



Sycamore

PARK DISTRICT

Established 1923

Sycamore Park District

Regular Board Meeting

June 22, 2021

6:00 PM

Sycamore Golf Club, A Facility of the Sycamore Park District

Riverview Room

940 E. State Street, Sycamore, IL

AGENDA

CALL TO ORDER (Roll Call Vote)

Motion to permit any Commissioners to participate remotely. (Roll Call Vote)

APPROVAL OF REGULAR AND CONSENT AGENDA (Voice Vote)

APPROVAL OF MINUTES: (Voice Vote)

- 3. Regular Minutes: May 25, 2021 (Voice Vote)

APPROVAL OF MONTHLY CLAIMS:

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

CONSENT AGENDA:

- 39. Superintendent of Finance Monthly Report
- 42. Budget Report
- 57. Superintendent of Recreation Monthly Report
- 64. Superintendent of Golf Operations Monthly Report
- 66. Superintendent of Parks and Facilities Monthly Report
- 69. Executive Director Monthly Report

CORRESPONDENCE:

- 71. Ideal Industries Concert Grant
- 72. KSRA Thank You

PUBLIC INPUT:

POSITIVE FEEDBACK/REPORTS:

PLANNING COMMISSION REPORT: Ted

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

AGENDA

June 22, 2021, 6:00 PM

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OLD BUSINESS:

- **Community Pool update: Rec Staff**
 - Staffing & training status
 - Opening
- 73. **Construction Updates: Jonelle/Jeff**
 - Reston Ponds: *(documents)*
 - survey & signs
 - timeline
- 80. **Founders Playground: *(documents)***
 - public input meeting & survey
 - timeline
- **Memorial Park – timeline *(documents)***
- 98. **GWT: *(documents)***
 - ITEP Award
 - Negotiation update
- 109. **MMNH update: *(documents)* – Roll Call**
 - Recommendation
 - Survey
- **Lightshow update: Jonelle/Sarah *(no documents)***

NEW BUSINESS:

- 113. **Approval for Continuing Education – Vermont – Jackie – Roll call**
- 115. **Approval for Continuing Education – Tenn – Theresa – Roll Call**
- 117. **Resolution NRPA July Parks and Recreation Month: Theresa - Roll Call**
- 121. **Military/Veteran Rates: Staff – Roll Call**
- 124. **Board By-Laws Annual Review: Jonelle *(documents)* Roll Call**
 - Recommendation
 - Board Expectation updated document.
 - Changes
- 138. **Quarterly Capital Funds Update: Jackie**
- 140. **Foundation information *(documents)***
- **Potential Property: ES- Jeff *(documents)* (Roll Call if vote needed)**
- **Potential expansion: ES – Jonelle *(documents)* (Roll Call if vote needed)**

➤ Special Announcements**Potential Study Session July 13 at 6:00 PM—940 E. State St.****PUBLIC INPUT****EXECUTIVE SESSION (Roll Call Vote): In accordance with 5 ILCS, Par. 120/2c, I move that the Board convene in Executive Session to discuss:**

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

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, May 25, 2021**

The regular meeting of the Sycamore Park District Board of Commissioners, DeKalb County, Illinois, being held at our Clubhouse, located at 940 E. State St., Sycamore, Illinois is called to order at 6:01 p.m. on Tuesday, May 25, 2021.

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, Doty, 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: **Commissioner Schulz.**

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

Guests at the Board meeting were:

Jen Martinson, Lauterbach & Amen

Regular and Consent Agenda Approval –

Motion

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

Voice Vote

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

Accept Election Canvas Results from DeKalb County Clerk:

Motion

Commissioner Graves moved to accept and approve the Election Canvas Results from DeKalb County. Commissioner Doty seconded the Motion.

Roll Call

President Kroeger called for a roll call to vote. All commissioners present voted Aye. Motion carried 4-0. Commissioner Schulz was absent.

Director Bailey performed the swearing in of Denise Ackmann and Ted Strack.

Sycamore Park District Annual Board Meeting and Election of Officers for 2021 - President Kroeger called the Annual meeting to order. He then turned the meeting over to Director Bailey.

Voice Vote

Director Bailey called for a voice vote for the authorization for her to act as Chair for the purpose of the election of the President. All commissioners present voted Aye. Motion carried 5-0.

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Director Bailey noted it is now her duty for the election of the President to open the floor for nominations for the election of the President of the Board of Commissioners, so the floor is now open for nominations.

Director Gibble opened the floor for nominations for President.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
President	Bill Kroeger	Ted Strack	Ben Doty	(5) Ayes

Director Bailey asked if there we any other nominations for President and hearing none she then closed the nominations for President of the Sycamore Park District and asked for a motion.

Motion

Commissioner Strack moved to close the nominations for President. Commissioner Graves seconded the Motion.

Voice Vote

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

Roll Call

Director Bailey called for a roll call to vote on the nomination of Bill Kroeger for President. All commissioners present voted Aye. Motion carried 5-0.

Director Bailey then turned the balance of the nomination process over to the President Bill Kroeger.

President Kroeger opened the floor for nominations for Vice President.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
Vice President	Ben Doty	Ted Strack	Daryl Graves	(5) Ayes

President Kroeger closed the floor for nominations for Vice President for the coming year.

Motion

Commissioner Strack moved to close the nominations for Vice President. Commissioner Kroeger seconded the Motion.

Voice Vote

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

Roll Call

President Kroeger called for a roll call to vote on the nomination of Ben Doty for Vice President. All commissioners present voted Aye. Motion carried 5-0.

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President Kroeger opened the floor for nominations for Treasurer.

<u>Office:</u>	<u>Nominee:</u>	<u>Nominated by:</u>	<u>Seconded by:</u>	<u>Vote:</u>
Treasurer	Jackie Hienbuecher	Ted Strack	Ben Doty	(5) Ayes

President Kroeger closed the floor for nominations for Treasurer for the coming year.

Motion

Commissioner Strack moved to close the nominations for Treasurer. 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 5-0.

Roll Call

President Kroeger called for a roll call to vote on the nomination of Jackie Hienbuecher for Treasurer. All commissioners present voted Aye. Motion carried 5-0.

The following positions will be filled as follows:

President Kroeger asked for appointments for the following:

Secretary: Jonelle Bailey

Recording Secretary: Jeanette Freeman

Motion

Commissioner Strack moved to close the appointments for Secretary and Recording Secretary. Commissioner Doty seconded the Motion.

Voice Vote

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

Roll Call

President Kroeger called for a roll call to vote on the nomination of Jonelle Bailey and Jeanette Freeman for Secretary and Recording Secretary. All commissioners present voted Aye. Motion carried 5-0.

President Kroeger asked for appointments for Legal Services:

Legal Services: Ancel, Glink

Motion

Commissioner Strack moved to close the nominations for the above appointments. 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 5-0.

Roll Call

President Kroeger called for a roll call to vote on the appointment of Ancel, Glink for Legal Services. All commissioners present voted Aye. Motion carried 5-0.

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President Kroeger asked for appointments for Audit Services:

Audit Services: Lauterbach & Amen, LLP

Motion

Commissioner Strack moved to close the nominations for the above appointment.

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 5-0.

Roll Call

President Kroeger called for a roll call to vote on the appointment of Lauterbach & Amen for Audit Services. All commissioners present voted Aye. Motion carried 5-0.

President Kroeger asked for appointments for IAPD Legislative Contact:

IAPD Legislative Contact: Commissioner Ackmann

Motion

Commissioner Strack moved to close the nominations for the above appointment.

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 5-0.

Roll Call

President Kroeger called for a roll call to vote on the appointment of Denise Ackmann for the IAPD Legislative Contact. All commissioners present voted Aye. Motion carried 5-0.

President Kroeger asked for appointments for the following:

Board Member Delegate to State conference: Daryl Graves

FOIA Officers: Jonelle Bailey, Kirk Lundbeck

Open Meetings Act Official: Board President and Vice President–

ADA Coordinators: Kirk Lundbeck and Jonelle Bailey.

Plan Commission Representative: Commissioner Strack.

Motion

Commissioner Graves moved to approve all the appointments as listed above.

Commissioner Strack seconded the Motion.

Voice Vote

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

Roll Call

President Kroeger called for a roll call to vote on all of the nominations. All commissioners present voted Aye. Motion carried 5-0.

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President Kroeger asked for a motion to close the Annual Meeting for 2021.

Motion

Commissioner Doty moved to close the Annual Meeting. 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 5-0.

Approval of Minutes –

Motion

Commissioner Doty moved to approve the April 27, 2021 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 5-0.

Motion

Commissioner Graves moved to approve the April 13, 2021 Special Study Session Meeting Minutes. Commissioner Ackmann seconded the Motion.

Voice Vote

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

Motion

Commissioner Strack moved to approve the April 27, 2021 Executive Session Meeting Minutes and for them to remain confidential. Commissioner Doty seconded the Motion.

Roll Call

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

Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$55,496.46. Commissioner Graves seconded the Motion.

Roll Call

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

Correspondence – None

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Public Input –

- Commissioner Strack noted that he surveyed his tree location and has about 90% germination rate of the trees.
- Commissioner Graves noted he had Ryan O'Donnell ask him why we used a crane company from Wisconsin instead of local. President Kroeger asked if we could ask the engineers to put in the bid docs to specify local subs be used. Director Bailey noted that we can suggest this, but we cannot require it. Supt. Donahoe noted that this was IDOT, and we had no control over it.

Positive Feedback –

- Commissioner Graves noted he talked to Melissa in Concessions, and they did a great job at the Moms Rock Tot tournament.
- Commissioner Graves also noted that Kirk is doing a great job with the golf.

Planning Commission Report: Commissioner Strack noted that Ken Nelson was there and had another discussion with the plan commission. His project is well received in general terms. Their big concern is the water being controlled and who will maintain the natural areas. Commissioner Strack noted the plan commission has not voted on the Platte yet. Ken Nelson needs to lock down who will take full control after his work is done. Director Bailey noted that Ken Nelson asked what we need from him to make a decision. We need to make a decision if the board is going to accept from him if it goes further. Commissioner Strack noted he felt it was fair to give Ken Nelson a consensus that if everything falls in line with what has been represented to us so far. Director Bailey noted we had said before we would be supportive based on the approval of the city. President Kroeger noted that it is in his court to provide documents and description of what will be there and then he can ask us for his approval. He needs to provide this by the next meeting.

Director Bailey noted she attended the City Strategic Plan Meeting. They talked about what the expansion plan is for the City over the next 5 years. They want to identify all transition areas within the city including trail systems, bikes, sidewalks, etc. She then noted that we need to identify and update for the Park where we would like potential trails, etc. so the City will have this information.

Old Business

Community Pool Update: Supt. Donahoe noted they have been busy for weeks getting the pool filled and ready. It is up and operating and they are working on getting the chemicals balanced. He is training Jerry and Conner on the pool. His staff did the deck repair in house which saved a lot of money and they did a great job. The bids came in around \$12,000. Staff cleaned everything and pressure washed all. They are having to repair the water heater for the showers and sinks. Supt. Tevsh noted they are hoping to hold where they are at with 11 lifeguards and not lose any. Lisa is putting in preset pool rentals dates to help with scheduling of staff. They will be continuing with time slots at this time. They will look at the slots and cleaning procedures if the State goes to Phase 5 in mid-June. She noted there is a national challenge in getting lifeguards this year. They have 3 managers that are experienced and great so they can carry the lifeguards.

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Construction Updates: Director Bailey went over the different park construction updates.

Update Regarding the MMNH – Director Bailey noted that Joyce from Ancel Glink asked the district to post that we are going to court to allow us to release the building from our rolls. That was done so should going to court in June, so hopefully we will be able to officially vote that we want to sell the building. Then we can start the sale component.

New Business

Presentation of Audit – Supt. of Finance Hienbuecher introduced Jen with Lauterbach & Amen Auditors to present our audit. Jen then presented the audit to the Board.

Motion

Commissioner Strack moved to accept and approve the Audit as presented. Commissioner Graves seconded the Motion.

Roll Call

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

Memorial Park OSLAD Development – award bid: Director Bailey noted the bid opening was May 13th and there were 6 bidders. The lowest bidder was William Charles Construction. ERA checked their references and confirmed they had everything that we required. ERA is recommending William Charles be awarded the bid.

Motion

Commissioner Strack moved to approve that we accept the bid of William Charles Construction. Commissioner Doty seconded the Motion.

Roll Call

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

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Special Announcements – None

June Study Session: None was scheduled.

Public Input – None

At this time the board welcomed Denise Ackmann to the board.

Motion

The Board adjourned the Regular Session at 7:21 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Graves.

Voice Vote

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

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District

DATE: 06/16/2021
 TIME: 13:48:18
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Interim

FROM 05/22/2021 TO 06/15/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ITEM AMT
ACUSHNET	911010271	01 FOOTJOY WEATHERSOF GLOVES	501000001301	05/14/21	00004853	63275	06/04/21	80.89	80.89
		02 SHIPPING INV 911010271	501000001301		00004853				78.00
		03 DISCOUNT INV 911010271	501000001301		00004853				5.23
									-2.34
ACUSHNET	911022639	01 TITLEIST T300 IRONS MRS HAWKIN	501000001302	05/17/21	00004945	63254	05/27/21	764.81	764.81
		02 SHIPPING INV 911022639	501000001302		00004945				766.50
		03 DISCOUNT INV 911022639	501000001302		00004945				13.64
									-15.33
ACUSHNET	911070423	01 TITLEIST TSI DRIVER HAWKINS	501000001302	05/22/21	00004945	63293	06/14/21	1,337.08	1,337.08
		02 TITLEIST TSI FAIRWAYS HAWKINS	501000001302		00004945				435.00
		03 TITLEIST TSI HYBRID HAWKINS	501000001302		00004945				474.00
		04 DISCOUNT INV 911070423	501000001302		00004945				442.00
		05 SHIPPING INV 911070423	501000001302		00004945				-27.02
									13.10
ACUSHNET	911122448	01 4 FOR 3 - MIKE S	501000001300	05/28/21	00005083	63280	06/07/21	478.88	119.72
		02 DISCOUNT INV 911122448	501000001300		00005083				114.00
		03 SHIPPING INV 911122448	501000001300		00005083				-2.28
									8.00
ACUSHNET	911141720	01 4 FOR 1 - RANDY H	501000001300	06/02/21	00005083	63280	06/07/21	478.88	359.16
		02 4 FOR 3 - JOE G	501000001300		00005083				114.00
		03 4 FOR 3 - JCR	501000001300		00005083				114.00
		04 DISCOUNT INV 911141720	501000001300		00005083				-6.84
		05 SHIPPING INV 911141720	501000001300		00005083				24.00
ADVANCE	ADVANCE AUTO PARTS						VENDOR TOTAL:	2,661.66	
ADVANCE	24454-446506	01 ANTI FREEZE	101500066402	04/28/21		63255	05/27/21	64.19	37.98
ADVANCE	2454-446078	01 SHOP GASKET MAKER	101500066402	04/21/21		63255	05/27/21	64.19	37.98
AFLAC	AFLAC						VENDOR TOTAL:	64.19	64.19
AFLAC	707403	01 AFLAC - PRE TAX	10100002006	05/12/21		63216	05/25/21	570.26	570.26
		02 AFLAC - AFTER TAX	10100002007						541.46
									28.80

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 05/22/2021 TO 06/15/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
ALARMDET	219339-1003	ALARM DETECTION SYSTEMS, INC							570.26
	01	ALARM - CC JUNE-AUG	207500056300	05/09/21		63217	05/25/21	465.00	465.00
								VENDOR TOTAL:	465.00
ANCEL	81754	ANCEL GLINK, P.C.							465.00
	01	CORPORATE MATTERS	101000036120	05/05/21		63218	05/25/21	1,548.75	1,548.75
	02	MUSEUM	101000036120						476.25
								VENDOR TOTAL:	1,072.50
BANK		THE BANK OF NEW YORK MELLON							1,548.75
								VENDOR TOTAL:	1,548.75
									13,912.50
									13,912.50
									141,037.50
									141,037.50
									70,950.00
									70,950.00
									225,900.00
									225,900.00
BANN		BANNER UP SIGNS							225,900.00
	73984								140.00
	01	SIGNS	101000076500	02/25/21		63281	06/07/21	230.00	70.00
	02	SIGNS	201000076500						70.00
									30.00
									30.00
									20.00
									20.00
									430.00
									430.00
									90.00
									90.00
									710.00
									710.00

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
BATTERIE	P39857875	01 BATTERIES - CC	207500046200	05/19/21	05/25/21	63220	26.40	26.40
							VENDOR TOTAL:	26.40
BLACKTIE	061421	01 FLAG DAY CONCERT	206194006128	06/14/21	06/14/21	63294	250.00	250.00
							VENDOR TOTAL:	250.00
CINTA	4081749509	CINTAS CORPORATION #355						250.00
		01 RAG & RUG SERVICE	101500056301	04/16/21	05/25/21	63226	615.72	36.42
		02 RAG & RUG SERVICE	504100056301					14.61
		03 RAG & RUG SERVICE	201000056301					14.60
		04 RAG & RUG SERVICE	101000056301					3.60
								3.61
	4081749558	01 RAG & RUG SERVICE	207500056301	04/16/21	05/25/21	63226	615.72	51.68
								51.68
	4081749615	01 RAG & RUG SERVICE	201000056301	04/16/21	05/25/21	63226	615.72	16.48
								16.48
	4082392548	01 RAG & RUG SERVICE	101500056301	04/23/21	05/25/21	63226	615.72	36.42
		02 RAG & RUG SERVICE	504100056301					14.61
		03 RAG & RUG SERVICE	201000056301					14.60
		04 RAG & RUG SERVICE	101000056301					3.60
								3.61
	4082392559	01 RAG & RUG SERVICE	201000056301	04/23/21	05/25/21	63226	615.72	16.48
								16.48
	4082392622	01 RAG & RUG SERVICE	207500056301	04/23/21	05/25/21	63226	615.72	51.68
								51.68
	4083046641	01 RAG & RUG SERVICE	201000056301	04/30/21	05/25/21	63226	615.72	16.48
								16.48
	4083046673	01 RAG & RUG SERVICE	101500056301	04/30/21	05/25/21	63226	615.72	36.42
		02 RAG & RUG SERVICE	504100056301					14.61
		03 RAG & RUG SERVICE	201000056301					14.60
		04 RAG & RUG SERVICE	101000056301					3.60
								3.61

DATE: 06/16/2021
 TIME: 13:48:18
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 05/22/2021 TO 06/15/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
4083046698		01 RAG & RUG SERVICE	207500056301	04/30/21		63226	05/25/21	615.72	51.68 51.68
4083700757		01 RAG & RUG SERVICE	101500056301	05/07/21		63226	05/25/21	615.72	36.42 14.61 14.60 3.60 3.61
4083700760		01 RAG & RUG SERVICE	207500056301	05/07/21		63226	05/25/21	615.72	51.68 51.68
4083700796		01 RAG & RUG SERVICE	201000056301	05/07/21		63226	05/25/21	615.72	16.48 16.48
4084349149		01 RAG & RUG SERVICE	201000056301	05/14/21		63226	05/25/21	615.72	16.48 16.48
4084349185		01 RAG & RUG SERVICE	101500056301	05/14/21		63226	05/25/21	615.72	36.42 14.61 14.60 3.60 3.61
4084349187		01 RAG & RUG SERVICE	207500056301	05/14/21		63226	05/25/21	615.72	51.68 51.68
4085009480		01 RAG & RUG SERVICE	201000056301	05/21/21		63226	05/25/21	615.72	16.48 16.48
4085009503		01 RAG & RUG SERVICE	101500056301	05/21/21		63226	05/25/21	615.72	36.42 14.61 14.60 3.60 3.61
4085009554		01 RAG & RUG SERVICE	207500056301	05/21/21		63226	05/25/21	615.72	51.68 51.68
9124913448		01 CREDIT	101500056301	03/21/21		63226	05/25/21	615.72	-1.38 -0.34 -0.34 -0.34 -0.36

DATE: 06/16/2021
 TIME: 13:48:18
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 05/22/2021 TO 06/15/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
9124913454	01 CREDIT		101500056301	03/21/21		63226	05/25/21	615.72	-1.38
			504100056301						-0.34
			201000056301						-0.34
			101000056301						-0.36
9124913455	01 CREDIT		101500056301	03/21/21		63226	05/25/21	615.72	-1.38
			504100056301						-0.34
			201000056301						-0.34
			101000056301						-0.36
9124916636	01 CREDIT		207500056301	03/21/21		63226	05/25/21	615.72	-1.91
									-1.91
9124916641	01 CREDIT		207500056301	03/21/21		63226	05/25/21	615.72	-1.91
									-1.91
9124916644	01 CREDIT		207500056301	03/21/21		63226	05/25/21	615.72	-1.91
									-1.91
9124917080	01 CREDIT		201000056301	03/21/21		63226	05/25/21	615.72	-0.63
									-0.63
9124917082	01 CREDIT		201000056301	03/21/21		63226	05/25/21	615.72	-0.63
									-0.63
9124917085	01 CREDIT		201000056301	03/21/21		63226	05/25/21	615.72	-0.63
									-0.63
CMJ	CMJ TECHNOLOGIES, INC.					VENDOR TOTAL:		615.72	
14770	01 PREPAID LABOR		101000056304	04/26/21		63227	05/25/21	3,817.00	2,520.00
			201000056304						1,260.00
14813	01 OFFICE 365		101000046206	05/01/21		63227	05/25/21	3,817.00	1,297.00
			201000046206						182.50
			101000056304						466.00
			201000056304						466.00
	VENDOR TOTAL:							3,817.00	

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COMCA	COMCAST								
	0468024-0521								
	01	INTERNET	101000096706	05/10/21		63228	05/25/21	904.49	904.49
	02	INTERNET	201000096706						271.68
	03	CABLE	207500096705						271.68
									361.13
									VENDOR TOTAL: 904.49
CONS	CONSERV FS								
	121015664								
	01	DIESEL - GOLF	504100076515	05/04/21		63278	06/04/21	3,625.74	1,041.84
	02	DIESEL - PARKS	101500076515						745.27
	03	DIESEL - SC	202100076515						17.91
									278.66
	121015665								
	01	GASOLINE - GOLF	504100076515	05/04/21		63278	06/04/21	3,625.74	672.27
	02	GASOLINE - PARKS	101500076515						71.96
	03	GASOLINE - SC	202100076515						318.47
	04	GASOLINE - TRUCKS	101500076515						26.50
									255.34
	1907								
	01	GASOLINE - GOLF	504100076515	05/21/21		63278	06/04/21	3,625.74	691.64
	02	GASOLINE - PARKS	101500076515						110.60
	03	GASOLINE - SC	202100076515						359.99
	04	GASOLINE - TRUCKS	101500076515						42.06
									178.99
	1908								
	01	DIESEL - OLD SHOP - TANK 3	504100076515	05/20/21		63278	06/04/21	3,625.74	267.20
									267.20
	1909								
	01	GAS - OLD SHOP - TANK 4	504100076515	05/20/21		63278	06/04/21	3,625.74	952.79
									952.79
	40012228								
	01	TURFACE FIELD DRY - BB	202100076533	05/19/21		63256	05/27/21	378.00	378.00
									378.00
									VENDOR TOTAL: 4,003.74
DEK3	DEKALB COUNTY COLLECTOR								
	1ST 2021								
	01	PROPERTY TAXES	101500116850	05/01/21		63229	05/25/21	2,744.77	2,744.77
									2,744.77
									VENDOR TOTAL: 2,744.77
DEKA	DEKALB LAWN & EQUIPMENT CO.								
	78988								
	01	MOWER BLADES	202100066403	06/01/21	00005080	63284	06/11/21	86.05	68.07
									68.07

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	79049	01 WEEDEATER PARTS	202100066403	06/03/21	00005072	63284	06/11/21	86.05	17.98
									17.98
DEKGARD		DEKALB COUNTY COMMUNITY GARDEN							86.05
	5-27-21	01 FLOWER S- PARKS & GC	101500076502	05/27/21		63257	05/27/21	389.00	389.00
									389.00
									389.00
ECO		ECOWATER SYSTEMS, INC.							86.05
	130856-051521	01 SALT	101000056300	05/15/21		63230	05/25/21	52.75	52.75
		02 SALT	201000056300						26.37
									26.38
ENCAP		ENCAP, INC							52.75
	7018	01 OVERSEED OLD MILL	101500056308	04/23/21		63231	05/25/21	4,500.00	4,500.00
									4,500.00
ENGIN		ENGINEERING RESOURCE ASSOC							4,500.00
	150711FD.08	01 MEMORIAL PARK	711000207035	05/16/21		63232	05/25/21	15,492.57	14,105.86
									14,105.86
	160910.P1.32	01 GWT PHASE 1 ENG	711000207039	04/27/21		63232	05/25/21	15,492.57	1,012.71
									1,012.71
	171021A0.11	01 BRIDGE 4 DESIGN	101000036125	05/17/21		63232	05/25/21	15,492.57	374.00
									374.00
	C-93-021-19-02	01 CONST ENGIN - GWT SE	711000207039	05/06/21		63233	05/25/21	15,732.86	15,732.86
									15,732.86
EUCL		EUCLID BEVERAGE LTD.							31,225.43
	W-2676661	01 BLUE MOON	303000086634	04/23/21		63258	05/27/21	1,414.35	627.25
		02 COORS LIGHT	303000086634						122.40
		03 MILLER LIGHT	303000086634						165.00
		04 MILLER HIGH LIFE	303000086634						165.00
		05 REVELUTION HERO	303000086634						71.00
		06 DELIVERY	303000086634						98.85
									5.00

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W-2685568		01 COORS LIGHT	303000086634	05/07/21	00005044	63258	05/27/21	1,414.35	787.10
		02 MILLER LIGHT	303000086634		00005044				247.50
		03 MILLER HIGH LIFE	303000086634		00005044				247.50
		04 ANTI HERO	303000086634		00005044				35.50
		05 FIST CITY	303000086634		00005044				131.80
		06 DELIVERY	303000086634		00005044				119.80
VENDOR TOTAL: 1,954.35									
W-2697649		01 COORS LIGHT	303000086634	05/28/21	00005088	63285	06/11/21	540.00	540.00
		02 MILLER LITE	303000086634		00005088				165.00
		03 KEG BEER	303000086634		00005088				165.00
		04 MILLER HIGH LIFE	303000086634		00005088				134.00
		05 DELIVERY	303000086634		00005088				71.00
VENDOR TOTAL: 1,954.35									
FINN		FINNEY'S ELECTRIC							
23732	01	POOL OUTLET-ELECTRICAL REPAIR	518100056300	05/19/21		63259	05/27/21	137.26	137.26
VENDOR TOTAL: 137.26									
FRONTIER		FRONTIER							
0670-050721	01	ADMIN	101000096700	05/07/21		63234	05/25/21	600.46	600.46
	02	ADMIN	201000096700						300.23
VENDOR TOTAL: 600.46									
FUNEXP		FUN EXPRESS							
708689459-01	01	EASTER EGGS	206095106216	03/18/21		63260	05/27/21	162.92	140.93
	02	KITES	518300076500						14.20
	03	FORTUNE COOKIES	205662056216						55.93
	04	WATER BALLOONS	206194006216						7.99
	05	BEER BRACELETS	206095216216						6.87
	06	CROWNS/TABLECLOTHS	205011956216						5.83
VENDOR TOTAL: 600.46									
708689459-02	01	VELCRO	303000046200	03/18/21		63260	05/27/21	162.92	21.99
VENDOR TOTAL: 162.92									
GOR		GORDON FOOD SERVICE INC.							
210441944	01	CREAM CHEESE	303000086610	06/01/21		63286	06/11/21	661.76	661.76
VENDOR TOTAL: 661.76									

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
210441944		02 CHIPS	303000086622	06/01/21	00005089	63286	06/11/21	661.76	661.76
		03 PICKLES	303000086629		00005089				31.90
		04 NACHO CHEESE	303300086620		00005089				33.51
		05 POPSICLES	303300086626		00005089				162.51
		06 POPCORN	303300086621		00005089				117.16
		07 NAPKINS	303300076550		00005089				40.68
		08 LARGE CUPS	303300076550		00005089				60.19
		09 LARGE CUPS	303000076550		00005089				75.88
		10 DELIVERY	303000076500		00005089				113.82
									5.00
									661.76
GROUPPL		GROUP PLAN SOLUTIONS						VENDOR TOTAL:	661.76
2585		01 FSA - MAY	101000106801	05/06/21		63235	05/25/21	49.50	49.50
		02 FSA - MAY	201000106801						24.75
									24.75
								VENDOR TOTAL:	49.50
HALO		HALOGEN SUPPLY COMPANY, INC.							
00563319		01 POOL CHEMICALS	518100076550	05/17/21		63261	05/27/21	372.96	372.96
									372.96
								VENDOR TOTAL:	372.96
ILLAG		ILLINOIS DEPT OF AGRICULTURE							
PEST LIISC-JONES		01 SPRAY LIISC - INTERN	101000046204	05/25/21		63236	05/25/21	120.00	120.00
									120.00
								VENDOR TOTAL:	120.00
INTEG		INTEGRA BUSINESS SYSTEMS, INC.							
INV98507		01 PRINTER/COPIER -MAINT	101000056304	05/06/21		63237	05/25/21	169.15	32.65
		02 PRINTER/COPIER -MAINT	201000056304						16.33
									16.32
									84.66
INV98508		01 PRINTER/COPIER - CC	101000056304	05/06/21		63237	05/25/21	169.15	42.33
		02 PRINTER/COPIER - CC	201000056304						42.33
									51.84
INV98509		01 PRINTER/COPIER - ADMIN	101000056304	05/06/21		63237	05/25/21	169.15	25.92
		02 PRINTER/COPIER - ADMIN	201000056304						25.92
									169.15
								VENDOR TOTAL:	169.15

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KHR									
	1151	01 REBUILD BLOWER CYLINDER	101500066402	05/28/21	00005081	63282	06/07/21	161.83	161.83
									161.83
LAUTER		LAUTERBACH & AMEN LLP							161.83
	54882	01 2020 ACTUARIAL	241000036122	04/15/21		63238	05/25/21	4,600.00	2,600.00
									2,600.00
	55742	01 2020 AUDIT SERVICES	241000036122	05/24/21		63238	05/25/21	4,600.00	2,000.00
									2,000.00
LE PRINT		LE PRINT EXPRESS							4,600.00
	34150	01 NAME PLATE HOLDER	101000046212	05/24/21		63239	05/25/21	25.00	25.00
		02 NAME PLATE HOLDER	201000046212						12.50
									12.50
LOWE		LOWE'S							25.00
	903042-GSYRQJ	01 WOOD/FASTENERS PARKS	101500066404	04/19/21	00004995	63263	05/27/21	692.70	72.96
									72.96
	903212-GQYPVH	01 PARK GARBAGE CANS	101500066407	04/05/21	00004955	63263	05/27/21	692.70	55.78
									55.78
	903356-GRDGH	01 SIGN POST-CONCRETE-WOOD-GLOVES	101500066404	04/06/21		63263	05/27/21	692.70	36.32
									36.32
	903372-GQJJDW	01 SHOVEL AND REACHER STICKS	202100066404	03/31/21	00004943	63263	05/27/21	692.70	39.84
									39.84
	903507-GQOAXI	01 POSTS, FENCING PARKS	101500066404	04/01/21	00004951	63263	05/27/21	692.70	183.56
									183.56
	903615-GRIDNB	01 EZ REACH GARBAGE PICK TOOLS	101500066404	04/07/21	00004953	63263	05/27/21	692.70	91.13
									91.13
	903684-GQTFNG	01 CONCRETE BAGS PARKS	101500066404	04/02/21	00004948	63263	05/27/21	692.70	42.56
									42.56
	903809-GRMZXR	01 TURF PAINT SOCCER	202100076524	04/08/21	00004957	63263	05/27/21	692.70	61.36
									61.36

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	903980-GRRQOY		202100066404	04/09/21	00004986	63263	05/27/21	692.70	109.19 109.19
		01 SPORTS BOX BOLTS, HAMMERS							
MENA		MENARDS - SYCAMORE						VENDOR TOTAL:	692.70
45783		01 PAILS FOR WIPES, SM TOOLS	207500076510	04/16/21	00005042	63240	05/25/21	387.04	25.61 25.61
46027		01 BROOM, DUST PAN, TOOL HOLDER	303000076510	04/21/21	00005045	63240	05/25/21	387.04	46.78 27.77 19.01
		02 TISSUE, DISH & LAUNDRY SOAP	207500076510		00005045				
46801		01 CABLE TIES, FLOOR CLEANER	207500076510	05/06/21	00005046	63240	05/25/21	387.04	18.88 18.88
46846		01 POOL CAULK	518100066410	05/07/21		63264	05/27/21	190.42	51.88 51.88
46968		01 FUSE CABINET STORAGE	101500066401	05/10/21	00005032	63240	05/25/21	387.04	14.71 14.71
46983		01 SHOP HAND SOAP	101500066401	05/10/21		63264	05/27/21	190.42	17.38 17.38
47024		01 PUMP HOUSE REPAIR, INSULATIN	504100076505	05/11/21	00005028	63240	05/25/21	387.04	281.06 281.06
47289		01 POOL PARTS	518100066410	05/16/21		63264	05/27/21	190.42	4.03 4.03
47519		01 CAULK, PIPE SHOP	101500066404	05/20/21	00005057	63264	05/27/21	190.42	31.62 31.62
47520		01 GAL BUCKETS, SPRAY BOTTLES	518000076510	05/20/21	00005047	63264	05/27/21	190.42	40.58 40.58
47526		01 POTTING SOIL FOR PLANTERS	504000076500	05/20/21	00005050	63264	05/27/21	190.42	31.94 31.94
47534		01 WATERING CAN	504000076500	05/20/21	00005049	63264	05/27/21	190.42	12.99 12.99
								VENDOR TOTAL:	577.46

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MEYER		MEYER PAVING, INC.							
	21-4716	01 ROAD PATCH BEHIND POOL	701000207008	05/11/21		63265	05/27/21	7,350.00	7,350.00
	21-4717	01 PARKSIDE PRESERVE PATH	701000207008	05/12/21		63266	05/27/21	10,000.00	10,000.00
							VENDOR TOTAL:		17,350.00
NORTHILU		NIU-COMMER ACCTS RECEIVABLE							
	PED000169	01 SPRING SEMESTER 2 GA'S	207000056315	05/06/21	00005051	63241	05/25/21	8,352.00	8,352.00
							VENDOR TOTAL:		8,352.00
OCS		OUTDOOR CUSTOM SPORTSWEAR							
	236803	01 STAFF SHIRTS	504000046215	05/12/21		63267	05/27/21	692.50	692.50
							VENDOR TOTAL:		692.50
PDRMA		PDRMA							
	APRIL 2021	01 HEALTH INS PREM	101000106801	05/25/21		63242	05/25/21	22,897.14	22,897.14
		02 HEALTH INS PREM	101500106801						5,031.79
		03 HEALTH INS PREM	504100106801						1,490.50
		04 HEALTH INS PREM	504000106801						1,805.41
		05 HEALTH INS PREM	201000106801						1,306.63
		06 HEALTH INS PREM	202100106801						6,890.65
		07 HEALTH INS PREM	207500106801						5,784.50
		08 HEALTH INS PREM	303000106801						63.18
							VENDOR TOTAL:		524.48
PEPSI		PEPSI COLA GEN. BOT.							
	54819258	01 BOTTLED WATER	303000086631	06/03/21		63287	06/11/21	1,112.64	1,112.64
		02 20OZ POP	303000086631						299.40
		03 5GAL BIB	303000086630						270.80
		04 3GAL BIB	303000086630						346.80
		05 CO2 TANK	303000086634						162.81
							VENDOR TOTAL:		32.83
PERFOR		PERFORMANCE FOODSERVICE							
	6657275	01 GATORADE	303000086631	05/06/21	00005041	63269	05/27/21	2,593.33	1,583.16
									289.34

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6657275		02 NACHO CHEESE	303300086620	05/06/21	00005041	63269	05/27/21	2,593.33	1,583.16
		03 NACHO CHIPS	303300086620		00005041				118.78
		04 LETTUCE	303300086629		00005041				60.03
		05 SOFT PRETZELS	303300086619		00005041				17.71
		06 CHIPS	303000086622		00005041				160.36
		07 SLICED CHEESE	303000086613		00005041				284.49
		08 HOT DOGS	303000086615		00005041				40.76
		09 BRATS	303000086615		00005041				299.36
		10 HAMBURGERS	303000086613		00005041				166.20
		11 COUPON-GATORADE	303000086631		00005041				195.63
		12 DELIVERY	303000076500		00005041				-56.00
									6.50
6665521		01 FRYER OIL	303000086617	05/17/21	00005062	63269	05/27/21	2,593.33	1,010.17
		02 SLICED CHEESE	303000086613		00005062				78.68
		03 CHIPS	303000086622		00005062				47.17
		04 HAMBURGER BUNS	303000086613		00005062				63.22
		05 TORTILLA SHELLS	303000086616		00005062				28.72
		06 FRENCH FRIES	303000086617		00005062				35.36
		07 HOT DOGS	303000086615		00005062				22.37
		08 BRATS	303000086615		00005062				149.68
		09 HAMBURGERS	303000086613		00005062				124.65
		10 CRISPY CHICKEN	303000086616		00005062				203.16
		11 FIERY CHICKEN STRIPS	303000086616		00005062				33.21
		12 TORTILLA CHIPS	303300086620		00005062				54.07
		13 SOFT PRETZELS	303300086619		00005062				40.02
		14 DELIVERY	303000076500		00005062				123.36
									6.50
6680531		01 CHIPS	303000086622	06/03/21	00005090	63288	06/11/21	884.72	884.72
		02 HOT DOGS	303000086615		00005090				94.83
		03 HAMBURGERS	303000086613		00005090				224.52
		04 SOFT PRETZELS	303300086619		00005090				406.32
		05 TORTILLA CHIPS	303300086620		00005090				92.52
		06 DELIVERY	303000076500		00005090				60.03
									6.50

VENDOR TOTAL: 3,478.05

PREMWO	PREMIER WORLD DISCOVERY								
	RAIL TRIP	01	DEPOSIT - RAIL TRIP	06/11/21		63289	06/11/21	600.00	600.00
									600.00
									600.00
REIN	REINDERS, INC.								
	1879160-00	01	MOWER SEALS-BEARING	05/19/21		63270	05/27/21	110.56	110.56
									110.56

VENDOR TOTAL: 600.00

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RESOUR	RESOURCE BANK								110.56
	2017B-0621	01 2017B BOND INT	601000156900	05/04/21		63243	05/25/21	4,845.00	4,845.00
									4,845.00
									4,845.00
RONDO	150376	01 TRAILER PARTS	101500066402	05/19/21	00005060	63244	05/25/21	82.00	82.00
	151032	01 TRAILER END PLUG	101500066402	06/04/21		63290	06/11/21	8.90	8.90
									8.90
SHAW	SHAW SUBURBAN MEDIA								90.90
	042110027030	01 PARENT SOURCE	101200046208	04/30/21		63245	05/25/21	890.54	890.54
		02 AFFINITY	101200046209						425.00
		03 MEM PK BID	101000046203						300.00
		04 MEM PK BID	201000046203						82.77
									82.77
SITE ONE	SITE ONE LANDSCAPE SUPPLY								890.54
	109281231-001	01 PARK ROUNDUP	101500076507	05/19/21	00005061	63271	05/27/21	313.16	313.16
		02 GOLF FUNGICIDE	504100076507		00005059				115.16
									198.00
	109309967-001	01 RETURN-DUPL ORDER	504100076507	05/19/21		63271	05/27/21	313.16	-313.16
									-313.16
	109310131-001	01 CHEMICALS	504100076507	05/19/21		63271	05/27/21	313.16	313.16
									313.16
SOFT	SOFT WATER CITY								313.16
	2656-043021	01 SALT	207500076500	04/30/21		63246	05/25/21	327.25	327.25
		02 WATER	101500076500						30.00
		03 BRINE VALVE	101500056307						47.25
									250.00

FROM 05/22/2021 TO 06/15/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
STAPLES	3476836033	STAPLES BUSINESS ADVANTAGE						VENDOR TOTAL:	327.25
		01 POOL - GLOVES	518000076513	05/08/21		63247	05/25/21	108.11	108.11
		02 TAPE - CC	101000046200						98.32
									9.79
STRANS		STRANS GARDEN CENTER						VENDOR TOTAL:	108.11
	5-10-21	01 MULCH - CC	207500066401	05/10/21		63248	05/25/21	315.00	315.00
SUP		SUPERIOR BEVERAGE						VENDOR TOTAL:	315.00
	371982	01 BUDWEISER	303000086634	05/26/21		63291	06/11/21	439.60	439.60
		02 BUD LIGHT	303000086634						97.50
		03 SELTZER	303000086634						97.50
		04 BUSCH LIGHT	303000086634						89.60
		05 ARNIE PALMER	303000086631						62.00
		06 DELIVERY	303000086634						88.00
									5.00
SYCROT		SYCAMORE ROTARY CLUB						VENDOR TOTAL:	439.60
	379	01 DUES - TICKETS	101000046204	03/08/21		63249	05/25/21	220.00	30.00
		02 DUES - TICKETS	201000046204						15.00
	466	01 DUES 4TH QTR	101000046204	05/10/21		63249	05/25/21	220.00	190.00
		02 DUES 4TH QTR	201000046204						95.00
									95.00
T0000024		DOBBERSTEIN, MELISSA						VENDOR TOTAL:	220.00
		TIP TITANS GOLF							
		01 TIP TITANS GOLF OUTING	303000003090	06/11/21		63292	06/11/21	169.00	169.00
T0001655		LEACH, CONNER						VENDOR TOTAL:	169.00
		REIMBURSE 6-1-21							
		01 PARTIAL BOOT REIMB	101500046215	06/01/21		63274	06/01/21	77.54	77.54
		02 POOL HEATER PART REIMB	518100066410						50.00
									27.54

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

DATE: 06/16/2021
TIME: 13:48:18
ID: AF450000.WOW

FROM 05/22/2021 TO 06/15/2021

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

T0001680 O'BRIEN, FRAN 01 REFUND 201000002150 06/04/21 63279 06/04/21 43.00 43.00 77.54
VENDOR TOTAL:

TYLER TYLER ENTERPRISES 59468 01 GOLF GREENS FERTILIZER 504100076505 05/17/21 63272 05/27/21 44.00 44.00 43.00
VENDOR TOTAL:

UNUM UNUM LIFE INSURANCE MAY 2021 1010000106801 05/25/21 63250 05/25/21 323.08 323.08 45.33
02 STD INS PREM 1015000106801 25.05
03 STD INS PREM 5041000106801 22.20
04 STD INS PREM 5040000106801 14.80
05 STD INS PREM 2010000106801 111.38
06 STD INS PREM 2021000106801 81.59
07 STD INS PREM 2075000106801 12.62
08 STD INS PREM 3030000106801 10.11
VENDOR TOTAL:

VERIZON 9879869227 01 DATA PLAN 504100096700 05/15/21 63251 05/25/21 140.09 140.09 36.01
02 DATA PLAN 303000096700 104.08
VENDOR TOTAL:

WARE WAREHOUSE DIRECT BUSINESS 4941729-0 01 GARBAGE CAN LINERS - CH 303000076510 04/23/21 63252 05/25/21 63.60 63.60 21.20
02 GARBAGE CAN LINERS - CC 207500076510 42.40
4956076-0 01 PAPER TOWELS - CC 207500076510 05/12/21 63273 05/27/21 271.94 271.94 171.24
171.24
4957797-0 01 PAPER - LAMINATING 207500046200 05/13/21 63273 05/27/21 271.94 271.94 51.49
51.49

DATE: 06/16/2021
 TIME: 13:48:18
 ID: AP450000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

PAGE: 17

FROM 05/22/2021 TO 06/15/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
4963392-0	01	VIREX POOL	518000076510	05/21/21		63273	05/27/21	271.94	100.70
	02	FILES-FOLDERS-BUS CARDS	207500046200						59.80
C4958342-0	01	RETURN-DUPL ORDERS	207500046200	05/19/21		63273	05/27/21	271.94	-51.49
									-51.49
								VENDOR TOTAL:	335.54
3641319-2011-8	01	REFUSE - ADM	101000056302	04/30/21		63253	05/25/21	465.64	465.64
	02	REFUSE - CH	303000056302						62.14
	03	REFUSE - ADM	101000056302						6.50
	04	REFUSE - OLD SHOP	504100056302						30.54
	05	REFUSE - SC	202100056302						40.26
	06	REFUSE - PARK	101500056302						40.27
	07	REFUSE -PICNIC	101500056302						60.49
	08	REFUSE -CC	207500056302						163.30
								VENDOR TOTAL:	465.64
								TOTAL --- ALL INVOICES:	354,560.90

DATE: 06/17/21
 TIME: 13:40:31
 ID: AP441000.WOW

SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

New

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ADVANCE ADVANCE AUTO PARTS								
2454-446740	05/03/21	01	DEERE RAKE BATTERY	202100066403	00005011		06/22/21	37.51
							INVOICE TOTAL:	37.51
2454-447133	05/10/21	01	FUSES CARTS	202100066402	00005030		06/22/21	2.91
							INVOICE TOTAL:	2.91
2454-448295	05/28/21	01	RAKE BATTERY	202100066403	00005076		06/22/21	20.76
							INVOICE TOTAL:	20.76
2454-448315	05/28/21	01	BATTERY FOR RAKE	202100066403	00005077		06/22/21	16.75
							INVOICE TOTAL:	16.75
							VENDOR TOTAL:	77.93
AIRGAS AIRGAS USA LLC								
9979813548	05/31/21	01	WELDING TANK RENTALS	101500066401			06/22/21	32.50
							INVOICE TOTAL:	32.50
							VENDOR TOTAL:	32.50
BEACO BEACON ATHLETICS								
05317835-IN	05/31/21	01	FIELD CHALK	202100076533			06/22/21	497.20
							INVOICE TOTAL:	497.20
							VENDOR TOTAL:	497.20
CINTAS CINTAS CORP								
8405137624	05/14/21	01	1ST AID REFILL	518000076513			06/22/21	70.65
		02	DEFIB PADS/BATTERY	518000076513				290.85
		03	1ST AID CH	101500076513				4.47
		04	ADMIN	101500076513				5.70
							INVOICE TOTAL:	371.67
							VENDOR TOTAL:	371.67
DEEGANS DEEGANS GARAGE INC								

DATE: 06/17/21
 TIME: 13:40:31
 ID: AP441000.WOW

SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
DEEGANS DEEGANS GARAGE INC								
18628	06/10/21	01	NEW TIRES - PARK VAN	202100066402			06/22/21	216.66
		02	NEW TIRES - PARK VAN	101500066402				216.66
		03	NEW TIRES - PARK VAN	504100066402				216.68
			INVOICE TOTAL:					650.00
			VENDOR TOTAL:					650.00
DEKA DEKALB LAWN & EQUIPMENT CO.								
77677	04/12/21	01	TORO MOWER - GOLF	701000207005			06/22/21	18,852.29
			INVOICE TOTAL:					18,852.29
			VENDOR TOTAL:					18,852.29
DEKAM DEKALB MECHANICAL INC								
79597	05/07/21	01	FURNACE WORK - MMNH	202500056300			06/22/21	110.00
			INVOICE TOTAL:					110.00
79778	06/03/21	01	INSTALL PRO SHOP AC UNIT	101500056300			06/22/21	992.20
			INVOICE TOTAL:					992.20
			VENDOR TOTAL:					1,102.20
FAULK FAULKS BROS. CONSTRUCTION								
351333	05/12/21	01	GOLF - TOP DRESS SAND	504100076509			06/22/21	867.90
			INVOICE TOTAL:					867.90
			VENDOR TOTAL:					867.90
FINN FINNEY'S ELECTRIC								
23747	06/01/21	01	POOL OUTLET REPAIR	518100056300			06/22/21	186.89
			INVOICE TOTAL:					186.89
23755	06/08/21	01	LIGHT POLES INSTALL	518100056302			06/22/21	1,142.94
			INVOICE TOTAL:					1,142.94

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
FINN	FINNEY'S ELECTRIC							
23756	06/09/21	01	PRO SHOP ELECTRIC-AIR UNIT	101000056300			06/22/21	507.66
							INVOICE TOTAL:	507.66
							VENDOR TOTAL:	1,837.49
FOX1	FOX VALLEY FIRE & SAFETY							
IN00436934	05/18/21	01	SHOP - FIRE EXT SERVICE	101500056300			06/22/21	65.55
							INVOICE TOTAL:	65.55
IN00436935	05/18/21	01	CONC - FIRE EXT SERVICE	303300056300			06/22/21	50.00
							INVOICE TOTAL:	50.00
IN00436936	05/18/21	01	POOL - FIRE EXT SERVICE	518100056300			06/22/21	50.00
							INVOICE TOTAL:	50.00
IN00436937	05/18/21	01	OLD SHOP FIRE EXT SERVICE	101500056300			06/22/21	50.00
							INVOICE TOTAL:	50.00
IN00436938	05/18/21	01	CC-FIRE EXT SERVICE	207500056300			06/22/21	55.20
							INVOICE TOTAL:	55.20
							VENDOR TOTAL:	270.75
GRAI	GRAINGER							
9921072238	06/03/21	01	POOL ADA LIFT BATTERY & CHARGE	518100076500			06/22/21	424.39
							INVOICE TOTAL:	424.39
9924958490	06/08/21	01	BALLFIELD BULBS	202100076526			06/22/21	195.63
							INVOICE TOTAL:	195.63
9928681148	06/10/21	01	POOL-GARAGE DOOR BELT	518100066401			06/22/21	9.95
							INVOICE TOTAL:	9.95
							VENDOR TOTAL:	629.97

GREATLAK GREAT LAKES TURF

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
GREATLAK GREAT LAKES TURF								
36752	05/10/21	01	GOLF GREEN FERT-LIQUID	504100076506			06/22/21	283.58
							INVOICE TOTAL:	283.58
							VENDOR TOTAL:	283.58
HARRG HARRIS GOLF CARS SALES & SERVI								
01-284409	05/03/21	01	GOLF CART REPAIR PARTS	504000066409			06/22/21	170.35
							INVOICE TOTAL:	170.35
							VENDOR TOTAL:	170.35
HAWK HAWKINS INC								
4943907	05/21/21	01	POL CHEMICALS	518100076550			06/22/21	90.00
							INVOICE TOTAL:	90.00
4950440	05/28/21	01	POOL CHEMICALS	518100076550			06/22/21	1,576.34
							INVOICE TOTAL:	1,576.34
							VENDOR TOTAL:	1,666.34
LOWE LOWE'S								
903082-GUNIKS	04/29/21	01	CAULK AND GUN SHOP	202100076500	00005009		06/22/21	16.97
							INVOICE TOTAL:	16.97
903088-GXJPTT	05/19/21	01	PLANTS FOR SPLASH PAD	207500066401	00005053		06/22/21	197.20
							INVOICE TOTAL:	197.20
903212-GVZQIF	05/10/21	01	NEW POST/CONCRETE PARK SGN	101500066405	00005029		06/22/21	92.44
							INVOICE TOTAL:	92.44
9032298-GXOPWS	05/20/21	01	WOOD TO REPAIR LARSON LOOKOUT	101500066406	00005052		06/22/21	128.81
							INVOICE TOTAL:	128.81
903315-GVJBBH	05/05/21	01	POOL DECK PATCH	518100066410	00005034		06/22/21	262.91
							INVOICE TOTAL:	262.91

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
LOWE								
903390-GWEGMO	05/11/21	01	PARK SIGN POST CONCRETE	101500066404			06/22/21	11.68
							INVOICE TOTAL:	11.68
903450-GVNXFK	05/06/21	01	FASTENERS	101500066404	00005033		06/22/21	8.14
							INVOICE TOTAL:	8.14
903562-GTYSTC	04/26/21	01	WPA PIPE REPAIR PARTS	101500066404			06/22/21	93.22
							INVOICE TOTAL:	93.22
903689-GWZYBB	05/17/21	01	PARK SIGN PARTS	101500066404			06/22/21	46.00
							INVOICE TOTAL:	46.00
903894-GUIMTG	04/28/21	01	KIWANIS PRAIRIE SHELTER SHINGL	101500066404			06/22/21	48.17
							INVOICE TOTAL:	48.17
907256-GVEFRX	05/04/21	01	POOL DECK PATCH	518100066410	00005015		06/22/21	146.65
							INVOICE TOTAL:	146.65
							VENDOR TOTAL:	1,052.19
MEL			MELIN'S LOCK & KEY					
24262	06/07/21	01	PAD LOCKS POOL	518100066401	00005084		06/22/21	84.00
		02	CC PAD LOCK GENERATOR GATE	207500066401	00005084			84.67
							INVOICE TOTAL:	168.67
51121-4	05/11/21	01	KEY CHANGE - SOCCER LOCKS	202100066401			06/22/21	190.60
							INVOICE TOTAL:	190.60
							VENDOR TOTAL:	359.27
MENA			MENARDS - SYCAMORE					
47728	05/24/21	01	POOL FITTING	518100066410	00005055		06/22/21	7.97
							INVOICE TOTAL:	7.97
47734	05/24/21	01	BOLTS, FASTENERS	101500076500	00005058		06/22/21	11.48
							INVOICE TOTAL:	11.48

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
MENARDS - SYCAMORE								
47742	05/24/21	01	LEADER HOSE	518000076510	00005048		06/22/21	6.99
							INVOICE TOTAL:	6.99
47796	05/25/21	01	FLOWERS/POTS PARKS/SPORTS	101500076502	00005054		06/22/21	140.55
							INVOICE TOTAL:	140.55
47932	05/27/21	01	POOL BATTERIES BATHROOM FLUSH	518100066401	00005075		06/22/21	13.99
							INVOICE TOTAL:	13.99
48168	06/01/21	01	POOL PIPE SUPPORT PARTS	518100066401	00005073		06/22/21	23.59
							INVOICE TOTAL:	23.59
48203	06/02/21	01	TAPE, FLOOR CLEANER	201000066401	00005096		06/22/21	12.63
		02	LITTER SCOOP FOR POOL	518100076500	00005096			3.96
							INVOICE TOTAL:	16.59
48211	06/02/21	01	CABLE, HANGERS POOL PIPE	518100066401	00005074		06/22/21	48.16
							INVOICE TOTAL:	48.16
48268	06/03/21	01	WOOD FOR GOLF BRIDGES	504100066406	00005079		06/22/21	140.46
							INVOICE TOTAL:	140.46
							VENDOR TOTAL:	409.78
MR OUTHOUSE								
3409	04/30/21	01	PORT-O-POTS SERVICE	504100056309			06/22/21	330.00
		02	PORT-O-POTS SERVICE	101500056309				667.50
		03	PORT-O-POTS SERVICE	202100056309				667.50
							INVOICE TOTAL:	1,665.00
3522	05/31/21	01	PORT-O-POT SERVICE	504100056309			06/22/21	330.00
		02	PORT-O-POT SERVICE	101500056309				720.00
		03	PORT-O-POT SERVICE	202100056309				720.00
							INVOICE TOTAL:	1,770.00
							VENDOR TOTAL:	3,435.00

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
PERFOR PERFORMANCE FOODSERVICE								
6674990	05/27/21	01	FRYER OIL	303000086617	00005098		06/22/21	78.68
		02	GATORADE	303000086631	00005098			169.68
		03	CHIPS	303000086622	00005098			63.22
		04	FRENCH FRIES	303000086617	00005098			22.37
		05	HOT DOGS	303000086615	00005098			149.68
		06	SOFT PRETZELS	303300086619	00005098			92.52
		07	PAPER TOWELS	303300076550	00005098			33.54
		08	COUPON-GATORADE	303000086631	00005098			-32.00
		09	DELIVERY	303000076500	00005098			6.50
								584.19
								584.19
INVOICE TOTAL: 2,121.00								
VENDOR TOTAL: 2,121.00								
PIONEER MFG/PIONEER ATHLETICS								
INV791428	06/07/21	01	SPORTS FIELD MARKING PAINT	202100076524			06/22/21	2,121.00
INVOICE TOTAL: 2,121.00								
VENDOR TOTAL: 2,121.00								
REIN REINDERS, INC.								
1885244-00	06/14/21	01	TORO BOLTS	101500066403			06/22/21	83.49
INVOICE TOTAL: 83.49								
VENDOR TOTAL: 83.49								
RINGCEN RINGCENTRAL INC.								
CD_000250872	05/21/21	01	PHONE SERVICE	101000096700			06/22/21	500.58
		02	PHONE SERVICE	201000096700				500.58
		03	PORTABLE PHONES	701000207004				403.28
INVOICE TOTAL: 1,404.44								
VENDOR TOTAL: 1,404.44								
ROCHNEW THE ROCHELLE NEWS-LEADER								
INV27027	05/06/21	01	FC INV 18415 & 23326	101200046208			06/22/21	1.50
INVOICE TOTAL: 1.50								

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ROCHNEW	THE ROCHELLE NEWS-LEADER							
INV37001	05/31/21	01	FC INV 18415 & 23326	101200046208			06/22/21	1.50
							INVOICE TOTAL:	1.50
							VENDOR TOTAL:	3.00
SELDAL	SELDAL PLUMBING							
5050	05/10/21	01	TOILET FIX - BB CONC	303000056300			06/22/21	147.50
							INVOICE TOTAL:	147.50
5051	05/10/21	01	TOILET FIX - CLUBHOUSE	101000056300			06/22/21	147.00
							INVOICE TOTAL:	147.00
							VENDOR TOTAL:	294.50
SHAW	SHAW SUBURBAN MEDIA							
052110027030	05/31/21	01	LAND SALE AD	101200046208			06/22/21	94.86
		02	DIGITAL DISPLAY	101200046209				125.00
		03	AFFINITY	101200046209				175.00
		04	SC	101200046208				13.36
							INVOICE TOTAL:	408.22
							VENDOR TOTAL:	408.22
SPEC	SPECIAL FX							
43062	06/10/21	01	MAINT SHIRTS	101500046215			06/22/21	86.00
							INVOICE TOTAL:	86.00
							VENDOR TOTAL:	86.00
STAPLES	STAPLES BUSINESS ADVANTAGE							
3477761704	05/22/21	01	GLOVES - POOL	518000076513			06/22/21	46.36
		02	TAPE-PAINTERS TAPE	207500046200				5.58
							INVOICE TOTAL:	51.94
3477761705	05/22/21	01	BATHROOM CLEANER	207500076510			06/22/21	98.00
							INVOICE TOTAL:	98.00

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
STAPLES BUSINESS ADVANTAGE								
347761706	05/22/21	01	TOILET PAPER, PAPER TOWELS	518000076510			06/22/21	48.05
		02	REPORT COVERS	101000046200				4.79
								52.84
								202.78
T0001682 SERAPHINE, JOHN								
	06/17/21	01	SHEEP HERDING DEMO-DOG PARK	206095246128			06/22/21	100.00
								100.00
								100.00
TRUGR TRUGREEN								
139562173	05/27/21	01	KIWANIS PRAIRIE WEED N FEED	101500076507			06/22/21	652.06
								652.06
139572171	05/27/21	01	KIWANIS EAST WEED N FEED	101500076507			06/22/21	474.94
								474.94
								1,127.00
TYLER TYLER ENTERPRISES								
59818	06/11/21	01	GOLF ROUGH GRUB CONTROL	504100076507			06/22/21	290.00
								290.00
								290.00
UNIT UNITED LABORATORIES								
INV319329	05/28/21	01	SHOP EQUIPMENT CLEANER	101500066402			06/22/21	214.83
		02	SHOP EQUIPMENT CLEANER	202100066402				214.84
								429.67
								429.67
UNITREN UNITED RENTALS (NORTH AMERICA)								

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
UNITREN UNITED RENTALS (NORTH AMERICA)								
193709359-001	05/13/21	01	SPORTS FIELD ROLLER RENTAL	202100066404			06/22/21	530.01
							INVOICE TOTAL:	530.01
							VENDOR TOTAL:	530.01
VULC VULCAN MATERIALS CO.								
32643864	05/28/21	01	ROAD ROCK BALLFIELDS	202100076509			06/22/21	238.75
							INVOICE TOTAL:	238.75
							VENDOR TOTAL:	238.75
WAGN WAGNER AGGREGATE, INC.								
31271	05/29/21	01	BALLFIELD AG LIME	202100076509			06/22/21	210.41
							INVOICE TOTAL:	210.41
31327	06/05/21	01	BALLFIELD AG LIME	202100076509			06/22/21	198.02
							INVOICE TOTAL:	198.02
							VENDOR TOTAL:	408.43
WARE WAREHOUSE DIRECT BUSINESS								
4958342-0	05/14/21	01	CLEANER	207500076510			06/22/21	79.90
		02	LAMINATE/PAPER	101000046200				25.74
		03	LAMINATE/PAPER	201000046200				25.75
							INVOICE TOTAL:	131.39
4972667-0	06/03/21	01	TOILET PAPER/MULTIFOLD TOWELS	207500076510			06/22/21	147.40
		02	STAPLES-MOUSE	101000046200				11.48
		03	STAPLES-MOUSE	201000046200				11.48
							INVOICE TOTAL:	170.36
							VENDOR TOTAL:	301.75
WASTE WASTE MANAGEMENT								
3642766-2011-9	05/28/21	01	REFUSE - ADM	101000056302			06/22/21	61.59

DATE: 06/17/21
 TIME: 13:40:31
 ID: AP441000.WOW

SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
3642766-2011-9	05/28/21	02	REFUSE - CH	303000056302			06/22/21	61.60
		03	REFUSE - ADM	101000056302				6.50
		04	REFUSE -OLD SHOP	504100056302				32.06
		05	REFUSE -SC	202100056302				115.02
		06	REFUSE -PARKS	101500056302				115.03
		07	REFUSE -POOL	518100056302				63.80
		08	REFUSE -PICNIC	101500056302				57.75
		09	REFUSE -CC	207500056302				161.11
								674.46
								674.46
								41,854.10

INVOICE TOTAL:
 VENDOR TOTAL:

TOTAL ALL INVOICES:

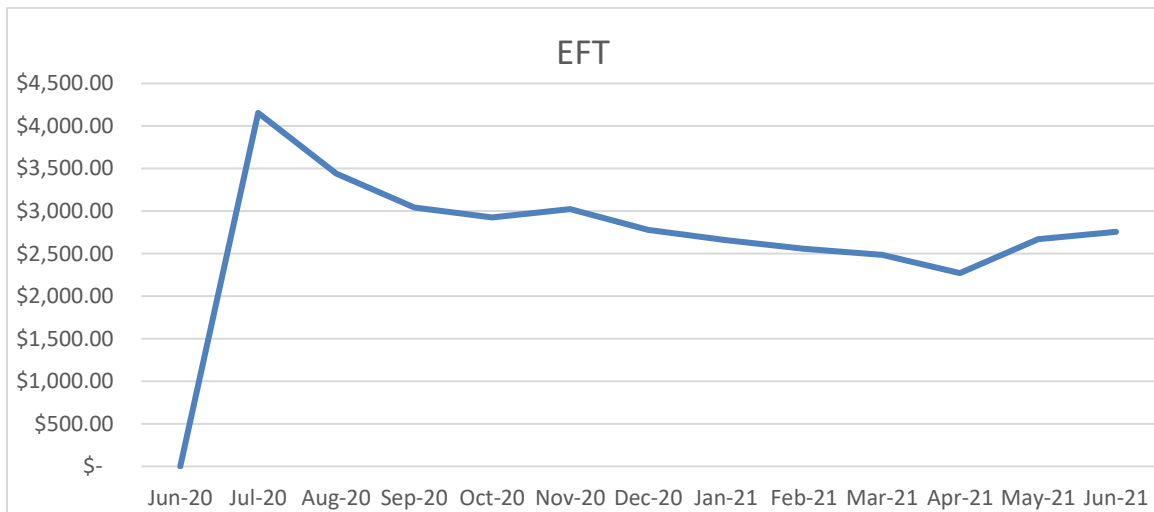
Interim \$ 354,560.90
New \$ 41,854.10

total \$ 396,415.00

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: June 22, 2021

Administrative Initiatives (6/1/21 – 6/30/21)

- Attended scheduled Board and Superintendent/staff meetings.
- Reviewed deposits for Community Center using Rectrac. Prepared general ledger journal entry to be uploaded and posted to MSI, separating out dog park, shelter, aquatics and clubhouse rentals to ensure posting to proper fund.
- Reviewed deposits for Golf and Concessions (Clubhouse, Beverage Cart, Sports Complex, Catering) in TeeSnap. Prepared general ledger journal entries to be entered and posted to MSI. Adding the cost of goods sold entry for Concessions.
- Followed up with TeeSnap to request change in journal entry process to simplify on my end. Sadly still no change in sight.
- Updated EFTs. Performed installment billing for Pathway Fitness memberships and passes. The June installment was for 139 individuals, an increase of 4 from May. The monthly installment was \$2,604 (\$30 increase) processed through credit cards and \$151 (\$57 increase) through ACH transactions. There were 12 households whose credit cards did not process (\$372) 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. 1) Pool technology setup 2) email temporary transfer 3)fix phone queue issue 4) RecTrac “crash”
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.
- Filed monthly unemployment report with state.

- Submitted payroll direct deposit files for processing and scheduled transfer of funds.
- Processed monthly bills for payment.
- Prepared monthly bank reconciliation.
- Reviewed annual Comptroller Report and submit updates to auditors.
- Attended Pumpkin Festival committee meeting.
- Processed pro shop inventory/special orders.
- Performed criminal background checks on new hires and volunteers.
- Continued to set up new employees to complete Harassment training. Assisted where needed.
- Reviewed financial assistance request.
- Participated in Mindful of Mental Health Webinar Series – Lighten Your Life with Laughter.
- Participated in Safe Zone Conversation – Racism.
- Participate in Active Shooter Training.
- Updated Capital Funds worksheet for Board.
- Reviewed quarterly unemployment claim.
- Submitted PDRMA annual salary audit.
- Worked with TeeSnap to get additional iPad for short term concessions use.
- Assisted with communication regarding masks.
- Requested updated signature cards for financial institutions that have deposits on hand.
- Assisted with Flag Day Event.
- Submitted progress billing to DeKalb County Forest Preserve for trail.
- Participated in PDRMA 2021 PATH Essentials Webinar Series.
- Provided training on Verbal and Written Warning documentation.
- Received first installment of property tax receipts. Provide documentation to KSRA and process payment.
- Submitted 2020 audit to Standard & Poors.
- Completed PDRMA 2020 Operating Expenditures request.

Administrative Initiatives (07/01/21 – 07/31/21)

- Attend scheduled Superintendent and Board meetings.
- File quarterly payroll taxes.
- Prepare and file monthly Sales Tax Return.
- Review deposits for Community Center, Golf, and Concessions. Prepare journal entries to be posted.
- File monthly IMRF earnings and submit payment.
- Monthly bank reconciliation.
- Process monthly EFT for memberships/passes.
- Work with CMJ on technology as needed.
- Write up instructions for utilizing the employee portal.
- Allocate 2021 budget over 12 months in MSI. (Still pending. Having trouble making the time due to large volume of daily work)

- Attend Pumpkin Festival Committee meeting.
- Meet with IGS Representative regarding natural gas contract.
- Participate in Safe Zone Conversation – LatinX.
- Meet on Strategic Plan.
- Submit additional COVID expenses to CURE for reimbursement.
- Review possible membership in HR Source to provide additional HR support.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2021

Corporate Fund (10)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>	<u>Variance</u>	<u>2019 YTD Actual</u>	
Revenues							
Administration	174,586.32	206,333.51	1,583,814.00	330,192.49	-37.5% (1)	172,742.88	19.4%
Marketing			-	262.50			
Parks	2,426.70	6,036.70	23,732.00	8,865.09	-31.9% (2)	4,327.99	39.5%
Total Revenues	177,013.02	212,370.21	1,607,546.00	339,320.08	-37.4%	177,070.87	19.9%
Expenses							
Administration	256,972.71	375,684.89	1,269,693.00	449,231.55	-16.4% (3)	324,002.84	16.0%
Marketing	1,022.20	9,783.25	44,939.00	26,641.29	-63.3% (4)	17,424.15	-43.9%
Parks	24,836.96	94,767.93	297,933.00	104,119.71	-9.0% (5)	89,873.26	5.4%
Total Expenses	282,831.87	480,236.07	1,612,565.00	579,992.55	-17.2%	431,300.25	11.3%
Total Fund Revenues	177,013.02	212,370.21	1,607,546.00	339,320.08	-37.4%	177,070.87	19.9%
Total Fund Expenses	282,831.87	480,236.07	1,612,565.00	579,992.55	-17.2%	431,300.25	11.3%
Surplus (Deficit)	(105,818.85)	(267,865.86)	(5,019.00)	(240,672.47)	11.3%	(254,229.38)	5.4%

- (1) In 2021, received return of net position on PDRMA Health Plan \$2,725.61 and final payout on flood claim \$2,462.77. Replacement Taxes in 2021 greater than 2020 by 59.3% \$15,297 and 2019 by 42.5% \$12,249. Shelter rentals were impacted by COVID in 2020; compared to 2019 they are up 15.4% \$606. The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm. This accounts for about \$150,000 difference 2021 vs 2020.
- (2) 2021 allocation of tax levy less due to lower percentage collected on first installment.
- (3) 2021 wages and related taxes less than 2020 13.1% \$14,525 and 2019 9.3% \$9,897 due to number of pay dates 2020/2019 - 11, 2021 - 10. The IMRF employer rate has steadily decreased. 2020 included \$20,899 in misc consultants for Survey and Sustaining the Legacy exercise.
- (4) In 2020 we had cost of COVID mailers.
- (5) 2021 Wages and related taxes less than 2020 26.3% \$14,391 due to number of pay dates 2020 - 11, 2021 - 10 and having IMRF PT position vacant. In 2019 naturalist position had not started until May.

Recreation Fund (20)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	111,303.84	111,326.84	1,027,728.00	221,924.62	-49.8% (1)	99,838.91	11.5%
Sports Complex	886.00	1,336.00	44,457.00	150.00	790.7%	410.00	225.9%
Sports Complex Maintenance	5,780.85	5,780.85	42,339.00	11,503.59	-49.7% (2)	5,627.69	2.7%
Midwest Museum of Natural Hist	-	1,080.96	2,400.00	580.96	86.1%	1,197.71	-9.7%
Programs-Youth	1,541.12	10,795.62	21,711.00	4,472.37	141.4% (3)	9,818.19	10.0%
Programs-Tweens	10.00	(340.00)	1,696.00	-	#DIV/0! (3)	-	#DIV/0!
Programs-Adult	1,421.84	7,979.09	4,806.00	1,768.76	351.1% (3)	6,685.14	19.4%
Programs-Leagues	87.53	137.53	9,798.00	145.19	-5.3% (3)	97.11	41.6%
Programs-Youth Athletics	7,989.12	29,332.12	24,382.00	8,224.65	256.6% (3)	17,848.45	64.3%
Programs-Fitness	1,802.83	8,721.03	12,629.00	5,928.88	47.1% (3)	9,897.65	-11.9%
Programs-Early Childhood	-	-	6,569.00	2,110.00	-100.0% (3)	4,054.00	-100.0%
Programs-Dance	299.55	1,913.55	3,085.00	1,019.74	87.7% (3)	1,612.24	18.7%
Programs-Special Events	-	656.50	9,594.00	6,429.02	-89.8% (3)	6,475.17	-89.9%
Programs-Community Events	-	-	6,850.00	2,850.00	-100.0% (3)	4,760.00	-100.0%
Brochure	-	-	7,350.00	-	#DIV/0!	3,300.00	-100.0%
Weight Room	6,221.51	40,189.90	149,397.00	42,806.74	-6.1% (4)	98,356.76	-59.1%
Community Center	6,262.64	27,348.19	50,849.00	24,558.58	11.4% (4)	29,097.85	-6.0%
Total Revenues	143,606.83	246,258.18	1,425,640.00	334,473.10	-26.4%	299,076.87	-17.7%

(1) The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm. This accounts for about \$102,000 difference 2021 vs 2020. This also causes the tax levy allocation IMRF/SS/Mcare to be less in 2020 by approx. \$8,000.

(2) 2021 allocation of tax levy less due to lower percentage collected on first installment.

(3) Revenue from programs increased 79.7%, \$26,247 compared to 2020. In comparison to 2019, revenues decreased 3.4% \$2,053.

(4) Still feeling impacts of COVID

Compared to Annual Budget/Compared to 2020 YTD/Compared to 2019 YTD:

Pathway Fitness Membership	21.13% / 79.37% / 30.88%
Pathway Fitness Pass	30.99% / 109.35% / 48.76%
Track Only Pass	39.74% / 100.57% / 70.98%
Pre-pay Card	49.00% / 0% / 55.06%
Program Fees	51.27% / 159.71% / 73.03%
Daily Admission Fee	19.67% / 64.20% / 23.66%

Compared to Annual Budget/Compared to 2020 YTD:

Open Gym Daily	76.84% / 129.92% / 130.26%
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Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2021

Open Gym Membership	74.02% / 166.97% / 153.62%
Rentals	47.81% / 96.91% / 68.78%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2021

Expenses								
Administration	44,375.14	225,092.81	598,550.00	248,611.79	-9.5%	(1)	227,923.06	-1.2%
Sports Complex	-	-	-	-	#DIV/0!		-	#DIV/0!
Sports Complex Maintenance	26,819.49	154,862.76	434,361.00	173,674.11	-10.8%	(2)	172,744.93	-10.4%
Midwest Museum of Natural Hist	539.62	8,735.37	18,500.00	9,866.72	-11.5%		5,600.02	56.0%
Programs-Youth	119.41	693.56	13,196.00	1,897.33	-63.4%	(3)	1,618.28	-57.1%
Programs-Tweens	(90.00)	(450.00)	1,049.00	-	#DIV/0!	(3)	-	#DIV/0!
Programs-Adult	506.58	943.66	2,765.00	2,737.35	-65.5%	(3)	5,596.57	-83.1%
Programs-Leagues	-	3,322.73	6,405.00	3,546.57	-6.3%	(3)	3,232.12	2.8%
Programs-Youth Athletics	4,249.40	7,741.10	14,610.00	3,573.09	116.7%	(3)	2,951.33	162.3%
Programs-Fitness	889.39	4,166.42	9,527.00	4,168.86	-0.1%	(3)	4,090.86	1.8%
Programs-Early Childhood	-	-	4,635.00	-	#DIV/0!	(3)	-	#DIV/0!
Programs-Dance	56.26	308.18	1,487.00	246.16	25.2%	(3)	297.12	3.7%
Programs-Special Events	20.03	629.25	6,204.00	3,426.60	-81.6%	(3)	2,666.66	-76.4%
Programs-Community Events	6.87	22.65	5,350.00	-	#DIV/0!	(3)	1,273.31	-98.2%
Brochure	-	4,975.00	24,575.00	-	#DIV/0!		9,466.03	-47.4%
Weight Room	8,526.41	9,507.91	32,156.00	11,059.36	-14.0%		11,029.44	-13.8%
Community Center	14,777.40	69,163.35	218,217.00	68,733.88	0.6%		78,227.48	-11.6%
Total Expenses	100,796.00	489,714.75	1,391,587.00	531,541.82	-7.9%		526,717.21	-7.0%
Total Fund Revenues	143,606.83	246,258.18	1,425,640.00	334,473.10	-26.4%		299,076.87	-17.7%
Total Fund Expenses	100,796.00	489,714.75	1,391,587.00	531,541.82	-7.9%		526,717.21	-7.0%
Surplus (Deficit)	42,810.83	(243,456.57)	34,053.00	(197,068.72)	23.5%		(227,640.34)	6.9%

(1) 2020 wages and related taxes less than 2019 10.6% \$18,913 due to number of pay dates 2020 - 11, 2021 - 10.

(2) 2020 wages and related taxes less than 2019 10.9% \$13,853 due to number of pay dates 2020 - 11, 2021 - 10.

(3) Expenses for programs decreased 5.7%, \$1,015 compared to 2020 and 17.0% \$3,424 compared to 2019.

Donations (21)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	250.00	16,953.61	25,500.00	35,134.59	-51.7% (1)	9,996.74	69.6%
Total Revenues	250.00	16,953.61	25,500.00	35,134.59	-51.7%	9,996.74	
Expenses							
Administration	-	-	50,000.00	-	#DIV/0!	-	#DIV/0!
Total Expenses	-	-	50,000.00	-	#DIV/0!	-	
Total Fund Revenues	250.00	16,953.61	25,500.00	35,134.59	-51.7%	9,996.74	
Total Fund Expenses	-	-	50,000.00	-	#DIV/0!	-	
Surplus (Deficit)	250.00	16,953.61	(24,500.00)	35,134.59	-51.7%	9,996.74	69.6%

(1) Collection of Leaf a Legacy pledges.

Special Recreation (22)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	22,219.01	22,220.17	208,000.00	43,644.77	-49.1% (1)	19,016.22	16.8%
Total Revenues	22,219.01	22,220.17	208,000.00	43,644.77	-49.1%	19,016.22	
Expenses							
Administration	-	-	204,500.00	46.76	-100.0%	9,336.01	-100.0%
Total Expenses	-	-	204,500.00	46.76	-100.0%	9,336.01	
Total Fund Revenues	22,219.01	22,220.17	208,000.00	43,644.77	-49.1%	19,016.22	
Total Fund Expenses	-	-	204,500.00	46.76	-100.0%	9,336.01	
Surplus (Deficit)	22,219.01	22,220.17	3,500.00	43,598.01	-49.0%	9,680.21	129.5%

(1) The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm.

Insurance (23)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	7,593.26	7,595.81	71,000.00	14,734.54	-48.4% (1)	7,345.17	3.4%
Total Revenues	7,593.26	7,595.81	71,000.00	14,734.54	-48.4%	7,345.17	
Expenses							
Administration	-	-	71,000.00	(7,461.50)	-100.0%	-	#DIV/0!
Total Expenses	-	-	71,000.00	(7,461.50)	-100.0%	-	
Total Fund Revenues	7,593.26	7,595.81	71,000.00	14,734.54	-48.4%	7,345.17	
Total Fund Expenses	-	-	71,000.00	(7,461.50)	-100.0%	-	
Surplus (Deficit)	7,593.26	7,595.81	-	22,196.04	-65.8%	7,345.17	3.4%

(1) The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm.

Audit (24)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	1,599.63	1,600.42	15,000.00	3,159.03	-49.3% (1)	1,548.10	3.4%
Total Revenues	1,599.63	1,600.42	15,000.00	3,159.03	-49.3%	1,548.10	
Expenses							
Administration	4,600.00	16,500.00	16,500.00	12,750.00	29.4%	13,950.00	18.3%
Total Expenses	4,600.00	16,500.00	16,500.00	12,750.00	29.4%	13,950.00	
Total Fund Revenues	1,599.63	1,600.42	15,000.00	3,159.03	-49.3%	1,548.10	
Total Fund Expenses	4,600.00	16,500.00	16,500.00	12,750.00	29.4%	13,950.00	
Surplus (Deficit)	(3,000.37)	(14,899.58)	(1,500.00)	(9,590.97)	55.4%	(12,401.90)	20.1%

(1) The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm.

Paving & Lighting (25)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	2,666.43	2,669.32	25,000.00	5,491.75	-51.4% (1)	228.54	1068.0%
Total Revenues	2,666.43	2,669.32	25,000.00	5,491.75	-51.4%	228.54	
Expenses							
Administration	-	-	73,522.00	-	#DIV/0!	-	#DIV/0!
Total Expenses	-	-	73,522.00	-	#DIV/0!	-	
Total Fund Revenues	2,666.43	2,669.32	25,000.00	5,491.75		228.54	
Total Fund Expenses	-	-	73,522.00	-		-	
Surplus (Deficit)	2,666.43	2,669.32	(48,522.00)	5,491.75		228.54	1068.0%

(1) The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm.

Park Police (26)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	590.18	590.19	5,319.00	198.31	197.6% (1)	58.68	905.8%
Total Revenues	590.18	590.19	5,319.00	198.31	197.6%	58.68	
Expenses							
Administration	423.30	1,841.44	4,844.00	1,186.86	55.2%	-	#DIV/0!
Total Expenses	423.30	1,841.44	4,844.00	1,186.86	55.2%	-	
Total Fund Revenues	590.18	590.19	5,319.00	198.31	197.6%	58.68	
Total Fund Expenses	423.30	1,841.44	4,844.00	1,186.86		-	
Surplus (Deficit)	166.88	(1,251.25)	475.00	(988.55)	26.6%	58.68	-2232.3%

(1) Levy increased for 2021.

IMRF (27)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	<u>11,826.12</u>	<u>11,826.12</u>	<u>111,000.00</u>	<u>26,316.58</u>	-55.1% (1)	<u>8,934.70</u>	32.4%
Total Revenues	11,826.12	11,826.12	111,000.00	26,316.58	-55.1%	8,934.70	
Expenses							
Administration	<u>11,826.12</u>	<u>11,826.12</u>	<u>111,000.00</u>	<u>26,316.58</u>	-55.1%	<u>8,934.70</u>	32.4%
Total Expenses	11,826.12	11,826.12	111,000.00	26,316.58	-55.1%	8,934.70	
Total Fund Revenues	11,826.12	11,826.12	111,000.00	26,316.58	-55.1%	8,934.70	
Total Fund Expenses	11,826.12	11,826.12	111,000.00	26,316.58	-55.1%	8,934.70	
Surplus (Deficit)	-	-	-	-		-	#DIV/0!

(1) The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm.

Social Security (28)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	<u>10,703.84</u>	<u>10,703.84</u>	<u>100,000.00</u>	<u>22,121.03</u>	-51.6% (1)	<u>9,998.78</u>	7.1%
Total Revenues	10,703.84	10,703.84	100,000.00	22,121.03	-51.6%	9,998.78	
Expenses							
Administration	<u>15,927.93</u>	<u>15,927.93</u>	<u>105,224.00</u>	<u>27,631.14</u>	-42.4%	<u>17,111.84</u>	-6.9%
Total Expenses	15,927.93	15,927.93	105,224.00	27,631.14	-42.4%	17,111.84	
Total Fund Revenues	10,703.84	10,703.84	100,000.00	22,121.03	-51.6%	9,998.78	
Total Fund Expenses	15,927.93	15,927.93	105,224.00	27,631.14	-42.4%	17,111.84	
Surplus (Deficit)	(5,224.09)	(5,224.09)	(5,224.00)	(5,510.11)		(7,113.06)	-26.6%

(1) The first property tax installment received in 2021 was 10.65% of total. In 2020 21.75% was received in first installment, which was double the norm.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended May 31, 2021

Concessions (30)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Clubhouse Concessions	12,409.31	20,563.82	68,256.00	1,847.52	1013.0%	7,500.90	174.2%
Beverage Cart	330.62	648.36	6,352.00	-	#DIV/0!	167.59	286.9%
Sports Complex Concessions	12,343.40	15,429.15	32,667.00	-	#DIV/0!	5,281.87	192.1%
Pool Concessions	-	-	10,549.00	-	#DIV/0!	-	#DIV/0!
Catering	3,057.03	5,977.06	18,007.00	1,584.27	277.3%	7,682.43	-22.2%
Total Revenues	28,140.36	42,618.39	135,831.00	3,431.79	1141.9% (1)	20,632.79	106.6%
Expenses							
Clubhouse Concessions	9,619.14	30,383.72	88,703.00	17,396.12	74.7%	24,766.26	22.7%
Beverage Cart	244.69	327.26	5,381.00	41.92	680.7%	178.10	83.8%
Sports Complex Concessions	6,748.23	8,581.10	31,665.00	1,075.10	698.2%	5,538.34	54.9%
Pool Concessions	-	-	10,046.00	-	#DIV/0!	-	#DIV/0!
Catering	290.63	466.62	6,690.00	342.18	36.4%	2,445.70	-80.9%
Total Expenses	16,902.69	39,758.70	142,485.00	18,855.32	110.9% (1)	32,928.40	20.7%
Total Fund Revenues	28,140.36	42,618.39	135,831.00	3,431.79	1141.9%	20,632.79	106.6%
Total Fund Expenses	16,902.69	39,758.70	142,485.00	18,855.32	110.9%	32,928.40	20.7%
Surplus (Deficit)	11,237.67	2,859.69	(6,654.00)	(15,423.53)	-118.5%	(12,295.61)	-123.3%

(1) Weather has been dry allowing for increased opportunities for revenue. In 2020, concessions opening was delayed due to COVID; sports complex nothing until Aug 1. 2019 was a cold wet Spring.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended May 31, 2021

Developer Contributions (32)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	-	0.92	15,000.00	6,309.02	-100.0%	5,677.33	-100.0%
Total Revenues	-	0.92	15,000.00	6,309.02	-100.0%	5,677.33	
Expenses							
Administration	-	-	15,000.00	-	#DIV/0!	-	#DIV/0!
Total Expenses	-	-	15,000.00	-	#DIV/0!	-	
Total Fund Revenues	-	0.92	15,000.00	6,309.02	-100.0%	5,677.33	
Total Fund Expenses	-	-	15,000.00	-	#DIV/0!	-	
Surplus (Deficit)	-	0.92	-	6,309.02	-100.0%	5,677.33	-100.0%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2021

Golf Course (50)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Golf Operations	72,433.25	223,583.60	425,553.00	97,967.17	128.2% (1)	129,977.45	72.0%
Golf Maintenance	<u>2,586.92</u>	<u>2,586.92</u>	<u>22,039.00</u>	<u>4,488.14</u>	-42.4%	<u>2,500.70</u>	3.4%
Total Revenues	75,020.17	226,170.52	447,592.00	102,455.31	120.8%	132,478.15	70.7%
Expenses							
Golf Operations	20,486.65	81,020.86	233,920.00	55,550.26	45.9% (2)	63,087.44	28.4%
Golf Maintenance	<u>30,234.23</u>	<u>89,578.44</u>	<u>265,811.00</u>	<u>85,759.98</u>	4.5%	<u>94,190.55</u>	-4.9%
Total Expenses	50,720.88	170,599.30	499,731.00	141,310.24	20.7%	157,277.99	8.5%
Total Fund Revenues	75,020.17	226,170.52	447,592.00	102,455.31	120.8%	132,478.15	70.7%
Total Fund Expenses	50,720.88	170,599.30	499,731.00	141,310.24	20.7%	157,277.99	8.5%
Surplus (Deficit)	24,299.29	55,571.22	(52,139.00)	(38,854.93)	-243.0%	(24,799.84)	-324.1%

(1) Golf Course opened earlier in 2021. 2020 COVID delayed opening and May flood. 2019 April flood and cold wet May.

Compared to Annual Budget/Compared to 2020 YTD/Compared to 2019 YTD:

Daily Greens Fees	35.01% / 563.01% / 296.03%
Golf Events & Misc	33.38% / 137.48% / 73.70%
Carts	34.17% / 1981.99% / 314.35%
Season passes	130.71% / 138.79% / 131.66%
Pro shop sales	37.00% / 442.90% / 133.11%

(2) Wages and related expenses higher in 2021 compared to 2020 15.6% \$5,620 and 2019 11.3% \$4,220. New POS system in 2021 \$10,200. Higher credit card fees due to higher rate with POS and more transactions. COGS greater due to greater sales.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2021

Aquatics (51)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Pool	938.72	1,263.72	71,654.00	31.40	3924.6%	20,235.37	-93.8%
Swim Lessons	370.00	1,270.00	22,811.00			15,308.00	-91.7%
Splashpad	140.00	160.00	22,804.00	-	#DIV/0!	650.00	-75.4%
Total Revenues	1,448.72	2,693.72	117,269.00	31.40	8478.7% (1)	36,193.37	-92.6%
Expenses							
Pool	(269.53)	1,185.29	67,929.00	1,159.34	2.2%	2,703.17	-56.2%
Aquatics Maintenance	2,333.62	5,756.62	33,200.00	5,898.48	-2.4%	13,636.46	-57.8%
Swim Lessons			11,734.00	-		-	#DIV/0!
Splashpad	55.93	55.93	349.00	-	#DIV/0!	2.00	2696.5%
Total Expenses	2,120.02	6,997.84	113,212.00	7,057.82	-0.8%	16,341.63	-57.2%
Total Fund Revenues	1,448.72	2,693.72	117,269.00	31.40	8478.7%	36,193.37	-92.6%
Total Fund Expenses	2,120.02	6,997.84	113,212.00	7,057.82	-0.8%	16,341.63	-57.2%
Surplus (Deficit)	(671.30)	(4,304.12)	4,057.00	(7,026.42)	-38.7%	19,851.74	-121.7%

(1) Due to COVID, pool was closed in 2020. Opening in 2021 but with time slots. Not selling season passes currently. Limited swim lessons.

Sycamore Park District
 Summarized Revenue & Expense Report
 Period ended May 31, 2021

Debt Service (60)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	68,867.61	68,872.85	645,000.00	137,702.21	-50.0%	61,392.34	12.2%
Total Revenues	68,867.61	68,872.85	645,000.00	137,702.21	-50.0%	61,392.34	
Expenses							
Administration	4,845.00	4,845.00	640,178.00	-	#DIV/0!	7,140.00	-32.1%
Total Expenses	4,845.00	4,845.00	640,178.00	-	#DIV/0!	7,140.00	
Total Fund Revenues	68,867.61	68,872.85	645,000.00	137,702.21	-50.0%	61,392.34	
Total Fund Expenses	4,845.00	4,845.00	640,178.00	-	#DIV/0!	7,140.00	
Surplus (Deficit)	64,022.61	64,027.85	4,822.00	137,702.21	-53.5%	54,252.34	18.0%

Capital Projects (70)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	-	25.22	549,000.00	1,061.73	-97.6%	2,981.00	-99.2%
Total Revenues	-	25.22	549,000.00	1,061.73	-97.6%	2,981.00	
Expenses							
Administration	17,350.00	177,838.83	614,838.00	172,914.00	2.8%	94,015.80	89.2%
Total Expenses	17,350.00	177,838.83	614,838.00	172,914.00	2.8%	94,015.80	
Total Fund Revenues	-	25.22	549,000.00	1,061.73	-97.6%	2,981.00	
Total Fund Expenses	17,350.00	177,838.83	614,838.00	172,914.00	2.8%	94,015.80	
Surplus (Deficit)	(17,350.00)	(177,813.61)	(65,838.00)	(171,852.27)	3.5%	(91,034.80)	95.3%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended May 31, 2021

Action 2020 (71)

<u>Department</u>	<u>May Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	-	125.57	249,002.00	8,349.43	-98.5%	805.91	-84.4%
Total Revenues	-	125.57	249,002.00	8,349.43	-98.5%	805.91	
Expenses							
Administration	30,851.43	317,613.64	1,620,350.00	316,813.79	0.3%	64,624.49	391.5%
Total Expenses	30,851.43	317,613.64	1,620,350.00	316,813.79	0.3%	64,624.49	
Total Fund Revenues	-	125.57	249,002.00	8,349.43	-98.5%	805.91	
Total Fund Expenses	30,851.43	317,613.64	1,620,350.00	316,813.79	0.3%	64,624.49	
Surplus (Deficit)	(30,851.43)	(317,488.07)	(1,371,348.00)	(308,464.36)	2.9%	(63,818.58)	397.5%
Total Fund Revenues	551,545.18	873,295.06	5,752,699.00	1,083,934.67		793,435.56	
Total Fund Expenses	539,195.24	1,733,699.62	7,286,536.00	1,828,955.38		1,379,678.32	
Surplus (Deficit)	12,349.94	(860,404.56)	(1,533,837.00)	(745,020.71)		(586,242.76)	

Sycamore Park District
Fund Balances

	Audited 1/1/2021	Revenues	Expenses	Audited 5/31/2021	5/31/2021 Cash balance
10 Corporate	720,032.92	212,370.21	480,236.07	452,167.06	542,271.42
20 Recreation	460,026.80	246,258.18	489,714.75	216,570.23	236,967.40
21 Donations	166,593.13	16,953.61	-	183,546.74	183,546.74
22 Special Recreation	119,460.95	22,220.17	-	141,681.12	41,681.12
23 Insurance	43,018.31	7,595.81	-	50,614.12	50,614.12
24 Audit	13,423.50	1,600.42	16,500.00	(1,476.08)	(1,476.08)
25 Paving & Lighting	48,804.64	2,669.32	-	51,473.96	51,473.96
26 Park Police	690.47	590.19	1,841.44	(560.78)	(480.49)
27 IMRF	-	11,826.12	11,826.12	-	-
28 Social Security	5,224.09	10,703.84	15,927.93	-	-
30 Concessions	26,192.46	42,618.39	39,758.70	29,052.15	24,498.71
32 Developer Contributions	15,492.35	0.92	-	15,493.27	15,493.27
50 Golf	28,464.00	226,170.52	170,599.30	84,035.22	78,240.98
51 Aquatics	2,372.62	2,693.72	6,997.84	(1,931.50)	(1,525.46)
60 Debt Service	88,244.06	68,872.85	4,845.00	152,271.91	152,271.91
70 Capital Projects	421,544.39	25.22	177,838.83	243,730.78	252,592.21
71 Action 2020	1,905,295.24	-	30,851.43	1,874,443.81	1,984,719.78
	4,064,879.93	873,169.49	1,446,937.41	3,491,112.01	3,610,889.59

Summary of depository accounts as of 6/17/2020

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First Midwest Bank	292,514.67	0.02	150.56
Resource Bank	200,053.31	0.10	55.92
IPDLAF	3,031,512.35	varies	
DCCF - Action 2020	74,425.75		
Dekalb Co. Community Foundation	<u>22,894.51</u>		
	3,621,400.59		

To: Board of Commissioners

From: Theresa Tevsh, Superintendent of Recreation Services

Subject: Monthly Report

Date: June 17, 2021

Administrative Initiatives (6/1/21-6/30/21)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Attended the Park District Board meeting and staff management meetings.
- Met with Facility Supervisor Metcalf to review safety and Phase 5 plan for Summer Aquatics facilities. As of June 11, the Community Pool is open with no timeslots needed, from noon-5pm. Patrons are currently paying daily fees. An Aquatic Pass promotion will be mailed out as a postcard to all homes and sales begin June 25. Splash Fountain continues with timeslots until June 25th, when Aquatic passes can be purchased. The hours at Splash Fountain through August 31 will be: M-F 10am-8pm, SA 10am-2:45pm, SU 10am-1:45pm.
- Attended the KSRA Board meeting on June 8th. Lauterbach and Amen, LLP presented their audit of the KSRA financials for year ending December 31, 2020. KSRA Financial highlights:
 - The associations net position increased as a result of this year's operations. Net position of the government activities increased by \$104,391 or 58%.
 - During the year, govern-wide revenues totaled \$376,195, while expenses totaled \$271,804 resulting in an increase to net position by \$104,391.
 - The General Fund reported a surplus this year of \$106,298, resulting in ending fund balance of \$288,907, an increase of 58.2%
- Attended the KSRA Foundation meeting on June 8th. Their first fundraiser was the May 21 Golf Outing. The event raised \$11,148.
- Recreation staff continue to develop a "Home School" program for families to attend at the community Center this Fall. The survey response includes 58 families from the area that want to participate in daytime activities at the park district.
- Along with Director Bailey, met with the new Mayor Braser to give him a tour of the Community Center and talk about a potential alcohol license for Legacy Campus.
- Lead the Family Health and Fitness Day on June 12th along with intern Casey Hauck.
- Conducted the June 14th flag day event. Thank you to all the staff that assisted with the ceremony and concert.
- Will lead the June 19th Free Fishing event and assist the Library with Storytime at Sycamore Lake Rotary Park
- Will attend June 30th Rotary Golf outing.
- All full-time staff will attend the Active Shooter training with the Sycamore Police on June 23.
- Recreation Team currently working on the Fall Brochure line-up of programs and events.
- Recreation Class Totals:
 - Around the horn base 17 participants.
 - STEM build It 12 participants.
 - Fun time play group and class has begun with 11 participants.

- Youth Tennis 36 participants.
- All Star Sports Summer Session 1- 98 participants.
- Trained at Sycamore High School to drive the 13-person activity bus for upcoming tween trips.
- Rec and Park staff facilitated the movies in the park event on June 4th with approximately 50+ people in attendance.
- Recreation Specialist Genz attended leadership Academy on June 18, started at Pj's then walked and visited most of the local downtown businesses and spoke with the different owners of Rustic roots, S.I.S in style, Sycamore Antiques, Christian Connection, and many more. We ended the day at The Forge of Sycamore.
- Recreation Staff have been updated on new health guidelines per phase 5.
- Vending machine sales \$118.00 for month of May
- Rockin Mom's softball tournament was bigger than ever and brought in over \$3000 in concession sales.
- Shriners Golf Outing brought in over \$1500 in food & beverage sales.
- Reinstated using the beverage cart out on the golf course, slow start but picking up. The cart will be out on Wednesday, Thursday, Saturday & Sundays.
- Staff met with the Storm Dayz organizers to plan for the 72 teams that use the sport complex June 25,26,27.
- Concession sales are approximately \$15,000 more from where we were end of May in 2019.
- Recreation Supervisor Rex produced the monthly Chamber eblasts as part of the in-kind exchange of marketing for hosting the Chamber expo May 8
- Recreation Supervisor Rex assisted Executive Director in presentation for Cortland
- Recreation Supervisor Rex created wall graphics to display Mission and Value Statement in Public facilities.
- Recreation Supervisor Rex Assisted with creation of postcard mailer for the Pathway Fitness promotion campaign. (See attached)
- As of June 14, 2021, we have 229 Active Pathway Fitness 24/7 Memberships, 235 Active Pathway Fitness Passes, 38 Active Track 24/7 Memberships, 133 Active Track Passes and 254 Active Open Gym Passes.
- Facility Supervisor Metcalf led the counselor/lifeguard orientation for OSCAR camp, so everyone would be ready for their camp to come to Splash Fountain and Community Pool.
- Facility Supervisor Metcalf attended an IPRA Facility/Management Section Meeting through zoom with discussion on opening pools and fitness memberships.

Administrative Initiatives (7/1/21-7/31/21)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Will plan, along with Recreation Supervisor Rex, the Chamber after hours from 5-7pm on July 8th.
- Will assist, along with Recreation Supervisor Rex, with the Thursday night concerts in the Park July 1, 8,15,22,29.
- Will finalize the California Rails Trip, schedule for September 29.
- Will provide tours of facility, along with Intern Casey Hauch on the July 25th Open House from noon-2pm.
- Will assist with planned activities to promote the NRPA July Parks & Recreation Month.
- Will attend the LatinX Safe Zone Conversation training with staff on July 30th.
- Will work with the Intern to plan a new triathlon event for August.

- Recreation Supervisor Rex will develop new golf, dog park, and district brochures including one that focuses on trails and natural areas.
- Recreation Supervisor Rex will design the District's Fall 2021 brochure.
- Facility Supervisor Metcalf will update Rectrac for changes to aquatic passes.
- Facility Supervisor Metcalf will update Rectrac for upcoming Fall programming.
- Facility Supervisor will update Rectrac for the new Fit & % membership promotion for Pathway Fitness.



July-November 2021
Fit in 5
 5-month Pathway
 Fitness Membership



2 DAY SALE
June 25-26



Fit in 5 • 24/7 Access*

Resident\$100
 Nonresident\$150

Fit in 5 • Building Hours*

Resident\$80
 Nonresident\$120

NEW & RETURNING MEMBERS! Sale price available for 2 days only (June 25-26). Get a free Fitness Kick Start with a Northwestern Medicine professional. Memberships must be paid in full at the time of purchase. Discount may not be applied to current active memberships. No enrollment fees.

*Membership/Pass valid Jul 1 through Nov 30, 2021.

Community Center Hours Mon-Fri: 6am-9pm
 Sat: 8am-3pm | Sun: 10am-2pm

Phase 5 Specials  **Sycamore PARK DISTRICT**

Splash Pass

Valid at the Community Pool & Splash Fountain Splashpad

Sales Begin June 25*

Splash Pass

Fee per person ages 4+

Resident\$45
 Nonresident\$68

Community Pool open through Aug 17
 Splash Fountain open through Sep 26

*Available for purchase at the Community Center only.



Sycamore Park District
Community Center
480 S. Airport Rd
Sycamore, IL 60178

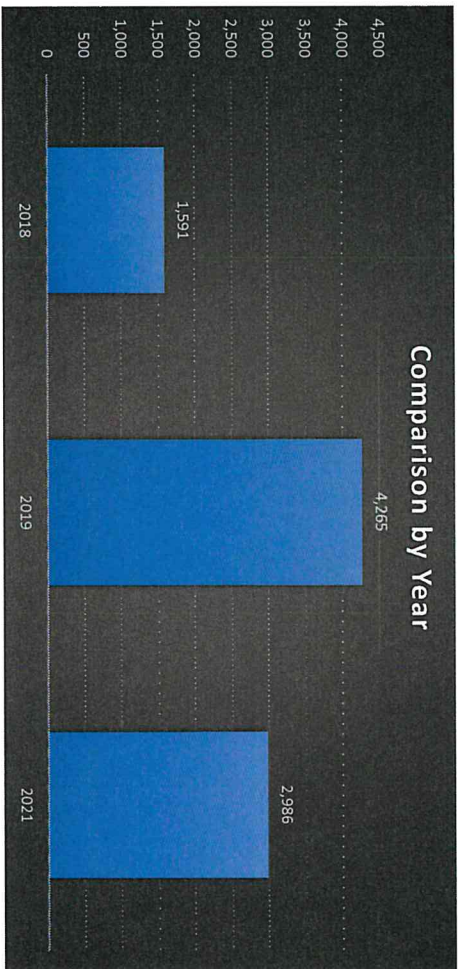
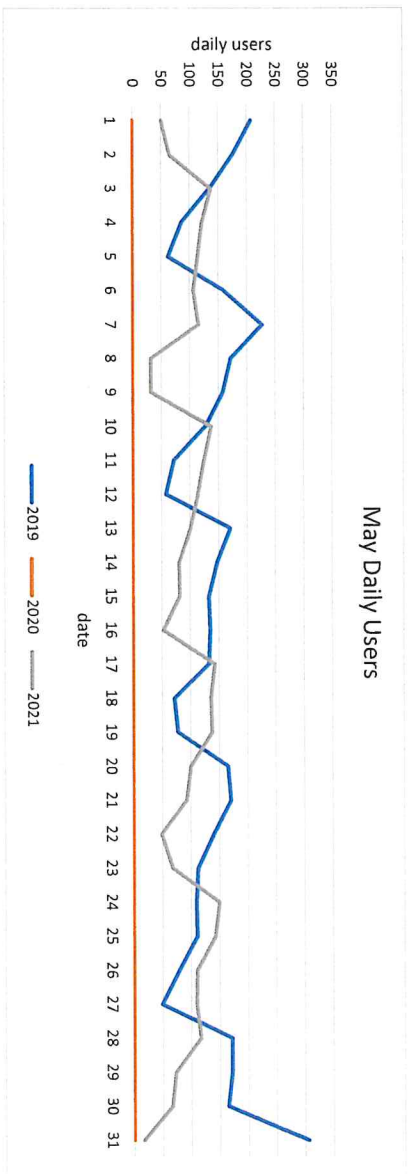
 Sycamore
PARK DISTRICT

Phase 5 Specials

For more information or to learn
about the District's Phase 5 COVID-19
guidelines, call 815-895-3365 or visit

sycamoreparkdistrict.com

	2018	2019	2020	2021
May	79	208	0	51
1	71	176	0	65
2	68	135	0	137
3	29	86	0	122
4	40	62	0	115
5	14	160	0	107
6	46	228	0	116
7	46	172	0	32
8	51	158	0	32
9	36	127	0	137
10	36	72	0	125
11	36	58	0	114
12	28	171	0	101
13	45	147	0	81
14	60	133	0	82
15	44	135	0	53
16	34	133	0	143
17	45	72	0	136
18	23	78	0	138
19	34	166	0	101
20	75	171	0	93
21	44	140	0	49
22	62	113	0	68
23	60	110	0	150
24	58	111	0	143
25	32	79	0	111
26	40	49	0	110
27	48	172	0	117
28	98	172	0	73
29	96	165	0	67
30	113	306	0	17
31	1,591	4,265	0	2,986
TOTALS	1,591	4,265	0	2,986



May	Building Hours	After Hours	Splashpad Daily Fee	Splashpad Pass	Open Gym	Total Users	Other Comments
1	28	13			10	51	
2	22	14			29	65	
3	89	7			41	137	
4	83	7			32	122	
5	60	24			31	115	
6	69	11			27	107	
7	63	11			42	116	
8	21	11			0	32	Chamber expo
9	14	16			2	32	
10	95	6			36	137	
11	80	11			34	125	
12	74	10			30	114	
13	65	11			25	101	
14	53	8			20	81	
15	32	21			29	82	
16	17	14			22	53	
17	89	10			44	143	
18	77	10			49	136	
19	78	16			44	138	
20	59	10			32	101	
21	57	10			26	93	
22	36	2			11	49	
23	24	10			34	68	
24	92	16			42	150	
25	79	17			47	143	
26	72	14			25	111	
27	60	14			36	110	
28	73	9			35	117	
29	32	15	13		13	73	
30	17	12	19	No Passes	19	67	
31	13	4	0		0	17	Memorial Day

From: Kirk T. Lundbeck

Subject: Monthly Report

Date: June 22, 2021

Administrative Initiatives (6/1/21 – 6/30/21)

- Attended all administrative team meetings as scheduled.
- Attended Racism Safe Zone Conversation.
- Began monthly staff training on topics like Customer Service, Active Shooter, Diversity, and other such topics.
- Leagues continued in full swing. Men's league cookout dinner specials the first Wednesday of each month. 18-hole ladies will have an ala carte lunch once a month. Genoa league and the New Bogeys and Beer league are staying late each week and generating concession sales.
- Three very large outings competed. Shriners, June 11th, 152 players, Sycamore Chamber, June 18th, 100+ competed and The Spartan Open, June 25th, 120 players expected. Several smaller groups have also booked events at our facility, including the Sycamore Rotary, a senior men's group and 2 wedding party golf events.
- Continued to work with Teesnap marketing to promote events, merchandise, lessons and the Caddyshack. Added a special US Open promotion and a 20% off pro shop merchandise sale for Father's Day.
- Worked with Theresa and Melissa to train beverage cart staff.
- Offered one per month early morning 9-hole ladies and 18-hole ladies chipping and putting clinics prior to the start of their league rounds.
- Began and completed Series 1 of Say-Golf. June 14, 16, 21 and 23.
 - Little Linkers – Ages 5 and 6 – 13 registered – time 8:30am – 9:15am*
 - Wee Swingers – Ages 7 – 9 - - 13 Registered – time 9:45am – 10:45am*
 - Par Savers – Ages 10 – 12 – 14 Registered – 11:00am – 12:00pm*
 - Birdie Seekers – Ages 13 – 15 – 5 Registered – 12:30pm – 1:30pm*
 48 juniors completed the first series and 36 currently signed up for Series 2.
- Coordinated with Sarah Rex to add a special welcome to golfers on large event days.
- Began registration for the Alvin Wildenradt Junior Championship.
- Began once a month free "10-minute tune ups" at Sycamore Family Sport Center.

- Continued to work with Teesnap support on issues that come up with the pos system.
- Worked with Mike Wieland from Teesnap to help void our Ezlinks Contract.
- Reached a \$250,000.00 in total revenue on June 11, 2021.

Administrative Initiatives (7/1/21 – 7/31/21)

- Attend all administrative team meetings as scheduled.
- Large events scheduled for this month:
 - July 9 - Genoa Area Chamber of Commerce
 - July 13 and 14 – Alvin Wildenradt Junior Championship
 - July 16 – Habitat for Humanity
- Attend Latin Safe Zone Conversation.
- Hold series 2 of SAY-Golf, July 13th, 15th, 20th and 22nd.
- Continue to work with Teesnap marketing to promote events, merchandise, lessons and the Caddyshack.
- Continue once a month free “10-minute tune ups” at Sycamore Family Sport Center.
- Leagues continue compete each week. 18-hole ladies league continues to grow, up to 17 participants.
- As we move away from Ezlinks and no longer bound under contract I will begin to monitor our tee sheet and add our own promotional prices at slow times. These will be offered through our playgolfsycamore.com website and must be booked online. This will allow us to capture more email addresses for future events and promotions.
- The golf operation will be donating the use of 4 golf carts and the shuttle for the Fizz Ehrler Turning Back Time Car Show. For several years they have made a substantial donation to the golf course at the conclusion of the event.
- Meet with Dan Wheeler, Sycamore High School Golf Coach, to begin locking down the high school matches and practices for the 2021 season.
- Continue to help concessions and beverage cart staff with training and monitoring beverage cart route on the golf course.
- Developing an Adult group lesson promotion for the end of July to include a corporate lunch lesson program and an after work swing tune up.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: June 22, 2021

Administrative Initiatives (6/1/21-6/30/21)

Golf

- Our drought continues as we missed out on heavy shots of rain that nearby areas have received. Some amazing numbers as we have not had measurable rain yet in June, had 1.7" in May, and .75" in April here at the course. We are over 8" below average for the season with little in the forecast.
- The river we irrigate out of is low, but so far has held its' level. We have reduced how many gallons per minute we water with each night, so the pumps do not draw air while the river fills the intake pit. We can water with the same number of minutes per head, it just takes longer thru the night.
- Staff has been mowing regularly, trim mowing, weed eating, planted annual flowers, spraying weeds and disease, fertilizing, and putting out grub prevention, checking the irrigation heads, and working on landscape beds.
- The 15-bridge repair landscaping is complete and the riverbank seeding and plugging of plant material by the contractor.
- Staff repaired the area next to 12 green by extending the rock cart path and sodding other bare areas.
- We are scheduling around the many leagues and outings that summer brings. We were allowed by State Covid rules to put out sand trap rakes and ball washers. The cups in the greens also turned back to normal.

Sports

- The busy spring season continues in all areas. Youth baseball, softball, and AYSO soccer are starting end of the year tournaments this week and next. Summer all-star league tryouts and travel games continue. I correspond almost daily with user groups as field requests get adjusted and field prep scheduled.
- Storm Dayz will go on this year as usual with games taking place June 25,26,27. We met with reps from the Storm teams recently and plans are set for the 74 teams to play over 200 games on 10 fields during the three days. Our staff will be preparing the fields and roping for parking in the days leading up to the games.

- The plan is still for the new ball fields to start this July with William Charles Contractor doing the work. We have worked out with AYSO to figure out field use for the fall as some will be moved to the north complex by the ball fields and other eliminated as work begins. Full work on the site will begin when soccer is completed in October. We have a kickoff meeting of the 21st of June.
- The new soccer complex was over slit seeded and fertilized in May. The lack of rain has not been helpful so hoping some is received to help the turf.
- Staff continues to prep fields for the season daily along with line painting, mowing, adding aglime to the infields, screenings to the surrounds and dugouts, trimming the outfield grass edge, and fixing spent bulbs on the poles.
- The pool is up and running. We receive some good news when a surprise inspection from the Illinois Dept. of Public Health gave us a positive passing score for our mechanics and water quality allowing us to operate for the season. We check on the pool daily, check chemical levels, add filter media to the pit, and have worked with the new guards to educate how to test water and basic checks in case of issues during the day. We had the night lights on the poles replaced with LED which will draw much less energy in the future.
- We also got the splash pad running and check it daily for chemical balance, operation, filter cleaning, and any operation issues.
- The tennis courts will now be resurfaced starting July 6th. The contractor had a delay then we had lessons planned the second part of June, so this is the new date if all goes as planned.

Parks

- I attended staff and Board meetings.
- Attended racial and diversity zoom training thru IPRA with several other staff.
- Attended neighborhood public meeting at Founders Park to meet visitors and get votes for the new playground planned for later this summer.
- Staff and I installed the movie screen and sound system for the June 4th movie in the park event.
- I continue to check the museum twice a week looking for leaks or issues.
- Staff continues to put out picnic tables, clean shelters now that rentals are consistent, mowing and trimming all areas, inspecting play equipment, spraying landscape beds and natural areas for weeds, making repairs as needed.
- The new trail river bridge is in place and rock now in place prior to asphalt going down.

- The future park area at Parkside Drive in Reston Ponds has been graded and seeded by the developer. Larger signs are now up with info about the coming park and how to find information. Upland Design will also be working with ERA and the Park District on the future of this park. We will begin mowing this area once we get some more rain and ready to handle the mowers.
- Shelter rentals are now back and busy with many rentals each weekend. Staff cleans these the morning before each rental.

Administrative Initiatives (7/1/21-7/31/21)

- Attend all staff, Board, and planning meetings.
- Attend trail construction meetings and site visits with engineers, and contractors.
- Work with engineers and contractor on planning of new ball fields as construction begins.
- Continue to run pool and splash pad.
- Work with Upland design on plans for Founders Park playground.
- Work on auctioning old irrigation system and equipment.
- Spray weeds and disease, seed/sod thin areas and consistently mow, trim all areas for the golf course.
- Repair Park areas, replace surfacing at Old Mill playground later this summer.
- Work consistently with sport field user groups as all games continue during the busy June schedule. Plan for end of season tournaments and all-star teams field needs.
- Start stage set up and take down weekly by Good Tymes shelter for July band concerts.
- Work to keep up with all properties and needed repairs, general maintenance, inspections.

To: Board of Commissioners
 From: Jonelle Bailey
 Subject: Monthly Report
 Date: June 22, 2021

Administrative Initiatives (6/1 – 6/30/2021)

- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend Rotary and Chamber Meetings
- Attend IPRA meetings
- Attended the City Planning and Commission meeting to review the
- Continue get to know community members and local businesses.
- Work with recreation staff to determine usage of park district facilities by the School District and work on new agreements. (Still in progress)
- Bi-weekly meeting with the Superintendents
- Continue to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Training:
 - DEI training dates confirmed for Safe Zone Conversations:
 - Active Shooter Training
 - Racism: Friday, June 18 1 – 4pm CST
 - Latin/Latina/LatinX: July 30 1 – 4pm CST
 - Work with staff on training materials for Grill & Concession staff
 - Checklists for cleaning to be implemented at each location.
- Review Marketing needs and timelines with Sarah Rex.
 - Review Grants ITEP, IDOT and OSLAD
 - Deadline dates and next steps
 - Received the ITEP grant for GWT segment 2.
 - Annual Marketing & Special Event Plan creation for 2021
 - Working with Sarah on Sponsorship packages (in progress)
 - New signage w/ Mission, Vision and Core Value information at facilities
- Review all construction projects and next steps:
 - GWT parcel purchase overview for Phase/Segment 2 of the trail
 - Review of Reston Ponds Development Survey
 - Founders Park Design
 - Memorial Park Development awarded bid.
 - 1st construction meeting June 21
- MMNH building.
 - Coordinate sale of the property
 - Working with Ancel Glink on property being placed on role to be sold.
- Continue to update the Employee Manual with Staff
 - First draft review to board October
- Work on review of Policy revision
- Updated Commissioner By-laws to reflect gender neutral wording.
- Started process to create the Sycamore Park District Foundation
 - Created by-laws.
 - Met with Ancel Glink and 3 other foundations on how they were created, pitfall and things to know.

Administrative Initiatives (7/1 – 7/31/2021)

- Attend all Staff, Board and Planning meetings.
- Attend all administrative staff meetings as scheduled.
- Attend ALL-Staff meetings when scheduled.
- Attend Rotary and Chamber Meetings
- Attend IPRA meetings
- Attended the City Planning and Commission meeting to review the
- Continue get to know community members and local businesses.
- Work with recreation staff to determine usage of park district facilities by the School District and work on new agreements. Waiting on
- Bi-weekly meeting with the Superintendents
- Continue to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Training:
 - DEI training dates confirmed for Safe Zone Conversations:
 - Latin/Latina/LatinX: July 30 1 – 4pm CST
 - Work with staff on training materials for Grill & Concession staff
 - Checklists for cleaning to be implemented at each location.
- Review Marketing needs and timelines with Sarah Rex.
 - Review Grants ITEP, IDOT and OSLAD
 - Deadline dates and next steps for all these areas
 - Received the ITEP grant for GWT segment 2.
 - Annual Marketing & Special Event Plan creation for 2021
 - Working with Sarah on Sponsorship packages (in progress)
 - New signage w/ Mission, Vision and Core Value information at facilities
- Review all construction projects and next steps:
 - GWT parcel purchase overview for Phase/Segment 2 of the trail
 - Review of Reston Ponds Development Survey
 - Founders Park Design
 - Memorial Park Development awarded bid.
- MMNH building.
 - Coordinate sale of the property
- Continue to update the Employee Manual with Staff
 - First draft review to board October
- Work on review of Policy revision – Draft Due September
- Started process to create the Sycamore Park District Foundation
 - Recruit at least 3 board members for the foundation
 - Contact Ancel Glink to move forward per board approval.



IDEAL INDUSTRIES, INC.

BUILDING AN *IDEAL* WORLD™

June 2, 2021

Jonelle Bailey
Sycamore Park District
480 S. Airport Road
Sycamore, IL 60178

RE: IDEAL INDUSTRIES Foundation Grant Application

Dear Jonelle,

Congratulations! On behalf of the IDEAL INDUSTRIES Foundation, it is my pleasure to inform you that your grant request has been approved for \$1,100 for the Summer Concert Series. The IDEAL INDUSTRIES Foundation is proud to support your mission.

As a reminder, as part of our transition plan, in 2022 you can apply again for 50% of this year's grant amount.

We wish you every success and thank you for making a difference in the community.

Sincerely,

A handwritten signature in cursive script that reads "Connie Holmes".

Connie Holmes
Executive Director, IDEAL INDUSTRIES Foundation

Cell: 815-901-2307
connie.holmes@idealindustries.com

Enc.



May 26, 2021

Sycamore Park District
Theresa Tevsh
480 Airport Road
Sycamore, IL 60178

Dear Theresa,

I wanted to send a huge THANK YOU for being a donor at our first Golf Outing held on Friday, May 21, 2021. Your basket donations were a hit in our raffle! We promoted your donation at the event, on our social media and in our weekly email blast. Any place we could thank you, we did, because without you our event would not have been amazing!

The families that benefit from the available scholarships have the opportunity to attend the KSRA programs without worry of financial strain. Families with an individual with special needs in addition to the regular bills often have the additional therapy and doctor bills that ensure the healthiest lifestyle for that individual. Your donation to our event assisted by building the funds available to those families who receive scholarships in order to attend the important programs that the KSRA offers.

Kishwaukee Special Recreation Foundation is a nonprofit 501 c3 organization registered with the state of Illinois and the IRS. Your contributions, at a value totaling \$859.00 (Golf Package \$200, Fitness Package \$534, Picnic Shelter Package \$125), is tax deductible, our Foundation's EIN# is 86-2407904. Your tax preparer will need this information at tax time.

Thank you again for helping KSRF as we support the KSRA families!

Sincerely,

A handwritten signature in black ink that reads "Paul Bafia".

Paul Bafia
President
Kishwaukee Special Recreation Foundation

raised \$11,148.00



Board of Commissioners

Date of Board Meeting: June 22, 2021

INFORMATION ONLY

AGENDA ITEM: Construction Items

Reston Ponds

BACKGROUND INFORMATION:

Working with Shodeen the property located at Parkside and Bethany has been graded and seeded. We are working with Upland Design to survey the community regarding what they would like to see at that 12-acre park. 24 x 36 Signs have been posted around the property with the QR code to direct residents to our website the current link for the survey. We will leave the survey open until June 25. After the survey closes, we will determine next steps with Upland Design.

The current survey results indicate the following highlights:

- 70 % would like trails.
- 68% would like playgrounds.
- 61% would like biking trails.
- 59% would like areas to sit and relax.
- 53 % would like picnic shelters.
- 43 % would like Sports fields.
- 33% would like Outdoor games.
- 32% would like a basketball court.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



Reston Park Community Input Survey

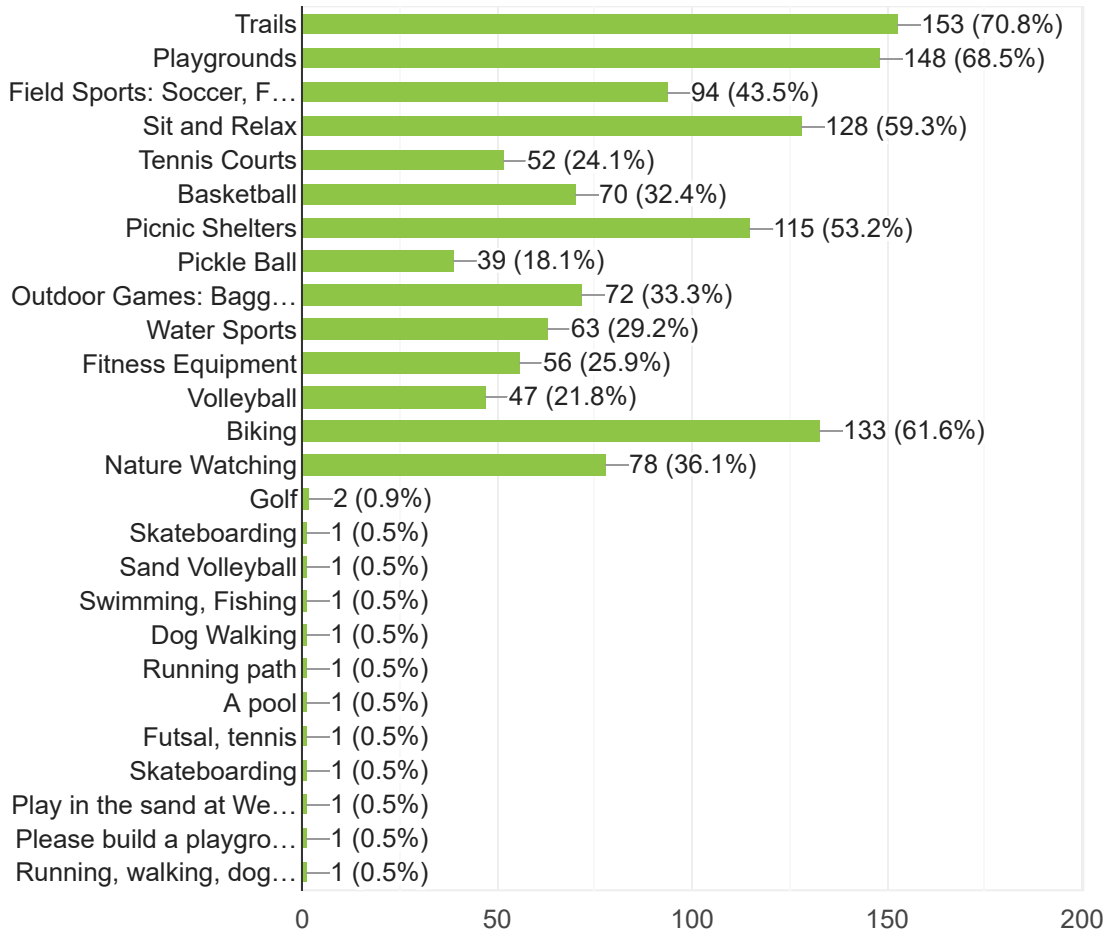
216 responses

[Publish analytics](#)



What outdoor recreation activities do you or those in your household participate in?

216 responses

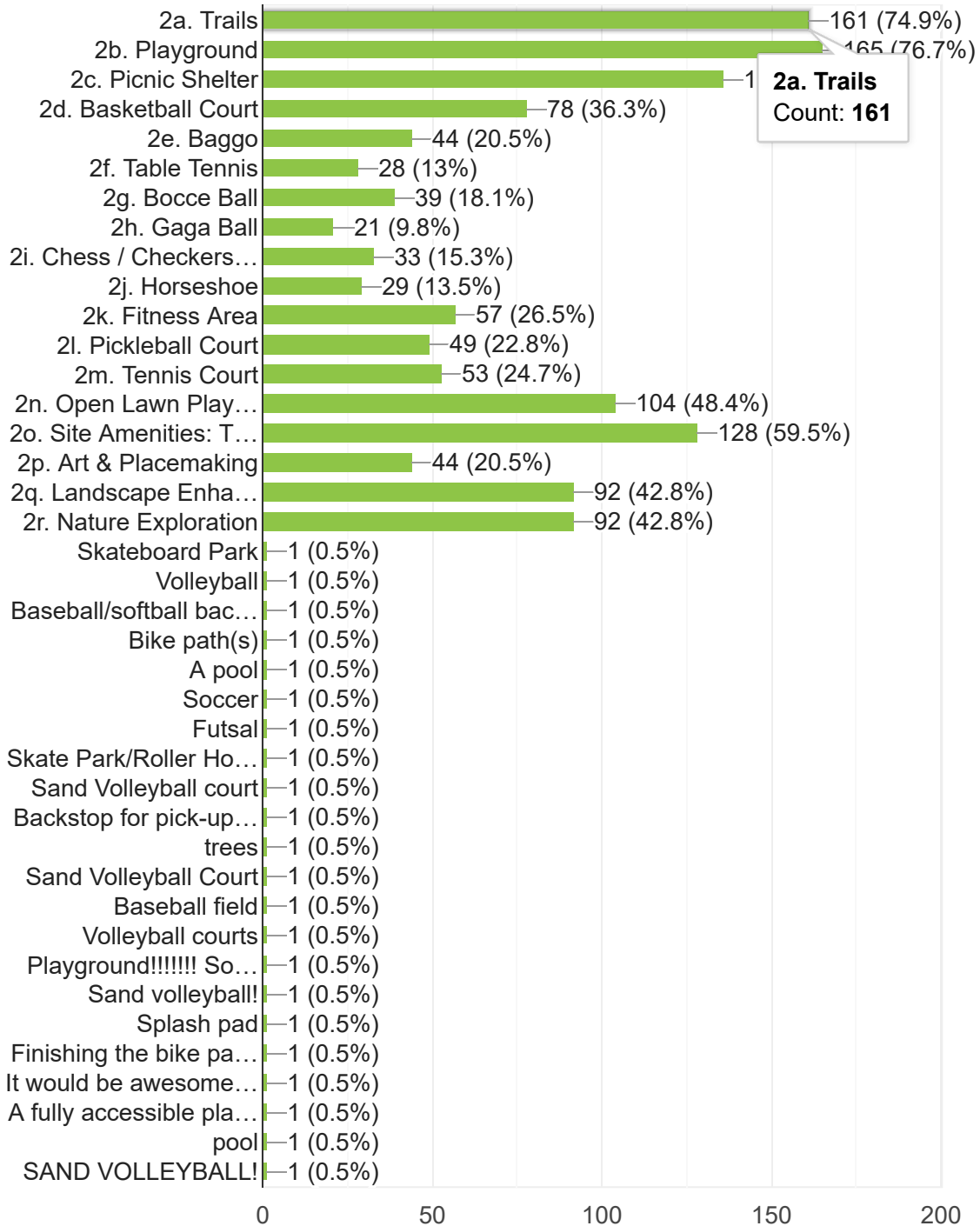


2. What activities and amenities would you like to see at Reston Park? See photo ideas and select options below.



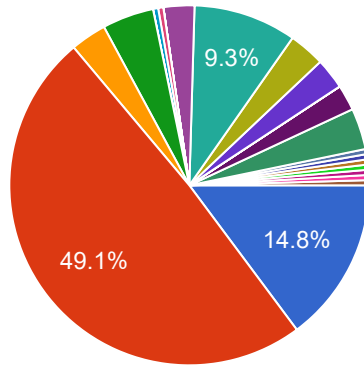
2. What activities and amenities would you like to see at Reston Park? See photo ideas above. Mark all that apply and feel free to write in others not listed!

215 responses



3. What item is your highest priority?

216 responses

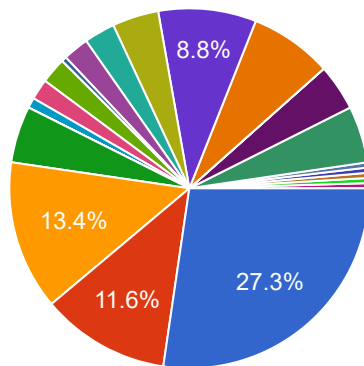


- 2a. Trails
- 2b. Playground
- 2c. Picnic Shelter
- 2d. Basketball Court
- 2e. Baggo
- 2f. Table Tennis
- 2g. Bocce Ball
- 2h. Gaga Ball

▲ 1/4 ▼

4. What item is your second priority?

216 responses



- 2a. Trails
- 2b. Playground
- 2c. Picnic Shelter
- 2d. Basketball Court
- 2e. Baggo
- 2f. Table Tennis
- 2g. Bocce Ball
- 2h. Gaga Ball

▲ 1/3 ▼



5. Is there anything you would like to share about Reston Park?

80 responses

Thank you!

Awesome neighbors

Great location. Our kids have recently taken up skateboarding. We see a lot of kids boarding. Having a place for them to skate would be great.

Would like to see the bike path off of Parkside Dr. continued into the new Reston Park

Geared towards families and children. Play equipment, electrical access, trails, water/sprinkler for the kids.

A play ground and something for shade!!!

Basketball courts baby! Make it happen!!!!

Please hurry!!! It's been a LONG time coming!

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Google Forms





Established 1923

Sycamore
PARK DISTRICT

PARK IN

PROGRESS

The Sycamore Park District is excited to embark on this project and looks forward to working with neighbors and Upland Design on a park plan that adds fun and safe recreational opportunities to your neighborhood!



Use the QR code or visit sycamoreparkdistrict.com to stay up to date on this and other projects at the Park District.



Sycamore Park District
Connecting Sycamore to wellness, nature, and each other!



Board of Commissioners

Date of Board Meeting: June 22, 2021

INFORMATION ONLY

AGENDA ITEM: Construction Items

Founder Park

BACKGROUND INFORMATION:

The District has scheduled to renovate the Founders Playground. The current playground ages 5 – 12 years will be replaced with two play areas ages 2 – 5 years and ages 5 – 12 years. There will also be a swing area featuring two belt seats, one ADA and one tot bucket swings. A community survey was available online for two weeks and we had a public input meeting on May 27th. The results of the survey and the public input meeting are attached.

We are still on schedule to start construction in July. We will continue to update the community and the board as updates occur.

FISCAL IMPACT:

STAFF RECOMMENDATION:

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



Founders Park Playground Renovation
Sycamore Park District

Date of Revision: April 27, 2021
 Project #932

Proposed Schedule	
Scope:	Dates:
Kick Off Meeting	April 27, 2021
Topographic Survey	April 28 - May 4
Concept Review Meeting	May 18, 2021
Public Input Meeting	May 27 at 6-7pm at Park
85% Construction Document Review Meeting	June 15, 2021
100% Construction Document Submittal	June 28, 2021
Permit Submittal	by PD, 5-7 turn around from City
Out to Bid	June 28, 2021 at 1pm
Bid Open	July 13, 2021 at 1pm
Bid Summary Letter / Board Packets Due	July 20, 2021
Board Meeting	July 27, 2021
Start Construction	August 2, 2021
Substantial Completion	October 29, 2021



**Founders Park Playground Renovation #932
Sycamore Park District
Community Input Survey-online/paper results**

June 9, 2021

Question #1: Which play structures do you prefer?

Option 3	38 votes
Option 1	10 votes
Option 2	4 votes

Question #2: Are there any other suggestions or comments you would like to share about the playground improvements at Founders Park?

- | | |
|--|---------------------------------|
| Install more benches/picnic tables (11) | Install zip lines (8) |
| Sports fields/Multiuse Field (6) | Install bigger slides (4) |
| Install more swings (Twirly, Mommy & me) (4) | More garbage cans (2) |
| Install monkey bars (2) | Install concrete bags (2) |
| Install GAGA ball pit (2) | More shade (2) |
| Swimming pool (2) | Water fountain (people/pet) (1) |
| No benches (1) | Gametower Playground (1) |
| Bike rack (1) | Free library space (1) |

Additional miscellaneous comments

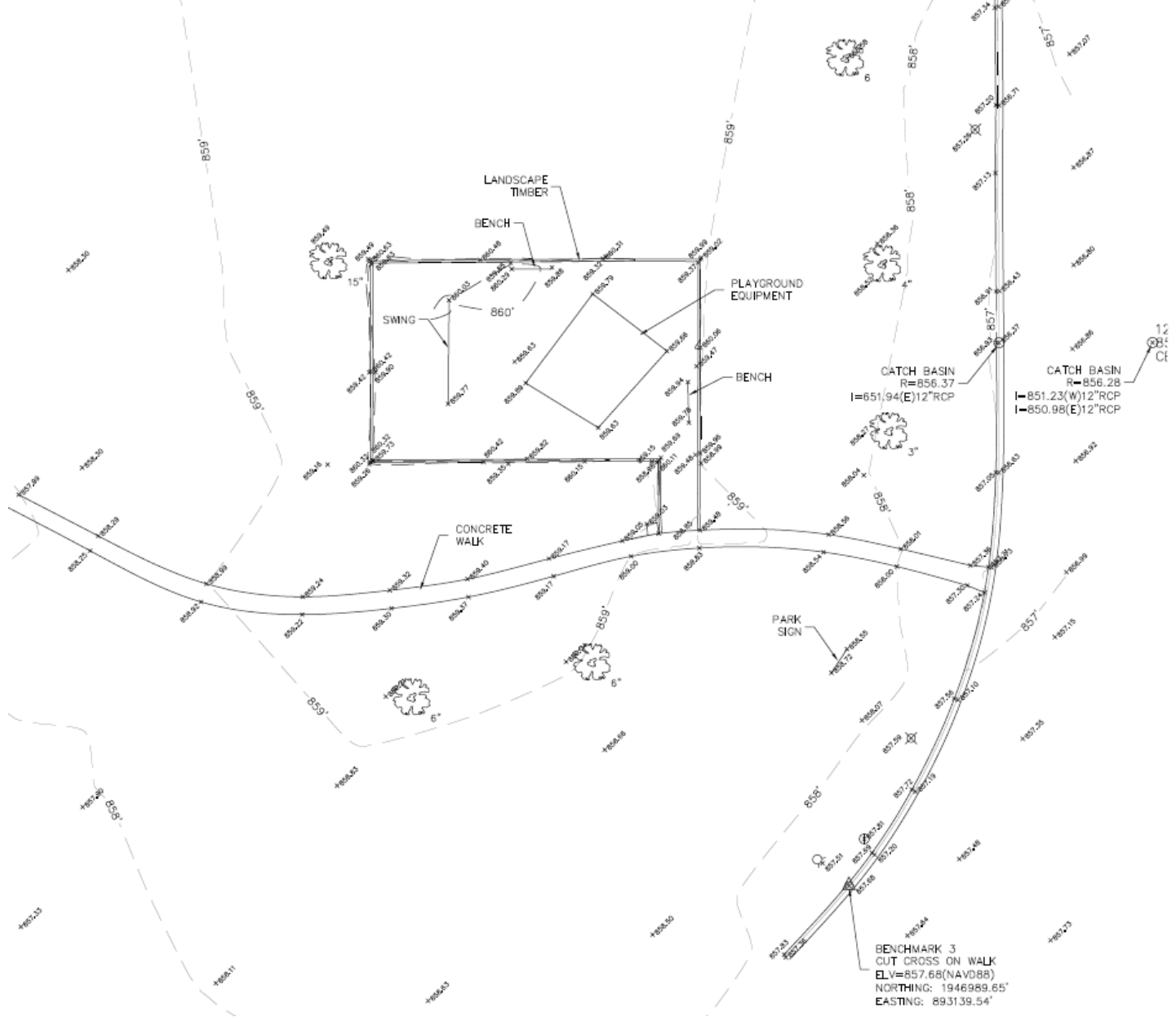
To be kept up with, the current one has gone down hill fast due to lack of care.
I'd love the current path to connect in a loop so that parents can walk laps and kids can ride bikes.



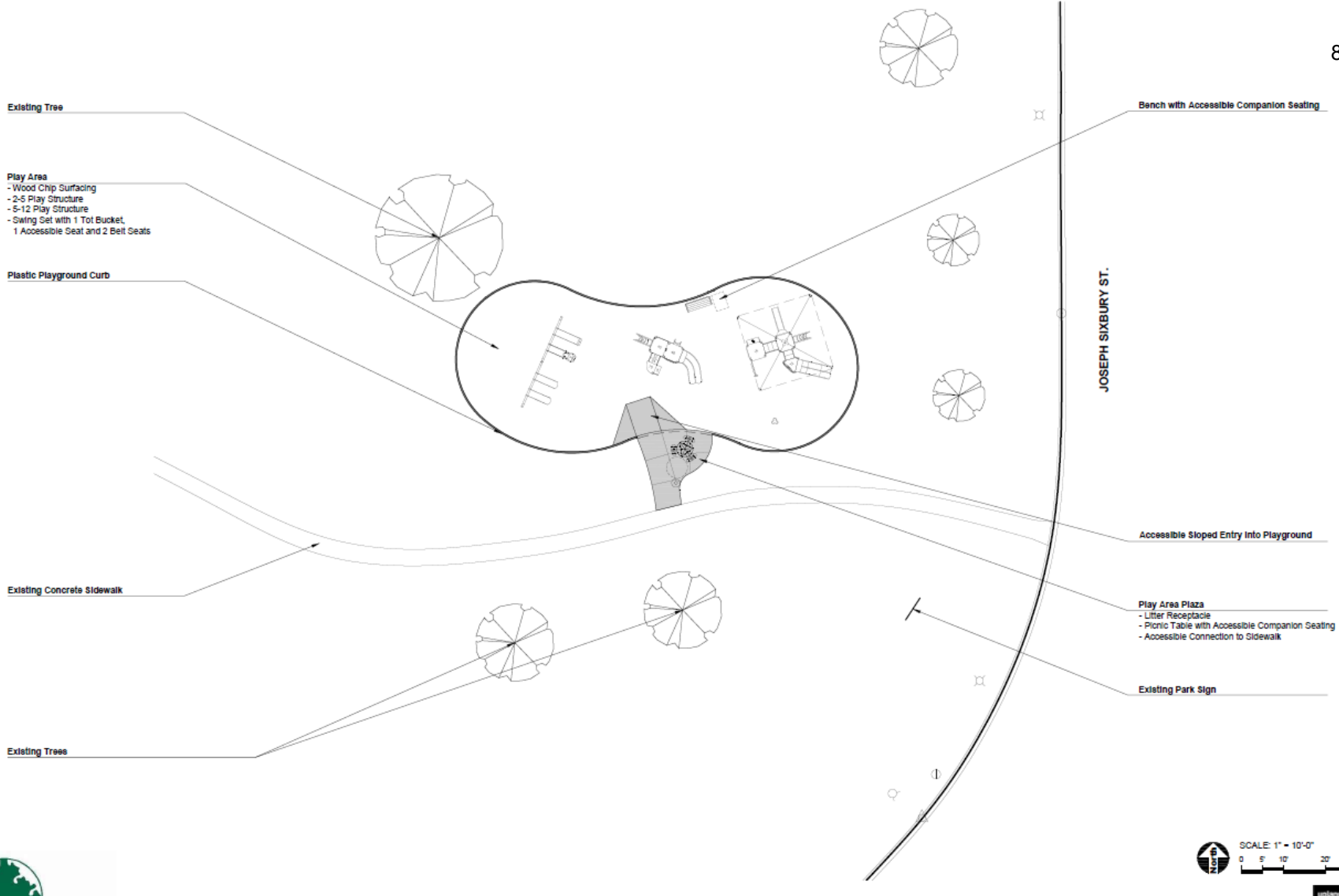
Founders Park Concept Review Meeting

Sycamore Park District





Existing Site Conditions



Existing Tree

Play Area
 - Wood Chip Surfacing
 - 2-5 Play Structure
 - 5-12 Play Structure
 - Swing Set with 1 Tot Bucket,
 1 Accessible Seat and 2 Belt Seats

Plastic Playground Curb

Existing Concrete Sidewalk

Existing Trees

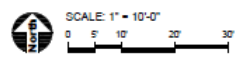
JOSEPH SIXBURY ST.

Bench with Accessible Companion Seating

Accessible Stopped Entry into Playground

Play Area Plaza
 - Litter Receptacle
 - Picnic Table with Accessible Companion Seating
 - Accessible Connection to Sidewalk

Existing Park Sign

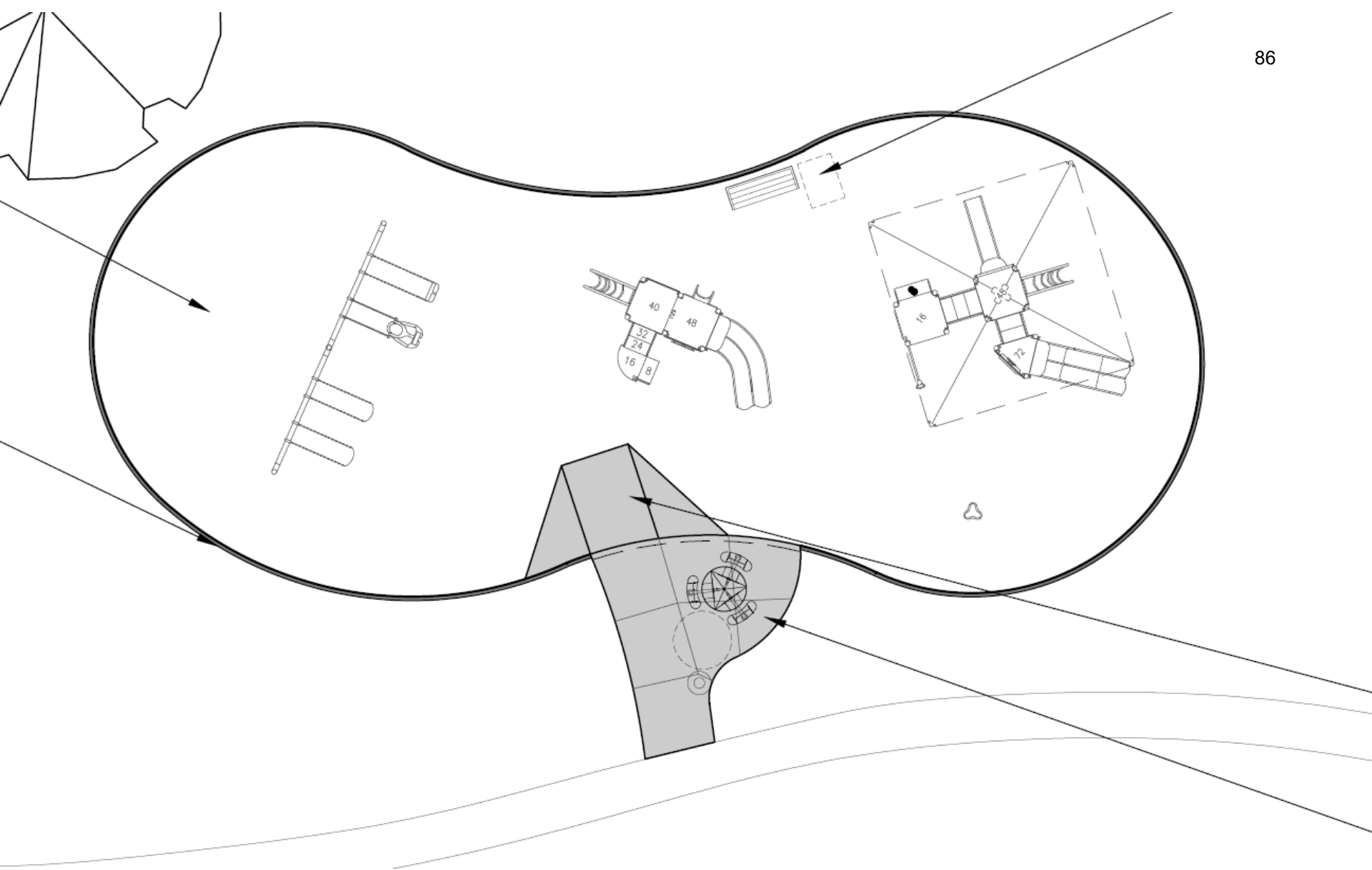


CONCEPT PLAN



May 18, 2021
 Copyright 2021
 Upland Design Ltd
 Project #632

Concept Plan



Concept Plan Enlargement



Bench

**Litter
Receptacle**



(Covers Sold Separately)

Accessible Picnic Table

Site Furniture – Wabash Valley



Bench

**Litter
Receptacle**



Accessible Picnic Table



Site Furniture – Doty & Sons and Dumor



- 2 Belt Seats
- 1 ADA
- 1 Tot Bucket



Swings

Founders Park Option 1

Design • Build • PLAY!



Colors:
 Basics: Metallic
 Accents: Sky Blue
 Plastics: Dark Blue
 2 Color HDPE: Sky Blue/White
 HDPE: Blue
 Decks: Gray

Playground Option A - Gametime

Founders Park Option 2

Design • Build • PLAY!



View 2



View 3



View 4



Colors:
 Basics: Metallic
 Accents: Sky Blue
 Plastics: Dark Blue
 2 Color HDPE: Sky Blue/White
 HDPE: Blue
 Decks: Gray

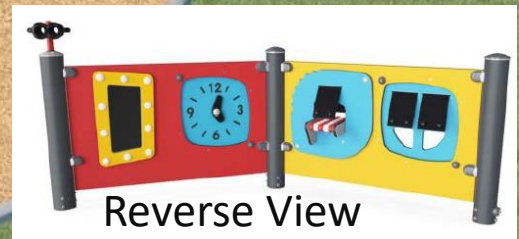
Playground Option B - Gametime



Founders Park - Option 01



Playground Option C - Kompan



Reverse View

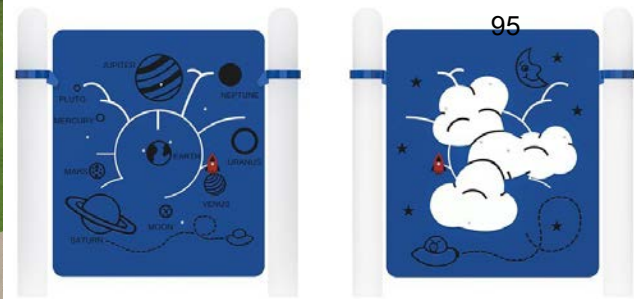
Playground Option D - Kompan



Stand N' Spin



Playground Option E – Little Tikes



Playground Option F – Landscape Structures

Founders Park

Cost Estimate

PROJECT COMPONENTS	QUANTITY	UNIT	COST	EXTENSION
REMOVALS and SITE PREPARATION				
General Conditions	1	LS	\$ 2,868.00	\$ 2,868.00
Earthwork, Removals and Site Preparation	182	CY	\$ 65.00	\$ 11,830.00
Removal of Play Equipment				Kids Around the World
SITE IMPROVEMENTS				
Concrete Paving	208	SF	\$ 8.50	\$ 1,768.00
Integral Curb	18	LF	\$ 28.00	\$ 504.00
Plastic Edging	221	LF	\$ 9.00	\$ 1,989.00
Sloped Concrete Entry	100	SF	\$ 10.50	\$ 1,050.00
Engineered Wood Fiber Surfacing	3164	SF	\$ 3.50	\$ 11,074.00
AMENITIES				
Purchase Play Equipment	1	LS	\$ 40,000.00	\$ 40,000.00
Install Play Equipment	1	LS	\$ 16,000.00	\$ 16,000.00
Bench	1	EA	\$ 1,820.00	\$ 1,820.00
ADA Picnic Table	1	EA	\$ 1,680.00	\$ 1,680.00
Litter Receptacle	1	EA	\$ 1,330.00	\$ 1,330.00
UTILITIES				
4" Perforated SDR26	217	LF	\$ 18.00	\$ 3,906.00
Tie to Existing Storm Drain	1	EA	\$ 550.00	\$ 550.00
LANDSCAPE				
Lawn Restoration - Topsoil, Seed and Blanket	350	SY	\$ 6.00	\$ 2,100.00
			SubTotal	\$ 98,469.00
			5% contingency	\$ 4,923.45
			TOTAL	\$ 103,392.45

Founders Park Schedule



Proposed Schedule	
Scope:	Dates:
Kick Off Meeting	April 27, 2021
Topographic Survey	April 28 - May 4
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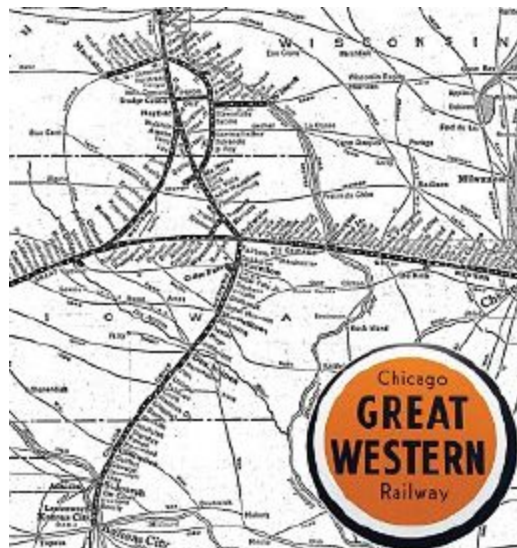
Over the river and through the woods

Great Western Trail expansion project to link downtown Sycamore to Kane County



Katrina Milton – kmilton@shawmedia.com

An extension of the Great Western Trail is expected to be completed this fall. The extension will connect the Sycamore Forest Preserve to Page and Pleasant streets near downtown Sycamore. A pedestrian bridge already has been built along the trail over the Kishwaukee River.



The Chicago Great Western Railway ran east/west across the length of Sycamore and followed much of what is now the Great Western Trail.

Photo provided by the Joiner History Room

SYCAMORE – A new segment of the Great Western Trail that is under construction will connect downtown Sycamore to Kane County.

The project, which is expected to be completed this fall, will connect the Sycamore Forest Preserve to Page and Pleasant streets near downtown Sycamore. A pedestrian bridge already has been constructed along the trail over the Kishwaukee River.

The project was made possible through an intergovernmental agreement between the DeKalb County Forest Preserve District and Sycamore Park District, with federal grant funding through the Illinois Transportation Enhancement Program.

Construction is managed by the Illinois Department of Transportation.

“The development of trail connections is a high priority for residents and the [park] district,” said Sarah Rex, recreation supervisor with the Sycamore Park District. “We are thrilled to have the ability, through partnerships and grant funding, to connect people in Sycamore to schools, businesses, parks and each other with these off-road trails. It not only provides great wellness opportunities for individuals but [also] for the community as a whole.”

The project’s total cost is \$2,123,730.

Grant funds have covered \$1,698,980, with a local match of \$424,750.

A second extension project will link the trail to Old Mill Park on Mt.

Hunger Road. The second segment’s total project cost is \$1,942,390. Grant funds will cover an estimated \$1,553,910, with a local match of \$388,480. Grants have been submitted for the second segment, and the winners have yet to be announced.

Once the first and second segments are completed and connect to existing trail systems, there will be nearly 2 1/2 miles of off-road trails between Sycamore Forest Preserve and Leon D. Larson Park. The trail also will connect to Sycamore Middle School, Old Mill Park and Sycamore Lake Rotary Park.

The tale of the Great Western Trail

According to the DeKalb County History Center, the Chicago Great Western Railroad began operating in Sycamore in 1887.

The railroad’s tracks were located north of downtown Sycamore, where several factories and small stockyards were located. The railroad ran east/west across the length of Sycamore and followed much of what is now the Great Western Trail.

The last passenger train was in 1956. However, freight business remained strong through the 1960s, with six freight trains a day passing through Sycamore. Most of the

business was from the Anaconda factory, which is now the Sycamore Industrial Park. In 1968, the CGW merged with the Chicago and North Western Railway. In 1977, the CGW¹⁰⁰ discontinued the service between Sycamore and St. Charles, and its tracks were abandoned.

In 1986, the DeKalb County Forest Preserve District bought the 3 1/2 miles of the abandoned corridor, from the western edge of Sycamore to the DeKalb/Kane County line.

In conjunction with the Kane

TRAIL EXPANSION



In 1943, a train engine travels on the Chicago Great Western Railway, east of Sycamore on what is now the Great Western Trail, east of the park at Old State Road. Photo provided by the Joiner History Room



Katrina Milton – kmilton@shawmedia.com

An extension of the Great Western Trail is expected to be completed this fall. The extension will connect the Sycamore Forest Preserve to Page and Pleasant streets near downtown Sycamore.

County Forest Preserve District, which maintains the eastern portion, the Great Western Trail was established.

Along with trail maintenance, both agencies manage the remnant prairie and wetlands along the railroad bed.

In 2017, when the Great Western Trail's trailhead was brought a half mile west into DeKalb County Forest Preserve District's Sycamore Forest Preserve. The Sycamore Forest Preserve is the western trailhead of the 19-mile segment that stretches east to the LeRoy Oaks Forest Preserve in St. Charles.

The trail is used by walkers, joggers and bicyclists.

“The Great Western Trail is a really great example of various entities and groups working together for one common goal, which is to connect our communities,” Sycamore acting City Manager Maggie Peck said.

Peck said she often bicycles and walks the trail.

“Once, last summer, I was bicycling with a friend, and we met a woman who was remotely running the Chicago Marathon and wearing her running bib,” Peck said. “The trail is very peaceful and pleasant.”¹⁰²

There’s foliage, birds and nature. I’m always thinking to myself that I should have brought along my camera.

“It gives our community another option instead of just motor transportation.

Extending the trail into Sycamore has been years and years in the making, and I think we’re all excited for the project’s completion.”

IDOT District	ITEP Number	Project Title	Project Sponsor Name	Total Funds Awarded	Local Match Assistance	Community Score	Review Score	Category
7	743003	Phase 10 Bike Path	City of Shelbyville, IL	\$1,221,941	*	45.5	91	Bike/Ped
3	343009	New Sidewalks Uphill on North End of Town	City of Marseilles	\$500,220	*	47	90	Bike/Ped
6	643006	Historic Capitol Avenue Rehabilitation	City of Mt. Sterling	\$1,379,200		45.5	90	Historic Preserv/Rehab
1	143063	Carol Stream - Lies Road Bike Path	Carol Stream	\$137,070	*	44.5	90	Bike/Ped
7	743022	Harryland Road Bike Trail	Village of Mt Zion	\$191,104	*	40	90	Bike/Ped
3	343002	IL Route 1/17 Multi-Use Path	Village of Grant Park	\$417,410		38.5	90	Bike/Ped
9	943002	West Frankfort - Downtown Streetscape Phase 2	West Frankfort	\$685,420		62.5	89	Lndscp/Scnc Beaut /w con.
3	343016	Pedestrian Multi-Use Bridge Over U.S. Route 45/52 - Main Street	Village of Bourbonnais	\$2,000,000		59.5	88	Bike/Ped
8	843007	North Waterloo Pedestrian Crossing	County of Monroe	\$209,925	*	40	88	Bike/Ped
9	943012	Downtown Mobility Improvement Project - Phase 1A	City of Marion, Illinois	\$1,580,180		64	87	Lndscp/Scnc Beaut /w con.
2	243020	Grand Illinois Trail Phase 2	City of Silvis	\$2,000,000		61	87	Bike/Ped
5	543008	Maplewood Multi-Use Path	Village of Rantoul	\$391,738	**	55.5	87	Bike/Ped
2	243011	2nd Street Multi-use Path	City of Sterling	\$1,264,888	**	50	87	Bike/Ped
9	943009	Crab Orchard Greenway - IL 148 and Transit Connection	RIDES Mass Transit District	\$2,000,000	**	50	87	Bike/Ped
1	143057	Elk Grove Village - Clearmont Pedestrian Bridge over Salt Creek	Village of Elk Grove Village	\$1,667,205	*	48.5	87	Bike/Ped
1	143106	Evanston - Main Street Improvements - Maple Avenue to Hinman Avenue	Evanston	\$2,000,000		48.5	87	Bike/Ped
8	843013	IL 157 Shared Use Path	Edwardsville, IL	\$823,500	*	47	87	Bike/Ped

IDOT District	ITEP Number	Project Title	Project Sponsor Name	Total Funds Awarded	Local Match Assistance	Community Score	Review Score	Category
3	343005	Great Western Trail Extension: Sycamore Forest Preserve to Old Mill Park - Segment 2	Sycamore Park District	\$1,748,149	*	40	87	Bike/Ped
3	343019	South Schuyler Bike and Pedestrian Roadway Improvements	City of Kankakee	\$1,264,950	**	75.5	86	Bike/Ped
5	543010	First Street Shared Use Path	Village of Savoy	\$1,293,663	**	59.5	86	Bike/Ped
9	943008	Crab Orchard Greenway - Marion High School Connection	Marion Community Unit School District #2	\$2,000,000	**	50	86	Bike/Ped
3	343001	North Central Street Downtown Streetscaping Improvements	City of Gilman	\$2,000,000		45.5	86	Lndscp/Scnc Beaut /w con.
1	143066	Carol Stream - Kuhn Road Bike Path	Carol Stream	\$96,300	*	43	86	Bike/Ped
2	243009	Extension of Perryville Bike Path (Phase II)	Winnebago County	\$660,600	*	40	86	Bike/Ped
3	343025	Shabbona Streetscape Project	Village of Shabbona	\$1,337,450		38.5	86	Lndscp/Scnc Beaut /w con.
4	443005	West Adams Street Improvements Phase II	City of Macomb	\$1,129,438	**	85	85	Bike/Ped
1	143101	Spring Grove - Winn Road Multi-use Path	Spring Grove	\$295,870		37	85	Bike/Ped
1	143079	Irving Park Road (IL 19) at Bartlett Road Intersection Reconstruction	Village of Streamwood	\$315,038	**	53	84	Bike/Ped
1	143073	DesPlaines River Trail Segment 2	Village of Rosemont	\$1,637,625	**	51.5	84	Bike/Ped
1	143107	IL Route 171 (State St) and IL Route 7 (9th St) Streetscape	City of Lockport	\$1,507,600		50	84	Lndscp/Scnc Beaut /w con.
3	343017	Shabbona Township - Shabbona Pathway Project	Shabbona Township	\$440,000		38.5	84	Bike/Ped
7	743006	Stevens Creek Bikeway 2A	Decatur Park District	\$2,000,000		57	83	Bike/Ped
2	243023	Dixon Bike Path Extension Project	City of Dixon	\$1,395,180	*	47	83	Bike/Ped
1	143075	Des Plaines River Trail Segment 4	Village of Schiller Park	\$289,575	*	48.5	82	Bike/Ped

IDOT District	ITEP Number	Project Title	Project Sponsor Name	Total Funds Awarded	Local Match Assistance	Community Score	Review Score	Category
7	743026	Decatur Route 51 Bike/Walkway	City of Decatur	\$2,000,000		74	81	Bike/Ped
4	443003	S. lake Storey Rd. - Shared Use Path	City of Galesburg	\$2,000,000	**	52.5	81	Bike/Ped
5	543014	North Champaign Trail Extension	Champaign Park District	\$32,400	*	48.5	81	Bike/Ped
4	443001	SE 8th Ave. Shared Use Path	City of Aledo	\$513,158	*	45.5	81	Bike/Ped
1	143099	Wolfs Crossing Road at Harvey Road Intersection Improvement	Village of Oswego	\$91,820		31.5	81	Bike/Ped
1	143119	DuPage River Trail at Renwick Road	Jennifer Rooks-Lopez	\$384,170		30	81	Bike/Ped
1	143060	Sugar Grove - Blackberry Creek Bridge and Shared-Use Path	Sugar Grove	\$779,780		25.5	81	Bike/Ped
4	443014	Rock Island Greenway Extension	City of Peoria	\$750,000	**	74	80	Bike/Ped
1	143067	Highland Park - Green Bay Road Bike Lanes	Highland Park	\$2,000,000		37	80	Bike/Ped
1	143077	Round Lake - Bike Path Connections Project	Village of Round Lake	\$307,060		35.5	80	Bike/Ped
1	143028	McEvelly Road Multi-Use Trail Extension	Minooka	\$1,718,800		28.5	80	Bike/Ped
9	943010	Route 13 Murphysboro Road to Wood Road Bike Path	City of Carbondale	\$2,000,000	**	62.5	79	Bike/Ped
1	143126	County Farm Road Multi-Use Path	Hanover Park	\$453,813	**	58.5	79	Bike/Ped
2	243010	IL 251 Streetscape	City of Loves Park	\$2,000,000	**	52.5	79	Bike/Ped
1	143047	Wolf Road Sidewalk Connectivity Project – Phase 3	Prospect Heights, City of	\$1,562,538	**	51.5	79	Bike/Ped
1	143046	Carol Stream - Southeast Bike Path	Carol Stream	\$361,260	*	48.5	79	Bike/Ped
1	143027	Village of Glenview - Milwaukee Avenue at Zenith Drive Pedestrian Signal Improvements	Village of Glenview	\$175,500	*	47	79	Bike/Ped

IDOT District	ITEP Number	Project Title	Project Sponsor Name	Total Funds Awarded	Local Match Assistance	Community Score	Review Score	Category
7	743017	City of Neoga - Pedestrian Facilities Improvements	City of Neoga	\$1,112,130	*	45.5	79	Bike/Ped
1	143110	Marengo - Prospect Street Bike Path and Sidewalk Project	City of Marengo	\$663,503	*	41.5	79	Bike/Ped
1	143003	Bridge Street Multi-Use Path Phase 3 West	Channahon	\$2,000,000		40	79	Bike/Ped
2	243002	Rockton Old River Road Multi-Use Path	Rockton	\$799,976	*	40	79	Bike/Ped
8	843010	Troy - Us Route 40 Trail Extension to CA Henning Elementary	Troy	\$486,720	*	40	79	Bike/Ped
9	943005	Jackson County - Saluki Greenway Expansion from Airport Rd to west of Country Club Rd	Jackson County	\$1,020,000	**	64	78	Bike/Ped
6	643003	Beardstown Bike Path	City of Beardstown	\$1,050,438	**	62.5	78	Bike/Ped
1	143019	Forest Park Commuter Bike Facilities	Village of Forest Park	\$113,906	*	48.5	78	Bike/Ped
1	143042	Elmhurst - Illinois Route 83 Pedestrian Overpass	Elmhurst	\$198,000	*	41.5	78	Bike/Ped
1	143040	Streamwood - IL 59 Bicycle and Pedestrian Overpass	Streamwood	\$2,000,000		38.5	78	Bike/Ped
3	343004	Riverfront Trail Phase IIIA	City of Kankakee	\$480,000	**	74	77	Bike/Ped
7	743016	City of Vandalia Pedestrian Facilities Improvements	City of Vandalia	\$1,270,363	**	64	77	Bike/Ped
9	943011	Downtown Herrin Pedestrian Safety Improvements	City of Herrin	\$1,610,613	**	64	77	Bike/Ped
1	143004	Oakton Street Sidepath	City of Des Plaines	\$1,903,538	**	54	77	Bike/Ped
8	843018	Mascoutah - L&N Railway Trail and Trail Head	Mascoutah	\$981,000	*	47	77	Corridor Preservation
4	443008	Chillicothe Trail - Purple Route	Chillicothe, City of	\$129,150	*	45.5	77	Bike/Ped
1	143100	Geneva - Kautz Road Bike Path	Geneva	\$779,985	*	41.5	77	Bike/Ped

IDOT District	ITEP Number	Project Title	Project Sponsor Name	Total Funds Awarded	Local Match Assistance	Community Score	Review Score	Category
1	143069	Sugar Grove - Sidewalks for Safe Routes to Schools	Sugar Grove	\$204,710		31.5	77	Bike/Ped
1	143097	Sheridan Road Non-Motorized Improvements	City of Highland Park	\$659,800		18.5	77	Bike/Ped
4	443007	Stadium Drive Multi-use Path	City of Pekin	\$600,000	**	54	76	Bike/Ped
7	743001	Route 1 Multi Use Mobility Path	City of Marshall	\$774,663	**	52.5	76	Bike/Ped
3	343023	Route 66 Bike/Walking Path	Village of Dwight	\$735,188	*	45.5	76	Bike/Ped
7	743018	City of Altamont - Sidewalk Reconstruction & Replacement	City of Altamont	\$190,901	*	45.5	76	Bike/Ped
1	143032	Pedestrian Connections to the Regional Prairie Trail Improvement	City of Crystal Lake	\$1,053,698	*	41.5	76	Bike/Ped
1	143049	Hicks Road Bike Path	City of Rolling Meadows	\$963,360		38.5	76	Bike/Ped
7	743005	Maroa-Forsyth Grade School Bike Path	Village of Forsyth	\$363,920		35.5	76	Bike/Ped
1	143123	Lake Forest – Route 60 Bicycle Path Connectivity Project	The City of Lake Forest	\$521,760		27	76	Bike/Ped
1	143128	59th-60th St. (Univ. of Chicago) Station Rehabilitation	Commuter Rail Division of the RTA, d/b/a "Metra"	\$2,000,000		65.5	75	Bike/Ped
3	343022	Rail Trail and Old Route 66 Trail	City of Pontiac	\$951,250	**	64	75	Corridor Preservation
1	143053	Golf Road Combination Pedestrian and Street Lighting with Sidewalk Infill Improvement Project	Village of Niles	\$2,000,000	**	61.5	75	Bike/Ped
1	143008	Bernard Drive Bike Path	Buffalo Grove	\$2,000,000	**	50	75	Bike/Ped
1	143102	Joliet Road Shared-Use Path	City of Countryside	\$2,000,000		48.5	75	Bike/Ped
4	443010	Chillicothe Trail - Green Route	Chillicothe, City of	\$529,256	*	47	75	Bike/Ped
1	143092	U.S Route 41 (Skokie Boulevard) Pedestrian and Bicycle Improvement	Village of Wilmette	\$1,145,730		37	75	Bike/Ped

IDOT District	ITEP Number	Project Title	Project Sponsor Name	Total Funds Awarded	Local Match Assistance	Community Score	Review Score	Category
5	543009	Normal - Gregory Street Trail Extension	Normal	\$1,205,000	**	83.5	74	Bike/Ped
3	343014	Broadway Street to Perry Farm	Bradley	\$245,950	**	71	74	Bike/Ped
1	143091	Chicago DOT-Columbia Drive "Clarence Darrow" Pedestrian Bridge Reconstruction	Chicago DOT	\$2,000,000		64	74	Bike/Ped
8	843015	Safe Routes to School - Phase 4	City of Alton	\$1,300,000	**	64	74	Bike/Ped
1	143093	Lemont Bike Trail Connection	Village of Lemont	\$2,000,000	**	55.5	74	Bike/Ped
1	143074	Hassell Road Corridor Pedestrian and Bicycle Facility Enhancements	Village of Hoffman Estates	\$1,749,638	**	50	74	Bike/Ped
1	143051	Oak Forest - 2020 Sidewalk Improvements	City of Oak Forest	\$677,250	*	47	74	Bike/Ped
1	143118	104th Avenue Multi-Use Path	Village of Orland Park	\$1,352,250	*	47	74	Bike/Ped
3	343010	Sidewalk Replacement and ADA Ramps	Village of Hennepin	\$145,665	*	45.5	74	Bike/Ped
8	843003	Carrollton Rails to Trails Pedestrian/Bike Path	City of Carrollton	\$465,536	*	45.5	74	Corridor Preservation
1	143044	Montgomery Road Multi-Use Path Extension - Middlebury Drive to IL Route 59	City of Aurora, IL	\$1,608,525	*	41.5	74	Bike/Ped
1	143072	Highland Park - Pedestrian Bridge over US 41/Skokie Road	Highland Park	\$2,000,000		37	74	Bike/Ped
1	143129	Natalie Creek Trail	Village of Midlothian	\$920,000	**	83	73	Bike/Ped
1	143011	Patriot Path Stage 4	Lake County Division of Transportation	\$2,000,000		68	73	Bike/Ped

**Board of Commissioners****Date of Board Meeting: June 22, 2021****STAFF RECOMMENDATION****AGENDA ITEM:**

Sycamore Park District sale of property located at 425 w. State Street
Sycamore IL 60178

BACKGROUND INFORMATION:

The property located at 425 W. State Street formerly known as the Midwest Museum of Natural History is now vacant and is no longer needed for park purposes.

The petition to see the above parcel has been granted by the Circuit Court of Dekalb County on June 9, 2021.

FISCAL IMPACT: + \$80,000

STAFF RECOMMENDATION: Staff recommends that they property be listed to be sold.

PREPARED BY: Jonelle Bailey, Executive Director

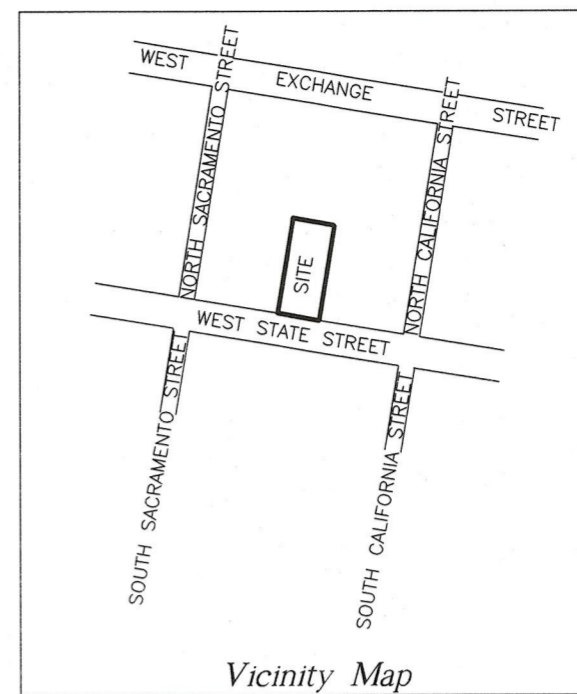
EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:

ALTA/NSPS LAND TITLE SURVEY

THE EAST 70 FEET OF LOT 2 AND THE SOUTH 10 FEET OF THE EAST 70 FEET OF LOT 5 IN BLOCK 6 OF LATTIN'S ADDITION TO THE TOWN (NOW CITY) OF SYCAMORE, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK "A" OF PLATS, PAGE 2 ON APRIL 27, 1854, SITUATED IN DEKALB COUNTY, ILLINOIS.

P.I.N. 06-32-254-007



Scale 1"=30'



- ====LEGEND=====
- Boundary of property surveyed
 - Indicates found iron pipe
 - Indicates set mag nail
 - ✕ Indicates fence line
 - Indicates water valve
 - Indicates fire hydrant
 - Indicates light pole
 - Indicates parking meter
 - Indicates electric meter
 - Indicates gas meter
 - Indicates water valve vault
 - Indicates storm sewer basin
 - Indicates utility pole

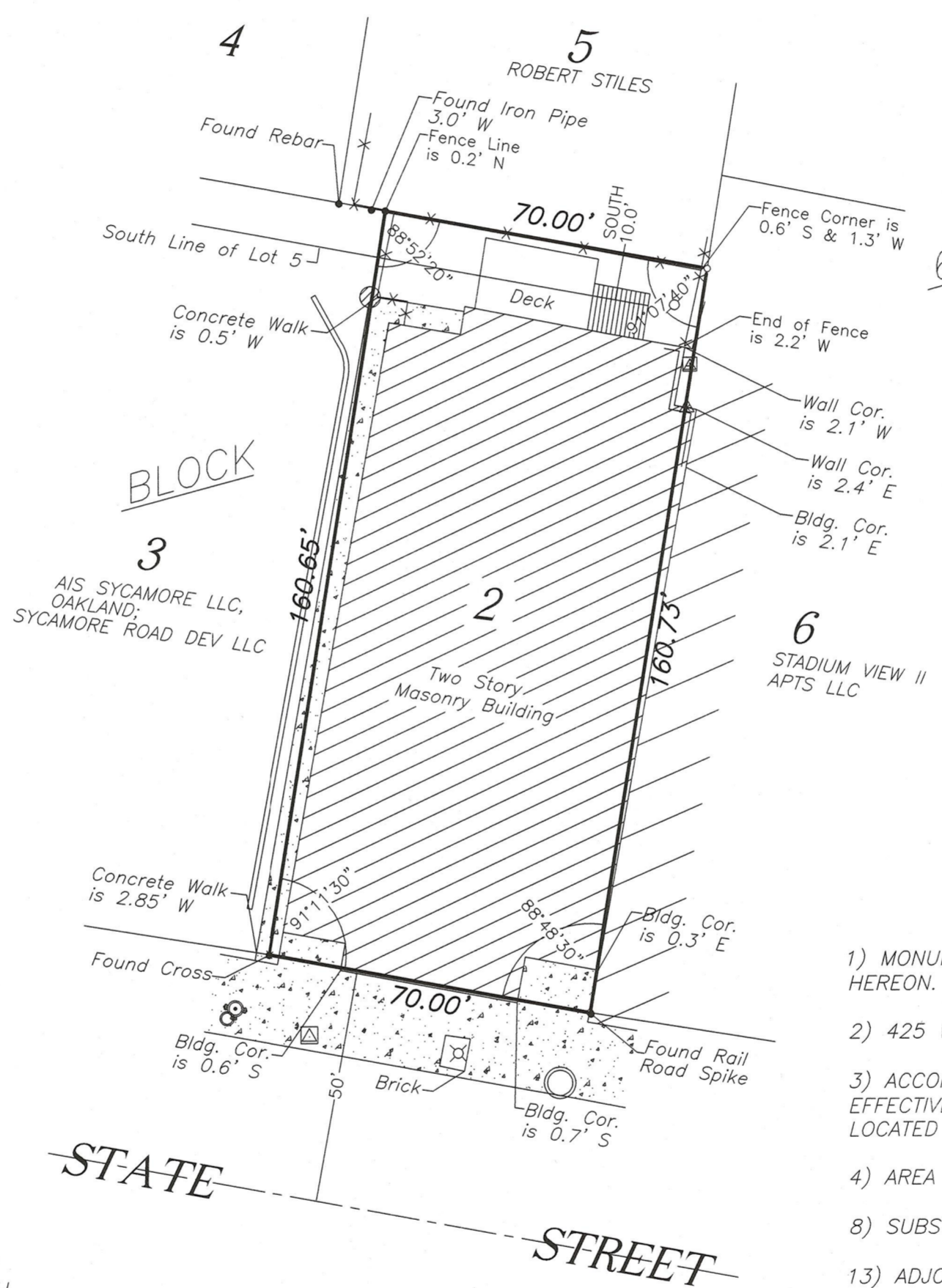


TABLE A NOTES

- 1) MONUMENTS HAVE BEEN FOUND OR SET, AS SHOWN HEREON.
- 2) 425 W. STATE STREET, SYCAMORE, ILLINOIS
- 3) ACCORDING TO FEMA MAP NO. 17037C0252E, HAVING AN EFFECTIVE DATE OF FEBRUARY 2, 2009 THIS PROPERTY IS LOCATED WITHIN ZONE X, AREA OF MINIMAL FLOOD HAZARD.
- 4) AREA CONTAINS 11,275 SQ. FT.
- 8) SUBSTANTIAL FEATURES SHOWN HEREON.
- 13) ADJOINING PROPERTY OWNERS SHOWN HEREON.

TITLE NOTES

SURVEY HAS BEEN PREPARED IN COORDINATION WITH CHICAGO TITLE INSURANCE COMPANY'S COMMITMENT NO. 21CND144020VH, HAVING AN EFFECTIVE DATE OF MARCH 31, 2021. NO SCHEDULE BII EXCEPTIONS PERTAIN TO SURVEY.

STATE OF ILLINOIS)
)SS
 COUNTY OF DEKALB)

THIS IS TO CERTIFY THAT THE ATTACHED PLAT WAS MADE IN ACCORDANCE TO THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1, 2, 3, 4, 8 AND 13 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON MARCH 15TH, 2021.

WITNESS MY HAND AND SEAL AT DEKALB, ILLINOIS THIS 4TH DAY OF JUNE, 2021.

L. A. Doogs

LESLIE AARON DOOGS
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3833
 LICENSE EXPIRATION DATE: NOVEMBER 30TH, 2022



JADE Hanna Surveyors
 155 N. 3rd Street
 DeKalb, Illinois 60115
 (815) 756-2189
 info@hannasurveyors.com
 License # 184006622

FOR: SYCAMORE PARK DISTRICT
 JOB NO. 15692

IN THE CIRCUIT COURT OF THE TWENTY THIRD JUDICIAL CIRCUIT
DEKALB COUNTY, ILLINOIS

IN RE: THE MATTER OF THE
PETITION OF THE SYCAMORE PARK
DISTRICT,

an Illinois park district,

TO SELL A PARCEL OF REAL
PROPERTY LESS THAN THREE
ACRES

FILED
IN OPEN COURT

JUN 09 2021

Lori Grubbs
Clerk of the Circuit Court
DeKalb County, Illinois

Case No. 2021MR000104

Honorable Bradley J. Waller

~~PROPOSED~~ ORDER
BW

This matter coming before the Court on the Sycamore Park District's motion for expedited consideration of its pending Petition for Leave to Sell Real Property Less Than Three Acres No Longer Needed for Park Purposes (the "Petition"), notice of this hearing having been published in the *Daily Chronicle* on May 20, 2021, no one other than Petitioner appearing or opposing said motion or Petition, this Court having jurisdiction hereover and being fully advised in the premises,

IT IS HEREBY ORDERED:

1. Sycamore Park District's (the "District") motion for expedited consideration of the Petition is hereby granted.
2. The District has demonstrated compliance with the Park Commissioners Land Sale Act, 70 ILCS 1235/1, et seq. governing the sale of surplus real property less than three acres in area and is authorized and directed to proceed with an auction of certain real property commonly

known as 425 W. State Street, Sycamore, Illinois, bearing PIN 06-32-254-007-0000 and legally described as follows:

THE EAST 70 FEET OF LOT 2 AND THE SOUTH 10 FEET OF THE EAST 70 FEET OF LOT 5 IN BLOCK 6 OF LATTIN'S ADDITION TO THE TOWN (NOW CITY) OF SYCAMORE, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK "A" OF PLATS, PAGE 2 ON APRIL 27, 1854, SITUATED IN DEKALB COUNTY, ILLINOIS.

(the "Property").

3. Following such auction, the District is authorized and directed to sell, transfer and convey the Property to the highest bidder without further order of this Court.

4. This is a final and appealable order. The status hearing in this matter scheduled for 9:00 a.m. on July 8, 2021 is hereby stricken.

DATED: June 9, 2021

ENTERED:



JUDGE

Prepared By:
Joyce M. Jezeer
ARDC No. 6331385
ANCEL GLINK, P.C.
140 South Dearborn Street, 6th Floor
Chicago, Illinois 60603
(312) 782-7606
jjezeer@ancelglink.com

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 22, 2021

STAFF RECOMMENDATION

**AGENDA ITEM: APPROVE TRAVEL TO VERMONT SYSTEMS
RECTRAC SYMPOSIUM: Recommend approval**

BACKGROUND INFORMATION: The District's policy on business expenses requires prior approval by the Board at an open meeting for travel, meal and lodging expenses incurred by 1) any member of the Board and 2) in excess of \$500 for any employees of the District.

Vermont Systems holds an annual symposium for its users. The 2021 dates are October 12 – 14. Because our use of RecTrac is so critical to our daily operations, it is important to know and understand everything that the program has to offer.

The symposium allows us to:

- Ask questions and get answers from the actual developers of the software on the current and future capabilities of the program.
- Meet and collaborate with peers to better understand industry-wide issues.
- Increase our individual capabilities within the program.
- Bring back to the District knowledge and resources to help everyone in our organization be stronger users.

Attending would be Lisa Metcalf and Jackie Hienbuecher.

Expenses covered include:

- Registration: \$1,000
- Transportation to and from symposium. Airfare is running approximately \$400-\$600. Staff does not feel that a rental car is needed since the symposium is being held at the hotel. Related incidentals: mileage to/from airport, parking in Chicago, miscellaneous cab fare.
- Hotel – the Vermont rate is \$175 per night plus taxes.
- Meals – limited to the current U.S. General Services Administration regulations. Per day is \$71, first and last day \$53.25. Breakfast and lunch are provided on the days of the symposium so that would reduce the per day amount to \$36.

FISCAL IMPACT: Approximate cost per attendee would be approximately \$2,600. This would be within our current operating budget.

STAFF RECOMMENDATION: Recommend approval.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 22, 2021

STAFF RECOMMENDATION

AGENDA ITEM: APPROVE TRAVEL TO NASHVILLE, TENNESSE FOR NATIONAL PARK AND RECREATION CONVENTION: Recommend approval

BACKGROUND INFORMATION: The District's policy on business expenses requires prior approval by the Board at an open meeting for travel, meal and lodging expenses incurred by 1) any member of the Board and 2) in excess of \$500 for any employees of the District.

NRPA holds an annual convention for its members and professionals in parks and recreation. The 2021 dates are September 21-23. The 2021 NRPA Annual Convention provides more than **80 education sessions, 20 speed sessions and 20 NRPA Research Sessions** through **12 education tracks** specifically tailored to parks and recreation. Education sessions cover a variety of topics including equity and inclusion, leadership and personnel management, recreation and sports programming, revenue development, customer service and much more. Attendees also will have the opportunity to earn up to 1.4 Continuing Education Units (CEUs).

Education Tracks:

- Advocacy
- Aquatics
- Career Development
- Conservation
- Customer Service
- Equity and Inclusion
- Health and Wellness
- Leadership and Personnel Management
- Planning, Design and Maintenance
- Programming
- Public Relations and Marketing
- Revenue Development

Attending would be Jonelle Bailey and Theresa Tevsh. Sycamore Park District staff will be sharing/splitting expenses with 3 other agencies to cut expenses.

Expenses covered include:

- Registration: \$595 per person early bird rate. Discount awarded for volunteering at the convention, based on availability. This conference is limited to 3000 in person attendees.
- Transportation: The Sycamore Park District van will be used to travel to/from Nashville. Related incidentals: gas to/from Illinois, parking, miscellaneous cab fare; will be split amongst the agencies.
- Housing– The rate for hotels near to the convention range \$230-\$280/night. We can secure a house within 3 miles which will cost each person \$600 for 4 nights.
- Meals – limited to the current U.S. General Services Administration regulations. Per day is \$71, first and last day \$53.25. No meals are included in registration.

FISCAL IMPACT: Approximate cost per attendee would be approximately \$1555. This would be within our current operating budget.

STAFF RECOMMENDATION: Recommend approval.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation Services,
Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:



BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 22, 2021

STAFF RECOMMENDATION

AGENDA ITEM: RESOLUTION FOR JULY AS PARKS AND RECREATION MONTH: For Information Only

BACKGROUND INFORMATION:

General Key Messages:

- Since 1985, people in the United States have celebrated Park and Recreation Month in July to promote building strong, vibrant, and resilient communities through the power of parks and recreation, and to recognize the more than 160,000 full-time park and recreation professionals — along with hundreds of thousands of part-time and seasonal workers and volunteers — that maintain our country’s local, state and community parks.
- Through efforts by NRPA, the U.S. House of Representatives passed an official resolution for Park and Recreation Month in 2009 and introduced the resolution in 2017 and 2018. • Park and recreation agencies across the country are recognizing the month with summer programs, events, contests, commemorations, and celebrations.
- The services that park and recreation professionals provide are vital for our communities — from protecting open space and natural resources to helping fight obesity and providing activities and resources for all people. This has been especially true throughout the COVID-19 pandemic. Park and Recreation Month encourages everyone to reflect on the exponential value park and recreation professionals bring to communities.

What is Sycamore Park District doing in July:

- A promotional piece will be provided to the public that highlights all that is free to our community the month of July (see attached) This has been in two local magazines, newspaper, and will be on social media and in the Facilities.
- T-shirts for Staff and Commissioner to promoting July as Parks and Recreation month.

- Open House at the Community Center for people to visit for Free and show case Legacy Campus
- Celebrate our awesome staff on July 16, which is Parks and Recreation Professionals Day
- Sharing our Park and Recreation Story from our residents and staff on Facebook. There will be stories on careers and what recreation and parks means.

FISCAL IMPACT: Marketing, staff t-shirts, misc. promotions which has been approved in the current budget.

STAFF RECOMMENDATION: For Information Only. This will be implemented as an annual activity, with information shared from the NRPA headquarters.

PREPARED BY: Theresa Tevsh, Superintendent of Recreation Services

EXECUTIVE DIRECTOR REVIEW/APPROVAL: 

BOARD ACTION: Approval of Resolution by roll call vote



Established 1923

Sycamore
PARK DISTRICT

July is National Park and Recreation Month

What is your park and recreation story? Come learn about ours at Sycamore Park District and make some park and rec memories!

In addition to **19 FREE parks**, check out these **FREE programs** happening throughout the month.

1	Ch Yoga presented by Sycamore Library (July 15, 22, 29)	10-11am	Community Center
1	Summer Concert Series Howard and the White Boys	7pm	GoodTymes Shelter
4	FREE Daily Admission at Splash Fountain Reservations for a 75-minute time slot required online at sycamoreparkdistrict.com . Pay at the time of registration and you will be reimbursed.	10am-1pm	Legacy Campus
8	Summer Concert Series Stingrays	7pm	GoodTymes Shelter
10	Family Storytime presented by Sycamore Library	11-11:30am	Sycamore Lake Rotary Park
12	Wood Carving Demonstration	6:30pm	Community Center
15	Summer Concert Series Soda	7pm	GoodTymes Shelter
16	Sunrise Walk & Talk RSVP nicholasm@sycamoreparkdistrict.com	6:45am	Old Mill Park
22	National Hot Dog Day Herding Dog Demonstration	4pm	Brian Bemis Family Dog Park
22	Summer Concert Series Shout Out	7pm	GoodTymes Shelter
25	Community Center Open House	12-2pm	Community Center
29	Family Concert with Jim Gill presented by Sycamore Library	7-7:45pm	GoodTymes Shelter

FREE



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RESOLUTION 03-20-21

Designation of July as Park and Recreation Month

WHEREAS parks and recreation programs are an integral part of communities throughout this country, including Sycamore, Illinois; and

WHEREAS our parks and recreation are vitally important to establishing and maintaining the quality of life in our communities, ensuring the health of all citizens, and contributing to the economic and environmental well-being of a community and region; and

WHEREAS parks and recreation programs build healthy, active communities that aid in the prevention of chronic disease, provide therapeutic recreation services for those who are mentally or physically disabled, and also improve the mental and emotional health of all citizens; and

WHEREAS parks and recreation programs increase a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS parks and recreation areas are fundamental to the environmental well-being of our community; and

WHEREAS parks and natural recreation areas improve water quality, protect groundwater, prevent flooding, improve the quality of the air we breathe, provide vegetative buffers to development, and produce habitat for wildlife; and

WHEREAS our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS the U.S. House of Representatives has designated July as Parks and Recreation Month; and

WHEREAS Sycamore Park District recognizes the benefits derived from parks and recreation resources

NOW THEREFORE, BE IT RESOLVED BY Sycamore Park District that July is recognized as Park and Recreation Month in the city of Sycamore, Illinois.

official seal

APPROVED:

President William Kroeger

ATTEST:

Secretary Jonelle Bailey



Board of Commissioners

Date of Board Meeting: June 22, 2021

STAFF RECOMMENDATION

AGENDA ITEM:

Military and Veteran's Discount

BACKGROUND INFORMATION:

In 2018, The board approved a 25% military discount that applied to passes and provided free entry. (See attached recommendation for details) Earlier this year we adjusted our rental policies to be more consistent across the district and allow for easy understanding and tracking for costs. We would like to do the same for discounts.

The Parks and Recreation standard discount for Military/Veterans is 20% - 25%. Up to 50% at National Parks.

FISCAL IMPACT:

STAFF RECOMMENDATION: Instead of having a combination of Free and discounted rates, it is recommended that a flat discount of 20% be granted for

- Fitness Memberships
- Greens Fees & Carts
- Aquatic Passes

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: November 27 , 2018

STAFF RECOMMENDATION

AGENDA ITEM: FACILITY FEES for LEGACY CAMPUS: Recommended Revision of Military/Veteran Discount For Consideration

BACKGROUND INFORMATION: With the new facilities now open and in operation at Legacy Campus, Staff have identified opportunities to review, align, and re-develop some fee structures and customer service points that may not have been considered before we opened. The request for a Military discount and Veterans discount has come up a few times since the Community Center opened. The Golf Course presently offers a Military discount of Free, 18 Holes of golf, one time per year (but must pay for cart fees). The maximum value would be \$28.

Staff felt that a “re-look” at fees/policies for our facilities and memberships is presented mostly in part by comments from customers and our dedication to customer service. At the October 30th, 2018 Board of Commissioners meeting, it was requested that staff look at a different type of **military discount**, with a greater dollar value, and make it the same across all facilities.

Staff worked on gathering information from other agencies with similar facilities and amenities which included:

- Elmhurst, Lake Forest, Winfield, Highland Park, Elk Grove, Gurnee, Bensenville and Dekalb Park Districts
- The Sycamore Park District currently offers a free round of golf, 1 time per year. Golfer must pay for cart fee whether they use it or not.

STAFF RECOMMENDATION:

- Staff requests consideration of a 25% discount on Aquatic passes; Golf Season pass; or Pathway Fitness Membership, Pass; for Military/Veterans only, one time, one pass, per year with valid military ID.
- If the Veteran is not looking for a long-term pass, then the daily admission to pool, Splash Fountain, golf, or Pathway Fitness would be free. The Individual can only take a discount one time per year.

- The individual may take a Free, daily admission once, then take a 25% discount later, within that year.

FISCAL IMPACT:

Pathway Fitness 24/7 \$270 RES	Military Discount \$202.50
Pathway Fitness Pass \$216 RES	Military Discount \$162
Track Pass \$59 RES	Military Discount \$44.25
Gym Only Pass \$48 RES	Military Discount \$36.00
3-Month Membership \$75 RES	Military Discount \$56.25
Aquatics Pass \$89 RES	Military Discount \$66.75
Golf Unlimited \$599 RES	Military Discount \$449.25
Golf Adult Weekday \$449 RES	Military Discount \$336.75
Daily Admission to Pool \$3-\$5 RES	Military Discount Free
Daily Admission to Splash Fountain RES \$2	Military Discount Free
Daily Admission to Pathway Fitness \$9 RES	Military Discount Free
Daily Admission to Track \$2 RES	Military Discount Free
Daily Admission to Gym \$3 RES	Military Discount Free
Daily Green Fee \$11-\$28 RES	Military Discount Free

PREPARED BY: Theresa Tevsh Superintendent of Recreation, Kirk Lundbeck
Superintendent of Golf

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



Board of Commissioners

Date of Board Meeting: June 22, 2021

STAFF RECOMMENDATION

AGENDA ITEM:

Sycamore Park District Board of Commissioner By-Laws and expectations document

BACKGROUND INFORMATION: The By-Laws for the Sycamore Park District Board of commissioner is to be reviewed annually for content and accuracy. This year the only changes made were to address the gender identifications in the document. The document was changed from a male perspective to gender neutral.

In addition the expectation of board responsibility was updated to reflect the Illinois Association of Park Districts recommended wording.

FISCAL IMPACT:

STAFF RECOMMENDATION: It is the staff recommendation that the board approve the changes for both documents as they relate to board business and behavior.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

A handwritten signature in blue ink, appearing to read "JAB", is written over the "EXECUTIVE DIRECTOR REVIEW/APPROVAL:" text.

BOARD ACTION:

It is important that every member of the Sycamore Park District Board of Commissioners makes a collective effort to look at the District's long-term benefits to the community and the sustainability of the organization. With a focus on serving the community, the Mission, Vision, and Core Value Statements help guide this effort through daily operations, decision making, and long-range planning – thus, defining the agency's role and future in the community.

Mission

Connecting Sycamore to wellness, nature, and each other.

Vision

To enhance the Sycamore community through wellness, recreation and greenspace, the Board and Staff take a responsive and inclusive approach to service, community relationships, and sustaining the Sycamore Park District legacy.

Core Values

We value **Equity** by recognizing and serving all groups in our community, and continually seeking new ways to be inclusive and engage with diverse populations.

We value **Transparency** through fiscal responsibility, equitable policies, and pro-active communication.

We value **Sustainability** and are committed to the conservation of Sycamore's green space for recreation and the well-being of the community today and for future generations.

We value **Connections** that stem from the relationships that begin and grow through the opportunities and partnerships we maintain.

Board Members*:

- Adopt policies that allow the organization to run efficiently, effectively, legally, and ethically.
- Request, receive, evaluate, and make decisions based on well researched guidance from the executive.
- Interpret the agency's mission, values, and vision to the public.
- Monitor operational and capital finances.
- Hire, fire, supervise, evaluate, and support the executive.
- Establish policies after consideration of pros and cons of each issue.
- Help set a strategic direction that adopts goals relating to the vision and mission of the agency.
- Act as a resource, a sounding board and as the eyes and ears of the citizens of the community, making sure that the agency is meeting their needs.
- Develop, maintain, and update long-range plans.
- Adopt and adhere to a code of ethics.

Effective Board Members*:

- Have an attitude of cooperation, open-mindedness, and objectivity.
- Are motivated only by a desire to serve the citizens and the agency.
- Work with the executive, not over or around him or her.
- Inspire the community's confidence, respect, and support.
- Spend time in board meetings on strategic planning, policies, and procedures, not on operational details that are the executive's responsibility.
- Make no disparaging remarks about the agency, other board members or their opinions.
- Keep high ethical standards.
- Display a talent for working well with others.
- Do not promise voting outcomes prior to learning the facts of any issue.
- Do not make decisions until all sides of an issue have been presented.
- Support board decisions even when a decision conflicts with personal views



Board of Commissioners By-Laws

I. ORGANIZATION

The Sycamore Park District was organized in 1923 and is governed by a board of five elected commissioners, pursuant to Illinois Laws and Compiled Statutes, Chapter 70, also commonly known as the Park District Code.

II. STATUTORY AUTHORITY

A Park District is a municipal corporation created for the purpose of acquiring and maintaining parks and other property placed under its jurisdiction and operating and regulating activities held therein pursuant to Chapter 70 of the Illinois Laws and Compiled Statutes, Sec. 1205 et seq.

III. DEFINITIONS

Sycamore Park District will herein after be referred to as “the District”.

Sycamore Park District Board of Commissioners will herein after be referred to as “the Board”.

Executive Director will herein after be referred to as “the Director”.

IV. APPLICATION OF THE PARK DISTRICT CODE

Subjects not contained herein but included in the Illinois Park District Code shall be applicable to the District. If there should be any future conflict between same, the Park District Code shall prevail.

V. PROVISIONS FOR CHANGE OF POLICY

Any of the policies/by-laws contained herein may be revised, deleted, or added thereto by a majority vote of the Board at a regular or special meeting, provided, and only if, same shall have been introduced at a regular or special board meeting a minimum of two weeks prior to the board taking any action thereon.

VI. FISCAL YEAR AND ANNUAL MEETING

The fiscal year of the District shall commence on the first day of January and end on December 31 of the same year. The Annual Meeting of the Board shall take place at its regular meeting in May of each year.

VII. PREPARATION OF MANUALS AND HANDBOOKS

Manuals and handbooks may be written for the purpose of defining in greater detail procedures to be followed regarding specific activities. Such manuals and handbooks shall be in accordance with the policies contained herein. It shall be the duty of the Executive Director to ensure that all such manuals and handbooks are in concert with these by-laws, and other policies of the Board.

VIII. NAMING OF PARKS, RECREATION AREAS, AND FACILITIES

- A. The Park District Board of Commissioners will be responsible for accepting, reviewing, and acting upon all nominations for public dedication of park district property.
- B. The decision to name a specific property (whether land or structure) in honor or memory of a deserving person or group will be made at a regularly scheduled meeting.
- C. The public will be informed that written nominations will be accepted by the Board.
- D. The requirement that nominations be submitted may be waived if the district has received a property as a donation, or a cash endowment that is earmarked for a specific facility or structure, and the Board has voted to accept that donation/cash endowment.

IX. BOARD OF COMMISSIONERS

A. ELECTIONS

- B. Park Board elections shall be held in odd numbered years for terms of four years.**POWERS AND DUTIES OF THE BOARD**

It shall be the duty of the Board to formulate and adopt policies for the current operation, control, and improvements, and future park and recreation facilities, programs, and activities of the District. In the performance of its duties, the Board shall:

Adopt policies, regulations, ordinances, resolutions, and procedures to govern and insure the orderly operation of the District. Such policies, regulations, ordinances, resolutions, and procedures shall be reviewed from time to time as appropriate and may be amended as prescribed herein. The District shall maintain at its administrative office an up to date, master copy of this manual which shall serve for all purposes as the official transcript of District policy.

The District shall also, for the convenience of the public, Board, and staff, make and distribute additional copies of this manual in whole or in part any periodic revisions and/or updates as the Board deems appropriate.

Additionally, the Board shall:

- (A) Select a Director as its chief executive officer and delegate to him/her the commensurate authority to effectively execute responsibilities, enforce the policies of the Board, the rules, and regulations of the District, and otherwise insure the effective administration and operation of all District assets, programs, and services. It shall otherwise seek ways to manage the "succession" of the Executive Director, should the position be vacated.
- (B) Provide for the levy of taxes and when appropriate the issuance of bonds in order that sufficient funds may be available to pay the obligations the District incurs for the acquisition, maintenance, development, and beautification of all district property and for the operation of its recreational facilities, programs, and services.
- (C) Adopt a budget to ensure the best possible facilities, programs, and services may be provided.
- (D) Develop parks, facilities, programs, and services responsive to the needs and desires of the residents of the District, and to approve ways and means whereby same may be achieved and efficiently administered.

- (E) Appraise the effects of District programs, their execution, and the efficiency of delivery in terms of value rendered to the community.
- (F) Keep the residents of the district informed concerning the purposes, accomplishments, requirements, and financial condition of the park district.
- (G) Study improved park and recreational facilities and practices to assist in presenting pertinent and up to date information of the residents of the District.

C. STANDARDS OF CONDUCT FOR BOARD MEMBERS

In conducting the business of the District, members of the Board shall, continuously observe the following standards:

- (A) In the discharge of their duties, Board members act as a Board, not as individuals. The individual Commissioner has no more authority over park and recreation policies, facilities, or any other aspect of the District's operation than any other citizen. **The Board member** should not speak or act for the board unless specifically authorized to do so, by action of the Board. The role of Board Spokesperson to the public/media is defined in IX. D. (A)
- (B) Board members represent all the residents of the District and therefore should avoid partisanship based upon special or personal self-interest.
- (C) Board members should base decisions upon objective study, evidence, and **verifiable** information, rather than feelings, personal opinions, or other subjective factors.
- (D) Board members should be cognizant of and respect the separation of their responsibilities from those of the Director and staff. Members should respect the Board's commitment to work through its chief executive officer by requesting desired information directly from **them**, by referring to **the executive officer** suggestions for new policies for **their** professional consideration and opinion, by refraining from acting on any complaint until after the Director has had an opportunity to investigate fully and report, and publicly supporting approved actions of the administration.

D. OFFICERS OF THE BOARD

The officers of the Board are: President, Vice President, Secretary, and Treasurer.

- (A) Duties of the President – The President shall preside at all meetings of the Board and shall call special meetings thereof of **their** own motion or on request of two or more members, and in case of a special meeting shall cause notice to be given to all members as provided by said rule of board. The President shall have the right to vote on all questions coming before the Board and shall be a member thereof, perform such other duties as customarily pertain to this office and are required and prescribed by law. The duty of Board spokesperson shall fall solely to the Board President, unless they are unreachable, at which time the Executive Director may contact the Board Vice President.
- (B) Duties of the Vice President – If the President shall be absent, the Vice President shall preside and perform such duties as usually pertain to the President as prescribed by law.
- (C) Duties of the Secretary – It shall be the duty of the Secretary to be present at all meetings of the Board; to make and preserve an accurate record of the proceedings of the Board; to present at each regular meeting written minutes of the preceding meeting; to prepare and publish such reports as are required by law; to maintain a current compilation of this document and any other policy as directed by the Board. The Secretary shall have the right to administer oaths and affirmations. The Secretary of the Board shall be the Executive Director, unless otherwise designated by the Board.
- (D) Duties of the Treasurer – The Treasurer shall keep true and accurate records of all receipts and disbursements of District funds. The Treasurer shall make no disbursement of District funds except upon order of the Board and shall cause to keep on file proper vouchers at the Districts administration office for same. In addition, the Treasurer shall perform such other duties as the Board may, by rule or regulation, prescribe. The Treasurer of the Board shall be the Superintendent of Finance, unless otherwise designated by the Board.

E. ELECTION AND APPOINTMENT OF OFFICERS AND COUNSEL

The Board shall commence its annual meeting by electing a President, and Vice President, and appointing a Secretary, Treasurer, and Park District Attorney. The term of office for each shall begin upon their election or appointment and shall continue until the following year's annual meeting.

F. VACANCIES OF THE BOARD

Whenever any member of the Board shall (1) die, (2) resign, (3) become under legal disability, (4) cease to become a legal voter, (5) be convicted of any infamous crime, (6) refuse or neglect to take the oath of office, (7) not reside in, or moves from the District, or (8) fail to attend to the duties of the office or neglect to attend regular and special meetings for a period of three consecutive calendar months, or neglect to attend a minimum of six regular or special meetings in a twelve month period, said office shall be declared vacant by the Board, unless the Board by a 4/5 vote rule that the absence is excusable. If the Board shall find the position to be vacant, the vacancy may be filled by appointment by a majority vote of the Board in accordance with the Park District Code.

G. RECOGNITION OF SERVICE

Recognizing that service as a Commissioner is voluntary, the Sycamore Park District will allow for Commissioners to receive the same "Miscellaneous Benefits" (see Personnel Policy 4-15) as a full-time employee.

X. MEETINGS

A. DAY AND LOCATION OF REGULAR MEETING

The regular meeting of the Board shall be held at 6:00 p.m. on the fourth Tuesday of each month in the District's Administration Office, unless the Board in, compliance with the Illinois Open Meetings Act, shall designate otherwise.

B. SPECIAL MEETINGS

Special meetings may be called by the President or any two members of the Board. Notice of such meetings stating the time, place, and purpose for which the meeting has been called shall be served to the members through the Secretary of the Board, and by the current obligations of the Open Meetings Act.

C. QUORUM

A majority of the Commissioners shall constitute a quorum for the transaction of all business.

D. AGENDA

The agenda shall follow substantially the following form:

CALL TO ORDER
APPROVAL OF REGULAR AND CONSENT AGENDA
APPROVAL OF MINUTES
PUBLIC INPUT
APPROVAL OF MONTHLY CLAIMS
CONSENT AGENDA:
 Superintendent of Finance
 Budget Report/Monthly Cash Flow
 Superintendent of Golf Operations
 Superintendent of Parks and Facilities
 Superintendent of Recreation
 Executive Director
CORRESPONDENCE
POSITIVE FEEDBACK/REPORTS
DEPARTMENT PRESENTATIONSOLD BUSINESS
NEW BUSINESS
PUBLIC INPUT
EXECUTIVE

E. ROBERT'S RULES OF ORDER

Unless provided for otherwise herein, Robert's Rules of Order--most recent edition at time of action--shall govern all deliberations of this Board.

F. PUBLIC INPUT

Public Input is crucial to the quality of the parks, programs, and services provided by the Sycamore Park District. To that end, it is the Board's goal to allow for Public Input at two points within its Agenda for Regular Meetings. Unless otherwise permitted by the Board of Commissioners taking a motion, second, and roll call vote to allow otherwise, both public input points on the Agenda will be limited to 30 minutes, each. Additionally, any one individual will have just three minutes to speak at any one Regular Meeting.

When an individual wishes to speak during Public Input, they must clearly state their name, address, and purpose for speaking.

G. VOTING

A roll call vote shall be taken for the passage of any ordinance, for all propositions to create any liability for the District, for the expenditure or appropriation of money, and the result of same shall be entered into the record of the proceedings. The act of a majority of the Board shall be an act of the Board.

H. PUBLIC MEETING LAW

All meetings of the Board or any committee shall be public excepting when those meetings involve any of the following matters:

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.
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
3. The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance, or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.
4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in this Act, provided that the body prepares and makes available

for public inspection a written decision setting forth its determinative reasoning.

5. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.
6. The setting of a price for sale or lease of property owned by the public body.
7. The sale or purchase of securities, investments, or investment contracts.
8. Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.
9. Student disciplinary cases.
10. The placement of individual students in special education programs and other matters relating to individual students.
11. Litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
12. The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self-insurance pool of which the public body is a member.
13. Conciliation of complaints of discrimination in the sale or rental of housing, when closed meetings are authorized by the law or ordinance prescribing fair housing practices and creating a commission or administrative agency of their enforcement.
14. Informant sources, the hiring or assignment of undercover personnel or equipment, or ongoing, prior, or future criminal investigations, when discussed by a public body with criminal investigatory responsibilities.
15. Professional ethics or performance when considered by an advisory body appointed to advise a licensing or regulatory agency on matters germane to the advisory body's field of competence.
16. Self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member.
17. The recruitment, credentialing, discipline or formal peer review of physicians or other health care professionals for a hospital, or other institution providing medical care, that is operated by the public body.

18. Deliberations for decisions of the Prisoner Review Board.
19. Review or discussion of applications received under the Experimental Organ Transplantation Procedures Act.
20. The classification and discussion of matters classified as confidential or continued confidential by the State Employees Suggestion Award Board.
21. Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
22. Deliberations for decisions of the State Emergency Medical Services Disciplinary Review Board.
23. The operation by a municipality of a municipal utility or the operation of a municipal power agency or municipal natural gas agency when the discussion involves (i) contracts relating to the purchase, sale, or delivery of electricity or natural gas or (ii) the results or conclusions of load forecast studies.

I. NOTICE OF MEETINGS

- (1) The press and public shall be notified as to the date, time, and location of all regular meetings at the beginning of each calendar year.
- (2) All meetings shall be held in a place convenient to the public.
- (3) No meeting shall be held on a legal holiday.
- (4) An agenda must be included in the notice for any special, rescheduled, or reconvened meeting.
- (5) Notice of a meeting held in the event of an emergency need not be given 24 hours prior to such meeting. Notice shall, however, be given as soon as practical, and in any event to any news media that has filed an annual request for notice pursuant to the Illinois Open Meetings Act.
- (6) If a change shall be made in the regular meeting dates, notice of the change must be given no less than 10 days in advance in the same manner specified for announcing the original schedule: by posting a notice of meeting and sending a notice of the change to any news media which has filed a request to receive such notice. Additionally, notice of the change must be published in a newspaper of general circulation which services the residents of the District.

J. PUBLIC MEETING LAW - Notice of Meetings

Public notice of any special meeting must be made at least 48 hours in advance of the meeting, excluding weekends or park district holidays.

Rescheduled or reconvened meeting must be given no less than 48 hours' notice in advance of such meeting.

K. RECORD RETENTION POLICY

It is the policy of the Sycamore Park District to retain and dispose of public records in accordance with the Illinois Local Records Act, 50 ILCS 205/1 et seq. and the regulations prescribed in the Illinois Administrative Code at 44 Ill. Admin. Code C/I-4000.

The following items are considered specific guidelines associated with this policy and shall be assigned to corresponding procedures as developed:

The District will maintain procedures that comply with the Illinois Local Records Act and the Illinois Administrative Code regarding the retention and destruction of records.

Revised 9/2013

Reviewed 6/2014

Reviewed 6/2015

Revised 8/25/2015

Revised 10/27/2015

Reviewed 6/28/2016

Reviewed June 2018

Revised May 2019

Reviewed & Revised June 2021

SYCAMORE PARK DISTRICT

Board of Commissioners

Date of Board Meeting: June 22, 2021

STAFF RECOMMENDATION

AGENDA ITEM: QUARTERLY CAPITAL FUNDS UPDATE: Information Only

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

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

Attached is that report.

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

STAFF RECOMMENDATION: Information only.

PREPARED BY: Jacqueline Hienbuecher, Superintendent of Finance

EXECUTIVE DIRECTOR REVIEW/APPROVAL:
BOARD ACTION:



PROJECT	2021	YTD	YTD	Add.'l	Net	Estimated
	BUDGET	SPENT	SPENT	COMMITTED	SAVINGS	Finish Date
		In Progress	Completed	Still to Be Spent	Project Done	
Contingency	\$30,000					
PC Replacement/Upgrades	\$8,600	\$3,274		\$5,326		December
Copier	\$5,500		\$4,955		\$545	February
Server	\$15,000		\$14,598		\$402	April
Clubhouse Concessions remodel	\$5,000		\$7,616		-\$2,616	April
Large Mower	\$82,000		\$80,269		\$1,731	April
wokman utility cart	\$23,500		\$23,952		-\$452	April
Remodel old Admin office	\$20,000		\$12,600		\$4,573	April
Spent in 2020			\$2,827			
Clubhouse assessment	\$15,000					
Golf cart & ranger cart	\$9,140		\$9,140		\$0	March
workhorse	\$9,000		\$9,100		-\$100	April
Finish #15 Bridge	\$36,055					May
Trim Mower	\$18,000					April
Tennis Court Resurfacing	\$16,500					June
Paving Behind Pool	\$7,500		\$7,350		\$150	April
Parkside Preserve Paving	\$11,000		\$10,000		\$1,000	May
Larson Path Paving	\$20,000					August
Old Mill playground surfacing	\$6,000					June
Founders Park Playground	\$100,000					October
Steczo Area interpretive signs	\$3,000					October
Kiwanis West signs	\$1,210					October
Boyton Park signs	\$2,420					October
	\$444,425	\$3,274	\$182,407	\$5,326	\$5,233	



Board of Commissioners

Date of Board Meeting: June 22, 2021

STAFF RECOMMENDATION

AGENDA ITEM:

Sycamore Park District Foundation Creation

BACKGROUND INFORMATION:

The Sycamore Park District has grown significantly in the last few years. We have a limited capital fund and need an avenue to assist the District in sustaining the Sycamore Park District legacy.

The Foundation shall be operated exclusively to raise funds, seek donations, and otherwise contribute to the ownership, construction, and improvement of public parks and recreational areas and facilities for the benefit of the public within the Sycamore Park District.

FISCAL IMPACT:

STAFF RECOMMENDATION: It is the staff recommendation that the board approve the creation of a foundation to support the needs of the District as a whole.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:

Sycamore Park District Foundation, Sycamore IL

These Bylaws of the Sycamore Park District Foundation (herein after referred to as “SPD foundation” or “Foundation”) shall become effective immediately upon a vote of the Board at a regularly scheduled Foundation Board meeting.

ARTICLE I: Name and Location

Section 1: Name – the name of this corporation is the Sycamore Park District Foundation

Section 2: Location – the principal office of the corporation is located at 480 S. Airport Rd, Sycamore IL 60178, in DeKalb County in the state of Illinois. The corporation may have other offices as dictated by the Board of Directors.

Article II: Purpose

The Foundation shall be organized exclusively as an Illinois nonprofit, tax-exempt organization under Section 501(c)(3) of the U.S. Internal Revenue Code of 1954, as amended, and shall be operated exclusively to raise funds, seek donations, and otherwise contribute to the ownership, construction, and improvement of public parks and recreational areas and facilities for the benefit of the public within the Sycamore Park District (herein referred to as the “District”).

Article III: Members and Membership

Section 1. The public shall be eligible for Donor membership for such term, upon such application and upon payment of such donation as the Board of Directors shall determine. Membership shall automatically terminate when the requirements for membership are no longer met. Membership shall not be assignable or otherwise transferable. No member shall have voting rights; all voting rights are vested solely in the Board of Directors.

Section 2. Resignation. Any member may resign by filing a written resignation with the Secretary, but such resignation shall not relieve the member so resigning of the obligation to pay any dues, assessments, or other charges theretofore accrued and unpaid.

Article IV: Board of Directors

Section 1: *General Powers:* The duly elected or appointed Board of Directors shall have control and policy management of the affairs, business, property, and funds of the corporation. The Board may adopt such rules and regulations for the conduct of its meetings and the management of the corporation as the Board may deem proper and as are not inconsistent with Federal and/or state law or these Bylaws.

Section 2: Number, Qualification, Tenure and Vacancies:

- a) *Number and Qualification:* The Board of Directors shall consist of one (1) Commissioner of the District, who shall be appointed by the Park Board, and shall be the designated Chair of the Board; four (4) additional voting Directors, who shall be appointed by the Park Board, and who may be residents of the District or non-residents who have a special interest in the District and the preservation of open space and the ownership, construction and improvement of public parks and recreational areas and facilities; and two (2) non-voting District staff members, who shall be the Executive Director of the District and one (1) other District staff member as designated by the Executive Director.

- a. Current or former District staff may not hold a voting position on the Foundation Board within five (5) years of employment with the District.
- b) *Initial Terms*: The initial term of the Chair shall be for one (1) year, and the appointment of the Chair may be renewed by the Park Board for two (2) additional consecutive yearly terms. The initial terms of two (2) of the voting Directors shall be three (3) years. The initial terms of the other two (2) voting Directors shall be two (2) years. Thereafter, the terms of each successor Director shall be three (3) years. All new appointments thereafter shall be made in the same manner as the original appointment, and shall be made during the month of May, with terms of office commencing June 1 of the appointing year and expiring May 31 of the third year thereafter. The Executive Director shall serve as a non-voting Director while employed with the District, and the other non-voting District staff member shall serve while employed with the District or until the Executive Director, in their sole discretion, replaces the staff member on the Board of Directors.
- c) *Vacancies*: All vacancies occurring shall be filled for the remainder of the Director's unexpired term in the same manner as the original appointment.

Article V: Meetings

Section 1: Regular Meetings; Notice: Meetings of the Board of Directors shall be held quarterly. Written notice of the place, date and time of such regular meetings shall be provided to each member at least fifteen (15) days in advance, electronically, by personal delivery or by U.S. Mail. If mailed, such notice shall be deemed to be delivered when deposited in the United States Mail, properly addressed and with the postage thereon prepaid. Each member shall be responsible for keeping the Secretary informed as to such member's proper contact information.

Section 2: Special Meetings; Notice: A special meeting may be called at the discretion of the Chair, or upon written request of three (3) Directors, provided that, except in extraordinary circumstances, notice of such a meeting shall be given to each member, electronically, by personal delivery or by U.S. Mail, at least seven (7) days prior to the time of such meeting, or shall be communicated by telephone at least twenty-four (24) hours before such meeting. Such notice shall state the purpose for which the special meeting is called and the name of the person or persons by whom or at whose direction the meeting is called.

Section 3: Quorum: Three (3) of the voting Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors, but if less than such quorum is present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.

Section 4: Presumption of Assent: A member of the foundation who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to such action unless such member files a written dissent to such action with the Secretary of the meeting before the adjournment thereof.

Article VI: Officers and Committees

