



Sycamore
PARK DISTRICT
Established 1923

**Sycamore Park District
Regular Board Meeting
Sycamore Park District Maintenance Shop
435 Airport Road
Sycamore, IL 60178
October 27, 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:

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

CONSENT AGENDA:

- 32. Superintendent of Finance Monthly Report**
- 63. Budget Report**
- 51. Superintendent of Recreation Monthly Report**
- 56. Superintendent of Golf Operations Monthly Report**
- 60. Superintendent of Parks and Facilities Monthly Report**
- 63. Executive Director Monthly Report**

CORRESPONDENCE- None

PUBLIC INPUT

- 65. Recognition of Instructors for 20 years of Service: Dave and Betty Polak**

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

AGENDA**October 27, 2020 6:00 PM****Page 2****MONTHLY REPORT: Jeff Donahoe, Superintendent of Parks and Facilities****OLD BUSINESS:****Park Naming--Bill****Update Regarding MMNH—Theresa****GW Trail Segment 1 Construction Update—Jeff****Bridge #4 Construction Update—Kirk****NEW BUSINESS:****66. Health Insurance Recommendation: Jackie****68. 2021 Golf Fees - Kirk****71. 2021 Facility Fees – Theresa****73. Resolution 04-2020 for IDOT Trail Grant – Sarah****77. Ordinance 06-2020 – Surplus Property - Jeff****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, September 22, 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 6:01 p.m. on Tuesday, September 22, 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 Graves, Strack and Kroeger.**

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

The following Sycamore Park District Commissioners are not physically present and will not be participating in the meeting: **Commissioners Doty and Schulz.**

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

Guests: None

**Regular and Consent Agenda Approval –
Motion**

Commissioner Strack moved to amend the agenda to move Agenda Item #75, Survey Findings Summary Report and Discussion to after Agenda Item #73, KSRA Report and then approve the Regular Agenda and the Consent Agenda as amended. Commissioner Graves seconded the Motion.

Voice Vote

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

At this time, Supt. of Recreation Tevsh noted that there is one correction to her previous Board Report. Kiwanis Club was listed for the Pumpkin Carving contest and it should be the Lions Club.

**Approval of Minutes –
Motion**

Commissioner Strack moved to approve the August 25, 2020 Regular Meeting Minutes. Commissioner Graves seconded the Motion.

Voice Vote

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

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Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$332,272.53.
 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 3-0. Commissioners Doty and Schulz were absent.

Correspondence –

- Wendy Swedberg Thank You – President Kroeger noted it was well set up and hats off to everyone that worked on it. It was nicely done.
- Bryan Henning – Splash Pad
- Stacie Graham – Splash Pad

Public Input

Positive Feedback – None

Monthly Report – Supt. of Recreation Tevsh introduced KSRA Director Dawn Shafer. Dawn gave a brief overview of what KSRA does for our community and she handed out their current brochure.

New Business –

Survey Findings Summary Report and Discussion – Sarah Rex noted she will run the power point and Ron Vine will be in the meeting via Zoom. She noted this is the second part of the two-part survey that wrapped up just as COVID was hitting. The information is very valuable as we move into planning of Sustaining the Legacy. She also noted there were two onsite meetings in Ron's original contract that did not happen. To adjust the contract, Ron is going to work with Jonelle and offer three to six months of additional consulting.

Ron Vine then went over the survey with the Board and staff. There was also discussion of the survey as Ron went over each slide. Sarah noted that once she receives the final version of the survey, she will put it on our transparency portal.

Old Business

Park Naming - President Kroeger noted he had sent out to the Board to get some feedback regarding this. He went through the list of areas for naming:

- North Grove Crossing** – he wants to keep on the agenda. Jonelle will start working with the homeowner's association on this.

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Park Naming – Cont'd

- **Renaming the current sports complex** – there have been discussions on this and there was some thought to renaming it Memorial Park. He noted it does not need to be decided on tonight. Commissioner Graves noted concern about removing Sports Complex from the name since it has been known as the Sports Complex for so long.
- **The New Soccer Complex** – President Kroeger noted we had a contest, and the results came back heavily for Ron Johnson Park. He then noted at one of our last meetings, it was brought up to possibly name the new baseball complex Ron Johnson since he was more involved with baseball. Commissioner Strack noted he is not sure about putting a personal name in the name of the sports complex or the soccer complex. President Kroeger asked that this be put on the next meeting agenda so the rest of the board can contribute. President Kroeger suggested talking to the Ron Johnson family that since Ron was involved with baseball, that we would like to reserve his name for the baseball complex. Director Bailey suggested Ron Johnson Memorial Sports Complex. This would include the memorial part of it, the sports complex so people know where it is and honoring someone that did baseball. We could possibly add a plaque honoring him at this location. She noted we call the new soccer area Riverside now. Then Supt. Donahoe suggested Riverside Soccer Complex. Director Bailey recommended calling the sports complex the Ron Johnson Memorial Sports Complex, and calling the soccer complex the Riverside Soccer Complex for now until we have someone we want to honor down the road. This will come back at the next meeting for final approval.
- **Entry Park** – President Kroeger noted this is the park at RT 64 that we did with the Forest Preserve. Supt. Donahoe noted staff now calls it the East Entry Park. It was decided to have more discussion on this later.

Update Regarding the MMNH – Supt. of Recr. Tevsh noted Blackhawk Movers and Weaver Construction are getting quotes together for the Burpee Museum in Rockford. This is all helping to move the majority of the stuff out of the Museum. Blackhawk and Weaver did the original work in getting the elephant and larger animals in the building. MMNH is constantly reminding Burpee the deadline to move the stuff is the end of the year.

Update on Transition Planning – President Kroeger asked Director Bailey to give the Board an update. Director Bailey noted it is going well. Dan and she have met a lot the first two weeks to get up to speed. There are more meetings scheduled and they will be going over the key people to meet list.

GW Trail Segment 1 Construction Update – Supt. of Parks Donahoe noted things are about to get going. He and Director Bailey met today with Chris from ERA, John from Civil, and Terry Hannon from the Forest Preserve to go over logistics, and timetables. They all walked the area today also. Supt. Donahoe then went over the approximate schedule and noted it is a great effort by all groups.

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Bridge #4 Construction Update – Supt. of Golf Ops. Lundbeck noted everything is on track at this point. He also noted that according to Wheeler, the bridge should be delivered the week of October 5th. They are saying they will have it done before Halloween, barring weather issues.

New Business

Proposal to Honor the Passing of Robert “Bob” Swedberg – Supt. of Parks Donahoe noted staff felt a sign over the door of the maintenance building would be best so everyone could see it. Supt. Donahoe noted we have advertised for the position now.

Motion

Commissioner Strack moved to approve the signage at the maintenance building.
 Commissioner Graves seconded the Motion.

Voice Vote

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

Quarterly Capital Funds Update - Supt. of Finance Hienbuecher noted this is just a report letting the board know where we are at this point.

ITEP Grant Resolution 04-2020 – Recr. Supervisor Sarah Rex noted the IDOT Enhancement Program Grant was used for the first Action 2020 Trail connection back in 2016. The Grant cycle opened up again the next year and we got the grant for the current segment that we are starting construction on now. The Grant cycle did not open up for a few years and we have been waiting to see what would happen this August. The Grant cycle did open, and we are getting ready to prepare the Grant application for the section of Paige Street to Old Mill Park. What is in front of the Board today is signatures needed, the Local Assurances, and the Resolution that is required for the application packet.

Motion

Commissioner Strack moved to approve Resolution 04-2020. 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 3-0. Commissioners Doty and Schulz were absent.

Public Input –

- Commissioner Strack noted he has someone interested in helping with a natural area at Old Mill Park in the future. Supt. of Parks Donahoe noted Brian Grainger had mentioned that to him also, and he will have our Naturalist Nicholas work with him on it.

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Public Input – Cont'd

- Commissioner Graves suggested the parcel that Commissioner Strack brought up at one of our last meetings be investigated a little more. He feels a dialogue needs to be opened up with the landowners.

Motion

The Board adjourned the Regular Session at 7:59 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Graves.

Roll Call Vote

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

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Finterim

FROM 09/23/2020 TO 10/20/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ACUSHNET	909609099	01 T300 IRONS GRAPHITE LADIES	501000001302	09/24/20	00004627	62468	10/16/20	192.08	192.08
		02 DISC INV 909609099	504000086602		00004627				196.00
									-3.92
ARTHU	ARTHUR CLESEN, INC.								192.08
	352757	01 CHEMICALS	504100076507	06/23/20		62441	10/02/20	575.00	575.00
BANN	BANNER UP SIGNS								575.00
	73139	01 GOLF COURSE SIGNS-BRIDGE	504100066405	10/02/20		62450	10/14/20	101.00	72.00
	73148	01 GOLF COURSE SIGNS - BRIDGE	504100066405	10/05/20		62450	10/14/20	101.00	72.00
BSN	BSN SPORTS								29.00
	909986144	01 Tennis Racquets	205550266216	09/16/20	00004708	62448	10/05/20	56.00	29.00
CARR	CARROT-TOP INDUSTRIES								101.00
	46833900	01 CC - FLAGS	207500066401	06/30/20		62442	10/02/20	98.15	56.00
CHICA	CHICAGO DISTRICT GOLF ASSOC.								98.15
	2116-202	01 CDGA - HANDICAP SERVICES	504000036127	10/05/20		62451	10/14/20	90.00	98.15
CINTA2	CINTAS CORP								90.00
	5034335357	01 1ST AID - CC STOCK	207500076513	10/07/20		62452	10/14/20	10.63	90.00
									10.63

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
CITY	CITY OF SYCAMORE							
SEPT 2020		01 CITY SALES TAX - CLUBHOUSE	303000116852	10/20/20	10/20/20	62477	294.00	294.00
		02 CITY SALES TAX - BEV CART	303100116852					160.00
		03 CITY SALES TAX - BB CONC	303300116852					16.00
		04 CITY SALES TAX - CATERING	303500116852					91.00
		05 CITY SALES TAX -VENDING	207500086650					23.00
								4.00
CMJ	CMJ TECHNOLOGIES, INC.						VENDOR TOTAL:	294.00
13056	01 DIRECTOR WORKSTATION		701000207004	09/14/20	09/24/20	62422	2,511.00	2,511.00
COMCAST							VENDOR TOTAL:	2,511.00
0468024-0920	01 INTERNET		101000096706	09/10/20	09/24/20	62423	665.04	665.04
	02 INTERNET		201000096706					174.18
	03 CABLE		207500096705					174.18
								316.68
0468024-1020	01 INTERNET		101000096706	10/10/20	10/20/20	62478	659.48	659.48
	02 INTERNET		201000096706					168.04
	03 CABLE		207500096705					168.04
								323.40
0468768-1020	01 CABLE		303000096705	09/25/20	10/16/20	62471	142.86	142.86
	02 CABLE		504000096705					71.43
								71.43
COMMONWEALTH EDISON							VENDOR TOTAL:	1,467.38
100520	01 FOUNDERS PARK		101500096702	10/05/20	10/16/20	62472	249.43	249.43
	02 BOYNTON PARK		101500096702					22.27
	03 KIWANIS PARK		101500096702					16.34
	04 EMIL CASSIER PARK		101500096702					40.77
	05 SYCAMORE LAKE		101500096702					21.08
	06 GOOD TYMES SHELTER		101500096702					26.12
	07 WETZEL PARK		101500096702					28.05
	08 ENTRY PARK		101500096702					40.87
	09 SOCCER COMPLEX		101500096702					24.82
								29.11

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	MMNH-0920	01 MUSEUM	202500076500	10/16/20		62473	10/16/20	183.39	183.39
	CONSERV FS							VENDOR TOTAL:	432.82
	121013434	01 DIESEL - GOLF	504100076515	07/14/20		62465	10/14/20	2,123.32	551.10
		02 DIESEL - PARKS	101500076515						99.93
		03 DIESEL - SC	202100076515						353.57
	121013435	01 GASOLINE - GOLF	504100076515	07/14/20		62465	10/14/20	2,123.32	487.64
		02 GASOLINE - PARKS	101500076515						67.91
		03 GASOLINE - SC	202100076515						161.60
		04 GASOLINE - TRUCKS	101500076515						16.33
	121013437	01 GASOLINE-OLD SHOP	504100076515	07/23/20		62465	10/14/20	2,123.32	241.80
	121013507	01 DIESEL - GOLF	504100076515	07/31/20		62465	10/14/20	2,123.32	487.06
		02 DIESEL -PARKS	101500076515						487.06
		03 DIESEL -SC	202100076515						398.13
	121013508	01 GASOLINE - GOLF	504100076515	07/31/20		62465	10/14/20	2,123.32	124.49
		02 GASOLINE - PARKS	101500076515						235.62
		03 GASOLINE - SC	202100076515						38.02
		04 GASOLINE - TRUCKS	101500076515						199.39
	DEKALCK DEKALB COUNTY CLERK RECORDERS							VENDOR TOTAL:	2,123.32
	NOTARY COMM								54.95
	01 NOTARY COMMISSION - JF		101000046204	10/14/20		62453	10/14/20	10.00	10.00
	02 NOTARY COMMISSION - JH		101000046204						5.00
	DEKAM DEKALB MECHANICAL INC							VENDOR TOTAL:	10.00
	77933	01 RTU#2 WHEEL BELT, SOLENOID	207500056300	09/21/20		62443	10/02/20	766.41	766.41
		02 LABOR	207500056300						216.41
									550.00

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

DEKSYC DEKALB SYCAMORE CHEVROLET
 449047
 01 GMC TRUCK ENGINE-LEAK REPAIRS 504100066402 09/25/20 62444 10/02/20 3,822.95 3,822.95
 02 CAB MOUNT REPL-PLUG WIRE REPL 504100066403 637.15
 03 CAB MOUNT REPL-PLUG WIRE REPL 101500066402 637.15
 04 CAB MOUNT REPL-PLUG WIRE REPL 101500066403 637.15
 05 CAB MOUNT REPL-PLUG WIRE REPL 202100066402 637.15
 06 CAB MOUNT REPL-PLUG WIRE REPL 202100066403 637.20
 VENDOR TOTAL: 766.41

DISCOVER DISCOVER YOUR HOMETOWN
 22222 01 FALL AD 101200046208 10/14/20 62454 10/14/20 375.00 375.00
 VENDOR TOTAL: 375.00

ELM REX ELM REX, SARAH
 REIMB 10-1-20
 01 GIFTS INSTRUCTORS 101200046214 10/01/20 62445 10/02/20 49.86 49.86
 02 PLANNING BOOK 207500046200 30.98
 18.88
 VENDOR TOTAL: 375.00

EUCL EUCLID BEVERAGE LTD.
 W-2569799
 01 COORS LIGHT 303000086634 09/11/20 62424 09/24/20 521.00 521.00
 02 MILLER LITE 303000086634 161.00
 03 HEINEKEN 303000086634 60.00
 04 KEG 303000086634 134.00
 05 DELIVERY 303000086634 5.00
 VENDOR TOTAL: 49.86

FINN FINNEX'S ELECTRIC
 23324 01 BALLFIELD LIGHT REPAIR 202100076526 09/21/20 62425 09/24/20 279.09 132.00
 23325 01 MUSUEM PHOTO EYE REPL-REPAIR 202500056300 09/21/20 62425 09/24/20 279.09 147.09
 147.09
 VENDOR TOTAL: 279.09

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
FRONTIER	FRONTIER								
	0670-090720			09/07/20		62474	10/16/20	1,335.06	593.46
	01 ADMIN		101000096700						296.23
	02 ADMIN		201000096700						297.23
	0670-100720			10/01/20		62474	10/16/20	1,335.06	591.00
	01 ADMIN		101000096700						295.50
	02 ADMIN		201000096700						295.50
	48185-092220			09/22/20		62474	10/16/20	1,335.06	150.60
	01 MAINT		101500096700						75.30
	02 MAINT		504100096700						75.30
FUNEXP	FUN EXPRESS						VENDOR TOTAL:	1,335.06	
	700852965-01			01/14/20		62469	10/16/20	146.45	146.45
	01 DADDY DAUGHTER SUPPLIES		206095036216						73.22
	02 BIRTHDAY PARTY SUPPLIES		205011956216						73.23
GRAI	GRAINGER						VENDOR TOTAL:	146.45	
	9656763969			09/18/20		62426	09/24/20	84.56	84.56
	01 BBB LIGHTS-PARTS-CAPICITORS		202500056300						84.56
GROUPPL	GROUP PLAN SOLUTIONS						VENDOR TOTAL:	84.56	
	2341			10/07/20		62479	10/20/20	159.50	159.50
	01 FSA-AUG/SEPT/OCT		101000106801						79.75
	02 FSA-AUG/SEPT/OCT		201000106801						79.75
HARRG	HARRIS GOLF CARS SALES & SERVI						VENDOR TOTAL:	159.50	
	02-268980			09/22/20		62455	10/14/20	523.85	208.50
	01 GOLF CART REPAIRS		504000066409						208.50
	02-269802			10/02/20		62455	10/14/20	523.85	315.35
	01 GOLF CART REPAIR		504000066409						315.35
ILLIN	ILLINI SECURITY SYSTEMS, INC.						VENDOR TOTAL:	523.85	
	35129			09/15/20		62427	09/24/20	498.75	195.00
	01 MMNH FIRE 10/20-1/19		202500056300						195.00

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35140	01	CH ARLARM 10/15-1/14	201000056300	09/15/20		62427	09/24/20	498.75	303.75 303.75
KISH		KISHWAUKEE SPECIAL RECREATION						VENDOR TOTAL:	498.75
2020-5	01	2020 CONTRIBUTION	221000116855	09/18/20		62428	09/24/20	41,368.72	41,368.72 41,368.72
LE PRINT		LE PRINT EXPRESS						VENDOR TOTAL:	41,368.72
32295	01	OVITZ PARK - BRIDGE	101000046203	07/14/20		62446	10/02/20	67.50	56.50 56.50
32449	01	OVITZ PARK	101000046203	08/11/20		62446	10/02/20	67.50	11.00 11.00
MIDWESTIR		MIDWEST IRRIGATION LLC						VENDOR TOTAL:	67.50
4	01	IRRIGATION INSTALL	711000207041	08/04/20		62429	09/24/20	152,453.00	152,453.00 152,453.00
MOBILE		MOBILE PRO SHOP						VENDOR TOTAL:	152,453.00
107466	01	PLASTIC FLY TEES	501000001306	06/22/20		62466	10/14/20	629.79	629.79 511.20 98.40 20.19
NEWV		NEW VALUES MAGAZINE						VENDOR TOTAL:	629.79
4599-2ND ONE	01	VALUES AD OCT 2020	101200046208	09/18/20		62470	10/16/20	350.00	350.00 350.00
NICOR		NICOR GAS						VENDOR TOTAL:	350.00
092920	01	MAINT BLDG	101500096703	10/16/20		62475	10/16/20	612.04	612.04 90.31 90.30 258.01 38.82 33.52

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SYCAMORE PARK DISTRICT
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092920		06 ADMIN	201000096703	10/16/20		62475	10/16/20	612.04	612.04
		07 PRO SHOP	504000096703						33.52
		08 CLUBHOUSE	303000096703						14.37
		09 PUMP HOUSE	504100096703						14.37
									38.82
MMNH-0920		01 MUSEUM	202500076500	09/30/20		62476	10/16/20	137.48	137.48
									137.48
OCIMAGE		OC CREATIVE, INC.						VENDOR TOTAL:	749.52
1435		01 INTRO VIDEO OF JONELLE	101200046214	09/25/20	00004707	62447	10/02/20	950.00	950.00
									950.00
PEPSI		PEPSI COLA GEN. BOT.						VENDOR TOTAL:	950.00
25710406		01 BOTTLE WATER	303000086631	09/11/20		62430	09/24/20	657.72	657.72
		02 20 OZ BOTTLE POP	303000086631						172.80
		03 5GAL BIB	303000086630						78.12
		04 3 GAL BIB	303300086630						250.20
									156.60
37958504		01 BOTTLE WATER	303000086631	09/25/20		62457	10/14/20	353.20	353.20
		02 GATORADE	303000086631						72.00
		03 BOTTLE POP	303000086631						93.52
		04 5GAL BIB	303300086630						52.08
		05 3GAL BIB	303300086630						83.40
									52.20
PERFOR		PERFORMANCE FOOD GROUP						VENDOR TOTAL:	1,010.92
6471370		01 BKDBNS/PTOSLD/STEAK/DELIVERY	303500086640	09/10/20	00004699	62432	09/24/20	1,562.88	674.45
									674.45
6472109		01 POPCORN	303300086621	09/24/20		62432	09/24/20	1,562.88	356.99
		02 GATORADE	303000086631						23.78
		03 TORTILLA CHIPS	303300086620						145.65
		04 SOFT PRETZELS	303300086619						19.62
		05 HOT DOGS	303000086615						86.16
		06 GATORADE COUPON	303000086631						104.28
		07 DELIVERY	303300076500						-28.00
									5.50

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
6478996		01 GATORADE	303000086631	09/18/20	00004697	62432	09/24/20	1,562.88	531.44
		02 TORTILLA CHIPS	303000086620		00004697				86.48
		03 SOFT PRETZELS	303000086619		00004697				39.24
		04 SHREDED CHEESE	303000086616		00004697				57.44
		05 HOT DOGS 6/1	303000086615		00004697				60.57
		06 HAMBURGERS	303000086613		00004697				208.56
		07 PAPER TOWELS	303300076550		00004697				64.54
		08 GATORADE COUPON	303000086631		00004697				25.11
		09 DELIVERY	303000076500		00004697				-16.00
									5.50
PRIN		PRINCIPAL LIFE GROUP						VENDOR TOTAL:	1,562.88
	OCT 2020			10/05/20		62449	10/05/20	1,370.70	1,370.70
		01 DENTLA INS PREM	101000106801						234.36
		02 DENTLA INS PREM	101500106801						87.45
		03 DENTLA INS PREM	504100106801						98.53
		04 DENTLA INS PREM	504000106801						106.55
		05 DENTAL INS PREM	201000106801						358.64
		06 DENTAL INS PREM	202100106801						330.69
		07 DENTAL INS PREM	207500106801						133.18
		08 DENTAL INS PREM	303000106801						21.30
RINGEN		RINGCENTRAL INC.						VENDOR TOTAL:	1,370.70
	CD_0001067015			09/22/20		62458	10/14/20	907.40	907.40
		01 PHONE SERVICE	101000096700						453.70
		02	201000096700						453.70
SOU		SOUTHERN GLAZER'S WINE SPIRITS						VENDOR TOTAL:	907.40
	3327241			09/22/20		62459	10/14/20	724.30	724.30
		01 VODKA	303000086636		00004712				248.50
		02 BACARDI RUM	303000086636		00004712				232.00
		03 CHERRY VODKA	303000086636		00004712				119.80
		04 CUCUMBER VODKA	303000086636		00004712				120.00
		05 DELIVERY	303000086636		00004712				4.00
STAPLES		STAPLES BUSINESS ADVANTAGE						VENDOR TOTAL:	724.30
	3456379961-BALANCE			10/14/20		62467	10/14/20	5.58	5.58
		01 BAL DUE	101000046200						5.58

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
3458488197		01 STAPLER - CC	207500046200	10/01/20		62460	10/14/20	179.87	126.26
		02 GARBAGE BAGS - CC	207500076510						8.29
		03 GARBAGE BAGS - CH	303000076510						24.89
		04 GARBAGE BAGS - CC	207500076510						24.89
		05 PAPER TOWELS - CC	207500076510						33.55
		06 TAPE - POST ITS	101000046200						18.19
		07 TAPE - POST ITS	201000046200						8.22
									8.23
3458488200		01 BOWL CLEANER - CC	207500076510	10/03/20		62460	10/14/20	179.87	19.14
									19.14
3458488202		01 MICRO FIBER CLOTHS - CC	207500076510	10/03/20		62460	10/14/20	179.87	34.47
									34.47
SUP		SUPERIOR BEVERAGE						VENDOR TOTAL:	185.45
221109		01 BUD LIGHT	303000086634	09/16/20		62433	09/24/20	210.10	210.10
		02 BUSCH LIGHT	303000086634						158.50
		03 MICHELOB ULTRA	303000086634						29.10
		04 DELIVERY	303000086634						17.50
									5.00
SWEDELEC		SWEDEBERG ELECTRIC INC.						VENDOR TOTAL:	210.10
9679		01 CC LIGHT REPAIR-OUTDOOR	207500056300	09/17/20		62434	09/24/20	115.00	115.00
									115.00
SYCKIWAN		SYCAMORE KIWANIS CLUB						VENDOR TOTAL:	115.00
		PUMPKIN ROL'DOWN							
		01 REIMBURSE KIWANIS	206194046216	10/20/20		62480	10/20/20	710.00	710.00
									710.00
T0000024		DOBBERSTEIN, MELISSA						VENDOR TOTAL:	710.00
		TIPS - 9/20 OUTING							
		01 TIPS FROM 9/20/20 OUTING	303500003090	10/14/20		62461	10/14/20	166.00	166.00
									166.00
T0000847		HORST, PHYLLIS						VENDOR TOTAL:	166.00
		GHOST STORY							
		01 GHOST STORY	206194046128	10/13/20		62462	10/14/20	100.00	100.00
									100.00

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

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T0001608 FURST, JAMIE 100.00 VENDOR TOTAL:

REIMBURSEMENT 01 REIMB - PUMPKIN ROL'DOWN EVENT 206194046216 10/20/20 62481 10/20/20 9.14 9.14

UNUM LIFE INSURANCE 9.14 VENDOR TOTAL:

OCT 2020 101000106801 323.08
 01 STD INS PREM 45.33
 02 STD INS PREM 25.05
 03 STD INS PREM 22.20
 04 STD INS PREM 14.80
 05 STD INS PREM 111.38
 06 STD INS PREM 12.62
 07 STD INS PREM 81.59
 08 STD INS PREM 10.11

SEPT 2020 101000106801 323.08
 01 STD INS PREM 45.33
 02 STD INS PREM 25.05
 03 STD INS PREM 22.20
 04 STD INS PREM 14.80
 05 STD INS PREM 111.38
 06 STD INS PREM 81.59
 07 STD INS PREM 12.62
 08 STD INS PREM 10.11

VISACA VISA CARDMEMBER SERVICE 646.16 VENDOR TOTAL:

090920 09/09/20 62437 09/24/20 4,532.17 4,532.17
 01 TRACTOR TIRE 101500066402 349.38
 02 ROUGH MOWER TIRE 504100066403 63.48
 03 CHIPPER HITCH JACK 101500066402 112.88
 04 SHOP TIRES 202100066402 24.31
 05 SHOP TIRES 202100066402 209.37
 06 SHOP TIRES 101500066402 209.37
 07 EARPLUGS 101500076514 43.16
 08 GCSAA ANNUAL DUES 101000046204 400.00
 09 NRPA ANNUAL DUES 101000046204 437.50
 10 NRPA ANNUAL DUES 201000046204 437.50
 11 BOYNTON PLAYGROUND REPAIR 101500066407 337.81
 12 DATA PLAN - 2 MOS 504100096700 98.01
 13 DATA PLAN - 2 MOS 303000096700 196.02
 14 MICROPHONE-CABLES-MIXER 504000076500 377.12

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SYCAMORE PARK DISTRICT
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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	090920			09/09/20		62437	09/24/20	4,532.17	4,532.17
		15 PGA DUES	101000046204						736.00
		16 REC STAFF/GA LUNCH	201000046213						53.99
		17 SPOTIFY FOR CC	207500076500						9.99
		18 HOT DOG BUNS	303000086615		00004661				8.50
		19 LETTUCE/TOMATOES/ONIONS	303000086629		00004661				7.85
		20 TAX	303000076500		00004661				0.16
		21 POPCORN SEED	303300086621		00004669				8.49
		22 TAX	303300086621		00004669				0.08
		23 POPCORN SALT/OIL	303300086621		00004668				22.95
		24 MAGNETIC WHITEBOARD	101000046200		00004668				65.15
		25 MAGNETIC WHITEBOARD	201000046200		00004668				65.14
		26 FACEBOOK ADS	101200046209		00004668				44.08
		27 ADOBE	101000046206		00004668				15.93
		28 TOURNAMENT PRIZES	205550266216		00004668				40.00
		29 FINGERPRINTING	201000056305		00004668				29.00
		30 FINGERPRINTING	101000056305		00004668				29.00
		31 FOOD HANDLER/BASSETT	201000046207		00004668				17.00
		32 FOOD FOR MEETINGS	101000046212		00004668				35.98
		33 FOOD FOR MEETINGS	201000046212		00004668				35.98
		34 CHRONICLE ACCESS	101200046214		00004668				10.99

VENDOR TOTAL: 4,532.17

WALM WALMART COMMUNITY/RFCSELLC

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	091620			09/16/20		62440	09/24/20	579.61	579.61
		01 COOKIES/CHIPS/PLATES	303500086640		00004667				17.92
		02 EGGS	303000086610		00004667				0.96
		03 BAGELS	303000086610		00004667				6.16
		04 CREAMER	303000086632		00004667				6.26
		05 ONIONS/MARINARA SAUCE	303000086629		00004667				6.88
		06 TOMATO JUICE	303000086636		00004667				3.94
		07 BREAD	303000086612		00004667				5.84
		08 HOT DOG BUNS	303000086615		00004667				17.60
		09 BAKED BEANS/POP	101000046212		00004666				12.72
		10 BAKED BEANS/POP	201000046212		00004666				12.72
		11 CHIPS/PLATES/EGGS/FROSTING	101000046212		00004674				9.03
		12 CHIPS/PLATES/EGGS/FROSTING	201000046212		00004674				9.03
		13 SOUR CREAM/TOMATOES/LETTUCE	303000086629		00004674				5.76
		14 HAMBURGER BUNS	303000086613		00004674				5.28
		15 HOT DOG BUNS	303000086615		00004674				21.12
		16 HOT DOG BUNS	303000086615		00004696				17.60
		17 CANDY	303000086624		00004703				170.90
		18 MUFFINS	303000086611		00004703				16.75
		19 CHIPS	303000086622		00004703				40.44
		20 GOLDFISH	303000086618		00004703				9.98
		21 COOKIES	303000086618		00004703				12.58
		22 CRACKERS	303000086618		00004703				13.96

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
091620				09/16/20		62440	09/24/20	579.61	579.61
		23 GRANOLA BARS	303000086618		00004703				12.78
		24 TAKIS	303000086618		00004703				12.18
		25 HOT CHOCOLATE	303300086632		00004703				14.56
		26 RED BULL	303000086631		00004703				33.98
		27 STRAWS	303300076550		00004703				11.98
		28 NACHO TRAYS	303300076550		00004703				8.98
		29 PAPER PLATES	303500086640		00004703				16.98
		30 SOAR SNACKS	205011016216		00004703				40.17
		31 COUPON COOKIES	303000086618		00004703				-2.00
		32 COUPON GOLDFISH	303000086618		00004703				-2.00
		33 DISH DETERGENT	303000076551		00004700				4.93
		34 CRANBERRY JUICE	303000086636		00004700				3.64
		35 CORRECT AMOUNT	** COMMENT **		00004700				0.00

VENDOR TOTAL: 579.61

WAREHOUSE DIRECT BUSINESS

4784757-0		01 TRIFOLD TOWELS - CC	2075000076510	10/02/20		62463	10/14/20	113.88	113.88
		02 TRIFOLD TOWELS - CH	3030000076510						56.94

VENDOR TOTAL: 113.88
 TOTAL --- ALL INVOICES: 226,036.10

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

New

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ADVANCE ADVANCE AUTO PARTS								
2454-431768	08/27/20	01	OIL FOR GOLF CARTS	504000066409			10/21/20	94.56
			INVOICE TOTAL:					94.56
2454-432469	09/08/20	01	MOWER SWITCH	504100066402	00004686		10/21/20	9.01
			INVOICE TOTAL:					9.01
2454-432471	09/08/20	01	2003 GMC OIL, FILTERS	101500066402			10/21/20	23.91
			INVOICE TOTAL:					23.91
2454-432472	09/08/20	01	WASHER FLUID	101500066402			10/21/20	16.50
			INVOICE TOTAL:					16.50
2454-432730	09/11/20	01	TRUCK DOME LIGHT	101500066402	00004684		10/21/20	9.79
			INVOICE TOTAL:					9.79
			VENDOR TOTAL:					153.77
ADVANCE ADVANCED TURF SOLUTIONS								
S0874605	10/07/20	01	GOLF SNOW MOLD FUNGICIDE	504100076507			10/21/20	3,191.48
			INVOICE TOTAL:					3,191.48
			VENDOR TOTAL:					3,191.48
AFLAC AFLAC								
853691	10/12/20	01	AFLAC - PRE TAX	101000002006			10/21/20	568.70
		02	AFLAC - AFTER TAX	101000002007				37.20
			INVOICE TOTAL:					605.90
			VENDOR TOTAL:					605.90
AIRGAS AIRGAS USA LLC								
9973859629	09/30/20	01	WELDING TANK RENTAL	101500066401			10/21/20	31.40
			INVOICE TOTAL:					31.40
			VENDOR TOTAL:					31.40

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
NCEL ANCEL GLINK, P.C.								
78477	10/14/20	01	CORPORATE MATTERS	101000036120			10/21/20	53.75
							INVOICE TOTAL:	53.75
							VENDOR TOTAL:	53.75
INTA CINTAS CORPORATION #355								
4061304819	09/11/20	01	RAG & RUG SERVICE	207500056301			10/21/20	41.48
							INVOICE TOTAL:	41.48
4061304839	09/11/20	01	RAG & RUG SERVICE	201000056301			10/21/20	13.19
							INVOICE TOTAL:	13.19
4061304850	09/11/20	01	RAG & RUG SERVICE	101500056301			10/21/20	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
4062037388	09/18/20	01	RAG & RUG SERVICE	201000056301			10/21/20	13.19
							INVOICE TOTAL:	13.19
4062037431	09/18/20	01	RAG & RUG SERVICE	207500056301			10/21/20	41.48
							INVOICE TOTAL:	41.48
4062037492	09/18/20	01	RAG & RUG SERVICE	101500056301			10/21/20	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
4062668237	09/25/20	01	RAG & RUG SERVICE	207500056301			10/21/20	41.48
							INVOICE TOTAL:	41.48
4062668238	09/25/20	01	RAG & RUG SERVICE	201000056301			10/21/20	13.19
							INVOICE TOTAL:	13.19

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA CINTAS CORPORATION #355								
4062668264	09/25/20	01	RAG & RUG SERVICE	101500056301			10/21/20	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
4063320811	10/02/20	01	RAG & RUG SERVICE	207500056301			10/21/20	41.48
			INVOICE TOTAL:					41.48
4063320957	10/02/20	01	RAG & RUG SERVICE	201000056301			10/21/20	13.19
			INVOICE TOTAL:					13.19
4063321053	10/02/20	01	RAG & RUG SERVICE	101500056301			10/21/20	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
4063960337	10/09/20	01	RAG & RUG SERVICE	201000056301			10/21/20	13.19
			INVOICE TOTAL:					13.19
4063960339	10/09/20	01	RAG & RUG SERVICE	101500056301			10/21/20	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
4063960363	10/21/20	01	RAG & RUG SERVICE	207500056301			10/21/20	41.48
			INVOICE TOTAL:					41.48
4064633091	10/16/20	01	RAG & RUG SERVICE	207500056301			10/21/20	41.48
			INVOICE TOTAL:					41.48
4064633119	10/16/20	01	RAG & RUG SERVICE	201000056301			10/21/20	13.19
			INVOICE TOTAL:					13.19

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
INTA CINTAS CORPORATION #355								
4064633183	10/16/20	01	RAG & RUG SERVICE	1015000056301			10/21/20	10.16
		02	RAG & RUG SERVICE	5041000056301				10.15
		03	RAG & RUG SERVICE	2010000056301				4.25
		04	RAG & RUG SERVICE	1010000056301				4.25
								28.81
								500.88
INTA2 CINTAS CORP								
8404843522	10/09/20	01	1ST AID STOCK - MAINT	1015000076513			10/21/20	6.10
		02	1ST AID STOCK - CONC	1010000076500				62.45
		03	1ST AID STOCK - SERVICE CHARGE	1010000076500				5.63
								74.18
								74.18
CMJ CMJ TECHNOLOGIES, INC.								
13155	10/16/20	01	MONITOR ARM	1010000046200			10/21/20	364.00
								364.00
13223	10/02/20	01	MONTHLY SERVICES	1010000056304			10/21/20	421.50
		02	MONTHLY SERVICES	2010000056304				421.50
								843.00
								1,207.00
CONS CONSERV FS								
121013886	09/28/20	01	GASOLINE - OLD TANK 4	5041000076515			10/21/20	375.88
								375.88
121013988	10/07/20	01	GASOLINE - OLD TANK 4	5041000076515			10/21/20	708.40
								708.40
121013989	10/06/20	01	DIESEL - GOLF	5041000076515			10/21/20	152.26

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
121013989	10/06/20	02	DIESEL - PARKS	101500076515			10/21/20	609.68
		03	DIESEL - SC	202100076515				124.06
							INVOICE TOTAL:	886.00
121013990	10/06/20	01	GASOLINE - GOLF	504100076515			10/21/20	109.69
		02	GASOLINE - PARKS	101500076515				178.95
		03	GASOLINE - SC	202100076515				95.83
		04	GASOLINE - TRUCKS	101500076515				438.75
							INVOICE TOTAL:	823.22
40010339	10/02/20	01	BALLFIELD MOUND CLAY	202100076533			10/21/20	172.10
							INVOICE TOTAL:	172.10
40010409	10/13/20	01	TUBE GREASE FOR EQUIPMENT	101500076515			10/21/20	135.30
							INVOICE TOTAL:	135.30
							VENDOR TOTAL:	3,100.90
DEKA	DEKALB LAWN & EQUIPMENT CO.							
74666	10/01/20	01	THROTTLE CABLE-GREENS MOWER	504100066403			10/21/20	94.48
							INVOICE TOTAL:	94.48
							VENDOR TOTAL:	94.48
DOGWASTE	DOG WASTE DEPOT							
370988	10/14/20	01	DOG PARK BAGS	101500076540			10/21/20	108.89
							INVOICE TOTAL:	108.89
							VENDOR TOTAL:	108.89
DOTY	DOTY & SON CONCRETE PRODUCTS							
66828	10/06/20	01	BENCH BOARDS ENGRAVINGS-GOLF	504100076500			10/21/20	180.00
							INVOICE TOTAL:	180.00
							VENDOR TOTAL:	180.00

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CO	ECOWATER SYSTEMS, INC.							
130856-1020	10/03/20	01	SALT- 2 MOS	1010000056300			10/21/20	40.25
		02	SALT- 2 MOS	2010000056300				40.25
			INVOICE TOTAL:					80.50
			VENDOR TOTAL:					80.50
NCAP	ENCAP, INC							
6566	09/16/20	01	TALL GRASS PRAIRIE	711000207040			10/21/20	1,500.00
			INVOICE TOTAL:					1,500.00
			VENDOR TOTAL:					1,500.00
NGIN	ENGINEERING RESOURCE ASSOC							
160910.P1.26	09/23/20	01	GWT PHASE 1 ENG	711000207039			10/21/20	397.34
			INVOICE TOTAL:					397.34
			VENDOR TOTAL:					397.34
RAI	GRAINGER							
9675531561	10/06/20	01	BUILDING BULBS - SHOP	101500066401			10/21/20	52.20
			INVOICE TOTAL:					52.20
9687041005	10/16/20	01	UBEND BULBS - CLUBHOUSE	101000066401			10/21/20	68.88
			INVOICE TOTAL:					68.88
			VENDOR TOTAL:					121.08
HARR	HARRIS COMPUTER SYSTEMS							
MN0004267	08/31/20	01	MSI ANNUAL MAINT	101000001102			10/21/20	142.69
		02	MSI ANNUAL MAINT	101000046206				5,736.54
			INVOICE TOTAL:					5,879.23
			VENDOR TOTAL:					5,879.23

HARRELL HARRELL'S LLC

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
HARRELL	HARRELL'S LLC							
1426021	10/16/20	01	GRUB CONTROL	504100076507			10/21/20	46.50
							INVOICE TOTAL:	46.50
							VENDOR TOTAL:	46.50
HARRG	HARRIS GOLF CARS SALES & SERVI							
02-270232	10/12/20	01	GOLF CART REPAIR	504000066409			10/21/20	967.77
							INVOICE TOTAL:	967.77
							VENDOR TOTAL:	967.77
ILLIN	ILLINI SECURITY SYSTEMS, INC.							
35154	09/15/20	01	ANNUAL INSPECT INTRUSION	207500056300			10/21/20	275.00
							INVOICE TOTAL:	275.00
35156	09/15/20	01	ANNUAL INSPECT CCTV	207500056307			10/21/20	250.00
							INVOICE TOTAL:	250.00
35279	10/15/20	01	CC - FIRE 11/19-2/18	207500056300			10/21/20	195.00
							INVOICE TOTAL:	195.00
35280	10/15/20	01	CC ELEVATOR 11/19-2/18	207500056300			10/21/20	75.00
							INVOICE TOTAL:	75.00
							VENDOR TOTAL:	795.00
INTEG	INTEGRA BUSINESS SYSTEMS, INC.							
INV95695	10/01/20	01	COPIER/PRINTER - ADMIN	101000056304			10/21/20	30.58
		02	COPIER/PRINTER - ADMIN	201000056304				30.58
							INVOICE TOTAL:	61.16
INV95696	10/01/20	01	COPIER/PRINTER - CC	101000056304			10/21/20	47.26
		02	COPIER/PRINTER - CC	201000056304				47.26
							INVOICE TOTAL:	94.52

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
NTEG INTEGRA BUSINESS SYSTEMS, INC.								
INV95697	10/01/20	01	COPIER/PRINTER - MAINT	101000056304			10/21/20	13.13
		02	COPIER/PRINTER - MAINT	201000056304				13.12
								INVOICE TOTAL: 26.25
								VENDOR TOTAL: 181.93
.OWE LOWE'S								
903103-FOBRNJ	08/28/20	01	WOOD, SUPPLIES CHIPPER BOX	101500076500	00004682		10/21/20	271.40
								INVOICE TOTAL: 271.40
903201-FPWVFG	09/11/20	01	WOOD SEALER, CHIPPER BOX	101500076500	00004679		10/21/20	101.49
								INVOICE TOTAL: 101.49
903289-FQVXAN	09/18/20	01	3M TOUGH DUCT TAPE	101500076500			10/21/20	13.26
								INVOICE TOTAL: 13.26
903538-FOIIJUV	08/31/20	01	BOLTS - SHOP	101500076500			10/21/20	39.88
								INVOICE TOTAL: 39.88
903844-FPJFJUP	09/08/20	01	WOOD, CANS, EASTERNERS PARKS	101500066404	00004681		10/21/20	73.51
								INVOICE TOTAL: 73.51
903858-FRCRQL	09/21/20	01	CABLE TIES ETC SHOP, PARKS	101500066404			10/21/20	61.66
								INVOICE TOTAL: 61.66
903953-FRHGXN	09/22/20	01	ROAD PATCH	101500066406			10/21/20	55.30
								INVOICE TOTAL: 55.30
								VENDOR TOTAL: 616.50
IART MARTENSON TURF PRODUCTS								
78556	09/28/20	01	STRAW SEED BLNKT-GOLF	504100076500			10/21/20	22.75
								INVOICE TOTAL: 22.75
								VENDOR TOTAL: 22.75

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MENARDS - SYCAMORE								
35694	10/05/20	01	LAUNDRY SOAP, INFLATE NEEDLES	207500076510	00004711		10/21/20	18.98
			INVOICE TOTAL:					18.98
36271	10/15/20	01	VACUUM FOR SHOP	101500076500	00004721		10/21/20	119.99
			INVOICE TOTAL:					119.99
			VENDOR TOTAL:					138.97
MR OUTHOUSE								
2763	09/30/20	01	PORT-O-POTS - GOLF	504100056309			10/21/20	330.00
		02	PORT-O-POTS - PARKS	101500056309				795.00
		03	PORT-O-POTS - SC	202100056309				775.00
			INVOICE TOTAL:					1,900.00
			VENDOR TOTAL:					1,900.00
NUTOYS LEISURE PRODUCTS								
50844	10/02/20	01	TABLE BRACES - OLD MILL-LL PAR	101500066404			10/21/20	70.00
			INVOICE TOTAL:					70.00
			VENDOR TOTAL:					70.00
TEAM REIL INC								
22538	10/13/20	01	TABLE LEG BRACES	101500066404			10/21/20	93.00
			INVOICE TOTAL:					93.00
			VENDOR TOTAL:					93.00
REINDERS, INC.								
1854547-00	10/12/20	01	MULCHING BLADES TORO 16'	101500066403	00004725		10/21/20	292.26
		02	SHIPPING	101500066403				22.42
			INVOICE TOTAL:					314.68
			VENDOR TOTAL:					314.68
SAFETY-KLEEN CORP.								

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
AF	SAFETY-KLEEN CORP.							
84098297	09/18/20	01	PARTSWASHER SERVICE	101500066401			10/21/20	230.95
							INVOICE TOTAL:	230.95
							VENDOR TOTAL:	230.95
ANDWICH SANDWICH PARK DISTRICT								
2020-10	10/01/20	01	MOVIE SCREEN CABLE	207500076500			10/21/20	11.99
							INVOICE TOTAL:	11.99
							VENDOR TOTAL:	11.99
ELLMCK SELL, MCKENNA								
10-14-20	10/14/20	01	RIDING CAMPS	205011006128			10/21/20	600.00
							INVOICE TOTAL:	600.00
							VENDOR TOTAL:	600.00
HAW SHAW SUBURBAN MEDIA								
092010027030	09/30/20	01	DIGITAL DISPLAY	101200046209			10/21/20	396.00
		02	DIGITAL DISPLAY	101200046209				499.00
		03	JOB POSTING	101000046203				185.75
		04	JOB POSTING	201000046203				185.75
							INVOICE TOTAL:	1,266.50
							VENDOR TOTAL:	1,266.50
SOFT SOFT WATER CITY								
2652-0920	09/30/20	01	RENT	504000076500			10/21/20	22.00
		02	RENT-WATER	101500076500				63.25
							INVOICE TOTAL:	85.25
							VENDOR TOTAL:	85.25
TAPLES STAPLES BUSINESS ADVANTAGE								
3459011294	10/10/20	01	ENVELOPES - CLIPS	101000046200			10/21/20	19.82

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 10/21/2020

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
STAPLES STAPLES BUSINESS ADVANTAGE								
3459011294	10/10/20	02	ENVELOPES - CLIPS	201000046200			10/21/20	19.82
		03	COPY PAPER	101000046200				16.99
		04	COPY PAPER	201000046200				17.00
		05	POST IT POP UP - JG	207500046200				15.99
			INVOICE TOTAL:					89.62
3459511787	10/17/20	01	STAPLES	101000046200			10/21/20	2.14
		02	STAPLES	201000046200				2.15
			INVOICE TOTAL:					4.29
3459511788	10/17/20	01	CREDIT-INV 3459011294-PRICE AD	207500046200			10/21/20	-3.76
			INVOICE TOTAL:					-3.76
			VENDOR TOTAL:					90.15
SWEDELEC SWEDBERG ELECTRIC INC.								
9737	10/08/20	01	LOCATE-BB UNDERGROUND WIRE	202100066404			10/21/20	470.00
			INVOICE TOTAL:					470.00
9738	10/08/20	01	CC FITNESS ROOM DOOR	207500066401			10/21/20	115.00
			INVOICE TOTAL:					115.00
			VENDOR TOTAL:					585.00
T0001311 REX, SARAH								
REIMBURSE	10/18/20	01	REIMB-VIDEO MKTG EQUIP	101200046214			10/21/20	58.44
		02	GHOST STORIES-PUMPKIN SUPPLIES	206194036216				25.95
			INVOICE TOTAL:					84.39
			VENDOR TOTAL:					84.39
TRUGR TRUGREEN								
129489709	09/24/20	01	BB FIELDS-WEED N FEED	202100076527			10/21/20	879.16
			INVOICE TOTAL:					879.16
			VENDOR TOTAL:					879.16

INVOICES DUE ON/BEFORE 10/21/2020

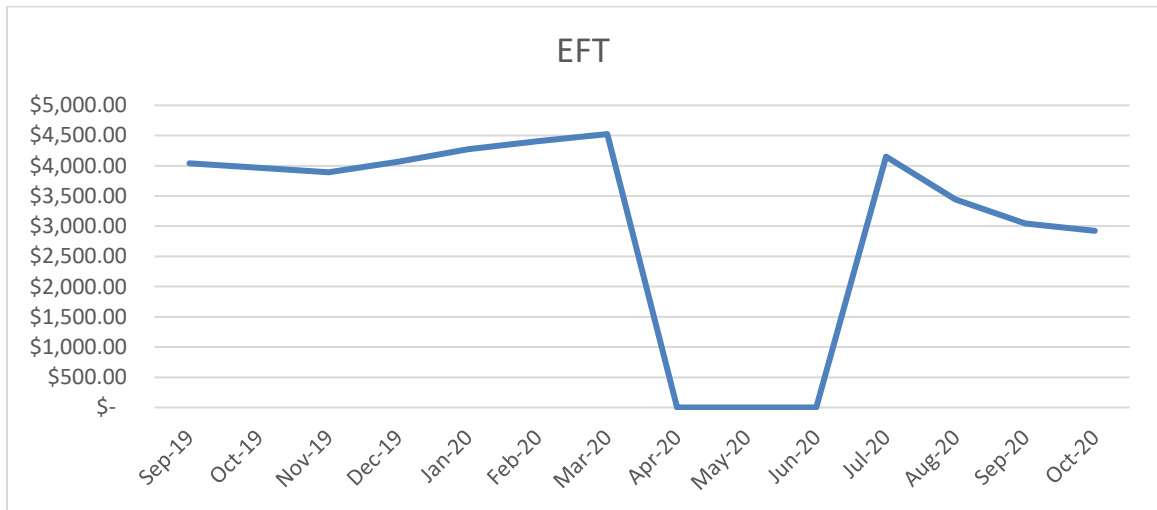
INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
32452691	10/13/20	01	BB SCREENINGS FOR FIELDS	202100076509			10/21/20	213.07
							INVOICE TOTAL:	213.07
							VENDOR TOTAL:	213.07
29259	10/03/20	01	BALL FIELD AGLIME	202100076533			10/21/20	226.79
							INVOICE TOTAL:	226.79
							VENDOR TOTAL:	226.79
3626666-2011-1	09/30/20	01	REFUSE - ADM	101000056302			10/21/20	61.03
		02	REFUSE -CH	303000056302				61.04
		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	207500056302				162.98
							INVOICE TOTAL:	398.79
							VENDOR TOTAL:	398.79
20-9135	10/20/20	01	MUSEUM-DOOR ACCESS-WALL REMOVE	202500056300			10/21/20	1,100.00
							INVOICE TOTAL:	1,100.00
							VENDOR TOTAL:	1,100.00
							TOTAL ALL INVOICES:	28,199.92

Interim \$ 226,036.10
 New \$ 28,199.92
 Total \$ 254,236.02

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: October 27, 2020

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

- 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 October installment was for 161 individuals, a decrease of 2 from September. The monthly installment was \$2,677 (\$112 decrease) processed through credit cards and \$248 (\$6 increase) through ACH transactions. There were 5 households whose credit cards did not process (\$127) due to declined credit cards. I am still following up on each of these and processing the transactions when possible. (See chart below that shows monthly EFT revenue over the last year.)



- 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.
- Performed criminal background checks on new hires and volunteers.

- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Filed quarterly payroll taxes.
- Updated signature cards at banks.
- 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.
- Finalized with PDRMA on flood claim. The restoration of the lower level of the clubhouse is pending.
- Transferred cost of goods sold in concessions (catering), recreation, vending and pro shop sales.
- Attended Pumpkin Festival Committee Meetings.
- 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.
- Participated in 2020 PDRMA Health Program Council Webinar. Rates for PPO increasing average of 2.1%. Five year average is at 2.0%.
- Prepared schedules for 2021 Operating Budget. Provided to Superintendents for completion.
- Attend PDRMA Health Webinar – Determine Your Agency’s 2021 Medical Plan Strategy.
- Reviewed and updated the five year capital plan. Provided to Superintendents and Director for review in order to update. Discussed, adjusted and sent out second draft.

- Met with Jonelle, Dan, and Superintendents to discuss Sustaining the Legacy: where we started to where we are now.
- Met with Jonelle, Dan and Derke for introductions and discuss the relationship and various topics.
- Worked with CMJ to obtain quotes on capital items: Server, Workstation, WiFi updates, Board technology.
- Obtained quotes on replacement of Admin copier for Capital Budget update.
- Participated in PDRMA Safety Meeting: 2020 – 2021 plans. Reviewed with PDRMA COVID impact (past, present, future)
- Participated in Golf/Concessions POS systems: Golf Trac, TeeSnap and Lightspeed.
- Participated in PDRMA Health Benefits Coordinator Workshop Webinar on open enrollment.
- Reviewed new rates and benefits for employee health insurance. Calculated threshold and total anticipated 2021 expense. Prepared recommendation for the board regarding health insurance coverage. Reviewed with Jonelle to give her some background information.
- Participated in MSI Customer Advisory Board 2021 Beta testing of software upgrades.
- Began process of determining 2020 Tax Levy.
- Began work with Speer Financial on annual rollover bond.

Administrative Initiatives (11/1/20 – 11/30/20)

- Attend scheduled Superintendent and Board meetings.
- Participate in virtual Legal Symposium.
- Continue to participate in COVID-19 related webinars when available.
- File monthly unemployment with state.
- File monthly Sales Tax Return.
- Prepare RFQ for Audit Services.

- 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.
- 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. Submit for reimbursement. Then file with CURE program for additional reimbursement.
- 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.
- Continue process of determining 2020 Tax Levy. Prepare resolution for estimation of same.
- Continue to discuss and update 2021 Capital Budget. Prepare for presentation to the board.
- Consolidate 2021 Operating Budget numbers. Review and comment.
- Hold open enrollment meeting for employee benefits. Finalize and submit to PDRMA.
- Communicate with Speer Financial and Chapman & Cutler on annual rollover bond. Complete documentation on awarding bid.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Corporate Fund (10)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	<u>Variance</u>
Revenues					
Administration	556,407.62	1,368,291.94	1,559,109.00	1,350,535.62	1.3% (1)
Marketing	-	272.50	600.00	-	#DIV/0!
Parks	3,395.56	19,996.02	26,091.00	16,534.46	20.9% (2)
Total Revenues	559,803.18	1,388,560.46	1,585,800.00	1,367,070.08	1.6%
Expenses					
Administration	35,707.21	586,398.01	1,336,773.00	457,182.56	28.3% (3)
Marketing	1,805.07	36,373.07	43,600.00	28,900.98	25.9% (4)
Parks	18,022.89	199,370.84	304,523.00	222,059.30	-10.2% (5)
Total Expenses	55,535.17	822,141.92	1,684,896.00	708,142.84	16.1%
Total Fund Revenues	559,803.18	1,388,560.46	1,585,800.00	1,367,070.08	1.6%
Total Fund Expenses	55,535.17	822,141.92	1,684,896.00	708,142.84	16.1%
Surplus (Deficit)	504,268.01	566,418.54	(99,096.00)	658,927.24	-14.0%

(1) Shelter/Alcohol permit down 78.8% \$5,767. Property tax revenue 2020 higher by 1.9% \$24,092.

(2) Dog Park Revenue. Dog park was not open until May 2019. Revenue up 17.2% \$736. Tax Levy allocation higher in 2020 primarily 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. Payroll and related taxes higher by 5.8% \$11,468 primarily due to Director overlap.

(4) COVID mailers \$13,167.

(5) Landscape services is reduced in 2020 by \$17,277 due to hiring of naturalist. Gas & Oil down in 2020 by 40.5% \$7,212.

Recreation Fund (20)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	400,441.64	967,108.29	990,727.00	928,692.12	4.1% (1)
Sports Complex	-	868.50	44,457.00	11,095.00	-92.2% (2)
Sports Complex Maintenance	7,214.63	34,442.84	43,727.00	30,578.96	12.6%
Midwest Museum of Natural Hist	-	1,161.92	2,400.00	2,395.97	-51.5%
Programs-Youth	3,993.63	11,310.25	20,393.00	14,547.51	-22.3% (3)
Programs-Teens	260.00	260.00	1,635.00	42.00	519.0% (3)
Programs-Adult	1,030.99	3,443.92	13,501.00	8,982.18	-61.7% (3)
Programs-Leagues	5,700.00	6,206.57	11,905.00	7,414.12	-16.3% (3)
Programs-Youth Athletics	3,947.38	17,863.59	31,171.00	26,728.50	-33.2% (3)
Programs-Fitness	1,780.67	9,217.31	24,559.00	17,193.21	-46.4% (3)
Programs-Early Childhood	-	2,878.00	6,757.00	5,938.00	-51.5% (3)
Programs-Dance	466.87	1,980.40	4,530.00	3,057.40	-35.2% (3)
Programs-Special Events	130.00	6,559.02	20,671.00	9,156.23	-28.4% (3)
Programs-Community Events	295.00	4,600.00	12,183.00	10,042.67	-54.2% (3)
Brochure	-	-	7,350.00	7,350.00	-100.0%
Weight Room	7,733.23	61,910.54	179,114.00	140,569.05	-56.0% (4)
Community Center	5,039.43	34,265.20	64,906.00	44,945.34	-23.8% (5)
Total Revenues	438,033.47	1,164,076.35	1,479,986.00	1,268,728.26	-8.2%

(1) Real Estate Taxes YTD 2020 is greater by 3.8% \$33,583. Tax levy allocation greater 26.3% \$10,227 due to higher wages in 2020.

(2) No Spring Field Rentals - COVID

(3) Revenue from programs decreased 37.6%, \$38,783 compared to 2019 due to COVID closure and long term impact.

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

Pathway Fitness Membership	34.99% / 42.21%
Pathway Fitness Pass	34.21% / 45.93%
Track Only Pass	41.67% / 59.04%
Pre-pay Card	0% / 0%
Program Fees	24.86% / 26.90%
Daily Admission Fee	25.73% / 33.38%

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

Open Gym Daily	48.67% / 87.82%
Open Gym Membership	40.59% / 67.97%
Rentals	58.71% / 77.81%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Expenses

Administration	43,628.94	435,632.90	608,219.00	402,632.66	8.2% (1)
Sports Complex	-	-	-	78.06	-100.0%
Sports Complex Maintenance	27,714.79	318,434.08	441,735.00	317,857.98	0.2%
Midwest Museum of Natural Hist	4,610.42	15,886.76	18,750.00	12,322.82	28.9% (2)
Programs-Youth	573.32	5,594.78	12,801.00	8,785.42	-36.3% (3)
Programs-Teens	-	(12.00)	1,116.00	50.00	-124.0% (3)
Programs-Adult	134.99	2,872.34	10,344.00	7,343.81	-60.9% (3)
Programs-Leagues	-	3,546.57	8,821.00	3,362.12	5.5% (3)
Programs-Youth Athletics	74.98	5,051.87	21,861.00	15,251.69	-66.9% (3)
Programs-Fitness	362.03	5,280.71	13,495.00	8,807.71	-40.0% (3)
Programs-Early Childhood	-	1,900.00	4,637.00	1,688.00	12.6% (3)
Programs-Dance	61.57	667.51	2,024.00	642.14	4.0% (3)
Programs-Special Events	100.00	3,534.57	14,422.00	3,630.12	-2.6% (3)
Programs-Community Events	-	4,400.00	26,829.00	25,359.38	-82.6% (3)
Brochure	4,650.00	6,185.86	24,575.00	16,639.11	-62.8% (4)
Weight Room	179.22	11,291.30	43,393.00	14,078.52	-19.8%
Community Center	13,069.35	117,607.12	219,126.00	140,799.16	-16.5% (5)
Total Expenses	95,159.61	937,874.37	1,472,148.00	979,328.70	-4.2%
Total Fund Revenues	438,033.47	1,164,076.35	1,479,986.00	1,268,728.26	-8.2%
Total Fund Expenses	95,159.61	937,874.37	1,472,148.00	979,328.70	-4.2%
Surplus (Deficit)	342,873.86	226,201.98	7,838.00	289,399.56	-21.8%

- (1) Payroll and related taxes are greater in 2020 by 13.2% \$38,313. New Recreation Specialist started May 2019. 2020 increases for exempt.
- (2) Paying electric/gas \$8,382.
- (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 21.0 \$13,381. Utilities lower in 2020 20.0% \$9,930.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended September 30, 2020

Donations (21)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	505.00	41,051.41	56,000.00	68,277.36	-39.9%
Total Revenues	505.00	41,051.41	56,000.00	68,277.36	-39.9%
Expenses					
Administration	-	-	100,000.00	-	#DIV/0!
Total Expenses	-	-	100,000.00	-	#DIV/0!
Total Fund Revenues	505.00	41,051.41	56,000.00	68,277.36	-39.9%
Total Fund Expenses	-	-	100,000.00	-	#DIV/0!
Surplus (Deficit)	505.00	41,051.41	(44,000.00)	68,277.36	-39.9%

Special Recreation (22)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	82,737.44	194,998.77	201,500.00	185,041.36	5.4%
Total Revenues	82,737.44	194,998.77	201,500.00	185,041.36	5.4%
Expenses					
Administration	41,368.72	97,588.77	201,500.00	92,165.85	5.9%
Total Expenses	41,368.72	97,588.77	201,500.00	92,165.85	5.9%
Total Fund Revenues	82,737.44	194,998.77	201,500.00	185,041.36	5.4%
Total Fund Expenses	41,368.72	97,588.77	201,500.00	92,165.85	5.9%
Surplus (Deficit)	41,368.72	97,410.00	-	92,875.51	4.9%

Insurance (23)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	27,717.10	65,441.69	67,000.00	69,669.62	-6.1%
Total Revenues	27,717.10	65,441.69	67,000.00	69,669.62	-6.1%
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	27,717.10	65,441.69	67,000.00	69,669.62	-6.1%
Total Fund Expenses	-	33,156.26	81,452.00	31,276.32	6.0%
Surplus (Deficit)	27,717.10	32,285.43	(14,452.00)	38,393.30	-15.9%

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

Audit (24)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	5,935.73	14,017.40	14,000.00	14,547.47	-3.6%
Total Revenues	5,935.73	14,017.40	14,000.00	14,547.47	-3.6%
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	5,935.73	14,017.40	14,000.00	14,547.47	-3.6%
Total Fund Expenses	-	14,750.00	13,900.00	15,950.00	-7.5%
Surplus (Deficit)	5,935.73	(732.60)	100.00	(1,402.53)	-47.8%

Paving & Lighting (25)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	10,301.07	24,344.31	25,000.00	532.30	4473.4% (1)
Total Revenues	10,301.07	24,344.31	25,000.00	532.30	4473.4%
Expenses					
Administration	-	-	48,471.00	-	#DIV/0!
Total Expenses	-	-	48,471.00	-	#DIV/0!
Total Fund Revenues	10,301.07	24,344.31	25,000.00	532.30	
Total Fund Expenses	-	-	48,471.00	-	
Surplus (Deficit)	10,301.07	24,344.31	(23,471.00)	532.30	

(1) Increased levy to \$25,000

Park Police (26)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	276.50	780.91	637.00	302.97	157.8%
Total Revenues	276.50	780.91	637.00	302.97	157.8%
Expenses					
Administration	250.30	2,640.20	2,153.00	785.56	236.1% (1)
Total Expenses	250.30	2,640.20	2,153.00	785.56	236.1%
Total Fund Revenues	276.50	780.91	637.00	302.97	157.8%
Total Fund Expenses	250.30	2,640.20	2,153.00	785.56	
Surplus (Deficit)	26.20	(1,859.29)	(1,516.00)	(482.59)	285.3%

(1) Dog park patrol

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended September 30, 2020

IMRF (27)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	49,953.43	117,693.79	121,000.00	88,129.61	33.5%
Total Revenues	49,953.43	117,693.79	121,000.00	88,129.61	33.5%
Expenses					
Administration	25,487.47	93,227.83	121,000.00	70,371.23	32.5%
Total Expenses	25,487.47	93,227.83	121,000.00	70,371.23	32.5%
Total Fund Revenues	49,953.43	117,693.79	121,000.00	88,129.61	33.5%
Total Fund Expenses	25,487.47	93,227.83	121,000.00	70,371.23	32.5%
Surplus (Deficit)	24,465.96	24,465.96	-	17,758.38	

Social Security (28)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	41,989.51	98,930.30	100,000.00	98,625.58	0.3%
Total Revenues	41,989.51	98,930.30	100,000.00	98,625.58	0.3%
Expenses					
Administration	12,109.42	74,560.32	105,510.00	80,691.23	-7.6%
Total Expenses	12,109.42	74,560.32	105,510.00	80,691.23	-7.6%
Total Fund Revenues	41,989.51	98,930.30	100,000.00	98,625.58	0.3%
Total Fund Expenses	12,109.42	74,560.32	105,510.00	80,691.23	-7.6%
Surplus (Deficit)	29,880.09	24,369.98	(5,510.00)	17,934.35	

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Concessions (30)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Clubhouse Concessions	9,703.35	45,953.76	75,703.00	57,593.46	-20.2%
Beverage Cart	904.77	1,505.27	11,306.00	7,009.39	-78.5%
Sports Complex Concessions	5,148.93	8,229.93	37,863.00	29,691.27	-72.3%
Pool Concessions	-	-	8,673.00	8,332.11	-100.0%
Catering	1,560.95	3,316.56	19,253.00	14,054.33	-76.4%
Total Revenues	17,318.00	59,005.52	152,798.00	116,680.56	-49.4% (1)
Expenses					
Clubhouse Concessions	9,023.29	67,033.49	100,074.00	68,593.74	-2.3% (2)
Beverage Cart	129.05	180.92	8,495.00	4,584.26	-96.1%
Sports Complex Concessions	1,745.89	3,946.54	32,705.00	24,612.52	-84.0%
Pool Concessions	-	-	8,569.00	7,016.92	-100.0%
Catering	757.55	1,220.02	6,565.00	4,743.92	-74.3%
Total Expenses	11,655.78	72,380.97	156,408.00	109,551.36	-33.9%
Total Fund Revenues	17,318.00	59,005.52	152,798.00	116,680.56	-49.4%
Total Fund Expenses	11,655.78	72,380.97	156,408.00	109,551.36	-33.9%
Surplus (Deficit)	5,662.22	(13,375.45)	(3,610.00)	7,129.20	-287.6%

(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.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended September 30, 2020

Developer Contributions (32)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	-	12,543.76	15,000.00	10,273.44	22.1%
	<hr/>				
Total Revenues	-	12,543.76	15,000.00	10,273.44	22.1%
Expenses					
Administration	-	-	6,000.00	-	#DIV/0!
	<hr/>				
Total Expenses	-	-	6,000.00	-	#DIV/0!
Total Fund Revenues	-	12,543.76	15,000.00	10,273.44	22.1%
Total Fund Expenses	-	-	6,000.00	-	#DIV/0!
Surplus (Deficit)	-	12,543.76	9,000.00	10,273.44	22.1%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Golf Course (50)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Golf Operations	55,066.06	384,057.30	416,557.00	363,035.84	5.8% (1)
Golf Maintenance	3,434.75	15,564.42	21,964.00	15,182.89	2.5%
Total Revenues	58,500.81	399,621.72	438,521.00	378,218.73	5.7%
Expenses					
Golf Operations	25,154.08	153,260.36	218,420.00	164,233.03	-6.7%
Golf Maintenance	16,090.04	176,996.62	274,997.00	210,835.98	-16.1% (2)
Total Expenses	41,244.12	330,256.98	493,417.00	375,069.01	-11.9%
Total Fund Revenues	58,500.81	399,621.72	438,521.00	378,218.73	5.7%
Total Fund Expenses	41,244.12	330,256.98	493,417.00	375,069.01	-11.9%
Surplus (Deficit)	17,256.69	69,364.74	(54,896.00)	3,149.72	2102.3%

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

Daily Greens Fees	89.65% / 109.78%
Golf Events & Misc	81.01% / 81.71%
Carts	102.54% / 111.75%
Season passes	95.44% / 100.93%
Pro shop sales	79.55% / 101.83%

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

(2) 2020 Payroll and related taxes down 13.4% \$16,502; Utilities 40.8% \$4,965; Materials & Supplies 18.3% \$7,751

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Aquatics (51)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Pool	-	44.68	69,120.00	68,448.48	-99.9%
Swim Lessons			20,832.00	20,929.39	
Splashpad	158.00	8,123.00	18,034.00	13,211.45	-38.5%
	<hr/>				
Total Revenues	158.00	8,167.68	107,986.00	102,589.32	-92.0% (1)
Expenses					
Pool	-	1,159.34	59,795.00	52,356.32	-97.8%
Aquatics Maintenance	340.75	9,201.72	34,200.00	29,715.07	-69.0%
Swim Lessons	-		10,750.00	9,083.98	
Splashpad	-	-	838.00	50.45	-100.0%
	<hr/>				
Total Expenses	340.75	10,361.06	105,583.00	91,205.82	-88.6%
Total Fund Revenues	158.00	8,167.68	107,986.00	102,589.32	-92.0%
Total Fund Expenses	340.75	10,361.06	105,583.00	91,205.82	-88.6%
Surplus (Deficit)	(182.75)	(2,193.38)	2,403.00	11,383.50	-119.3%

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

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Debt Service (60)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	260,934.16	615,042.15	630,000.00	601,588.99	2.2%
Total Revenues	260,934.16	615,042.15	630,000.00	601,588.99	2.2%
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	260,934.16	615,042.15	630,000.00	601,588.99	2.2%
Total Fund Expenses	-	6,015.00	625,786.00	7,140.00	-15.8%
Surplus (Deficit)	260,934.16	609,027.15	4,214.00	594,448.99	2.5%

Capital Projects (70)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	-	1,077.61	540,000.00	13,048.50	-91.7%
Total Revenues	-	1,077.61	540,000.00	13,048.50	-91.7%
Expenses					
Administration	5,793.28	222,336.27	597,888.00	297,896.64	-25.4%
Total Expenses	5,793.28	222,336.27	597,888.00	297,896.64	-25.4%
Total Fund Revenues	-	1,077.61	540,000.00	13,048.50	-91.7%
Total Fund Expenses	5,793.28	222,336.27	597,888.00	297,896.64	-25.4%
Surplus (Deficit)	(5,793.28)	(221,258.66)	(57,888.00)	(284,848.14)	-22.3%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended September 30, 2020

Action 2020 (71)

<u>Department</u>	<u>September Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2019 YTD Actual</u>	
Revenues					
Administration	7,098.55	15,618.85	208,600.00	110,333.44	-85.8%
Total Revenues	7,098.55	15,618.85	208,600.00	110,333.44	-85.8%
Expenses					
Administration	279,817.71	1,110,245.42	1,357,750.00	299,799.38	270.3%
Total Expenses	279,817.71	1,110,245.42	1,357,750.00	299,799.38	270.3%
Total Fund Revenues	7,098.55	15,618.85	208,600.00	110,333.44	-85.8%
Total Fund Expenses	279,817.71	1,110,245.42	1,357,750.00	299,799.38	270.3%
Surplus (Deficit)	(272,719.16)	(1,094,626.57)	(1,149,150.00)	(189,465.94)	477.7%
Total Fund Revenues	1,561,261.95	4,220,972.68	5,743,828.00	4,493,657.59	
Total Fund Expenses	568,762.33	3,827,535.37	7,173,862.00	3,159,373.94	
Surplus (Deficit)	992,499.62	393,437.31	(1,430,034.00)	1,334,283.65	

Sycamore Park District
Fund Balances

	Audited 1/1/2020	Revenues	Expenses	9/30/2020	9/30/2020 Cash balance
10 Corporate	854,653.74	1,388,560.46	822,141.92	1,421,072.28	1,421,971.68
20 Recreation	448,367.83	1,164,076.35	937,874.37	674,569.81	714,696.97
21 Donations	132,672.62	41,051.41	-	173,724.03	173,724.03
22 Special Recreation	18,718.11	194,998.77	97,588.77	116,128.11	116,128.11
23 Insurance	46,724.24	65,441.69	33,156.26	79,009.67	79,009.67
24 Audit	13,701.70	14,017.40	14,750.00	12,969.10	12,969.10
25 Paving & Lighting	23,521.99	24,344.31	-	47,866.30	47,866.30
26 Park Police	3,522.01	780.91	2,640.20	1,662.72	1,662.72
27 IMRF	-	117,693.79	93,227.83	24,465.96	24,465.96
28 Social Security	5,510.11	98,930.30	74,560.32	29,880.09	29,880.09
30 Concessions	33,677.90	59,005.52	72,380.97	20,302.45	16,903.44
32 Developer Contributions	178.24	12,543.76	-	12,722.00	12,722.00
60 Debt Service	79,888.43	615,042.15	6,015.00	688,915.58	688,915.58
70 Capital Projects	419,257.15	1,077.61	222,336.27	197,998.49	197,998.49
71 Action 2020	2,679,876.36	7,098.55	279,817.71	2,407,157.20	2,124,681.16
Total governmental fund balance	4,760,270.43	3,804,662.98	2,656,489.62	5,908,443.79	5,663,595.30
50 Golf Course	1,416,988.68	399,621.72	330,256.98	1,486,353.42	
	<u>(1,506,099.68)</u>			<u>(1,506,099.68)</u>	
	(89,111.00)			(19,746.26)	67,571.22
51 Aquatics	387,553.67	8,167.68	10,361.06	385,360.29	
	<u>(380,628.50)</u>			<u>(380,628.50)</u>	
	6,925.17			4,731.79	4,611.79
Total proprietary funds	(82,185.83)	407,789.40	340,618.04	(15,014.47)	
	4,678,084.60			5,893,429.32	5,735,778.31

Summary of depository accounts as of **10/22/2020**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First Midwest Bank	2,637,498.92	0.09	1761.96
Resource Bank	32,857.64	0.12	61.29
IPDLAF	3,015,826.93	0.20	9792.38
DCCF - Action 2020	48,645.95		
Dekalb Co. Community Foundation	<u>19,378.37</u>		
	5,754,207.81		

To: Board of Commissioners

From: Theresa Tevsh, Superintendent of Recreation Services

Subject: Monthly Report

Date: October 22, 2020

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

Theresa Tevsh, Superintendent of Recreation Services

- Attended the Park District Board meeting and all staff management meetings.
- Superintendent of Recreation and Superintendent of Parks both worked with the Lions Club to help them modify their Pumpkinfest Pumpkin Carving event to relocate to the Sport Complex. The Lions Club will conduct the event at the Sport Complex-Good Tymes Shelter from Oct. 19-26.
- Continue to monitor MMNH happenings and communicate with the MMNH Board. Certificate of Insurance will be prepared to include Brad Rubeck property adjacent to museum. Weaver Construction was able to remove interior wall and get the sliding garage door to operating to get the larger animals out. Burpee Museum has already been announcing their newly acquired collection from Sycamore to be showcased in summer 2021. Burpee Museum working out final details to move the large animals the second week of November.
- Recreation Team prepared for Winter/Spring 2021 Brochure. Many modifications to large special events or have been deleted. Maximums will be kept low to follow the state guidelines for facility capacities.
- Dekalb Families Services- Club 55 will coordinate free senior fitness programs within the community center starting in January.
- SOAR after school program has had a slow start with minimal attendance from September to October . The park district has coordinated afterschool bussing from the grade schools to the park district starting November 4th. To date there has been little registration. On the positive, SOAR has partnered with the KRSA afterschool program to bring more kids together for social and team activities.
- Graduate Student Brianna Kramer applied for the PDRMA Healthy Employee Grant. Winners will be notified end of October.

- The School District Music Boosters will hold their annual fundraiser to sell mattresses at the community center on Saturday, October 24.
- Sold 416 Dog Park Passes to date. Will oversee the first, “Doggie Trick or Treat” on October 30th from noon-2pm in the community center.
- Recreation Supervisor Sarah Rex was Guest DJ on radio B95 October 6 to promote upcoming park district activities. All programming and marketing include reminders about the district’s accommodations based on COVID-19 guidelines as visitation increases for programs and in the parks.
- Recreation Supervisor Sarah Rex worked with Superintendent of Parks and Facilities, and the Rotary Club of Sycamore to install a Little Free Library at Charley Laing Park as a service project. Installed October 15.
- Recreation staff, intern and graduate student assisted at the Kiwanis first Pumpkin Rol’Down event at the Northwestern Medicine Sled Hill, October 17. There were 3 sessions of 50 people registered.
- Recreation staff, intern and graduate student assisted with Ghost Stories in the Park, October 17. Due to high winds it was moved into the gym. 42 pre-registered for the free event, but only 25 showed up the day of event.
- Park District was awarded a \$5,500 Northwestern Medicine Community Grant. This is an annual grant that supports events, programs, and pool pass scholarships. Application is submitted by Recreation Supervisor Sarah Rex.
- Recreation Supervisor Sarah Rex, help from staff and ERA, coordinated, and wrote the application for an Illinois Transpiration Enhancement Program Grant. Due November 2 to IDOT.
- As of October 20, we have 259 Active Pathway Fitness 24/7 Memberships, 259 Active Pathway Fitness Passes, 50 Active Track 24/7 Memberships, 203 Active Track Passes and 255 Active Open Gym Passes.
- Held an October special for 20% off all annual Pathway Fitness Memberships and Passes, paid in full. As of October 20, we sold 12 new memberships/passes and renewed 19.
- Facility Supervisor Lisa Metcalf, Superintendent of Parks, Superintendent of Recreation and Director attended a meeting with our rep from PDRMA to go over programs and events during COVID and trainings that can help us through all of it.

- Facility Supervisor Lisa Metcalf hired a new yoga instructor.
- To add to the benefit package of our Pathway members, in January, Members will get 50% off and Pass Holders will get 20% off Group Fitness Classes. We will also provide one free fitness class per month for both members and pass holders as part of their membership.
- Facility Supervisor Lisa Metcalf, Superintendent Theresa Tevsh and Director Jonelle Bailey attended a training from Vermont Systems on reporting.
- Sport Complex concessions is over for month of October. Brought in \$4000 in concession sales.
- There have been zero birthday parties or room rentals at the clubhouse in October.
- Recreation Specialist Melissa Dobberstein coordinated the clubhouse to go back to Phase 3 for indoor dining. This entailed shutting the dining room portion down again. Caddy Shack Grill only doing takeout currently and people are sitting at the patio.
- Recreation Specialist Melissa introduced drink specials and food specials month of October to move end of season product.
- Recreation Specialist Melissa, Superintendent of Golf Kirk Lundbeck, Superintendent of Finance Jackie Hienbuecher, and Director Jonelle Bailey viewed a new demo for a POS system for golf course/ food and beverage. Viewed three systems.
- Kudos to concession staff, Missy Yurs for calling 911 when one of our own went down. Thank you to Missy for her donation of 20 hours at the beginning of the season.
- Received 22 teams total this year for the Women's and Coed volleyball league. We increased the price from \$285 last year to \$300 per team for this season.
- Dog training class received enough participants to run the class. 6 total including the dogs.
- Dave and Betty Polak will be recognized at the board meeting. Both our Karate classes were a success this fall with 17 participants between the two classes. We had to switch one of the classes on Saturday morning due to new building hours to Monday nights and it ended up being a great success this fall. Dave and Betty have been loyal instructors and the Park District is very fortunate to have them all these years.

- Concluded first half of fall session with SOAR session 1, All Star sports session 1 (9 classes). 4 youth tennis classes, ballet, dance, tumbling, elementary art club, cheer tots.
- Superintendent of Recreation Theresa Tevsh and Intern Kelsey Sipp recruited and conducted an information meeting with volunteer coaches to implement a new, boys basketball league for the park district.
- Superintendent of Recreation Theresa Tevsh worked with Kishwaukee College to host their regional cross country meet at the sport complex, scheduled for Oct 31.

Administrative Initiatives (11/1/20-11/30/20)

Theresa Tevsh, Superintendent of Recreation Services

- Will attend upcoming staff meetings, study session and Board meeting.
- Will continue to wrap up the clubhouse basement construction.
- Will interview for new Graduate Assistant position to start in January 2021.
- Will work with the city of Sycamore clerk to conduct joint Dog tag sales and Dog park memberships starting December 31.
- Recreation Supervisor Sarah Rex will submit an Illinois Transpiration Enhancement Program Grant. Due November 2 to IDOT.
- Recreation Supervisor Sarah Rex will submit the District's Winter/Spring 2021 brochure to the printer. It is due to residents' mailboxes the first week of December.
- Recreation and Parks staff will assist with a new event on Veterans Day, November 11 at Flags across from Good Tymes Shelter. This is by registration only to control attendance. Heartland Hospice will pin veterans with a flag, Mayor Lang will speak and music by the Jazz Trio.
- Recreation Supervisor Sarah Rex will develop a natural areas volunteer packet and handbook with assistance from Natural Areas Specialist.
- Starting November 1, community center building hours will change to 10am-2pm on Sundays. Currently we have been open noon-5pm to coincide with the Splash Pad season hours of operation. Opening earlier will help our Pathway Fitness Pass Holders

to be able to get their workout in now that people are starting to come indoors. Sundays have been slow later in the day. Daily data was gathered from 2019/2020 to see how many people were using the facility by the hour.

- Recreation Specialist Justin Genz will facilitate upcoming Gym Jam and Hoop Shoot if enough participants register.
- Recreation team will prepare the 2021 budget.
- Graduate Student will present employee wellness program for November 2020-October 2021.
- Intern Kelsey Sipp will assist with the Pumpkin Scramble and helped to obtain prizes.
- Intern Kelsey Sipp will oversee November-December Saturday basketball league.

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: October 27, 2020

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

- Attended all administrative team meetings as scheduled.
- Attended ALL-Staff meetings when scheduled.
- Attended 3 demos of Golf POS systems.
- Continued to help in the transition of Executive Director as directed.
- Updated reader board for October.
- Continued to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Finished outing season with Sycamore Chamber Golf Classic and Genoa League Playday.
- Finalized and placed directional signage and tools to route golfers during construction of Bridge #4.
- Monitored construction of Bridge number 4 and had information updates and pictures placed on our websites and social media.
- Prepared and scheduled eblasts. Developed and distributed posters, flyers and entry forms for the Pumpkin Scramble.
- Pumpkin Scramble –
36 teams registered, filled in less than 2 weeks.
7 teams on the waiting list
6 special events on the course featuring 6 area sponsors.
11:00am Shotgun Start.
Special Chili available for all participants.
- Prepared and scheduled eblasts, developed and distributed flyers and created entry forms for the November 14th event the Frozen Fingers Open.

- Frozen Fingers Open – Saturday November 14, 2020
2 Person teams – Odd holes played as a scramble. Even holes played as an alternate shot with 50% of handicaps used.
Maximum of 24 teams accepted. Minimum of 12.
\$60.00 entry fee which goes into the prize pool.
- Began to meet with golf manufacturing representatives and order spring 2021 merchandise.
- Began to prepare golf carts and cart barn for winter storage.
- Began to develop winter golf marketing plan with Sarah Rex.
- Continued to monitor pro shop sales and promoted slow moving products to reduce pro shop inventory.
- Began meeting with outing planners for the 2021 golf season.

Administrative Initiatives (11/1/20 – 11/30/20)

- Attend all administrative team meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Continue to help in the transition of Executive Director as directed.
- Update reader board for November.
- Continue to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Continue to send eblasts and distribute flyers for the Frozen Fingers Open.
- Continue to meet with golf manufacturing representatives and order spring 2021 merchandise.
- Finalize preparation of golf carts and cart barn for winter storage.
- Continue to develop winter golf marketing plan with Sarah Rex.
- Continue to monitor pro shop sales and promoted slow moving products to reduce pro shop inventory.
- Continue to meet with outing planners for the 2021 golf season.

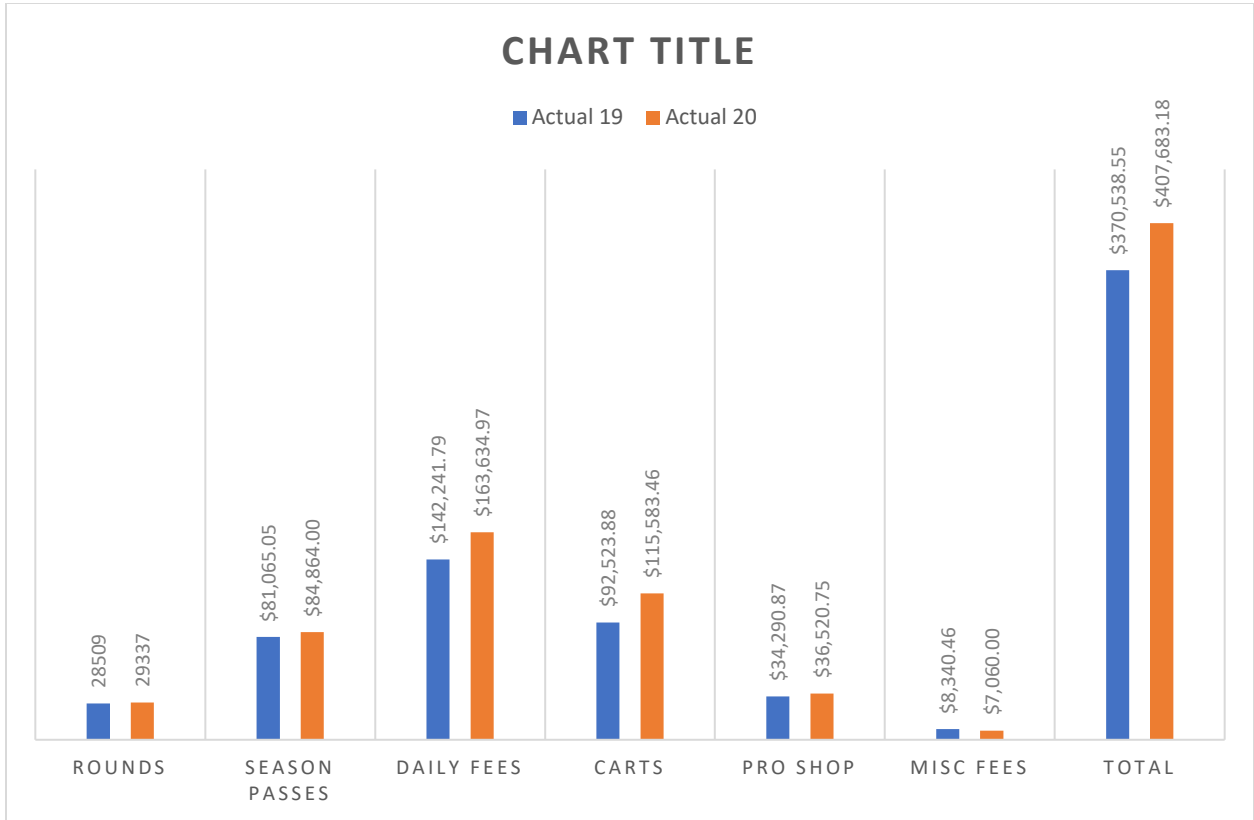
- Reduce part-time staffing to a pro shop cashier, player assistants when needed due to play volume and cart attendants on weekends only.
- Begin the planning of pro shop winter remodeling.
- Help Theresa and Melissa to schedule repairs of the lower level storage area of the clubhouse after the flood damage and help organize these areas to be more efficient and better control of stock and work with Jonelle and staff on remodeling of the old administrative offices.
- Begin preparation of golf course closure and post pro shop hours for holiday sales.
- Publish approved golf rates on the websites and begin promotion of those rates through eblasts.
- Begin preliminary plans for the Swing into Spring Sale scheduled for early March of 2021.

2019 – 2020 Comparison

Opening Day – In 2019 we opened on Tuesday, April 2 with no restrictions. In 2020 opening day was Tuesday, May 2 with a restriction of twosomes only in 15-minute tee time intervals and riding carts only allowed for single riders with documented medical issues. The weather in April 2019 was below normal and snow covered the golf course on two occasions which closed the golf course for 4 days. May of 2019 also had its share of poor weather conditions with the golf course flooding on May 9th causing us to allow the use of riding carts only twice for the rest of May and having only front nine play for all but 4 days for the remainder of the month. May of 2020 also presented us with a flood on May 14th and the golf course remained closed for 9 days reopening for twosome play only on May 23rd. On the days we were open for the first 28 days of May 2020 we averaged 96 players a day. On May 29th the COVID guidelines changed where foursomes at 10-minute intervals were allowed, and anyone was allowed to ride a cart. We went from averaging 96 players a day to averaging 182 players for the last 3 days of the month. In May of 2019 we averaged 124 players a day for the days we were open.

The peak months of June, July and August of 2019 we averaged 5,836 rounds per month and revenues averaging \$63,492.00. For those same months in 2020 we averaged 6,494 rounds per month and revenues averaging \$74,790.00 per month. It should be noted that in 2020 we were not allowed to have large outing events under the COVID Guidelines during June, July and August but during the same period in 2019 we had 14 events. September is usually when golf play lessens due to bowling leagues, school and related activities. 2019 showed that trend continuing with 4005 played rounds and \$33,596.00 in revenues. 2020 proved otherwise with 4870 rounds played and \$52,622.87 in revenue. October 2020 has continued as September has been with more play and more revenue than could be anticipated.

Please see the graph on the next page to show the revenue comparison between 2019 and 2020. Please note the 2019 revenue numbers are for the entire 2019 season and the 2020 revenue numbers are through Thursday, October 22, 2020.



To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: October 27, 2020

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

Golf

- The colder temperatures and low precipitation amounts have slowed down the turf growth. We continue to irrigate as needed but with lesser amounts.
- We plan to blow out the irrigation system lines on Nov. 11th. Midwest Irrigation will be helping us with this as part of the new installation contract. They will also help us fill and start up the system in the spring.
- The greens were aerated with solid tines and sand top-dressed on October 13th and 14th. Fertilizer was also applied. All main turf areas will be sprayed for snow mold in late November.
- Leaf blowing and mulching is the main task being performed constantly on the course. Lots of windy days are removing the leaves quickly.
- The beds around the clubhouse are being trimmed back and in the case of the area behind 1 tee, cleared out for more tables and seating.
- The new bridge installation at 15 tee is going well. Two pilings on each side of the river have been driven 42' deep and the concrete supports are currently being poured. If weather allows, we look for the new bridge to be in place in a couple of weeks.

Sports

- This is the last week for Sycamore Youth Baseball and Sycamore Girls' Softball at the complex. The fall season went well, and spectators followed the rules of not sitting behind the home plate areas allowing for proper spacing of the teams and the fans.
- We had a workday with the High School baseball teams on the 17th on field 1. The infield was resodded along with all the baselines and infield edges. 12 evergreen trees were planted on the two outside home run fences. Thanks to Winter's Landscaping for providing the trees and the sod.

- Staff has continued to mow, trim, add ag lime to infields, work on landscaping, paint foul lines, and prep ballfields daily for evening and weekend play.
- The new soccer complex turf continues to mature. The contractor has added seed and has recently tried watering with water trucks, but the gaps in precipitation this year have provided tough conditions for growing grass. The contractor is responsible for getting the grass to 95% coverage and it is not there yet. We continue to evaluate with them and ERA engineers on the progress.
- The splash pad closed at the end of September. We have drained the system for winter and removed the shade structure covers.
- The pool under ground pipes have been tested with all the main return lines testing as still intact. The big pool gutter drains seem to have a leak. I am waiting for a final report from the testing company.
- Bounie and Tyler painted a great game grid at the base of the sled hill for the successful pumpkin roll program on the 17th.

Parks

- I attended staff and Board meetings.
- Met with Director Bailey on several issues, planning, and tours of all park owed properties.
- Attended meetings with Rec. staff for event planning.
- Attended staff budget planning meetings.
- Staff continues to mow/trim the parks weekly but with slowing grass more leaf mulching is taking place, keeping up with garbage, make playground repairs, trim/remove trees, edge park paths and trail branches, spray weeds in landscape and natural areas, mulched landscape beds, and watered trees during the drought.
- Staff installed a little library box and post at Charlie Laing Park. This was working with Sarah and Rotaract Club – an extension of Rotary as they provided the painted library box.
- 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 have been working with our staff, museum staff, and contractors as the wall behind and blocking the garage door in the back of the building has been cleared allowing for moving of the animals.

- The playground installation at Dr. Ovitz Park continues and should be complete in a week or so. Once completed, we will allow use of the playground with some blocking of seeded areas if needed.
- The new trail project segment 1 construction has begun. Tree removal and grubbing is in progress and should be completed in a week or so. This will allow access to the river on both sides so the bridge construction can begin.
- The mechanic position application deadline is later this week. Staff will review the applications and set up interviews for the finalists starting next week.
- I have been working with staff on budget planning for 2021 and gathering pricing for capital projects and equipment.
- I have been working with the Lions group as they plan the pumpkin display in the circle drive by the Good Tymes shelter.

Administrative Initiatives (11/1/20-11/30/20)

- Attend all staff, Board, and planning meetings.
- Attend trail construction meetings and site visits with engineers, and contractors.
- Work with contractors and engineers as the soccer complex grow-in continues.
- Work with golf bridge contractor as project continues.
- Work with Ovitz Park playground equipment installer as project continues and is completed. Perform final inspection on equipment when completed.
- Work with the Director on future projects and budget planning.
- Provide billing to rec staff for our field prep of sport groups.
- Staff will be working on leave mulching, bringing in tables and cans, winterizing water lines, taking down batting cage nets, performing last mowings, prepping snow plows, pruning trees, removing spent annuals and perennials, cleaning clubhouse beds and natural areas, spraying golf turf for snow mold disease.
- Finalize pricing for 2021 Capital budget purchases and projects and finalize operation budgets for all areas.

To: Board of Commissioners
 From: Jonelle Bailey
 Subject: Monthly Report
 Date: October 27, 2020

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

Administrative Initiatives (11/1/20 – 11/30/20)

- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Work with Ovitz Park Playground equipment installer as installation is completed
- Work with recreation staff and sport field user groups as they continue Fall sports leagues with current State Regulations.
- Finalize with outgoing Director on transition planning for programs, projects, and planning.
- Decide upon a Golf POS system that will be the most effective for the District
- 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:
 - 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 confirm dates to repair 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.
- Work with staff to create/update plan for Clubhouse refresh
- Prepare reports from RecTrac for board meeting and analyze KPI's
- Budget finalizations on:
 - Capital budget items
 - Pool
 - Sports fields
 - Trails
 - Neighborhood Parks
 - Equipment Replacements
 - Operational items

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2020

STAFF RECOMMENDATION

AGENDA ITEM: INSTRUCTOR RECOGNITION FOR 20 YEARS OF SERVICE: For Information Only

BACKGROUND INFORMATION: Tonight, I will present to the Board of Commissioners, Dave and Betty Polak. They have been Karate instructors for the Park District since April 2000. They have taught both youth and adult the art of Kajukenbo, a hybrid artform with elements of Karate, Judo, Kempo, and Kung Fu.

Dave and Betty have followed the Park District through its history of community centers, to teach in all five locations which include what is now the Midwest Museum of Natural history, what is now the Opportunity House, The Fair Street Community Center, the South Prairie grade school and presently at the Community Center on Airport Road where they teach 2 days a week.

Before the Sycamore Park District, Dave and Betty taught at the Andy Torrok Karate Institute in Dekalb for ten years. They have lived in the area for the last 38 years.

We thank Dave and Betty Polak for their dedication to the park district, and for instilling confidence and promoting respect to hundreds of students over the years.

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: October 27, 2020

STAFF RECOMMENDATION

AGENDA ITEM: EMPLOYEE INSURANCE BENEFIT PACKAGE RECOMMENDATION FOR 2020: Recommend Approval

BACKGROUND INFORMATION:

HEALTH: We are completing our sixth year with PDRMA. The District continues to control costs by belonging to a larger pool. PDRMA again is making only minor changes to the plan. I propose no change in coverage. If our enrollment stayed the same from 2020 to 2021 we would have an increase in our premium of 1.76%.

LIFE/EAP: Included with PDRMA Health. No increase in EAP. Life insurance is decreasing approximately 28% or \$40 per month.

SHORT TERM DISABILITY: Currently provided through UNUM. No increase.

DENTAL: Currently covered by Principal Insurance. No increase.

VISION: Currently provided by PDMRA. Monthly premium based on 2020 enrollment decreasing 0.628%.

THRESHOLD: The threshold for health care expenses, as established by the board, will increase by the CPI of 2.3%. That makes the 2021 threshold \$392,301.97 for 18 people.

OPT-OUT: As a reminder, the amount for payout is based upon 50% of the single premium for medical insurance only. An employee opting out of medical insurance for 2021 will receive an additional \$195.51 per pay period. For each individual that chooses this program the District will have an annual savings of approximately \$4,205 (after taxes). In 2020, three employees signed up for this program for at least part of the year. The projected savings for the District by offering this option in 2020 is \$12,878.

ENROLLMENT: The District is going to see some changes in our enrollment for 2021 compared to 2020.

In 2020 the budget was for:

9 Single
4 Emp + Spouse
5 Family

For 2021 the budget will be for:

11 Single
4 Emp + Spouse
3 Family

2020 budget also included a four month overlap for the Executive Director position.

FISCAL IMPACT: Based upon the recommendation the annual employee insurance coverage expense for 2021 is estimated at \$288,084 if all 18 employees carry coverage. This is a decrease of \$38,180 compared to 2020.

STAFF RECOMMENDATION: Recommend approval to stay with PDRMA PPO (\$2,000 deductible for single coverage and \$4,000 deductible for family) and life insurance/EAP, UNUM for short term disability, Principal Life for dental and PDRMA Vision (\$600).

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2020

STAFF RECOMMENDATION

AGENDA ITEM: Recommendation for 2021 Golf Rates

BACKGROUND INFORMATION: The shelter in place status placed on all of us in the spring caused the golf course to remain closed until May 1, 2020. It was determined at the March 2020 board meeting that once the golf course would be allowed to open; we would reduce all 18 hole green fees by \$5.00 and all 9 hole green fees by \$2.00. Season passes would also be prorated by one month due to the April closure. All season passes purchased at the Swing into Spring sale the first weekend in March would be extended and not expire until May 1st of 2021. As of that date those passes would again be prorated for the 2021 season. All season passes sold after the golf course opened will expire at the end of the 2020 season. Once the golf course opened May 1st each golf course was under strict guidelines set forth by the Illinois Department of Commerce and Economic Opportunity. These guidelines only allowed for play in twosomes and riding carts were for single riders only and could only be used by those having medical issues. Tee times were in 15-minute intervals and the pro shop and the clubhouse remained closed to the public. Once Illinois went to Phase 4 the guidelines were modified by the Department of Commerce and Economic Opportunity, As of May 29th tee times were in 10-minute intervals, foursomes were allowed and riding carts were available to all. Pro shops and clubhouses could open following the COVID-19 retail guidelines. That is when golf exploded with players. With most other activities cancelled or postponed and many folks working from home people turned to golf for their recreation and socialization. Tee times filled quickly and the golf course was almost always full of all levels of players every day of the week. More youth took up the game. The millennials working from home would take afternoons off and the seniors found golf as their form of recreation. June through October have been banner months with rounds and revenues not seen since the early 2000's.

It is the goal of the golf operation to continue the momentum created by the virus and continue to grow the game while retaining those who have continued to make Sycamore Golf Club their golf course of choice and those who were brought back to the game by the COVID-19 Virus.

The Golf Operation would like to continue to offer the Swing into Spring Sale the first full weekend in March and offer our Season Passes at a 10% discount for those three days only. In addition to the 10% off for all Season Passes I would also like to offer a referral program to our 2020 Season Pass Holders. This incentive program will give the 2020 Season Pass Holder an additional 5% off their pass if they bring in a new customer who buys a pass at the 10% off. This new customer must not have been a Season Pass Holder in 2020. The Swing into Spring sale has been a hit to our customer base over the past several seasons. In addition, 174 season passes were purchased at the 2020 Swing into Spring Sale. All those season passes will not expire until May 1, 2021. However, many will just purchase their pass at the sale at the regular price, less the 10%. A small percentage will wait until May 1st to make their purchase. It should be noted that the difference in the 10% off price and a prorated price for a season pass averages out to be only \$11.00 per season pass and the total revenue reduction in season pass sales would be less than \$2000.00.

STAFF RECOMMENDATION: It is the recommendation of the golf operation to return our rates to the original 2020 prices as approved by the Board of Commissioners in October of 2019 thus increasing all 18 hole green fees by \$5.00 and all 9 hole green fees by \$2.00 and all season passes back to the rates prior to the original prices before the COVID-19 Virus price reduction.

FISCAL IMPACT: Capture additional revenues based on the COVID-19 impact and continue to offset the minimum wage mandatory increase to help create a balanced Golf Operations budget

PREPARED BY: Kirk Lundbeck, Superintendent of Golf Operations.

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



Season Pass Type	2021 Proposed Resident	2020 Revised Resident	Variance	2021 Proposed Non-Resident	2020 Revised Non-Resident	Variance
Adult Unlimited	\$630.00	\$550.00	\$80.00	\$790.00	\$695.00	\$95.00
Adult Weekday	\$475.00	\$415.00	\$60.00	\$630.00	\$550.00	\$80.00
Spouse Unlimited	\$400.00	\$350.00	\$50.00	\$555.00	\$485.00	\$70.00
Spouse Weekday	\$335.00	\$295.00	\$40.00	\$495.00	\$435.00	\$60.00
Senior Unlimited	\$575.00	\$505.00	\$70.00	\$735.00	\$645.00	\$90.00
Senior Weekday	\$420.00	\$370.00	\$50.00	\$575.00	\$505.00	\$70.00
Senior Three Day	\$295.00	\$260.00	\$35.00	\$415.00	\$365.00	\$50.00
Junior (16 - 21)	\$375.00	\$330.00	\$45.00	\$500.00	\$440.00	\$60.00
Junior (11 - 15)	\$250.00	\$215.00	\$35.00	\$375.00	\$330.00	\$45.00

Green Fee Type						
Weekday 9 Holes before 5pm	\$16.00	\$14.00	\$2.00	\$18.00	\$16.00	\$2.00
Weekday 9 Holes after 5pm	\$13.00	\$11.00	\$2.00	\$13.00	\$11.00	\$2.00
Weekday 18 Holes before 2pm	\$27.00	\$22.00	\$5.00	\$30.00	\$25.00	\$5.00
Weekday 18 Holes after 2pm	\$24.00	\$19.00	\$5.00	\$24.00	\$19.00	\$5.00
Weekend 9 Holes before 5pm	\$18.00	\$16.00	\$2.00	\$20.00	\$18.00	\$2.00
Weekend 9 Holes after 5pm	\$13.00	\$11.00	\$2.00	\$13.00	\$11.00	\$2.00
Weekend 18 Holes before 5pm	\$30.00	\$25.00	\$5.00	\$33.00	\$28.00	\$5.00
Weekend 18 Holes after 5pm	\$26.00	\$21.00	\$5.00	\$26.00	\$21.00	\$5.00
Junior/Senior Green Fees						
All Day 9 (Weekends after 1pm)	\$11.00	\$9.00	\$2.00	\$12.00	\$10.00	\$2.00
All Day 18 (Weekends of 1pm)	\$21.00	\$18.00	\$3.00	\$23.00	\$20.00	\$3.00
Cart Fees						
Earlybird 9 before 9am Weekdays	\$7.50	\$7.50	\$0.00	\$7.50	\$7.50	\$0.00
Earlybird 18 before 9am Weekdays	\$13.00	\$13.00	\$0.00	\$13.00	\$13.00	\$0.00
9 Holes before 5pm	\$8.50	\$8.50	\$0.00	\$8.50	\$8.50	\$0.00
9 Holes after 5pm	\$6.50	\$6.50	\$0.00	\$6.50	\$6.50	\$0.00
18 Holes before 2pm	\$16.00	\$16.00	\$0.00	\$16.00	\$16.00	\$0.00
18 Holes after 2pm	\$13.00	\$13.00	\$0.00	\$13.00	\$13.00	\$0.00
Push Carts	\$3.00	\$3.00	\$0.00	\$3.00	\$3.00	\$0.00

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2020

STAFF RECOMMENDATION

AGENDA ITEM: Fees for Pathway Fitness and Aquatics Passes 2021: Recommended Consideration

BACKGROUND INFORMATION: At the November 2019 Board meeting, staff presented information on the impact of the minimum wage increase from \$8.25 to \$10, a 21% increase to the Recreation Salary budget for 2020.

A 5% increase to membership fees for Aquatics and Pathway Fitness was presented, but that alone would not have been enough to cover salary increases in 2020. Staff recommended to wait on increasing Membership fees due to the Community Center only being open for 18 months and Aquatic fees were increased in 2018.

Additionally, a 5% increase to all daily fees for Splash Pad, Pool and Community Center was presented. Also, the Picnic Shelter fees were increased by \$25. This increase to daily fees had a bigger fiscal impact and was implemented in 2020.

Going forward, it will be difficult to determine membership and pass sales during the pandemic. In 2020 the pool was closed for the season and the Community Center was closed for almost 4 months. The attached chart shows proposed Membership rate increases to help offset the 2021 wage increase.

FISCAL IMPACT: In 2021, with the minimum wage increasing by \$1 from \$10 to \$11 per hour, the Recreation budget part-time salaries will increase by 10%. This will be \$18,493 for Recreation Salaries to include aquatics, swim lessons, concessions, service desk staff and part-time custodian.

STAFF RECOMMENDATION: Staff requests consideration to increase all Pathway Fitness Memberships and Pass Types, and Aquatic passes in 2021 by 10%.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation Services

EXECUTIVE DIRECTOR REVIEW/APPROVAL: 

BOARD ACTION:

Community Center Memberships by Type:	2020 Resident Full	2021 Resident Full 5% increase	Resident Full 10% increase	2020 Resident Monthly	Resident Monthly 5% increase	Resident Monthly 10% increase	2020 Non-Res Full	2021 Non-Res Full 5% increase	Non-Res Full 10% increase	2020 Non-Res Monthly	2021 Non-Res Monthly 5% increase	Non-Res Monthly 10% increase
24/7 Fitness Membership (age 18-61)	\$270	\$284	\$297	\$25	\$26	\$28	\$405	\$425	\$446	\$38	\$40	\$42
24/7 add'l household (age 18-61)	\$135	\$142	\$149	\$12	\$13	\$13	\$203	\$213	\$223	\$18	\$19	\$20
24/7 Fitness membership Senior (age 62+)	\$216	\$227	\$238	\$20	\$21	\$22	\$324	\$340	\$356	\$30	\$32	\$33
24/7 add'l household member Senior (age 62+)	\$108	\$113	\$119	\$10	\$11	\$11	\$162	\$170	\$178	\$15	\$16	\$17
3-Month Fitness Membership (ages 18+)	\$75	\$79	\$83				\$113	\$119	\$124			
27/7 Track Only Membership (ages 18+)	\$75	\$79	\$83				\$113	\$119	\$124			
Individual Pass (age14*-61)	\$216	\$227	\$238	\$20	\$21	\$22	\$324	\$340	\$356	\$30	\$32	\$33
Add'l household Pass (age 14*-61)	\$108	\$113	\$119	\$10	\$11	\$11	\$162	\$170	\$178	\$15	\$16	\$17
Senior Pass (age 61+)	\$173	\$182	\$190	\$16	\$17	\$18	\$260	\$273	\$286	\$24	\$25	\$26
Senior add'l household Pass (age 61+)	\$86	\$90	\$95	\$8	\$8	\$9	\$129	\$135	\$142	\$12	\$13	\$13
3-Month Pass (age 14*+)	\$75	*	*				\$113	*	*			
Track Only Pass (age 10 +)	\$59	\$62	\$65				\$89	\$93	\$98			
Open Gym Only Pass (all ages)	\$48	\$50	\$53				\$72	\$76	\$79			
Prepaid Pathway Fitness & Track (ages 14*+) 12 visits	\$89	\$93	\$98				\$134	\$141	\$147			
Prepaid Gym Card (all ages) 5 visits	\$12	\$13	\$13				\$18	\$19	\$20			

Aquatic Season Passes	2020 Early Bird Resident Rate	2021 Early Bird Res 5% increase	2021 Early Bird Res 10% increase	2020 Early Bird Non-Res Rate	2021 Early Bird Non-Res 5% increase	2021 Early Bird Non-Res 10% increase	2020 Regular Resident Rate	2021 Resident 5% increase	2021 Res 10% increase	2020 Regular Non-Res Rate	2021 Non-Res 5% increase	2021 Non-Res 10% increase
First Household Member age 4-61	\$80	\$84	\$88	\$120	\$126	\$132	\$89	\$93	\$98	\$134	\$141	\$147
Add'l Household member (all ages)	\$32	\$34	\$35	\$48	\$50	\$53	\$36	\$38	\$40	\$54	\$57	\$59
Senior First Household Member (age 62+)	\$37	\$39	\$41	\$56	\$59	\$62	\$42	\$44	\$46	\$63	\$66	\$69
Add'l Household Member(s) (ages 62+)	\$32	\$34	\$35	\$48	\$50	\$53	\$36	\$38	\$40	\$54	\$57	\$59

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2020

STAFF RECOMMENDATION

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

BACKGROUND INFORMATION:

At its September 2020 meeting the Board of Commissioners approved Resolution 04-2020 in support of the District's grant application to IDOT's Illinois Transportation Enhancement Program. If received, funds will support Phase 2 engineering, construction engineering, and construction for segment 2 of 2 of the *Great Western Trail Extension: Sycamore Forest Preserve to Old Mill Park* project (Segment 2 = 0.47-mile, 10 foot paved trail).

Staff have since received an updated cost estimate which reflects an additional \$25,230 for required wetland mitigation.

The attached Resolution, 04-2020, will be submitted with our IDOT/ITEP Application – deadline November 2.

FISCAL IMPACT: The updated cost estimate for the entire project is \$1,942,385. With a successful grant, the Park District will be responsible for 20% of that cost – \$388,477.

STAFF RECOMMENDATION: I recommend re-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: Sycamore Forest Preserve to Old Mill Park.

PREPARED BY: Sarah Rex, Recreation Supervisor

JEB (signature)

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

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 2⁷^h day of October, 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
October 27, 2020

ATTEST:

Secretary, Jonelle Bailey
October 27, 2020

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: October 27, 2020

STAFF RECOMMENDATION

AGENDA ITEM: SALE OF SURPLUS EQUIPMENT: Ordinance No. 06-2020, Authorization to Conduct a Public Sale

BACKGROUND INFORMATION: Occasionally, the District accumulates surplus equipment and material. Normally this is a result of the planned replacement of equipment where trade-in is not practical. The Board must authorize the public sale of this surplus equipment. Attached is a list of equipment that has been identified as surplus inventory. Much of it is outdated/obsolete, and no longer needed for the District's operations.

An ordinance is required in order to authorize staff to dispose of these items at auction or by other legal means designated in the ordinance. Just because the items are on the list does not mean they will all be disposed of, HOWEVER, if they are not on the list we will not have that liberty.

FISCAL IMPACT: The proceeds of the sale of these items will go to the Sycamore Park District Corporate/General Fund.

STAFF RECOMMENDATION: The staff recommends the Board approve Ordinance No. 06-2020 and authorize the staff to proceed with the sale of surplus equipment and material identified in this recommendation.

PREPARED BY: Jeff Donahoe, Superintendent of Parks

EXECUTIVE DIRECTOR REVIEW/APPROVAL: 

BOARD ACTION:

**SYCAMORE PARK DISTRICT
ORDINANCE NO. 06-2020
AN ORDINANCE FOR SALE OF
SURPLUS PROPERTY**

WHEREAS, the Sycamore Park District is the owner of the attached list of personal property, which is no longer needed or required by the Sycamore Park District and which, in the opinion of at least three-fifths (3/5ths) of the members of the Sycamore Park Board of Commissioners presently holding office, is no longer necessary, useful, or in the best interest of the Park District, AND

WHEREAS, NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Sycamore Park District in DeKalb County, Illinois, that staff is authorized to use one or more of the marked alternatives to dispose of the items on the attached list:

 X Advertise and sell the items listed in this ordinance by sealed bid and junk or retain any items not sold.

 X Arrange for the items listed in this ordinance to be sold on consignment by an auctioneer and junk or retain any items not sold.

 X Advertise and sell the items listed in this ordinance on E-Bay or similar public access websites.

Any items junked are to be offered to a recycler before being disposed of.

That all Ordinances and Resolutions and parts thereof in conflict herewith are to the extent of such conflict hereby repealed.

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page 2
Sycamore Park District
Ordinance

This Ordinance shall be in force and effect from and after its passage/approval by the vote of at least three-fifths of the Commissioners of the Sycamore Park District.

PASSED AND APPROVED THIS _____ DAY OF _____, 2020

AYES: _____

NAYS: _____

ABSENT: _____

SYCAMORE PARK DISTRICT, an Illinois
Municipal Corporation

By: _____

It's President

ATTEST:

Secretary

Surplus Equipment List

- Approximately 320 Toro irrigation heads. Includes a mix of 690 and 650 models. Heads include bodies, internal gear drives and nozzles, electric solenoids and actuators on sides of bodies.
- 34 Toro Vari Time irrigation system head control clocks and stand cabinets.
- 10 extra irrigation system control clocks.
- Various irrigation PVC repair fittings and parts from old system no longer usable with new system. Includes 3 used pump motors.