REPL - POOL	518000076513		00000000				31.64
		04 1ST AID REPL - MAINT	101500076513		00000000				18.21
									VENDOR TOTAL: 212.57
	8404222004	01 1ST AID - SC. CH	101500076513	07/12/19	00000000	60915	07/26/19	212.57	144.98
									5.63
		02 1ST AID - REPLC - POOL	518000076513		00000000				90.65
		03 1ST AID - REPLC - CH	101500076513		00000000				8.55
		04 1ST AID REPLC - MAINT	101500076513		00000000				40.15
									VENDOR TOTAL: 253.92
CITY	CITY OF SYCAMORE								
	JULY 2019 SALES TAX			08/21/19		60971	08/21/19	421.00	421.00

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SYCAMORE PARK DISTRICT
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VENDOR # INVOICE #

ITEM DESCRIPTION

ACCOUNT NUMBER

INV. DATE

P.O. NUM

CHECK #

CHK DATE

CHECK AMT

INVOICE AMT/
ITEM AMT

JULY 2019 SALES TAX
 01 CITY SALES TAX - CLUBHOUSE 303000116852 08/21/19 00000000 60971 08/21/19 421.00 421.00
 02 CITY SALES TAX - BEV CART 303100116852 00000000 241.00
 03 CITY SALES TAX - VENDING 207500086650 00000000 28.00
 04 CITY SALES TAX - CONCERT 206194006230 00000000 10.00
 05 CITY SALES TAX - MOVIE 206194016230 00000000 36.00
 06 CITY SALES TAX - BB CONC 303300116852 00000000 1.00
 07 CITY SALES TAX - POOL CONC 303400116852 00000000 23.00
 08 CITY SALES TAX - CATERING 303500116852 00000000 69.00
 13.00

CITY2 CITY OF SYCAMORE

VENDOR TOTAL: 421.00

14205600/5650-0719
 01 WATER/SEWER-POOL 518100096704 07/31/19 00000000 60949 08/06/19 3,138.13 3,138.13

COMCA COMCAST

VENDOR TOTAL: 3,138.13

0468024-0719
 01 INTERNET 101000096706 07/10/19 00000000 60946 08/02/19 657.41 657.41
 02 INTERNET 201000096706 00000000 173.43
 03 CABLE 207500096705 00000000 173.43
 310.55

COMMO COMMONWEALTH EDISON

VENDOR TOTAL: 657.41

080719
 01 FOUNDERS PARK 101500096702 08/07/19 00000000 60972 08/21/19 124.83 124.83
 02 SYCAMORE LAKE 101500096702 00000000 24.05
 03 WETZEL PARK 101500096702 00000000 28.69
 04 ENTRY PARK 101500096702 00000000 43.16
 28.93

CONS CONSERV FS

VENDOR TOTAL: 124.83

121010751&121010753
 01 GASOLINE - GOLF 504100076515 07/03/19 00000000 60908 07/23/19 5,777.43 1,469.60
 02 GASOLINE - PARKS 101500076515 00000000 242.09
 03 GASOLINE - SC 202100076515 00000000 230.34
 04 GASOLINE - TRUCKS 101500076515 00000000 270.30
 726.87

121010752
 01 GASOLINE - GOLF 504100076515 07/03/19 00000000 60908 07/23/19 5,777.43 975.36
 285.85

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	121010752	02 GASOLINE - PARKS	101500076515	07/03/19	00000000	60908	07/23/19	5,777.43	975.36
		03 GASOLINE - SC	202100076515		00000000				560.45
									129.06
	121010793	01 GASOLINE - GOLF	504100076515	07/09/19	00000000	60908	07/23/19	5,777.43	286.51
		02 GASOLINE - PARKS	101500076515		00000000				83.97
		03 GASOLINE - SC	202100076515		00000000				164.63
									37.91
	121010794	01 GASOLINE - GOLF	504100076515	07/09/19	00000000	60908	07/23/19	5,777.43	675.63
		02 GASOLINE - PARKS	101500076515		00000000				111.30
		03 GASOLINE - SC	202100076515		00000000				105.90
		04 GASOLINE - TRUCKS	101500076515		00000000				124.27
									334.16
	121010877	01 DIESEL - GOLF	504100076515	07/19/19	00000000	60908	07/23/19	5,777.43	369.06
		02 DIESEL - PARKS	101500076515		00000000				74.25
									294.81
	121010878	01 GASOLINE - GOLF	504100076515	07/19/19	00000000	60908	07/23/19	5,777.43	917.79
		02 GASOLINE - PARKS	101500076515		00000000				127.38
		03 GASOLINE - SC	202100076515		00000000				76.76
		04 GASOLINE - TRUCKS	101500076515		00000000				92.79
									620.86
	121010879	01 DIESEL - GOLF	504100076515	07/19/19	00000000	60908	07/23/19	5,777.43	572.42
		02 DIESEL - PARKS	101500076515		00000000				115.16
									457.26
	121010880	01 GASOLINE - GOLF	504100076515	07/19/19	00000000	60908	07/23/19	5,777.43	511.06
		02 GASOLINE - PARKS	101500076515		00000000				70.93
		03 GASOLINE - SC	202100076515		00000000				42.75
		04 GASOLINE - TRUCKS	101500076515		00000000				51.67
									345.71
COUNTRY	COUNTRY STORE & CATERING							VENDOR TOTAL:	5,777.43
	PT APPRECIATION								
	01 PT APPRECIATION	101000046213		08/13/19	00000000	60962	08/13/19	1,260.00	1,260.00
	02 PT APPRECIATION	201000046213			00000000				630.00
									630.00
DEK3	DEKALB COUNTY COLLECTOR							VENDOR TOTAL:	1,260.00
	2ND 20189			08/03/19		60973	08/21/19	2,485.59	2,485.59

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT / ITEM AMT
W-120518871		04 MIKES	303000086635	07/11/19	00004027	60939	07/31/19	938.10	514.50
		05 DELIVERY	303000086634		00004027				60.00
									5.00
		01 COORS LIGHT	303000086634	07/18/19	00004031	60939	07/31/19	938.10	423.60
		02 MILLER LITE	303000086634		00004031				225.40
W-12051966		03 DELIVERY CHARGE	303000086634		00004031				193.20
									5.00
W-12052155		01 COORS LIGHT	303000086634	08/01/19	00004071	60964	08/14/19	529.85	529.85
		02 MILLER LITE	303000086634		00004071				161.00
		03 ANTI HERO	303000086634		00004071				161.00
		04 KEG	303000086634		00004071				98.85
		05 KEG RETURN	303000086634		00004071				134.00
		06 DELIVER CHARGE	303000086634		00004071				-30.00
								5.00	
VENDOR TOTAL: 1,467.95									
FAULK	FAULKS BROS. CONSTRUCTION								
320979	01 BUNKER SAND	504100076508	07/12/19	00000000	60928	07/31/19	1,433.72	722.70	722.70
321240	01 BUNKER SAND	504100076509	07/16/19	00000000	60928	07/31/19	1,433.72	711.02	711.02
VENDOR TOTAL: 1,433.72									
FRONTIER	FRONTIER								
072219	01 MAINT BLDG	101500096700	07/22/19	00000000	60951	08/06/19	148.57	148.57	148.57
	02 MAINT BLDG	504100096700		00000000					74.29
									74.28
VENDOR TOTAL: 148.57									
GCSAA	GCSAA								
96163	01 GCSAA DUE - JD	101000046204	08/05/19	00000000	60952	08/06/19	400.00	400.00	400.00
VENDOR TOTAL: 400.00									
HORN	HORNUNG'S PRO GOLF SALES INC.								
462625	01 PULSAR REPLACEMENT BOWL	501000001306	07/08/19	00003970	60916	07/26/19	613.28	613.28	613.28
	02 WINN EXCEL STANDARD GRIPS	501000001303		00003970					170.00
	03 WINN EXCEL OVERSIZE GRIPS	501000001303		00003970					115.20
									156.00
VENDOR TOTAL: 400.00									

FROM 07/23/2019 TO 08/21/2019

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

9823 01 DOG POOP SCOOPER 101500076540 07/16/19 00004003 60910 07/23/19 66.51 38.20

02 SOIL, FLOWERS 101500076502 00004003 60910 07/23/19 66.51 9.95

9901 01 BACKER ROD FOR PAVEMENT CRK 101500076500 07/17/19 00003997 60910 07/23/19 66.51 28.25

9902 01 FLOOR CLEANER FABULOSO 207500076510 07/17/19 00004002 60910 07/23/19 66.51 12.97

MIDWESTM MIDWEST MUSEUM OF NATURAL HIST 207500076510 07/17/19 00004002 60910 07/23/19 66.51 15.34

VENDOR TOTAL: 212.05

DAY CAMP JULY 15-18 205011106128 07/26/19 00000000 60917 07/26/19 354.25 354.25

01 JOINT DAY CAMP JULY 15-18 205011106128 07/26/19 00000000 60918 07/26/19 219.98 354.25

DAY CAMP JUNE 24-27 205011106128 07/26/19 00000000 60918 07/26/19 219.98 219.98

01 JOINT DAY CAMP JUNE 24-27 205011106128 07/26/19 00000000 60918 07/26/19 219.98 219.98

PEPSI PEPPI COLA GEN. BOT. VENDOR TOTAL: 574.23

32848203 01 BOTTLED WATER 303000086631 07/19/19 00004030 60940 07/31/19 638.28 638.28

02 5GAL BIB 303000086630 00004030 60940 07/31/19 638.28 277.00

03 5GAL BIB 303400086630 00004030 60940 07/31/19 638.28 80.20

04 3GAL BIB 303400086630 00004030 60940 07/31/19 638.28 80.20

05 3GAL BIB 303000086630 00004030 60940 07/31/19 638.28 50.22

PERFOR PERFORMANCE FOOD GROUP VENDOR TOTAL: 638.28

6107551 01 GATORADE 303000086631 06/13/19 00004070 60965 08/14/19 41.66 41.66

02 DELIVERY CHARGE 303000086631 00004070 60965 08/14/19 41.66 41.34

6123860 01 GATORADE 303000086631 07/03/19 00004026 60942 07/31/19 1,330.28 526.64

02 SLICED CHEESE 303000086613 00004026 60942 07/31/19 1,330.28 82.66

03 HAMBURGER BUNS 303000086613 00004026 60942 07/31/19 1,330.28 42.99

04 FRENCH FRIES 303000086617 00004026 60942 07/31/19 1,330.28 26.62

05 HOT DOGS 6/1 303000086615 00004026 60942 07/31/19 1,330.28 40.60

06 BRATS 303000086615 00004026 60942 07/31/19 1,330.28 149.00

07 TORTILLAS 303000086616 00004026 60942 07/31/19 1,330.28 153.28

24.99

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	6123860	08 DELIVERY CHARGE	303000076500	07/03/19	00004026	60942	07/31/19	1,330.28	526.64 6.50
	6136951	01 GATORADE	303000086631	07/18/19	00004028	60942	07/31/19	1,330.28	803.64 248.00
		02 FRENCH FRIES	303000086617		00004028				20.30
		03 HOT DOGS 6/1	303000086615		00004028				74.94
		04 SOFT PRETZELS	303300086619		00004028				140.35
		05 HAMBURGERS	303000086613		00004028				164.91
		06 HOT DOGS 8/1	303000086615		00004028				148.64
		07 DELIVERY CHARGE	303000076500		00004028				6.50
PRIN	PRINCIPAL LIFE GROUP							VENDOR TOTAL:	1,371.94
	AUGUST 2019								
		01 DENTAL INS PREM	101000106801	08/06/19	00000000	60954	08/06/19	1,661.94	1,661.94
		02 DENTAL INS PREM	101500106801		00000000				272.36
		03 DENTAL INS PREM	504100106801		00000000				93.88
		04 DENTAL INS PREM	504000106801		00000000				171.58
		05 DENTAL INS PREM	201000106801		00000000				142.98
		06 DENTAL INS PREM	202100106801		00000000				460.27
		07 DENTAL INS PREM	207500106801		00000000				355.02
		08 DENTAL INS PREM	303000106801		00000000				142.98
									22.87
REIL	TEAM REIL INC							VENDOR TOTAL:	1,661.94
	21909								
		01 BUCKET VALVE-SPLASHPAD	518100056300	07/25/19	00000000	60932	07/31/19	40.00	40.00
REIN	REINDERS, INC.							VENDOR TOTAL:	40.00
	1792875-00								
		01 TORO Z TURN LATCH, BUSHINGS	202100066403	07/11/19	00003985	60919	07/26/19	80.86	80.86
	1794466-00								
		01 TORO BIG MOWER INNER TUBE	101500066403	07/19/19	00004018	60933	07/31/19	47.83	28.13
		02 SHIPPING	101500066403		00000000				16.14
	1794466-01								
		01 RUBBER FLAP-TORO MOWER	101500066403	07/22/19	00000000	60933	07/31/19	47.83	19.70
SAF	SAFETY-KLEEN CORP.							VENDOR TOTAL:	128.69
	80382375-1903294738								
				07/22/19		60934	07/31/19	330.95	230.95

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80382375-1903294738
 01 SHOP PART WASHER SERVICE 101500056300 07/22/19 00004017 60934 07/31/19 330.95 230.95
 80445344-1903438693
 01 USED OIL PICK UP 101500076515 07/25/19 00004011 60934 07/31/19 330.95 100.00
 330.95

SEVSSMAR SEV'S SMARTY PAMS LLC
 VENDOR TOTAL: 330.95

DOG PARK EVENT
 01 DOG PARK EVENT STATION-ACTIVI 206095246020 08/21/19 00000000 60978 08/21/19 100.00 100.00
 100.00

SOU SOUTHERN GLAZER'S WINE SPIRITS
 VENDOR TOTAL: 100.00

2752969
 01 VODKA 303000086636 07/16/19 00004023 60943 07/31/19 975.66 975.66
 02 WOODRIDGE WINE 303000086638 00004023 165.66
 03 MONDAVI WINE 303000086638 00004023 240.00
 04 BLUE RASPBERRY SVEDKA VODKA 303000086636 00004023 315.00
 05 WOODRIDGE WINE 303000086638 00004023 156.00
 06 DELIVERY CHARGE 303000086636 00004023 96.00
 3.00

STAPLES STAPLES BUSINESS ADVANTAGE
 VENDOR TOTAL: 975.66

3419861675
 01 FOLDERS-INSERTS-POCKETS 101000046200 07/19/19 00000000 60911 07/23/19 64.77 64.77
 02 FOLDERS-INSERTS-POCKETS 201000046200 00000000 32.38
 32.39

3420413099
 01 11X17 COPY PAPER 101000046200 07/27/19 00000000 60936 07/31/19 209.82 59.97
 02 11X17 COPY PAPER 201000046200 00000000 12.99
 03 COPY PAPER 101000046200 00000000 16.99
 04 COPY PAPER 201000046200 00000000 17.00

3420413100
 01 GLOVES-POOL 518000076513 07/27/19 00000000 60936 07/31/19 209.82 136.86
 02 VIREX DISINFECTANT - CC 207500076510 00000000 8.49
 03 VIREX DISINFECTANT - POOL 518000076510 00000000 33.74
 04 GLANCE CLEANER - CC 207500076510 00000000 33.75
 05 GLANCE CLEANER - POOL 518000076510 00000000 24.19
 06 COPY PAPER 101000046200 00000000 24.20
 07 COPY PAPER 201000046200 00000000 4.16
 4.16

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T0001592 QUINTERO, VICTORIA REFUND 01 REFUND 201000002150 08/21/19 00000000 60976 08/21/19 75.00 75.00

TRANSDEV TRANSDEV SERVICES INC. 45105 8-1-19 BUS 01 BUS-8-1 WHITE SOX GAME 205231606221 01/23/19 00000000 60937 07/31/19 385.97 385.97

UNIT#2 UNITED STATES POSTAL SERVICE FALL BROCH 2019 01 FALL 2019 BROCHURE POSTAGE 206500046202 07/31/19 00000000 60938 07/31/19 1,623.08 1,623.08

UNUM UNUM LIFE INSURANCE JULY 2019 01 STD INS PREM 101000106801 08/06/19 00000000 60955 08/06/19 314.98 314.98

02 STD INS PREM 101500106801 00000000
 03 STD INS PREM 504100106801 00000000
 04 STD INS PREM 504000106801 00000000
 05 STD INS PREM 201000106801 00000000
 06 STD INS PREM 202100106801 00000000
 07 STD INS PREM 207500106801 00000000
 08 STD INS PREM 303000106801 00000000

USFOODS US FOODS INC 0794651 07/10/19 00004029 60945 07/31/19 326.16 326.16

01 GATORADE 303000086631 00004029 60945 07/31/19 326.16 326.16
 02 FRYER OIL 303000086617 00004029 40.42 40.42
 03 CHICKEN BREAST 303000086616 00004029 36.14 36.14
 04 CHEDDAR NUGGETS 303000086617 00004029 76.74 76.74
 05 ONION RINGS 303000086617 00004029 48.75 48.75
 06 STRAWS 303000076550 00004029 32.35 32.35
 07 PAPER TOWELS 303400076510 00004029 34.35 34.35
 08 BACON 303000086610 00004029 19.15 19.15
 38.26 38.26

VERIZON VERIZON 9834174062 07/15/19 60956 08/06/19 43.25 43.25

VENDOR TOTAL: 326.16

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9834174062 01 DDATA PLAN TABLETS 303000096700 07/15/19 00000000 60956 08/06/19 43.25 43.25

VISACA VISA CARDMEMBER SERVICE

VENDOR TOTAL: 43.25

071019 01 BASES 202100076536 07/10/19 00000000 60948 08/02/19 4,049.84 4,049.84
 02 PAPER TOWELS 207500076510 00000000 209.12 209.12
 03 BANK BAGS - POSTAGE INK 101000046200 00000000 26.98 26.98
 04 BANK BAGS - POSTAGE INK 201000046200 00000000 39.35 39.35
 05 ICE CREAM FREEZER 303300066400 00000000 39.34 39.34
 06 PROGRAM SUPPLIES 205231306216 00003847 499.00 499.00
 07 ADOBE CREATIVE CLOUD 101000046206 00003847 37.19 37.19
 08 ADOBE CREATIVE CLOUD 201000046206 00003847 299.94 299.94
 09 PGA DUES 101000046204 00003847 736.00 736.00
 10 WHEN TO WORK FOR POOL STAFF 518000046216 00003969 30.00 30.00
 11 WHEN TO WORK PROGRAM 518000046216 00003922 30.00 30.00
 12 SPLASHPAD VALVE 518100066410 00003922 57.96 57.96
 13 PROGRAM SUPPLIES - CLAY 205011506216 00003922 24.25 24.25
 14 PROGRAM SUPPLIES - STEM CLASS 205011106216 00003922 65.90 65.90
 15 FOOD FOR MEETINGS 101000046212 00003922 23.76 23.76
 16 FOOD FOR MEETINGS 201000046212 00003922 23.77 23.77
 17 IPRA DUES 201000046204 00003922 259.00 259.00
 18 FITNESS ROOM WIPES 207000076510 00004025 557.13 557.13
 19 AIRHEADS 303300086624 00003996 164.70 164.70
 20 CANDY 303000086624 00003996 578.13 578.13
 21 CHRONICLE ACCESS 101200046214 00003996 10.99 10.99
 22 GRAPES 303500086640 00003993 10.07 10.07
 23 GRAPES 303300086623 00003993 10.08 10.08
 24 CARROTS 303300086623 00003993 5.34 5.34
 25 HOT DOG BUN 303000086615 00003993 8.50 8.50
 26 BREAD 303000086612 00003993 3.40 3.40

WALM WALMART COMMUNITY/RFCSLIC

VENDOR TOTAL: 4,049.84

071619 01 SWIM LESSON POBSCICLES 518200046216 07/16/19 00003942 60960 08/06/19 970.23 970.23
 02 BOX FAN FOR POOL 518000076514 00003948 13.40 13.40
 03 SUB BUNS 303000086612 00004047 17.88 17.88
 04 BREAD 303000086612 00004047 15.47 15.47
 05 ONIONS 206194006230 00004047 3.96 3.96
 06 TONIC WATER/CRANBERRY JUICE 303000086636 00004047 4.88 4.88
 8.58

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	071619			07/16/19		60960	08/06/19	970.23	970.23
		07 HOT DOG BUNS	303000086615		00004047				17.40
		08 PLASTIC SEA CREATURES	205011956216		00004047				7.92
		09 BREAD	303000086612		00003995				21.50
		10 SUB BUNS	303000086612		00003995				3.58
		11 JUICE	303300086633		00003995				41.94
		12 MR FREEZE	303300086626		00003995				8.48
		13 DANISHES	303000086611		00003995				46.68
		14 BANANAS	303300086623		00003995				5.56
		15 SLIM JIM	303000086623		00003995				19.48
		16 CAPRI SUNS	303300086633		00003995				11.96
		17 FRUIT SNACKS	303000086623		00003995				10.98
		18 FOIL SHEETS	303300076550		00003995				20.94
		19 NACHO TRAYS	303300076550		00003995				8.58
		20 NACHO TRAYS	303400076550		00003995				8.58
		21 TRAIL MIX	303000086618		00003995				12.98
		22 GRANOLA BARS	303000086618		00003995				12.78
		23 CRACKERS	303000086618		00003995				13.96
		24 COOKIES	303000086618		00003995				26.66
		25 CHIPS	303000086622		00003995				131.78
		26 CANDY	303000086624		00003995				86.36
		27 PLATES/CHIPS/CHEESECAKE	303500086640		00003995				51.52
		28 COUPON-GRANOLA	303000086618		00003995				-3.00
		29 COUPON-CRACKERS	303000086618		00003995				-2.50
		30 STRING CHEESE	303300086623		00003995				8.87
		31 HAMBURGER BUNS	303000086613		00003994				17.40
		32 HOT DOG BUNS	303000086615		00003994				26.10
		33 COFFEE	303000086632		00003994				8.42
		34 COFFEE	207500076555		00003994				8.42
		35 LETTUCE	303300086629		00003994				4.44
		36 TOMATOES/LETTUCE	303000086629		00003994				5.85
		37 FRUIT/SUG/BRED/COKS/CHARCL/LIG	303500086640		00003994				52.39
		38 WORCHESHIRE SAUCE	303000086636		00003994				2.00
		39 FRUIT	303300086623		00003994				27.83
		40 HAMBURGER BUN	303000086613		00003992				52.20
		41 HOT DOG BUN	303000086615		00003992				22.62
		42 CREAMER	303000086632		00004001				3.78
		43 EGGS	303000086610		00004001				2.33
		44 LETTUCE/TOMATOES	303000086629		00004001				7.21
		45 HOT DOG BUN	303000086615		00004001				0.87
		46 LEMONS/LIMES	303000086636		00004001				4.24
		47 TOMJUICE/LIMJUICE/TONIC/LIMES	303000086636		00004049				16.02
		48 EGGS	303000086610		00004049				2.33
		49 BAGELS	303000086610		00004049				6.16
		50 CREAMER	303000086632		00004049				2.48
		51 LEFT/TOM/ONIONS	303000086629		00004049				12.34

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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	4,544.25	908.85
ANCEL	ANCEL GLINK, P.C.	15,959.42	837.50
CINTA	CINTAS CORPORATION #355	2,252.54	20.85
CMJ	CMJ TECHNOLOGIES, INC.	19,598.60	344.00
COMCA	COMCAST	6,259.50	173.43
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	351.51
ECO	ECOWATER SYSTEMS, INC.	235.33	37.22
FP	FP MAILING SOLUTIONS		191.70
FRONTIER	FRONTIER	5,833.66	292.90
GRAI	GRAINGER	1,759.81	219.79
GROUPPL	GROUP PLAN SOLUTIONS	335.50	49.50
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,564.99	118.35
NICOR	NICOR GAS	15,862.42	69.43
PDRMA	PDRMA	219,158.26	3,960.74
RINGCEN	RINGCENTRAL INC.	5,813.91	496.43
SHAW	SHAW SUBURBAN MEDIA	3,746.07	116.56
STAPLES	STAPLES BUSINESS ADVANTAGE	3,882.19	1,895.99
UNUM	UNUM LIFE INSURANCE	2,299.09	41.63
WASTE	WASTE MANAGEMENT	3,680.13	64.11
	ADMINISTRATION		10,190.49
12	MARKETING		
BANN	BANNER UP SIGNS	704.00	60.00
DEKCTYBR	DEKALB COUNTY BROADCASTERS	534.27	521.00
NEWV	NEW VALUES MAGAZINE	700.00	350.00
SHAW	SHAW SUBURBAN MEDIA	3,746.07	776.00
	MARKETING		1,707.00
15	PARKS		
AIRGAS	AIRGAS USA LLC	208.52	204.04
ARTHU	ARTHUR CLESEN, INC.	15,251.54	441.72
BATTERIE	BATTERIES PLUS	48.95	148.95
BLPCONST	BLP CONSTRUCTION	60.00	67.50
BOW/MAN	BOWMAN/MANESS TREE SERVICE		6,000.00
CINTA	CINTAS CORPORATION #355	2,252.54	49.95
CINTA2	CINTAS CORP	804.95	139.00
COMMO	COMMONWEALTH EDISON	1,958.56	111.17
CONS	CONSERV FS	22,245.31	1,576.20

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SYCAMORE PARK DISTRICT
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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CORPORATE			
15	PARKS		
DEKA	DEKALB LAWN & EQUIPMENT CO.	949.92	819.95
DEKA2	DEKALB IMPLEMENT CO.,	1,534.89	36.93
DEKGARD	DEKALB COUNTY COMMUNITY GARDEN	648.50	648.50
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	337.98
ENCAP	ENCAP, INC	9,815.00	1,760.00
GRAI	GRAINGER	1,759.81	92.26
LOWE	LOWE'S	3,990.42	199.69
MAR	ARCH CHEM-MARINE BIOCHEM	8,823.00	880.00
MENA	MENARDS - SYCAMORE	4,516.61	87.33
MROUT	MR OUTHUSE	6,820.00	862.50
MSC	MSC INDUSTRIAL SUPPLY CO	402.39	41.37
NICOR	NICOR GAS	15,862.42	72.01
PARENT	PARENT PETROLEUM INC	927.30	435.60
PDRMA	PDRMA	219,158.26	1,715.90
PLAYPO	PLAYPOWER LT FARMINGTON INC	1,091.50	87.42
PROS	PRO-SAFETY, INC.	64.45	64.47
REIN	REINDERS, INC.	12,353.11	186.69
SOFT	SOFT WATER CITY	1,469.80	83.75
SYCADEK	SYCAMORE-DEKALB AUTO GROUP		73.95
UNUM	UNUM LIFE INSURANCE	2,299.09	24.54
WASTE	WASTE MANAGEMENT	3,680.13	122.31
	PARKS		17,371.68
RECREATION			
10	ADMINISTRATION		
CINTA	CINTAS CORPORATION #355	2,252.54	63.95
CMJ	CMJ TECHNOLOGIES, INC.	19,598.60	344.00
COMCA	COMCAST	6,259.50	173.43
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	351.51
ECO	ECOWATER SYSTEMS, INC.	235.33	37.22
FP	FP MAILING SOLUTIONS		191.70
FRONTIER	FRONTIER	5,833.66	292.90
GROUPPL	GROUP PLAN SOLUTIONS	335.50	49.50
INTEG	INTEGRA BUSINESS SYSTEMS, INC.	1,564.99	118.35
NICOR	NICOR GAS	15,862.42	35.13
PDRMA	PDRMA	219,158.26	5,901.69
RINGCEN	RINGCENTRAL INC.	5,813.91	496.43
SHAW	SHAW SUBURBAN MEDIA	3,746.07	116.56
UNUM	UNUM LIFE INSURANCE	2,299.09	107.01
	ADMINISTRATION		8,279.38

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
21	SPORTS COMPLEX MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.	15,251.54	144.77
CONS	CONSERV FS	22,245.31	251.23
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	324.05
MENA	MENARDS - SYCAMORE	4,516.61	19.98
MROUT	MR OUTHOUSE	6,820.00	862.50
PDRMA	PDRMA	219,158.26	6,347.11
PION	PIONEER	4,628.87	67.50
REIN	REINDERS, INC.	12,353.11	255.28
UNUM	UNUM LIFE INSURANCE	2,299.09	80.26
WASTE	WASTE MANAGEMENT	3,680.13	67.32
	SPORTS COMPLEX MAINTENANCE		8,420.00
25	MIDWEST MUSEUM OF NATURAL HIST		
DEKAM	DEKALB MECHANICAL INC	2,673.34	1,352.04
	MIDWEST MUSEUM OF NATURAL HIST		1,352.04
50	PROGRAMS - YOUTH		
MIGHTYAC	MIGHTY ACORN MUSIC MAKERS	1,990.00	1,194.00
	PROGRAMS - YOUTH		1,194.00
65	BROCHURE		
HAGG	HAGG PRESS	6,570.00	5,550.00
	BROCHURE		5,550.00
75	COMMUNITY CENTER		
CINTA	CINTAS CORPORATION #355	2,252.54	182.05
CINTA2	CINTAS CORP	804.95	25.05
COMCA	COMCAST	6,259.50	310.55
DEKAM	DEKALB MECHANICAL INC	2,673.34	275.00
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	5,382.94
GRAI	GRAINGER	1,759.81	329.76
ILLIN	ILLINI SECURITY SYSTEMS, INC.	2,616.25	465.00

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VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
RECREATION			
75	COMMUNITY CENTER		
MENA	MENARDS - SYCAMORE	4,516.61	64.97
NICOR	NICOR GAS	15,862.42	74.85
PDRMA	PDRMA	219,158.26	62.39
STAPLES	STAPLES BUSINESS ADVANTAGE	3,882.19	-1,772.53
SUPERIOR	SUPERIOR INDUSTRIAL SUPPLY	17.46	38.28
UNUM	UNUM LIFE INSURANCE	2,299.09	11.84
WARE	WAREHOUSE DIRECT BUSINESS	356.96	151.58
WASTE	WASTE MANAGEMENT	3,680.13	154.12
	COMMUNITY CENTER		5,755.85
SPECIAL RECREATION			
10	ADMINISTRATION		
KISH	KISHWAUKEE SPECIAL RECREATION	53,437.56	46.68
	ADMINISTRATION		46.68
CONCESSIONS			
30	CLUBHOUSE CONCESSIONS		
BREAK	BREAKTHRU BEVERAGE ILLINOIS LL		1,350.08
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	145.38
EUCL	EUCLID BEVERAGE LTD.	3,810.90	340.30
FOXX	FOXX EQUIPMENT COMPANY		52.90
GOR	GORDON FOOD SERVICE INC.	1,832.90	574.37
NICOR	NICOR GAS	15,862.42	15.05
PDRMA	PDRMA	219,158.26	517.20
PEPSI	PEPSI COLA GEN. BOT.	7,970.92	755.23
PERFOR	PERFORMANCE FOOD GROUP	11,250.94	1,529.31
STAPLES	STAPLES BUSINESS ADVANTAGE	3,882.19	50.04
SUP	SUPERIOR BEVERAGE	3,118.30	465.20
UNUM	UNUM LIFE INSURANCE	2,299.09	9.00
WARE	WAREHOUSE DIRECT BUSINESS	356.96	56.94
WASTE	WASTE MANAGEMENT	3,680.13	57.61
	CLUBHOUSE CONCESSIONS		5,918.61
31	BEVERAGE CART		
REIN	REINDERS, INC.	12,353.11	385.85
	BEVERAGE CART		385.85

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INVOICES DUE ON/BEFORE 08/22/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
CONCESSIONS			
33	SPORTS COMPLEX CONCESSIONS		
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	170.18
GOR	GORDON FOOD SERVICE INC.	1,832.90	52.07
PERFOR	PERFORMANCE FOOD GROUP	11,250.94	127.75
SOFT	SOFT WATER CITY	1,469.80	104.50
	SPORTS COMPLEX CONCESSIONS		454.50
34	POOL CONCESSIONS		
GOR	GORDON FOOD SERVICE INC.	1,832.90	110.65
	POOL CONCESSIONS		110.65
GOLF COURSE			
10	ADMINISTRATION		
ACUSHNET	ACUSHNET COMPANY	19,510.84	218.45
	ADMINISTRATION		218.45
40	GOLF OPERATIONS		
ACUSHNET	ACUSHNET COMPANY	19,510.84	2,214.60
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	192.35
GOR	GORDON FOOD SERVICE INC.	1,832.90	126.14
NICOR	NICOR GAS	15,862.42	15.05
PDRMA	PDRMA	219,158.26	2,169.90
PLAY	PLAYERS GOLF CARS	4,050.00	1,710.00
SOFT	SOFT WATER CITY	1,469.80	89.50
UNUM	UNUM LIFE INSURANCE	2,299.09	18.50
	GOLF OPERATIONS		6,536.04
41	GOLF MAINTENANCE		
ARTHU	ARTHUR CLESEN, INC.	15,251.54	696.86
BOW/MAN	BOWMAN/MANESS TREE SERVICE		1,000.00
CEDAR	CEDAR RAPIDS TIRE	1,391.37	132.33
CINTA	CINTAS CORPORATION #355	2,252.54	49.90
CONS	CONSERV FS	22,245.31	891.99

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SYCAMORE PARK DISTRICT
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 08/22/2019

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
GOLF COURSE			
41	GOLF MAINTENANCE		
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	1,923.31
FAULK	FAULKS BROS. CONSTRUCTION	1,433.72	707.42
FOX1	FOX VALLEY FIRE & SAFETY	4,665.65	165.00
MENA	MENARDS - SYCAMORE	4,516.61	21.35
MROUT	MR OUTHOUSE	6,820.00	165.00
NICOR	NICOR GAS	15,862.42	106.32
PDRMA	PDRMA	219,158.26	2,599.40
PENDL	PENDELTON TURF SUPPLY	3,144.00	490.00
REIN	REINDERS, INC.	12,353.11	78.69
SITE ONE	SITE ONE LANDSCAPE SUPPLY	1,524.60	1,524.60
UNUM	UNUM LIFE INSURANCE	2,299.09	22.20
WASTE	WASTE MANAGEMENT	3,680.13	29.08
	GOLF MAINTENANCE		10,603.45
AQUATICS			
80	COMMUNITY POOL		
SOFT	SOFT WATER CITY	1,469.80	128.25
STAPLES	STAPLES BUSINESS ADVANTAGE	3,882.19	-12.72
	COMMUNITY POOL		115.53
81	AQUATICS MAINTENANCE		
DYNEGY E	DYNEGY ENERGY SERVICES	61,830.05	1,321.22
HAWK	HAWKINS INC	5,899.01	182.90
NICOR	NICOR GAS	15,862.42	2,762.39
WASTE	WASTE MANAGEMENT	3,680.13	52.05
	AQUATICS MAINTENANCE		4,318.56
ACTION 2020			
10	ADMINISTRATION		
DEKCTYRE	DEKALB COUNTY RECORDERS	204.00	55.00
ENCAP	ENCAP, INC	9,815.00	2,390.00
ENGIN	ENGINEERING RESOURCE ASSOC	142,692.32	13,791.28
WILL	WILLIAM HANNA SURVEYORS		1,200.00
	ADMINISTRATION		17,436.28

Entenim \$66,345.69
 New \$105,965.04
 total \$172,310.73

TOTAL ALL DEPARTMENTS 105,965.04

To: Board of Commissioners

From: Jackie Hienbuecher

Subject: Monthly Report

Date: August 27, 2019

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

- Attended scheduled Superintendent and Board meetings.
- Attended meetings and study session for community wide survey.
- 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 August installment was for 223 individuals, a decrease of 22. The monthly installment was \$3,820 (\$355 decrease) processed through credit cards and \$453 (\$51 decrease) through ACH transactions. There were 5 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 including security review and Thorguard software. Coordinated assistance from CMJ to resolution when necessary.
- Performed criminal background checks on new hires and volunteers.
- Prepared monthly sales tax returns.

- Filed monthly IMRF earnings and submitted payment.
- Filed monthly state unemployment report.
- Provided documentation to Jeanette to support credit card transactions processed through tablet/PayAnywhere.
- Processed monthly bills for payment.
- Processed purchase orders for pro shop inventory. Posted inventory received for sale. Tagged/prepared inventory for pro shop stocking.
- 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.
- Continued training staff on EZLinks inventory processing.
- Provided KSRA with property tax installment documentation and processed payment.
- Facilitated part-time/seasonal employee recognition.
- Prepared answers to questions for bond rating call. Participate in call.
- Published BINA Hearing notification.
- Calculated personal mileage for Executive Director.
- Attended Pumpkin Festival Committee.
- Renewed SAM registration for grant administration.
- Filed IDOT paperwork for grant reimbursement.

- Reconciled Charitee account.
- Provided documentation requested for pool assessment.

Administrative Initiatives (9/1/19 – 9/30/19)

- 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.
- Process monthly bills for payment.
- Prepare monthly bank reconciliation.
- Provide documentation to Jeanette to support credit card processing through tablet/PayAnywhere.
- Participate in park tour.
- Attend meeting regarding status of trail projects.
- Schedule upgrade to MSI software.
- Begin 5 year Capital Budget process.
- Prepare timeline for 2020 operating budget.

- Participate in PATH Essentials Webinar.
- 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 as requested.
- 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 July 31, 2019

Corporate Fund (10)

<u>Department</u>	<u>July Budget</u>	<u>July 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	21,920.00	23,801.61	8.6%	730,572.00	770,154.70	5.4% (1)	1,403,338.00	763,342.69	0.9% (1)
Marketing	-	-			-		-	2.01	
Parks	1,641.00	1,752.62	6.8%	11,646.00	12,167.44	4.5% (2)	21,256.00	7,034.40	73.0%
Total Revenues	23,561.00	25,554.23	8.5%	742,218.00	782,322.14	5.4%	1,424,594.00	770,379.10	1.6%
Expenses									
Administration	43,869.00	30,287.30	-31.0%	442,490.00	382,374.75	-13.6% (3)	1,026,939.00	376,032.36	1.7% (4)
Marketing	4,200.00	2,389.49		43,040.00	23,419.05	-45.6% (5)	73,330.00	29,123.81	-19.6% (6)
Parks	36,146.00	31,355.86	-13.3%	170,360.00	159,394.33	-6.4% (7)	310,934.00	132,135.12	20.6% (7)
Total Expenses	84,215.00	64,032.65	-24.0%	655,890.00	565,188.13	-13.8%	1,411,203.00	537,291.29	5.2%
Total Fund Revenues	23,561.00	25,554.23	8.5%	742,218.00	782,322.14	5.4%	1,424,594.00	770,379.10	1.6%
Total Fund Expenses	84,215.00	64,032.65	-24.0%	655,890.00	565,188.13	-13.8%	1,411,203.00	537,291.29	5.2%
Surplus (Deficit)	(60,654.00)	(38,478.42)	-36.6%	86,328.00	217,134.01	151.5%	13,391.00	233,087.81	-6.8%

(1) Real Estate Taxes received is 4.9% \$33,048 greater than budget and 3% \$20,515 greater than 2018

(2) This includes Dog Park Memberships. Currently collected greater than budget 34.4% \$930 and 121% of the annual budget.

(3) Expenses below budget: Legal Fees/Misc Consultants 76.9% \$39,519, Education & Training 51.1% \$6,646; Health Insurance 21.8% \$7,285 (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 75.6% \$7,784 less than 2018.

(7) Wages/taxes less than budget 15.1% \$12,173 primarily due to timing of hiring positions, and greater than 2018 32.3% \$16,773 due to new position.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended July 31, 2019

Recreation Fund (20)

Department	July Budget	July Actual	Variance	YTD Budget	YTD Actual	Variance	Annual Budget	2018 YTD Actual	
Revenues									
Administration	10,873.00	12,295.55	13.08%	492,615.00	519,679.16	5.49% (1)	964,830.00	512,964.49	1.3%
Sports Complex	350.00	2,025.00	478.57%	7,975.00	6,210.00	-22.13%	41,322.00	7,143.22	-13.1%
Sports Complex Maintenance	1,316.00	2,354.54	78.92%	21,373.00	22,061.33	3.22%	39,874.00	23,366.37	-5.6%
Midwest Museum of Natural Hist	600.00	-		1,800.00	1,796.84	-0.18%	2,400.00	1,745.83	2.9%
Programs-Youth	1,015.00	887.66	-12.55%	9,681.00	12,236.92	26.40% (2)	13,941.00	6,085.57	101.1% (2)
Programs-Tweens	-	-	#DIV/0!	-	-	#DIV/0! (2)	247.00	-	#DIV/0! (2)
Programs-Adult	4,673.00	373.63	-92.00%	12,877.00	7,684.18	-40.33% (2)	22,837.00	3,337.37	130.2% (2)
Programs-Family	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Programs-Adult Athletic Leagues	-	-	#DIV/0!	151.00	204.12	35.18% (2)	11,786.00	117.76	73.3% (2)
Programs-Youth Athletics	753.00	94.54	-87.44%	23,225.00	21,344.63	-8.10% (2)	34,485.00	20,236.90	5.5% (2)
Programs-Fitness	30.00	1,177.34	3824.47%	9,694.00	12,130.58	25.13% (2)	17,065.00	6,213.66	95.2% (2)
Programs-Early Childhood	-	-	#DIV/0!	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	120.00	40.20	-66.50%	2,098.00	1,902.96	-9.30% (2)	3,689.00	1,864.77	2.0% (2)
Programs-Special Events	-	530.00	#DIV/0!	9,069.00	7,037.23	-22.40% (2)	15,534.00	3,906.82	80.1% (2)
Programs-Community Events	3,500.00	2,087.18	-40.37%	13,689.00	8,062.31	-41.10% (2)	17,155.00	10,635.75	-24.2% (2)
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0! (2)	-	-	#DIV/0! (2)
Brochure	4,050.00	-	-100.00%	7,350.00	3,300.00	-55.10%	7,350.00	-	#DIV/0!
Weight Room	8,713.00	9,721.64	11.58%	97,716.00	120,447.55	23.26% (3)	150,066.00	76,078.20	58.3% (3)
Community Center	1,937.00	3,281.43	69.41%	23,182.00	38,327.58	65.33% (4)	41,161.00	14,680.61	161.1% (4)
Total Revenues	37,930.00	34,868.71	-8.07%	736,431.00	786,878.39	6.85%	1,390,472.00	691,949.32	13.7%

(1) Real Estate Taxes received is 4.95% \$23,039 greater than budget and 1.2% \$5,694 greater than 2018.

(2) Revenue from programs less than budget 11.09% \$9,364 and increased 34.1% \$19,085 compared to 2018.

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

Pathway Fitness Membership	136.26% / 84.68% / 141.41%
Pathway Fitness Pass	88.18% / 61.38% / 169.25%
Track Only Pass	259.03% / 164.74% / 175.12%
Pre-pay Card	66.67% / 40.0% / 100.0%
Program Fees	401.98 / 203.50% / 746.79%
Daily Admission Fee	306.78% / 178.96% / 351.69%

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

Open Gym Daily	253.19% / 147.68% / 328.72%
Open Gym Membership	88.72% / 50.42% / 129.49%
Rentals	194.86% / 108.57% / 599.18%
Vending	243.89% / 142.27% / 463.63%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended July 31, 2019

Expenses

Administration	43,210.00	38,612.73	-10.64%	330,769.00	304,454.20	-7.96%	(1)	555,939.00	285,580.10	6.6%	(2)
Sports Complex	-	-	#DIV/0!	-	78.06	#DIV/0!		-	-	#DIV/0!	
Sports Complex Maintenance	35,295.00	34,551.50	-2.11%	249,110.00	242,574.20	-2.62%		421,322.00	234,074.83	3.6%	(3)
Midwest Museum of Natural Hist	1,813.00	966.15	-46.71%	6,788.00	9,721.90	43.22%	(4)	10,750.00	9,856.62	-1.4%	
Programs-Youth	1,846.00	3,002.31	62.64%	4,613.00	5,959.89	29.20%	(5)	7,519.00	2,269.93	162.6%	(5)
Programs-Teens	-	-	#DIV/0!	-	-	#DIV/0!	(5)	197.00	-	#DIV/0!	(5)
Programs-Adult	3,949.00	918.91	-76.73%	10,861.00	6,651.28	-38.76%	(5)	19,938.00	1,702.28	290.7%	(5)
Programs-Family	-	-	#DIV/0!	-	-	#DIV/0!	(5)	-	-	#DIV/0!	(5)
Programs-Leagues	-	130.00	#DIV/0!	3,061.00	3,362.12	9.84%	(5)	7,361.00	2,106.76	59.6%	(5)
Programs-Youth Athletics	10,857.00	6,004.29	-44.70%	17,566.00	15,013.82	-14.53%	(5)	25,348.00	12,779.32	17.5%	(5)
Programs-Fitness	518.00	733.39	41.58%	4,742.00	6,157.88	29.86%	(5)	8,787.00	4,052.40	52.0%	(5)
Programs-Early Childhood	-	-	#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	118.00	45.20	-61.69%	852.00	439.20	-48.45%	(5)	1,517.00	629.77	-30.3%	(5)
Programs-Special Events	-	-	#DIV/0!	5,170.00	2,965.66	-42.64%	(5)	10,308.00	2,173.48	36.4%	(5)
Programs-Community Events	1,150.00	847.92	-26.27%	12,431.00	9,911.75	-20.27%	(5)	30,820.00	10,482.62	-5.4%	(5)
Programs-Trips	-	-	#DIV/0!	-	-	#DIV/0!	(5)	-	-	#DIV/0!	(5)
Brochure	1,670.00	1,623.08	-2.81%	9,268.00	11,089.11	19.65%	(6)	22,800.00	7,984.91	38.9%	(6)
Weight Room	1,102.00	529.64	-51.94%	24,379.00	11,974.08	-50.88%	(7)	43,642.00	6,381.48	87.6%	(8)
Community Center	14,329.00	14,568.84	1.67%	122,848.00	106,925.80	-12.96%	(9)	204,718.00	91,305.27	17.1%	(8)
Total Expenses	115,857.00	102,533.96	-11.50%	803,907.00	738,966.95	-8.08%		1,375,637.00	672,684.77	9.9%	
Total Fund Revenues	37,930.00	34,868.71	-8.07%	736,431.00	786,878.39	6.85%		1,390,472.00	691,949.32	13.7%	
Total Fund Expenses	115,857.00	102,533.96	-11.50%	803,907.00	738,966.95	-8.08%		1,375,637.00	672,684.77	9.9%	
Surplus (Deficit)	(77,927.00)	(67,665.25)	-13.17%	(67,476.00)	47,911.44	-171.01%		14,835.00	19,264.55	148.7%	

(1) Under budget primarily in 2 areas: Admin Exp 21.43% \$8,786 and Health Ins 29.53% \$15,423 (two employees opt out and one month lag)

(2) Expenses greater than 2018: Wages/taxes 10.7% \$20,845 (timing of hiring and intern in 2019) and Health Ins 26.3% \$7,663 (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 14.15% \$8,595 and increased 39.1%, \$14,648 compared to 2018.

(6) timing is off a bit. Postage and printing increased in 2019

(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 18.71% \$8,530

Sycamore Park District
Summarized Revenue & Expense Report
Period ended July 31, 2019

Donations (21)

<u>Department</u>	<u>July Budget</u>	<u>July 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	-	52,600.00	#DIV/0!	13,750.00	63,196.74	359.61% (1)	27,500.00	483,740.25	-86.9% (2)
Total Revenues	-	52,600.00	#DIV/0!	13,750.00	63,196.74	359.61%	27,500.00	483,740.25	-86.9%
Expenses									
Administration	-	-		-	-		27,500.00	425,000.00	-100.0%
Total Expenses	-	-		-	-		27,500.00	425,000.00	-100.0%
Total Fund Revenues	-	52,600.00	#DIV/0!	13,750.00	63,196.74	359.61%	27,500.00	483,740.25	-86.9%
Total Fund Expenses	-	-		-	-		27,500.00	425,000.00	-100.0%
Surplus (Deficit)	-	52,600.00	#DIV/0!	13,750.00	63,196.74	359.61%	-	58,740.25	7.6%

(1) Ovitz donation \$50,000.

(2) 2018 received two year installment from Northwestern Medicine \$40,000. Transferred funds from DCCF.

Special Recreation (22)

<u>Department</u>	<u>July Budget</u>	<u>July 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	1,900.00	1,905.62	0.30%	96,900.00	102,213.46	5.48%	190,000.00	98,489.64	3.8%
Total Revenues	1,900.00	1,905.62	0.30%	96,900.00	102,213.46	5.48%	190,000.00	98,489.64	3.8%
Expenses									
Administration	992.00	41,598.62	4093.41%	48,742.00	50,934.63	4.50%	190,000.00	48,258.25	5.5%
Total Expenses	992.00	41,598.62	4093.41%	48,742.00	50,934.63	4.50%	190,000.00	48,258.25	5.5%
Total Fund Revenues	1,900.00	1,905.62	0.30%	96,900.00	102,213.46	5.48%	190,000.00	98,489.64	3.8%
Total Fund Expenses	992.00	41,598.62	4093.41%	48,742.00	50,934.63	4.50%	190,000.00	48,258.25	5.5%
Surplus (Deficit)	908.00	(39,693.00)	-4471.48%	48,158.00	51,278.83	6.48%	-	50,231.39	2.1%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended July 31, 2019

Insurance (23)

<u>Department</u>	<u>July Budget</u>	<u>July 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	700.00	713.65	1.95%	35,700.00	38,502.35	7.85%	70,000.00	39,552.03	-2.7%
Total Revenues	700.00	713.65	1.95%	35,700.00	38,502.35	7.85%	70,000.00	39,552.03	-2.7%
Expenses									
Administration	32,527.00	31,276.32	-3.85%	35,027.00	31,276.32	-10.71%	67,553.00	30,368.70	3.0%
Total Expenses	32,527.00	31,276.32	-3.85%	35,027.00	31,276.32	-10.71%	67,553.00	30,368.70	3.0%
Total Fund Revenues	700.00	713.65	1.95%	35,700.00	38,502.35	7.85%	70,000.00	39,552.03	-2.7%
Total Fund Expenses	32,527.00	31,276.32	-3.85%	35,027.00	31,276.32	-10.71%	67,553.00	30,368.70	3.0%
Surplus (Deficit)	(31,827.00)	(30,562.67)	-3.97%	673.00	7,226.03	973.70%	2,447.00	9,183.33	-21.3%

Audit (24)

<u>Department</u>	<u>July Budget</u>	<u>July 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	150.00	149.11	-0.59%	7,650.00	8,058.00	5.33%	15,000.00	8,329.98	-3.3%
Total Revenues	150.00	149.11	-0.59%	7,650.00	8,058.00	5.33%	15,000.00	8,329.98	-3.3%
Expenses									
Administration	-	-	#DIV/0!	15,950.00	15,950.00	0.00%	15,950.00	14,500.00	10.0%
Total Expenses	-	-	#DIV/0!	15,950.00	15,950.00	0.00%	15,950.00	14,500.00	10.0%
Total Fund Revenues	150.00	149.11	-0.59%	7,650.00	8,058.00	5.33%	15,000.00	8,329.98	-3.3%
Total Fund Expenses	-	-	#DIV/0!	15,950.00	15,950.00	0.00%	15,950.00	14,500.00	10.0%
Surplus (Deficit)	150.00	149.11	-0.59%	(8,300.00)	(7,892.00)	-4.92%	(950.00)	(6,170.02)	27.9%

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Paving & Lighting (25)

<u>Department</u>	<u>July Budget</u>	<u>July 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	2.00	1.89	-5.50%	77.00	311.03	303.94%	150.00	411.99	-24.5%
Total Revenues	2.00	1.89		77.00	311.03		150.00	411.99	-24.5%
Expenses									
Administration	-	-	#DIV/0!	11,000.00	-	-100.00% (1)	22,000.00	-	#DIV/0!
Total Expenses	-	-		11,000.00	-		22,000.00	-	#DIV/0!
Total Fund Revenues	2.00	1.89	-5.50%	77.00	311.03	303.94%	150.00	411.99	
Total Fund Expenses	-	-	#DIV/0!	11,000.00	-	-100.00%	22,000.00	-	
Surplus (Deficit)	2.00	1.89	-5.50%	(10,923.00)	311.03	-102.85%	(21,850.00)	411.99	

Park Police (26)

<u>Department</u>	<u>July Budget</u>	<u>July 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	2.00	11.06	453.00%	77.00	169.16	119.69%	150.00	158.54	6.7%
Total Revenues	2.00	11.06		77.00	169.16		150.00	158.54	6.7%
Expenses									
Administration	250.00	129.17	-48.33%	3,250.00	393.99	-87.88%	4,500.00	253.57	55.4%
Total Expenses	250.00	129.17		3,250.00	393.99		4,500.00	253.57	55.4%
Total Fund Revenues	2.00	11.06	453.00%	77.00	169.16	119.69%	150.00	158.54	6.7%
Total Fund Expenses	250.00	129.17	-48.33%	3,250.00	393.99	-87.88%	4,500.00	253.57	
Surplus (Deficit)	(248.00)	(118.11)	-52.38%	(3,173.00)	(224.83)	-92.91%	(4,350.00)	(95.03)	136.6%

Sycamore Park District
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IMRF (27)

<u>Department</u>	<u>July Budget</u>	<u>July 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	900.00	911.85	1.32%	45,900.00	48,745.20	6.20%	91,000.00	49,488.33	-1.5%
Total Revenues	900.00	911.85	1.32%	45,900.00	48,745.20	6.20%	90,000.00	49,488.33	-1.5%
Expenses									
Administration	1,004.00	3,858.92	284.35%	45,674.00	48,745.20	6.72%	89,556.00	53,950.63	-9.6%
Total Expenses	1,004.00	3,858.92	284.35%	45,674.00	48,745.20	6.72%	89,556.00	53,950.63	-9.6%
Total Fund Revenues	900.00	911.85	1.32%	45,900.00	48,745.20	6.20%	90,000.00	49,488.33	-1.5%
Total Fund Expenses	1,004.00	3,858.92	284.35%	45,674.00	48,745.20	6.72%	89,556.00	53,950.63	-9.6%
Surplus (Deficit)	(104.00)	(2,947.07)		226.00	-		444.00	(4,462.30)	

Social Security (28)

<u>Department</u>	<u>July Budget</u>	<u>July 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	1,020.00	1,020.45	0.04%	52,020.00	54,550.59	4.86%	102,000.00	53,822.36	1.4%
Total Revenues	1,020.00	1,020.45	0.04%	52,020.00	54,550.59	4.86%	102,000.00	53,822.36	1.4%
Expenses									
Administration	8,057.00	10,627.49	31.90%	58,977.00	58,212.60	-1.30%	108,257.00	54,672.68	6.5%
Total Expenses	8,057.00	10,627.49	31.90%	58,977.00	58,212.60	-1.30%	108,257.00	54,672.68	6.5%
Total Fund Revenues	1,020.00	1,020.45	0.04%	52,020.00	54,550.59	4.86%	102,000.00	53,822.36	1.4%
Total Fund Expenses	8,057.00	10,627.49	31.90%	58,977.00	58,212.60	-1.30%	108,257.00	54,672.68	6.5%
Surplus (Deficit)	(7,037.00)	(9,607.04)		(6,957.00)	(3,662.01)		(6,257.00)	(850.32)	

Sycamore Park District
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Concessions (30)

<u>Department</u>	<u>July Budget</u>	<u>July 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	13,662.00	13,813.01	1.11%	41,821.00	34,628.58	-17.20% (1)	76,145.00	40,218.39	-13.9% (1)
Beverage Cart	3,190.00	1,624.05	-49.09%	7,626.00	4,674.90	-38.70% (1)	11,281.00	4,126.66	13.3%
Sports Complex Concessions	1,632.00	1,498.21	-8.20%	33,922.00	26,452.77	-22.02% (1)	39,945.00	31,189.07	-15.2% (1)
Pool Concessions	3,311.00	3,902.48	17.86%	6,589.00	7,096.98	7.71%	7,706.00	5,807.99	22.2%
Catering	1,800.00	838.89	-53.40%	8,543.00	10,047.06	17.61% (2)	18,615.00	8,637.44	16.3% (2)
Total Revenues	23,595.00	21,676.64	-8.13%	98,501.00	82,900.29	-15.84%	153,692.00	89,979.55	-7.9%
Expenses									
Clubhouse Concessions	16,005.00	15,723.93	-1.76%	60,001.00	45,847.76	-23.59% (1,3)	98,519.00	50,700.50	-9.6% (1,3)
Beverage Cart	2,256.00	999.42	-55.70%	5,707.00	2,321.68	-59.32% (1)	8,689.00	2,516.31	-7.7%
Sports Complex Concessions	6,060.00	5,243.50	-13.47%	25,767.00	19,153.42	-25.67% (1)	31,620.00	24,702.99	-22.5% (1)
Pool Concessions	2,615.00	2,259.73	-13.59%	5,167.00	4,602.10	-10.93%	7,086.00	4,153.91	10.8%
Catering	1,162.00	727.41	-37.40%	2,886.00	3,649.78	26.47% (2)	6,595.00	2,612.03	39.7% (2)
Total Expenses	28,098.00	24,953.99	-11.19%	99,528.00	75,574.74	-24.07%	152,509.00	84,685.74	-10.8%
Total Fund Revenues	23,595.00	21,676.64	-8.13%	98,501.00	82,900.29	-15.84%	153,692.00	89,979.55	-7.9%
Total Fund Expenses	28,098.00	24,953.99	-11.19%	99,528.00	75,574.74	-24.07%	152,509.00	84,685.74	-10.8%
Surplus (Deficit)	(4,503.00)	(3,277.35)	-27.22%	(1,027.00)	7,325.55	-813.30%	1,183.00	5,293.81	38.4%

(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

Sycamore Park District
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Developer Contributions (32)

<u>Department</u>	<u>July Budget</u>	<u>July 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	-	-	#DIV/0!	10,835.00	7,249.33	-33.09%	21,000.00	9,561.30	-24.2%
Total Revenues	-	-		10,835.00	7,249.33		21,000.00	9,561.30	-24.2%
Expenses									
Administration	-	-		-	-		21,000.00	-	#DIV/0!
Total Expenses	-	-		-	-		21,000.00	-	#DIV/0!
Total Fund Revenues	-	-		10,835.00	7,249.33		21,000.00	9,561.30	-24.2%
Total Fund Expenses	-	-		-	-		21,000.00	-	#DIV/0!
Surplus (Deficit)	-	-		10,835.00	7,249.33		-	9,561.30	-24.2%

Sycamore Park District
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Golf Course (50)

<u>Department</u>	<u>July Budget</u>	<u>July 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	66,425.00	66,285.68	-0.2%	296,202.00	260,159.68	-12.2% (1)	474,322.00	285,569.35	-8.9% (2)
Golf Maintenance	843.00	1,485.01	76.2%	11,037.00	10,508.10	-4.8%	20,290.00	10,740.28	-2.2%
Total Revenues	67,268.00	67,770.69	0.7%	307,239.00	270,667.78	-11.9%	494,612.00	296,309.63	-8.7%
Expenses									
Golf Operations	26,305.00	28,785.17	9.4%	124,551.00	113,604.56	-8.8% (3)	220,563.00	123,130.72	-7.7% (3)
Golf Maintenance	26,417.00	31,944.86	20.9%	161,899.00	149,824.01	-7.5% (4)	274,049.00	148,629.02	0.8% (4)
Total Expenses	52,722.00	60,730.03	15.2%	286,450.00	263,428.57	-8.0%	494,612.00	271,759.74	-3.1%
Total Fund Revenues	67,268.00	67,770.69	0.7%	307,239.00	270,667.78	-11.9%	494,612.00	296,309.63	-8.7%
Total Fund Expenses	52,722.00	60,730.03	15.2%	286,450.00	263,428.57	-8.0%	494,612.00	271,759.74	-3.1%
Surplus (Deficit)	14,546.00	7,040.66	-51.6%	20,789.00	7,239.21	-65.2%	-	24,549.89	-70.5%

(1) Daily Greens Fees -14.3% -\$12,514
Golf Events & Misc -8.53% -\$1,242
Carts -5.74% -\$3,422
Season passes -11.24% -\$10,415
Pro shop sales -24.06% -\$8,254

(2) Daily Greens Fees -9.42% -\$7,799
Golf Events & Misc -6.14% -\$871
Carts -4.83% -\$2,855
Season passes -6.86% -\$6,052
Pro shop sales -21.45% -\$7,115

(3) Cost of Goods sold below budget 16.4% \$3,623 and less than 2018 21.0% \$4,917. Wages/Taxes below budget 9.8% \$6,903 and 2018 6.0% \$4,085.

(4) Wages/taxes below budget 10.3% \$9,796 and greater than 2018 5.5% \$4,451

Sycamore Park District
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Aquatics (51)

<u>Department</u>	<u>July Budget</u>	<u>July 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	10,554.00	15,395.00	45.9%	54,133.00	59,358.60	9.7%	(1) 63,115.00	49,842.17	19.1% (2)
Swim Lessons	1,421.00	1,759.12	23.8%	19,059.00	20,600.36	8.1%	19,444.00	18,242.40	12.9%
Splashpad	5,489.00	5,489.00	0.0%	12,959.00	10,484.50	-19.1%	17,059.00	12,268.00	-14.5%
Total Revenues	17,464.00	22,643.12	29.7%	86,151.00	90,443.46	5.0%	99,618.00	80,352.57	12.6%
Expenses									
Pool	16,208.00	17,137.62	5.7%	33,945.00	32,811.42	-3.3%	52,920.00	32,076.44	2.3%
Aquatics Maintenance	5,873.00	2,802.55	-52.3%	23,108.00	19,778.81	-14.4%	(4) 37,400.00	14,443.38	36.9% (3)
Swim Lessons	3,933.00	4,554.72	15.8%	5,361.00	5,846.79	9.1%	8,932.00	5,025.52	
Splashpad	213.00	-	-100.0%	524.00	2.00	-99.6%	234.00	-	#DIV/0!
Total Expenses	26,227.00	24,494.89	-6.6%	62,938.00	58,439.02	-7.1%	99,486.00	51,545.34	13.4%
Total Fund Revenues	17,464.00	22,643.12	29.7%	86,151.00	90,443.46	5.0%	99,618.00	80,352.57	12.6%
Total Fund Expenses	26,227.00	24,494.89	-6.6%	62,938.00	58,439.02	-7.1%	99,486.00	51,545.34	13.4%
Surplus (Deficit)	(8,763.00)	(1,851.77)	-78.9%	23,213.00	32,004.44	37.9%	132.00	28,807.23	11.1%

- (1) Daily Fees +42.12% \$6,284
Season passes -2.49% -\$829
Misc income (includes oscar, pool rentals and middle school pool party) -10.45% -\$415
- (2) Daily Fees +45.81% \$6,661
Season passes +7.61% +\$2,297
Misc income (includes oscar, pool rentals and middle school pool party) +14.96% \$463
- (3) Pool chairs in 2019

Sycamore Park District
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Debt Service (60)

<u>Department</u>	<u>July Budget</u>	<u>July 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	6,140.00	6,188.06	0.8%	313,140.00	331,555.80	5.9%	614,000.00	331,950.63	-0.1%
Total Revenues	6,140.00	6,188.06	0.8%	313,140.00	331,555.80	5.9%	614,000.00	331,950.63	-0.1%
Expenses									
Administration	-	-	#DIV/0!	-	7,140.00	#DIV/0!	614,116.00	-	#DIV/0!
Total Expenses	-	-	#DIV/0!	-	7,140.00	#DIV/0!	614,116.00	-	#DIV/0!
Total Fund Revenues	6,140.00	6,188.06	0.8%	313,140.00	331,555.80	5.9%	614,000.00	331,950.63	-0.1%
Total Fund Expenses	-	-	#DIV/0!	-	7,140.00	#DIV/0!	614,116.00	-	#DIV/0!
Surplus (Deficit)	6,140.00	6,188.06	0.8%	313,140.00	324,415.80	3.6%	(116.00)	331,950.63	-2.3%

Capital Projects (70)

<u>Department</u>	<u>July Budget</u>	<u>July 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	9,519.77	444.0%	12,250.00	12,500.77	2.0%	540,000.00	6,071.27	105.9%
Total Revenues	1,750.00	9,519.77	444.0%	12,250.00	12,500.77	2.0%	540,000.00	6,071.27	105.9%
Expenses									
Administration	-	1,175.80	#DIV/0!	339,925.00	294,927.07	-13.2%	539,863.00	253,787.17	16.2%
Total Expenses	-	1,175.80	#DIV/0!	339,925.00	294,927.07	-13.2%	539,863.00	253,787.17	16.2%
Total Fund Revenues	1,750.00	9,519.77	444.0%	12,250.00	12,500.77	2.0%	540,000.00	6,071.27	105.9%
Total Fund Expenses	-	1,175.80	#DIV/0!	339,925.00	294,927.07	-13.2%	539,863.00	253,787.17	16.2%
Surplus (Deficit)	1,750.00	8,343.97	376.8%	(327,675.00)	(282,426.30)	-13.8%	137.00	(247,715.90)	14.0%

Sycamore Park District
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Action 2020 (71)

<u>Department</u>	<u>July Budget</u>	<u>July 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	68,100.00	-	-100.0%	125,320.00	805.91	-99.4%	5,605,120.00	438,198.35	-99.8%
Total Revenues	68,100.00	-	-100.0%	125,320.00	805.91	-99.4%	5,605,120.00	438,198.35	-99.8%
Expenses									
Administration	210,000.00	29,344.03	-86.0%	293,000.00	117,466.02	-59.9%	2,159,275.00	1,541,084.45	-92.4%
Total Expenses	210,000.00	29,344.03	-86.0%	293,000.00	117,466.02	-59.9%	2,159,275.00	1,541,084.45	-92.4%
Total Fund Revenues	68,100.00	-		125,320.00	805.91	-99.4%	5,605,120.00	438,198.35	-99.8%
Total Fund Expenses	210,000.00	29,344.03	-86.0%	293,000.00	117,466.02	-59.9%	2,159,275.00	1,541,084.45	-92.4%
Surplus (Deficit)	(141,900.00)	(29,344.03)	-79.3%	(167,680.00)	(116,660.11)	-30.4%	3,445,845.00	(1,102,886.10)	-89.4%
Total Fund Revenues	250,482.00	245,534.85		2,684,159.00	2,681,070.40	-0.1%	10,837,908.00	3,448,744.84	
Total Fund Expenses	559,949.00	394,755.87	-29.5%	2,760,258.00	2,326,643.24	-15.7%	7,393,017.00	4,039,842.33	
Surplus (Deficit)	(309,467.00)	(149,221.02)	-51.8%	(76,099.00)	354,427.16	-565.7%	3,444,891.00	(591,097.49)	

Sycamore Park District
Fund Balances

	Unaudited 1/1/2019	Revenues	Expenses	7/31/2019	7/31/2019 Cash balance
10 Corporate	448,928.49	782,322.14	565,188.13	666,062.50	665,138.44
20 Recreation	359,618.50	786,878.39	738,966.95	407,529.94	434,937.11
21 Donations	76,404.89	63,196.74	-	139,601.63	139,601.63
22 Special Recreation	18,426.12	102,213.46	50,934.63	69,704.95	69,704.95
23 Insurance	37,028.97	38,502.35	31,276.32	44,255.00	44,255.00
24 Audit	14,570.38	8,058.00	15,950.00	6,678.38	6,678.38
25 Paving & Lighting	22,891.66	311.03	-	23,202.69	23,202.69
26 Park Police	4,373.87	169.16	393.99	4,149.04	4,149.04
27 IMRF	-	48,745.20	48,745.20	-	-
28 Social Security	7,113.06	54,550.59	58,212.60	3,451.05	3,451.05
30 Concessions	34,633.92	82,900.29	75,574.74	41,959.47	36,443.83
32 Developer Contributions	479.89	7,249.33	-	7,729.22	7,729.22
60 Debt Service	72,041.20	331,555.80	7,140.00	396,457.00	396,457.00
70 Capital Projects	385,125.14	12,500.77	294,927.07	102,698.84	93,248.84
71 Action 2020	160,202.32	-	29,344.03	130,858.29	34,769.03
Total governmental fund balance	1,641,838.41	2,319,153.25	1,916,653.66	2,044,338.00	1,959,766.21
50 Golf Course	313,767.68	270,667.78	263,428.57	321,006.89	
	<u>(382,836.75)</u>			<u>(382,836.75)</u>	
	(69,069.07)			(61,829.86)	(4,202.75)
51 Aquatics	406,918.48	90,443.46	58,439.02	438,922.92	
	<u>(405,939.83)</u>			<u>(405,939.83)</u>	
	978.65			32,983.09	32,583.09
Total proprietary funds	(68,090.42)	361,111.24	321,867.59	(28,846.77)	
	1,573,747.99			2,015,491.23	1,988,146.55

Summary of depository accounts as of

8/22/2019

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First Midwest Bank	1,102,180.21	1.73	15960.34
Resource Bank	32,725.19	0.68	128.96
IPDLAF	852,351.81	2.00	1657.5
DCCF - Action 2020	28,019.55		
Dekalb Co. Community Foundation	<u>18,067.01</u>		
	2,033,343.77		

To: Board of Commissioners
From: Theresa Tevsh
Subject: Monthly Recreation Report
Date: August 19, 2019

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

Theresa Tevsh, Superintendent of Recreation Services

- Chaperoned the White Sox trip on August 1.
- Attended the Chamber Leadership Academy on August 2 and 30.
- Worked the snack cart at the Concert at the Amphitheater on August 9. This was the last concert in partnership with the Library. Approximately 30 people in attendance.
- Pickleball Social rescheduled for September 19th.
- Worked with Southeast Grade school to put on a private party at the Community Center for the families effected by the Fire on August 27 from 6-8pm.
- Worked with the school district 427 to provide free Aquatic and Gym/track passes for the families effected by the July fire.
- Attended the Community Wide Survey discussion on August 20, 21.
- Will train the new Graduate Assistant, Brianna Kramer on August 27.
- Worked with Recreation Specialist Dobberstein to establish new procedures for seasonal concession staff and to assist with remodel of concession stand.

- Met with Library Director, Monica Dombrowski, to continue to work on future partnership and syncing their programming with our brochure schedule.
- Continue to organize the 5k Night race partnering with MMNH. Also partnering with Healthy Kids of Sycamore to sync their race schedule with our SuperHero Challenge and the Coyote Crawl for a running “series”.
- Will be on vacation August 22-26.

Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist

- Did vending reports for month of July. \$206 in sales.
- Booked clubhouse rentals for October 26th for 3 hours and booked for June of next year.
- Booked birthday party packages for August and Sept. consisting of splash fountain parties and one sports theme party.
- Booked community center MPR-C 8/18 2hrs, 8/31/ 3hrs, 9/14 4hrs. MPR-B 8/18 1hr. MPR-A 10/20 3hrs.
- Booked a private splash fountain party for 8/25
- Booked an ongoing rental for MPR-C for Journey Care, Hospice training through Northwest Hospital. Booked for 18 dates from Sept until end of Feb.
- Had our Junk in The Trunk sale. Had to reschedule due to massive rainstorm. Rescheduled for Sept 7th to do in the day before Firework and Fun. Have 90% of original sellers returning. Already have 3 new ones to fill in the spots of the people who did not return. Had very positive comments from public about this event and also from the sellers.
- Closed pool concessions. Had a pretty good year for revenue.
- Golf course food and beverage has picked up immensely.
- Continuing to help with programs at community center.

- Met with plumber inspector from the city to review needs for sink at sports complex. Getting it lined up to be redone between now and fall ball or as soon as fall ball is completed.
- Running soccer cart for AYSO concessions.
- Finished our concert series, with over \$1000 in sales at last concert.
- Ran a successful Shriners Outing. Sold over \$1300 in food and alcohol.
- Got baseball concessions building painted on outside and preparing inside to be redone.
- Did August Movie in the Park, low attendance due to weather. \$50 in concessions.

Justin Genz, Recreation Specialist

- Met with the Rec team and discussed the organization of the community centers closets and kitchen.
- Supervised Movies in the Park on Aug 2 showing of *Fantastic Beasts* with roughly 30 in attendance.
- Organized back two gym closets (bears and packers), labeled equipment and organized each rack.
- Took inventory of all equipment in the back two gym closets.
- Worked with Lisa and entered adult leagues into RecTrac.
- Showed the service desk staff the new league registration procedure.

- Fall registration has begun, updating instructors with class numbers.
- Met with Mike from Soccer Skills School, MIO agreement was signed.
- Met with Isaac who conducts basketball clinics. Discussed running a free 1-hour basketball clinic this winter.
- New *Ballet/Tap* program already has enough registration to run.
- Researching local trends for new winter/spring programs.

Lisa Metcalf, Facilities Supervisor

- Registration for Fall Programs started Monday, August 12.
- Met with the Service Desk Staff to go over programs/policies/procedures for the fall.
- The Community Pool closed on August 13. For the entire summer of 2019, we had a total of 13,399 visits.
- Swim Lessons were a success with a total of 384 kids participating for the summer.
- Received quotes for shades for the top half of the front windows in Pathway Fitness.
- In July, we sold/renewed a total of 41 Pathway Fitness Memberships/Passes, 21 Track Only Memberships/Passes, and 12 Open Gym Passes. Compared to July of 2018, we sold a total of 0 Pathway Fitness Memberships/Passes, 0 Track Only Memberships/Passes, and 0 Open Gym Passes.
- 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-July, we had \$920 in Daily Admission Fees for Pathway Fitness, \$2,063 for Track Only, and \$8,852 for Open Gym.

- Attended a meeting with Ron Vine to start planning for 2025.
- Had a meeting with Fitness Instructors to go over policies/procedures/and future class schedules.
- Cleaned and organized Fitness Studio Storage Closet.
- 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 (~400), 18 (~350), and 25 (~350), August 1 (~525).
- Supervised with Superintendent of Parks and Facilities, Music at the Movies, August 8. Roughly 75 people in attendance.
- Submitted the District's OSLAD Grant submission for the Memorial Park Development project.
- Submitted the District's grant application for a Northwestern Medicine Community Grant.
- Submitted the Park District's application and fee for Pumpkin Fest activities.
- Coordinated the Brian Bemis Family Dog park Open House along with partners, Bethany Animal Hospital and Tails Human Society, called Paw-looza.
- Submitted two nominations to the IAPD Best of the Best Gala.
- Assisted Recreation Specialist with Junk in Your Trunk Sale August 17.
- 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 – with registration beginning August 12.

Administrative Initiatives (9/1/19-9/30/19)

Theresa Tevsh, Superintendent of Recreation

- Will attend Board meeting and management team meetings
- Will attend Park Tour on September 7.
- Will assist with Concert and Fireworks on Sept 7.
- Will Chaperone the Cubs/Brewers bus trip on September 8.
- Will work with W-T Group on second site visit to review the outdoor pool
- Will attend the KSRA Special meeting on September 17
- Will attend the Midwest Museum of Natural History Board meeting on August 19.
- Will be on vacation September 20-26.
- Will attend Leadership Academy on September 27.
- Will work with National Bank to offer “Shred Day” at the pool site on September 28
- Will chaperone the bus trip to the Joliet Prison on September 28.

Justin Genz, Recreation Specialist

- Will attend IPRA Teen Committee meeting.
- Will continue monitoring adult leagues.
- Will send rosters and continue to prep for upcoming fall programs.

- Will work with Sarah to continue marketing programs.
- Will attend healthy kids running series on Sep 8.
- Will meet with Jamie and discuss splashpad events.

Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist

- Continue to do rentals and birthday parties.
- Get things set for new date of Junk in the Trunk.
- Continue Concert in the Park for September 7.
- Prepare for baseball concession remodel.
- Keep promoting Junk in the Trunk.
- Plan things to do at our events this fall.

Lisa Metcalf, Facilities Supervisor

- Fall classes start the week of September 9th.
- Will create an evaluation form for Fitness Instructors to use while observing their classes.
- Will hire a new Personal Trainer.

Sarah Rex, Recreation and Marketing Supervisor

- Will supervise Fireworks and Fun September 7.
- Will submit the Park District's ITEP Grant submission.
- Will begin natural area curriculum integration project at the Middle School.

- Will attend a meeting with the Sycamore Public Library to discuss winter/spring programming.
- 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: August 27, 2019

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

- Attended weekly Management Team meetings as scheduled.
- Attended All Staff Meeting as scheduled.
- Attended Sycamore Chamber of Commerce Ambassador Club meeting.
- Developed August Golf Insight newsletter and updated reader board with leagues and outings scheduled.
- Attended golf course tour with Jeff, Steve and Dan to show areas of improvement needed for Vision 2025.
- 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. Fraternal Order of Police, 86 participated, Sycamore Elks Club, 48 played, Opportunity House Chip into Charity, 96 participants, PJ's Courthouse, 108 players, hosted the Sycamore High School Frosh/Soph Invite, 11 schools participated and host the Annual Club Championship, 50 – 70 participants anticipated.
- 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 will be placing more pictures of recently held events on Facebook and webpage.
- Golf Course received 2019 Best Golf Course in DeKalb County as selected by the readers of the Daily Chronicle.

- Attended staff meetings for Community Wide Survey with Golf Staff, Management Staff and Ron Vine.
- Began working on fall staffing schedule.
- Began working on fall golf promotions with Sarah and David.
- Met with Sycamore High School golf coaches and athletic Director for fall golf meet schedule and practice schedules.

Administrative Initiatives (9/1/19 – 9/30/19)

- Attend weekly Management Team meetings as scheduled.
- Attend All Staff Meeting as scheduled.
- Attend Sycamore Chamber of Commerce Ambassador Club meeting.
- Develop September Golf Insight newsletter and update reader board with leagues and outings scheduled.
- Attend Park Tour.
- Finalize all 2019 in-house leagues and begin the promotion of the 2020 league offerings.
- Complete summer outing schedule with several smaller events including, the DeKalb High School Reunion of 1969, Genoa Knights of Columbus, and the DeKalb Elks.
- Begin the exploring of the reintroduction the SAY-Golf Junior Golf program for 2020.
- 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.
- Begin fall hours of operation 7am to dusk 7 days a week.

- Hold 6X6X6 Two-man Ryder Cup tournament and begin promotion of the Annual Pumpkin Scramble.
- Complete fall staffing schedule.
- Finalize fall golf promotions with Sarah.
- Monitor and serve as rules official for all home high school golf meets.
- Begin exploring the possibility of a winter golf seminar series on Saturdays in February and March with topics like The Rules of Golf, Exercises for Better Golf, On course management and the short game.



2019

DeKalb County's Finest

Presented to:

Sycamore Park District Golf Club

THE BEST
Golf Course

DAILY CHRONICLE

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: August 27, 2019

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

Golf

- After a very dry July and first part of August, several rains the past couple of weeks in the form of quick downpours have turned the turf green once again with consistent growth. While temperatures have remained seasonably warm, not a lot of over 90-degree days have occurred.
- Mowing has returned to normal intervals due to the rain and humid conditions. Spraying for turf diseases has also been necessary regularly.
- Staff changes have occurred as school starting takes away a few seasonal staff. I have interviewed and hired a couple of new staff in the golf and parks departments. Some staff will continue to work for us when able around school schedules.
- We have removed a couple dead trees, old stumps, and trimmed low hanging tree limbs as time allowed.
- Seeding of thin turf areas is now continuing with more consistent rain and shorter/cooler days.
- We are still on target to begin the irrigation system installation at the beginning of September. Midwest Irrigation began delivering and storing equipment for the installation this week at the old shop and will continue next week. We will meet at the end of August as layout of the new pipe will begin with the larger main lines in the rough the first to be installed.

- Attended meetings and course tour with staff to formulate future needs of the course and issues to consider for the upcoming Park Tour.
- Met with Encap Inc. to obtain options and quotes for repairing and improving a section of the riverbank encroaching on 18 men's tee.

Sports

- Fall sports have begun with softball and baseball practices and AYSO soccer games started on the 17th.
- Adult Sunday soccer will continue until the end of September.
- I have been working with reps from all groups to set up field prep for all games and to avoid overlap of field uses for games and practices.
- Staff has been mowing and trimming regularly, pruning shrubs, adding mulch to beds, laying out and paint lining soccer and ball fields, prepping fields for games, fixing any wear holes in the fields, and adding/fixing the ag lime infields on the ball fields.
- The pool was shut down on August 15th as school started closed for the season. The pool and hot tub have been drained and all chemical feeders cleaned, and pumps turned off.
- Attended the WT Engineers first audit of the pool for future planning. They sent a group of several engineers and architects to evaluate the entire pool, bathhouse, and surrounds while the pool was actively operating with customers in the pool and the mechanical systems all running. The group will return on Sept. 10 to evaluate the pool shell and underground piping and mechanics now that the water has been drained.

- The splash pad continues to operate and will until the end of September if the temperatures remain consistent. We check the filters and chemical balance daily along with the mechanical pump system.
- Attend regular meetings with engineers, contractors, and staff at the site of the new soccer complex. All going well as the dry weather allowed for earth moving to advance rapidly. Drain lines and detention are being installed and confidence is high now that seeding will happen on time.

Parks

- I attended staff and Board meetings.
- Working on park playground inspections and future playground equipment replacement and maintenance plans.
- Attended several staff and Board survey meetings for the future with Ron Vine.
- Worked on park areas that will be visited during the Park Tour on Sept. 7th and specific items that need attention.
- 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 all areas again with the recent rains, 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.
- 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.
- Meeting with Recreation staff on logistics for upcoming fall events: Fireworks and Fun, 5K night run, Touch-a-Truck, Pumpkin Fest events.

Administrative Initiatives (9/1/19-9/30/19)

- 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.
- Meet with pool assessment team as audit continues.
- Begin work and meetings with golf irrigation installation company and architect team as project begins.
- Plan September Park Tour with staff and attend event on September 7th.
- Work with Rec staff on planning and attending Fireworks and Fun event on September 7th.
- Inspect playgrounds and determine status for future replacement timing or additions.
- Complete plan for future tree planting at parks, golf, sports for 2020 plantings. Start other capital budget planning and pricing.
- Continue efforts for planning meeting with ENCAP, school district reps, and our staff for future natural areas classroom project.
- Staff will continue to mow, shelter set up, clean parks, trim trees, fix equipment, spray for weeds and disease, prep sports fields.

To: Board of Commissioners

From: Daniel Gibble, Executive Director

Subject: Monthly Report

Date: August 27, 2019

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

- Attended Meetings/Serve On:
 - Rotary
 - Chamber
 - DSATS
- Continued work on Old Mill to Forest Preserve trail issues.
- Finalized OSLAD Grant—Writing Narrative to support the grant.
- Documented and submitted to IDOT the finalized land matters on trail project.
- Continued to work with Negotiator on securing the Land Swap between City and State for trail project.
- Began assembling information for early Study Sessions on *Sustaining the Legacy: 2025*.
- Maintained communication with DCFPD, Engineers, City, and IDOT on Trail Project.
- Finalized Agreement for Professional Services to conduct Pool Assessment.
- Overseeing the pool assessment process.
- Began Ovitz Park Playground design development process. We have secured, anonymously for now, a \$50,000 donation for this final project at OVITZ Park. Total budget is \$100,000 for the playground.
- Finalized Park Tour Schedule—September 7, 2019

- Conducted a detailed tour of the golf course with Kirk, Jeff and Steve in preparation for the park tour.
- Visited all park sites in preparation for the park tour.
- Supervising three key projects:
 - Soccer Complex
 - Pool Assessment
 - Community-wide survey
- Monitored bond issue matters:
 - Current and trending rates
 - Timeline for key issues
 - Action 2020 Long Range Budget Scenarios/Projections
 - BINA Matters
 - Review of Documents by Counsel
- Participated in Standard & Poor's Conference Call/Interview to Establish Bond Rating.
- Filed several key items with DeKalb County Recorder:
 - Fowler Estates Easement
 - Fowler Estates Annexation
 - Soccer Complex Final Plat
- Nearing Completion on Phase 2 Engineering for Trail Construction. Project will go out to bid in November.
- Finalized two land acquisitions for the trail project.
- Began weaning files, and creating a solid structure of information for my successor.
- Began work on final plans for replacing the bridge at 15—the project we were working on, had in budget, and were going to replace BEFORE the whole “main bridge” fiasco. IF dollars are available in next year's capital budget, we will try to get this back in the “cycle” in 2020 or 2021.
- Apologies for my long/frequent absences due to loss and dealing with family challenges.
- Registered for the NRPA Congress.

- Provided information to Executive Director Search Committee.

Administrative Initiatives (9/1/19 – 9/30/19)

- Attend Meetings/Serve On:
 - Rotary
 - Chamber
 - DSATS
- Attend the NRPA Congress.
- Continue work on Old Mill to Forest Preserve trail issues.
- Finalize land swap for trail project.
- Finalize land acquisition for trail project, and file deeds.
- Conduct a Presentation at Oak Crest for their Rotary Club.

BOARD MEETING IS RESCHEDULED to SPETEMBER 17th.

- Continue Supervising three key projects:
 - Soccer Complex
 - Pool Assessment
 - Community-wide survey
- Continuing Monitoring bond issue matters:
 - Current and trending rates
 - Timeline for key issues
 - Action 2020 Long Range Budget Scenarios/Projections
 - BINA Matters
 - Review of Documents by Counsel
- Award Bond Issue
- File deeds with DeKalb County Recorder for Trail Acquisition properties.

**KISHWAUKEE SPECIAL RECREATION
ASSOCIATION**

**Financial Statements
and
Independent Auditor's Report**

December 31, 2018

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Kishwaukee Special Recreation Association
DeKalb, Illinois

We have audited the accompanying financial statements of the governmental activities and the major fund of the Kishwaukee Special Recreation Association, DeKalb, Illinois, (Association) as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Association's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the

Board of Directors
Kishwaukee Special Recreation Association

Association's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Kishwaukee Special Recreation Association, DeKalb, Illinois, as of December 31, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the budgetary comparison information for the major fund on page 27, and the Schedule of Changes in Net Pension Liability and Related Ratios and Schedule of Contributions for pensions, on pages 28-31, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the Required Supplementary Information that management has reported in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is

Board of Directors
Kishwaukee Special Recreation Association

required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

SIEPERT & CO., LLP

Siepert & Co. LLP
Beloit, Wisconsin
July 3, 2019



Pay-It-Forward House, NFP
719 Somonauk Street
Sycamore, IL 60178
815-762-4882
www.payitforwardhouse.org

Providing a supportive and caring home-away-from-home for family and friends of patients receiving medical treatment in DeKalb County.

July 17, 2019

Sycamore Park District
Attn: Ms. Teresa Tvesh
480 S. Airport Rd
Sycamore, IL 60178

Dear Teresa,

On behalf of the Pay-It-Forward House's, Board of Directors, staff, and Meet Me at the Fair Committee, I want to extend a heart-felt thank you for your donation of a three month 24/7 Pathway Fitness Membership Resident/Non-Resident, four Splash Fountain Daily Passes, two Track Passes, and two Pathway Fitness Daily Passes valued at \$105 to our Meet Me at the Fair event! It was the vision of the Board of Directors and our Meet Me at the Fair Planning Committee to host this event in hopes to raise awareness of our mission, entertain our friends and families, and provide us a way to thank our community.

A recent guest left us this note, "Thank you for giving me rest and peace and even a journal to vent and actually get out what was in my head. That journal was actually the first time I was able to get out what all I had been through, such a long road and so happy for the Pay-It-Forward House and their amazing staff. I wish I could have wrote more about how wonderful you all were. It truly made a huge impact on mine and my daughter's lives! And my husband's, for my daughter and I to be able to stay just feet away from him was so comforting! Thank u all so much! ♡"

- D.V. & A.V. from Dixon, IL

You are always welcome to drop by our home-away-from-home and experience the warm welcome our guests enjoy! Our "friendly faces" are here Monday through Thursday from 8:00 a.m. to 4 p.m. and Friday and Saturday from 8:00 a.m. to 2:30 p.m. We love sharing stories about how this House reflects the spirit of giving and willingness of all those who enter to "pay it forward."

Gratefully yours,

Heather
Heather Du Vall
Executive Director
Pay-It-Forward House, NFP
Phone: (815) 762-4882

Email: director@payitforwardhouse.org


This letter serves as your receipt for your 2019 contribution. Pay-It-Forward House is a 501(c) 3 organization, tax ID number 20-2193111. No goods or services were provided to you in exchange for your gift and it is tax deductible to the extent allowed by law.

*Thank you so
much! ☺*


Park and Recreation Salary Survey

2019 SALARY SURVEY KEY FINDINGS:


SALARIES ARE TYPICALLY HIGHER FOR THOSE WITH:



Greater professional experience




Greater education attainment



A professional certification

PARK AND RECREATION AGENCIES TYPICALLY COVER

80% OF THEIR FULL-TIME EMPLOYEES' HEALTH INSURANCE PREMIUMS.



The Bureau of Labor Statistics estimates that in 2017, there were more than 157,000 full-time employees of local park and recreation agencies throughout the United States. Park and recreation agencies have to offer competitive compensation to attract and retain the best people to serve their communities. Beyond base salaries and the possibility of earning a bonus, workers also consider other benefits when choosing an employer, including healthcare, retirement plan, vacation days and sick days.

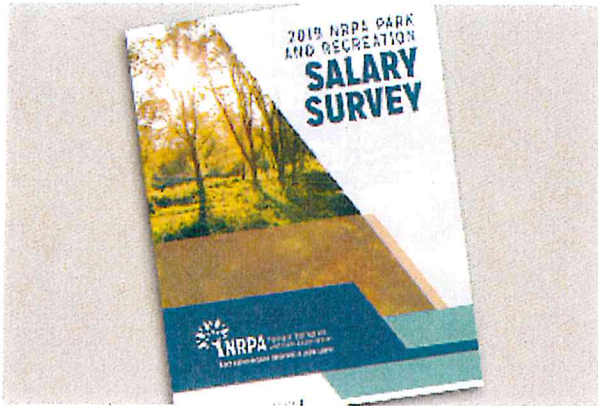
Having access to comprehensive compensation data informs park and recreation agency leaders on how to attract the best staff. Conversely, this data also provides park and recreation professionals insights on salary and benefits offerings from potential employers. This is

where the **NRPA Park and Recreation Salary Survey report** comes in. In April 2019, NRPA's research team sent a 35-question survey to elicit not only the salary data of 10 positions at park and recreation agencies, but also about general information on benefits and salary policies. The survey generated responses from 470 park and recreation agencies across the United States, the results of which are the basis of this report.

The **NRPA Park and Recreation Salary Survey report** features detailed base salary and bonus data for ten typical park and recreation agency positions:

- Park and Recreation Agency Director (or Executive Director or Superintendent)
- Planning Director (or Superintendent)
- Director of Finance (or Business Manager or Administrative Director)
- Recreation Director (or Recreation Superintendent or Assistant Director - Recreation)
- Park Operations Director (or Maintenance Director or Maintenance Superintendent)
- Park Operations (or Maintenance Foreman)
- Facilities Manager
- Athletics Supervisor (or Athletics Manager)
- Aquatics Supervisor (or Aquatics Manager)
- Recreation Programs Coordinator (or Recreation Programs Manager)

Summarized Salary Survey Report



Download and read the summarized Salary Survey Report.

[Download](#)

Full Report, Resources and Discussion



Login or create a free profile to access the full report, comprehensive salary data, sample job descriptions, sample organization charts and an online discussion group.

[Access Full Report](#)

2019 NRPA Salary Survey of Park and Recreation Professionals

Select a park and recreation agency position:

*Park and Recreation Director

Base Salary Data	Median (50th percentile)	\$100,250
Bonus Data	Median (50th percentile)	\$1,200
Median Annual Base Salary by Agency Full-Time Employees	1–10 FT Employees	\$71,000
	11–20 FT Employees	\$91,520
	21–50 FT Employees	\$118,500
	51–100 FT Employees	\$130,872
	More than 100 FT Employees	\$140,000
	Median Annual Base Salary by Agency Jurisdiction Type	City/ Town/ Borough
County		\$95,863
Special Park District/ Regional Authority		\$115,024
Urban Agencies		\$127,500
Median Annual Base Salary by Region	Northeast	\$88,000
	South	\$90,500
	Midwest	\$102,500
	West	\$109,639

The Bureau of Labor Statistics estimates that there were more than 157,000 full-time employees of local park and recreation agencies throughout the United States in 2017, with several hundred thousand more part-time and seasonal workers. It is these skilled teams that program events, maintain facilities and otherwise ensure that all Americans can access and enjoy all that their local park and recreation agencies have to offer.



www.NRPA.org/salary-survey

RETIREMENT AGREEMENT AND GENERAL RELEASE

Daniel Gibble (“Gibble”) on behalf of himself, his heirs, agents and assigns, and the Sycamore Park District, on behalf of itself, its elected or appointed officials, whether past, present or future, agents, representatives, employees or assigns (“District”) (collectively referred to as “the Parties”) voluntarily agree to this Retirement Agreement and Release (the “Agreement”) in order to acknowledge Gibble’s years of service to DISTRICT and the retirement of Gibble’s employment in accordance with the following terms and conditions:

WHEREAS, Gibble has voluntarily decided to retire effective August 28, 2020 and execution of this Agreement also serves as his irrevocable notice of retirement.;

WHEREAS, DISTRICT recognizes that Gibble has served the agency nearly nine years and unequivocally represents that nothing in this Agreement should be interpreted as diminishing DISTRICT’s appreciation for his services;

WHEREAS, the Parties want to settle and resolve all issues related to Gibble’s retirement at this time;

NOW, THEREFORE, for and in consideration of the provisions, covenants and mutual promises contained herein, the Parties hereby agree as follows:

1. Board Approval.

This Retirement Agreement shall not become valid and enforceable until after it has been fully executed by both Parties, the revocation period described in Paragraph 16 has expired, and it has been approved by the Park District Board of Commissioners (the “Board”).

2. Payment Terms.

a. The DISTRICT shall evaluate Gibble prior to the end of calendar year 2019 and Gibble shall be eligible for increases in his base rate of pay and for possible performance bonuses for service during calendar year 2020. DISTRICT shall pay Gibble in accordance with those salary policies and procedures applicable generally to DISTRICT’s employees. Gibble shall continue to receive all other benefits set forth in his employment contract, as amended, until August 28, 2020.

b. Gibble agrees that he will take, and be paid for, all vacation time that he is due, whether accumulated or accrued before August 28, 2020. If, for any reason, Gibble is unable to take all accrued vacation time before August 28, 2020, he will be paid for unused vacation time by means of a separate paycheck during the first payroll period after September 30, 2020.

3. Release and Covenant Not To Sue.

a. To the greatest extent permitted by law, Gibble agrees to release DISTRICT regarding all claims he has or might have as of the time of execution of this Agreement, whether known or unknown. By way of explanation, but not limiting its

completeness, Gibble hereby fully, finally and unconditionally releases, compromises, waives and forever discharges DISTRICT and the Released Parties (defined in paragraph 3.d below) from and for any and all claims, liabilities, suits, discrimination or other charges, personal injuries, demands, debts, liens, damages, costs, grievances, injuries, actions or rights of action of any nature whatsoever, known or unknown, liquidated or unliquidated, absolute or contingent, in law or in equity, which were or could have been filed with any federal, state, local or private court, agency, arbitrator or any other entity, based directly or indirectly upon Gibble's employment with DISTRICT, the cessation of his employment, and any alleged act or omission to act by DISTRICT or the Released Parties, whether related or unrelated to his employment, occurring and/or accruing prior to the execution by Gibble of this Agreement. Gibble further waives any right to any form of claim, recovery, compensation or other remedy in any action brought on his behalf.

b. Without limiting the foregoing terms and as otherwise permitted by law, this Agreement specifically includes all claims by Gibble under the Americans with Disabilities Act, Age Discrimination in Employment Act (ADEA) (including the Older Workers' Benefit Protection Act), the Family and Medical Leave Act, the Fair Labor Standards Act, the Illinois Minimum Wage Law, the Illinois Wage Payment and Collection Act, the Worker Adjustment Retraining Notification (WARN) Act, the Illinois WARN Act, the Illinois Human Rights Act, and Title VII of the Civil Rights Act of 1964, as amended. This Agreement also includes any tort, and any and all claims Gibble may have arising from any federal, state or local constitution, statute, regulation, rule, ordinance, order, public policy, contract or common law. This Agreement does not prohibit Gibble from filing charges with the federal Equal Employment Opportunity Commission (EEOC) or from participating in an investigation conducted by the EEOC with respect to its statutory responsibilities; however, in consideration of the compensation and benefits provided to him in this Agreement, Gibble specifically waives any right to such monetary recovery as may otherwise be available to him as a result of such charges or investigation.

c. This Agreement includes and extinguishes all claims Gibble may have for equitable and legal relief, attorneys' fees and costs. More particularly, Gibble acknowledges that this Agreement is intended to be a resolution of any and all disputed claims and that Gibble is not a "prevailing party." Moreover, Gibble specifically intends and agrees that this Agreement fully contemplates claims for attorneys' fees and costs, and he hereby waives, compromises, releases and discharges any such claims and liens.

d. Gibble agrees that this Retirement Agreement includes all claims and potential claims against DISTRICT and any affiliated entities, and as intended third-party beneficiaries, each of their predecessors, successors, heirs and assigns, past, present and future elected officials, commissioners, directors, officers, employees, members, partners, agents, attorneys, representatives, trustees, administrators, fiduciaries, insurers, group risk pools, and all of their employees, officers, directors and agents, jointly and severally, in their individual, fiduciary and corporate capacities (collectively referred to as the "Released Parties"), to the fullest extent of the law.

e. Gibble promises and covenants that he will not file any lawsuit against the Released Parties based upon any claim covered under the foregoing release unless he is exercising his right to challenge the enforceability of this Agreement under and in accordance with the ADEA or the Older Workers Benefit Protection Act. In addition, nothing in this Agreement prohibits Gibble from participating in any administrative matter before a governmental agency, including, but not limited to, the EEOC.

f. Nothing in this Agreement restricts Gibble's or DISTRICT's right to enforce this Agreement and the promises set forth herein.

4. Nonassignment.

Gibble expressly promises DISTRICT that he has not assigned or transferred, or purported to assign or transfer, and will not assign or otherwise transfer: (a) any claims, or portions of claims, against the Released Parties (as defined in Paragraph 3); (b) any rights that he has or may have had to assert claims on his behalf or on behalf of others against the Released Parties; and (c) any right he has or may have to the Retirement Payment. Gibble promises that any monies, benefits or other consideration he receives from DISTRICT are not subject to any liens, garnishments, mortgages or other charges, and no one else has any claim to any portion of the Retirement Payment.

5. Acknowledgement of No Pending Claims.

Gibble represents and warrants that he does not have any claims pending before any court, agency, or other person/entity.

6. No Reinstatement.

Gibble waives any and all rights to reinstatement or rehire with DISTRICT that he may otherwise have after August 28, 2020, although nothing in this Agreement precludes the Parties from entering into an independent contractor agreement for specific services at any point in the future. Gibble likewise agrees that DISTRICT shall have no obligation, contractual or otherwise, to rehire, reinstate, recall or hire him at any time after August 28, 2020.

7. Medicare and Social Security.

Gibble hereby warrants and represents that he presently is not, nor has he ever been enrolled in Medicare Part A or Part B. Further, Gibble represents and warrants that he has no present claim for Social Security Disability benefits nor is he presently appealing or re-filing for Social Security Disability benefits. Gibble agrees to indemnify and hold DISTRICT and the Released Parties harmless from any claims of, or rights of recovery by Medicare and/or persons or entities acting on behalf of Medicare as a result of any future payment which may be made by Medicare or any other entity for or on behalf of Gibble for such future care. Gibble agrees to hold harmless DISTRICT and the Released Parties from and/or for any loss of Medicare benefits or Social Security benefits (including Social Security Disability) that Gibble may sustain as a result of this Agreement.

8. Indemnification.

Gibble agrees to indemnify and hold each of the Released Parties harmless from and against any and all loss, cost, damage or expense, including, without limitation, attorneys' fees, incurred by DISTRICT and the Released Parties, or any of them, arising out of any breach of this Agreement by Gibble, the fact that any representation made herein by Gibble was false when made, or DISTRICT's successful enforcement of this Agreement against Gibble, except that this paragraph shall not apply to a lawsuit challenging the validity of this Agreement under the Age Discrimination in Employment Act, as amended.

9. Tax Liabilities.

In making this Agreement, DISTRICT, in reliance upon information concerning exemptions and allowances provided by Gibble that Gibble warrants is true and correct, will use its best efforts to comply with federal and state tax laws governing legally required withholding.

10. Neutral Construction.

The language of all parts of this Agreement shall in all cases be construed as a whole, according to its fair meaning, and not strictly for or against any of the Parties, regardless of who drafted the Agreement.

11. Complete Agreement.

This Agreement sets forth all of the terms and conditions of the agreement between the Parties concerning the subject matter hereof and any prior oral communications are superseded by this Agreement. The Parties understand and agree that all of the terms and promises of this Agreement, other than the "Whereas" clauses, which are informational, are contractual and not a mere recital.

12. Effect on Previous Agreements.

This Agreement supersedes any and all prior agreements, understandings and communications between the Parties.

. Amendment.

This Agreement may be amended only by a written document signed by Gibble and an authorized Officer of DISTRICT.

14. Severability.

In the event that any of the provisions of this Agreement are found by a judicial or other tribunal to be unenforceable, the remaining provisions of this Agreement will remain enforceable.

15. Nonadmission.

This Agreement is being entered into for the purposes of settling disputed claims, acknowledging the commitment and tenure of Gibble and implementing mutually agreed-upon terms, and shall not be construed as: (a) an admission by the Released Parties of any (i) loss, liability or wrongdoing to Gibble, (ii) breach of any agreement, or (iii) violation of a statute, law or regulation; or (b) a waiver of any defenses as to those matters within the scope of this Agreement. DISTRICT specifically denies any liability or wrongdoing, and Gibble agrees that he will not state, suggest or imply the contrary to anyone, either directly or indirectly, whether through counsel or otherwise.

16. Time To Consider Agreement.

Gibble understands that he has been given twenty-one (21) days to consider and sign this Agreement (the “consideration period”), and Gibble acknowledges and agrees that this consideration period has been reasonable and adequate. Gibble will have seven (7) days from the date he signs this Agreement to revoke it if he so desires. Notice of revocation must be directed to the President of the Sycamore Board of Park Commissioners. This Agreement shall not become effective or enforceable until this seven (7) day revocation period has expired, provided the Parties have also continued to meet all of the conditions in this Agreement and the Board has approved the Agreement. If Gibble has not communicated his acceptance of this offer before the expiration of the consideration period, this offer automatically expires at that time, and DISTRICT is not required to take any further action to rescind or otherwise withdraw the terms of this Agreement.

17. Right to Counsel.

Gibble acknowledges that he was informed that he has the right to consult with an attorney before signing this Agreement and that this paragraph shall constitute written notice of the right to be advised by legal counsel. Additionally, Gibble acknowledges that he has been advised by competent legal counsel of his own choosing in connection with the review and execution of this Agreement and that he has had an opportunity to and did negotiate over the terms of this Agreement.

18. Employee Acknowledgment.

Gibble declares that he has read this Agreement, that he fully understands its terms and contents, including the rights and obligations hereunder, and that he freely, voluntarily and without coercion enters into this Agreement. Further, Gibble agrees and acknowledges, after having had the opportunity to confer with legal counsel, that the waiver and release of all rights or claims she may have under any local, state or federal law is knowing and voluntary.

**PLEASE READ CAREFULLY. THIS DOCUMENT INCLUDES
GIBBLE'S RELEASE OF ALL KNOWN AND UNKNOWN CLAIMS.**

Date: _____

Date: _____

SYCAMORE PARK DISTRICT
Board of Commissioners
Date of Board Meeting: August 27, 2019

STAFF RECOMMENDATION

AGENDA ITEM: APPROVE TRAVEL TO NPRA CONFERENCE:
Recommend approval

BACKGROUND INFORMATION: The District's policy on business expenses requires prior approval by the Board at an open meeting for travel, meal and lodging expenses incurred by 1) any member of the Board and 2) in excess of \$500 for any employees of the District. The NPRA Conference will be held September 24 through 27, 2019 in Baltimore, MD. The Executive Director will attend.

Expense covered include:

- Airfare to and from conference: \$378.
- Parking – For those vehicles that may have to remain at the airport—if less than Uber/Transport Service: \$40-\$60 total.
- Hotel – four nights=\$575.60.
- Conference Registration: \$595
- Meals – limited to the current U.S. General Services Administration regulations. Per day maximum is \$76.

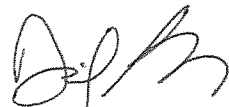
The Executive Director would like to, if the Board agrees, to use the JOB MART located at the conference, to post the Executive Director's position, and offer times to meet, on site, with interested applicants who wish to ask questions about the position. Additionally, the director plans to focus his time in educational sessions that focus on management issues related to long-range planning, succession planning, project management, and any topic related to projects that he will still be supervising through August of next year: Trails, Sports fields, etc.

FISCAL IMPACT: The cost for this conference has been in the budget for several years but the Director has not had the time to go. It is in the current operating budget, as well. Maximum cost = \$ 1,837, but likely less than that.

STAFF RECOMMENDATION: Recommend approval.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION: