



Sycamore

PARK DISTRICT
Established 1923

Sycamore Park District
Regular Board Meeting
Sycamore Park District Maintenance Shop
435 Airport Road
Sycamore, IL 60178
September 22, 2020
6:00 PM

AGENDA

CALL TO ORDER (Roll Call Vote)

APPROVAL OF REGULAR AND CONSENT AGENDA (Voice Vote)

APPROVAL OF MINUTES: (Voice Vote)

- 3. Regular Minutes: August 25, 2020 (Voice Vote)

APPROVAL OF MONTHLY CLAIMS:

- 7. Claims Paid Since Board Meeting (Roll Call Vote)
- 20. Claims Presented (Roll Call Vote)

CONSENT AGENDA:

- 31. Superintendent of Finance Monthly Report
- 36. Budget Report
- 51. Superintendent of Recreation Monthly Report
- 60. Superintendent of Golf Operations Monthly Report
- 63. Superintendent of Parks and Facilities Monthly Report
- 689. Executive Director Monthly Report

CORRESPONDENCE-

- 70. Wendy Swedberg Thank You
- 71. Bryan Henning – Splash Pad
- 72. Stacie Graham – Slash Pad

PUBLIC INPUT

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

AGENDA

September 22, 2020 6:00 PM

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MONTHLY REPORT: Theresa Tevsh, Superintendent of Recreation Services

73. KSRA – Dawn, Theresa

OLD BUSINESS:

- Park Naming--Bill
 Update Regarding MMNH—Theresa
 Update on Transition Planning—Bill
 GW Trail Segment 1 Construction Update—Jeff
 Bridge #4 Construction Update—Kirk

NEW BUSINESS:

74. Proposal to Honor the Passing of Robert “Bob” Swedberg—
 Jeff/Kirk/Jackie/Theresa
75. Survey Findings Summary Report and Discussion (ZOOM)—Sarah/Ron
143. Quarterly Capital Funds Update—Jackie
145. ITEP Grant Resolution 04-2020 – Sarah

PUBLIC INPUT**EXECUTIVE SESSION:****EXECUTIVE SESSION (Roll Call Vote):**

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

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

ADJOURN

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, August 25, 2020**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, being held at our Maintenance Building, located at 435 Airport Road, Sycamore, Illinois is called to order at 6:03 p.m. on Tuesday, August 25, 2020.

Will the recording secretary please call the roll.

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

President Kroeger noted at this time he wanted to acknowledge we lost a long-time employee this past weekend. Bob was employed here since he was 21 one years old. He passed away at 57 so 36 years of dedication to this Park District is unbelievable. He thanked everyone that reached out to the family.

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

The following Sycamore Park District Commissioners are not physically present and will not be participating in the meeting: **None**

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

Guests: None

Regular and Consent Agenda Approval –

Motion

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

Voice Vote

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

Minutes of the Regular Meeting of the Board of Commissioners
 Sycamore Park District
 Tuesday August 25, 2020
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Approval of Minutes –

Motion

Commissioner Schulz moved to approve the July 28, 2020 Regular Meeting Minutes.
 Commissioner Strack seconded the Motion.

Voice Vote

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

Motion

Commissioner Schulz moved to approve the September 30, 2019, October 21, 2019, January 13, 2020, January 22, 2020, January 29, 2020, and June 29, 2020 Special Search Committee Meeting Minutes. Commissioner Strack seconded the Motion.

Voice Vote

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

Motion

Commissioner Schulz moved to approve the March 3, 2020, March 11, 2020, July 13, 2020, July 14, 2020, and July 16, 2020 Special Meeting Minutes. Commissioner Strack seconded the Motion.

Voice Vote

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

Motion

Commissioner Schulz moved to approve the March 31, 2020 and June 2, 2020 Executive Session Meeting Minutes to remain confidential. Commissioner Strack seconded the Motion.

Roll Call

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

Motion

Commissioner Schulz moved to approve the March 2, 2020, March 11, 2020, July 13, 2020, July 14, 2020, and July 16, 2020 Special Meetings Executive Session Meeting Minutes to remain confidential. Commissioner Strack seconded the Motion.

Roll Call

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

Motion

Commissioner Schulz moved to approve the June 19, 2020, June 29, 2020, and July 2, 2020 Search Committee Executive Session Meeting Minutes to remain confidential. Commissioner Strack seconded the Motion.

Roll Call

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

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Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$51,204.90.
 Commissioner Graves seconded the Motion.

Roll Call

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

Correspondence – None

Public Input

Director Gibble noted that Jackie also lost a sister recently and our thoughts and prayers are with her also.

Positive Feedback – None

Monthly Report – Supt. of Golf Operations handed out a timeline on Bridge #4, Hole 15. He then went over the timeline and gave more details on the project.

Commissioner Graves congratulated Kirk, Jeff, and staff on receiving DeKalb County Finest Golf Course award and he thanked everyone.

Old Business

Introduction of New Executive Director – President Kroeger noted that Jonelle Bailey is our new Executive Director. Her official starting date is August 31st. On behalf of the Board they are very excited to have her here. He noted that he, Dan and Jonelle met to go over the list of transition items to do and who to meet. There is a timeline that Jonelle and Dan have put together for the next 6-8 weeks. President Kroeger noted Dan has had meetings with the superintendents to get them up to speed on certain topics so they will be well versed in case Jonelle needs anything.

Update Regarding the MMNH – Supt. of Recr. Tevsh noted Burpee Museum staff member has been picking up some of the collection each week on their way to work. She is trying to get a meeting with the Museum Board, Dan, Bill and Jonelle so we can get an update on their timeline. Director Gibble noted he may be coming to our Board later to help the Museum expedite removal of some barriers on some of the animals.

New Business

First Draft of Survey Findings Summary Report – Sarah noted that the Board has Ron Vine's first draft of the summary. He will be at the September board meeting virtually to go over the information. She noted there was an awesome response. We shoot for 10% and we had a 15% response. Director Gibble informed the Board to email Sarah if they would like to see anything else.

Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
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Semiannual review of Executive Session Minutes -

Motion

Commissioner Strack moved to approve as recommended that no Executive Session Minutes be released but 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 5-0.

Recommendation for Future Study Sessions – Director Gibble asked the Board to come to the September meeting with dates in October and November that will work for them. President Kroeger noted it would be good idea to have some study sessions while both Directors are still here. Director Gibble noted the October one could be a review of what we have done and then Jonelle can frame out how she would like to approach the process from then on. It was decided to schedule a study session for Tuesday, October 13th.

Public Input – None

Motion

The Board adjourned the Regular Session at 6:40 p.m. on a motion made by Commissioner Schulz. The motion was seconded by Commissioner Doty.

Roll Call Vote

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

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District

DATE: 09/15/2020
 TIME: 14:52:50
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SYCAMORE PARK DISTRICT
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Intertm

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
4IMPRINT	4IMPRINT INC.								
20069067		01 CADDYSHACK COOLERS FLOOD	303000076500	08/12/20	00004655	62300	08/21/20	422.93	422.93
		02 CADDYSHACK COOLERS	303000076500		00004655			211.47	211.47
								211.46	211.46
ACUSHNET	ACUSHNET COMPANY								422.93
		VENDOR TOTAL:							
909310848		01 TS2 FAIRWAY 21 DEGREE	501000001302	07/30/20	00004627	62341	09/10/20	221.41	221.41
		02 SHIPPING INV 909310848	501000001302		00004627			213.00	213.00
		03 DISCOUNT INV 909310848	501000001302		00004627			12.67	12.67
								-4.26	-4.26
909381311		01 TITLEIST TOUR SPEED GOLF BALLS	501000001300	08/13/20	00004652	62301	08/21/20	176.40	176.40
		02 DISCOUNT INV 909381311	501000001300		00004652			180.00	180.00
								-3.60	-3.60
ANCEL	ANCEL GLINK, P.C.								397.81
		VENDOR TOTAL:							
76297		01 CORPORATE MATTERS	101000036120	06/10/20		62302	08/21/20	1,827.50	1,397.50
		02 TAX EXEMPTIONS	101000036120					1,075.00	1,075.00
								322.50	322.50
77343		01 CORPORATE MATTERS	101000036120	08/12/20		62302	08/21/20	1,827.50	430.00
								430.00	430.00
		VENDOR TOTAL:							
CINTA	CINTAS CORPORATION #355								1,827.50
405339043		01 RAG & RUG SERVICE	101500056301	06/26/20		62305	08/21/20	344.98	28.81
		02 RAG & RUG SERVICE	504100056301					10.16	10.16
		03 RAG & RUG SERVICE	201000056301					10.15	10.15
		04 RAG & RUG SERVICE	101000056301					4.25	4.25
								4.25	4.25
4054338980		01 RAG & RUG SERVICE	201000056301	06/26/20		62305	08/21/20	344.98	8.77
								8.77	8.77
4057471514		01 RAG & RUG SERVICE	201000056301	07/31/20		62305	08/21/20	344.98	8.77
								8.77	8.77
4057471540		01 RAG & RUG SERVICE	207500056301	07/31/20		62305	08/21/20	344.98	37.06
								344.98	37.06
								37.06	37.06

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
4057471593		01 RAG & RUG SERVICE	101500056301	07/31/20		62305	08/21/20	344.98	28.81
		02 RAG & RUG SERVICE	504100056301						10.18
		03 RAG & RUG SERVICE	201000056301						10.15
		04 RAG & RUG SERVICE	101000056301						4.25
									4.23
4058119554		01 RAG & RUG SERVICE	201000056301	08/07/20		62305	08/21/20	344.98	8.77
									8.77
4058119586		01 RAG & RUG SERVICE	101500056301	08/07/20		62305	08/21/20	344.98	28.81
		02 RAG & RUG SERVICE	504100056301						10.16
		03 RAG & RUG SERVICE	201000056301						10.15
		04 RAG & RUG SERVICE	101000056301						4.25
									4.25
4058119606		01 RAG & RUG SERVICE	207500056301	08/07/20		62305	08/21/20	344.98	37.06
									37.06
4058773476		01 RAG & RUG SERVICE	207500056301	08/14/20		62305	08/21/20	344.98	37.06
									37.06
4058773487		01 RAG & RUG SERVICE	101500056301	08/14/20		62305	08/21/20	344.98	28.81
		02 RAG & RUG SERVICE	504100056301						10.16
		03 RAG & RUG SERVICE	201000056301						10.15
		04 RAG & RUG SERVICE	101000056301						4.25
									4.25
4058773513		01 RAG & RUG SERVICE	201000056301	08/14/20		62305	08/21/20	344.98	8.77
									8.77
4059446440		01 RAG & RUG SERVICE	201000056301	08/21/20		62305	08/21/20	344.98	13.19
									13.19
4059446459		01 RAG & RUG SERVICE	207500056301	08/21/20		62305	08/21/20	344.98	41.48
									41.48
4059446517		01 RAG & RUG SERVICE	101500056301	08/21/20		62305	08/21/20	344.98	28.81
		02 RAG & RUG SERVICE	504100056301						10.16
		03 RAG & RUG SERVICE	201000056301						10.15
		04 RAG & RUG SERVICE	101000056301						4.25
									4.25
CITY		CITY OF SYCAMORE						VENDOR TOTAL:	344.98
		JULY SALES TAX				62321	08/28/20	197.00	197.00
		01 CITY SALES TAX - CH	303000116852						196.00

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		JULY SALES TAX		08/28/20		62321	08/28/20	197.00	197.00
		02 CITY SALES TAX - CATERING	3035000116852						1.00
		VENDOR TOTAL: 197.00							
CITY2		CITY OF SYCAMORE							
	1271000000-0820	01 WATER/SEWER - MAINT	1015000096704	08/31/20		62353	09/14/20	926.63	139.08
									139.08
	1271005000-0820	01 WATER/SEWER - CC	2075000096704	08/31/20		62353	09/14/20	926.63	787.55
									787.55
		VENDOR TOTAL: 926.63							
CMJ		CMJ TECHNOLOGIES, INC.							
	12862	01 MONTHLY SERVICES	1010000056304	06/01/20		62322	08/28/20	865.00	865.00
		02 MONTHLY SERVICES	2010000056304						432.50
									432.50
		VENDOR TOTAL: 865.00							
CNA		CNA SURETY							
	BOND #15209054N	01 NOTARY BOND - JF	1010000076500	08/28/20		62323	08/28/20	60.00	30.00
									30.00
	BOND #15209063N	01 NOTARY BOND - JH	1010000076500	08/28/20		62323	08/28/20	60.00	30.00
									30.00
		VENDOR TOTAL: 60.00							
COMCA		COMCAST							
	0468024-0820	01 INTERNET	1010000096706	08/10/20		62306	08/21/20	807.90	665.04
		02 INTERNET	2010000096706						174.18
		03 CABLE	2075000096705						174.18
									316.68
	0468768-0820	01 CABLE	3030000096705	07/25/20		62306	08/21/20	807.90	142.86
		02 CABLE	5040000096705						71.43
									71.43
	0468768-0920	01 CABLE	3030000096705	08/25/20		62354	09/14/20	152.87	152.87
		02 CABLE	5040000096705						76.43
									76.44
		VENDOR TOTAL: 960.77							

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SYCAMORE PARK DISTRICT
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COMMO		COMMONWEALTH EDISON							
	0558722008-0920	01 BB CONC	3033000096702	09/01/20		62356	09/14/20	6,681.28	5,630.33
		02 POOL	518100096702						109.28
		03 MAINT	101500096702						125.15
		04 MAINT	504100096702						23.68
		05 PUMP HOUSE	504100096702						23.68
		06 CART BLDG	504000096702						1.32
		07 CLUBHOUSE	303000096702						30.79
		08 PROSHOP	504000096702						147.91
		09 ADMIN	101000096702						147.91
		10 ADMIN	201000096702						345.14
		11 ELECTRONIC SIGN	101000096702						345.14
		12 ELECTRONIC SIGN	201000096702						11.24
		13 COMM CENTER	207500096702						11.24
									4,307.85
	073120	01 SOCCER COMPLEX	101500096702	07/31/20		62307	08/21/20	29.55	29.55
	090320	01 FOUNDERS PARK	101500096702	09/03/20		62356	09/14/20	6,681.28	1,050.95
		02 BOYNTON PARK	101500096702						21.94
		03 KIWANIS PARK	101500096702						16.34
		04 EMIL CASSIER PARK	101500096702						38.67
		05 SYCAMORE LAKE	101500096702						19.34
		06 GOOD TYMES SHELTER	101500096702						25.20
		07 WETZEL PARK	101500096702						27.11
		08 ENTRY PARK	101500096702						40.87
		09 MAINT BLDG	101500096702						24.82
		10 MAINT BLDG	504100096702						276.62
		11 SPORTX COMPLEX	202100096702						276.62
		12 SOCCER COMPLEX	101500096702						253.85
									29.57
MMNH-0820	01	MUSEUM - 2 MONTHS	202500076500	09/14/20		62357	09/14/20	732.79	732.79
									732.79
DEK3		DEKALB COUNTY COLLECTOR						VENDOR TOTAL:	7,443.62
	2ND 2020	01 PROPERTY TAXES	101500116850	08/01/20		62308	08/21/20	2,690.74	2,690.74
									2,690.74
DEKA		DEKALB LAWN & EQUIPMENT CO.						VENDOR TOTAL:	2,690.74
	74044	01 CHAINSAW CHAINS	101500066404	08/25/20		62324	08/28/20	510.90	32.32
									32.32

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74048		01 NEW CHAIN SAW	101500066400	08/25/20		62324	08/28/20	510.90	478.58
		02 SAW CHAIN-BAR-FUEL	101500066402						399.46
									79.12
ECO		ECOWATER SYSTEMS, INC.						VENDOR TOTAL:	510.90
	130856-0820	01 SALT	101000056300	08/08/20		62309	08/21/20	40.25	40.25
		02 SALT	201000056300						20.13
									20.12
ENCAP		ENCAP, INC						VENDOR TOTAL:	40.25
	6400	01 DOG PARK	711000207040	07/31/20		62310	08/21/20	950.00	950.00
ENGIN		ENGINEERING RESOURCE ASSOC						VENDOR TOTAL:	950.00
	171021A0.04	01 BRIDGE FINAL DESIGN	701000207003	07/29/20		62311	08/21/20	8,401.25	6,760.00
									6,760.00
	W2011200.01	01 OVITZ PARK TOPO	711000207029	07/29/20		62311	08/21/20	8,401.25	1,641.25
									1,641.25
EUCL		EUCLID BEVERAGE LTD.						VENDOR TOTAL:	8,401.25
	W-12056297	01 COORS LIGHT	303000086634	08/14/20		62325	08/28/20	485.50	485.50
		02 MILLER LITE	303000086634						161.00
		03 MILLER HIGH LIFE	303000086634						161.00
		04 FIST CITY	303000086634						27.60
		05 MIKES LEMONADE	303000086635						59.90
		06 KEG	303000086634						62.00
		07 KEG RETURN	303000086634						134.00
									-120.00
	W-12056472	01 COORS LIGHT	303000086634	08/28/20		62342	09/10/20	400.80	400.80
		02 HEINEKEN	303000086634						161.00
		03 MILLER HIGH LIFE	303000086634						60.00
		04 MILLER LITE	303000086634						13.80
		05 DELIVERY CHARGE	303000086634						161.00
									5.00

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FRONTIER	FRONTIER							VENDOR TOTAL:	886.30
	0670-080720			08/07/20		62312	08/21/20	592.46	592.46
		01 ADMIN	101000096700						296.23
		02 ADMIN	201000096700						296.23
	4818-082220			08/22/20		62358	09/14/20	150.60	150.60
		01 MAINT	101500096700						75.30
		02 MAINT	504100096700						75.30
GOR	GORDON FOOD SERVICE INC.							VENDOR TOTAL:	743.06
	204082835			08/07/20		62326	08/28/20	548.03	548.03
		01 POPSICLES	303300086626						75.18
		02 ICE CREAM	303300086626						211.76
		03 SOFT PRETZEL	303300086619						37.54
		04 CHIPS	303000086622						121.67
		05 LARGE CUPS	303300076550						33.96
		06 LARGE CUPS	303000076550						67.92
HAGG	HAGG PRESS							VENDOR TOTAL:	548.03
	111768			08/27/20		62343	09/10/20	4,650.00	4,650.00
		01 FALL BROCHURE PRINTING	206500046203						4,650.00
HARRELL	HARRELL'S LLC							VENDOR TOTAL:	4,650.00
	INV01407127			08/27/20		62327	08/28/20	285.20	285.20
		01 GREEN FUNGICIDE	504100076507						285.20
HIRS	HIRSCHBIEN TROPHIES							VENDOR TOTAL:	285.20
	339789			08/26/20		62328	08/28/20	22.00	22.00
		01 NAME PLATE	101000046200						22.00
HORN	HORNUNG'S PRO GOLF SALES INC.							VENDOR TOTAL:	22.00
	487762			08/18/20		62313	08/21/20	60.81	60.81
		01 SUPER STROKE 2.0 PUTTER GRIP	501000001303						15.00
		02 GRIP TAPE	504000086603						36.90
		03 SHIPPING	504000086603						9.95

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
487762	04	DISCOUNT	504000086603	08/18/20		62313	08/21/20	60.81	60.81 -1.04
488145	01	WINN EXCEL OVERSIZE GRIPS	501000001303	08/20/20	00004654	62329	08/28/20	188.82	188.82
	02	GOLF PRIDE MCC PLUS 4 GRIPS	501000001303		00004654				79.80
	03	DISCOUNT INV 488145	501000001303		00004654				102.72
	04	SHIPPING INV 488145	501000001303		00004654				-3.65
									9.95
489014	01	WINN EXCEL OVERSIZE GRIP	501000001303	09/02/20	00004665	62344	09/10/20	344.89	120.12
	02	SUPER STROKE 2.0 PUTTER GRIP	501000001303		00004665				79.80
	03	GOLF PRIDE TOUR CLASSIC PUTTER	501000001303		00004665				19.00
	04	DISCOUNT INV 489014	501000001303		00004665				13.62
	05	SHIPPING INV 489014	501000001303		00004665				-2.25
									9.95
489528	01	SUPER STROKE PUTTER GRIP 3.0	501000001303	09/09/20	00004675	62344	09/10/20	344.89	224.77
	02	WINN EXCEL OVERSIZE GRIP	501000001303		00004675				19.00
	03	WINN EXCEL STANDARD GRIP	501000001303		00004675				79.80
	04	GOLF PRIDE TOUR WRAP 2G	501000001303		00004675				59.40
	05	INV 489528 DISCOUNT	501000001303		00004675				57.48
	06	INV 489528 SHIPPING 13.41	501000001303		00004675				-4.32
									13.41
ILLINI		ILLINI SECURITY SYSTEMS, INC.						VENDOR TOTAL:	594.52
34964	01	CC INTRUSION 9/29-12/28	207500056300	08/14/20		62314	08/21/20	195.00	195.00
INTEG		INTEGRA BUSINESS SYSTEMS, INC.						VENDOR TOTAL:	195.00
INV95103	01	COPIER/PRINTER - ADMIN	101000056304	08/07/20		62315	08/21/20	163.36	90.70
	02	COPIER/PRINTER - ADMIN	201000056304						45.35
									45.35
INV95104	01	COPIER/PRINTER -CC	101000056304	08/07/20		62315	08/21/20	163.36	36.84
	02	COPIER/PRINTER -CC	201000056304						18.42
									18.42
INV95105	01	COPIER/PRINTER=MAINT	101000056304	08/07/20		62315	08/21/20	163.36	35.82
	02	COPIER/PRINTER=MAINT	201000056304						17.91
									17.91
								VENDOR TOTAL:	163.36

FROM 08/21/2020 TO 09/15/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
KISH		KISHWAUKEE SPECIAL RECREATION						
	202-4	01 2020 CONTRIBUTION	221000116855	08/21/20	08/28/20	62330	2,979.39	2,979.39
								2,979.39
KONE		KONE INC.						
	959574711	01 MUSEUM ANNUAL ELEVATOR SERV	202500056300	06/01/20	09/14/20	62359	2,140.56	2,140.56
								2,140.56
								VENDOR TOTAL: 2,979.39
LE PRINT		LE PRINT EXPRESS						
	32573	01 FALL POSTERS	101200046203	09/04/20	09/10/20	62345	136.00	136.00
								136.00
								VENDOR TOTAL: 2,140.56
NICOR		NICOR GAS						
	073020	01 MAINT BLDG		07/30/20	08/21/20	62316	448.38	448.38
		02 MAINT BLDG	101500096703					84.23
		03 POOL	504100096703					84.23
		04 UPSTAIRS OFFICE	518100096703					128.70
		05 ADMIN	101000096703					38.63
		06 ADMIN	101000096703					25.89
		07 PRO SHOP	201000096703					25.89
		08 CLUBHOUSE	504000096703					11.09
		09 PUMP HOUSE	303000096703					11.09
			504100096703					38.63
								VENDOR TOTAL: 136.00
	083120	01 MAINT BLDG		08/31/20	09/14/20	62360	345.82	345.82
		02 MAINT BLDG	101500096703					85.12
		03 UPSTAIRS OFFICE	504100096703					85.12
		04 ADMIN	101000096703					39.29
		05 ADMIN	101000096703					33.78
		06 PRO SHOP	201000096703					33.78
		07 CLUBHOUSE	504000096703					14.48
		08 PUMP HOUSE	303000096703					14.48
			504100096703					39.77
								VENDOR TOTAL: 345.82
MMNH-0820		01 MUSEUM	202500076500	08/31/20	09/14/20	62361	125.92	125.92
								125.92
								VENDOR TOTAL: 920.12

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 08/21/2020 TO 09/15/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
OVERHEAD		OVERHEAD DOOR CO OF							
	23972	01 SHOP GARAGE DOOR REPAIR	101500056300	01/29/20		62317	08/21/20	1,850.00	1,850.00
PDRMA	PDRMA							VENDOR TOTAL:	1,850.00
	JULY 2020								
		01 HEALTH INS PREM	101000106801	08/21/20		62318	08/21/20	23,149.50	23,149.50
		02 HEALTH INS PREM	101500106801						4,538.02
		03 HEALTH INS PREM	504100106801						1,774.64
		04 HEALTH INS PREM	504000106801						2,049.23
		05 HEALTH INS PREM	201000106801						1,793.70
		06 HEALTH INS PREM	202100106801						5,826.59
		07 HEALTH INS PREM	207500106801						6,562.85
		08 HEALTH INS PREM	303000106801						64.37
									540.10
PEPSI		PEPSI COLA GEN. BOT.						VENDOR TOTAL:	23,149.50
	33226510								
		01 BOTTLE WATER	303000086631	08/28/20		62346	09/10/20	664.44	664.44
		02 20OZ POP	303000086631						144.00
		03 BIB 5 GAL	303000086630						286.44
		04 BIB 3 GAL	303000086630						250.20
		05 CO 2 TANK PICK UP	303000086630						208.80
									-225.00
	84312304								
		01 WATER	303000086631	08/04/20		62331	08/28/20	572.00	572.00
		02 GATORADE	303000086631						72.00
		03 20OZ POP	303000086631						46.76
		04 5GAL BIB	303000086630						286.44
		05 5GAL BIB	303300086630						83.40
									83.40
PERFOR		PERFORMANCE FOOD GROUP						VENDOR TOTAL:	1,236.44
	6459632								
		01 GATORADE	303000086631	08/27/20		62347	09/10/20	574.73	574.73
		02 CHIPS	303000086622						84.31
		03 SLICED CHEESE	303000086629						123.92
		04 SHREDDED CHEESE	303000086616						61.03
		05 FRENCH FRIES	303000086617						22.18
		06 HOT DOGS 6/1	303000086615						21.68
		07 BRATS	303000086615						150.42
		08 PAPER TOWELS	303300076510						80.58
		09 DELIVERY CHARGE	303000076500						25.11
									5.50

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

DATE: 09/15/2020
TIME: 14:52:50
ID: AP450000.WOW

FROM 08/21/2020 TO 09/15/2020

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

PRIN PRINCIPAL LIFE GROUP VENDOR TOTAL: 574.73
 SEPT DENTAL INS 08/28/20 62332 08/28/20 1,370.69 1,370.69
 01 DENTAL INS PREM 101000106801
 02 DENTAL INS PREM 101500106801 234.36
 03 DENTAL INS PREM 504100106801 87.45
 04 DENTAL INS PREM 504000106801 98.53
 05 DENTAL INS PREM 201000106801 106.55
 06 DENTAL INS PREM 202100106801 358.64
 07 DENTAL INS PREM 207500106801 330.69
 08 DENTAL INS PREM 303000106801 133.18
 21.29

SECNOT SECRETARY OF STATE INDEX DEPT VENDOR TOTAL: 1,370.69
 NOTARY FEE 01 NOTARY RENEW - JH & JF 101000046204 09/11/20 62351 09/11/20 20.00 20.00
 20.00

SHAW SHAW SUBURBAN MEDIA VENDOR TOTAL: 20.00
 082010027030 01 PARENT MAG. 101200046208 08/30/20 62348 09/10/20 821.00 821.00
 02 MONTHLY PRINT/DIGITAL ADS 101200046209 00004678 425.00
 396.00

SUP SUPERIOR BEVERAGE VENDOR TOTAL: 821.00
 220765 01 BUDWEISER 303000086634 08/12/20 62334 08/28/20 910.00 524.85
 02 BUD LIGHT 303000086634 47.55
 03 BUSCH LIGHT 303000086634 158.50
 04 GOOSE 312 303000086634 58.20
 05 PRESS SELTZER 303000086634 44.60
 06 BUD SELTZER 303000086634 119.00
 07 ARNOLD PALMER 303000086631 48.00
 08 DELIVERY CHARGE 303000086634 00004658 44.00
 5.00

220837 01 BUD LIGHT LIME 303000086634 08/19/20 62334 08/28/20 910.00 385.15
 02 BUD SELTZER 303000086634 34.20
 03 BUSCH LIGHT 303000086634 192.00
 04 GOOSE 312 303000086634 43.65
 05 ARNOLD PALMER 303000086631 22.30
 06 DELIVERY CHARGE 303000086634 00004659 88.00
 5.00

DATE: 09/15/2020
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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 08/21/2020 TO 09/15/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
220980		01 BUD LIGHT	303000086634	09/02/20	00004672	62349	09/10/20	302.25	302.25
		02 BUSCH LIGHT	303000086634		00004672				158.50
		03 ARNOLD PALMER	303000086631		00004672				72.75
		04 DELIVERY	303000086634		00004672				66.00
									5.00
								VENDOR TOTAL:	1,212.25
T0001637	ADAMS, CHRISTINA								
REFUND		01 SOAR DEPOSIT REFUND	201000002150	09/10/20		62350	09/10/20	40.00	40.00
									40.00
T0001638	GENZ, JUSTIN								
KB TOURNAMENT		01 KICKBALL TOURN PAYOUTS	205550266216	09/11/20		62352	09/11/20	100.00	100.00
									100.00
								VENDOR TOTAL:	100.00
UNUM	UNUM LIFE INSURANCE								
AUG 2020		01 STD INS PREM	101000106801	08/21/20		62319	08/21/20	323.08	323.08
		02 STD INS PREM	101500106801						45.33
		03 STD INS PREM	504100106801						25.05
		04 STD INS PREM	504000106801						22.20
		05 STD INS PREM	201000106801						14.80
		06 STD INS PREM	202100106801						111.38
		07 STD INS PREM	207500106801						81.59
		08 STD INS PREM	303000106801						12.62
									10.11
								VENDOR TOTAL:	323.08
VISACA	VISA CARDMEMBER SERVICE								
081120		01 TIRE - GREENS MOWER	504100066403	08/11/20		62337	08/28/20	2,718.93	2,718.93
		02 LENS CLEANING TOWELETTES	101500076514						69.47
		03 VAN - WASH	101500066402						33.51
		04 ADOBE CRATIVE CLOUD	101000046206						190.00
		05 ADOBE CRATIVE CLOUD	201000046206						299.94
		06 SPEAKER REPLACEMENT	101000076500						299.94
		07 SPEAKER REPLACEMENT	201000076500						188.00
		08 REFUND ATHLETIC CONF	201000046207						188.00
		09 ED COMMITTEE VOLUNTEERS	101200046214						-299.00
		10 SAFE REPLACEMENT	303000076500						175.00
		11 COOLER REPLACEMENT	303000076500						145.99
		12 COOLER REPLACEMENT	504100076500						221.60
									50.00

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

DATE: 09/15/2020
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FROM 08/21/2020 TO 09/15/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	081120			08/11/20		62337	08/28/20	2,718.93	2,718.93
		13 LADDER REPLACEMENT	504100076500						39.99
		14 CHAIR REPLACEMENT	504100076500						22.81
		15 NACHO MACHINE REPLACE	303000066400						224.75
		16 INTERN LUNCH	201000046213						23.54
		17 SPOTIFY FOR CC	207500076500						9.99
		18 GAS FOR VAN	101500076515						15.00
		19 POSTAGE	101000046202						106.98
		20 POSTAGE	201000046202						106.97
		21 FACEBOOK ADS	101200046209						23.41
		22 ADOBE	101000046206						15.93
		23 HAND SANITIZER	207500076510						118.85
		24 POS ROLLS	101000046200						35.97
		25 POS ROLLS	201000046200						35.97
		26 ENVELOPES, PADS, POSTAGE INK	101000046200						56.46
		27 ENVELOPES, PADS, POSTAGE INK	201000046200						56.46
		28 FOOD FOR MEETINGS	101000046212						126.21
		29 FOOD FOR MEETINGS	201000046212						126.20
		30 CHRONICLE ACCESS	101200046214						10.99

VENDOR TOTAL: 2,718.93

WALM

WALMART COMMUNITY/RFCSELLC

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	081620			08/16/20		62340	08/28/20	1,041.76	1,041.76
		01 CREAMER	303000086632						3.78
		02 ONIONS	303000086629						3.36
		03 HOT DOG BUNS	303000086615						17.60
		04 PEANUTS	303000086618						7.28
		05 GRANOLA BARS	303000086618						25.76
		06 CRACKERS	303000086618						13.96
		07 COOKIES	303000086618						32.54
		08 CANDY	303000086624						254.64
		09 DANISH	303000086611						25.12
		10 COUPON	303000086618						-5.00
		11 HOT DOG BUNS	303500086640						2.64
		12 HOT DOG BUNS	303000086615						32.56
		13 SOUR CREAM	303000086629						4.92
		14 CHIPS/COOKIES	303500086640						19.88
		15 TOMATO JUICE	303000086629						7.41
		16 TOMATOES/LETTUCE	303000086629						5.69
		17 HAMBURGER BUNS	303000086613						13.20
		18 HOT DOG BUNS	303000086615						13.20
		19 CARPET SWEEPER	303000065400						44.88
		20 CREAMER	303000086632						2.48
		21 SOUR CREAM	303000086629						2.46
		22 LETTUCE/TOMATO	303000086629						6.05
		23 HOT DOG BUNS	303000086615						13.20
		24 TONIC WATER/OLIVES	303000086636						13.32

FROM 08/21/2020 TO 09/15/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
081620		25 COFFEE	303000086632	08/16/20	00004664	62340	08/28/20	1,041.76	1,041.76
		26 HOT DOG BUNS	303000086632		00004664				15.84
		27 HAMBURGER BUNS	303000086613		00004664				13.20
		28 CRACKERS	303000086618		00004663				4.40
		29 PEANUTS	303000086618		00004663				13.96
		30 COOKIES	303000086618		00004663				7.28
		31 DANISH	303000086611		00004663				12.58
		32 CHIPS	303000086622		00004663				16.75
		33 CANDY	303000086624		00004663				26.76
		34 COUPON (COOKIES)	303000086618		00004663				372.06
									-2.00

WILLCHAR WILLIAM CHARLES CONSTRUCTION

VENDOR TOTAL: 1,041.76

5-R1

711000207037

05/31/20

62320 08/21/20 141,728.55

141,728.55
141,728.55

01 SOCCER COMPLEX

TOTAL --- ALL INVOICES: 141,728.55
216,489.85

141,728.55
216,489.85

INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ACUSHNET ACUSHNET COMPANY								
909528774	09/09/20	01	T300 IRONS STEEL	501000001302	00004627		09/21/20	712.00
		02	DISCOUNT INV 909528774	501000001302	00004627			-14.24
		03	SHIPPING INV 909528774	501000001302	00004627			13.57
								INVOICE TOTAL: 711.33
								VENDOR TOTAL: 711.33
ADVANCE ADVANCE AUTO PARTS								
2454-431494	08/24/20	01	NEW DUMP TRUCK OIL CHANGE-FILT	101500066402			09/21/20	52.79
								INVOICE TOTAL: 52.79
ADVANCET ADVANCED TURF SOLUTIONS								
2454-432168	09/02/20	01	SAFETY GLOVES - SHOP	202100076500			09/21/20	47.85
		02	PENETRATING OIL	101500066403				31.92
								INVOICE TOTAL: 79.77
								VENDOR TOTAL: 132.56
ADVANCET ADVANCED TURF SOLUTIONS								
S0858729	08/20/20	01	PARK ROUNDUP HERBICIDE	101500076507			09/21/20	106.64
								INVOICE TOTAL: 106.64
S0864591	09/09/20	01	CHEMICALS	101500076507			09/21/20	777.76
								INVOICE TOTAL: 777.76
								VENDOR TOTAL: 884.40
AFLAC AFLAC								
446615	09/12/20	01	AFLAC - PRE TAX	101000002006			09/21/20	568.70
		02	AFLAC - AFTER TAX	101000002007				37.20
								INVOICE TOTAL: 605.90
								VENDOR TOTAL: 605.90
AIRGAS AIRGAS USA LLC								
9973142638	08/31/20	01	WELDING TANK RENTAL	101500066401			09/21/20	32.30
								INVOICE TOTAL: 32.30
								VENDOR TOTAL: 32.30

INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
BANN BANNER UP SIGNS								
72933	09/08/20	01	ROAD SIGN PANELS	205231106216	00004688		09/21/20	100.00
							INVOICE TOTAL:	100.00
							VENDOR TOTAL:	100.00
BLPCONST BLP CONSTRUCTION								
1963	08/22/20	01	TOPSOIL	101500076508			09/21/20	60.00
							INVOICE TOTAL:	60.00
							VENDOR TOTAL:	60.00
CINTA CINTAS CORPORATION #355								
4060070848	08/28/20	01	RAG & RUG SERFVICE	201000056301			09/21/20	13.19
							INVOICE TOTAL:	13.19
4060070889	08/28/20	01	RAG & RUGH SERVICE	101500056301			09/21/20	10.16
		02	RAG & RUGH SERVICE	504100056301				10.15
		03	RAG & RUGH SERVICE	201000056301				4.25
		04	RAG & RUGH SERVICE	101000056301				4.25
							INVOICE TOTAL:	28.81
4060070910	08/28/20	01	RAG & RUG SERVICE	207500056301			09/21/20	41.48
							INVOICE TOTAL:	41.48
4060681720	09/04/20	01	RAG & RUG SERVICE	207500056301			09/21/20	41.14
							INVOICE TOTAL:	41.14
4060681759	09/04/20	01	RAG & RUG SERVICE	101500056301			09/21/20	10.16
		02	RAG & RUG SERVICE	504100056301				10.15
		03	RAG & RUG SERVICE	201000056301				4.25
		04	RAG & RUG SERVICE	101000056301				4.25
							INVOICE TOTAL:	28.81
4060681768	09/04/20	01	RAG & RUG SERVICE	201000056301			09/21/20	13.19
							INVOICE TOTAL:	13.19
							VENDOR TOTAL:	166.62

SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA2	CINTAS CORP							
5029495555	09/04/20	01	SAFETY CABINET STOCK	207500066401			09/21/20	10.03
						INVOICE TOTAL:		10.03
8404767640	08/14/20	01	1ST AID STOCK - CH	101500076500			09/21/20	23.90
						INVOICE TOTAL:		23.90
8404796671	09/04/20	01	1ST AID STOCK - MAINT	101500076513			09/21/20	13.21
						INVOICE TOTAL:		13.21
						VENDOR TOTAL:		47.14
CINTA3	CINTAS FIRE PROTECTION							
0F94049510	08/27/20	01	MUSEUM-SPRINKLER REPAIR	202500056300			09/21/20	549.00
						INVOICE TOTAL:		549.00
						VENDOR TOTAL:		549.00
CITY	CITY OF SYCAMORE							
AUGUST 20	CITY TAX	09/15/20					09/21/20	255.00
		01	CITY SALES TAX - CLUBHOUSE	303000116852				4.00
		02	CITY SALES TAX - BEV CART	303100116852				1.00
		03	CITY SALES TAX - VENDING	207500086650				55.00
		04	CITY SALES TAX -BB CONC	303300116852				3.00
		05	CITY SALES TAX -BB CONC	303500116852				318.00
						INVOICE TOTAL:		318.00
						VENDOR TOTAL:		318.00
CMJ	CMJ TECHNOLOGIES, INC.							
13079		08/28/20	01	PATCH CABLE	101000096700		09/21/20	24.99
						INVOICE TOTAL:		24.99
13123		09/01/20	01	MONTHLY SERVICES	101000056304		09/21/20	421.50
		02	MONTHLY SERVICES	201000056304				421.50
						INVOICE TOTAL:		843.00
						VENDOR TOTAL:		867.99

INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
121013656	08/27/20	01	GAS - TANK 4 - OLD SHOP	504100076515			09/21/20	404.38
							INVOICE TOTAL:	404.38
							VENDOR TOTAL:	404.38
73703	08/10/20	01	WEEDEATER PARTS & REPAIR	101500066402			09/21/20	155.94
							INVOICE TOTAL:	155.94
74102	08/28/20	01	BLOWER-PARTS & REPAIR	101500066403			09/21/20	103.31
							INVOICE TOTAL:	103.31
							VENDOR TOTAL:	259.25
77781	07/29/20	01	MMNH ROOF HVAC SERVICE	202500056300			09/21/20	635.50
							INVOICE TOTAL:	635.50
							VENDOR TOTAL:	635.50
6541	08/31/20	01	DOG PARK	711000207040			09/21/20	950.00
							INVOICE TOTAL:	950.00
							VENDOR TOTAL:	950.00
140313FD.22	08/20/20	01	SOUTH SPORTS COMPLEX	711000207037			09/21/20	850.00
							INVOICE TOTAL:	850.00
171021A0.05	08/20/20	01	BRIDGE 4 FINAL DESIGN	701000207003			09/21/20	3,282.28
							INVOICE TOTAL:	3,282.28
W2011200.02	08/19/20	01	OVITZ PARK	711000207029			09/21/20	3,100.00
							INVOICE TOTAL:	3,100.00
							VENDOR TOTAL:	7,232.28

INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
FOX1	FOX VALLEY FIRE & SAFETY							
IN00379594	09/04/20	01	SHOP QRTLY FIRE ALARM MONITOR	1015000666401			09/21/20	165.00
							INVOICE TOTAL:	165.00
							VENDOR TOTAL:	165.00
GAME	GAMETIME							
PJI-0144121	09/01/20	01	OVIITZ PLAYGROUND	711000207029			09/21/20	67,193.74
							INVOICE TOTAL:	67,193.74
							VENDOR TOTAL:	67,193.74
GRAI	GRAINGER							
9647709071	09/10/20	01	BULBS	202100076526			09/21/20	146.14
							INVOICE TOTAL:	146.14
							VENDOR TOTAL:	146.14
HARRG	HARRIS GOLF CARS SALES & SERVI							
02-266455	08/19/20	01	GOLF CART REPAIR & PARTS	5040000666409			09/21/20	183.26
							INVOICE TOTAL:	183.26
							VENDOR TOTAL:	183.26
HAWK	HAWKINS INC							
4772562	08/06/20	01	SPLASH PAD CHEMICALS	518100076550			09/21/20	125.60
							INVOICE TOTAL:	125.60
4778450	08/20/20	01	SPLASH PAD CHEMICALS	518100076550			09/21/20	90.00
							INVOICE TOTAL:	90.00
							VENDOR TOTAL:	215.60
HOMER	HOMER INDUSTRIES							
S152009	09/02/20	01	MULCH-DIFFERENT AREAS	1015000666407			09/21/20	1,480.00
							INVOICE TOTAL:	1,480.00
							VENDOR TOTAL:	1,480.00

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
INTEG	INTEGRA BUSINESS SYSTEMS, INC.							
INV95446	09/03/20	01	COPIER/PRINTER - ADMIN	101000056304			09/21/20	41.46
		02	COPIER/PRINTER - ADMIN	201000056304				41.47
						INVOICE TOTAL:		82.93
INV95447	09/03/20	01	COPIER/PRINTER - CC	101000056304			09/21/20	30.12
		02	COPIER/PRINTER - CC	201000056304				30.12
						INVOICE TOTAL:		60.24
INV95448	09/03/20	01	COPIER/PRINTER - MAINT	101000056304			09/21/20	9.52
		02	COPIER/PRINTER - MAINT	201000056304				9.51
						INVOICE TOTAL:		19.03
						VENDOR TOTAL:		162.20
JADEHAN	JADE HANNA SURVEYORS							
27777	02/26/20	01	SURVEY N. GROVE CROSS	101000036125			09/21/20	2,400.00
						INVOICE TOTAL:		2,400.00
						VENDOR TOTAL:		2,400.00
LOWE	LOWE'S							
903042-FJNFFU	07/27/20	01	PARTS - WOOD CHIPPER BOX	101500076500			09/21/20	60.93
						INVOICE TOTAL:		60.93
903274-FKQTQP	08/04/20	01	PARK GARBAGE CANS	101500066404			09/21/20	94.92
						INVOICE TOTAL:		94.92
						VENDOR TOTAL:		155.85
MEL	MELIN'S LOCK & KEY							
23581	08/25/20	01	KEY COPIES	207500066401	00004680		09/21/20	17.00
						INVOICE TOTAL:		17.00
						VENDOR TOTAL:		17.00
MENA	MENARDS - SYCAMORE							

SYCAMORE PARK DISTRICT
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MENA	MENARDS - SYCAMORE							
33777	09/03/20	01	PUMP HOSE COUPLERS	504100076500	00004683		09/21/20	15.14
						INVOICE TOTAL:		15.14
34123	09/09/20	01	GLUE, COAX CABLE	207500076510	00004689		09/21/20	7.46
						INVOICE TOTAL:		7.46
						VENDOR TOTAL:		22.60
MROUT	MR OUTHOUSE							
2663	09/01/20	01	PORT-O=POTS - GOLF	504100056309			09/21/20	330.00
		02	PORT-O=POTS - PARKS	101500056309				792.50
		03	PORT-O=POTS - SPORTS	202100056309				792.50
						INVOICE TOTAL:		1,915.00
						VENDOR TOTAL:		1,915.00
OF	OFFICE DEPOT							
119279500001	09/02/20	01	CHAIR - ED	101000046200			09/21/20	77.49
		02	CHAIR - ED	201000046200				77.50
						INVOICE TOTAL:		154.99
						VENDOR TOTAL:		154.99
PDRMA	PDRMA							
AUGUST 2020	09/16/20	01	HEALTH INS PREM	101000106801			09/21/20	4,538.02
		02	HEALTH INS PREM	101500106801				1,774.64
		03	HEALTH INS PREM	504100106801				2,049.23
		04	HEALTH INS PREM	504000106801				1,793.70
		05	HEALTH INS PREM	201000106801				5,826.59
		06	HEALTH INS PREM	202100106801				6,562.85
		07	HEALTH INS PREM	207500106801				64.37
		08	HEALTH INS PREM	303000106801				540.10
						INVOICE TOTAL:		23,149.50
						VENDOR TOTAL:		23,149.50

INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PENDL	PENDL	PENDL	TURF SUPPLY					
11941	09/01/20	01	GOLF FUNG, IRON	504100076507	00004687		09/21/20	624.70
							INVOICE TOTAL:	624.70
							VENDOR TOTAL:	624.70
REIN	REINDERS, INC.							
1846625-00	08/20/20	01	GREENS MOWER THROTTLE CABLE	504100066403			09/21/20	50.89
							INVOICE TOTAL:	50.89
							VENDOR TOTAL:	50.89
RINGCEN	RINGCENTRAL INC.							
CD_00157675	08/22/20	01	PHONE SERVICE	101000096700			09/21/20	453.70
		02	PHONE SERVICE	201000096700				453.70
							INVOICE TOTAL:	907.40
							VENDOR TOTAL:	907.40
SERVICE	SERVICEMASTER RESTORATION							
10596	08/27/20	01	ED OFFICE CARPET	101000056300			09/21/20	95.00
							INVOICE TOTAL:	95.00
							VENDOR TOTAL:	95.00
SITE ONE	SITE ONE LANDSCAPE SUPPLY							
102426656-001	08/13/20	01	REBATE Q2	504100076507			09/21/20	-41.83
							INVOICE TOTAL:	-41.83
102919794-001	09/01/20	01	FAIRWAY, GREEN FUNGICIDE	504100076507			09/21/20	1,015.09
							INVOICE TOTAL:	1,015.09
							VENDOR TOTAL:	973.26
SOFT	SOFT WATER CITY							
2652-08/2020	08/31/20	01	WATER	101500076500			09/21/20	47.25

INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
2652-08/2020	08/31/20	02	SALT	207500076500			09/21/20	19.50
							INVOICE TOTAL:	66.75
							VENDOR TOTAL:	66.75
STAPLES STAPLES BUSINESS ADVANTAGE								
3454606750	08/22/20	01	TONER - KL, TABS	101000046200			09/21/20	142.02
		02	TONER - KL, TABS	201000046200				142.02
							INVOICE TOTAL:	284.04
3454606751	08/22/20	01	LABEL TAPE - CC - FD	207500046200			09/21/20	20.78
		02	LABEL TAPE - ADMIN	101000046200				13.19
		03	PENS, PENCILS, FOLDERS	101000046200				8.99
		04	PENS, PENCILS, FOLDERS	201000046200				8.99
							INVOICE TOTAL:	51.95
3455327420	08/29/20	01	SHREADER - ADMIN	101000046200			09/21/20	39.99
		02	SHREADER - ADMIN	201000046200				40.00
							INVOICE TOTAL:	79.99
3455327421	08/29/20	01	DESK ORGANIZER - CC-JG	207500046200			09/21/20	28.98
		02	CALENDARS	101000046200				93.74
		03	CALENDARS	201000046200				93.74
		04	TABS	101000046200				11.44
		05	TABS	201000046200				11.44
							INVOICE TOTAL:	239.34
3456098586	09/05/20	01	CREDIT - PRICE ADJ	101000046200			09/21/20	-1.36
							INVOICE TOTAL:	-1.36
3456098587	09/05/20	01	LEGAL PADS	101000046200			09/21/20	12.78
		02	LEGAL PADS	201000046200				12.79
		03	PENS, HIGHLIGHTER	101000046200				12.23
		04	PENS, HIGHLIGHTER	201000046200				12.24

SYCAMORE PARK DISTRICT
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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
STAPLES STAPLES BUSINESS ADVANTAGE								
3456098587	09/05/20	05	ZIP DRIVES - TT	207500046200			09/21/20	21.99
		06	FILE FOLDERS, PAPER	101000046200				26.49
		07	FILE FOLDERS, PAPER	201000046200				26.49
		08	PAPER CLIPS, TABS	101000046200				7.30
		09	PAPER CLIPS, TABS	201000046200				7.30
		10	COPY PAPER - CLUBHOUSE/KL	101000046204				16.99
		11	COPY PAPER - CLUBHOUSE/KL	201000046204				17.00
		12	TAPE - CLUBHOUSE/KL	101000046204				7.49
		13	TAPE - CLUBHOUSE/KL	201000046204				7.50
		14	PAPER CLIPS, BINDER CLIPS-CH/K	101000046204				11.90
		15	PAPER CLIPS, BINDER CLIPS-CH/K	201000046204				11.91
		16	PKG TAPE, MARKERS, PENS, CH/KL	101000046204				20.58
		17	PKG TAPE, MARKERS, PENS, CH/KL	201000046204				20.59
		18	NAPKINS - BB CONC	303300076510				69.09
								322.66
								INVOICE TOTAL:
3456098588	09/05/20	01	STAPLES	101000046200			09/21/20	4.29
								INVOICE TOTAL:
34564713289	09/12/20	01	CREDIT - PRICE ADJ	101000046200			09/21/20	-5.58
								INVOICE TOTAL:
3456471329	09/12/20	01	FILE SORTER - JG	207500046200			09/21/20	20.49
								INVOICE TOTAL:
								VENDOR TOTAL:
T0001639 EAKES, LUKE								20.49
								995.82
REFUND	09/14/20	01	REFUND KICKBALL	201000002150			09/21/20	125.00
								INVOICE TOTAL:
								VENDOR TOTAL:
T0001640 RIDDEL, NICHOLAS								125.00
REFUND	09/14/20	01	REFUND - KICKBALL	201000002150			09/21/20	125.00
								INVOICE TOTAL:
								VENDOR TOTAL:
								125.00

SYCAMORE PARK DISTRICT
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 09/21/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
T0001641	09/14/20	01	REFUND-SKILLS BASKETBALL	201000002150			09/21/20	57.00
							INVOICE TOTAL:	57.00
							VENDOR TOTAL:	57.00
T0001642	09/14/20	01	REFUND-WOW	201000002150			09/21/20	48.00
							INVOICE TOTAL:	48.00
							VENDOR TOTAL:	48.00
3624836-2011-2	08/31/20	01	REFUSE - ADM	101000056302			09/21/20	60.62
		02	REFUSE - CH	303000056302				60.63
		03	REFUSE - ADM	101000056302				6.50
		04	REFUSE - OLD SHOP	504100056302				30.54
		05	REFUSE - SC	202100056302				38.35
		06	REFUSE -PARKS	101500056302				38.35
		07	REFUSE -CC	2075000056302				161.34
							INVOICE TOTAL:	396.33
							VENDOR TOTAL:	396.33
							TOTAL ALL INVOICES:	115,782.68

Interim # 216,489.85
New # 115,782.68

Total # 332,272.53

To: Board of Commissioners

From: Jackie Hienbuecher

Subject: Monthly Report

Date: September 22, 2020

Administrative Initiatives (09/1/20 – 09/30/20)

- Attended scheduled Board and Superintendent/staff meetings.
- Reviewed deposits for Community Center, Golf, and Concessions, prepared general ledger journal entries to be posted.
- Updated EFTs. Performed installment billing for Pathway Fitness memberships and passes. The September installment was for 163 individuals, a decrease of 21 from August. The monthly installment was \$2,789 (\$425 decrease) processed through credit cards and \$254 (\$26 increase) through ACH transactions. There were 5 households whose credit cards did not process (\$107) due to declined credit cards. I am still following up on each of these and processing the transactions when possible.
- 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.
- Assisted staff with technology problems/concerns/needs. Coordinated assistance from CMJ to resolution when necessary.
- Worked with RingCentral to transfer phones.
- Performed criminal background checks on new hires and volunteers.
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Filed monthly unemployment statement.

- Discussed quarterly unemployment claims with Unemployment Consultants. Determined all claims COVID related; payment should be made by federal and state.
- Submitted payroll direct deposit files for processing and scheduled transfer of funds.
- Processed monthly bills for payment.
- Prepared monthly bank reconciliation.
- Continued to review cash flow and transferred funds as needed in order to increase investment income and to cover disbursements.
- Submitted information for unemployment claims.
- Continued to submit claims for reimbursement due to flood damage.
- Transferred cost of goods sold in concessions (catering), recreation, vending and pro shop sales.
- Provided KSRA with property tax installment documentation and process payment.
- Assisted with pro shop inventory as needed.
- Attended Pumpkin Festival Committee Meetings.
- Assisted in filing death benefit documentation to IMRF and insurance.
- Participated in PATH Coast to Coast challenge.
- Participate in transition meeting with ERA and staff: project orientation and update.
- Reviewed new employee insurance documents. Submitted for enrollment.

- Watched Ancel Glink's Quorum Forum Podcast – Public Records on Personal Devices
- Participated in PATH Essentials Webinar.
- Attended meetings with Jonelle and staff to provide information on Rectrac.
- Updated timelines for 2021 Capital and Operating Budgets.
- Participated in MSI Customer Advisory Board – Cost Analysis review and discussion.
- Met with Jonelle, Jeanette and Sarah to discuss election procedures/documents and board packet process.
- Reviewed PDRMA Coping with Stress and Uncertainty During COVID-19 material.
- Met with Jonelle and CMJ to discuss future technology needs and service for the District.
- Provided documentation to Jeanette to support credit card transactions processed through tablet/PayAnywhere.
- Allocated IMRF and SS tax levies to appropriate funds to cover related expenses.

Administrative Initiatives (10/1/20 – 10/31/20)

- Attend scheduled Superintendent and Board meetings.
- Continue to participate in COVID-19 related webinars when available.
- File quarterly payroll taxes.
- File monthly Sales Tax Return.
- Review deposits for Community Center, Golf, and Concessions. Prepare journal entries to be posted.

- File monthly IMRF earnings and submit payment.
- Monthly bank reconciliation.
- Process monthly EFT for memberships/passes.
- Transfer cost of goods sold in concessions (catering), recreation, vending and pro shop sales.
- Allocate IMRF and SS tax levies to appropriate funds to cover related expenses.
- Update signature cards at banks.
- Finalize flood related costs and submit to PDRMA for final reimbursement.
- Invoice DeKalb County Forest Preserve for their portion of trail expense per agreement.
- Work with CMJ on technology as needed.
- Continue to gather necessary documentation to submit COVID related expenses to FEMA for grant.
- Review any financial assistance applications.
- Provide KSRA with property tax installment documentation and process payment.
- Attend pumpkin festival committee meeting.
- Update credit card terminal information. Perform annual PCI compliance.
- Write up instructions for utilizing the employee portal.
- Meet with Paylocity. Sales pitch.
- Participate in 2020 PDRMA Health Program Council Webinar.

- Attend meeting with Dan, Jonelle and Derke Price, Ancel Glink.
- Attend PDRMA Health Webinar – Determine Your Agency’s 2021 Medical Plan Strategy.
- Begin process of determining 2020 Tax Levy.
- Prepare first draft of 2021 Capital Budget.
- Prepare schedules for 2021 Operating Budget.
- Begin preparation for open enrollment for employee benefits.
- Review new rates and benefits for employee health insurance. Calculate threshold and total anticipated 2021 expense. Prepare recommendation for the board regarding health insurance coverage.
- Begin work with Speer Financial on annual rollover bond.
- Participate in S&P Global Ratings research survey.
- Participate in demonstrations of Golf/Concessions POS systems.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended August 31, 2020

Corporate Fund (10)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	<u>Variance</u>
Revenues					
Administration	46,357.37	811,884.32	1,559,109.00	810,470.84	0.2% (1)
Marketing	-	272.50	600.00	-	#DIV/0!
Parks	1,118.53	16,600.46	26,091.00	13,304.17	24.8% (2)
Total Revenues	47,475.90	828,757.28	1,585,800.00	823,775.01	0.6%
Expenses					
Administration	29,935.45	550,690.80	1,336,773.00	429,869.66	28.1% (3)
Marketing	1,337.28	34,568.00	43,600.00	25,467.34	35.7% (4)
Parks	23,415.94	181,347.95	304,523.00	199,672.05	-9.2%
Total Expenses	54,688.67	766,606.75	1,684,896.00	655,009.05	17.0%
Total Fund Revenues	47,475.90	828,757.28	1,585,800.00	823,775.01	0.6%
Total Fund Expenses	54,688.67	766,606.75	1,684,896.00	655,009.05	17.0%
Surplus (Deficit)	(7,212.77)	62,150.53	(99,096.00)	168,765.96	-63.2%

(1) Shelter/Alcohol permit down 83.9% \$6,168

(2) Dog Park Revenue. Dog park was not open until May 2019. Revenue up 17.6% \$717. Tax Levy allocation higher in 2020 due to naturalist position hired in Spring 2019.

(3) 2020 includes \$18,500 in survey expenses. Interest payment for 2019 bond \$102,403. \$14,000 flood costs to be reimbursed.

(4) COVID mailers \$13,167.

Recreation Fund (20)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	30,004.81	566,666.65	990,727.00	547,435.56	3.5% (1)
Sports Complex	718.50	868.50	44,457.00	8,983.00	-90.3% (2)
Sports Complex Maintenance	1,358.14	27,228.21	43,727.00	23,265.15	17.0%
Midwest Museum of Natural Hist	-	1,161.92	2,400.00	1,796.84	-35.3%
Programs-Youth	1,321.00	7,316.62	20,393.00	13,767.39	-46.9% (3)
Programs-Teens	-	-	1,635.00	-	#DIV/0! (3)
Programs-Adult	637.00	2,412.93	13,501.00	7,941.68	-69.6% (3)
Programs-Leagues	300.00	506.57	11,905.00	1,404.12	-63.9% (3)
Programs-Youth Athletics	3,430.73	13,916.21	31,171.00	25,962.65	-46.4% (3)
Programs-Fitness	790.00	7,436.64	24,559.00	16,313.66	-54.4% (3)
Programs-Early Childhood	-	2,878.00	6,757.00	5,163.00	-44.3% (3)
Programs-Dance	45.88	1,513.53	4,530.00	2,740.84	-44.8% (3)
Programs-Special Events	-	6,429.02	20,671.00	8,154.23	-21.2% (3)
Programs-Community Events	1,070.00	4,305.00	12,183.00	9,282.51	-53.6% (3)
Brochure	-	-	7,350.00	3,300.00	-100.0%
Weight Room	7,004.00	54,177.31	179,114.00	128,817.09	-57.9% (4)
Community Center	1,559.54	29,156.02	64,906.00	41,441.56	-29.6% (5)
Total Revenues	48,239.60	725,973.13	1,479,986.00	845,769.28	-14.2%

(1) Real Estate Taxes YTD 2020 is greater by 3.0% \$15,156. Tax levy allocation greater 29.1% \$8,551 due to higher wages in 2020.

(2) No Spring Field Rentals - COVID

(3) Revenue from programs decreased 48.5%, \$44,016 compared to 2019 due to COVID closure and long term impact.

(4) Compared to Annual Budget/Compared to 2019 YTD:

Pathway Fitness Membership	29.52% / 38.60%
Pathway Fitness Pass	30.83% / 44.63%
Track Only Pass	40.19% / 62.76%
Pre-pay Card	0% / 0%
Program Fees	17.86% / 27.43%
Daily Admission Fee	23.30% / 31.12%

(5) Compared to Annual Budget/Compared to 2019 YTD:

Open Gym Daily	45.87% / 86.28%
Open Gym Membership	37.69% / 69.41%
Rentals	44.76% / 62.04%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended August 31, 2020

Sycamore Park District
Summarized Revenue & Expense Report
Period ended August 31, 2020

Expenses

Administration	42,513.58	392,003.96	608,219.00	362,649.45	8.1% (1)
Sports Complex	-	-	-	78.06	-100.0%
Sports Complex Maintenance	32,679.22	290,719.29	441,735.00	286,846.63	1.4% (6)
Midwest Museum of Natural Hist	125.85	11,276.34	18,750.00	11,073.94	1.8% (2)
Programs-Youth	87.48	5,021.46	12,801.00	8,541.80	-41.2% (3)
Programs-Teens	-	(12.00)	1,116.00	50.00	-124.0% (3)
Programs-Adult	-	2,737.35	10,344.00	6,790.35	-59.7% (3)
Programs-Leagues	-	3,546.57	8,821.00	3,362.12	5.5% (3)
Programs-Youth Athletics	276.13	4,976.89	21,861.00	15,188.73	-67.2% (3)
Programs-Fitness	254.35	4,918.68	13,495.00	8,075.40	-39.1% (3)
Programs-Early Childhood	1,900.00	1,900.00	4,637.00	1,688.00	12.6% (3)
Programs-Dance	118.43	605.94	2,024.00	558.68	8.5% (3)
Programs-Special Events	-	3,434.57	14,422.00	2,965.66	15.8% (3)
Programs-Community Events	-	4,400.00	26,829.00	10,869.20	-59.5% (3)
Brochure	1,535.86	1,535.86	24,575.00	16,639.11	-90.8% (4)
Weight Room	49.72	11,112.08	43,393.00	13,549.23	-18.0%
Community Center	13,018.96	104,493.87	219,126.00	126,927.43	-17.7% (5)
Total Expenses	92,559.58	842,670.86	1,472,148.00	875,853.79	-3.8%
Total Fund Revenues	48,239.60	725,973.13	1,479,986.00	845,769.28	-14.2%
Total Fund Expenses	92,559.58	842,670.86	1,472,148.00	875,853.79	-3.8%
Surplus (Deficit)	(44,319.98)	(116,697.73)	7,838.00	(30,084.51)	287.9%

- (1) Payroll and related taxes are greater in 2020 by 12.9% \$33,602. New Recreation Specialist started May 2019. 2020 increases for exempt.
- (2) Paying electric/gas \$7,523.
- (3) Expenses for programs decreased 45.7%, \$26,560 compared to 2019.
- (4) No summer brochure printed/mailed in 2020
- (5) Part time customer service temporarily laid off/reduced hours and related taxes 25.7 \$14,968. Utilities lower in 2020 20.2% \$8,717.
- (6) 2020 payroll and related taxes greater 2.7% \$5,420. Pay increases, higher IMRF rate.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended August 31, 2020

Donations (21)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	3,500.00	40,546.41	56,000.00	64,021.47	-36.7%
Total Revenues	3,500.00	40,546.41	56,000.00	64,021.47	-36.7%
Expenses					
Administration	-	-	100,000.00	-	#DIV/0!
Total Expenses	-	-	100,000.00	-	#DIV/0!
Total Fund Revenues	3,500.00	40,546.41	56,000.00	64,021.47	-36.7%
Total Fund Expenses	-	-	100,000.00	-	#DIV/0!
Surplus (Deficit)	3,500.00	40,546.41	(44,000.00)	64,021.47	-36.7%

Special Recreation (22)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	5,958.78	112,261.33	201,500.00	107,592.20	4.3%
Total Revenues	5,958.78	112,261.33	201,500.00	107,592.20	4.3%
Expenses					
Administration	2,979.39	56,220.05	201,500.00	53,515.38	5.1%
Total Expenses	2,979.39	56,220.05	201,500.00	53,515.38	5.1%
Total Fund Revenues	5,958.78	112,261.33	201,500.00	107,592.20	4.3%
Total Fund Expenses	2,979.39	56,220.05	201,500.00	53,515.38	5.1%
Surplus (Deficit)	2,979.39	56,041.28	-	54,076.82	3.6%

Insurance (23)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	1,996.19	37,724.59	67,000.00	40,620.15	-7.1%
Total Revenues	1,996.19	37,724.59	67,000.00	40,620.15	-7.1%
Expenses					
Administration	-	33,156.26	81,452.00	31,276.32	6.0% (1)
Total Expenses	-	33,156.26	81,452.00	31,276.32	6.0%
Total Fund Revenues	1,996.19	37,724.59	67,000.00	40,620.15	-7.1%
Total Fund Expenses	-	33,156.26	81,452.00	31,276.32	6.0%
Surplus (Deficit)	1,996.19	4,568.33	(14,452.00)	9,343.83	-51.1%

(1) PDRMA return on net position \$7,645. Unemployment expense in 2020 pre-COVID.

Audit (24)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	427.50	8,081.67	14,000.00	8,481.40	-4.7%
Total Revenues	427.50	8,081.67	14,000.00	8,481.40	-4.7%
Expenses					
Administration	-	14,750.00	13,900.00	15,950.00	-7.5%
Total Expenses	-	14,750.00	13,900.00	15,950.00	-7.5%
Total Fund Revenues	427.50	8,081.67	14,000.00	8,481.40	-4.7%
Total Fund Expenses	-	14,750.00	13,900.00	15,950.00	-7.5%
Surplus (Deficit)	427.50	(6,668.33)	100.00	(7,468.60)	-10.7%

Paving & Lighting (25)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	741.89	14,043.24	25,000.00	424.45	3208.6% (1)
Total Revenues	741.89	14,043.24	25,000.00	424.45	3208.6%
Expenses					
Administration	-	-	48,471.00	-	#DIV/0!
Total Expenses	-	-	48,471.00	-	#DIV/0!
Total Fund Revenues	741.89	14,043.24	25,000.00	424.45	
Total Fund Expenses	-	-	48,471.00	-	
Surplus (Deficit)	741.89	14,043.24	(23,471.00)	424.45	

(1) Increased levy to \$25,000

Park Police (26)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	37.63	504.41	637.00	203.24	148.2%
Total Revenues	37.63	504.41	637.00	203.24	148.2%
Expenses					
Administration	427.92	2,389.90	2,153.00	603.90	295.7% (1)
Total Expenses	427.92	2,389.90	2,153.00	603.90	295.7%
Total Fund Revenues	37.63	504.41	637.00	203.24	148.2%
Total Fund Expenses	427.92	2,389.90	2,153.00	603.90	
Surplus (Deficit)	(390.29)	(1,885.49)	(1,516.00)	(400.66)	370.6%

(1) Dog park patrol

Sycamore Park District
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IMRF (27)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	3,597.65	67,740.36	121,000.00	51,140.53	32.5%
Total Revenues	3,597.65	67,740.36	121,000.00	51,140.53	32.5%
Expenses					
Administration	3,597.65	67,740.36	121,000.00	51,140.53	32.5%
Total Expenses	3,597.65	67,740.36	121,000.00	51,140.53	32.5%
Total Fund Revenues	3,597.65	67,740.36	121,000.00	51,140.53	32.5%
Total Fund Expenses	3,597.65	67,740.36	121,000.00	51,140.53	32.5%
Surplus (Deficit)	-	-	-	-	

Social Security (28)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	3,024.11	56,940.79	100,000.00	57,231.20	-0.5%
Total Revenues	3,024.11	56,940.79	100,000.00	57,231.20	-0.5%
Expenses					
Administration	3,826.91	62,450.90	105,510.00	64,344.26	-2.9%
Total Expenses	3,826.91	62,450.90	105,510.00	64,344.26	-2.9%
Total Fund Revenues	3,024.11	56,940.79	100,000.00	57,231.20	-0.5%
Total Fund Expenses	3,826.91	62,450.90	105,510.00	64,344.26	-2.9%
Surplus (Deficit)	(802.80)	(5,510.11)	(5,510.00)	(7,113.06)	

Sycamore Park District
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Concessions (30)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Clubhouse Concessions	14,419.33	36,250.41	75,703.00	49,165.47	-26.3% (3)
Beverage Cart	238.00	600.50	11,306.00	6,640.14	-91.0%
Sports Complex Concessions	3,081.00	3,081.00	37,863.00	26,828.99	-88.5%
Pool Concessions	-	-	8,673.00	8,309.29	-100.0%
Catering	153.10	1,755.61	19,253.00	12,263.72	-85.7%
Total Revenues	17,891.43	41,687.52	152,798.00	103,207.61	-59.6% (1)
Expenses					
Clubhouse Concessions	10,397.46	57,160.20	100,074.00	61,124.67	-6.5% (2)
Beverage Cart	73.95	251.87	8,495.00	4,214.80	-94.0%
Sports Complex Concessions	1,019.65	2,500.65	32,705.00	22,397.15	-88.8%
Pool Concessions	-	-	8,569.00	6,915.92	-100.0%
Catering	73.52	812.47	6,565.00	4,346.70	-81.3%
Total Expenses	11,564.58	60,725.19	156,408.00	98,999.24	-38.7%
Total Fund Revenues	17,891.43	41,687.52	152,798.00	103,207.61	-59.6%
Total Fund Expenses	11,564.58	60,725.19	156,408.00	98,999.24	-38.7%
Surplus (Deficit)	6,326.85	(19,037.67)	(3,610.00)	4,208.37	-552.4%

(1) Closed due to COVID. Clubhouse began serving limited menu 5/1/20. Limited Beverage Cart. Sports Complex minimal activity starting in August. Pool Closed. Minimal rentals for catering.

(2) 60% of Fulltime employee wages, related taxes and insurance expensed here regardless of operations. \$21,350 YTD

(3) August 2020 revenue is only 0.22 \$31 less than August 2019.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended August 31, 2020

Developer Contributions (32)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	-	12,543.76	15,000.00	8,860.12	41.6%
Total Revenues	-	12,543.76	15,000.00	8,860.12	41.6%
Expenses					
Administration	-	-	6,000.00	-	#DIV/0!
Total Expenses	-	-	6,000.00	-	#DIV/0!
Total Fund Revenues	-	12,543.76	15,000.00	8,860.12	41.6%
Total Fund Expenses	-	-	6,000.00	-	#DIV/0!
Surplus (Deficit)	-	12,543.76	9,000.00	8,860.12	41.6%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended August 31, 2020

Golf Course (50)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Golf Operations	82,006.56	328,991.24	416,557.00	325,922.53	0.9% (1)
Golf Maintenance	851.17	12,129.67	21,964.00	11,448.70	5.9%
Total Revenues	82,857.73	341,120.91	438,521.00	337,371.23	1.1%
Expenses					
Golf Operations	23,336.19	123,106.28	218,420.00	145,082.32	-15.1%
Golf Maintenance	23,747.32	160,906.58	274,997.00	183,727.14	-12.4%
Total Expenses	47,083.51	284,012.86	493,417.00	328,809.46	-13.6%
Total Fund Revenues	82,857.73	341,120.91	438,521.00	337,371.23	1.1%
Total Fund Expenses	47,083.51	284,012.86	493,417.00	328,809.46	-13.6%
Surplus (Deficit)	35,774.22	57,108.05	(54,896.00)	8,561.77	567.0%

(1) July YTD 2020 Actual: compared to Annual Budget/compared to July YTD 2019 Actual

Daily Greens Fees 73.89% / 104.62%

Golf Events & Misc 74.15% / 81.17%

Carts 84.74% / 106.91%

Season passes 95.19% / 100.66%

Pro shop sales 59.61% / 83.04%

Closed until May 1, 2020 due to COVID. Then flooding in May 2020

Sycamore Park District
Summarized Revenue & Expense Report
Period ended August 31, 2020

Aquatics (51)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Pool	-	44.68	69,120.00	63,936.77	-99.9%
Swim Lessons			20,832.00	20,856.39	
Splashpad	3,500.00	7,965.00	18,034.00	12,834.00	-37.9%
Total Revenues	3,500.00	8,009.68	107,986.00	97,627.16	-91.8% (1)
Expenses					
Pool	-	1,159.34	59,795.00	52,005.00	-97.8%
Aquatics Maintenance	561.53	8,860.97	34,200.00	27,411.06	-67.7%
Swim Lessons	-		10,750.00	9,083.98	
Splashpad	-	-	838.00	2.00	-100.0%
Total Expenses	561.53	10,020.31	105,583.00	88,502.04	-88.7%
Total Fund Revenues	3,500.00	8,009.68	107,986.00	97,627.16	-91.8%
Total Fund Expenses	561.53	10,020.31	105,583.00	88,502.04	-88.7%
Surplus (Deficit)	2,938.47	(2,010.63)	2,403.00	9,125.12	-122.0%

(1) Pool closed 2020 due to COVID. Splashpad opened July 10th with restrictions.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended August 31, 2020

Debt Service (60)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	18,792.56	354,107.99	630,000.00	349,684.84	1.3%
Total Revenues	18,792.56	354,107.99	630,000.00	349,684.84	1.3%
Expenses					
Administration	-	6,015.00	625,786.00	7,140.00	-15.8%
Total Expenses	-	6,015.00	625,786.00	7,140.00	-15.8%
Total Fund Revenues	18,792.56	354,107.99	630,000.00	349,684.84	1.3%
Total Fund Expenses	-	6,015.00	625,786.00	7,140.00	-15.8%
Surplus (Deficit)	18,792.56	348,092.99	4,214.00	342,544.84	1.6%

Capital Projects (70)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	-	1,077.61	540,000.00	12,927.55	-91.7%
Total Revenues	-	1,077.61	540,000.00	12,927.55	-91.7%
Expenses					
Administration	6,760.00	216,542.99	597,888.00	294,927.07	-26.6%
Total Expenses	6,760.00	216,542.99	597,888.00	294,927.07	-26.6%
Total Fund Revenues	-	1,077.61	540,000.00	12,927.55	-91.7%
Total Fund Expenses	6,760.00	216,542.99	597,888.00	294,927.07	-26.6%
Surplus (Deficit)	(6,760.00)	(215,465.38)	(57,888.00)	(281,999.52)	-23.6%

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended August 31, 2020

Action 2020 (71)

<u>Department</u>	<u>August Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	-	8,520.30	208,600.00	941.22	805.2%
Total Revenues	-	8,520.30	208,600.00	941.22	805.2%
Expenses					
Administration	144,319.80	830,427.71	1,357,750.00	208,562.33	298.2%
Total Expenses	144,319.80	830,427.71	1,357,750.00	208,562.33	298.2%
Total Fund Revenues	-	8,520.30	208,600.00	941.22	805.2%
Total Fund Expenses	144,319.80	830,427.71	1,357,750.00	208,562.33	298.2%
Surplus (Deficit)	(144,319.80)	(821,907.41)	(1,149,150.00)	(207,621.11)	295.9%
Total Fund Revenues	238,040.97	2,659,640.98	5,743,828.00	2,909,878.66	
Total Fund Expenses	368,369.54	3,253,729.14	7,173,862.00	2,774,633.37	
Surplus (Deficit)	(130,328.57)	(594,088.16)	(1,430,034.00)	135,245.29	

Sycamore Park District
Fund Balances

	Audited 1/1/2020	Revenues	Expenses	8/31/2020	8/31/2020 Cash balance
10 Corporate	854,653.74	828,757.28	766,606.75	916,804.27	916,551.83
20 Recreation	448,367.83	725,973.13	842,670.86	331,670.10	371,866.11
21 Donations	132,672.62	40,546.41	-	173,219.03	173,219.03
22 Special Recreation	18,718.11	112,261.33	56,220.05	74,759.39	74,759.39
23 Insurance	46,724.24	37,724.59	33,156.26	51,292.57	51,292.57
24 Audit	13,701.70	8,081.67	14,750.00	7,033.37	7,033.37
25 Paving & Lighting	23,521.99	14,043.24	-	37,565.23	37,565.23
26 Park Police	3,522.01	504.41	2,389.90	1,636.52	1,636.52
27 IMRF	-	67,740.36	67,740.36	-	-
28 Social Security	5,510.11	56,940.79	62,450.90	-	-
30 Concessions	33,677.90	41,687.52	60,725.19	14,640.23	11,241.22
32 Developer Contributions	178.24	12,543.76	-	12,722.00	12,722.00
60 Debt Service	79,888.43	354,107.99	6,015.00	427,981.42	427,981.42
70 Capital Projects	419,257.15	1,077.61	216,542.99	203,791.77	203,971.77
71 Action 2020	2,679,876.36	-	144,319.80	2,535,556.56	2,347,098.54
Total governmental fund balance	4,760,270.43	2,301,990.09	2,273,588.06	4,788,672.46	4,636,939.00
50 Golf Course	1,416,988.68	341,120.91	284,012.86	1,474,096.73	
	<u>(1,506,099.68)</u>			<u>(1,506,099.68)</u>	
	(89,111.00)			(32,002.95)	45,546.51
51 Aquatics	387,553.67	8,009.68	10,020.31	385,543.04	
	<u>(380,628.50)</u>			<u>(380,628.50)</u>	
	6,925.17			4,914.54	4,794.54
Total proprietary funds	(82,185.83)	349,130.59	294,033.17	(27,088.41)	
	4,678,084.60			4,761,584.05	4,687,280.05

Summary of depository accounts as of **9/17/2020**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First Midwest Bank	1,483,306.06	0.09	1607.56
Resource Bank	32,859.40	0.12	58.05
IPDLAF	3,203,437.65	0.20	9759.24
DCCF - Action 2020	48,645.95		
Dekalb Co. Community Foundation	<u>18,625.60</u>		
	4,786,874.66		

To: Board of Commissioners

From: Theresa Tevsh, Superintendent of Recreation Services

Subject: Monthly Report

Date: September 16, 2020

Administrative Initiatives (9/1/20-9/30/20)

Theresa Tevsh, Superintendent of Recreation Services

- Received a phone call from Lions Club representative, Tony Sgarlata, thanking the park district for their cooperation with the upcoming Pumpkin carving contest that the Kiwanis club organizes every year. This would normally be conducted during Pumpkinfest on the City Hall front lawn, but the event is canceled for 2020. So, the Lions will use the Sport Complex, at the island grass area by Good Tymes shelter for 2020. The space is reserved for the October 19-26 to conduct the annual event. They have contacted the Sycamore police, so they are also aware of the new location.
- Attended a meeting on September 8th with two of Midwest Museum of Natural History Board members, Executive Director Bailey, Superintendent of Parks Jeff Donahoe, Commissioner Bill Kroger. MMNH is meeting with Blackhawk movers and Weaver Construction to see what is involved with opening an exterior wall to move the elephant and giraffe outside and on to a moving truck. Burpee Museum of Rockford stops in weekly to pick up smaller taxidermy that fits in a car, and to make the big move of animals a little lighter, once that is finalized. MMNH stated that about 50% of the collection has been claimed, but not moved yet.
- Dekalb Families Services- Club 55 is not ready to return to the building for the safety of their participants. They have requested to partner on some upcoming events to include an outdoor movie and walking program.
- Sold 405 Dog Park Passes to date. In Phase 4, we can now have up to 50 people in the park at a time and the drinking fountain is turned on at the dog level to fill water bowls. This month I had the surveillance camera adjusted

and the Dog Park Rules signage moved to the right of the main entrance gate to be able to have a better view of the activity that happens at the entrance gate.

- Met with the Recreation Team to discuss the Winter/Spring 2021 line-up of programs and special events. We continue to make modifications to allow for programming and special events to happen within the Phase 4 guidelines.
- Attended luncheon on August 31 to welcome new executive Director.
- Attended the Service Staff training on September 2nd. I covered some of the COVID safety guidelines for staff, patrons and capacities in different spaces based on usage.
- Attended meeting with executive director and marketing supervisor on September 2nd to review procedures and systems used for marketing the district.
- Attended meeting with executive director on September 3rd to review the Superintendent of Recreation Services main areas of work and focus.
- Assisted Recreation Specialist Justin Genz with email correspondence to new SOAR families. This is our modified afterschool program which is held Monday-Thursday from noon-5pm. We have 8 students in the program which is below our minimum of 10. However, we have teamed up activities with KSRA which also holds an afterschool program called KSRA PLAY which has 8 students. Their program is Monday-Friday from 1pm-5pm. So together, they can share some programming like library reading, Live animals from our Naturalist Nick and outdoor games.
- Contacted PDRMA for clarification on allowing 3rd party inflatables inside the community center by as part of a rental of the facility. This is allowable with a certificate of insurance from vendor.
- Attended a walk-thru of the MMNH facility with Executive Director Baily and Superintendent of Parks.
- Aggression Volleyball Club is again renting the facility for the volleyball program. Their insurance allows them to have practices and intra-team

games. They always require players and coaches in masks. I have capped their capacity on two courts at 44 people, no spectators. This is below the guideline of 50.

- I talked with 45 NIU Kinesiology students on September 9th via Blackboard and presented on the topic of COVID safety Trends and careers in Parks & Recreation.
- Welcome back our Sycamore School Life School student John. He volunteered with us last school year and will return to help us out on Monday mornings cleaning at the Community Center and Clubhouse.
- Attended the IPRA joint section meeting via zoom with guest speaker Jon Kedrowski on September 16th.
- Attended a luncheon with KSRA Director Dawn Schaefer, Facility Supervisor Metcalf, and Executive Director Bailey on September 17th. We then toured the Fox Valley park district sensory room to see how both their SRA and park district share the program.
- Will attend the September 22 board meeting.
- Will send out an Eblast to Dog Park members to remind them of upcoming dog events and rule reminders.

Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist

- Kept up to date on all the new Covid 19 updates.
- Ran Caddyshack Grill, very busy.
- Ready to do Sycamore Chamber Day, now rescheduled until October.
- Continuing to clean and sanitize all tables and chairs in clubhouse.
- Opened Sports Complex in August/September for softball and baseball games, very busy.

- Vending sales for July \$100.00 in product.
- Concessions sales \$1300 so far for month of September at Sports Complex.
- Finished August with over \$2700 in sales at Sports Complex.
- Rescheduled two small outings for clubhouse.
- Set “Junk in the Trunk” in motion for September 19th, changed location due to social distancing, to the small T-ball fields behind the pool. Have 52 vendors plus working with KSRA selling stuff for their rummage sale.
- Had a mom that wanted to do Nerf Birthday Party Package but backed out due to all the covid rules. Only inquiry we have has so far.
- Kirk trained me on how to check in golfers at the pro shop, so I can help him out when he is in a pinch.
- Had our third Men’s League fun dinner. They seem to really enjoy this once a month.
- Planning for Monday and Wednesday night Men’s League steak dinners.
- Welcomed Lions Club back to clubhouse for their bi-monthly meetings.

Justin Genz, Recreation Specialist

- Attended meeting regarding the new SOAR program. We decided to offer Mon-Thu 12-5pm.
- Met with rec specialist to discuss the kickball tournament beverages.
- Met with Fall Intern, showed her all the gym equipment and how to work it.
- Met with STEM Instructor and discussed one day programs for SOAR.
- Met with SOAR staff to explain pickup and drop off procedures.

- Met with Lead SOAR instructor to discuss lesson plans for SOAR.
- Attended meeting with all community center staff to introduce new staff members.
- Met with new All-Star Sports manager to discuss upcoming classes.
- Met with rec specialist and discussed snack logistics for new SOAR program.
- Patrolled the Dog Park.
- Hired a Volleyball Referee for our in-house league.
- First Fall programs underway, Adult Kickball tournament (6 teams) *rain out, SOAR (8), 9 All Star Sport classes will run (registered 77), 4 Youth Tennis classes (24), Intro to Dance (7), Ballet/Tap (4), 2 Little Tumblers (10), Fall Art Club (8), 2 Kajukenbo Karate (20) Cheer tots (3).

Lisa Metcalf, Facilities Supervisor

- As of September 15, we have 145 Active Pathway Fitness 24/7 Memberships, 174 Active Pathway Fitness Passes, 52 Active Track 24/7 Memberships, 203 Active Track Passes and 263 Active Open Gym Passes.
- Held a meeting for the Service Desk Staff to go over new policies and procedures for the fall and did a safety review.
- Met with the Fitness Instructors to go over expectations in the fall and did a safety review.
- Continued to manage and attend fitness classes outside of business hours.
- Attended the IPRA Facility Management Section meeting via zoom.
- Visited Fox Valley's new sensory room.

- Splash Fountain will close on Sunday, September 27.
- So far, from July 10 – September 15, 2020, we made \$8,042 in daily fees for Splash Fountain. Last summer, July 10 – September 15, 2019, we had a total of \$5,801 in daily fees.
- First session of fitness classes has started. Classes will be held up in the Fitness Studio. So far, we have 5 classes running.
- Participated in a LHDC Board Meeting via zoom.
- Continued to work in RecTrac to update things as new things get added and changed.

Sarah Rex, Recreation and Marketing Supervisor

- Promoted fall programming along with reminders about the district's accommodations based on COVID-19 guidelines as visitation increases for programs and in the parks.
- B95 Guest DJ September 2.
- Coordinated an introduction video of the new Executive Director using OC Creative of DeKalb. The video will be used on social media and the website to introduce her to the community.
- With support and input from Superintendent of Parks and Facilities, worked with the Rotary Club of Sycamore who will be installing a Little Free Library at Charley Laing Park as a service project.
- Worked with Ron Vine and Associates to coordinate a virtual presentation of the second community-wide survey findings at the September Board meeting.
- Helped a student achieve volunteer hour requirements by setting him up to do some park cleanup projects.

- Assisted at the District's second annual Junk in Your Trunk Sale September 19. 54 vendors have signed up for the event that will have 25 square foot stall spread 8 feet apart on the ball diamonds behind the Community Pool.
- Submitted the District's grant application for a Northwestern Medicine Community Grant.
- Collected quotes for printing the District's seasonal brochure 2021-2022.
- With help from staff and ERA, coordinate and write the application for an Illinois Transpiration Enhancement Program Grant. Due November 3 to IDOT.

Administrative Initiatives (10/1/20-10/31/20)

Theresa Tevsh, Superintendent of Recreation Services

- Will continue to work with Superintendent of Parks to coordinate the safety of the Sport Complex as Fall Baseball and softball continue their seasons. KISH College will also host a regional cross country meet October 31st.
- Will continue to coordinate facility rentals in the Community Center during Phase 4 COVID limited capacity rules.
- Will assist the recreation staff with the Pumpkin Roll-Down and Ghost stories event October 17th.
- Will work on employee wellness initiatives with grad student.
- Will assist the intern with the upcoming Holiday House Contest and Service club tree lighting on the Legacy Campus.
- Will be out of the office Oct 8-13th.
- Will attend the study session on October 13th.
- Will coordinate the Pet trick or treating at the community center on October 30th.

- Will coordinate with community partners for upcoming Winter/Spring events (Library, KSRA, Dekalb Family Services, Sport Affiliates, Northwestern Medicine).

Melissa J Dobberstein, Food and Beverage Manager, Recreation Specialist

- Will continue to follow new Covid 19 guidelines as they come out.
- Will stay on top of keeping clubhouse sanitized.
- Will help with contractors to finish putting downstairs together.
- Will work with Superintendent of Recreation to organize/purge items from clubhouse and move back items from flood.
- Started working on the Veteran's Day event.
- Will work on planning the Winter/Spring events for the brochure.
- Will assist the SOAR program with a 2x/month cooking class.

Justin Genz, Recreation Specialist

- Will lead captains meeting for Volleyball League.
- Will lead referee meeting for Volleyball League.
- Will submit first winter/spring draft to Sarah.
- Will continue to monitor second session fall programs.
- Will attend IPRA Teen Committee meeting.

Lisa Metcalf, Facilities Supervisor

- Will work on information and classes for the Winter/Spring Brochure.

- Will continue to manage and attend fitness classes outside of business hours.
- Will assist with closing Splash Fountain for the season.

Sarah Rex, Recreation and Marketing Supervisor

- Will revive the popular Spring Photo Contest as a Fall Photo Contest, providing an alternate way for people to be engaged with their parks.
- With help from staff and ERA, coordinate and write the application for an Illinois Transpiration Enhancement Program Grant. Due November 3 to IDOT.
- Will begin program development and design of the Winter/Spring 2021 brochure.
- Will help coordinate the first annual Pumpkin Rol'Down. The District is partnering with the Sycamore Kiwanis to offer a COVID-friendly (for phase 4) event and enhance/grow the district's Ghost Stories in the Park event which grew substantially last year when it was moved to the Community Center.
- Will promote fall programming.

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: September 22, 2020

Administrative Initiatives (9/1/20 – 9/30/20)

- Attended all administrative staff meetings as scheduled.
- Attended ALL-Staff meetings when scheduled.
- Attended Sycamore Chamber of Commerce Board of Directors meeting to introduce our new Executive Director.
- Helped in the transition of Executive Director as directed.
- Updated reader board.
- Continued outing season with Safe Passage, DeKalb Elks, St. Catherine's Church, the Rich Bryant Memorial and 2 others. Rescheduled Sycamore Chamber Golf Classic to October 2nd.
- Completed in-house league season for Ladies Niners, Monday Match Play and Wednesday Fairway Club leagues.
- Finalized fall work schedule for fall part-time staffing.
- Continued to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Continued to work with Sycamore High School Golf team to follow COVID-19 Golf Guidelines for practices and matches scheduled.
- Contacted the Illinois Department of Commerce and Economic Opportunity to receive direction concerning the allowance of spectators during high school golf matches.

- Met with Rudy Hisel of Alliance Contractors about bridge #4 east side access, construction footprint and regular communication schedule.
- Developed directional signage and tools to route golfers during construction of Bridge #4.
- Continued to monitor sanitation and cleaning techniques of staff for customer and staff safety.
- Continued to monitor pro shop sales and began to promote slow moving products to reduce pro shop inventory.

Administrative Initiatives (10/1/20 – 10/31/20)

- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend demos of Golf POS systems.
- Continue to help in the transition of Executive Director as directed.
- Updated reader board for October.
- Continue to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Finish outing season with Sycamore Chamber Golf Classic and The Pumpkin Scramble.
- Finalize and place directional signage and tools to route golfers during construction of Bridge #4.
- Monitor construction of Bridge number 4 and have information updates and pictures placed on our websites and social media.
- Prepare and schedule eblasts. Develop and distribute posters, flyers and entry forms for the Pumpkin Scramble.

- Complete high school golf meet schedule and begin communication for next season.
- Begin to meet with golf manufacturing representatives and order spring 2021 merchandise.
- Begin to prepare golf carts and cart barn for winter storage.
- Work with Theresa and Melissa to complete repairs of the lower level storage area of the clubhouse after the flood damage and help organize these areas to be more efficient and better control of stock.
- Begin to develop winter golf marketing plan with Sarah Rex.
- Continue to monitor pro shop sales and promote slow moving products to reduce pro shop inventory.
- Begin meeting with outing planners for the 2021 golf season.

To: Board of Commissioners

From: Jeff Donahoe

Subject: Monthly Report

Date: September 22, 2020

Administrative Initiatives (9/1/20-9/30/20)

Golf

- From July 27th thru September 6th we only received .6” of rain. For the week of Sept. 6 thru Sept. 12th, 5.5” rain was tallied with several rounds of rain throughout the week. Typically, this amount of rain would flood the river but as it was so low, it only went up 6-8” total. The course took the rain well and although carts could not run for a few days, the turf rebounded quickly.
- The turf is back to growing at full speed. Staff is again working on keeping up with mowing and trimming all areas of the course. We are working around the constant golf traffic as best we can as September has not slowed down the golfers.
- We continue to spray for disease as needed, prune low limbs, and we will aerate the greens later in the fall now as we will host the IHSA girls’ regional meet on the 29th and Chamber Day on October 2.
- The new irrigation system has performed well with the dry weather. We did have to have one of the pump intake shafts replaced as the impellers that pull the water up became dislodged. This was all warranty work and a new shaft was supplied and installed.
- Seeded areas east of the river from the flood damage continue to fill in. New seed has been added several times as warm, dry, mid-summer conditions are not conducive to growing bent grass.

- I attended several meetings dealing with the new bridge at 15 tee. At this time, it looks like the removal of the old bridge and supports will start the week of October 5th. The new supports will then be constructed and the new bridge, which is being built, should be ready for placement at the end of October or the beginning of November.

Sports

- Baseball and softball are playing every day now as the fall season has begun. The effort to have spectators sit along the foul lines and behind the home run fences has gone well. This eliminates crowding behind the home plate areas and the teams can spread out on both the dugout benches and the spectator bleachers.
- I am in constant contact with league leaders to coordinate field requests and field prep schedules for both games and practices. Without soccer this fall, the ball fields are in high demand.
- Staff has continued to mow, trim, add ag lime to infields, work on landscaping, and painting foul lines. They are now prepping ball fields every day by dragging and chalking as the game schedules dictate.
- The new soccer complex continues to mature. Additional seed was added in late spring by the contractor as most areas are still thin, and they are still responsible for maintaining the turf with seed and mowing until 95% of turf areas are filled in to our satisfaction. The hot, dry summer weather has delayed this process thru the summer, but since the rain last week, they are out again this week to seed, mow, and fertilize to help thicken the turf. We will assess improvements later this fall.
- The splash pad continues to function well. The cooler September days when nobody signs up the unit is turned off. The last scheduled day of use for the season is September 27th.

- We had a delay in the pool underground pipe system inspection. The company owner who performs the service had a medical setback and I am awaiting the date he is cleared to work again which I will know on the 17th of September. He would then be able to perform the work soon after he is cleared.

Parks

- I attended staff and Board meetings.
- Attended welcome meetings with Director Bailey along with information sharing meetings with both Directors.
- Attended meetings with Rec. staff for event planning.
- We have started allowing shelter rentals with limited numbers and have turned on the drinking fountain at the dog park just for the dogs to get water. All other outdoor bathrooms and fountains will remain closed.
- Attended soccer complex meetings and zoom meetings with rec. staff and sport field user groups for fall season planning.
- Staff continues to mow/trim the parks weekly, keep up with garbage, make playground repairs, trim/remove trees, and trail branches, spray weeds in landscape and natural areas, mulched landscape beds, and watered trees during the drought. The parks have been well used this year as people find safe ways to recreate outside.
- I continue to inspect the Midwest Museum twice a week for HVAC function, sprinkler/water pipe leaks, and any other issues and have repairs made as needed.
- I attended the meeting for the contractor who will install the new playground equipment at Dr. Ovitz Park starting next month. I will work

with the awarded contractor once the project begins which is currently scheduled for mid-October. We did receive all the playground equipment at the shop to hold until the contractor begins.

- I also have met with both Directors about the trail projects that are in the works for more familiarity as the Director transition takes place. We met with ERA engineers last week to get on the same page as the project moves forward. The tree removal will start next month on the trail segment 1 after the leaves fall.
- I have started the process of filling the full-time mechanic position. We look to have it filled by mid-November as we waited until after Bob's memorial on the 19th to advertise the job.
- I am spending time with Director Bailey when able to provide background information on our maintenance practices and current projects. We are touring our properties and facilities as time allows to familiarize her with all we do and have going at the Park District.

Administrative Initiatives (10/1/20-10/31/20)

- Attend all staff, Board, and planning meetings.
- Attend trails planning meetings and construction beginning with City, staff, engineers, and contractors.
- Work with contractors and engineers as the soccer complex grow-in continues.
- Work with golf bridge contractor as project begins.
- Work with Ovitz Park playground equipment installer as installation begins.

- Work with rec. staff and sport field user groups as they continue fall sports leagues with current State regulations being followed.
- Work with the Director on transition planning on projects and other items with new Director. Spend time with new Director showing her all our properties and facilities.
- Staff will continue with standard maintenance and work on some fall recovery of turf areas from summer stress which can include seeding, aerating, fertilizing.
- Shut down the splash pad at the end of September and drain the system for winter. We also plan to seal the concrete pad.
- Gather pricing for possible 2021 Capital budget purchases and projects.
- Continue to work with sports groups until the end of the season in late October.
- Work with the Lions group for the Pumpkin Fest pumpkin decoration display at the circle drive by the Good Tymes shelter.

To: Board of Commissioners

From: Jonelle Bailey

Subject: Monthly Report

Date: September 22, 2020

Administrative Initiatives (9/1/20 – 9/30/20)

- Attend all Staff, Board and Planning meetings.
- Attend future trails planning meetings with City, Staff and Engineers
- Attend soccer complex addition construction meetings.
- Work with golf bridge contractor as project begins
- Work with Ovitz Park Playground equipment installer as installation begins.
- Work with recreation staff and sport field user groups as they continue Fall sports leagues with current State Regulations.
- Work with outgoing Director on transition planning for programs, projects, and planning.
- Staff will continue with standard maintenance and work on some fall recovery of turf areas from summer stress which can include seeding, aerating, fertilizing.
- Bridge #4 Golf Course:
 - Contact with IDNR and Army Corps regarding processing the application for Permits.
 - Followed up with John Sauter and Mark Bushnell at City of Sycamore apprised of IDNR and Army Corps status as they needed those permits to complete City's review and permit approval.
- South Sports Complex Project:
 - Reviewed budget projections for the project
- Met with Dan and Bill Kroeger to create a transition timeline.
- Met with Superintendents and reviewed the overlapping, shared, support structures and associated files, documents, drawings, and park district commitments.
- Review Budget Timelines with Jackie
- Prepared the Election Packets
- Met with City Manager, Shodeen contact regarding options for Reston Park Platts.
- Walk through of all parks with Jeff

Administrative Initiatives (10/1/20 – 10/31/20)

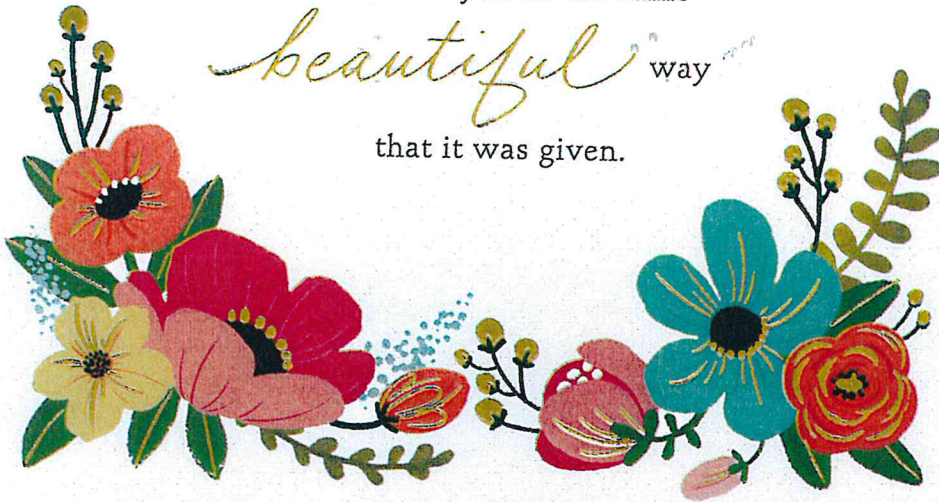
- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend soccer complex addition construction meetings.
- Work with Ovitz Park Playground equipment installer as installation begins.
- Work with recreation staff and sport field user groups as they continue Fall sports leagues with current State Regulations.
- Work with outgoing Director on transition planning for programs, projects, and planning.
- Set up Golf POS demos.
- Continue to meet with the Superintendents regarding transition and learning each area needs and roles.
- Continue to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Sycamore Golf: Bridges:
 - Review the Finalize and place directional signage and tools to route golfers during construction of Bridge #4.
 - Monitor construction of Bridge number 4 and have information updates and pictures placed on our websites and social media.
- Review Marketing needs and timelines with Sarah Rex.
 - Review Grants ITEP, IDOT and OSLAD
 - Deadline dates and next steps
- Review all construction projects and next steps
- Work with Staff to complete repairs of the lower level storage area of the clubhouse after the flood damage and help organize these areas to be more efficient and better control of stock.
- Learn the Recreation and Golf POS systems and review the various reports
- Budget preparations start
 - Capital budget items
 - Pool
 - Sports fields
 - Trails
 - Neighborhood Parks
 - Equipment Replacements
 - Operational items

May *kindness*

return to you in the same

beautiful way

that it was given.



Sycamore Park District,

Thank you for your donations
of Sick time for Bob. Thank
you for the patients and help you
gave him through his Pancreatic
Cancer Sourney.

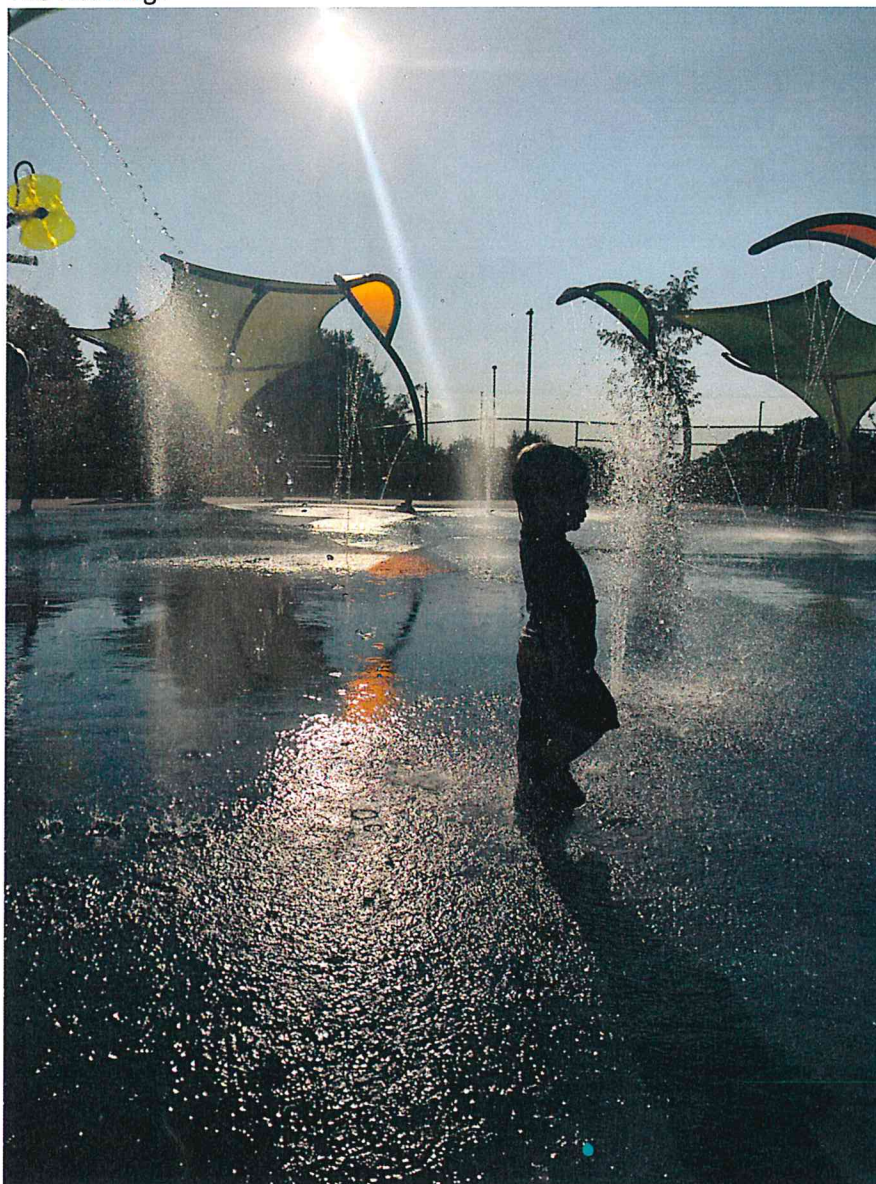
Sincerely,
Wendy Kehl-Swedberg

From: Bryan Henning <bryan.j.henning@gmail.com>
Sent: Thursday, August 27, 2020 8:40 PM
To: Sarah Rex <sarahr@sycamoreparkdistrict.com>
Subject: Splash Pad

Our family had so much fun at the splash pad today. We haven't been able to enjoy many "normal" things this summer with our toddler, so it was great to see him so happy. Thought I'd share some photos with you all!

Thanks again!

The Hennings



From: Stacie Graham <svvarner@gmail.com>
Sent: Tuesday, August 25, 2020 2:44 PM
To: Jackie Hienbuecher <jackieh@sycamoreparkdistrict.com>
Subject: Re: residency

Good Afternoon Jackie,

Thank you so much for that.

It was our first time visiting the splash pad and our little guy had a BLAST!

Thank you for creating a great space for us to feel safe through social distancing while still being able to take advantage of the district's resources.

Have a great week!

Stacie Graham

On Tue, Aug 25, 2020 at 9:36 AM Jackie Hienbuecher <jackieh@sycamoreparkdistrict.com> wrote:

Good morning!

I noticed your account is listed as non-resident. I have updated your residency and refunded the extra amount you paid for the splash pad.

Have a great day!

Jackie Hienbuecher, CPRP

Sycamore Park District
Superintendent of Finance
Direct Line: 815-314-0975

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SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 22, 2020

STAFF RECOMMENDATION

**AGENDA ITEM: Monthly Report-Superintendent of Recreation Services:
For Information Only**

BACKGROUND INFORMATION: Tonight, I will present the Kishwaukee Special Recreation Association Director, Dawn Schaefer, to give you information about our special recreation service.

Schaefer was hired as Executive Director in September of 2018. The agency has 2 full-time staff, 1 part-time and several instructors and volunteers that run the various programs.

KSRA serves five park districts: Dekalb, Flagg-Rochelle, Genoa, Sandwich, and Sycamore Districts.

KSRA holds a Joint Agreement with the five park districts and is reviewed every 4 years.

Sycamore Park District has a Memorandum of Understanding with KSRA for use of the Park District facilities. This agreement is reviewed yearly. KSRA conducts programs at the Sycamore Park District such as the walking club, Friday night Socials, Summer Camp, and its newest program, KSRA Play afterschool program.

KSRA provides inclusion services and adaptive equipment for SPD programs when needed.

FISCAL IMPACT:

STAFF RECOMMENDATION: For Information Only.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation Services

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION: None

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 22, 2020

STAFF RECOMMENDATION

AGENDA ITEM: Memorial for Bob Swedberg

BACKGROUND INFORMATION: As we mourn the loss of long-time employee Bob Swedberg, we wanted to come up with an option to memorialize his long-term service to the Sycamore Park District. Staff discussed options and decided that since Bob spent most of his time working at the maintenance facility it makes sense to post a sign on the front entrance of the building acknowledging Bob and the years of employment at the District. The sign would read similar to the following: "Robert "Bob" Swedberg Memorial Facility Sycamore Park District employee 1980-2020"

FISCAL IMPACT: Cost of sign to be determined

STAFF RECOMMENDATION: Approve memorial sign on maintenance building as described.

PREPARED BY: Jeff Donahoe, Superintendent of Parks and Facilities

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT
Board of Commissioners
Date of Board Meeting: September 22, 2020

STAFF RECOMMENDATION

AGENDA ITEM: SECOND COMMUNITY SURVEY FINDINGS: Final Report and Presentation

BACKGROUND INFORMATION: Attached you will find the final draft of the *Sycamore Park District 2nd Resident Survey Report* from the spring 2020 survey. Ron of Ron Vine and Associates will join the meeting virtually to present findings, interpret the data, and field questions before finalizing his report.

Through a PowerPoint presentation, Ron will engage the Board in conversations about using this data to prioritize projects and apply it to long-range planning for *Sustaining the Legacy: 2025*.

Because two of Ron's contracted onsite visits did not happen (One from December 2019 and this meeting due to COVID-19), he has offered to adjust his contract to include an additional 3 to 6 months of consulting services. He will work closely with Jonelle to determine how and when he can support staff and the Board in developing performance measures and planning initiatives based on this data.

NOTE: If you would like either of the following, please email Sarah at sarahr@sycamoreparkdistrict.com.

- Printed copy of the attached report
- PDF or printed copy of the 353-page cross tabular data

STAFF RECOMMENDATION: This report is being shared in preparation for Ron's presentation and to allow Board members to begin

FISCAL IMPACT: No additional impact at this time.

PREPARED BY: Sarah Rex, Recreation Supervisor

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

Sycamore Park District 2nd Resident Survey Report-Volume 1

Prepared for the Sycamore Park District



PARK BOARD

Mr. Bill Kroeger, President
Ms. Michelle Schulz, Vice-President
Mr. Ben Doty, Commissioner
Mr. Daryl Graves, Commissioner
Mr. Ted Strack, Commissioner

EXECUTIVE DIRECTOR

Mr. Dan Gible



Ron Vine and Associates
Making Citizen Opinions Matter

Prepared By

Ron Vine and Associates

Ron Vine, President

September 2020

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Section 2: Summary of Methodology

Summary of Methodology for Sycamore Park District 2nd Resident Survey

The “2020 Sycamore Park District Resident Survey” was conducted to drill down on key input from citizens obtained in the 2019 survey. Questions on this survey were initially developed based on a study session with the Sycamore Park District Board on January 21 and feedback with Park District staff and a focus group with Executive Directors of Community Providers held on January 22. Following the on-site meetings, refinement of the survey continued, led by the Park District Board, Dan Gibble, Executive Director, Sarah Rex, Recreation and Marketing Supervisor and Ron Vine, President of Ron Vine and Associates.

The list of household addresses for the survey was obtained from Melissa Data. Melissa Data is a nationwide company that specializes in mailing lists. They are one of the largest providers of mailing lists in the United States and continually update their database through multiple sources.

Surveys were mailed to a random sampling of 4,000 residents. Three thousand of the surveys were sent to resident households who had not received the 2019 mailed survey and 1,000 to households who had received the 2019 survey. Mailed surveys included a postage paid envelop to return the surveys. Those receiving a mailed survey were also given an opportunity to complete the survey on-line with a unique password for each recipient. Only households who received a mailed survey could, as an option, complete the survey on-line. This methodology ensured that only one (1) survey could be completed by any household.

The guaranteed number of completing surveys was 400 surveys. This guarantee was far exceeded with 594 surveys being completed. Of the 598 surveys that were completed, 482 surveys were completed by mail and 112 over the web. The 594 completed surveys provided a 95% level of confidence and a margin of error of +/-4%.

Section 3: Summary of Key Findings

Sycamore Park District Community Pool

- Finding #1: Thirty-five percent (35%) of household respondents used the Sycamore Park District Swimming Pool in 2019. Sixty-five percent (65%) of household respondents did not use the Sycamore Park District Pool at all in 2019.
- Finding #2: On an annual basis, the Sycamore Park District has about \$350,000 to spend on repairs and improvements at all Park District parks, trails, recreation facilities, sports diamonds, sports fields, golf courses, pavilions, etc. Out of the \$350,000 per year, 32% of respondent households would support paying under \$50,000 per year to fund large repair bills at the Sycamore Park District Community Pool to keep the Community Pool open. An additional 32% would be willing to pay between \$50,000-\$100,000. Nineteen percent (19%) would be willing to pay \$100,001-\$200,000, with 6% being willing to pay \$200,001-\$3,000,000 and 11% being willing to pay all of the \$350,000 to keep the pool open.
- Finding #3: From a list of 11% potential improvements to the Sycamore Park District Community Pool, respondents who did not use the pool in 2019 were asked to indicate the two improvements that would get their household to use the pool in the future. These improvements were “if I have children/grandchildren” and “if there was adult only time at the pool”.

Walking, Hiking, and Biking Trails

- Finding #4: From a list of six choices, respondents when asked to indicate all the projects their household would support to maintain walking, hiking and biking trails over the next 5 years. Eighty-six percent (86%) of respondent households indicated trail connections around the City. The next highest rated projects respondents would support were crosswalks for trail connections (68%) and rest areas (e.g. shade, water, fountains) at (66%).
- Finding #5: Out of the same choices indicated in Finding #4, respondents were asked to indicate which TWO walking, hiking and biking projects their household would most support doing over the next 5 years. Fifty-nine (59%) of respondent households indicated trail connections around the City as their first choice and 19% indicated trail connections around the City as their 2nd choice.

Neighborhood Parks

- Finding #6: Out of 5 choices, when asked to indicate ALL the neighborhood park projects their household would support the Sycamore Park District doing over the next 5 years, 67% of households indicated update security lights. All 5 types of projects received at least 41% respondent household support.

Finding 7: Out of the same 5 choices indicated in Finding #6, respondents were asked to indicate which TWO types of projects their household would most support the Sycamore Park District doing in neighborhood parks over the next 5 years, 34% of household respondents indicated update security lighting as their 1st choice and 16% indicated update security lighting as their 2nd choice.

Ball Diamonds and Soccer Fields

Finding #8: Out of 8 choices, when asked to indicate ALL the types of projects to maintain ball diamonds and soccer fields their household would support the Sycamore Park District doing over the next 5 years. The highest percent of households (66%) indicated “add additional shade areas for spectators”. At least 34% of households picked each of the other 7 choices.

Finding #9: Out of the same 8 choices indicated in Finding #8, respondents were asked to indicate which TWO types of projects their household would most support the Sycamore Park District doing to maintain ball diamonds and soccer fields over the next 5 years, 43% of households indicated “add additional shaded areas for spectators” as their 1st or 2nd choice. No other potential project received more than 25% of households choosing it as either their 1st or 2nd choice.

Parks

Finding #10: Out of 12 parks, respondents were asked to indicate ALL of the parks they visited in 2019. Seventy-four (74%) of households indicated they had visited Rotary/Lake Sycamore Park in 2019. No other park was visited more than 41% of respondent households in 2019.

Finding #11: Out of the same 12 parks, indicated in Finding #10, respondents were asked to indicate which ONE park was closest to their household. Eighteen (18%) of households indicated Rotary/Lake Sycamore Park and 16% indicated Old Mill Park. No other park was chosen as being closest to their residence by more than 12% of respondents.

Providers of Recreation, Sports, and Fitness Services

Finding #12: Out of 9 different providers of recreation, sports and fitness services providers, respondents were asked to check ALL the providers they used in 2019. Seventy-seven (77%) of household respondent households indicated they had used the Sycamore Park District for recreation, sports and fitness services in 2019. Libraries were used by 69% of respondent households in 2019. No other provider was used by more than 44% of respondent households in 2019.

Programs, Classes and Activities

- Finding #13: Out of 20 different programs, classes and activities offered by the Sycamore Park District, household respondents were asked to check ALL the activities they had a need for and then if they had a need, if they had participated in the activity over the past 12 months. The activity that respondents had the highest need for was special events. Seventy-nine (79%) of respondents indicated they had a need for special events, and of this 79% of households, 84% indicated they had participated in the activity over the past 12 months.
- Finding #14: Out of the same 20 programs, classes and activities indicated in Finding #13, offered by the Sycamore Park District, household respondents were asked if their need was fully met, mostly met, partly met, or not met at all. Team sports-competitive (43%) and team sports-recreational (40%) were the programs, classes and activities that had the highest percent of those indicating “have a need” having their needs being “fully met”.
- Finding #15: Out of the same 20 programs, classes and activities indicated in Finding #12 offered by the Sycamore Park District, household respondents were asked to indicate which activities were the 1st most important, 2nd most important, 3rd most important and 4th most important to their household. Sixty-five (65%) of households indicated special events as one of their top 4 choices, far more than any other program, class, or activity.

Sycamore Park District Community Center

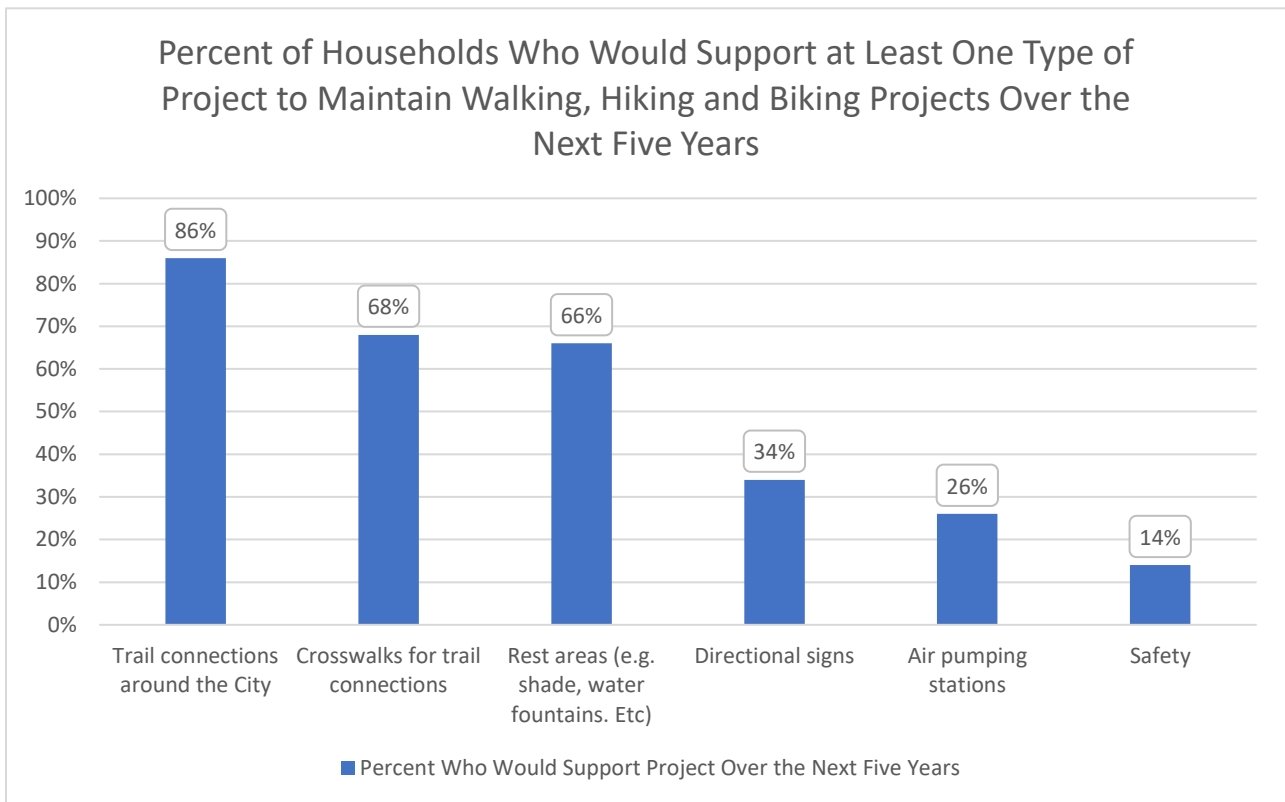
- Finding #16: Sixty-five (65%) of household respondents indicated they visited the Sycamore Park District Community Center in 2019. Less than 20% of resident households visited the Community Center at least 1 day a week.
- Finding #17: From a list of 8 programming spaces at the Sycamore Park District Community Center, respondents were asked to select ALL the programming spaces they had used. The most used program space was the indoor track, with 42% of Community Center visitors having used this program space. The next highest program space that was used was basketball courts with 36% of Community Center visitors having used this program space.

Section 4: Summary of Survey Questions and Analysis

Question #2: From the following list, please check ALL the walking, hiking and biking projects you would support the Sycamore Park District doing over the next five years to maintain walking, hiking and biking trails.

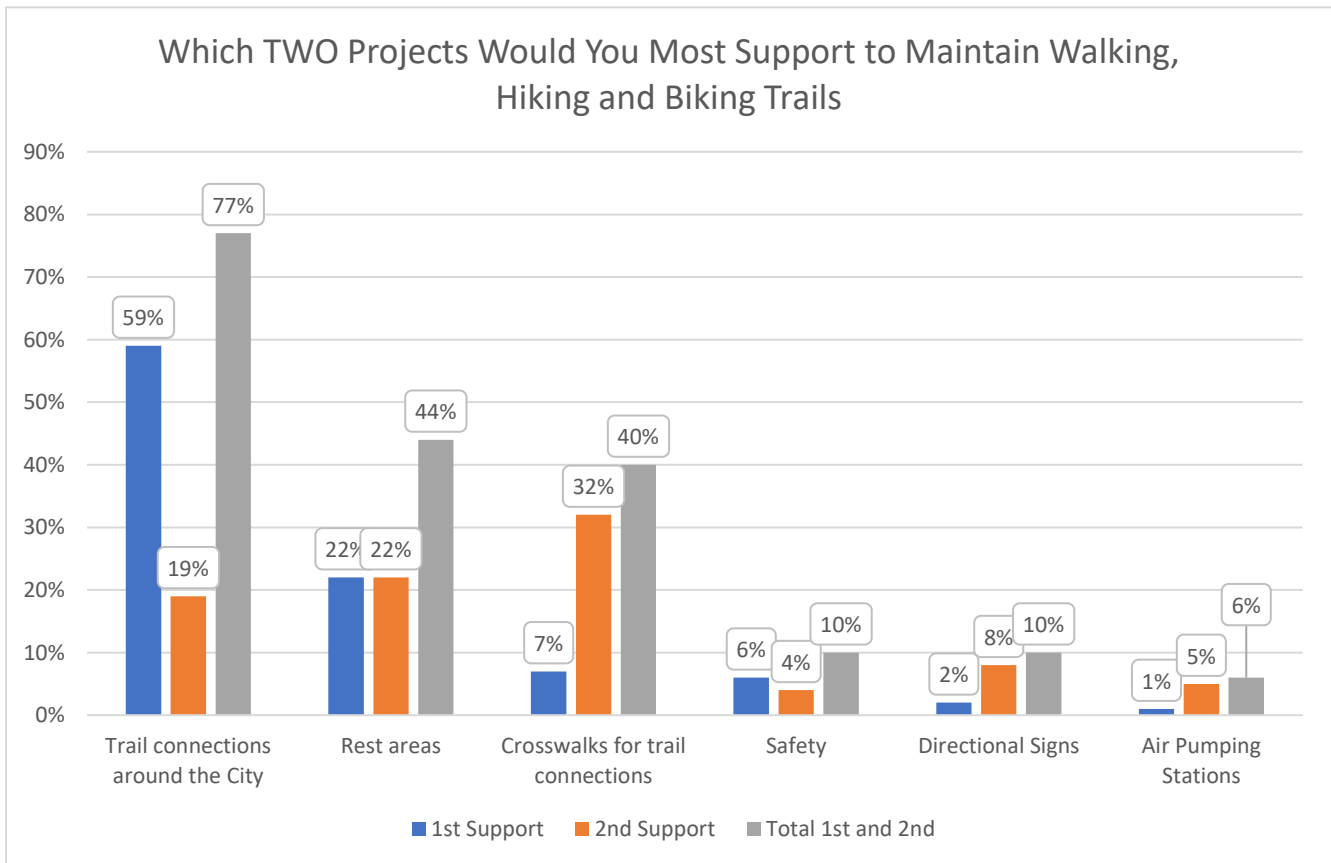
Analysis: Trail connections around the City (86%) was the project that the highest percent of households would support, followed by crosswalks for trails (68%), and rest areas for shade, water fountains, etc. (66%). Importantly, households with children under 10, households with children 10-19, households with no children and adults 20-54, and households with no children and adults 55 and over, each selected trail connections around the City as the #1 project the highest percent of households would support.

Additionally, households with children under 10, households with children 10-19, households with no children and adults 20-54, and households with no children and adults 55 and over, each selected trail connections around the City, crosswalks for trail connections and rest areas (e.g. as shade, water fountains, etc.) as the 3 projects the highest percentage of households would support.



Question #3: Which TWO projects from Question #2 to maintain walking, hiking and biking trails would you most support?

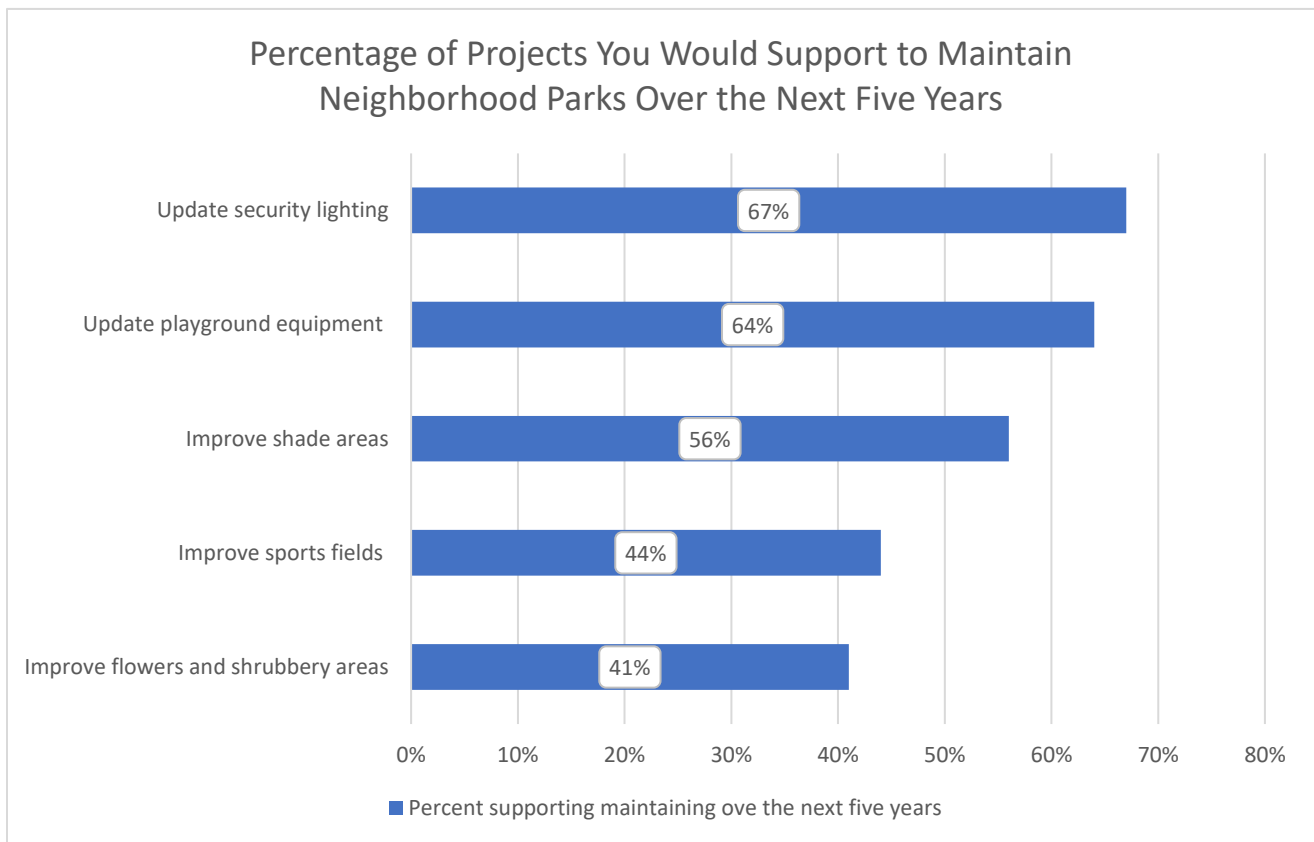
Key Findings: By a wide margin, trail connections around the City was the project respondents would most support by a combination of 1st and 2nd choices for the Sycamore Park District to maintain over the next 5 years. While 86% of households (previous page) would support trail connections around the City, 77% of respondents selected trail connections around the City as the #1 project (59%) or 2nd project (19%) they would support. Clearly, trail connections around the City is by far, the most supported project for the Sycamore Park District to maintain over the next 5 years.



Question #4: From the following list, please check ALL the neighborhood parks projects you would support the Sycamore Park District doing over the next five years.

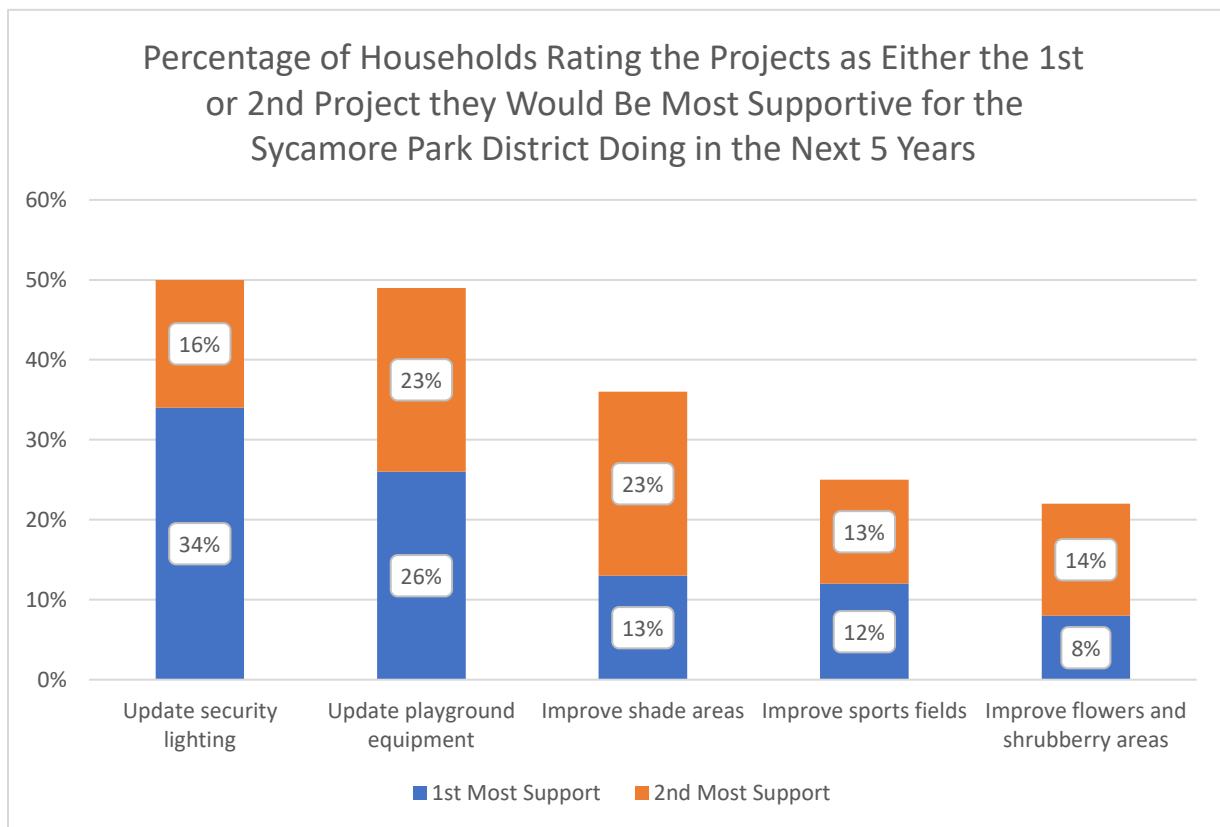
Key Findings: Over 50% of households support the Sycamore Park District “upgrading security lighting” (67%), “playground equipment” (64%), and “shade areas” (56%) over the next 5 years. “Updates for security lighting” is supported by a higher percentage of households without children than with children. Support for the Sycamore Park District is high across households with and without children. Along with “update security lighting”, support to “maintain play equipment” and support “improve shade areas” are the only projects supported by over 30% of households with and without children.

Based on the results of the 2019 survey, satisfaction with trails, and neighborhood parks were both high. Trails, swimming pool, and neighborhood parks were the 3 types of projects that were most important for the Sycamore Park District to pay attention to over the next 5 years.



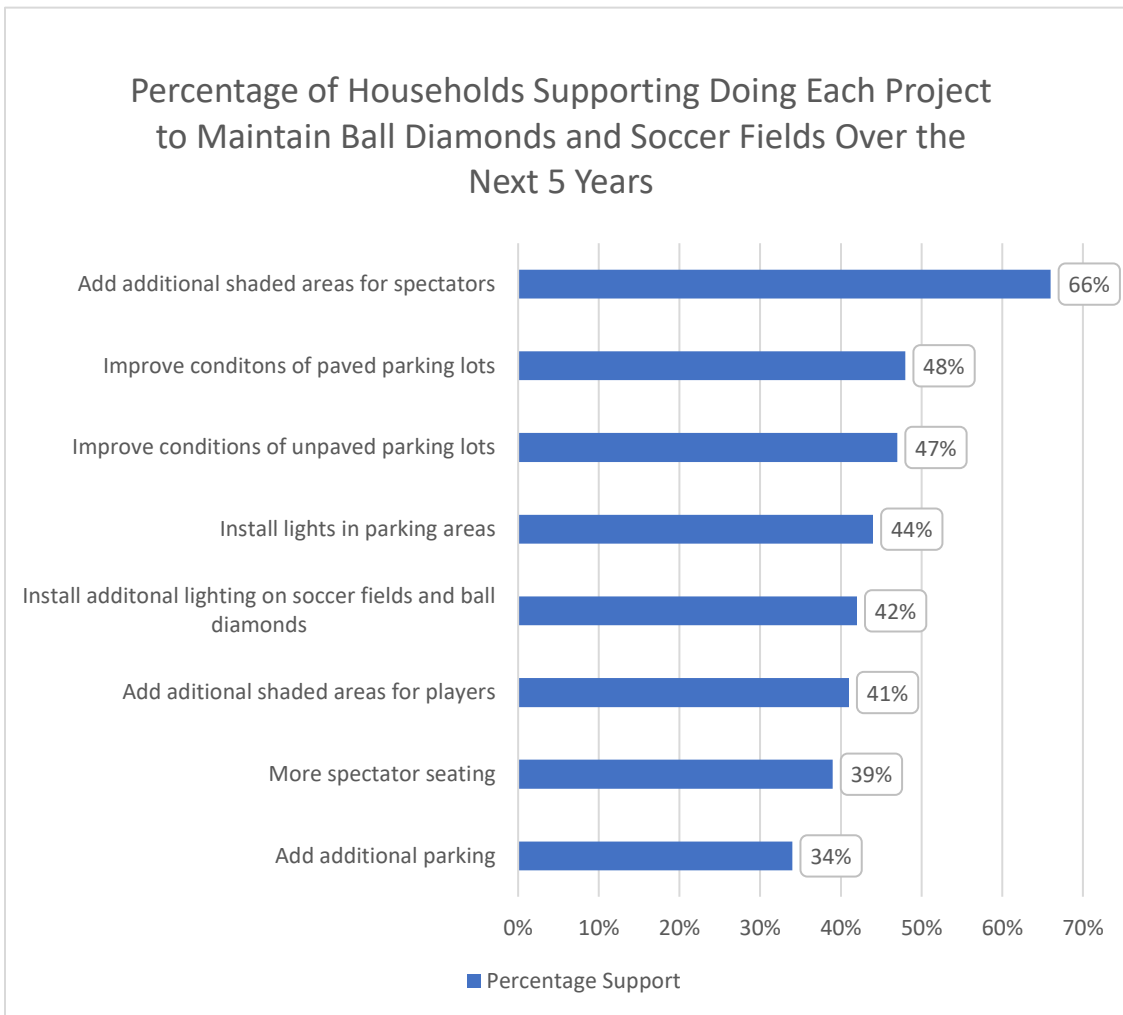
Questions #5: Which TWO projects from the list on Question #4 do you feel are most important for you and members of your household?

Key Findings: “Updating security lighting” (50%) and “updating playground equipment” (49%) were by a wide margin the two projects that received the most support as the most important neighborhood park projects, based upon respondents top 2 choices. Of the 5 types of projects, 52% of households with children under 5, selected playground equipment as their 1st choice. Only 16% or less of households with older children (10-19), no children and adults (20-54) and no children and adults 55 and over selected playground equipment as their 1st choice. Upgrading sports fields, was far most supported by households with children 10-19, then any other type of household.



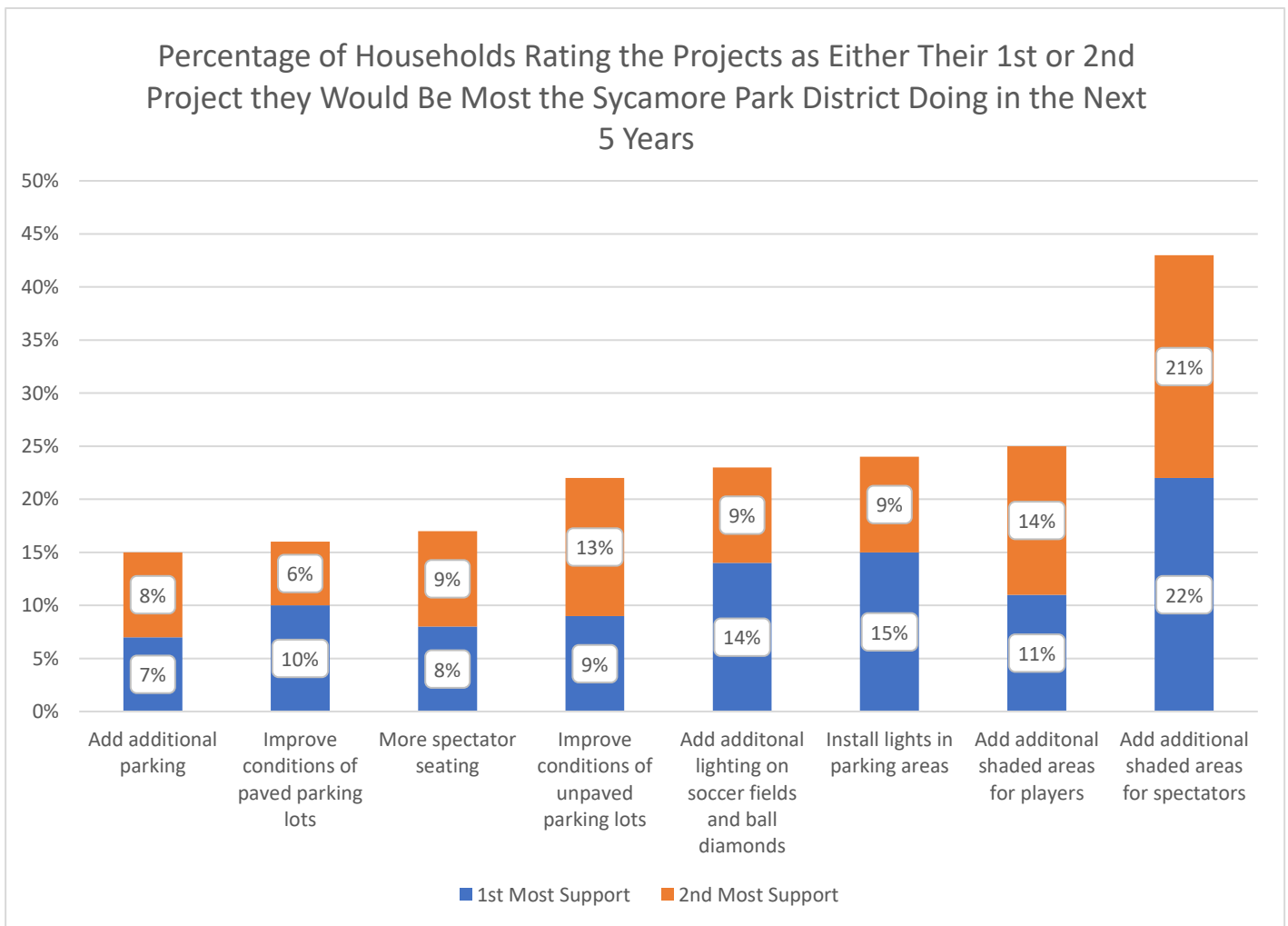
Questions #6: From the following list, please check ALL the projects you would support the Sycamore Park District doing over the next five years to maintain ball diamonds and soccer fields.

Key Finding: “Adding additional shaded areas for spectators” (66%) was the project the highest percent of respondents would support to maintain baseball diamonds and soccer fields over the next 5 years. In every age of respondent households, (35 and under to 75 and over) “adding additional shaded areas for spectators was the project supported by the highest percentage of respondents. “Adding additional shaded areas for spectators” (66%), “improving conditions of parking lots” (48%), and “Improving conditions of unpaved parking “were the top 3 most supported projects for the Sycamore Park District to take over the next five years for any length of residence (under 5 years to over 20 years).



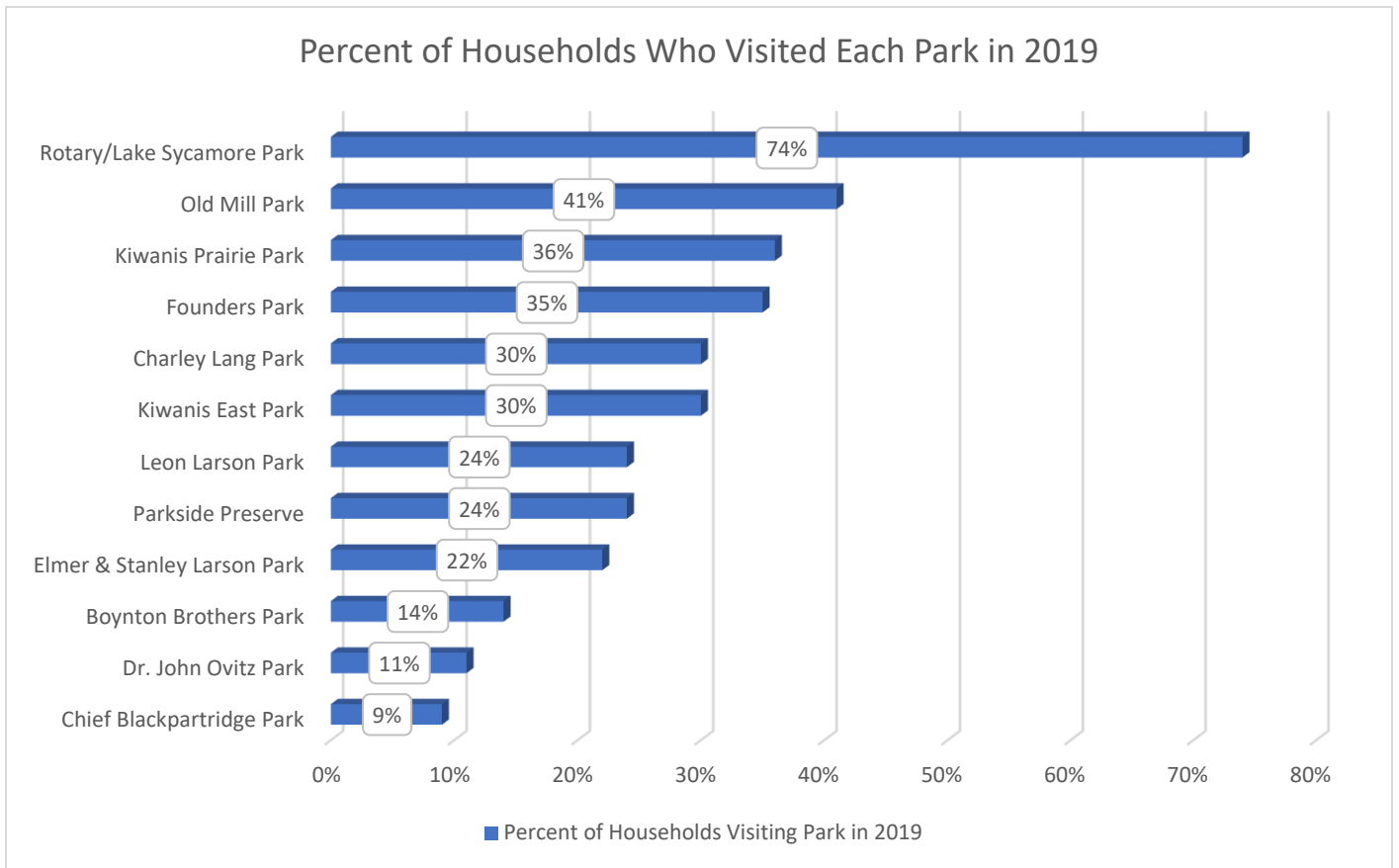
Questions #7: Which TWO projects from the list on Question #6 do you feel are most important for you and members of your household to maintain baseball diamonds and soccer fields?

Key Findings: “Adding additional shaded areas for spectator seating” (43%) and “adding additional shaded areas for players” (25%) were the projects that received the most support, based upon respondents top 2 choices. By a very wide margin, “adding additional shades areas for spectators” was the #1 most supported project for the Sycamore Park District to maintain baseball diamonds and soccer fields over the next 5 years. Twenty-two (22%” of respondents picked “add additional shaded areas for spectators” as their 1st choice to support, which was a nearly equal percentage to the 1st and 2nd choices for all the other types of projects.



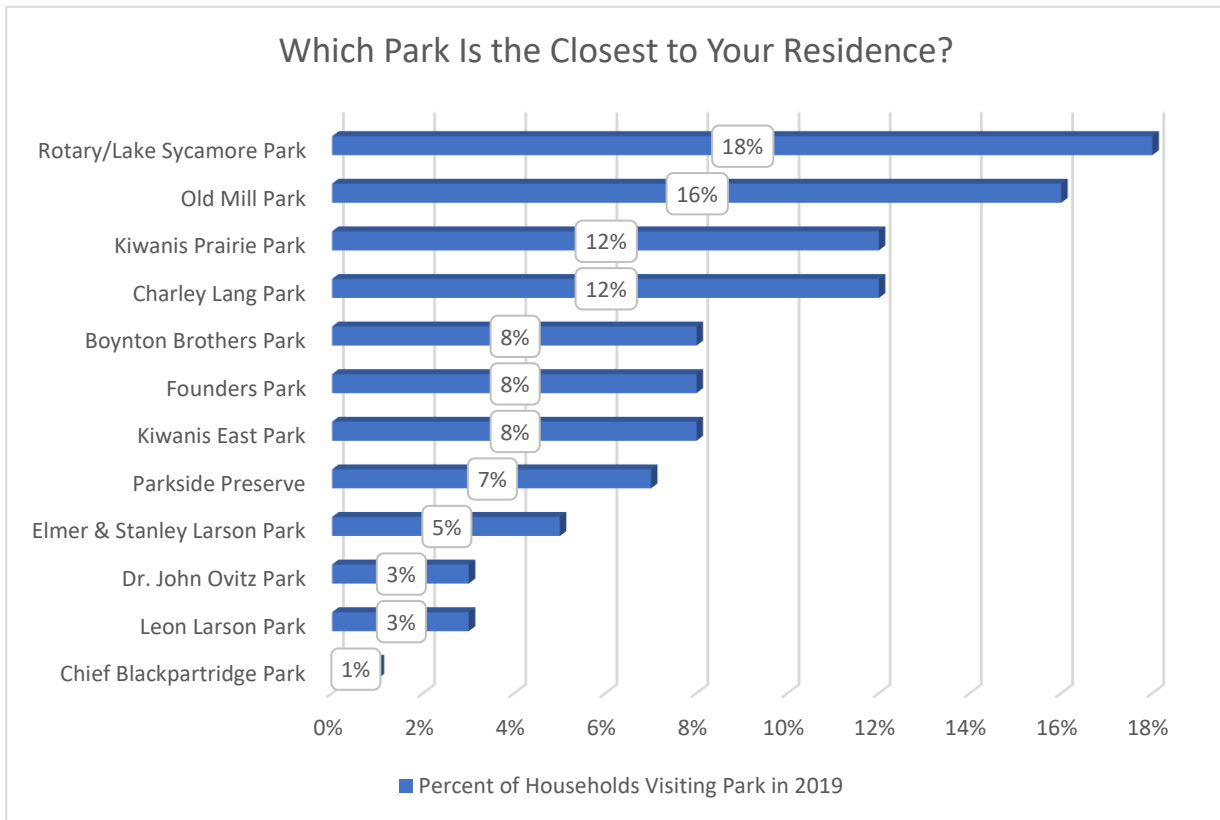
Questions #8: From the following list, please check ALL the parks members of your household visited in 2019.

Key Finding: By a wide margin, Rotary/Lake Sycamore Park was the park that was visited by the highest percentage of households in 2019. For households with children and without children, Rotary/Lake Sycamore was the park visited by the highest percentage of households in 2019. Rotary/Lake Sycamore Park was also the most visited park for every length of residence (under 5 years to more than 20 years), age of respondent (under 35 to 75 and over), and gender of respondent.



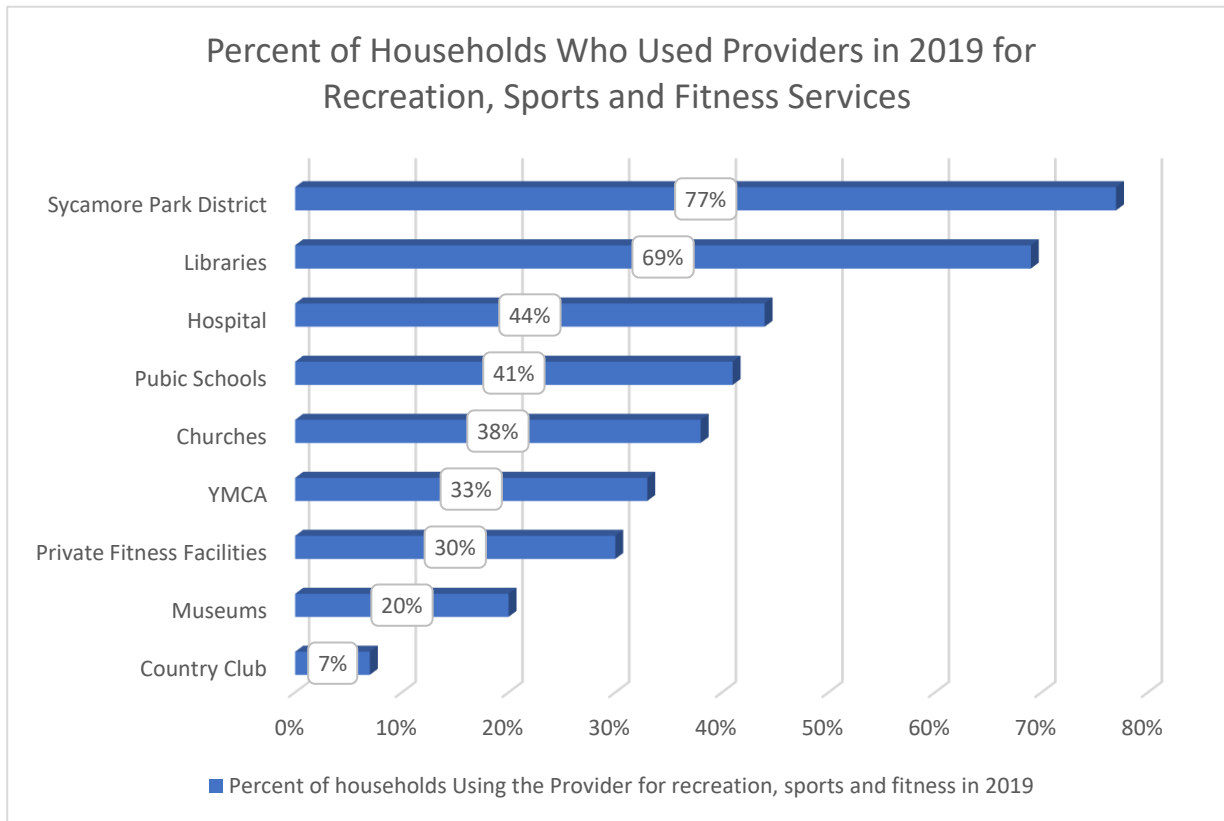
Questions #9: Which park from the list in Question #8 is closest to your residence?

Key Findings: Rotary/Lake Sycamore Park had the highest percent of respondents (18%) indicate it was closest to their residence. Sixteen (16%) of respondents indicated Old Mill Park. While 74% of respondents indicated they had visited Rotary/Lake Sycamore Park in 2019, only 18% indicated Rotary/Lake Sycamore Park to be nearest to their residents. Since 74% of respondents indicated they had used Rotary/Lake Sycamore Park in 2019, this strongly indicates that the park serves resident households throughout the community.



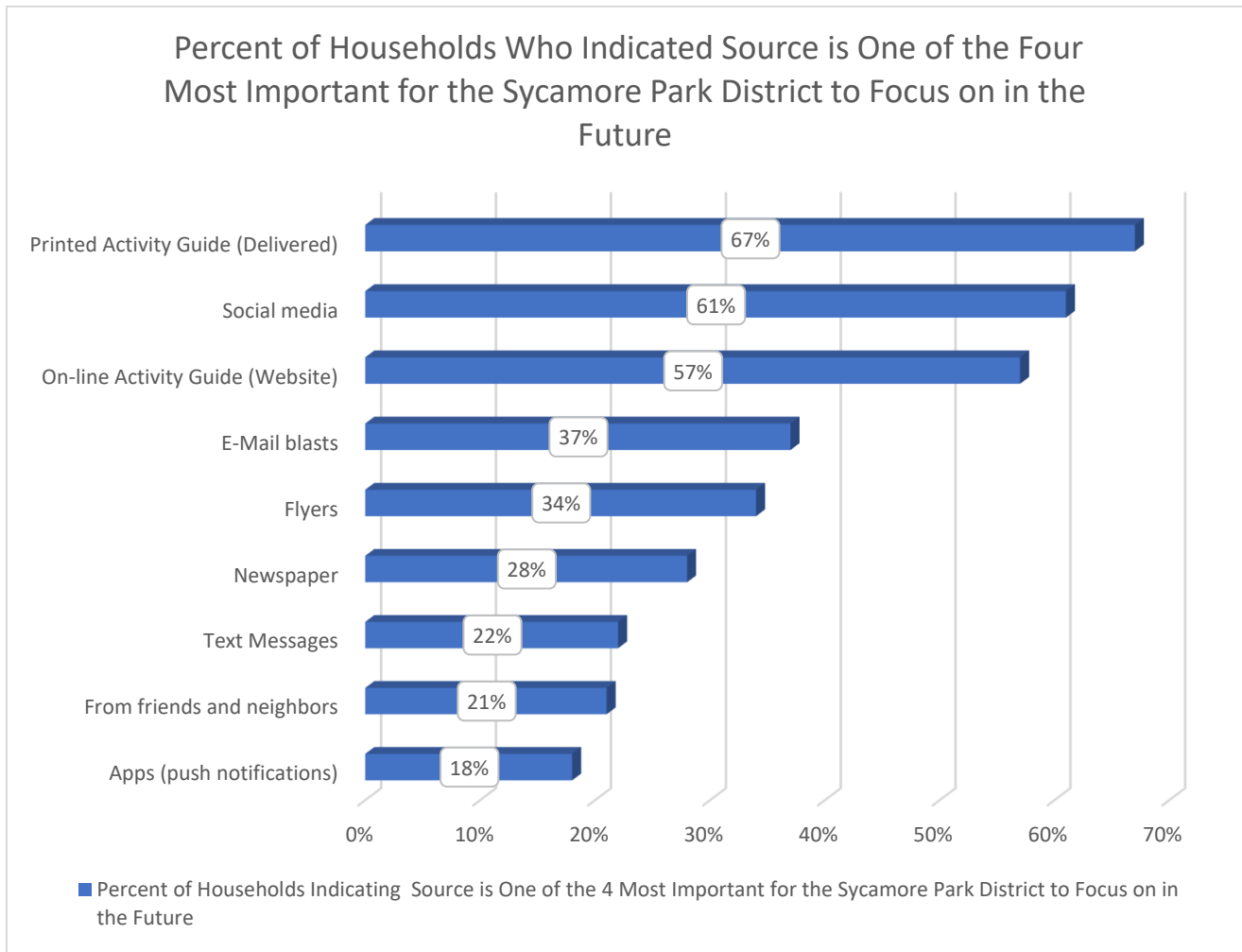
Questions #10: Please check ALL the providers of recreation, sports and fitness services in the Sycamore community you and members of your household used in 2019.

Key Findings: The Sycamore Park District (77%) and Libraries (69%) were the most used providers. These were also the only two providers that over 50% of respondents used. Importantly, the Sycamore Park District was the #1 provider of recreation, sports and fitness services for households with children under 10, households with no children and adults 20-54 and households with no children and adults 55 and over. Public schools were the #1 provider of recreation, sports and fitness services to households with youth 10-19.



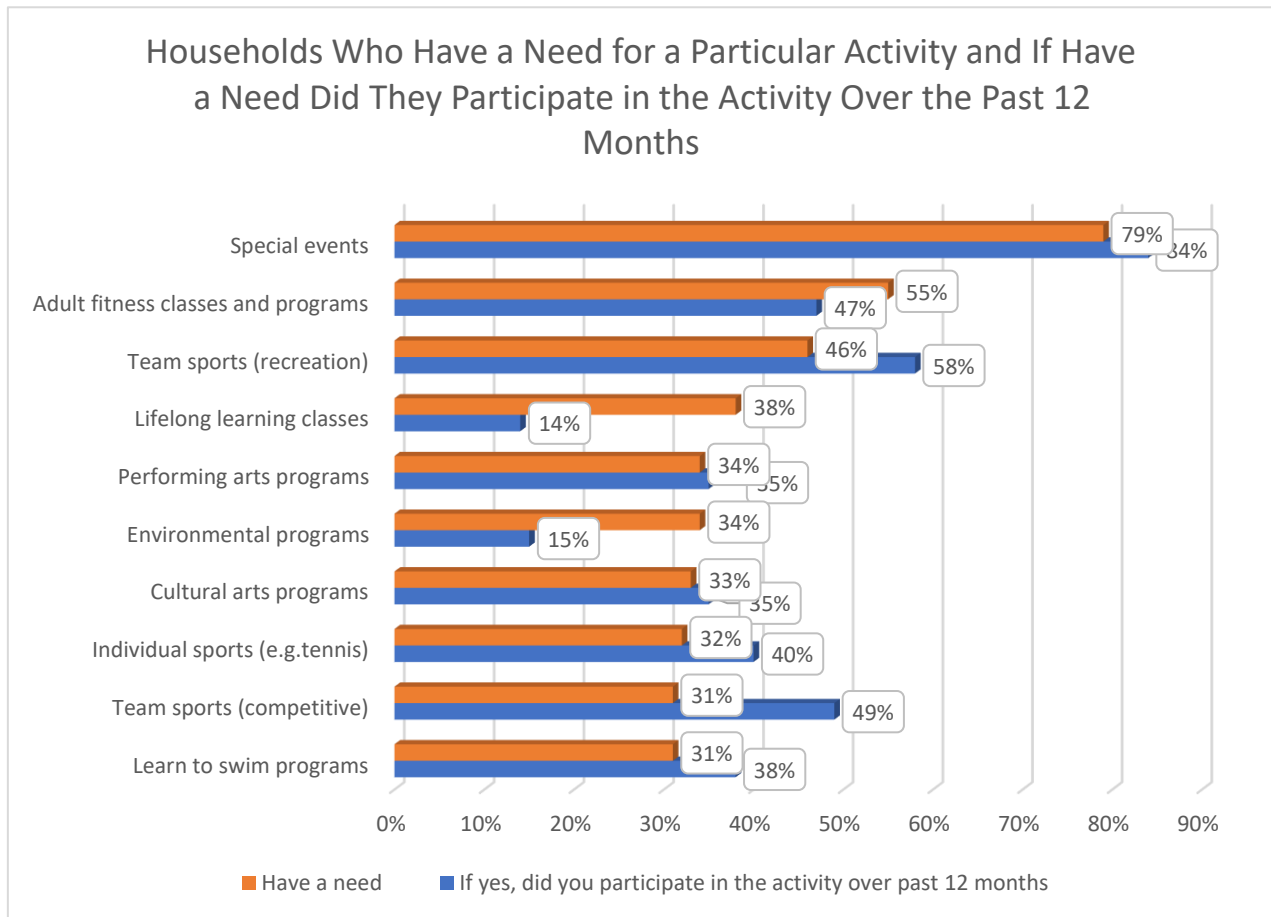
Question #11: Looking to the future, please check the FOUR ways you feel will be most important for the Sycamore Park District to focus on to keep your household informed about parks, trails, facilities and programs.

Key Findings: 67% of household indicated that a Printed Activity Guide (Delivered) was one of the FOUR ways for the Sycamore Park District to keep your household informed about parks, trails, facilities and programs, Sixty-one percent (61%) indicated social media, and 57% indicated On-line Activity Guide (Website). The Printed Activity Guide (delivered), social media, and On-Line Activity Guide were the 3 ways households who have lived in the Sycamore Park District for under 5 years through 20 years and more, would prefer to keep their household informed about parks, trails, facilities and programs.

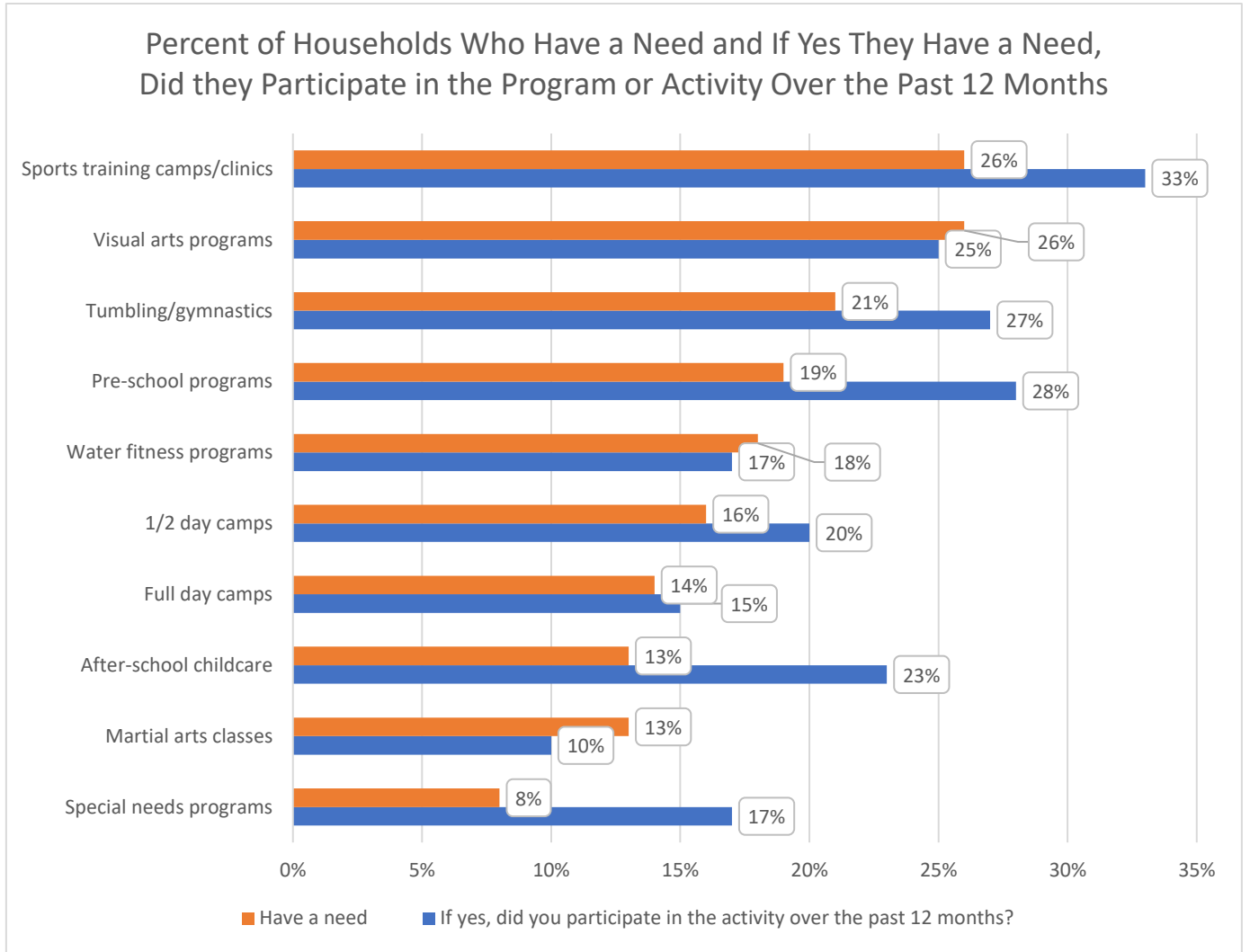


Questions #12: From the following list, please circle “YES” for the activities and programs your household has a need for. Of those activities or programs indicated as “YES”, please check “YES” if you or a member of your household participated in the activity or program during the past 12 months.

Key Findings: Out of 20 programs and activities listed, 79% indicated their household had a need for special events. Of those 79% who had a need, 84% said their household had participated in a special event over the past 12 months. Fifty-five percent (55%) of households indicated their household had a need for adult fitness classes and programs, with 47% of those households indicating they had participated in adult fitness classes and programs over the past 12 months. It is important to note that while 92% of households who have a need for special events have participated in special events over the past 12 months, only 37% of households who have a need for lifelong learning classes (38%) have participated in lifelong learning classes in the past 12 months.

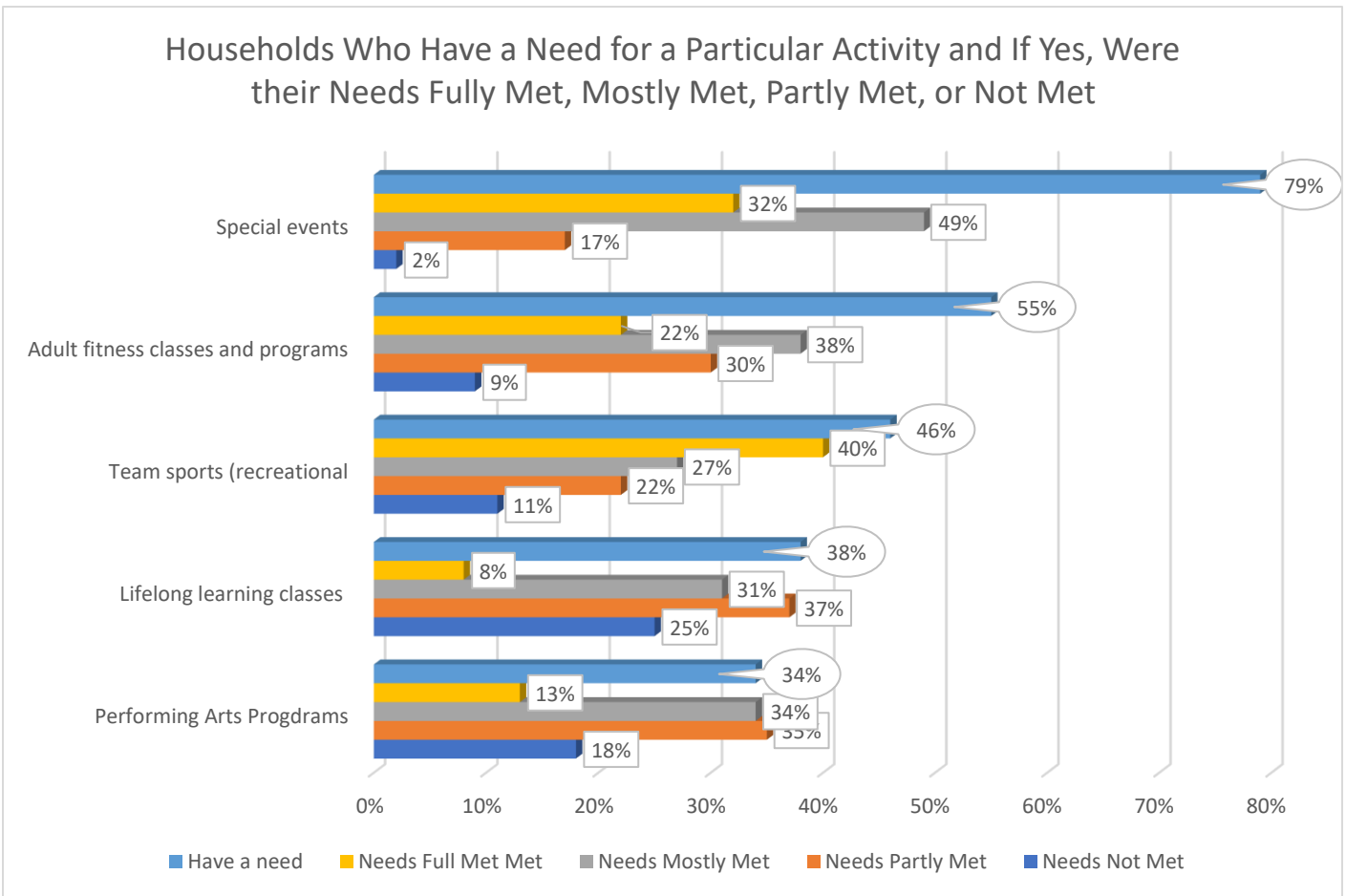


Question #12 continued

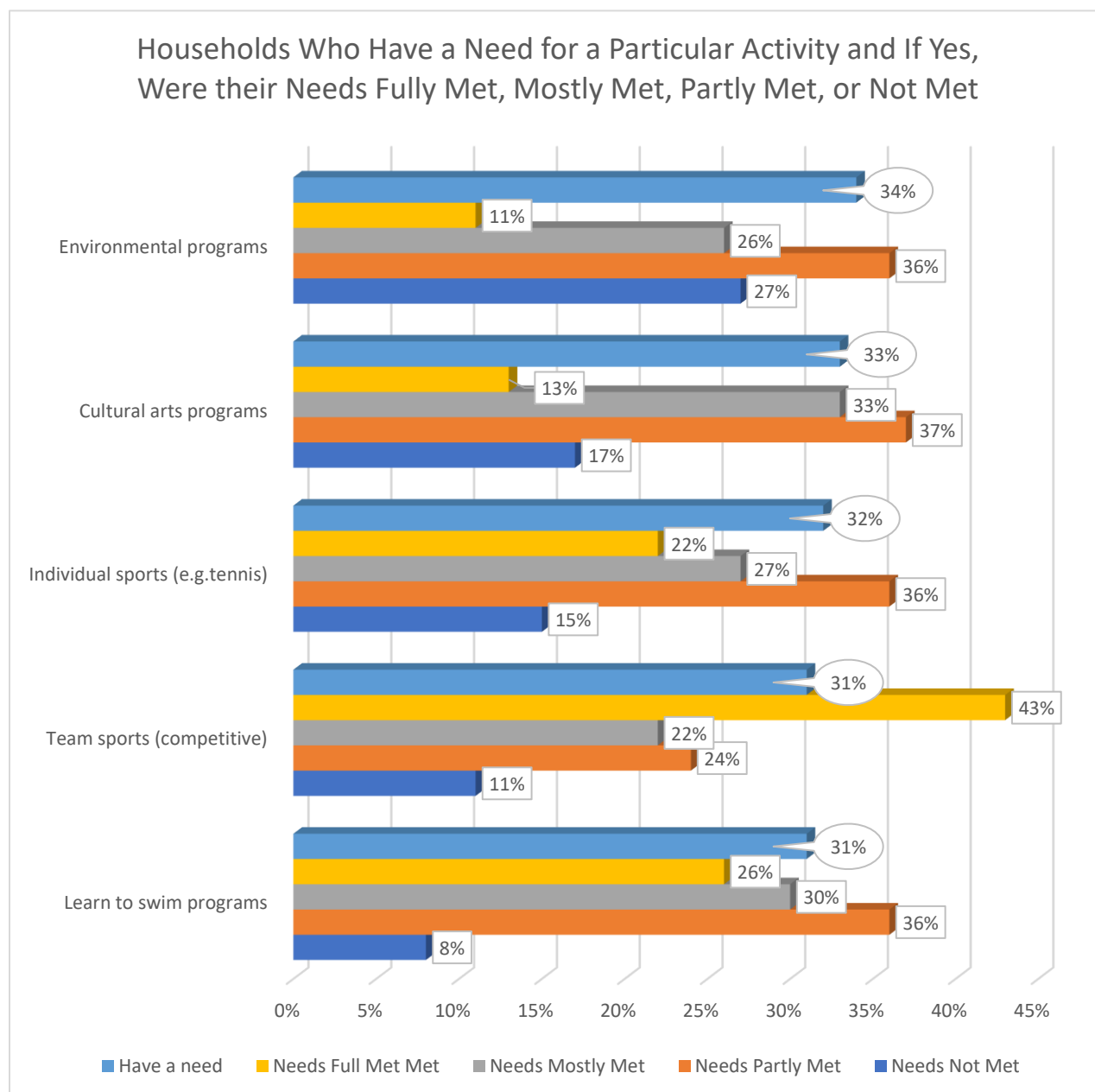


Questions #12: Please indicate if you or members of your household has a need for each type of Program or Activity and if “Yes”, were your needs Fully Met, Mostly Met, Partly Met, or Not Met?

Key Findings: Team sports (recreation) was the only program or activity where at least 40% of households who had a need for the program or activity indicated their needs were fully met (40%) with an additional 27% indicating their needs were mostly met. Seventy-nine percent (79%) of households indicated a need for special events. Thirty-two percent (32%) of households indicated their needs for special events were fully met and 49% indicated their needs were mostly met. Fifty-five percent (55%) of households indicated having a need for adult fitness classes and programs, but only 22% of those households indicated their needs were fully met and 38% indicated their needs were mostly met.

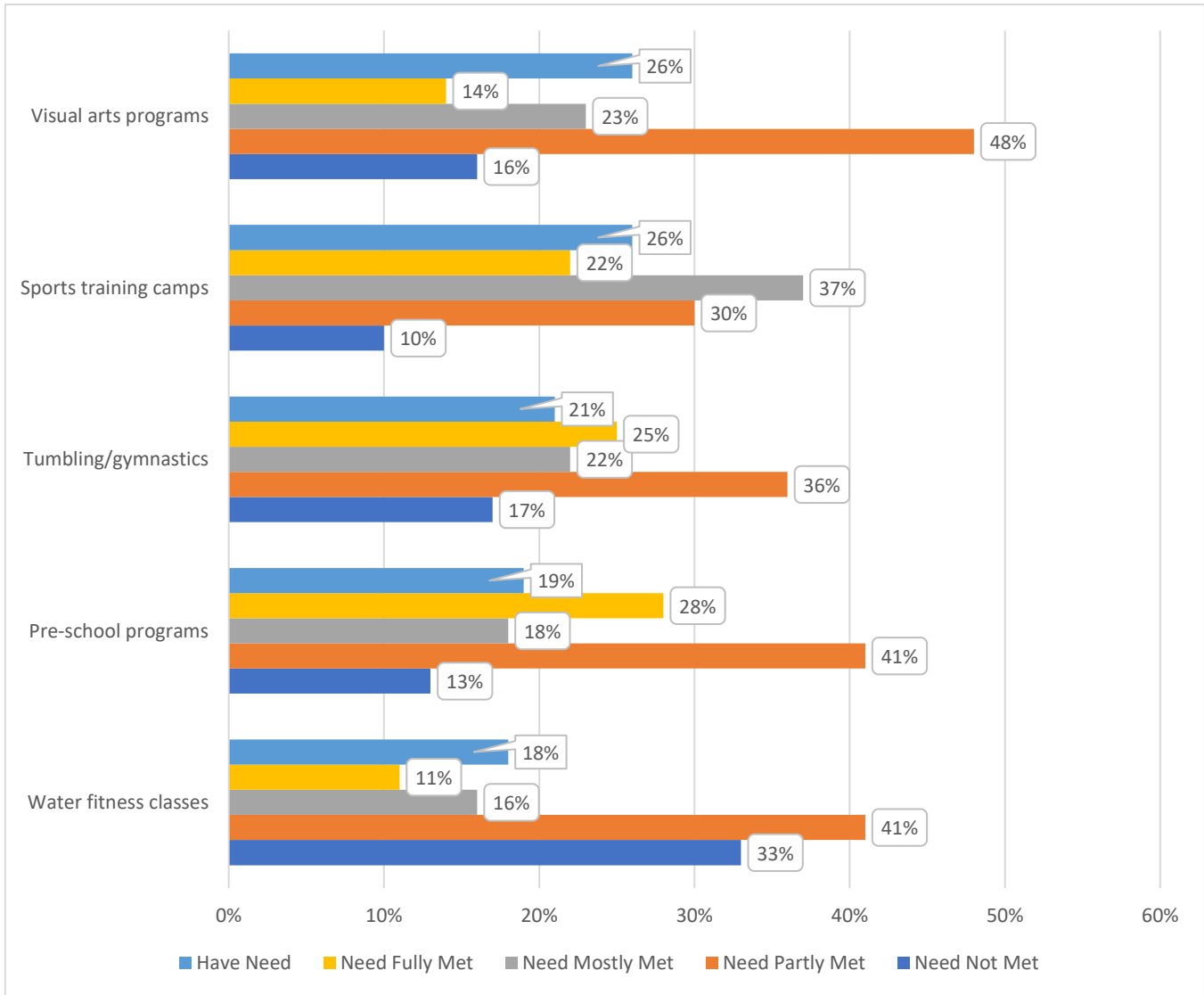


Questions #12: Please indicate if you or members of your household has a need for each type of Program or Activity and if “YES”, were your needs Fully Met, Mostly Met, Partly Met, or Not Met? (continued)

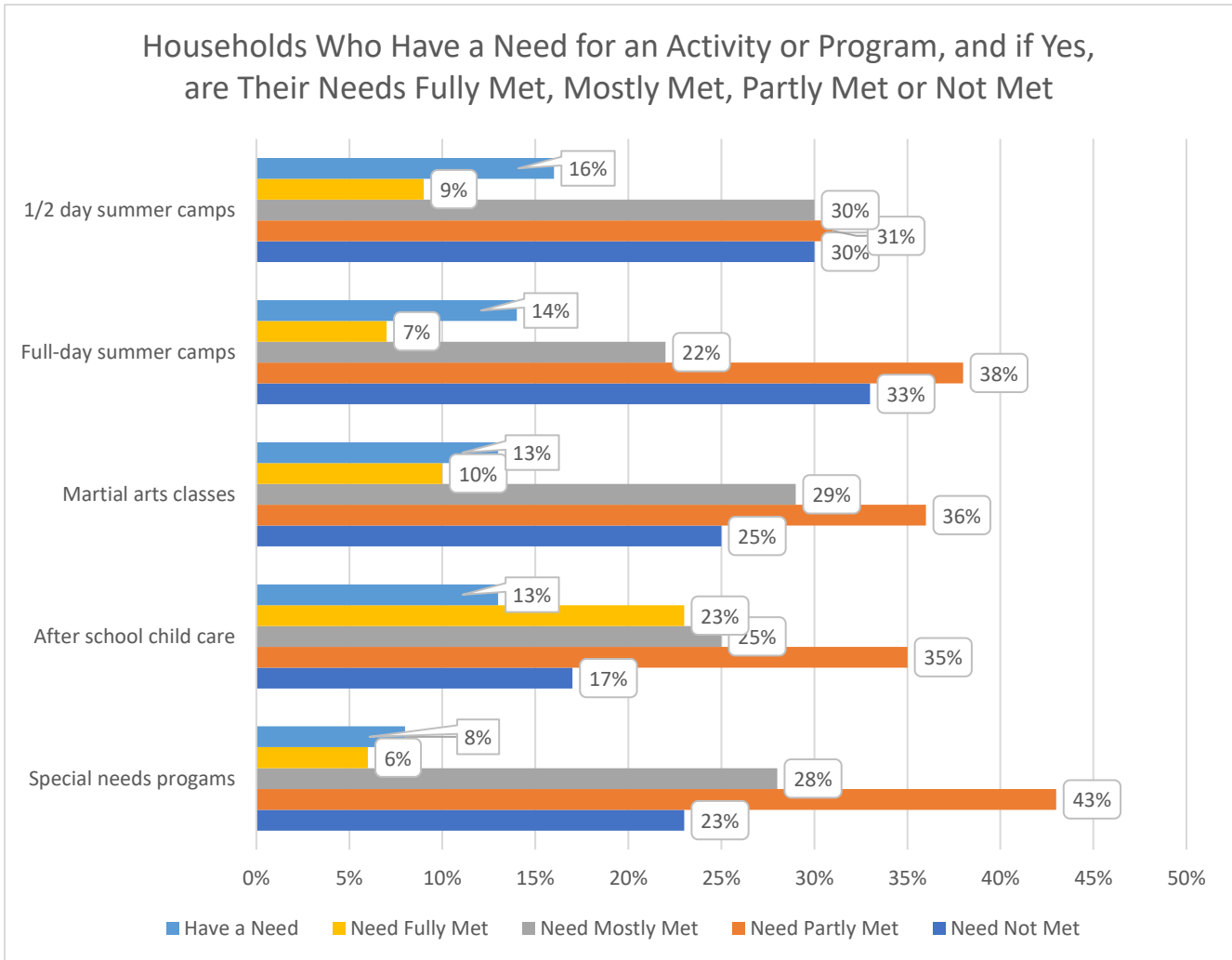


Questions #12: Please indicate if you or members of your household has a need for each type of Program or Activity and if “YES”, were your needs Fully Met, Mostly Met, Partly Met, or Not Met (continued)

Households Who Have a Need for a Program/Activity and if Yes, are Their Needs Fully Met, Mostly Met, Partly Met, or Not Met



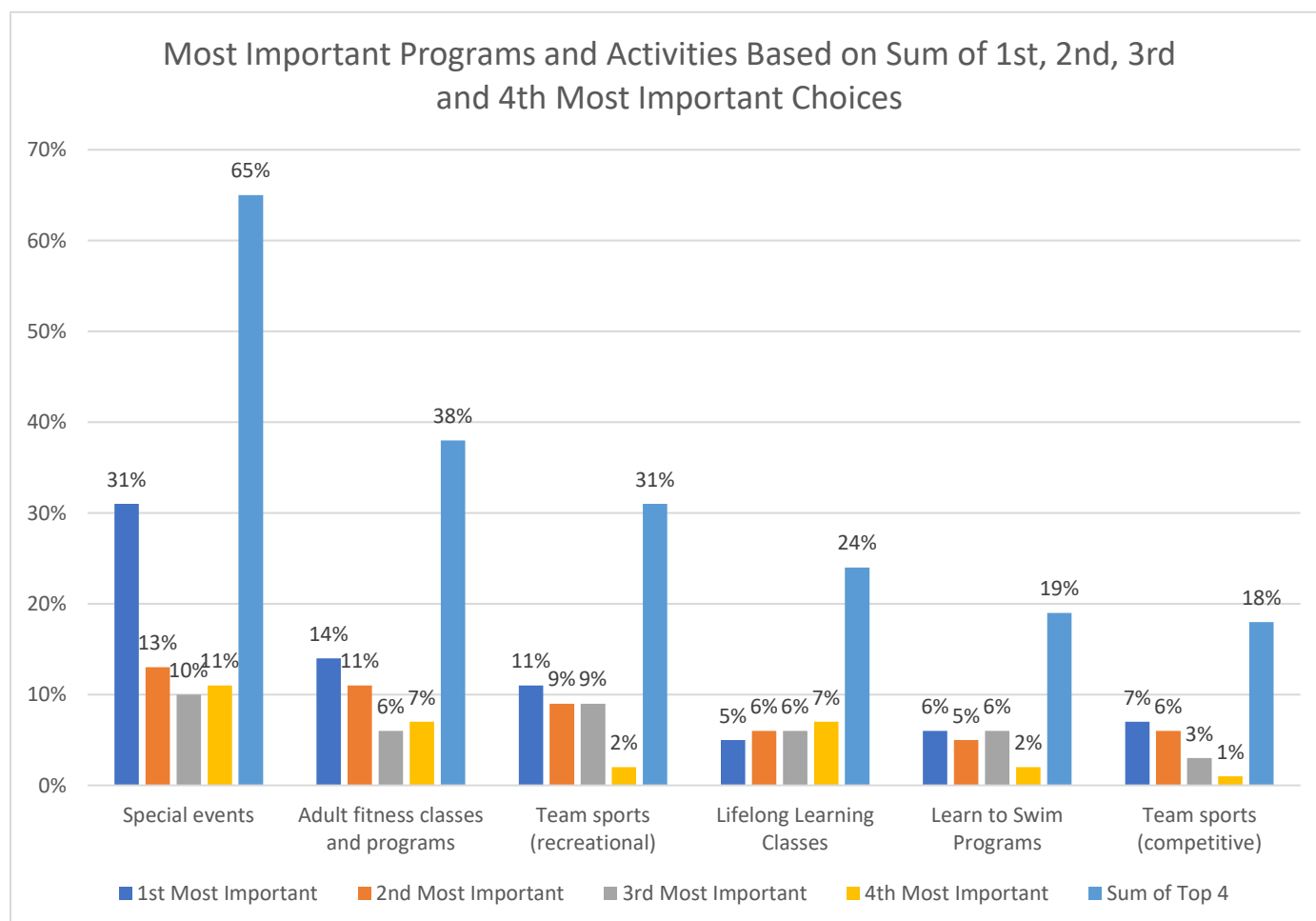
Questions #12: Please indicate if you or members of your household has a need for each type of Program or Activity and if “YES”, were your needs Fully Met, Mostly Met, Partly Met, or Not Met? (continued)



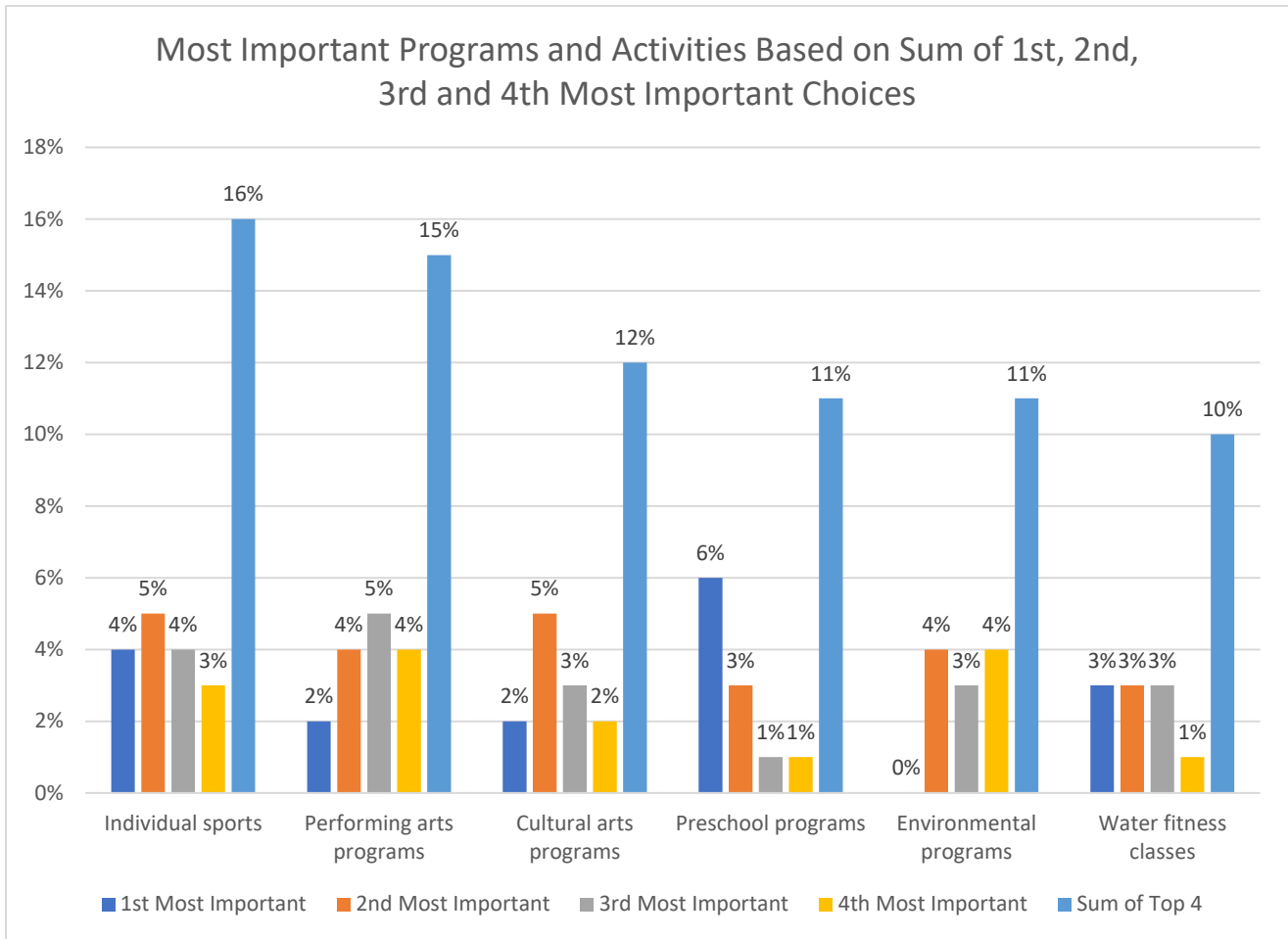
Questions #13: From the following list please indicate the Programs and Activities that Are Most Important to Your Household (Based on 1st Most Important, 2nd Most Important, 3rd Most Important, 4th Most Important)

Key Findings: By a wide margin, special events were the 1st Most Important program or activity (31%) and 65% program or activity (based on the sum of the top 4 choices". The next most important program or activity is adult fitness and wellness classes and programs, with 14% indicating these programs as the 1st most important choice, and 38% indicating them as one of their top 4 choices.

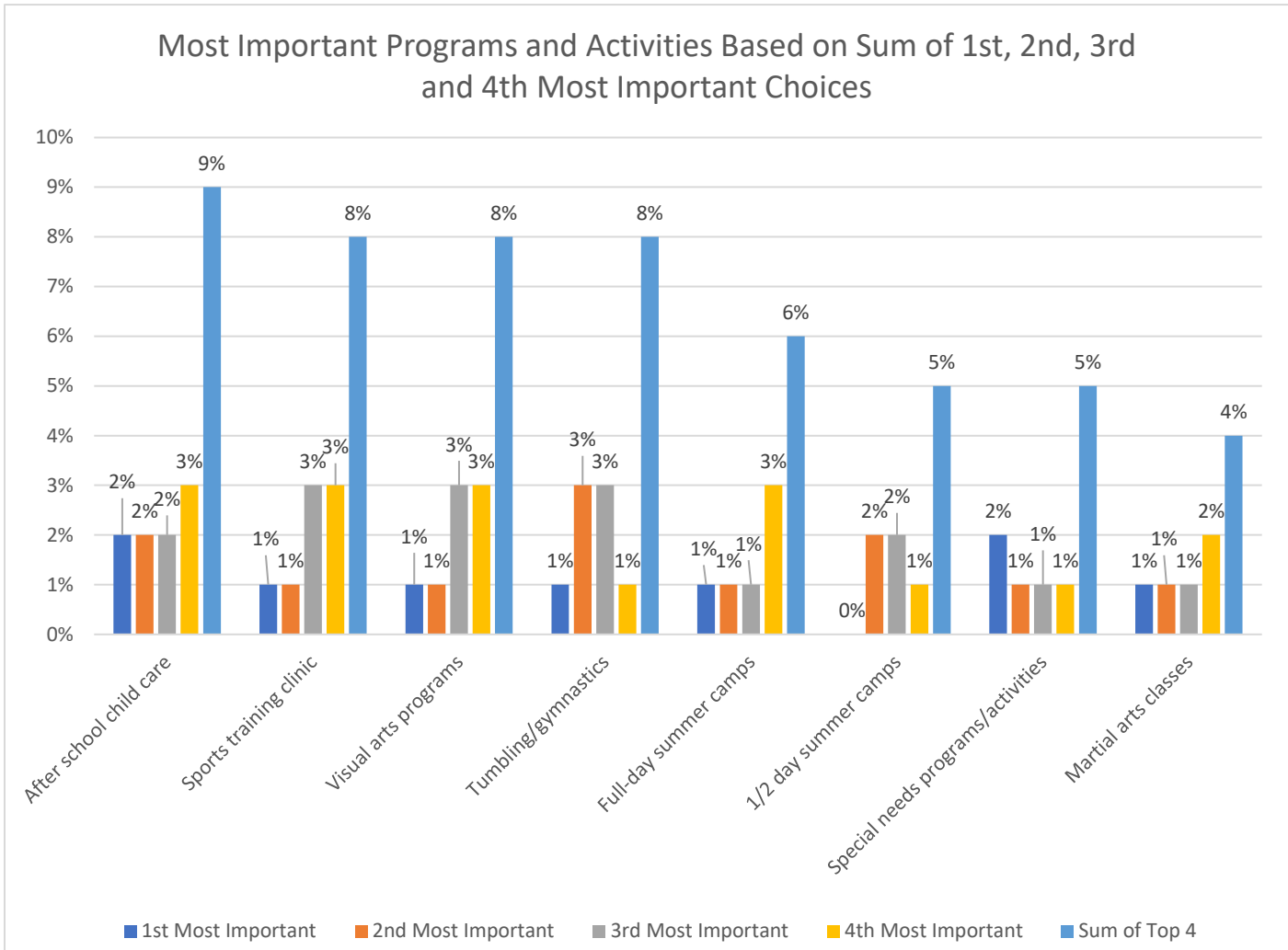
Out of twenty types of programs, fifty-six (56%) of households indicated either special events, adult fitness classes, or team sports-recreational was the #1 most important program or activity for their household. Particular attention to these three programs and activities is a key strategy to increase usage of the community center, sports diamonds and soccer fields, etc. both by increasing the frequency of participation from current users and/or gaining participation from those households who do not currently participate in programs and activities.



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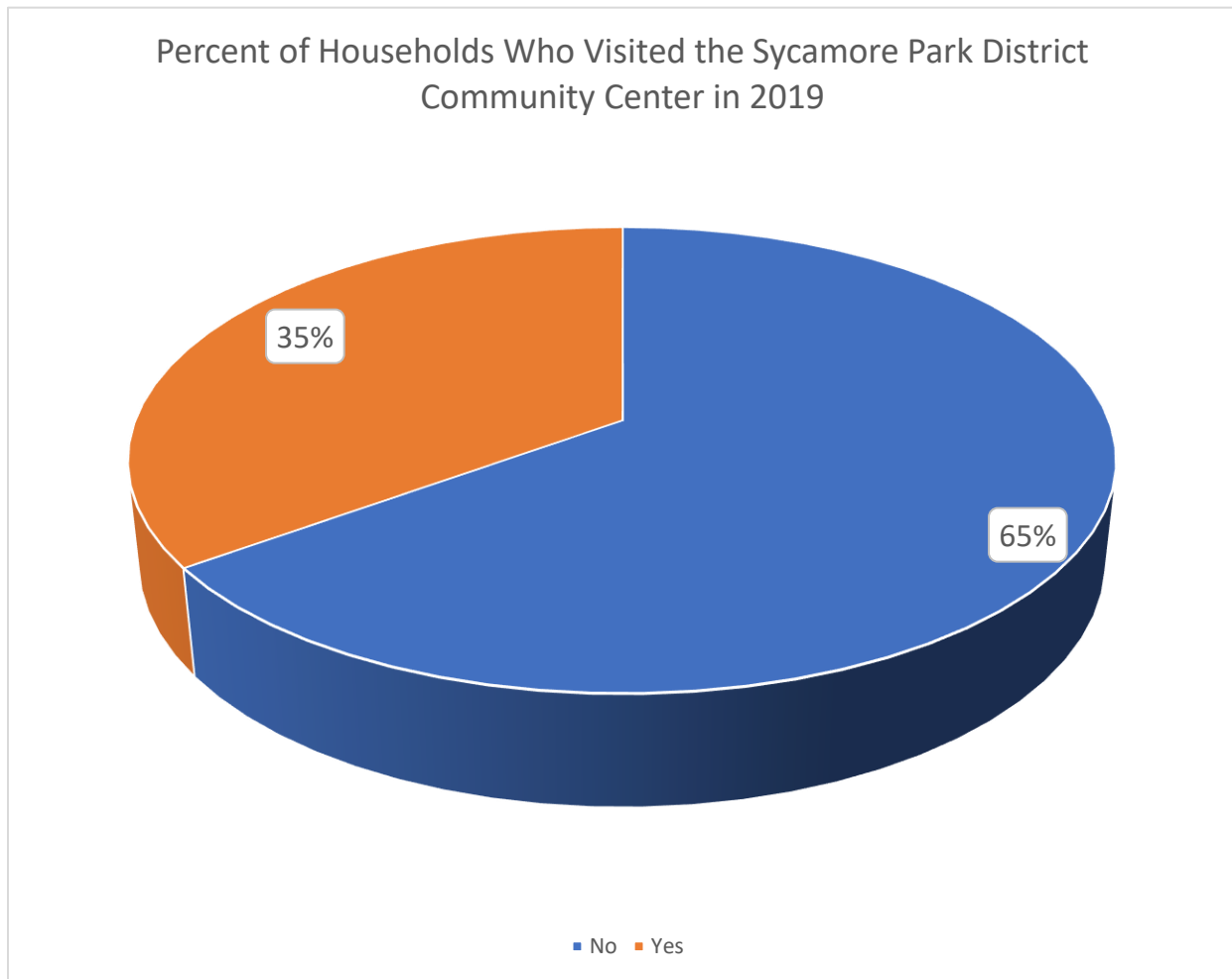


Continued



Question #14: Did you or any member of your household visit the Sycamore Park District Community Center in 2019 (Check ONE)

Key Finding: 65% of households indicated “YES” that their household had visited the Sycamore Park District Community Center in 2019, and 35% indicated “NO, that their household had not visited the Community Center in 2019. Eighty-seven (87%) of households with children under 10, and 72% of households with children 10-19 visited the Community Center in 2019. This was a far greater percentage of visitors than households that did not have children. Forty-five percent (45%) of households with no children and adults 20-54 visited the Community Center in 2019, and 53% of households with no children and adults 55 and older visiting the Community Center.

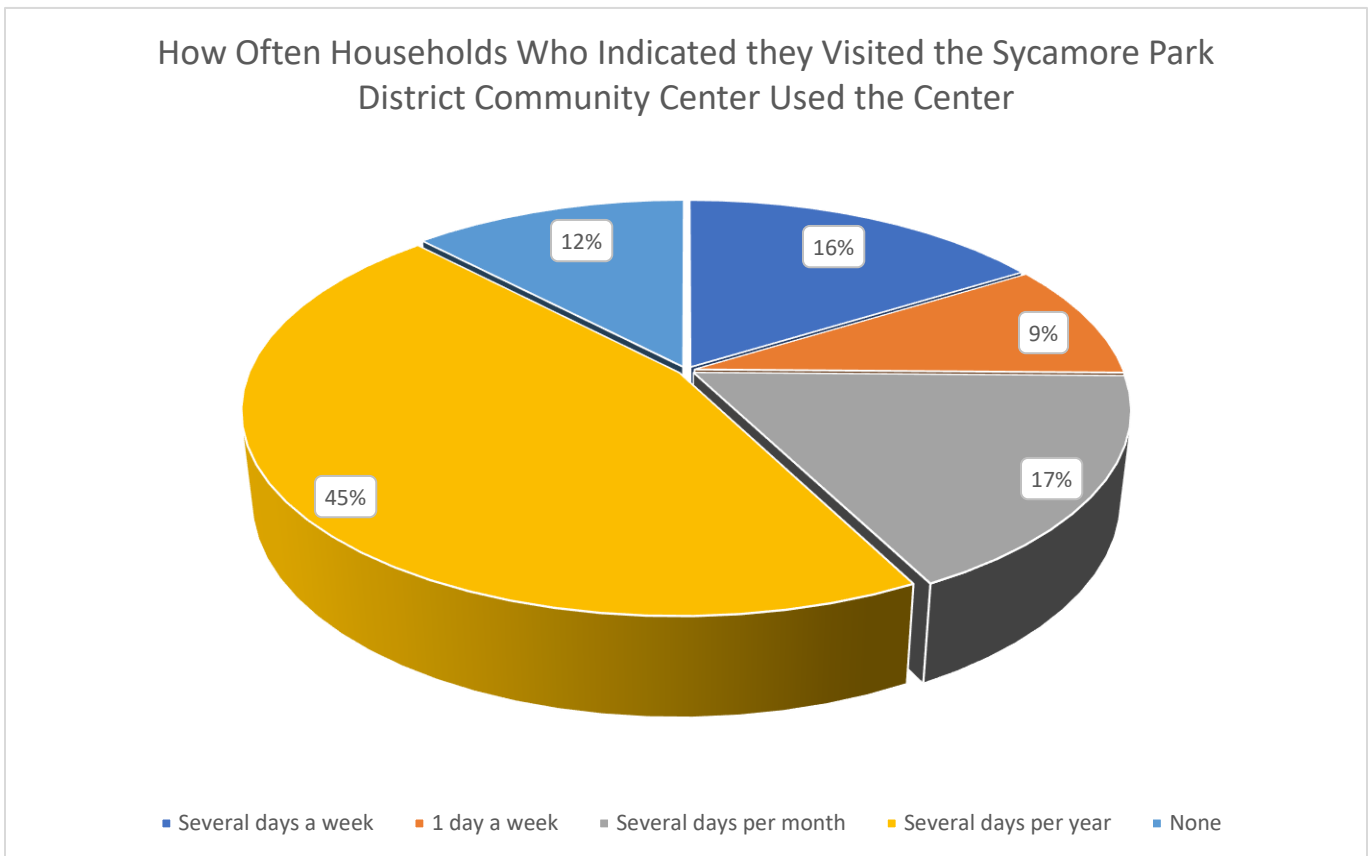


Question #15: Approximately how often did at least one member of your household use the Sycamore Park District Community Center in 2019? (Check ONE) Note: Only households who had at least one member who visited the Sycamore Park District (Question #17) answered this question.

Key Findings: 26% of household users visited the Sycamore Park District Community Center at least one time per week. Households without children and adults 20-54, used the Community Center more frequently, e.g. either daily or several days per week, than households with children and households without children and adults 55 and older.

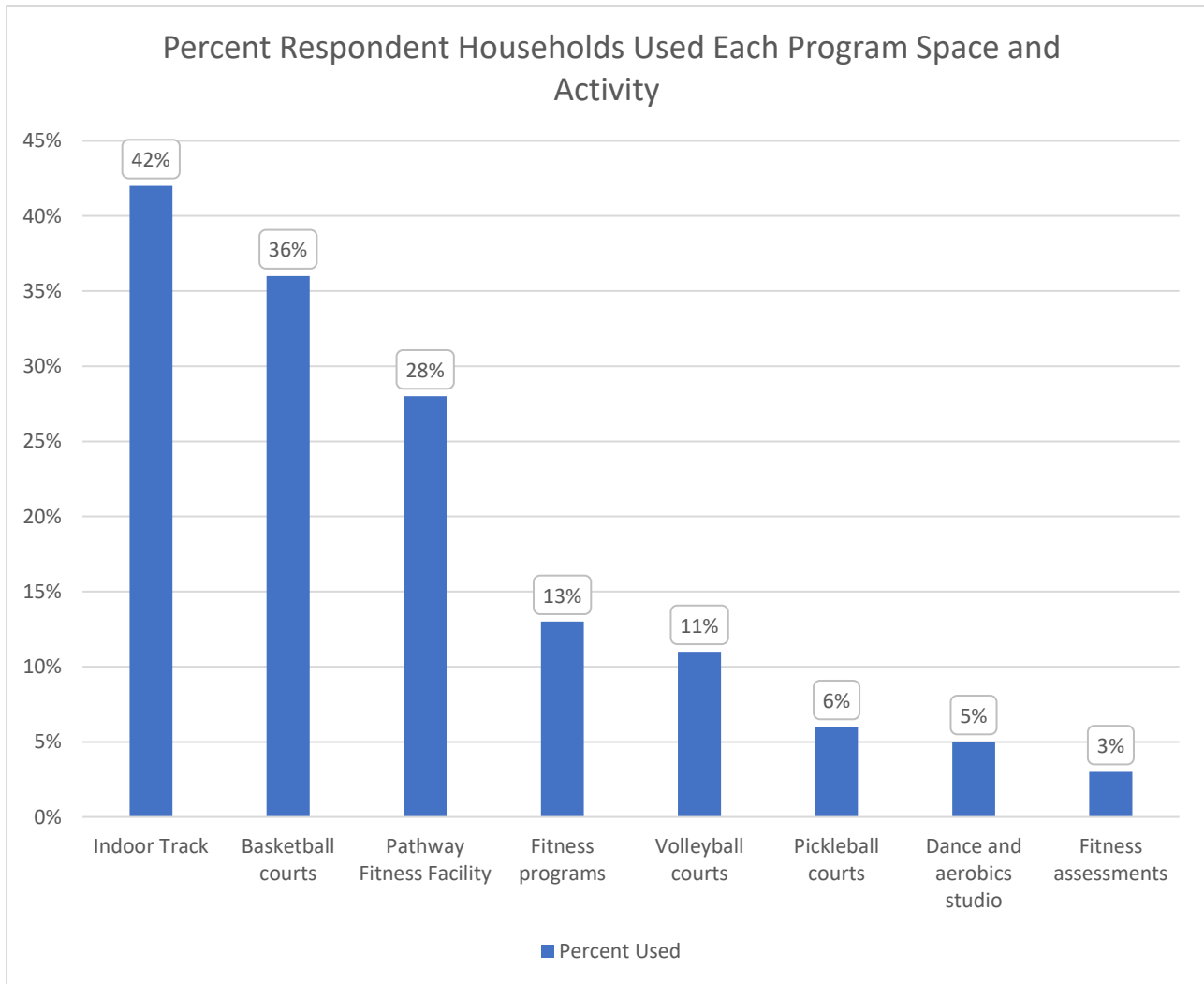
While only 45% of households without children and adult 20-54 visited the Community Center in 2019, 30% of those households visited the Community Center either daily, several days per week, or 1 day per week. In comparison, 87% of households with children under 10 visited the Community Center in 2019. However, only 16% of households with children under 10 used the Community Center either daily, several days per week, or 1 day per week.

This means that there are great opportunities to increase the percentage of households with no children and adults 20-54 to use the Community Center and also opportunities to increase the frequency of usage from households with children under 10.



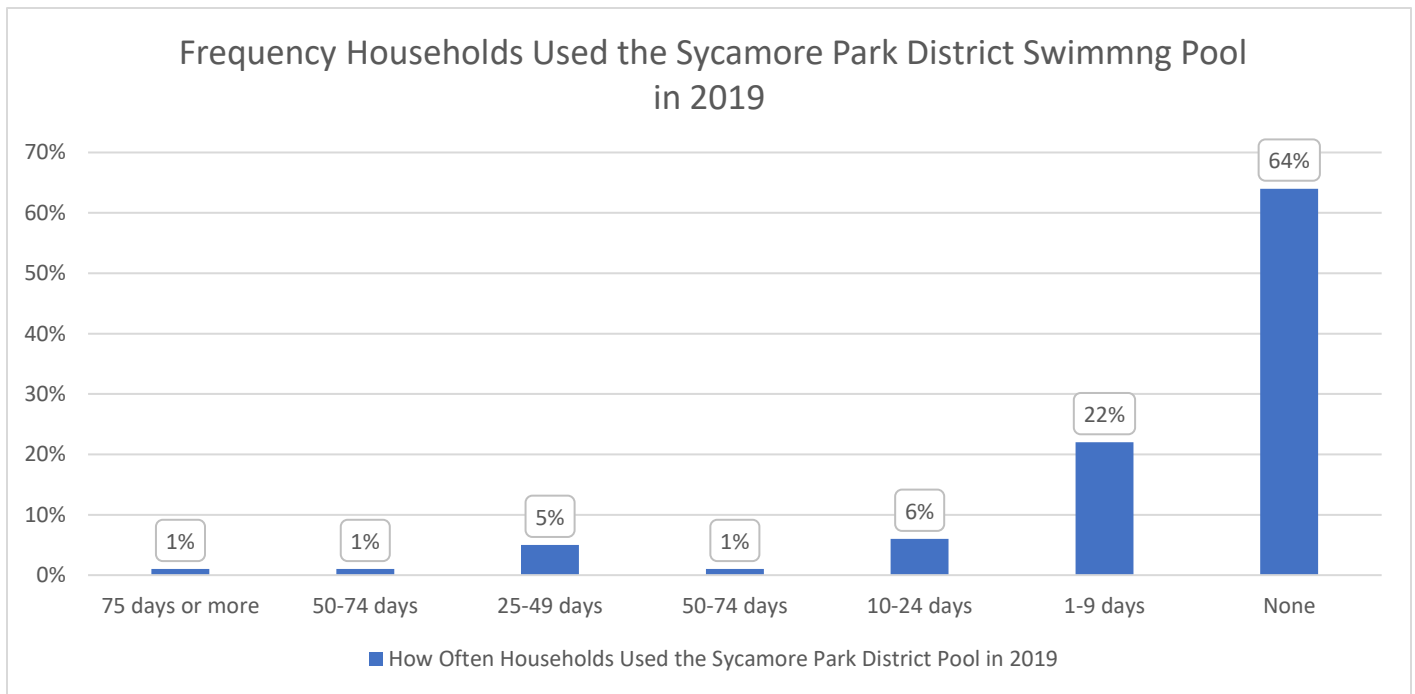
Question #16: From the following list, please check ALL the program spaces and activities you have used at the Sycamore Park District Community Center.

Key Findings: The indoor track (42%) basketball courts (36%) and the Pathway Fitness Facility (28%) were the most used program spaces and activities. The average user, used nearly 2 program spaces and activities. While 42% of all households used the indoor track, a far greater percentage (62%) of households without children and adults 55 and over used the indoor track. While 28% of all households use Pathway Fitness, only 19% of households with children under 10 use the indoor track, as compared to 53% of households without children and adults 20-54.



Question #17: Approximately how many days did at least one member of your household use the Sycamore Park District Community Pool in 2019.

Key Findings: 22% of households visited the Community Pool between 1-9 days. Six percent (6%) of households used the Sycamore Park District Pool 10-24 days, and 7% used the Community Pool 25 days or more. 64% of households indicated they did not use the Sycamore Park District Pool at all. There is a significant relationship between using the Community Center and using the Community Pool. Fifty-four (54%) of households who used the pool in 2019 did not use the Community Center in 2019, as compared to 85% of households who did not use the Community Pool in 2019 and also did not the Community Center. For example, as the graph below shows, 32% of ALL respondents have used the Sycamore Park District Pool over the past 2 years. However, usage is very impacted by the type of household respondent. As the chart below shows, 54% of households with children under 10 used the Pool over the past 2 years and 56% of households with children 10-19 used the Pool over the past 2 years.

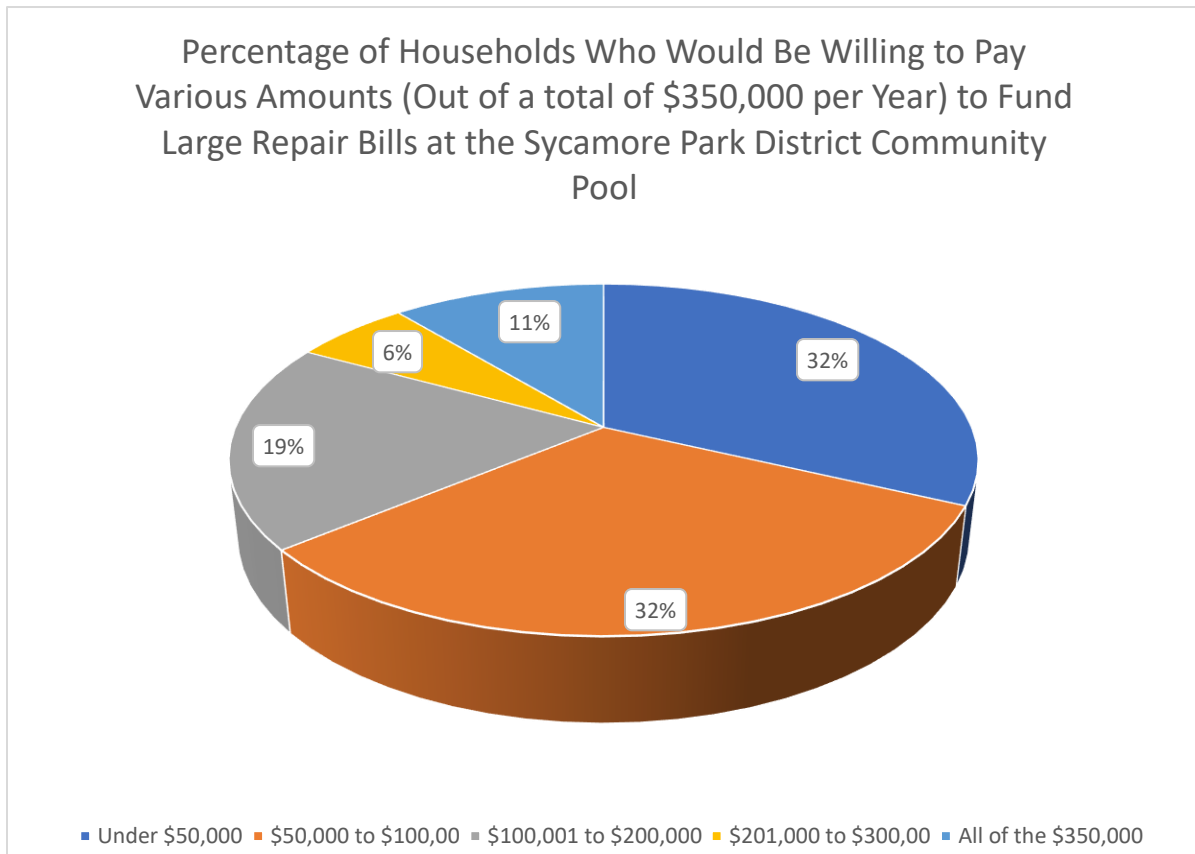


Question #18: The Sycamore Park District Pool was built in 1983 and your response to this question will help the Board of Park Commissioners to be proactive in the management and planning for this aging facility. Over the past 10 years, the park district has spent approximately \$500,000 for repairs/replacements at the Swimming Pool.

On an annual basis the park district has about \$350,000 available for maintenance and upkeep of 16 parks, the golf course, clubhouse, all its pavilions, shelters, ball diamonds, sports fields and the repair/upkeep of park district equipment, roads and HVAC.

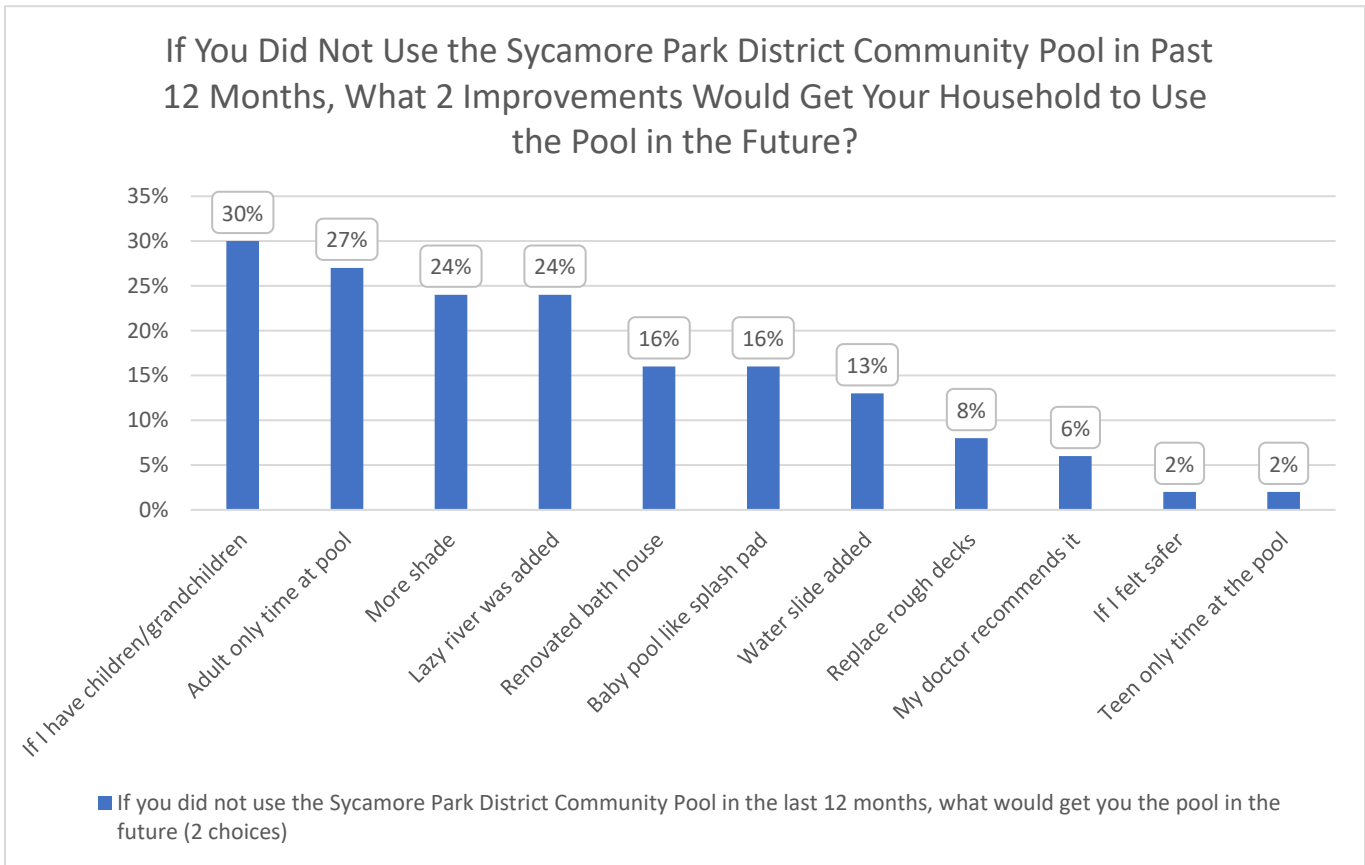
If the Board is faced with additional large repair bills at the pool, how much of this \$350,000 would you want the park district to spend to keep the pool open (Check ONE)

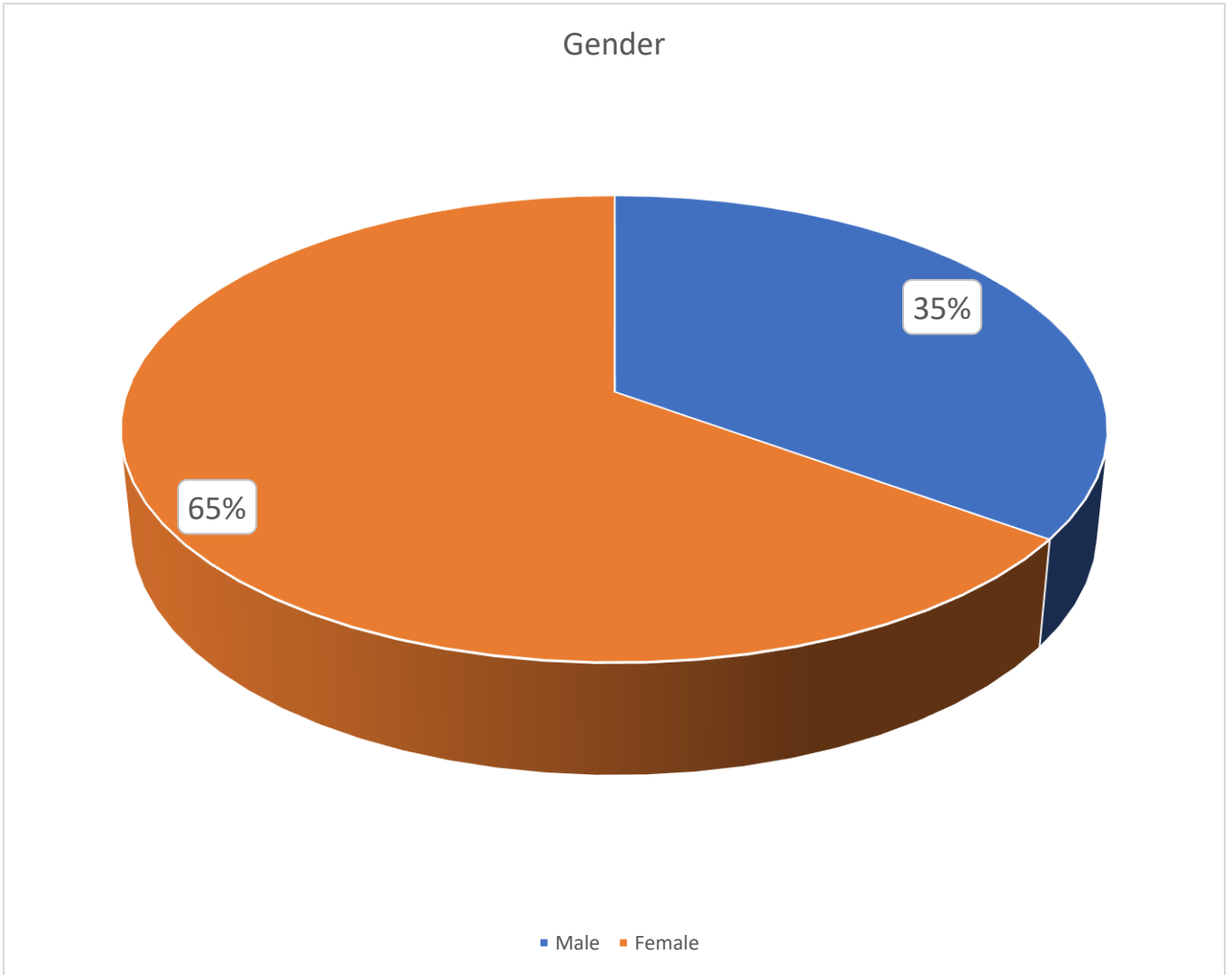
Key Findings: 32% of households indicated under \$50,000 per year and an additional 32% indicated \$50,000 to \$100,000. Nineteen (19%) of households indicated \$100,001 to \$200,000 and 6% of households indicated \$201,000-\$300,000. Eleven percent (11%) of households indicated all of the \$350,000. In total, 64% of households indicated they would invest \$100,000 or less per year to fund large repair bills for the Community Pool.

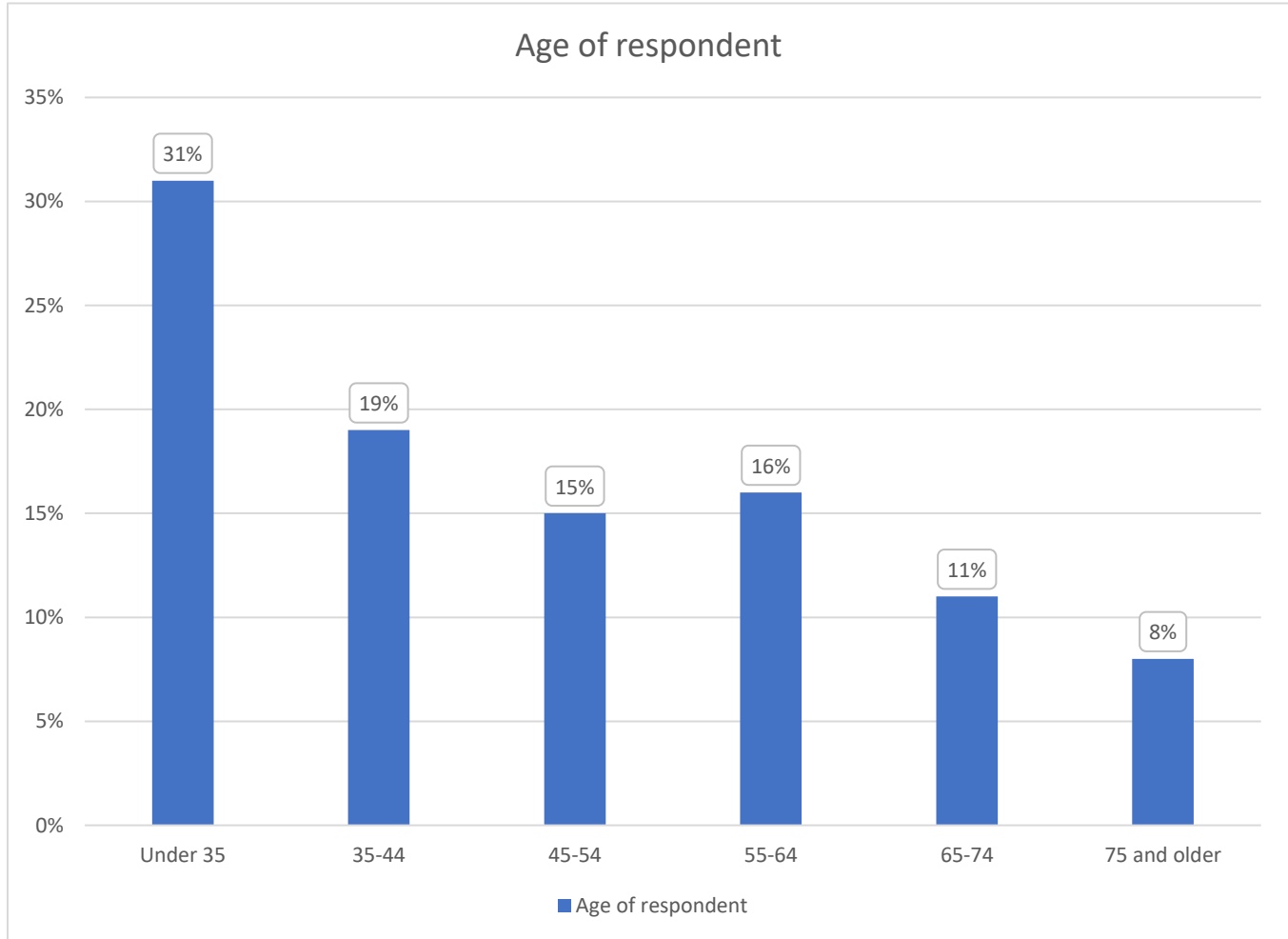


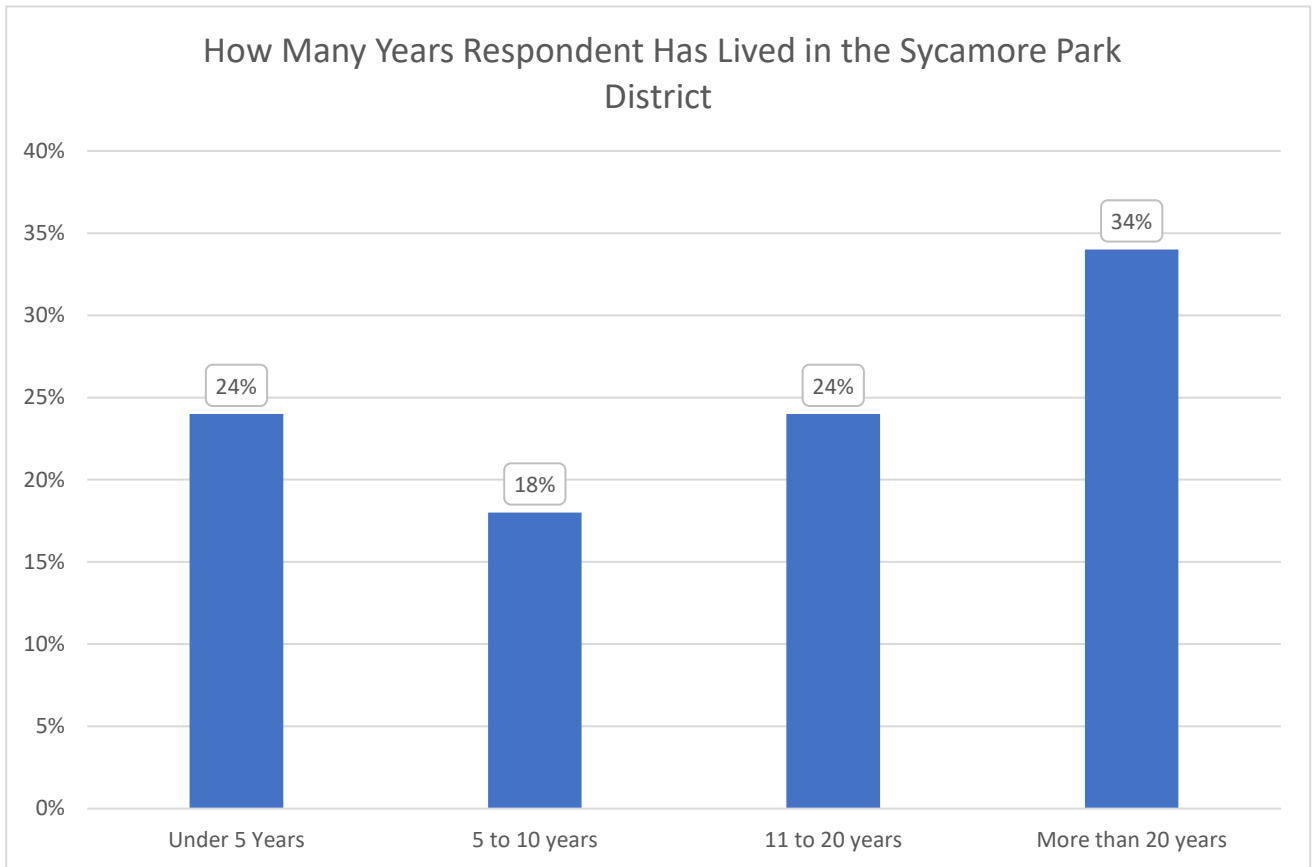
Question #19: If you did not use the Sycamore Park District Community Pool in the past 12 months, what would get you to use the pool in the future? Check the top TWO actions that would get you to use the pool in the future.

Key Findings: Thirty percent (30%) of households indicated they would use the pool in the future if they have children/grandchildren. Twenty-seven percent (27%) indicated if there was an adult only time to use the pool, 24% if there was more shade, and 24% if a lazy river was added.









Section 5: Cross-Tabular Analysis

Cross-Tabular Charts of Survey Findings

Section 4 contains narrative and graphs of overall findings for each question on the survey. Cross-Tabular analysis allows you to mine these findings specific to key demographic groups and key findings of survey questions.

Volume 2 of this Report contains Tabular and Cross-Tabular findings for the following:

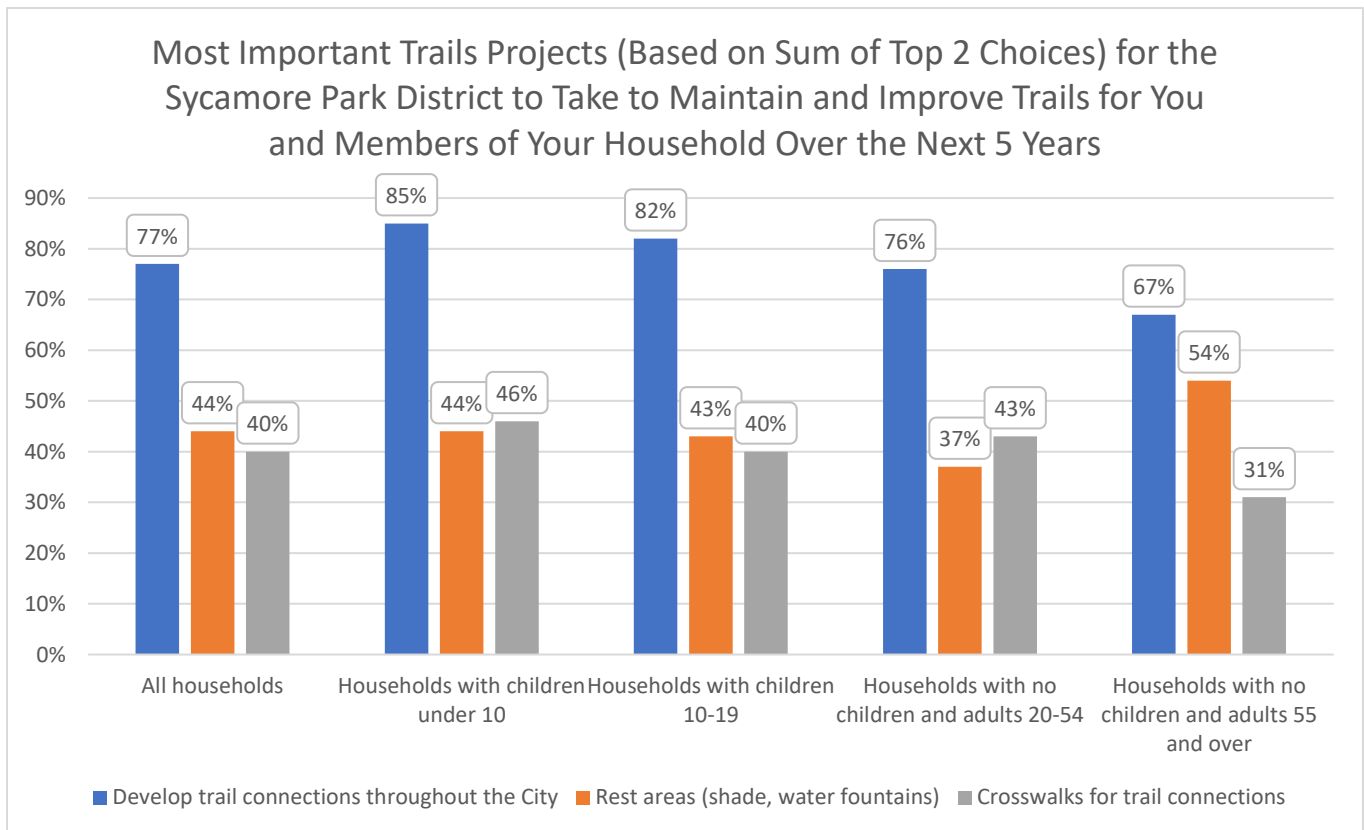
1. All households
2. Households with and without Children
3. Gender
4. Households by Length of Residency
5. Respondents by Age
6. Respondents by Gender
7. Households by Usage (YES or NO) of Community Center in 2019
8. Frequency of Households Usage of Community Center in 2019
9. Dollar Amount Willing to Pay to Keep the Sycamore Park District Community Pool Open
10. Respondents by Frequency of Using the Community Pool in 2019

The following pages illustrate tabular and cross-tabular charts and narratives to assist in mining the survey results for usage in strategic decision-making.

Trail Projects

As the chart below shows, out of 6 types of improvements, 77% of respondent households indicated “develop trail connections throughout the City” as the 1st or 2nd most important trail project for the Sycamore Park District to take over the next 5 years for their households. Based on the sum of respondent households top 2 selections, “develop trail connections throughout the City” was the most important trail project for all categories of households with and without children”.

Trails (walking, hiking, biking) were one of the two most important improvements for households and the future of the Sycamore Community in the 1st survey done in 2019. Clearly trails are very important in the community and “developing trail connections throughout the City”, “developing rest areas”, and “developing crosswalks for trail connections” are the highest priorities for trails.

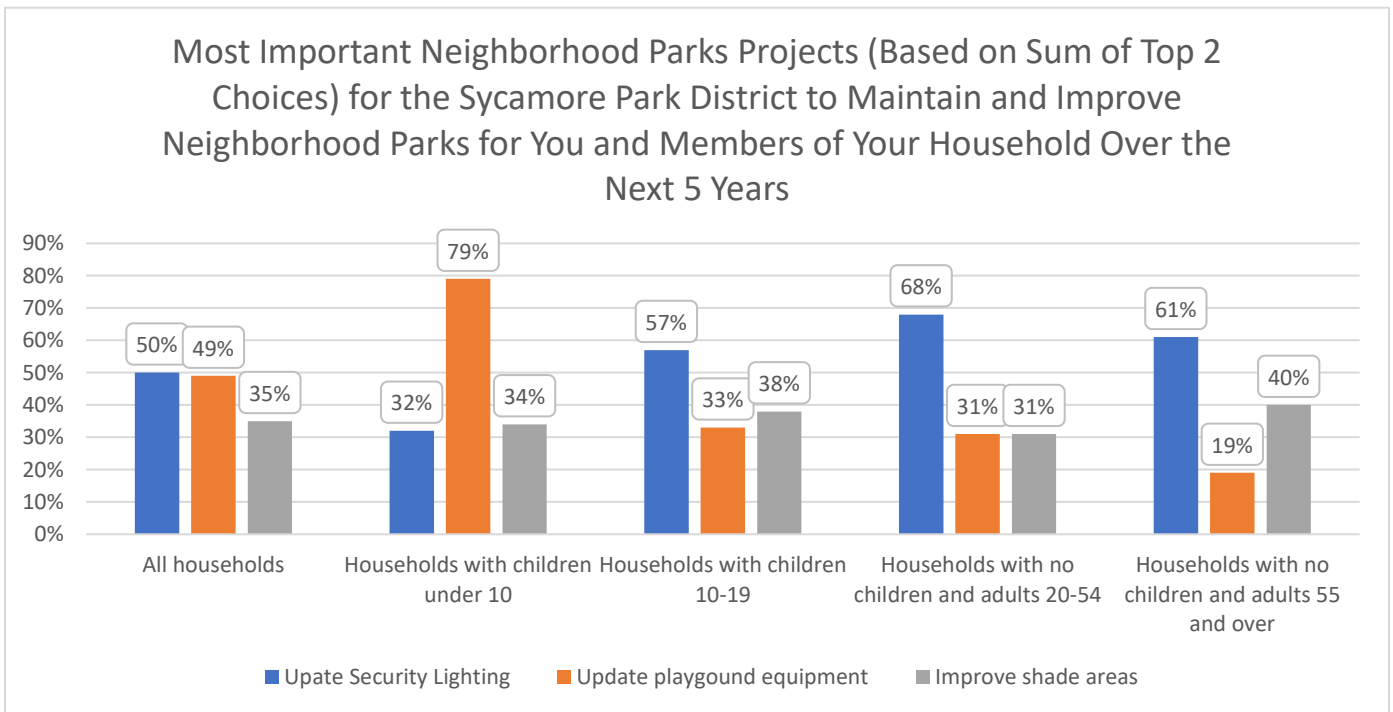


Neighborhood Park Projects

As the chart below shows, out of 5 types of improvements, 50% of all households chose “updating security lighting” as the most Important neighborhood parks project for all households.

Trails (walking, hiking, biking) were one of the two most important improvements for households and the future of the Sycamore Community in the 1st survey done in 2019. “Updating security lighting” was the #1 most important project for households with children 10-19, households with no children and adults 20-54, and households with no children and adults 66 and over. For all households “updating playground equipment” was the 2nd most important project. However, by a wide margin, “updating playground equipment was the most important project for households with children under 10.

Respondent household were most satisfied with neighborhood parks in the 1st survey conducted in 2019. Additionally, out of sixteen choices, neighborhood parks were the 2nd most important park, trail or facility to maintain or improve over the next 5 years by the Sycamore Park District. Results from the 2019 survey showed that only 26% of households were very satisfied with the adequacy of park lighting. Based on results from the 2019 and 2020 surveys, maintaining and improving neighborhood parks is of high priority for the Sycamore Park District.

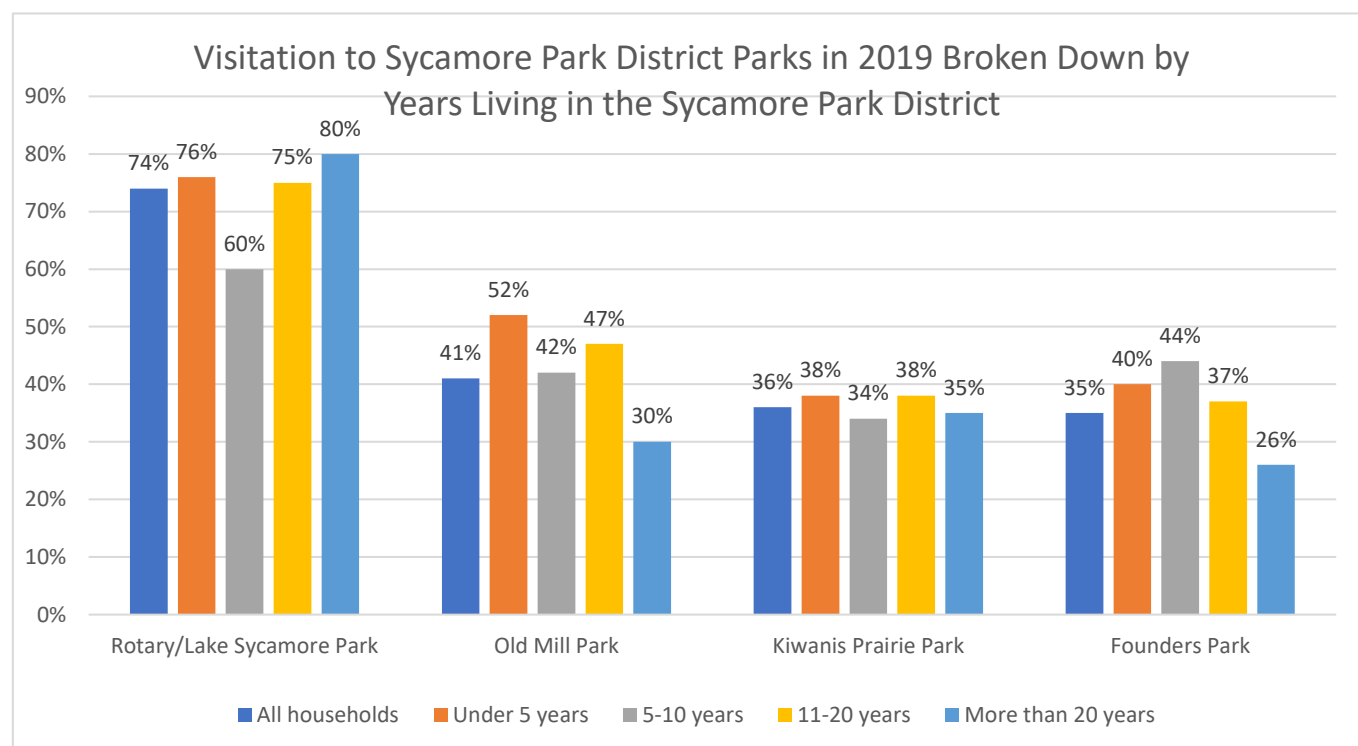


Usage of Parks

Out of 12 parks provided by the Sycamore Park District, the chart below shows the percentage of households who visited each park in 2019, based on how many years the respondent household had lived in the Sycamore Park District.

Seventy-four (74%) of all households visited Rotary/Lake Sycamore Park in 2019. As shown in the chart below, by a wide margin, Rotary/Lake Sycamore Park was used the most by residents who lived in Sycamore under 5 years, from 5-10 years, from 11-20 years, and more than 20 years.

Additionally, it is important to note that all 10 existing parks listed in the survey, had at least 9% of households using the park in 2019, which is a very good service distribution.

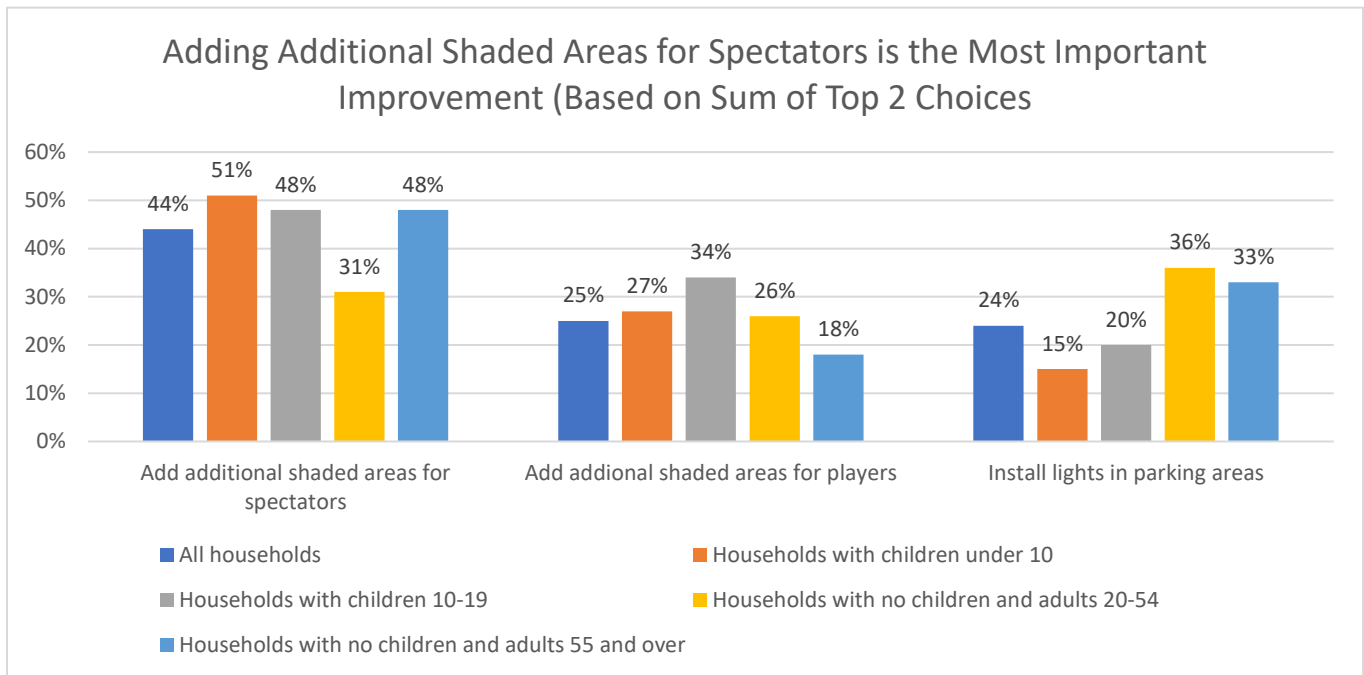


Ball Diamonds and Soccer Fields

From a list of 8 options, respondent households were asked to select the 1st and 2nd projects that were important to their households. Out of the 8 options, respondents selected add additional shaded areas for spectators (44%), add additional shaded areas for players (25%), and install lights in parking areas. (24%).

Under “add additional shaded areas for spectators”, the highest percent of households who selected this choice was households with children under 10 (51%), followed by 48% of households with children 10-19. Games for children are generally held earlier in the day and have more spectators (parents, siblings, grandparents) than games for adult only households.

“Installing lights in parking areas” are much more important to households with no children and adults 20-54 and households without children and adults 55 and over, than households without children.

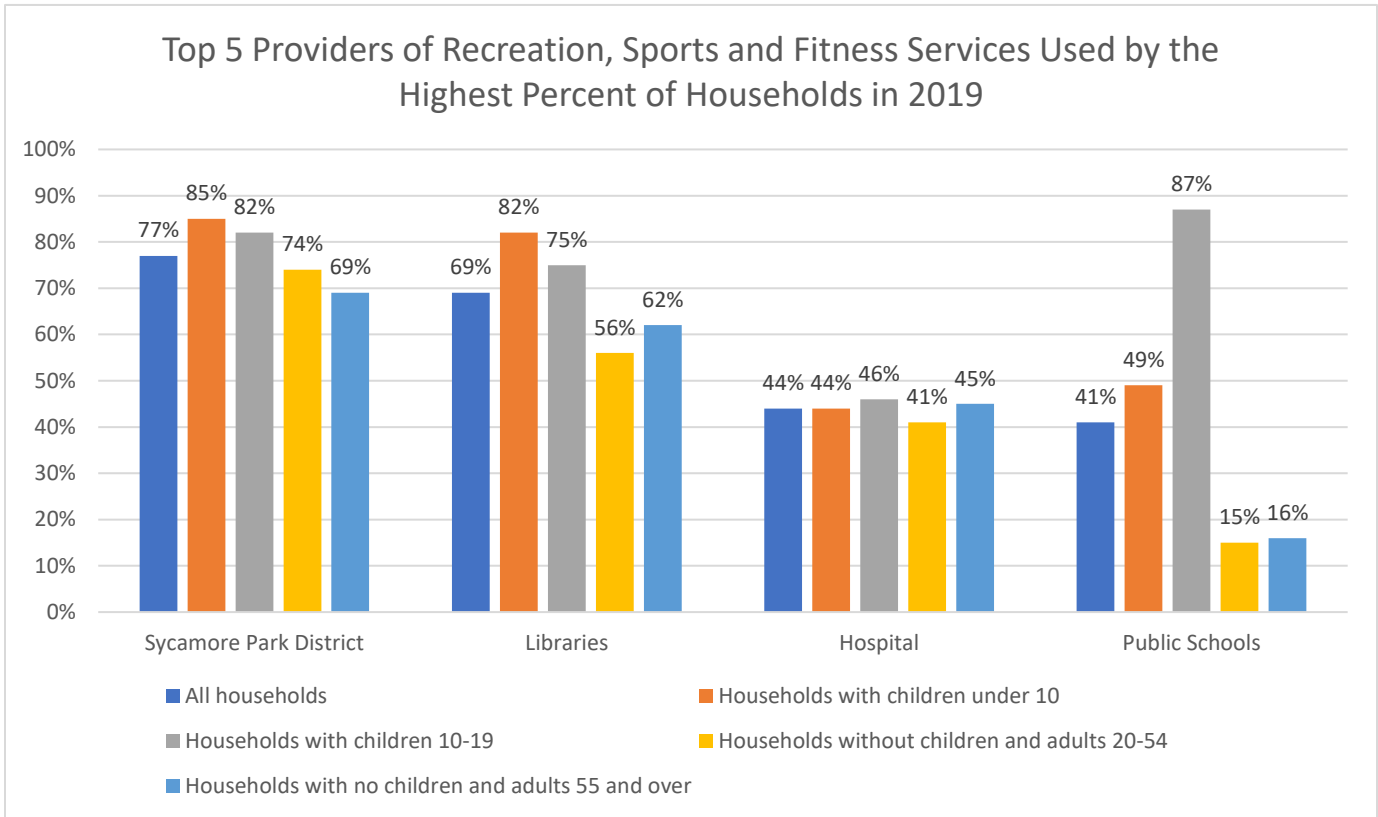


Providers of Recreation, Sports, and Fitness Services in the Sycamore Community that Your Household Used in 2019

Out of 9 providers of recreation, sports, and fitness services respondents were asked to check all the providers that their household had used in 2019. These providers were libraries, hospital, Sycamore Park District, public schools, churches, YMCA, private fitness facilities, museums, and country club.

As the chart below shows, the Sycamore Park District was the provider used by the highest percent of households for the entire community, households with children under 10, and by households without children. Public schools were the provider used by the highest percent of households with children 10-19.

The Sycamore Park District was the only provider that at least 69% of households with children and without children used in 2019. A high percent of households with children under 10 (82%) used the Library as one of their providers and a high percent of households with children 10-19 (87%) used the public schools as one of their providers. Between 41% and 46% of all types of households both with and without children used the Hospital. It is noteworthy, that the average household used between 3-5 providers in 2019, showing a market for multiple agency usage.



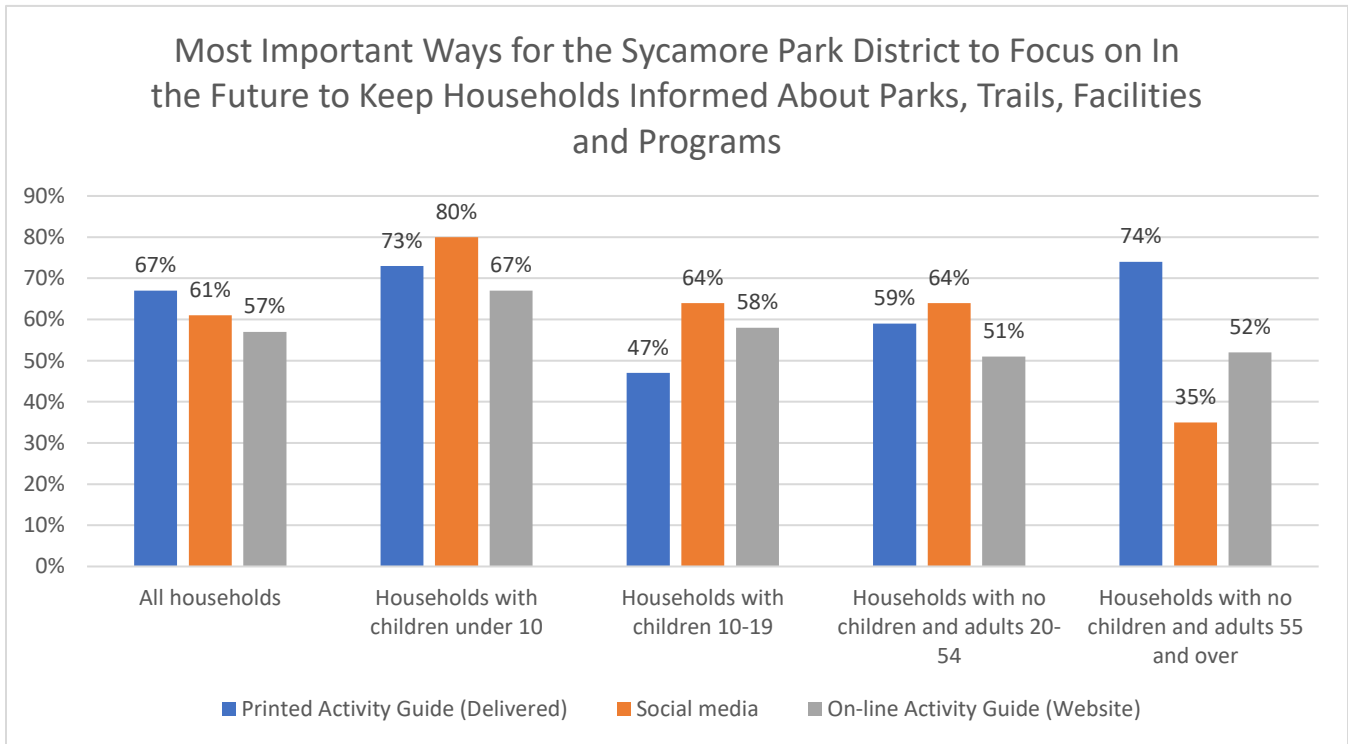
Looking to the Future, Ways that are Most Important to Your Household to Keep Them Informed.

Looking to the future, respondents were asked to check the 4 most important ways (out of six choices) the Sycamore Park District could focus on to keep their household informed about parks, trails, facilities and programs. Out of the six options, the highest percentage of respondents selected the Printed Activity Guide (delivered), social media, and the On-line Activity Guide (Website).

The chart below shows the percentage of households who checked each of these ways and the percentage of households with and without children who checked each way to focus on.

It is noteworthy that social media was the most important way to be kept informed for households with children under 10, households with children 10-19, and households without children and adults 20-54. For each of these types of households, at least 61% of households selected social media as one of their most important ways to be kept informed in the future. However, only 35% of households with no children and adults 55 and over selected social media as one of their top 4 most important ways.

Fifty (50%) of households with no children and adults 55 and over selected the newspaper as one of their four most important ways to be kept informed, far higher than for households with children under 10, households with children 10-19, and households with no children and adults 55 and over.



Programs offered by Need for the Program, How Well Need is Being Met, Participated in the Program in 2019, and Importance of Program

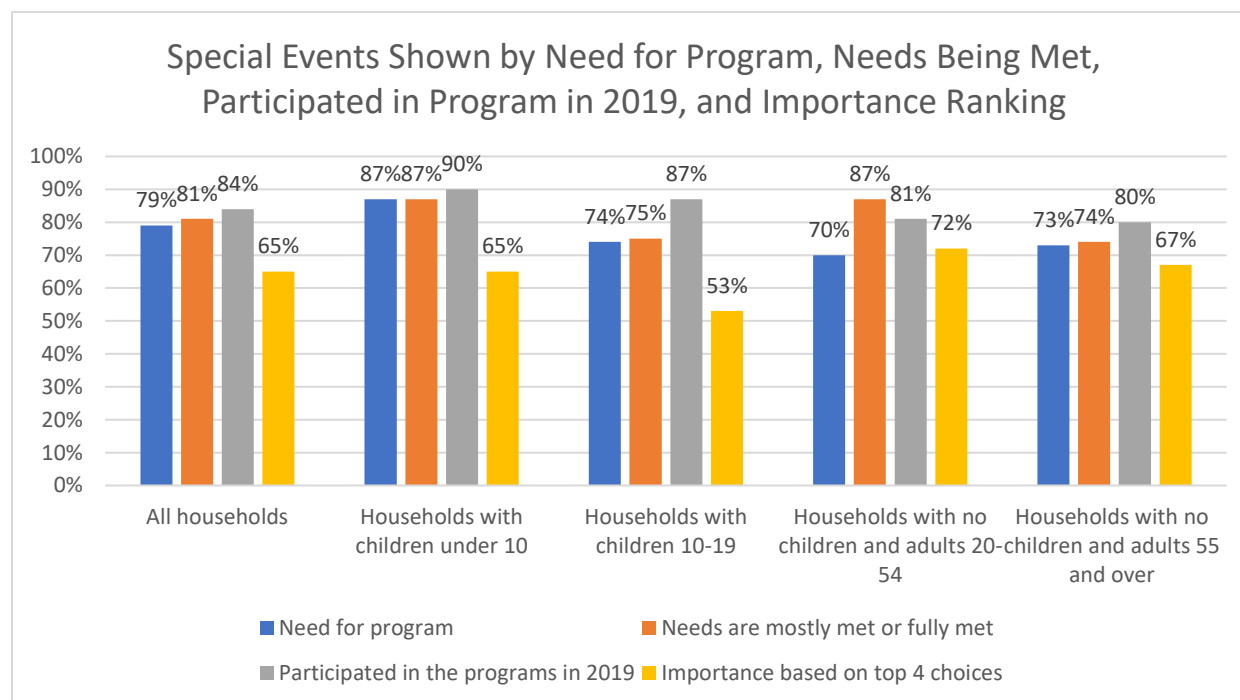
From a list of 20 programs, respondent households were asked a series of questions regarding the program. Special events were the program that had the highest percent of respondents indicated they had a need for the program. The chart below indicated how respondents who had a need for special events responded to a description of the program.

Need for program. Out of the 20 programs, 79% of respondents indicated they had a need for the program. The need for special events is much higher than for any of the other 19 programs.

Needs are mostly met or fully met. Out of the 79% of households having a need for special events, fully 81% (of the 79%) having a need indicated their needs were either mostly met or fully met. Teams sports (recreation) and team sports (competitive) have the next highest percent of households who had a need, indicate their need was fully or mostly met.

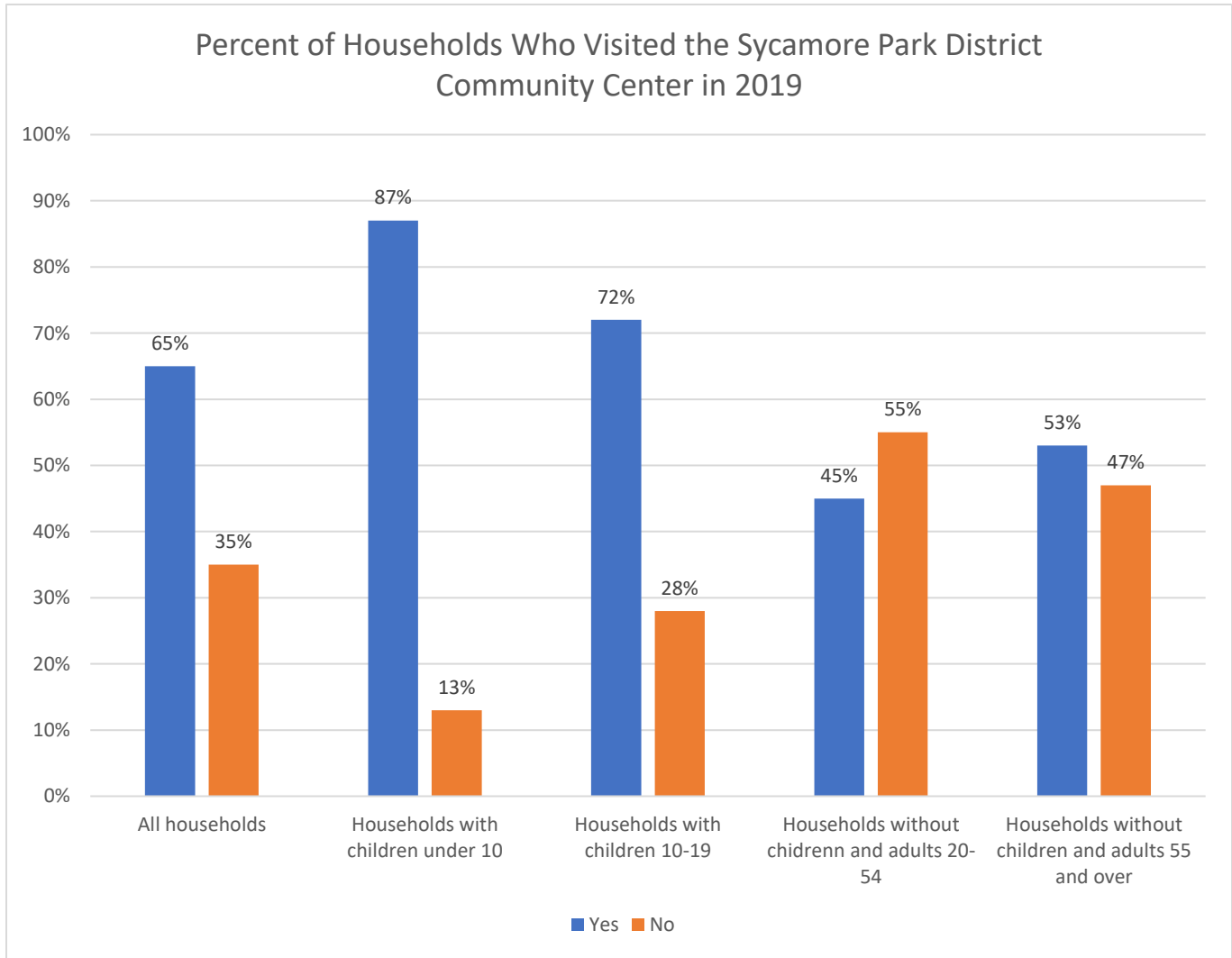
Participated in program in 2019. Eighty-four percent (84%) of households having a need participated in the program in 2019. Again, this is a very high percent of households having a need and also participating in the program.

Top 4 most important. Sixty-five percent (65%) of all households indicated that special events were one of the 4 most important programs (out of 20 programs) that were most important to their household. This was almost double, the percentage of households who indicated adult fitness classes and programs as one of their top 4 most important programs, followed by team sports (recreational) at 31%.



Visitation to Sycamore Park District Community Center

Respondents were asked if members of their household had visited the Sycamore Park District Community Center in 2019. As is clear from the graph below, 87% of households who have children under 10, 72% of households with children 10-19, and 53% of households with no children and adults 55 and over visited the Community Center in 2019. Only in households with no children and adults 20-54 did visitation fall below 50%. Fully 65% of all respondent households had visited the Community Center in 2019.



Frequency of Visitation to the Sycamore Park District Community Center

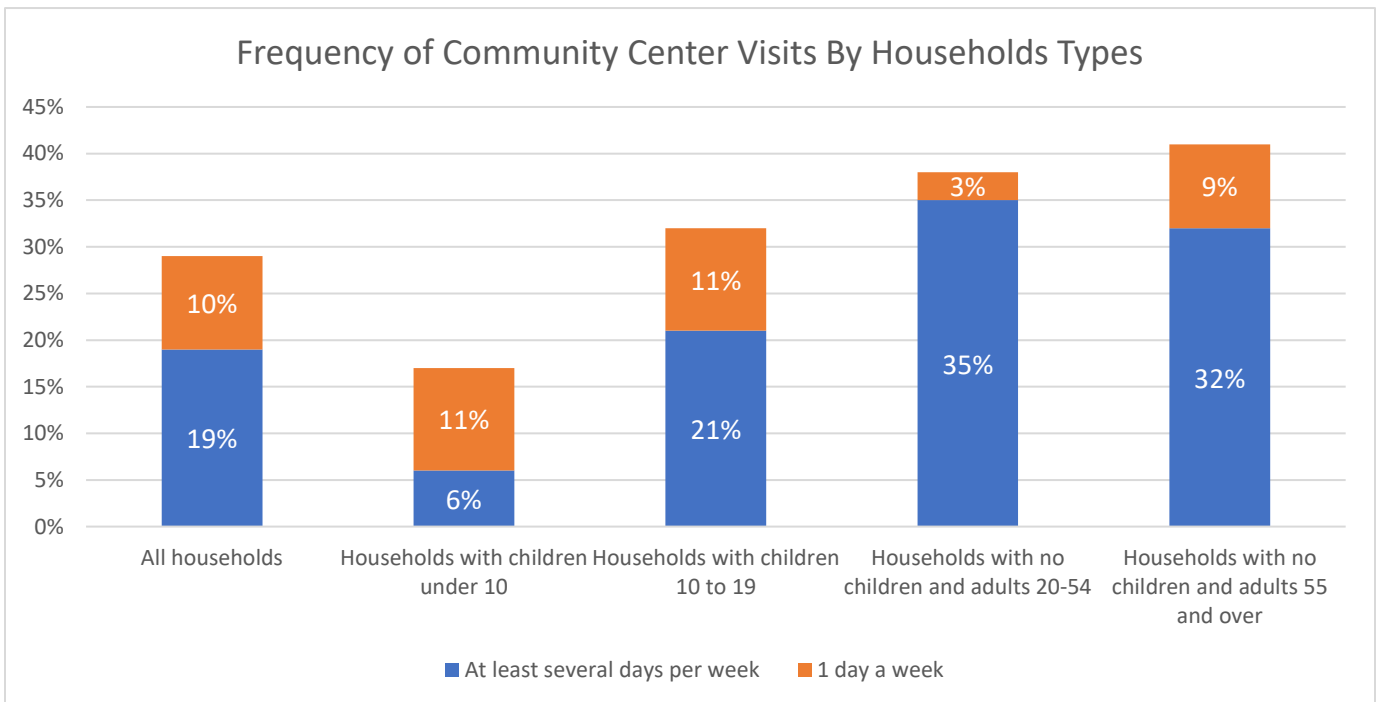
More households with children visited the Sycamore Park District Community Center in 2019 than households without children. However, households with no children visited the Community Center more frequently than households without children.

As indicated on the previous page, 87% of households with children under 10 visited the Sycamore Park District in 2019. However, of this 87% only 6% of respondent households visited the Community Center several times per week, with an additional 11% visiting the Community Center 1 time per week.

In comparison, as indicated on the previous page, only 45% of households without children and adults 20-54 visited the Community Center in 2019. However, of the 45% who visited the Community Center in 2019, 35% visited the Community Center at least a few times per week, and 3% visited the Community Center 1 time per week.

As the chart below clearly shows, while a higher percent of households with children visited the Community Center in 2019, than households without children. The frequency of visitation was significantly higher for households without children than households with children.

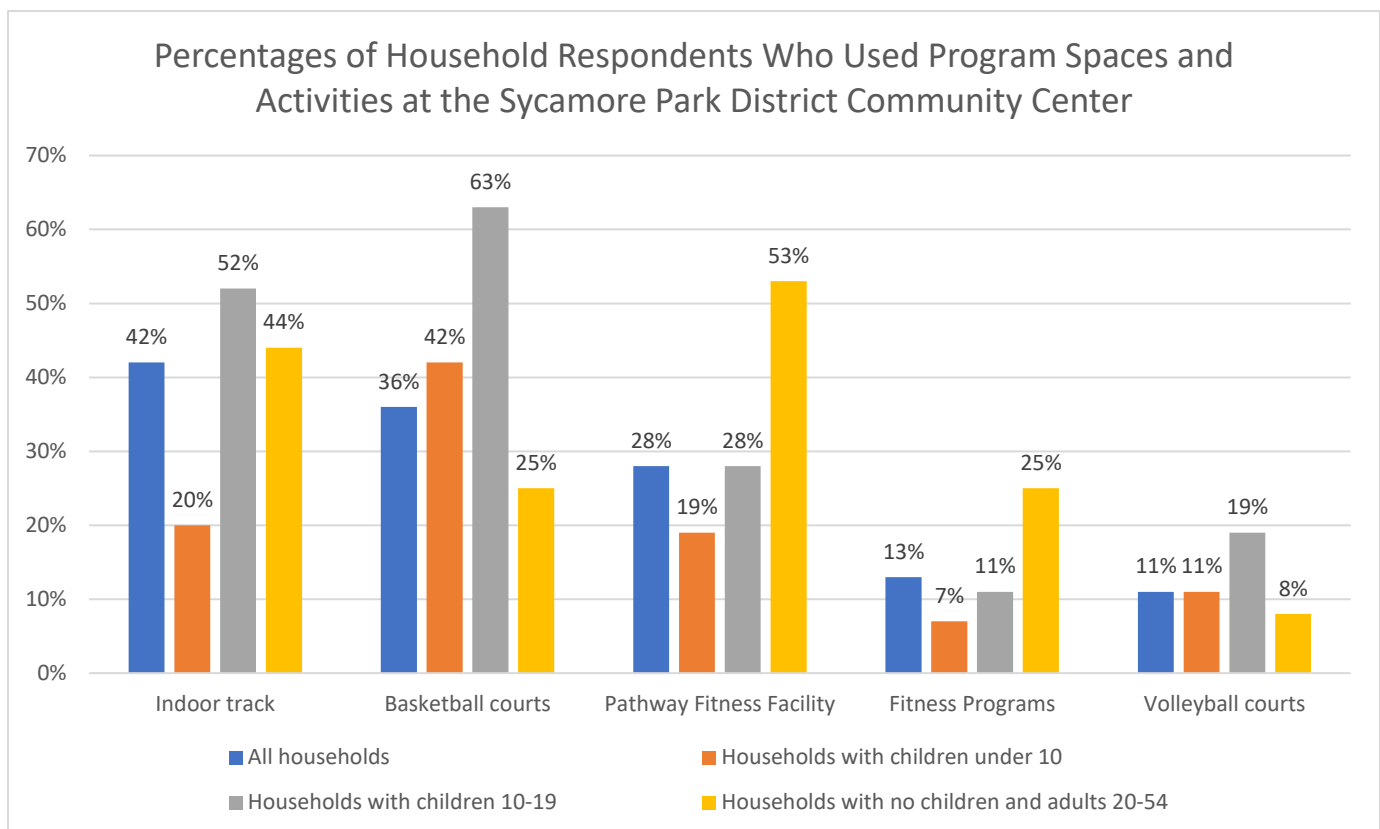
This indicates that the Sycamore Park District has opportunities to increase the on the frequency of visitations from households with children, and opportunities to increase the percentage of households without children to visit the Community Center.



Program Spaces and Activities Used at the Sycamore Park District Community Center

From a list of 8 different program spaces at the Sycamore Park District Community Center, respondents were asked to indicate all the program spaces and activities that have used at the Sycamore Park District Community Center. The chart below shows the percentage of program spaces used by the highest percent of all households and how that usage breaks down by household types. This cross-tabular analysis shows:

- Forty-two (42%) of all households used the indoor track, while 62% of households with no children and adults 55 and over used the indoor track.
- Thirty-six (36%) of all households used basketball courts, while 63% of households with children 10-19 used basketball courts. Forty-two (42%) of households with children under 10 also used basketball courts.
- Twenty-eight (28%) of all households used the Pathway Fitness Center, while 53% of households with no children and adults 20-54 used the Pathway Fitness Facility.
- Thirteen (13%) of all households participated in fitness programs while 25% of households with no children and adults 20-54 participated in fitness programs.

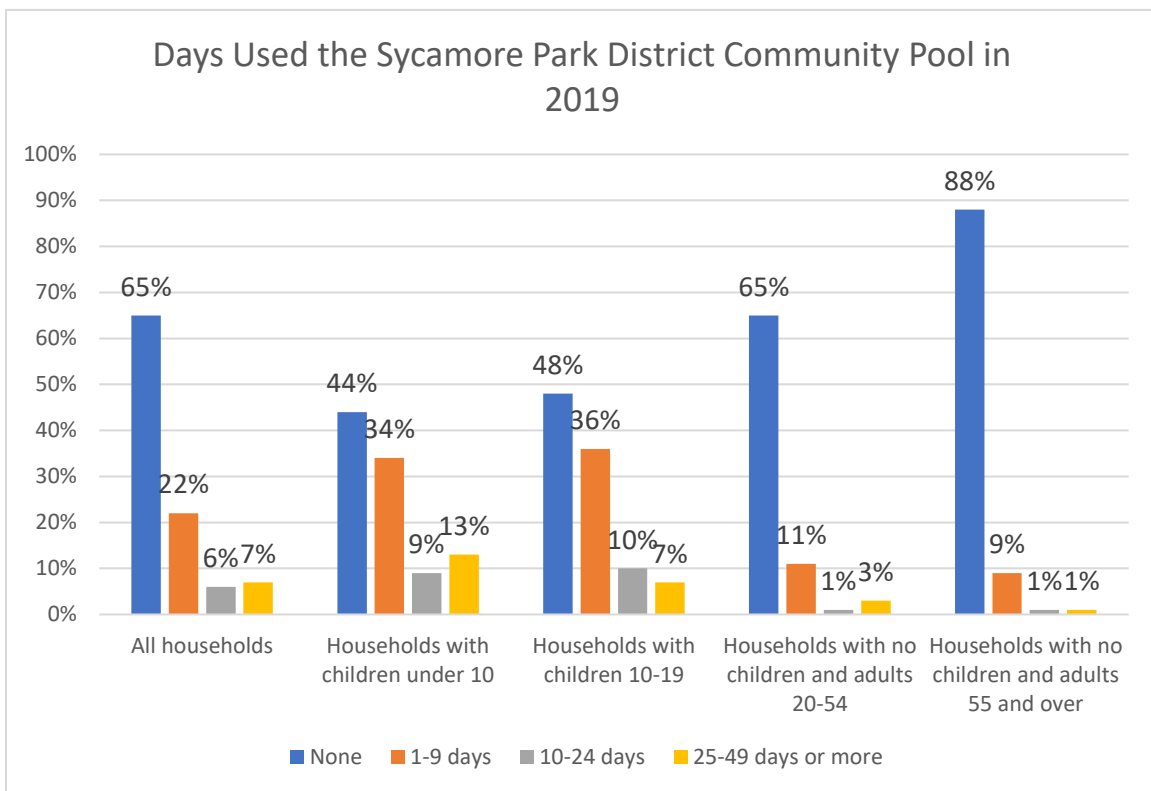


Days Visited the Sycamore Park District Community Pool in 2019

From 6 different choices, respondents were asked how many days residents of their household had used the Sycamore Park District Community Pool. Sixty-five (65%) of respondents indicated they had not used the Sycamore Park District Community Pool in 2019. Twenty-two (22%) of respondents indicated 1-9 days. Six (6%) indicated 10-24 days and 5% indicated 20-49 days. Two (2%) of respondents indicated 50 days or more.

The chart below shows that 44% of respondent households with children under 10 did not use the Community Pool at all in 2019, compared to 48% of households with children 10-19 not using the Community Pool in 2019. Usage drops off significantly in households without children. Eighty-five (85%) of households without children and adults 20-54 did not use the pool in 2019 and 88% of households without children and adults 55 and over did not use the pool in 2019.

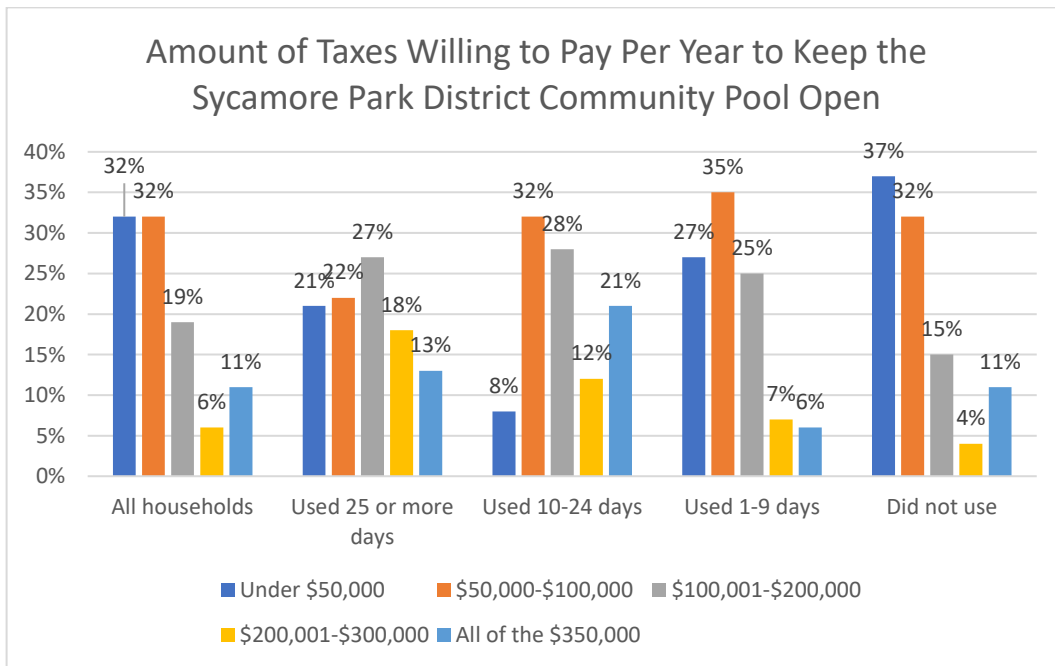
Households with children used the Community Pool more frequently than households without children. Twenty-two (22%) of households with children under 10 and 17% of households with children 10-19 used the Community Pool 10 or more days in 2019. In comparison, only 4% of households with no children and adults 20-54 and only 2% of households without children and adults 55 and over used the Community Pool in 2019.



Maximum Amount of Money Willing to Spend to Keep the Sycamore Park District Community Pool Open

Respondents were told in the survey, that the Sycamore Park District currently spends approximately \$350,000 per year for large repair bills for all types of parks, trails, sports facilities, recreation facilities, and swimming pool. Respondents were asked the maximum amount of the \$350,000 they would want the Sycamore Park District to spend to keep the pool open.

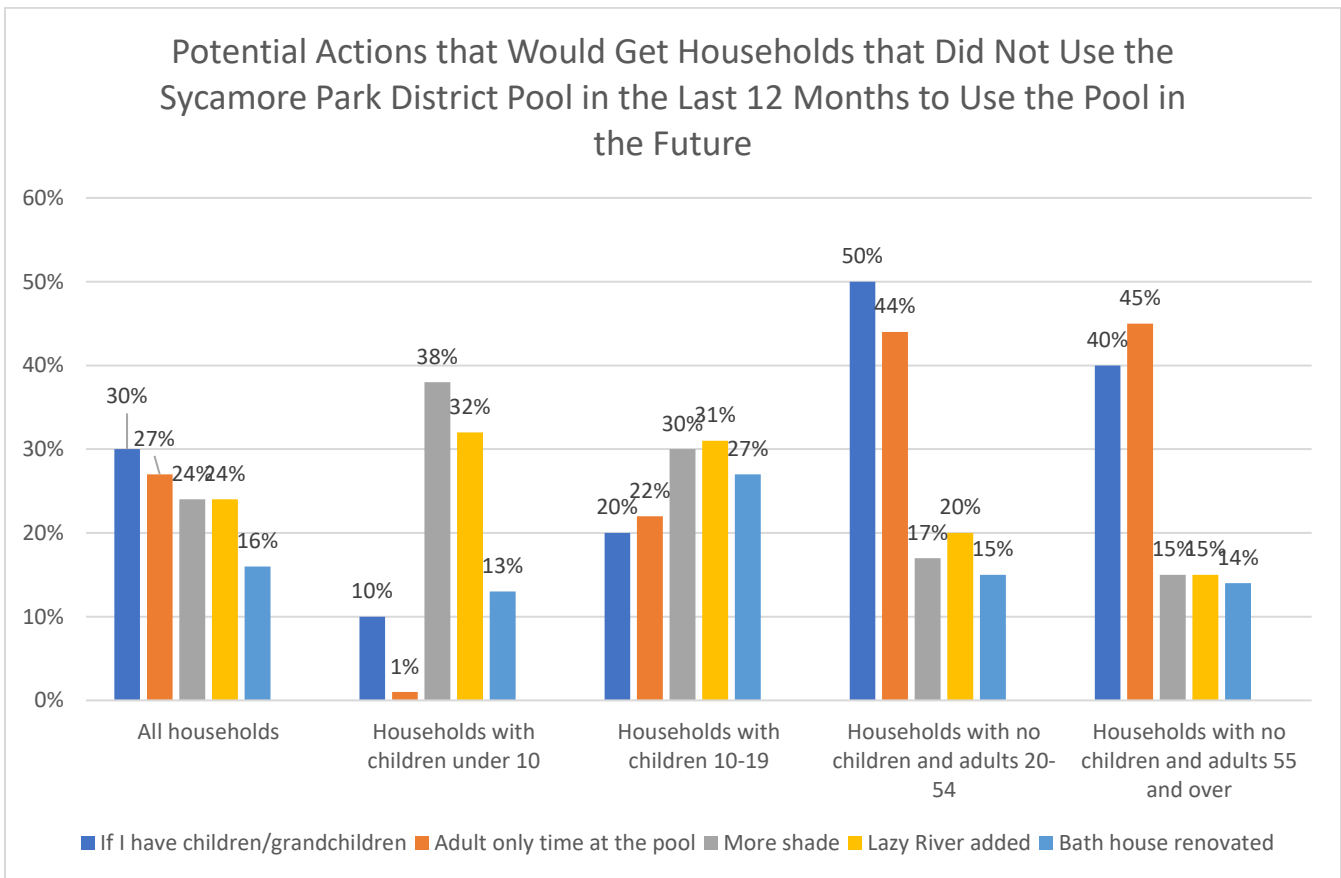
Thirty-seven percent (37%) of households who did not use the Community Pool at all would only be willing to spend under \$50,000 per year, while 21% of households who used the pool 25 days or more would be willing to spend under \$50,000. Fifteen percent (15%) of households who did not use the Community Pool at all were willing to pay \$100,001-\$200,000 per year, while 27% of households who used the Community Pool 25 days or more would be willing to pay \$100,001-\$200,000 per years



If Your Household did not use the Sycamore Park District Community Pool in the last 12 months, what 2 actions, by the Sycamore Park District, would get you to use the Community Pool in the future?

Out of a list of 11 choices, 27% of all households selected “if there was adult-only time at the pool”. Only 1% of households with children under 10 selected “adult-only time at the pool. “If there was an adult- only time at the pool”, and “if there was more shade” are both improvements that could be made with relatively little if any capital investment.

Thirty-two percent (32%) of households with children under 10 selected “adding a Lazy River” while only 15% of households who did not use the pool indicated “add a Lazy River”. “Add a Lazy River” would be a significant capital investment. “Renovating the bathhouse, which was selected by 27% of households with children 10-19 would also be a major repair project, although not nearly as expensive as a Lazy River.



Section 6: Sycamore Park District Community Pool Major Findings

Overview

One of the major purposes of the Sycamore Park District 2nd Resident Survey was to understand issues related to current use/non-use of the Sycamore Park District Community Pool, frequency of Community Pool Usage, financial support for major repairs to keep the Community Pool open, importance of various improvements that could get non-users of the Community Pool in 2019 to use the Community Pool in the future, and the relationship of using the Community Pool and usage of the Sycamore Park District Community Center. Findings of the 2nd survey build upon resident input from the 1st Resident Survey, which identified the Sycamore Park District Community Pool as one of the most important parks, trails and facilities to receive attention from the Sycamore Park District over the next five years. When similar questions were asked on the two surveys, findings of the 2nd Resident Survey were compared to findings of the 1st Resident Survey.

Ten (10) Key Survey Findings Regarding the Sycamore Park District Community Pool

1. Only 35% of household respondents used the Community Pool in 2019.

One (1%) of all household respondents used the Community Pool 75 days or more, and an additional 1% used the Community Pool 50-74 days. 22% of all respondents only used the Community Pool 1-9 days in 2019, with an additional 6% using the Community Pool 10-24 days, and 5% using the Community Pool 25-49 days. Interestingly, between 9% and 12% of all respondents under 35 years old and 65-74 years old indicated their households used the Community Pool in 2019.

In the 1st Resident Survey, 33% indicated they had used the pool over the past 2 years.

2. More than 80% of households with no children did not use the Sycamore Park District Community Pool in 2019.

Eighty-five (85%) of households without children and adults 20-54 and 88% of households without children and adults 55 and older did not use the Community Pool at all in 2019. In the 1st Resident Survey 90% of households with no children and adults 20-54 and 86% of households with no children and adults 55 and over did not use the Community Pool.

3. Thirty percent (30%) of all households selected “if I have children/grandchildren” and 27% chose “if there was adult-only time at the pool” as one of their 2 most important actions that would get them to use the pool in the future.

While, 30% of all households chose “if I have children/grandchildren” as one of their top 2 choices, fully 50% of households with no children and adults 20-54 and 40% of households with no children and adults 55 and over chose this action. Though 27% of all households selected “if there was an adult-only time to use the

pool”, 44% of households with no children and adults 20-44 and 45% of households with no children and adults 55 and over chose this action.

Since 85% of households with no children and adults 20-54 and 86% of households with no children and adults 55 and over did not use the pool in 2019, these two actions could be very helpful in increasing usage from these types of households. These two improvements would cost a relatively small amount of money.

4. Twenty-four (24%) of all households selected “if there was more shade” as one the 2 major ways to get them to use the pool in the future.

Fully 38% of households with children under 10 and 30% of households with no children and adults 20-54, selected “if there was more shade”. Importantly on the 1st Resident Survey, 30% of households selected shade areas as one of their 3 most important improvements to emphasis in the next 5 years. Also, in the 1st survey, only 8% of households were “very satisfied” with shade areas. The importance of improving shade areas was noted in the 1st Resident Survey and the 2nd Resident Survey. This improvement would cost a relatively small amount of money.

5. Sixteen (16%) of all households who did not use the Community Pool in 2019, selected “if the bathhouse gets renovated “as 1 of the 2 ways to get them to use the Community Pool in the future. This improvement was most important to households with children 10-19. In the 1st survey, renovating the bathhouse was the most important improvement for both users and non-users. Note: “If I have children/grandchildren” or “if there was an adult time only at the pool” were not offered as choices in the 1st survey. Renovating the bathhouse would cost a substantial amount of capital dollars.

6. Twenty-four (24%) of all households selected “if a lazy river was added” as 1 of the 2 ways to get them to use the Community Pool in the future. Fully, 32% of households with children under 10, and 31% of households with children 10-19 selected “if a lazy river was added” as one of the top 2 ways to get them to use the Community Pool in the future.

7. Households who used the Sycamore Park Community Pool in 2019 were far more likely to have used the Sycamore Park District Community Center than households who did not use the Community Pool. There is definitely a relationship between use of the Community Pool and usage of the Community Center. Eighty-five (85%) of households who used the Community Pool in 2019 at least 10 or more days, also used the Community Center in 2019. Only 54% of households who did not use the Community Pool in 2019, used the Community Center in 2019.

8. Although only 35% of respondent households used the Community Pool in 2019, 68% of households would be willing to pay at least \$50,000 a year for major capital repairs at the Community Pool to keep the pool open.

Respondents were informed in the survey that the Sycamore Park District, on average, allocated \$350,000 per year to spend on major capital projects for all parks, trails, and recreation facilities, including the Community Pool, and asked how much they would be willing to pay per year for large repairs bills to keep the pool open. It is important to note that 68% of households would be willing to pay \$50,000-\$350,000 per year, while only 35% of households used the Community Pool in 2019.

9. While the vast percent of households would pay for major repairs to keep the Community Pool open, the amount of those dollars will most likely not be sufficient to pay for anticipated large repairs.

Only 11% of all households would pay all of the \$350,000 for large repairs and an additional 6% would be willing to pay \$200,000 to \$300,000 per year. Nineteen (19%) would be willing to spend \$100,001-\$200,000. The remaining 64% of households would be willing to pay either under to \$50,000 per year or \$50,000-\$100,000 per year.

10. As indicated under Finding #7, users of the Sycamore Park District Community Pool in 2019 were more likely to have also use the Sycamore Park District Community Center than non-users of the Community Pool. There are strong opportunities to offer and cross-market needed program services at both the Community Center and the Community Pool.

For example, 55% of households indicated having a need for adult fitness programs and classes, while only 11% of households indicated their needs are being "Fully Met". Eighteen (18%) of households have a need for water fitness classes, while only 11% indicated their needs are being "Fully Met". By cross-marketing these two types of similar fitness programs, "participation" and "value" for each of these program areas could be increased. Special programming could also be offered at the Community Pool for those having a need for Full-Day Summer Camps and ½ Day Summer Camps.

Section 7: Copy of Survey Instrument

Survey Cover Letter



SYCAMORE PARK DISTRICT COMMUNITY SURVEY: *SUSTAINING THE LEGACY – 2025*

Name
Address
City, ST, ZIP

Dear Sycamore Park District Resident,

WHAT'S THIS ABOUT?

The Sycamore Park District is distributing this survey to better understand residents' priorities and needs for the future. Your input will help shape the District's next long-range plan, *Sustaining the Legacy – 2025*. All responses are anonymous, and your information is confidential.

If you received a park district survey in October of 2019, note that this survey is a new set of questions that builds upon the feedback received. Please consider participating again.

HOW YOU CAN HELP: Please support this effort by taking a few minutes to complete the enclosed survey.

MAIL OR ONLINE: Either complete the survey on paper and mail it back within 10 days in the enclosed self-addressed, postage-paid envelope or go online using the website below and password provided:

sycamoresurvey.org and enter the password:

WHAT IF I DON'T USE DISTRICT SERVICES?

Even if you are not a current user, we would like to hear from you so we can better serve everyone.

We appreciate your feedback and thank you for your time!

Sincerely,

Sycamore Park District
480 Airport Road
(815)-895-3365
www.sycamoreparkdistrict.com

SYCAMORE PARK DISTRICT SURVEY PRIZE ENTRY

To enter the prize drawing, detach and enclose this entry form: (These prizes are being furnished by RRC Associates)

Name _____ Email _____ OR

Daytime Phone _____

Return with your survey or separately to: RRC Associates, 4770 Baseline Road, Suite 360, Boulder, CO 80303

Five winners will be randomly selected to each receive a \$50 Visa gift card

To enter the drawing, simply follow the directions at the bottom of the page. Or, if you respond online, you will have the opportunity to enter the drawing after completing the survey.

Winners of the random drawing will be contacted by phone and/ or email.

Survey Instrument

Sycamore Park District Community Survey

Through a Community Survey conducted in 2019, residents of the Sycamore Community have identified neighborhood parks, trails, ball diamonds and soccer fields and the Sycamore Park District Community Pool as parks and facilities needing the most attention over the next five years. This survey has been sent to a random sampling of households and will take only 10-12 minutes to complete. We truly value your input!

1. Counting yourself, how many people in your household are?

Under age 5 _____	Ages 20-24 _____	Ages 55-64 _____
Ages 5-9 _____	Ages 25-34 _____	Ages 65-74 _____
Ages 10-14 _____	Ages 35-44 _____	Ages 75+ _____
Ages 15-19 _____	Ages 45-54 _____	

Walking, Hiking and Biking Trails

2. From the following list, please check ALL the projects you would support the Sycamore Park District doing over the next five years to maintain walking, hiking and biking trails.

____ (A) Rest areas (e.g., shade, water fountains, etc.)	____ (E) Directional signs
____ (B) Air pumping stations	____ (F) Safety (please list): _____
____ (C) Trail connections around the City	____ (G) Other: _____
____ (D) Crosswalks for trail connections	

3. Which TWO projects listed in Question #2 do you feel are the most important for you and members of your household? [Using the letters in the left-hand column of Question #2 above, please write in the letters below for your 1st and 2nd choices, or circle "NONE."]

1st: _____ 2nd: _____ NONE

Small Neighborhood Parks

4. From the following list, please check ALL the projects you would support the Sycamore Park District doing over the next five years to maintain neighborhood parks.

____ (A) Update security lighting	____ (D) Sports fields
____ (B) Improve flowers and shrubbery areas	____ (E) Improve shade areas
____ (C) Playground equipment	____ (F) Other: _____

5. Which TWO projects listed in Question #4 do you feel are the most important for you and members of your household? [Using the letters in the left-hand column of Question #4 above, please write in the letters below for your 1st and 2nd choices, or circle "NONE."]

1st: _____ 2nd: _____ NONE

12. Please indicate if YOU or any member of your HOUSEHOLD has a need for each type of Program or Activity listed below by circling YES or NO to the right of each type of Program or Activity.

If YES, please answer the questions to the right of the Program or Activity regarding "How well are your needs being met?" and "Did you participate in this program or activity during the past 12 months?" If NO, please go to the next type of program.

Type of Program or Activity		Do you have a need for this Program or Activity?		If yes, how well are your needs being met in the community? (Circle ONE response)				If Yes, did you participate in this Program or Activity during the past 12 months? (Circle ONE response)	
				Fully Met	Mostly Met	Partly Met	Not Met	Yes	No
A.	Special Events, i.e. festivals, concerts	Yes	No	4	3	2	1	Yes	No
B.	Pre-School Programs	Yes	No	4	3	2	1	Yes	No
C.	After School Child-Care Programs	Yes	No	4	3	2	1	Yes	No
D.	Learn to Swim Programs	Yes	No	4	3	2	1	Yes	No
E.	Water Fitness Classes	Yes	No	4	3	2	1	Yes	No
F.	½ Day Summer Camps	Yes	No	4	3	2	1	Yes	No
G.	Full-Day Summer Camps	Yes	No	4	3	2	1	Yes	No
H.	Cultural Arts Programs	Yes	No	4	3	2	1	Yes	No
I.	Performing Arts Programs	Yes	No	4	3	2	1	Yes	No
J.	Visual Arts Programs	Yes	No	4	3	2	1	Yes	No
K.	Tumbling/Gymnastics	Yes	No	4	3	2	1	Yes	No
L.	Team Sports (recreational)	Yes	No	4	3	2	1	Yes	No
M.	Team Sports (competitive)	Yes	No	4	3	2	1	Yes	No
N.	Individual Sports (tennis, etc.)	Yes	No	4	3	2	1	Yes	No
O.	Sports Training Camps/Clinics	Yes	No	4	3	2	1	Yes	No
P.	Adult Fitness Classes and Programs	Yes	No	4	3	2	1	Yes	No
Q.	Environment Education Programs	Yes	No	4	3	2	1	Yes	No
R.	Special Needs Programs/Activities	Yes	No	4	3	2	1	Yes	No
S.	Martial arts classes	Yes	No	4	3	2	1	Yes	No
T.	Lifelong Learning classes, i.e. photography, computers, etc.	Yes	No	4	3	2	1	Yes	No

13. Which FOUR of the programs from the list in Question #12 are *most important* to your household? [Using the letters in Question #12 above, please write in the letters below for your 1st, 2nd, 3rd, and 4th choices, or circle 'NONE'.]

1st: _____ 2nd: _____ 3rd: _____ 4th: _____ NONE

14. Did you or any member of your household visit the Sycamore Park District Community Center in 2019?
- ___ (1) Yes [please continue with answering Question #15]
 ___ (2) No [please go to Question #17]
15. Approximately how often did at least one member of your household use the Sycamore Park District Community Center in 2019. [Please Check ONE]
- ___ (01) Daily
 ___ (02) Several days a week
 ___ (03) 1 day a week
 ___ (04) Several days a month
 ___ (05) Several days a year
 ___ (06) None
16. From the following list please check ALL the program spaces and activities you have used at the Community Center.
- ___ (01) Basketball courts
 ___ (02) Volleyball courts
 ___ (03) Pickleball courts
 ___ (04) Indoor track
 ___ (05) Dance and aerobic studio
 ___ (06) Pathway Fitness Facility
 ___ (07) Fitness programs
 ___ (08) Fitness Assessments
 ___ (09) Other: _____
17. Approximately how many days did at least one member of your household use the Sycamore Park District Community Pool in 2019. If no one in your household used the pool in 2019, please check NONE.
- ___ (01) 75 days or more
 ___ (02) 50-74 days
 ___ (03) 25-49 days
 ___ (04) 10-24 day
 ___ (05) 1-9 days
 ___ (06) None
18. Over the past 10 years, the park district has spent \$500,000 for repairs/replacements/changes mandated by outside agencies at the district Swimming Pool. On an annual basis the park district has about \$350,000 available for maintenance and upkeep of 16 parks, the golf course, club house, all its pavilions, shelters, ball diamonds, sports fields, and the repair/upkeep replacement of park district facilities and equipment, roads and HVAC. If the Board is faced with additional large repair bills at our Swimming Pool how much of this \$350,000 would you want the park district to spend to keep the pool open?
- ___ (1) Under \$50,000
 ___ (2) \$50,000 to \$100,000
 ___ (3) \$100,001 to \$200,000
 ___ (4) \$200,001 to \$300,000
 ___ (5) All of the \$350,000
19. If you did not use the Sycamore Park District pool in the last 12 months, what would get you to use the pool in the future? [Check your TOP TWO that would make you return]
- ___ (01) If I have children/grandchildren
 ___ (02) If my doctor recommends it
 ___ (03) If I felt safer
 ___ (04) If a water slide was added
 ___ (05) If the rough decks were replaced
 ___ (06) If there was adult-only time at the pool
 ___ (07) If the bath house gets renovated
 ___ (08) If there was a baby pool that was more like a splash pad
 ___ (09) If a lazy river was added
 ___ (10) If there was more shade
 ___ (11) If there was teen-only time at the pool
 ___ (12) Other: _____

20. What is your gender? ____ (1) Male ____ (2) Female

21. What is your age? _____

22. How long have you lived in the Sycamore Park District?

____ (1) Under 5 years

____ (3) 11 to 20 years

____ (2) 5 to 10 years

____ (4) More than 20 years

Please share any additional comments regarding how the Sycamore Park District can continue providing parks, trails, facilities, programs, and other services to your household.

Thank you for your participation in this important survey of Sycamore Park District residents!

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 22, 2020

STAFF RECOMMENDATION

AGENDA ITEM: QUARTERLY CAPITAL FUNDS UPDATE: Information Only

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

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

Attached is that report.

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

STAFF RECOMMENDATION: Information only.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:

JEB

PROJECT	2020	YTD	YTD	Add.'l	Net	Estimated
	BUDGET	SPENT	SPENT	COMMITTED	SAVINGS	Finish Date
		In Progress	Completed	Still to Be Spent	Project Done	
Contingency	\$30,000					
PC Replacement/Upgrades	\$9,500	\$9,263		\$237		August
Sports Complex Concessions - 2019 remodel			\$2,822		-\$2,822	
Large Mower	\$78,000		\$79,575		-\$1,575	Apr
Greens Roller	\$15,300		\$14,724		\$576	May
Major Bridge #15	\$175,000	\$26,605		\$148,395		Fall/Winter 2020
Fairway Mower	\$47,500		\$50,814		-\$3,314	Apr
18th Tee Bank Restoration	\$16,000					Included in Bid for Major Bridge #15
Tree Planting	\$24,000		\$24,000		\$0	May
Tennis Court Resurfacing	\$15,200					Sept
Field 1 Backstop Net	\$9,000		\$4,940		\$4,060	Apr (received money from School District)
Old Shop HVAC	\$5,800		\$3,800		\$2,000	June
	\$425,300	\$35,868	\$180,675	\$148,632	-\$1,075	

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: September 22, 2020

STAFF RECOMMENDATION

AGENDA ITEM: Resolution 04-2020 and Local Assurance Document For Trail Project: Recommend Approval

BACKGROUND INFORMATION:

The first of two ACTION 2020 trail connection (Rte. 23 to Brickville Road) was completed in 2016 with the help of an IDOT Illinois Transportation Enhancement Program (ITEP) grant. The second trail connection (Sycamore Forest Preserve/Great Western Trail to Old Mill Park) has been broken into two segments. Segment 1 (Sycamore Forest Preserve to Page Street) was also supported by an ITEP grant and construction begins this October.

On August 21, 2020, the ITEP grant cycle opened once again and staff will submit an application to help support construction of the final segment (Page Street to Old Mill Park). The attached Resolution, 04-2020, and executed Local Assurance document will be submitted with our IDOT/ITEP Application – deadline November 2.

FISCAL IMPACT: The cost estimate for the entire project is \$1,917,155. With a successful grant, the Park District will be responsible for 20% of that cost, \$383,431.

STAFF RECOMMENDATION: I recommend approval of Resolution 04-2020 authorizing staff to submit a grant to IDOT for ITEP Funds to support the effort to execute the final segment in the Great Western Trail extension to Old Mill Park, and authorizing staff and the President to execute the local assurance documents for this purpose.

PREPARED BY: Sarah Rex, Recreation Supervisor

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

SR / SR

BOARD ACTION:

SYCAMORE PARK DISTRICT

RESOLUTION #04-2020

A RESOLUTION AUTHORIZING THE APPLICATION FOR

ILLINOIS DEPARTMENT OF TRANSPORTATION ENANCEMENT PROGRAM FUNDS

Great Western Trail Extension: Sycamore Forest Preserve to Old Mill Park—Segment 2/2

Sequence Number: 21062/Section Number 17-P4006-00-BT

WHEREAS, the Sycamore Park District; and

WHEREAS, the Board of Commissioners of the Sycamore Park District has determined that is reasonable, necessary, and desirable to develop a 1.6-mile-long trail segment from the new Sycamore Forest Preserve to Old Mill Park; and

WHEREAS, Segment 1 of the connection was supported by a 2018 ITEP Grant and an application for a continuation of this project would be opportune; and

WHEREAS, the Board of Commissioners wishes to continue this work by applying for an ITEP Grant to help with Engineering and Construction costs for Segment 2 of this, totally 0.47 miles with one bridge; and

WHEREAS, the Illinois Department of Transportation (IDOT) administers a federally financed grant program that provides funding assistance to local government agencies for community based projects that expand travel choices and enhance the transportation experience by improving the cultural, historic, aesthetic and environmental aspects of transportation culture commonly referred to as the Illinois Transportation Enhancement Program (ITEP); and

WHEREAS this project has support from the City of Sycamore, the Sycamore School District, and all of our local, state, and national elected officials; and

WHEREAS this project is part of the DSATS program of interest, and has been a long-standing component of the DeKalb County Greenways and Trails Plan; and

WHEREAS, this project will help CUSD #427 address safe routes to school challenges; and

WHEREAS, the Sycamore Park District may receive up to 80 percent reimbursement for eligible project costs and the remaining 20 percent is the responsibility of the Sycamore Park District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Sycamore Park District as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. Staff is hereby authorized to apply for the Illinois Transportation Enhancement Program, for the engineering, development, and construction of the "**Great Western Trail Extension: Sycamore Forest Preserve to Old Mill Park - Segment 2**" and the President of the Sycamore Park District Board of Commissioners is hereby authorized to sign the Illinois Transportation Enhancement

Program "Local Assurance Page" which is a part of said application and is attached hereto and made part of this Resolution as Exhibit 1.

3. The President, Executive Director, Finance Director and Attorney for the District are hereby authorized to take such actions as may be necessary to carry out the terms of said Local Assurance Page.
4. The Secretary is hereby directed to transmit certified copies of this Resolution to the Executive Director and the Director of Finance, and to any other parties needing/requesting the same.

PASSED AND APPROVED by the President and Board of Commissioners of Sycamore Park District this 22th day of September, 2020.

/SIGNATURE PAGE TO FOLLOW/

RESOLUTION #04-2020

Great Western Trail Extension: Sycamore Forest Preserve to Old Mill Park—Segment 2

ROLL CALL VOTE:

Commissioner Doty: _____

President/Commissioner Kroeger: _____

Commissioner Graves: _____

Vice President/Commissioner Schulz: _____

Commissioner Strack: _____

APPROVED:

President William Kroeger
September 22, 2020

ATTEST:

Secretary, Jonelle Bailey
September 22, 2020



Local Assurance

This page must be signed by a representative of the local sponsoring agency in order for the project to be considered for funding.

The project sponsor certifies that it is willing and able to manage, maintain, and operate the project as a highway authority eligible to receive federal funding. The project sponsor possesses legal authority to nominate the transportation enhancement project and to finance, acquire, and construct the proposed project. The sponsor authorizes the nomination of the transportation enhancement project, including all assurances contained therein. The sponsor authorizes the person identified below as the official project representative to act in connection with the nomination and to provide such additional information as may be required. The project sponsor affirms that, if selected, the project will commence within the time periods defined by the Sunset Clause (refer to Section I of the ITEP Guidelines Manual) and in accordance with departmental policies.

I certify that the information contained in this transportation enhancement application, including attachments, is accurate and that I have read and understand the information and agree to the assurances on this form.

Name: _____
Please print

Title: _____
Please print

Signature: _____ **Date:** _____

Name of Sponsoring Agency: _____