



Sycamore

PARK DISTRICT

Established 1923

Sycamore Park District

Regular Board Meeting

July 27, 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: June 22, 2021 (Voice Vote)**
Executive Session Minutes: June 22, 2021 (Voice Vote) to remain confidential

APPROVAL OF MONTHLY CLAIMS:

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

CONSENT AGENDA:

- 35. **Superintendent of Finance Monthly Report**
- 37. **Budget Report**
- 52. **Superintendent of Recreation Monthly Report**
- 57. **Superintendent of Golf Operations Monthly Report**
- 60. **Superintendent of Parks and Facilities Monthly Report**
- 63. **Executive Director Monthly Report**

CORRESPONDENCE:

- 65. **School District ELL Camp Thank You**
- 66. **Sycamore Girls Cross Country Coach Thank you**
- 67. **OC Creative Thank You**

PUBLIC INPUT:

POSITIVE FEEDBACK/REPORTS:

PLANNING COMMISSION REPORT: Ted

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

AGENDA

July 27, 2021, 6:00 PM

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OLD BUSINESS:

- **Community Pool update: Theresa**
- **Construction Updates: Jonelle/Jeff**
- 68. **Reston Ponds: (documents)**
 - **survey**
 - **timeline**
- 75. **Founders Playground: (documents)**
 - **timeline**
 - **ES - Recommendation: Bid**
- **Memorial Park – timeline (documents)**
- **GWT:**
 - **Negotiation update**
 - **Photos of current trail status**
- 78. **ES - MMNH update: (documents) – Roll Call**
 - **Recommendation**
 - **Offer Review**
- 79. **Military Rates: Theresa/Kirk/Jonelle (documents)**
 - **Golf – current use**
 - **Recreation/Pathway/Aquatics – Current use**
 - **Recommendation**
- 87. **Lightshow update: Jonelle/Sarah (documents)**
 - a. **Plan**
 - b. **Budget**
 - c. **Sponsors**

NEW BUSINESS:

- **Tennis Courts: Jeff**
- 89. **School District Intergovernmental Agreement – (documents)**
 - **Foundation information (documents)**
- **ES – Staff Discussion**
 - **New staff potential positions**
- **Special Announcements**

Potential Study Session August 10 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.
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.

**Minutes of the Regular Meeting of the Board of Commissioners
Sycamore Park District
Tuesday, June 22, 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, June 22, 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 Ackmann, Graves, Strack, and Kroeger.**

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

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

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

Guests at the Board meeting were:
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 Doty was absent.

Approval of Minutes –

Motion

Commissioner Graves moved to approve the May 25, 2021, Regular Meeting Minutes.
Commissioner Strack seconded the Motion.

Voice Vote

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

Claims and Accounts Approval

Motion

Commissioner Strack moved to approve and pay the bills in the amount of \$396,415.00.
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 4-0. Commissioner Doty was absent.

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Correspondence –

- Ideal Industries
- KSRA Thank You

Public Input –

- Commissioner Strack noted that he has heard that there is an individual that might be interested in donating some small portion of property. Director Bailey noted we can set up a separate meeting to talk about this.

Positive Feedback –

- Commissioner Graves noted he played in the KSRA outing and staff did a great job.
- President Kroeger noted the golf course is going great.
- President Kroeger noted his son is at the dog park often and he has heard multiple times how great the Park is doing.

Planning Commission Report:

Old Business

Community Pool Update: Supt. Tevsh noted there are no longer the time slots at the pool. The splash pad still has slots until June 25th since they already had time slots reserved. Starting June 25th we will be selling passes and there will be a postcard going out on this. Supt. Donahoe noted there was a surprise inspection from the Dekalb County Public Health Department and we passed. We did great with just a few minor things, so we are able to stay open. Commissioner Strack noted that is a great testament to everyone.

Construction Updates:

- Reston Ponds: Director Bailey noted the signs are up now. The survey sent out will close next Friday and we will then get a summary of the responses. She did go over some of the comments received so far which are overall positive. Once the survey closes, a timeline will be developed.
- Founders Park: Director Bailey noted this is still on schedule according to the timeline. It will go to bid on the 13th. We are ordering the playground equipment now due to the long lead times.
- Memorial Park: Director Bailey noted they had the 1st construction meeting Monday. It went well and they had a walk through with William Charles. Supt. Donahoe made up a map so fall soccer can continue while the construction starts. Once soccer is done the end of October then William Charles will start on the whole property. Director Bailey noted the first phase will start in July and completion date is May of 2022. Supt. Donahoe noted it must be done in June so we can get the grant.

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Construction Updates: (cont'd)

- Great Western Trail: Directly Bailey noted we were awarded the ITEP Grant for Segment 2. There was discussion on the letter that will be sent to the property owners.

MMNH update: Director Bailey noted that we are officially able to sell the building. We just need to contact the people interested in it while we are listing. It was decided we have the Chamber list, then start with a realtor, and go from there.

Motion

Commissioner Strack moved to approve listing the property. 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 4-0. Commissioner Doty was absent.

Motion

Commissioner Strack moved to approve listing with Adam Katz. Commissioner Ackmann seconded the Motion.

Roll Call

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

Lightshow Update: Director Bailey noted that she, along with Supt. Donahoe and Tevsh did a drive through tour of where this would be. In July she will have a budget. She then went over the general plan at this point.

New Business

Approval of continuing Education – Vermont: Supt. Hienbuecher noted this is for Rectrac which is our primary software used for our recreation.

Motion

Commissioner Strack moved to approve the Vermont training. 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 4-0. Commissioner Doty was absent.

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Approval of Continuing Education – Tenn:

Motion

Commissioner Strack moved to approve the National Park and Recreation training.
 Commissioner Ackmann seconded the Motion.

Roll Call

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

Resolution NRPA July Parks and Recreation Month: Supt. Tevsh noted July is nationally recognized as parks and recreation month. She just needs the resolution adopted.

Motion

Commissioner Graves moved to adopt Resolution 03-2021. Commissioner Ackmann seconded the Motion.

Roll Call

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

Military/Veterans Rates: Supt. Tevsh noted we addressed this in the past but is bringing it back to be updated. There was some discussion on this, but it was decided to table it until Supt. Lundbeck could provide more information.

Motion

Commissioner Kroeger moved to table this until the July meeting. Commissioner Strack seconded the Motion.

Roll Call

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

Board By-Laws Annual Review: Director Bailey noted this is the updated Board By Laws.

Motion

Commissioner Strack moved to approve the updated Board By-Laws. Commissioner Ackmann seconded the Motion.

Roll Call

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

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Quarterly Capital Funds Update: Supt. Hienbuecher noted this is just information only.

Foundation Information: Director Bailey noted that she has reach out to other park districts and other foundation groups. If we create our own foundation, we would not be paying fees to someone else and better direct our funds. She created some by-laws. She also talked to our counsel regarding the board. Derke noted that we must have 3 members of the foundation in place before we can go the state on the 503C. It would include a President, Vice President and Secretary. In the by-laws she recommends that we not have any prior employees that have been here in the last 5 years. She would like to have a 5 member board. Ideally 2 members that understand the district and possibly a lawyer. She would like to get this in place before our 100 year anniversary.

Motion

Commissioner Strack moved to approve establishing our Foundation. Commissioner Ackmann seconded the Motion.

Roll Call

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

Potential Property: In Executive Session

Potential Expansion: In Executive Session

Special Announcements – None

July Study Session: None was scheduled.

Public Input – None

Motion

The Board adjourned the Regular Session to go into Executive Session at 7:30 pm on a motion made by Commissioner Strack for the reason listed below. The motion was seconded by Commissioner Ackmann.

Roll Call

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

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

The Board convened to Executive Session at 7:34 pm. The roll was called with Commissioners Ackmann, Graves, Strack and Kroeger present along with Director Bailey, Recording Secretary Jeanette Freeman, Supt. Tevsh, Supt. Donahoe, and Supt. Hienbuecher.

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Motion

The Board adjourned the Executive Session at 8:04 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 4-0. Commissioner Doty was absent.

The Board reconvened to Regular Session at 8:04 pm. The roll was called with Commissioners Ackmann, Graves, Strack and Kroeger present along with Director Bailey, Supt. Donahoe, Recording Secretary Jeanette Freeman, Supt Tevsh, and Supt. Hienbuecher.

Motion

The Board adjourned the Regular Session at 8:04 p.m. on a motion made by Commissioner Strack. The motion was seconded by Commissioner Ackmann.

Voice Vote

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

Respectfully Submitted

Jeanette Freeman
Recording Secretary
Sycamore Park District

DATE: 07/21/2021
 TIME: 09:39:55
 ID: AP45000.WOW

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

Interim

FROM 06/28/2021 TO 07/21/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
1STAYD	1ST AYD CORPORATION								
	PSI458004	01 SHIP HAND CLEANER-DISPENSER	101500076510	06/02/21		63392	07/07/21	160.61	160.61
							VENDOR TOTAL:		160.61
ACUSHNET	ACUSHNET COMPANY								
	911186262	01 TITLEIST VELOCITY BULK	501000001300	06/08/21	00004848	63384	06/29/21	562.89	67.58
		02 SHIPPING INV 911186262	501000001301		00004848				61.50
		03 DISCOUNT INV 911186262	501000001301		00004848				7.31
									-1.23
	911309470	01 TITLEIST AVX	501000001300	06/25/21	00004850	63384	06/29/21	562.89	495.31
		02 TITLEIST VELOCITY	501000001300		00004850				228.00
		03 SHIPPING INV 911309470	501000001300		00004850				258.00
		04 DISCOUNT INV 911309470	501000001300		00004850				19.03
									-9.72
	911321031	01 TITLEIST T300 IRONS MR HAWKINS	501000001302	06/28/21	00004945	63393	07/07/21	794.34	794.34
		02 SHIPPING INV 911321031	501000001302		00004945				796.00
		03 DISCOUNT INV 911321031	501000001302		00004945				14.26
									-15.92
							VENDOR TOTAL:		1,357.23
ADVANCE	ADVANCE AUTO PARTS								
	2454-448629	01 FUEL FILTER	101500066402	06/03/21	00005071	63429	07/13/21	64.44	11.00
									11.00
	2454-448711	01 HOSE CAMP	101500066401	06/04/21		63429	07/13/21	64.44	4.16
									4.16
	2454-448731	01 HOSE CLAMP	101500066402	06/04/21		63429	07/13/21	64.44	17.00
									17.00
	2454-448928	01 ANTIFREEZE	101500066402	06/08/21	00005119	63429	07/13/21	64.44	32.28
									32.28
							VENDOR TOTAL:		64.44
AGRESSIO	AGRESSION VOLLEYBALL CLUB								
	VOLLEYBALL CAMP								
	01 VOLLEYBALL CAMP		205550266128	06/29/21		63385	06/29/21	4,360.25	4,360.25
									4,360.25
							VENDOR TOTAL:		4,360.25

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 06/28/2021 TO 07/21/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AIRGAS	AIRGAS USA LLC								
9980568799	01	SHIOP WELDING TANK RENTAL FEE	101500066401	06/30/21		63394	07/07/21	31.60	31.60
									31.60
ALL	ALL STAR SPORTS INSTRUCTION							VENDOR TOTAL:	31.60
214005	01	Summer 1 Jr Programs	205550026128	07/06/21	00005127	63395	07/07/21	5,227.20	5,227.20
	02	Summer 1 Skills Programs	205550076128		00005127				4,857.60
									369.60
ALLST	ALL STAR PRO GOLF							VENDOR TOTAL:	5,227.20
INV23489	01	FAST TWIST SPIKE BOWL	501000001306	06/22/21	00005122	63386	06/29/21	194.38	194.38
	02	SHIPPING	501000001306		00005122				175.00
									19.38
INV23641	01	CHAMP FLY TEE WHITE	501000001306	06/29/21	00005124	63430	07/13/21	76.97	76.97
	02	SHIPPING INV INV23641	501000001306		00005124				59.40
									17.57
BANN	BANNER UP SIGNS							VENDOR TOTAL:	271.35
75004	01	CONCERT SPONS AND CITY WINDOW	101200046208	06/29/21	00005125	63396	07/07/21	125.00	125.00
									125.00
BATTERIE	BATTERIES PLUS BULBS							VENDOR TOTAL:	125.00
P41076081	01	LIGHT FOR GOOD Tymes	101500066404	06/25/21		63397	07/07/21	8.95	8.95
									8.95
BELSON	BELSON OUTDOORS							VENDOR TOTAL:	8.95
193383	01	PORTABLE GRILL GAS REGULATOR	303300056307	06/24/21		63398	07/07/21	106.70	106.70
									106.70
BOW/MAN	BOWMAN/MANESS TREE SERVICE							VENDOR TOTAL:	106.70
000925	01	TREE REMOVAL	5041000056308	07/16/21		63463	07/20/21	4,000.00	4,000.00
	02	TREE REMOVAL	1015000056308						2,000.00
									2,000.00

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C&H PLBG	C & H PLUMBING INC								4,000.00
	51761	01 POOL WATER HEATER SERVICE	518100056300	06/17/21		63399	07/07/21	180.00	180.00
								VENDOR TOTAL:	180.00
CALI	CALIPARI, ROCCO								180.00
	JULY 1, 2021	01 CONCERT SPLIT WITH LIBRARY	206194006128	06/29/21		63387	06/29/21	550.00	550.00
								VENDOR TOTAL:	550.00
CARR	CARROT-TOP INDUSTRIES								550.00
	50930400	01 US FLAGS - PARKS	101500066404	07/07/21		63431	07/13/21	79.72	79.72
								VENDOR TOTAL:	79.72
CINTA2	CINTAS CORP								79.72
	5065611022	01 1ST AID STOCK - CC	207500076513	06/14/21		63432	07/13/21	47.96	10.48
								VENDOR TOTAL:	10.48
	8405188605	01 1ST AID STOCK - POOL	518000076513	06/18/21		63432	07/13/21	47.96	37.48
		02 1ST AID - MAINT	101500076513						1.77
		03 SC - MAINT	101500076513						30.01
								VENDOR TOTAL:	5.70
CITY	CITY OF SYCAMORE								47.96
	JUNE 2021	01 CITY SALES TAX - CH	303000116852	07/21/21		63467	07/21/21	707.00	707.00
		02 CITY SALES TAX - BEV CART	303100116852						297.00
		03 CITY SALES TAX - VENDING	207500086650						39.00
		04 CITY SALES TAX - BB CONC	303300116852						2.00
		05 CITY SALES TAX - CATERING	303500116852						364.00
								VENDOR TOTAL:	5.00
CITY2	CITY OF SYCAMORE								707.00
	1271000000-0621	01 WATER/SEWER-MAINT	101500096704	06/30/21		63468	07/21/21	1,288.67	262.23
								VENDOR TOTAL:	262.23

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SYCAMORE PARK DISTRICT
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	1271005000-0621	01 WATER/SEWER - CC	207500096704	06/30/21		63468	07/21/21	1,288.67	685.57 685.57
	14205600/5650-0521	01 WATER/SEWER-POOL	518100096704	05/30/21		63468	07/21/21	1,288.67	340.87 340.87
COMCA	COMCAST						VENDOR TOTAL:		1,288.67
	0468024-0721	01 INTERNET	101000096706	07/10/21		63469	07/21/21	822.10	654.54 134.23 134.23 386.08
	0468768-0721	01 CABLE	303000096705	06/25/21		63469	07/21/21	822.10	167.56 83.78 83.78
COMMO	COMMONWEALTH EDISON						VENDOR TOTAL:		822.10
	0558722008-0721	01 BB CONC	303300096702	07/02/21		63471	07/21/21	8,137.76	6,825.97 208.75 979.91 69.01 69.01 0.07 54.79 133.72 133.72 312.02 312.02 11.85 11.85 4,529.25
	070721	01 FONDERS PARK	101500096702	07/07/21		63471	07/21/21	8,137.76	1,311.79 22.81 14.51 27.68 20.28 25.53 30.71 42.13 24.75 291.79 291.79

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 06/28/2021 TO 07/21/2021

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070721				07/07/21		63471	07/21/21	8,137.76	1,311.79
	11	SPORTS COMPLEX	202100096702						490.04
	12	SOCCER COMPLEX	101500096702						29.77
VENDOR TOTAL: 8,137.76									
COMSTOCK	COMSTOCK, DAVE								
DJ 7-26-21				07/13/21		63433	07/13/21	75.00	75.00
	01	DJ FOR SENIOR PICNIC	206194006128						75.00
DJ 7-26-21				07/20/21		63464	07/20/21	75.00	75.00
	01	DJ SENIOR PICNIC - 2ND CHECK	206194006128						75.00
VENDOR TOTAL: 150.00									
CONS	CONSERV FS								
121015921				06/16/21		63435	07/13/21	5,571.26	1,160.18
	01	GAS - OLD SHOP - TANK 4	504100076515						1,160.18
121015922				06/16/21		63435	07/13/21	5,571.26	426.54
	01	DIESEL - OLD SHOP - TANK 3	504100076515						426.54
121015924				06/16/21		63435	07/13/21	5,571.26	727.32
	01	DIESEL - GOLF	504100076515						534.86
	02	DIESEL - PARKS	101500076515						108.21
	03	DIESEL - SC	202100076515						84.25
121015925				06/16/21		63435	07/13/21	5,571.26	579.51
	01	GASOLINE - GOLF	504100076515						59.75
	02	GASOLINE - PARKS	101500076515						325.45
	03	GASOLINE - SC	202100076515						49.53
	04	GASOLINE - TRUCKS	101500076515						144.78
121016003				07/02/21		63435	07/13/21	5,571.26	681.31
	01	DIESEL - GOLF	504100076515						425.06
	02	DIESEL - PARKS	101500076515						112.53
	03	DIESEL - SC	202100076515						143.72
121016004				07/02/21		63435	07/13/21	5,571.26	870.91
	01	GASOLINE - GOLF	504100076515						111.43
	02	GASOLINE - PARKS	101500076515						487.46
	03	GASOLINE - SC	202100076515						101.90
	04	GASOLINE -TRUCKS	101500076515						170.12
121016005				07/02/21		63435	07/13/21	5,571.26	581.09
	01	GASOLINE - OLD SHOP TANK 4-GOL	504100076515						581.09

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 06/28/2021 TO 07/21/2021

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	121016006	01 DIESEL - OLD SHOP TANK 3	504100076515	07/02/21		63435	07/13/21	5,571.26	544.40 544.40
	40012557	01 SPORTS FIELD TURFACE	202100076533	06/25/21		63400	07/07/21	402.00	378.00 378.00
	45036612	01 GAS PUMP GUAGE	101500076515	06/22/21		63400	07/07/21	402.00	24.00 24.00
						VENDOR TOTAL:			5,973.26
DEKA	79457	01 CHAIN SAW PARTS	101500066402	06/24/21		63401	07/07/21	203.35	203.35 203.35
	79664	01 SPORTS TORO MOWER PULLEY KIT	202100066403	07/06/21	00005144	63436	07/13/21	226.14	194.74 194.74
	79762	01 TORO ZERO TURN DECK WHEEL	202100066403	07/09/21	00005142	63436	07/13/21	226.14	31.40 31.40
						VENDOR TOTAL:			429.49
DOGWASTE	420774	01 DOG WASTE BAGS	101500076540	07/06/21		63437	07/13/21	108.89	108.89 108.89
						VENDOR TOTAL:			108.89
EUCL	W-2714049	01 COORS LIGHT	303000086634	06/25/21	00005139	63438	07/13/21	529.75	529.75 198.00 198.00 98.85 59.90 -30.00 5.00
		02 MILLER LITE	303000086634		00005139				
		03 ANTI HERO	303000086634		00005139				
		04 FIST CITY	303000086634		00005139				
		05 KEG RETURN	303000086634		00005139				
		06 DELIVERY	303000086634		00005139				
						VENDOR TOTAL:			529.75
FINN	23769	01 POOL POLE LIGHT REPAIRS	518100056300	06/17/21		63402	07/07/21	757.85	472.50 342.50 130.00
		02 PONY BB LIGHT POLE REPAIR	202100076526						

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23784		01 POOL UNDERWATER LIGHT SERVICE	518100056300	07/02/21		63402	07/07/21	757.85	285.35
		02 GOOD TYMES POLE LIGHTS	101500056300						142.67
									142.68
		VENDOR TOTAL:							
FOX1		FOX VALLEY FIRE & SAFETY							757.85
	IN00443213	01 SHOP ALARM MONITORING-FIRE	101500056300	06/11/21		63403	07/07/21	165.00	165.00
		VENDOR TOTAL:							
FRONTIER		FRONTIER							165.00
	0670-070721	01 ADMIN	101000096700	07/07/21		63472	07/21/21	770.40	598.15
		02 ADMIN	201000096700						299.08
		VENDOR TOTAL:							
	4818-062221	01 MAINT	101500096700	06/22/21		63472	07/21/21	770.40	172.25
		02 MAINT	504100096700						86.12
		VENDOR TOTAL:							
GRAI		GRAINGER							770.40
	9956877873	01 SHOP TIRE CHANGER BRUSH	101500066401	07/08/21		63439	07/13/21	13.74	13.74
		VENDOR TOTAL:							
GREATLAK		GREAT LAKES TURF							13.74
	37127	01 GOLF GREEN FERTILIZER-LIQUID	504100076506	06/17/21		63404	07/07/21	283.76	283.76
		VENDOR TOTAL:							
HALO		HALOGEN SUPPLY COMPANY, INC.							283.76
	00563319-FREIGHT	01 FREIGHT DUE	518100076550	05/17/21		63440	07/13/21	23.94	23.94
		VENDOR TOTAL:							
	00566066	01 POOL ROPE - DEEP END SEPERATIO	518100066410	06/18/21		63405	07/07/21	63.28	63.28
		VENDOR TOTAL:							
HARRELL		HARRELL'S LLC							87.22
	INV01518592	01 G.C. WETTING AGENT	504100076507	07/12/21		63441	07/13/21	166.50	166.50
		VENDOR TOTAL:							

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HARRG		HARRIS GOLF CARS SALES & SERVI						VENDOR TOTAL:	166.50
	02-287560	01 GOLF CART PARTS	504000066409	06/08/21		63406	07/07/21	339.86	129.93
	02-289072	01 GOLF CART PARTS	504000066409	06/24/21		63406	07/07/21	339.86	129.93
	02-289344	01 GOLF CART PARTS	504000066409	06/28/21		63406	07/07/21	339.86	185.00
								VENDOR TOTAL:	185.00
HAWK		HAWKINS INC						VENDOR TOTAL:	339.86
	4969240	01 POOL CHEMICALS	518100076550	06/25/21		63442	07/13/21	70.00	70.00
								VENDOR TOTAL:	70.00
HORN		HORNUNG'S PRO GOLF SALES INC.						VENDOR TOTAL:	70.00
	507842	01 GOLF PRIDE TOUR WRAP 2G	501000001303	06/29/21		63407	07/07/21	265.25	265.25
		02 GOLF PRIDE TOUR VELVET CORD	501000001303						124.56
		03 DISCOUNT INV 507842	501000001303						132.30
		04 SHIPPING INV 507842	501000001303						-5.13
									13.52
								VENDOR TOTAL:	265.25
INTERS		INTERSTATE BATTERIES ROCKFORD						VENDOR TOTAL:	265.25
	300390403	01 DUMP TRUCK BATTERY	101500066402	07/12/21		63443	07/13/21	126.95	126.95
	400447352	01 BATTERY	101500076500	06/15/21		63388	06/29/21	122.95	122.95
								VENDOR TOTAL:	122.95
JOEBERO		JOE BERO PLUMBING INC						VENDOR TOTAL:	249.90
	WO-0546	01 REPLACE CRACKED TANK-TOILET	207500066401	06/14/21		63408	07/07/21	337.00	337.00
								VENDOR TOTAL:	337.00
KONE		KONE INC.						VENDOR TOTAL:	337.00
	95980772	01 ANNUAL ELEVATOR	202500056300	06/01/21		63473	07/21/21	2,204.76	2,204.76
								VENDOR TOTAL:	2,204.76

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LOARRO	LOAR, ROB							VENDOR TOTAL:	2,204.76
	JULY 15 CONCERT	01 JULY 15TH CONCERT	206194006128	07/07/21		63409	07/07/21	1,000.00	1,000.00
	LOWE'S							VENDOR TOTAL:	1,000.00
	903456-HCPJPB	01 FLEX TAPE - PARKS	101500066404	06/24/21		63410	07/07/21	89.31	24.66
	903976-GZZHEV	01 SPIKET KEY	101500066401	06/07/21	00005085	63410	07/07/21	89.31	27.30
	919370-GZSFMQ	01 RECR - VEG PLANTS	201000076500	06/04/21		63410	07/07/21	89.31	37.35
MAGGIE	MAGGIE SPEAKS INC							VENDOR TOTAL:	89.31
	JULY 22 CONCERT	01 JULY 22ND CONCERT	206194006128	07/07/21		63411	07/07/21	1,100.00	1,100.00
MAR	MARINE BIOCHEM							VENDOR TOTAL:	1,100.00
	2021-01589-00	01 POND ALGAE CONTROL-OLD MILL	101500076504	05/17/21		63412	07/07/21	4,154.00	1,467.00
	2021-02144-00	01 OLD MILL PONG MGMT	101500076504	06/08/21		63444	07/13/21	2,934.00	1,467.00
	2021-02357-00	01 POND TREATMENT ALGAE - KRSPAN N	101500076504	06/11/21		63412	07/07/21	4,154.00	475.00
	2021-02394-00	01 PARKSIDE SOUTH POND WEED CONTR	101500076504	06/16/21		63412	07/07/21	4,154.00	1,106.00
	2021-02395-00	01 PARKSIDE SOUTH POND WEED CONTR	101500076504	06/16/21		63412	07/07/21	4,154.00	1,106.00
	2021-02955-00	01 OLD MILL ALGAE MGMT	101500076504	07/06/21		63444	07/13/21	2,934.00	1,467.00

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MARK		MARK'S MACHINE SHOP INC.							7,088.00
	39709	01 GOLF CART REPAIR	504000066409	06/30/21		63445	07/13/21	230.00	230.00
									230.00
MEL		MELIN'S LOCK & KEY							230.00
	24309	01 PAD LOCK-CORE FOR SPORTS	202100066404	06/30/21		63413	07/07/21	83.06	83.06
	24327	01 KEY COPIES,	202100066404	07/07/21	00005141	63446	07/13/21	23.94	23.94
									23.94
MENA		MENARDS - SYCAMORE							107.00
	48750	01 STEM CLASS SUPPLIES	205011006216	06/11/21	00005121	63380	06/28/21	40.51	40.51
	49045	01 CABLE CLAMPS	202100076500	06/17/21	00005118	63414	07/07/21	348.33	4.17
	49233	01 BOX FAN, GLOVES	202100066402	06/21/21	00005120	63414	07/07/21	348.33	4.17
	49291	01 WOOD SAW KIT, PLUMBING PARTS	101500066401	06/22/21	00005117	63414	07/07/21	348.33	46.82
	49292	01 MAIN PARK FENCE REPAIR	101500066404	06/22/21	00005116	63414	07/07/21	348.33	46.82
	49318	01 RESPIRATOR, MASK POOL	518000076513	06/22/21	00005116	63414	07/07/21	348.33	20.36
	49418	01 S MIAN SHELTER HYDRANT PARTS	101500066404	06/24/21		63414	07/07/21	348.33	20.36
	49431	01 S MIAN SHELTER HYDRANT PARTS	101500066404	06/24/21		63414	07/07/21	348.33	116.87
	49609	01 LIGHT BULBS - SHOP	101500076500	06/28/21		63447	07/13/21	182.00	116.87

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	49658	01 PENETRANT-BRAKE CLEANER	202100076500	06/29/21		63447	07/13/21	182.00	137.38 137.38
	49800	01 SC DRINK FTN LINE REPAIR	202100066404	07/01/21		63447	07/13/21	182.00	34.66 34.66
MILLDA		BACK COUNTRY ROADS					VENDOR TOTAL:		570.84
	8-5-21	CONCERT							
		01 8-5-21 SUMMER CONCERT	206194006128	07/20/21		63465	07/20/21	1,350.00	1,350.00 1,350.00
NEWV		NEW VALUES MAGAZINE					VENDOR TOTAL:		1,350.00
	4771	01 1/2 PG AD JUL	101200046208	06/28/21	00005126	63415	07/07/21	350.00	350.00 350.00
NICOR		NICOR GAS					VENDOR TOTAL:		350.00
	062821	01 MAINT BLDG	101500096703	06/28/21		63474	07/21/21	1,679.45	1,679.45
		02 MAINT BLDG	504100096703					92.30	92.30
		03 POOL	518100096703					92.29	92.29
		04 UPSTAIRS OFFICE	101000096703					40.87	1,133.37
		05 ADMIN	101000096703					40.35	40.87
		06 ADMIN	201000096703					40.35	40.35
		07 PRO SHOP	504000096703					17.29	17.29
		08 CH	303000096703					17.29	17.29
		09 PUMP HOUSE	504100096703					43.89	43.89
		10 AIRPORT RD PROPERTY	207500096703					161.45	161.45
OCS		OUTDOOR CUSTOM SPORTSWEAR					VENDOR TOTAL:		1,679.45
	241578	01 OMNI-WICK LADIES ANGLE POLO	501000001301	06/23/21		63389	06/29/21	2,147.90	2,147.90
		02 OMNI-WICK SWINGER LADIES POLO	501000001301					150.00	150.00
		03 OMNI-WICK DOWNSWING LADIESPOLO	501000001301					165.00	165.00
		04 OMNI-WICK RUSH POLO	501000001301					165.00	165.00
		05 OMNI-WICK ADVENTURE POLO	501000001301					150.00	150.00
		06 OMNI-WICK HEATHERED SUNDAY POL	501000001301					165.00	165.00
		07 OMNI-WICK RANGE POLO	501000001301					165.00	165.00
		08 OMNI-WICK CLUBHOUSE POLO	501000001301					150.00	150.00
		09 OMNI-WICK RANGEFINDER TANK	501000001301					150.00	150.00
		10 OMNI-WICK FLOPSHOT PULLOVER	501000001301					180.00	180.00

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241578		11 OMNI-WICK SAND SAVE POLO	501000001301	06/23/21	00005123	63389	06/29/21	2,147.90	2,147.90
		12 OMNI-FREEZE BAND POLO	501000001301		00005123				165.00
		13 OMNI-WICK SKY FULL ZIP LADIES	501000001301		00005123				180.00
		14 SHIPPING	501000001301		00005123				32.90
PENDL		PENDELTON TURF SUPPLY					VENDOR TOTAL:		2,147.90
2170		01 GOLF WET AGENT-FUNGICIDE-ALGAC	504100076507	06/11/21		63416	07/07/21	866.00	866.00
PEPSI		PEPSI COLA GEN. BOT.					VENDOR TOTAL:		866.00
53318955		01 BOTTLED WATER	303000086631	06/24/21	00005138	63448	07/13/21	1,760.21	1,760.21
		02 20 OZ POP	303000086631		00005138				898.20
		03 5 GAL BIB	303300086630		00005138				568.68
		04 3 GAL BIB	303000086630		00005138				173.40
		05 CO2 TANK	303300086630		00005138				54.27
PERFOR		PERFORMANCE FOODSERVICE					VENDOR TOTAL:		1,760.21
6698613		01 STEAKS	303500086640	06/24/21	00005132	63451	07/13/21	3,019.54	527.61
		02 DELIVERY	303000076500		00005132				525.93
6698614-CREDIT		01 CHIPS RETURN	303000086622	07/01/21	00005147	63451	07/13/21	3,019.54	1.68
66989614		01 GATORADE	303000086631	06/24/21	00005131	63451	07/13/21	3,019.54	-158.05
		02 NACHO CHEESE	303300086620		00005131				-158.05
		03 CHIPS	303000086622		00005131				1,420.31
		04 NACHO TRAYS	303300076550		00005131				401.42
		05 HAMBURGERS	303000086613		00005131				237.56
		06 SOFT PRETZELS	303300086619		00005131				347.71
		07 DELIVERY	303000076500		00005131				37.73
		08 CHIPS-BEING RETURNED	303000086622		00005131				140.50
6704786		01 POPCORN OIL	303300086621	07/01/21	00005133	63451	07/13/21	3,019.54	92.52
		02 POPCORN	303300086621		00005133				4.82
		03 PAPER TOWELS	303300076551		00005133				158.05
		04 PAPER TOWELS	303000076551		00005133				634.22
		05 SALSA	303000086629		00005133				61.46

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6704786		06 GATORADE	303000086631	07/01/21	00005133	63451	07/13/21	3,019.54	634.22
		07 SNICKERS	303000086624		00005133				33.34
		08 BACON	303000086613		00005133				163.00
		09 SWEET POTATO FRIES	303000086617		00005133				115.96
		10 FRENCH FRIES	303000086617		00005133				33.66
		11 HAMBURGER BUNS	303000086613		00005133				22.37
		12 DELIVERY	303000076500		00005133				57.44
									6.50
6710560		01 HOT DOGS	303000086615	07/08/21	00005130	63451	07/13/21	3,019.54	595.45
		02 BRATS	303000086615		00005130				374.20
		03 DELIVERY	303000076500		00005130				214.75
									6.50
								VENDOR TOTAL:	3,019.54
PIO		PIONEER MFG/PIONEER ATHLETICS							
INV792408		01 SOCCER SPRAY PAINT	202100076524	06/11/21		63417	07/07/21	152.30	152.30
									152.30
								VENDOR TOTAL:	152.30
PLAY		PLAYERS GOLF CARS							
22422		01 CART RENTALS - 6-25-21	504000036126	06/25/21		63452	07/13/21	900.00	900.00
									900.00
								VENDOR TOTAL:	900.00
PREMWO		PREMIER WORLD DISCOVERY							
BOOKING 149978		01 CAL RAILS TRIP - FINAL PMT	205231606128	07/13/21		63453	07/13/21	6,050.00	6,050.00
									6,050.00
								VENDOR TOTAL:	6,050.00
PRIN		PRINCIPAL LIFE GROUP							
JULY 2021		01 DENTAL INS PREM	101000106801	07/21/21		63475	07/21/21	1,482.57	1,482.57
		02 DENTAL INS PREM	101500106801						311.48
		03 DENTAL INS PREM	504100106801						75.46
		04 DENTAL INS PREM	504000106801						87.77
		05 DENTAL INS PREM	201000106801						118.38
		06 DENTAL INS PREM	202100106801						415.52
		07 DENTAL INS PREM	207500106801						302.31
		08 DENTAL INS PREM	303000106801						147.98
									23.67
								VENDOR TOTAL:	1,482.57

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R. MICHA	R.MICHAEL JUNGCLAS								
	7-18-21	LG INST	518000046207	07/18/21		63466	07/20/21	75.00	75.00
		01 LG INSTRUCTOR TRAINING							75.00
REIN	REINDERS, INC.								75.00
	1885299-00	01 BLADE SHARP MACHINE STAND	101500066403	06/25/21		63418	07/07/21	118.34	155.63
	1888602-00	01 ROUGH MOWER TORO FILTERS	504100066403	07/02/21		63454	07/13/21	285.92	155.63
	4065652-00	01 CREDIT - PARTS	101500066403	06/17/21		63418	07/07/21	118.34	285.92
									285.92
									-37.29
									-37.29
ROCHNEW	THE ROCHELLE NEWS-LEADER								404.26
	INV45129	01 RAIL TRIP AD	101200046208	06/27/21	00005128	63419	07/07/21	129.00	129.00
									129.00
RONDO	RONDO ENTERPRISES, INC.								129.00
	151907	01 TRAILER HOOKS - PARTS	101500066402	06/25/21		63420	07/07/21	9.95	22.90
	CM151931	01 CREDIT- RETURN	101500066402	06/25/21		63420	07/07/21	9.95	22.90
									-12.95
									-12.95
ROWLEY	ROWLEY, FRANK E. III								9.95
	JULY 8 CONCERT								950.00
		01 JULY 8TH CONCERT	206194006128	07/07/21		63421	07/07/21	950.00	950.00
									950.00
SELDAL	SELDAL PLUMBING								950.00
	5071	01 POOL URINAL FLUSH VALVE REPAIR	518100056300	06/14/21		63422	07/07/21	262.00	262.00
									262.00
									262.00
									262.00

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SITE ONE		SITE ONE LANDSCAPE SUPPLY							
	110501643-001	01 FAIRWAY GREEN FUNGICIDE	504100076507	06/23/21		63423	07/07/21	2,240.00	2,240.00
									2,240.00
SPEC		SPECIAL FX							
	43078	01 POOL APPAREL	518000046215	07/05/21	00005129	63424	07/07/21	448.00	448.00
									VENDOR TOTAL: 2,240.00
STAPLES		STAPLES BUSINESS ADVANTAGE							
	3479982251	01 ENVELOPES	101000046200	06/19/21		63455	07/13/21	334.05	81.58
		02 ENVELOPES	201000046200						22.49
		03 LINERS - AIR FRESHNER	207500076510						22.50
									36.59
	3479982252	01 LAMINATOR	207500046200	06/19/21		63455	07/13/21	334.05	58.99
									58.99
	3480476994	01 GLOVES - POOL	518000076513	06/26/21		63455	07/13/21	334.05	11.99
									11.99
	3480476995	01 CLEANER - CC	207500076510	06/26/21		63455	07/13/21	334.05	181.49
		02 GLOVES - CC	207500076510						28.39
		03 TOILET PAPER - CC	207500076510						108.92
									44.18
SUP		SUPERIOR BEVERAGE							VENDOR TOTAL: 334.05
	381717	01 BUDWEISER	303000086634	07/07/21		63456	07/13/21	572.75	572.75
		02 BUD LIGHT	303000086634						81.25
		03 BUD SELTZER	303000086634						162.50
		04 BUSCH LIGHT	303000086634						102.00
		05 MICHELOB ULTRA	303000086634						124.00
		06 DELIVERY	303000086634						98.00
									5.00
SWEDELEC		SWEDELEC ELECTRIC INC.							VENDOR TOTAL: 572.75
	10431	01 LOCATE UNDERGROUND POWER	504100056300	07/02/21		63457	07/13/21	240.00	240.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
T0001563	TEVSH, THERESA								240.00
	REIMB 6-24-21		207500076513	06/24/21		63381	06/28/21	4.99	4.99
	01 REIMB FOR FIRST AID KIT ITEMS								
	REIMBURSEMENT 7-13-21		201000046213	07/13/21		63458	07/13/21	31.79	31.79
	01 GIFT CARDS								25.00
	02 CONC STAFF		201000046213						6.79
T0001655	LEACH, CONNER								36.78
	REIMB 6-28-21		518100076500	06/28/21		63382	06/28/21	42.48	42.48
	01 POOL - REIMB OF PARTS								
T0001683	HIENBUECHER, TAYLOR								42.48
	PAINTING FEE		201000076500	06/28/21		63383	06/28/21	30.00	30.00
	01 CONC BLDG PAINTING FEE								
T0001684	PRATHER, SUZANNE								30.00
	REFUND 01 REFUND		201000002150	06/29/21		63390	06/29/21	45.00	45.00
T0001685	FOX, KATIE								45.00
	REFUND 01 REFUND		201000002150	06/29/21		63391	06/29/21	45.00	45.00
T0001686	YOCHAM, BRIDGET								45.00
	REFUND 01 REFUND		201000002150	07/07/21		63425	07/07/21	30.00	30.00
THELIFE	THE LIFEGUARD STORE								30.00
	INV001068992		518000046215	05/29/21		63426	07/07/21	730.00	730.00
	01 LIFEGUARD UNIFORMS								587.00
	02 POOL SUPPLIES		518000046216						143.00

SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 06/28/2021 TO 07/21/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	CHK DATE	CHECK #	CHECK AMT	INVOICE AMT/ ITEM AMT
TRUGR	TRUGREEN						VENDOR TOTAL:	730.00
	141982133	01 SOCCER FIELD - WEED-N-FEED	202100076528	06/29/21	07/13/21	63459	879.16	879.16
TYLER	TYLER ENTERPRISES						VENDOR TOTAL:	879.16
	59904	01 SPRAY TANK DEFOAMER	504100076507	06/24/21	07/07/21	63427	1,026.50	42.00
	59961	01 PHOS FUNG-GOLF FAIRWAY	504100076507	06/30/21	07/07/21	63427	1,026.50	42.00
	59973	01 GROWTH REGUL-FUNGICIDE-GOLF	504100076507	06/30/21	07/07/21	63427	1,026.50	600.00
UNIT2	UNITED STATES POSTAL SERVICE						VENDOR TOTAL:	600.00
	FALL 2021 POSTAGE							384.50
	01 FALL 2021 BROCHURE POSTAGE		206500046202	07/21/21	07/21/21	63476	1,543.73	384.50
UNUM	UNUM LIFE INSURANCE						VENDOR TOTAL:	1,026.50
	JULY 2021							1,543.73
	01 STD INS PRM		101000106801	07/21/21	07/21/21	63478	646.16	1,543.73
	02 STD INS PRM		101500106801					323.08
	03 STD INS PRM		504100106801					45.33
	04 STD INS PRM		504000106801					25.05
	05 STD INS PRM		201000106801					22.20
	06 STD INS PRM		202100106801					14.80
	07 STD INS PRM		207500106801					111.38
	08 STD INS PRM		303000106801					81.59
	JUNE 2021							12.62
	01 STD INS PREM		101000106801	07/21/21	07/21/21	63478	646.16	10.11
	02 STD INS PREM		101500106801					323.08
	03 STD INS PREM		504100106801					45.33
	04 STD INS PREM		504000106801					25.05
	05 STD INS PREM		201000106801					22.20
	06 STD INS PREM		202100106801					14.80
	07 STD INS PREM		207500106801					111.38
	08 STD INS PREM		303000106801					81.59

SYCAMORE PARK DISTRICT
PAID INVOICE LISTING

DATE: 07/21/2021
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FROM 06/28/2021 TO 07/21/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VERIZON	9882017901	01 DATA PLAN	5041000096700	06/15/21		63479	07/21/21	108.03	108.03
		02 DATA PLAN	3030000096700						36.01
									72.02
VULC		VULCAN MATERIALS CO.							108.03
	32656663	01 STONE-BALLFIELDS SURROUNDS	202100076509	06/15/21		63428	07/07/21	210.74	210.74
WARE	31682	01 BALLFIELD AGLIME	202100076533	07/03/21		63460	07/13/21	217.62	217.62
WARE	4984787-0	01 PAPER - TAPE	3030000046200	06/21/21		63461	07/13/21	232.06	97.34
		02 LAMINATE POUCHES	1010000046200						40.40
		03 LAMINATE POUCHES	2010000046200						28.47
WARE	4985902-0	01 PAPER TOWELS - CLUBHOUSE	3030000076510	06/22/21		63461	07/13/21	232.06	65.70
	4991521-0	01 BUSINESS CARDS	1010000046200	06/29/21		63461	07/13/21	232.06	69.02
		02 BUSINESS CARDS	2010000046200						4.96
		03 PENS - PAPER	1010000046200						4.96
		04 PENS - PAPER	2010000046200						29.55
WASTE	3324167-2011-5	01 20YD ROLLOFF-STORM TOURN	202100056302	07/01/21		63462	07/13/21	1,021.85	232.06
		02 CREDIT DISCOUNT PER NANCY	202100056302						376.46
									426.46
									-50.00
	3645696-2011-5	01 REFUSE REMOVAL - ADM	1010000056302	06/30/21		63462	07/13/21	1,021.85	645.39
		02 REFUSE REMOVAL - CH	3030000056302						94.57
		03 REFUSE REMOVAL - ADM	1010000056302						94.58
									6.50

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SYCAMORE PARK DISTRICT
 PAID INVOICE LISTING

FROM 06/28/2021 TO 07/21/2021

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P. O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	3645696-2011-5			06/30/21		63462	07/13/21	1,021.85	645.39
	04	REFUSE REMOVAL - OLD SHOP	504100056302						32.06
	05	REFUSE REMOVAL -SC	202100056302						73.08
	06	REFUSE REMOVAL -PARKS	101500056302						73.08
	07	REFUSE REMOVAL -POOL	518100056302						54.66
	08	REFUSE REMOVAL -PICNIC	101500056302						57.75
	09	REFUSE REMOVAL -CC	207500056302						159.11
TOTAL --- ALL INVOICES:									1,021.85 82,882.41

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

New

INVOICES DUE ON/BEFORE 07/22/2021

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ACUSHNET ACUSHNET COMPANY								
911435941	07/14/21	01	TITLEIST 14 LTWT CART BAG	501000001304	00005149		07/22/21	121.00
		02	SHIPPING INV 911435941	501000001304	00005149			15.00
		03	DISCOUNT INV 911435941	501000001304	00005149			-2.42
							INVOICE TOTAL:	133.58
911447280	07/15/21	01	TITLEIST LTWT 14 CART BAG	501000001304	00005150		07/22/21	121.00
		02	SHIPPING INV 911447280	501000001304	00005150			15.00
		03	DISCOUNT INV 911447280	501000001304	00005150			-2.42
							INVOICE TOTAL:	133.58
							VENDOR TOTAL:	267.16
ALLST	ALL STAR PRO GOLF							
INV23914	07/15/21	01	PENCILS	504000076500			07/22/21	355.30
							INVOICE TOTAL:	355.30
							VENDOR TOTAL:	355.30
CINTA	CINTAS CORPORATION #355							
4088259689	06/25/21	01	RAG & RUG SERVICE	101500056301			07/22/21	14.61
		02	RAG & RUG SERVICE	504100056301				14.60
		03	RAG & RUG SERVICE	201000056301				3.60
		04	RAG & RUG SERVICE	101000056301				3.61
							INVOICE TOTAL:	36.42
4088259767	06/25/21	01	RAG & RUG SERVICE	207500056301			07/22/21	27.43
							INVOICE TOTAL:	27.43
4088259824	06/25/21	01	RAG & RUG SERVICE	201000056301			07/22/21	16.48
							INVOICE TOTAL:	16.48
4088940078	07/02/21	01	RAG & RUG SERVICE	101500056301			07/22/21	14.61
		02	RAG & RUG SERVICE	504100056301				14.60
		03	RAG & RUG SERVICE	201000056301				3.60

INVOICES DUE ON/BEFORE 07/22/2021

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA CINTAS CORPORATION #355								
4088940078	07/02/21	04	RAG & RUG SERVICE	101000056301			07/22/21	3.61
							INVOICE TOTAL:	36.42
4088940091	07/02/21	01	RAG & RUG SERVICE	207500056301			07/22/21	27.43
							INVOICE TOTAL:	27.43
4088940116	07/02/21	01	RAG & RUG SERVICE	201000056301			07/22/21	16.48
							INVOICE TOTAL:	16.48
4089573321	07/09/21	01	RAG & RUG SERVICE	201000056301			07/22/21	16.48
							INVOICE TOTAL:	16.48
4089573329	07/09/21	01	RAG & RUG SERVICE	207500056301			07/22/21	27.43
							INVOICE TOTAL:	27.43
4089573338	07/09/21	01	RAG & RUG SERVICE	101500056301			07/22/21	14.61
		02	RAG & RUG SERVICE	504100056301				14.60
		03	RAG & RUG SERVICE	201000056301				3.60
		04	RAG & RUG SERVICE	101000056301				3.61
							INVOICE TOTAL:	36.42
4090235690	07/16/21	01	RAG & RUG SERVICE	201000056301			07/22/21	16.48
							INVOICE TOTAL:	16.48
4090235715	07/16/21	01	RAG & RUG SERVICE	207500056301			07/22/21	27.43
							INVOICE TOTAL:	27.43
4090235723	07/16/21	01	RAG & RUG SERVICE	101500056301			07/22/21	14.61
		02	RAG & RUG SERVICE	504100056301				14.60
		03	RAG & RUG SERVICE	201000056301				3.60
		04	RAG & RUG SERVICE	101000056301				3.61
							INVOICE TOTAL:	36.42
							VENDOR TOTAL:	321.32

CINTA2 CINTAS CORP

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/22/2021

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
CINTA2	CINTAS CORP							
5068685209	07/13/21	01	1ST AID - CC	207500076513			07/22/21	12.12
							INVOICE TOTAL:	12.12
							VENDOR TOTAL:	12.12
CMJ	CMJ TECHNOLOGIES, INC.							
14981	06/28/21	01	POOL SWITCH	701000207004			07/22/21	70.97
							INVOICE TOTAL:	70.97
15143	07/01/21	01	OFFICE 365	101000046206			07/22/21	190.00
		02	OFFICE 365	201000046206				190.00
		03	MONTHLY MAINT	101000056304				466.00
		04	MONTHLY MAINT	201000056304				466.00
							INVOICE TOTAL:	1,312.00
15189	07/12/21	01	CABLES CC	701000207004			07/22/21	275.00
							INVOICE TOTAL:	275.00
							VENDOR TOTAL:	1,657.97
CONS	CONSERV FS							
121016069	07/14/21	01	DIESEL - GOLF	504100076515			07/22/21	875.25
		02	DIESEL - PARKS	101500076515				133.21
		03	DIESEL - SC	202100076515				85.24
							INVOICE TOTAL:	1,093.70
121016070	07/14/21	01	GASOLINE - GOLF	504100076515			07/22/21	77.04
		02	GASOLINE - PARKS	101500076515				287.62
		03	GASOLINE - SC	202100076515				19.18
		04	GASOLINE - TRUCKS	101500076515				52.34
							INVOICE TOTAL:	436.18
121016071	07/14/21	01	OLD SHOP - GAS TANK4	504100076515			07/22/21	435.89
							INVOICE TOTAL:	435.89
							VENDOR TOTAL:	1,965.77

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
ECO	ECOWATER SYSTEMS, INC.							
130856-071021	07/10/21	01	SALT- HYDROGEN PEROX	101000056300			07/22/21	176.70
							INVOICE TOTAL:	176.70
							VENDOR TOTAL:	176.70
ENGIN	ENGINEERING RESOURCE ASSOC							
C-93-021-19-03	05/27/21	01	CONST ENGIN - GWT 1	711000207039			07/22/21	25,916.53
							INVOICE TOTAL:	25,916.53
C-93-021-19-04	07/21/21	01	CONST ENGIN - GWT 1	711000207039			07/22/21	19,816.26
							INVOICE TOTAL:	19,816.26
							VENDOR TOTAL:	45,732.79
GROUPPL	GROUP PLAN SOLUTIONS							
2658	07/01/21	01	FSA - JULY	101000106801			07/22/21	24.75
		02	FSA - JULY	201000106801				24.75
							INVOICE TOTAL:	49.50
							VENDOR TOTAL:	49.50
INTEG	INTEGRA BUSINESS SYSTEMS, INC.							
INV99263	07/06/21	01	PRINTER /COPIER - MAINT	101000056304			07/22/21	12.43
		02	PRINTER /COPIER - MAINT	201000056304				12.43
							INVOICE TOTAL:	24.86
INV99264	07/06/21	01	PRINTER/COPIER - CC	101000056304			07/22/21	57.21
		02	PRINTER/COPIER - CC	201000056304				57.22
							INVOICE TOTAL:	114.43
INV99265	07/06/21	01	PRINTER/COPIER-ADMIN	101000056304			07/22/21	45.64
		02	PRINTER/COPIER-ADMIN	201000056304				45.64
							INVOICE TOTAL:	91.28
							VENDOR TOTAL:	230.57

INVOICES DUE ON/BEFORE 07/22/2021

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
KISH KISHWAUKEE SPECIAL RECREATION								
2021-2	06/25/21	01	2021 CONTRIBUTION	221000116855			07/22/21	43,979.66
							INVOICE TOTAL:	43,979.66
							VENDOR TOTAL:	43,979.66
MENA MENARDS - SYCAMORE								
50149	07/08/21	01	FLOOR CLEANER, MOP	207500076510	00005146		07/22/21	32.65
							INVOICE TOTAL:	32.65
							VENDOR TOTAL:	32.65
NATREC NATIONAL RECREATION AND PARK								
15608-2021	07/01/21	01	ANNUAL DUES	101000046204			07/22/21	437.50
		02	ANNUAL DUES	201000046204				437.50
							INVOICE TOTAL:	875.00
							VENDOR TOTAL:	875.00
PDRMA PDRMA								
FH21191	07/21/21	01	WORKERS COMP	231000106805			07/22/21	12,966.72
		02	GENERAL LIABILITY	231000106806				17,621.10
							INVOICE TOTAL:	30,587.82
JUNE 2021								
	07/21/21	01	HEALTH INS PREM	101000106801			07/22/21	4,974.66
		02	HEALTH INS PREM	101500106801				1,490.50
		03	HEALTH INS PREM	504100106801				1,805.41
		04	HEALTH INS PREM	504000106801				1,306.63
		05	HEALTH INS PREM	201000106801				6,890.65
		06	HEALTH INS PREM	202100106801				5,784.50
		07	HEALTH INS PREM	207500106801				63.18
		08	HEALTH INS PREM	303000106801				524.43
							INVOICE TOTAL:	22,839.96
							VENDOR TOTAL:	53,427.78

REACH REACH MEDIA NETWORK

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SYCAMORE PARK DISTRICT
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/22/2021

INVOICE #	INVOICE DATE	INVOICE ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
73819	07/02/21	01	REACH	504000076500			07/22/21	360.00
							INVOICE TOTAL:	360.00
							VENDOR TOTAL:	360.00
RICHM			RICHMOND FISHERIES					
5-4-21	05/04/21	01	LAKE SYC - FISH STOCK	101500076504			07/22/21	875.00
							INVOICE TOTAL:	875.00
							VENDOR TOTAL:	875.00
RONDO			RONDO ENTERPRISES, INC.					
152831	07/20/21	01	TRAILER PINS - PARTS	101500066402			07/22/21	23.94
							INVOICE TOTAL:	23.94
							VENDOR TOTAL:	23.94
SHAW			SHAW SUBURBAN MEDIA					
062110027030	06/30/21	01	JUNE DIGITAL/PRINT ADS	101200046209	00005148		07/22/21	400.00
							INVOICE TOTAL:	400.00
							VENDOR TOTAL:	400.00
SOFT			SOFT WATER CITY					
2652-0621	06/30/21	01	WATER	101500076500			07/22/21	101.25
		02	RENT-WATERE-CUPS	518000076500				126.00
		03	SALT	207500076500				20.00
							INVOICE TOTAL:	247.25
							VENDOR TOTAL:	247.25
TREASURE			TREASURE TREASURER, STATE OF ILLINOIS					
123906	07/01/21	01	TRAIL WORK	711000207039			07/22/21	200,054.15
							INVOICE TOTAL:	200,054.15
							VENDOR TOTAL:	200,054.15

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SYCAMORE PARK DISTRICT
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 07/22/2021

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
60086	07/16/21	01	FUNGICIDE - GOLF COURSE	504100076507			07/22/21	960.25
INVOICE TOTAL:								960.25
VENDOR TOTAL:								960.25
TOTAL ALL INVOICES:								352,004.88

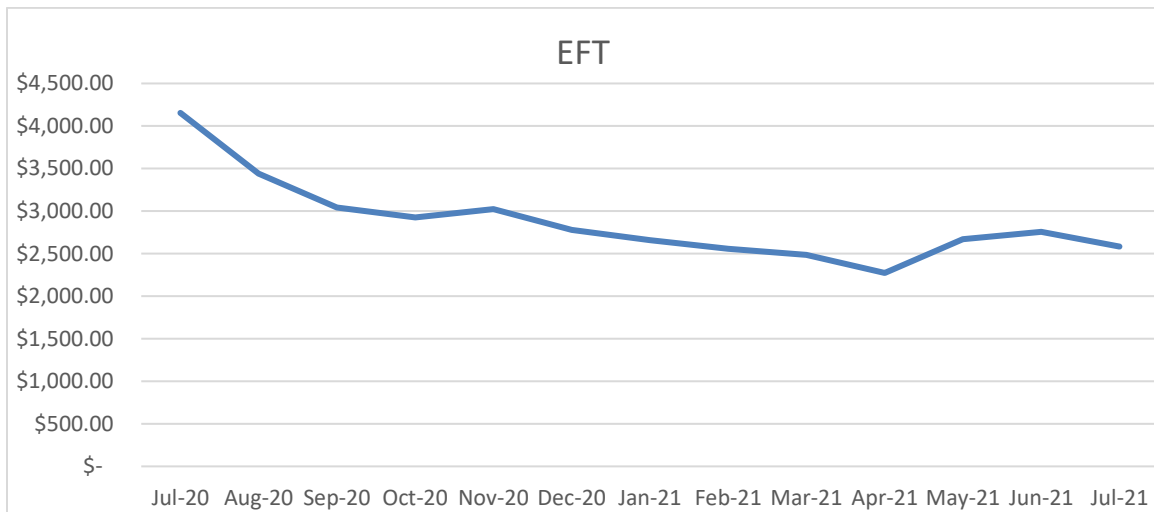
Intenim \$ 82,882.41
New \$ 352,004.88

to total \$ 434,887.29

To: Board of Commissioners
 From: Jackie Hienbuecher
 Subject: Monthly Report
 Date: July 27, 2021

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

- Attended scheduled Board and Superintendent/staff meetings.
- Met with Leadership Team to discuss Strategic Planning.
- 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, Recreation) in TeeSnap. Prepared general ledger journal entries to be entered and posted to MSI. Adding the cost of goods sold entry for Concessions.
- Updated EFTs. Performed installment billing for Pathway Fitness memberships and passes. The July installment was for 129 individuals, a decrease of 10 from June. The monthly installment was \$2,450 (\$154 decrease) processed through credit cards and \$135 (\$16 decrease) through ACH transactions. There were 7 households whose credit cards did not process (\$190) 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) Windows update causing problems with RecTrac access control and credit card terminals 2) manage email accounts for changes in CC front desk staff
- Prepared monthly sales tax returns.
- Filed monthly IMRF earnings and submitted payment.

- Filed quarterly payroll taxes.
- Submitted payroll direct deposit files for processing and scheduled transfer of funds.
- Processed monthly bills for payment.
- 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 – Creating Positive Work Environments.
- Submitted progress billing to DeKalb County Forest Preserve for trail.
- Meet with PDRMA representative regarding PlanSource, new website for benefits administration.
- Received second installment of property tax receipts. Provide documentation to KSRA and process payment.
- Enrolled in HR Source for additional support on HR matters.
- Assisted with and participated in one-on-one meetings with Community Center front desk staff. This was an effort to get feedback on how things are on the front line.
- Schedule travel arrangements for Vermont, RecTrac Training.

Administrative Initiatives (08/01/21 – 08/31/21)

- Attend scheduled Superintendent and Board meetings.
- File monthly unemployment return.
- 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.
- Attend Pumpkin Festival Committee meeting.
- Continue with work on Strategic Plan.
- Submit additional COVID expenses to CURE for reimbursement.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2021

Corporate Fund (10)

<u>Department</u>	<u>June 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	599,582.14	805,915.65	1,583,814.00	743,901.24	8.3% (1)	747,143.53	7.9%
Marketing			-	262.50			
Parks	5,589.45	11,626.15	23,732.00	13,884.22	-16.3% (2)	10,414.82	11.6%
	<u>605,171.59</u>	<u>817,541.80</u>	<u>1,607,546.00</u>	<u>758,047.96</u>	<u>7.8%</u>	<u>757,558.35</u>	<u>7.9%</u>
Expenses							
Administration	28,644.69	403,879.58	1,269,693.00	492,193.55	-17.9% (3)	354,553.21	13.9%
Marketing	5,894.22	16,044.45	44,939.00	28,181.29	-43.1% (4)	21,029.56	-23.7%
Parks	22,540.40	117,368.08	297,933.00	120,976.71	-3.0% (5)	128,038.47	-8.3%
	<u>57,079.31</u>	<u>537,292.11</u>	<u>1,612,565.00</u>	<u>641,351.55</u>	<u>-16.2%</u>	<u>503,621.24</u>	<u>6.7%</u>
Total Fund Revenues	605,171.59	817,541.80	1,607,546.00	758,047.96	7.8%	757,558.35	7.9%
Total Fund Expenses	57,079.31	537,292.11	1,612,565.00	641,351.55	-16.2%	503,621.24	6.7%
Surplus (Deficit)	548,092.28	280,249.69	(5,019.00)	116,696.41	140.2%	253,937.11	10.4%

(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 3.6% \$188. The YTD property tax installments received in 2021 is 52.81% of total compared to 52.14% and 52.33% in 2020 and 2019 respectively. Overall anticipated property tax increase from 2020 to 2021 is 4.7%.

(2) 2021 allocation of tax levy less due to lower part time maintenance payroll costs.

(3) 2021 wages and related taxes less than 2020 11.8% \$15,461 and 2019 7.9% \$9,871 due to number of pay dates 2020/2019 - 13, 2021 - 12. The IMRF employer rate has steadily decreased. 2020 included \$20,899 in misc consultants for Survey and Sustaining the Legacy exercise. 2020 also had COVID related expenses that we were later reimbursed for.

(4) In 2020 we had cost of COVID mailers. (Later reimbursed through CURE)

(5) 2021 Wages and related taxes less than 2020 18.7% \$11,866 due to number of pay dates 2020 - 13, 2021 - 12 and having IMRF PT position vacant. In 2019 naturalist position had not started until May.

Recreation Fund (20)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	428,506.56	539,833.40	1,027,728.00	524,189.76	3.0% (1)	507,935.27	6.3%
Sports Complex	-	1,336.00	44,457.00	150.00	790.7%	4,185.00	-68.1%
Sports Complex Maintenance	14,156.46	19,937.31	42,339.00	22,822.76	-12.6% (2)	19,706.79	1.2%
Midwest Museum of Natural Hist	599.90	1,680.86	2,400.00	580.96	189.3%	1,796.84	-6.5%
Programs-Youth	1,251.93	12,047.55	21,711.00	5,568.38	116.4% (3)	11,349.26	6.2%
Programs-Tweens	(65.00)	45.00	1,696.00	-	#DIV/0! (3)	-	#DIV/0!
Programs-Adult	1,456.66	9,435.75	4,806.00	1,775.93	431.3% (3)	7,163.05	31.7%
Programs-Leagues	113.45	250.98	9,798.00	206.57	21.5% (3)	204.12	23.0%
Programs-Youth Athletics	11,454.34	40,786.46	24,382.00	10,133.14	302.5% (3)	21,250.09	91.9%
Programs-Fitness	1,467.49	10,188.52	12,629.00	6,393.13	59.4% (3)	11,220.74	-9.2%
Programs-Early Childhood	-	-	6,569.00	2,878.00	-100.0% (3)	4,453.00	-100.0%
Programs-Dance	195.06	2,108.61	3,085.00	1,416.75	48.8% (3)	1,862.76	13.2%
Programs-Special Events	-	656.50	9,594.00	6,429.02	-89.8% (3)	6,527.23	-89.9%
Programs-Community Events	1,100.00	1,100.00	6,850.00	2,850.00	-61.4% (3)	5,975.13	-81.6%
Brochure	-	-	7,350.00	-	#DIV/0!	3,300.00	-100.0%
Weight Room	12,790.70	52,980.60	149,397.00	42,610.31	24.3% (4)	110,695.91	-52.1%
Community Center	5,674.08	33,064.02	50,849.00	25,978.30	27.3% (4)	35,694.65	-7.4%
Total Revenues	478,701.63	725,451.56	1,425,640.00	653,983.01	10.9%	753,319.84	-3.7%

(1) YTD property tax increase 2020 to 2021 is 4.2% \$20,448

(2) Tax levy allocation varies based upon actual wages.

(3) Revenue from programs increased 103.5%, \$38,968 compared to 2020. In comparison to 2019, revenues increased 9.4% \$6,614.

(4) Still feeling impacts of COVID

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

Pathway Fitness Membership	28.03% / 105.96% / 36.30%
Pathway Fitness Pass	43.33% / 154.10% / 61.66%
Track Only Pass	46.58% / 117.89% / 75.10%
Pre-pay Card	49.00% / 0% / 55.06%
Program Fees	51.27% / 159.71% / 52.92%
Daily Admission Fee	24.87% / 79.11% / 27.15%

Compared to Annual Budget/Compared to 2020 YTD:

Open Gym Daily	85.30% / 144.21% / 132.66%
Open Gym Membership	78.69% / 177.51% / 140.77%
Rentals	55.79% / 113.10% / 66.56%

Sycamore Park District
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Expenses								
Administration	42,826.01	268,077.57	598,550.00	288,912.72	-7.2%	(1)	265,841.47	0.8%
Sports Complex	-	-	-	-	#DIV/0!		78.06	-100.0%
Sports Complex Maintenance	37,601.82	192,574.83	434,361.00	206,191.61	-6.6%	(2)	208,022.70	-7.4%
Midwest Museum of Natural Hist	2,191.32	10,926.69	18,500.00	10,195.45	7.2%		8,755.75	24.8%
Programs-Youth	169.09	862.65	13,196.00	2,155.01	-60.0%	(3)	2,957.58	-70.8%
Programs-Tweens	-	-	1,049.00	-	#DIV/0!	(3)	-	#DIV/0!
Programs-Adult	724.34	1,668.00	2,765.00	2,737.35	-39.1%	(3)	5,732.37	-70.9%
Programs-Leagues	-	3,322.73	6,405.00	3,546.57	-6.3%	(3)	3,232.12	2.8%
Programs-Youth Athletics	6,307.13	14,048.23	14,610.00	3,816.09	268.1%	(3)	9,009.53	55.9%
Programs-Fitness	1,594.64	5,761.06	9,527.00	4,269.78	34.9%	(3)	5,424.49	6.2%
Programs-Early Childhood	-	-	4,635.00	-	#DIV/0!	(3)	1,688.00	-100.0%
Programs-Dance	177.68	485.86	1,487.00	294.22	65.1%	(3)	394.00	23.3%
Programs-Special Events	101.00	736.25	6,204.00	3,426.60	-78.5%	(3)	2,965.66	-75.2%
Programs-Community Events	800.00	822.65	5,350.00	-	#DIV/0!	(3)	9,063.83	-90.9%
Brochure	-	6,608.02	24,575.00	-	#DIV/0!		9,466.03	-30.2%
Weight Room	203.46	9,711.37	32,156.00	11,059.36	-12.2%		11,444.44	-15.1%
Community Center	13,021.67	82,226.45	218,217.00	77,177.59	6.5%		93,656.98	-12.2%
Total Expenses	105,718.16	597,832.36	1,391,587.00	613,782.35	-2.6%		637,733.01	-6.3%
Total Fund Revenues	478,701.63	725,451.56	1,425,640.00	653,983.01	10.9%		753,319.84	-3.7%
Total Fund Expenses	105,718.16	597,832.36	1,391,587.00	613,782.35	-2.6%		637,733.01	-6.3%
Surplus (Deficit)	372,983.47	127,619.20	34,053.00	40,200.66	217.5%		115,586.83	10.4%

(1) 2021 wages and related taxes less than 2020 8.6% \$18,280 primarily due to number of pay dates 2020 - 13, 2021 - 12.

(2) 2021 wages and related taxes less than 2020 8.5% \$12,841 due to number of pay dates 2020 - 13, 2021 - 12.

(3) Expenses for programs increased 36.9%, \$7,462 compared to 2020 and decreased 31.5% \$12,760 compared to 2019.

Donations (21)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	1,000.00	17,953.61	25,500.00	36,046.41	-50.2% (1)	10,708.06	67.7%
Total Revenues	1,000.00	17,953.61	25,500.00	36,046.41	-50.2%	10,708.06	
Expenses							
Administration	-	-	50,000.00	-	#DIV/0!	-	#DIV/0!
Total Expenses	-	-	50,000.00	-	#DIV/0!	-	
Total Fund Revenues	1,000.00	17,953.61	25,500.00	36,046.41	-50.2%	10,708.06	
Total Fund Expenses	-	-	50,000.00	-	#DIV/0!	-	
Surplus (Deficit)	1,000.00	17,953.61	(24,500.00)	36,046.41	-50.2%	10,708.06	67.7%

(1) Collection of Leaf a Legacy pledges.

Special Recreation (22)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	87,959.32	110,179.49	208,000.00	104,553.78	5.4%	100,425.96	9.7%
Total Revenues	87,959.32	110,179.49	208,000.00	104,553.78	5.4%	100,425.96	
Expenses							
Administration	11,109.50	11,109.50	204,500.00	21,915.10	-49.3%	9,336.01	19.0%
Total Expenses	11,109.50	11,109.50	204,500.00	21,915.10	-49.3%	9,336.01	
Total Fund Revenues	87,959.32	110,179.49	208,000.00	104,553.78	5.4%	100,425.96	
Total Fund Expenses	11,109.50	11,109.50	204,500.00	21,915.10	-49.3%	9,336.01	
Surplus (Deficit)	76,849.82	99,069.99	3,500.00	82,638.68	19.9%	91,089.95	8.8%

Insurance (23)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	30,059.74	37,655.55	71,000.00	35,142.56	7.2%	37,869.48	-0.6%
Total Revenues	30,059.74	37,655.55	71,000.00	35,142.56	7.2%	37,869.48	
Expenses							
Administration	-	-	71,000.00	(5,069.50)	-100.0%	-	#DIV/0!
Total Expenses	-	-	71,000.00	(5,069.50)	-100.0%	-	
Total Fund Revenues	30,059.74	37,655.55	71,000.00	35,142.56	7.2%	37,869.48	
Total Fund Expenses	-	-	71,000.00	(5,069.50)	-100.0%	-	
Surplus (Deficit)	30,059.74	37,655.55	-	40,212.06	-6.4%	37,869.48	-0.6%

Audit (24)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	6,332.55	7,932.97	15,000.00	7,528.72	5.4%	7,915.94	0.2%
Total Revenues	6,332.55	7,932.97	15,000.00	7,528.72	5.4%	7,915.94	
Expenses							
Administration	-	16,500.00	16,500.00	14,750.00	11.9%	15,950.00	3.4%
Total Expenses	-	16,500.00	16,500.00	14,750.00	11.9%	15,950.00	
Total Fund Revenues	6,332.55	7,932.97	15,000.00	7,528.72	5.4%	7,915.94	
Total Fund Expenses	-	16,500.00	16,500.00	14,750.00	11.9%	15,950.00	
Surplus (Deficit)	6,332.55	(8,567.03)	(1,500.00)	(7,221.28)	18.6%	(8,034.06)	6.6%

Paving & Lighting (25)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	10,555.72	13,225.04	25,000.00	13,076.69	1.1% (1)	334.19	3857.3%
Total Revenues	10,555.72	13,225.04	25,000.00	13,076.69	1.1%	334.19	
Expenses							
Administration	-	-	73,522.00	-	#DIV/0!	-	#DIV/0!
Total Expenses	-	-	73,522.00	-	#DIV/0!	-	
Total Fund Revenues	10,555.72	13,225.04	25,000.00	13,076.69		334.19	
Total Fund Expenses	-	-	73,522.00	-		-	
Surplus (Deficit)	10,555.72	13,225.04	(48,522.00)	13,076.69		334.19	3857.3%

(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>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	2,196.25	2,786.44	5,319.00	417.60	567.3% (1)	162.71	1612.5%
Total Revenues	2,196.25	2,786.44	5,319.00	417.60	567.3%	162.71	
Expenses							
Administration	163.06	2,004.50	4,844.00	1,348.34	48.7%	264.82	656.9%
Total Expenses	163.06	2,004.50	4,844.00	1,348.34	48.7%	264.82	
Total Fund Revenues	2,196.25	2,786.44	5,319.00	417.60	567.3%	162.71	
Total Fund Expenses	163.06	2,004.50	4,844.00	1,348.34		264.82	
Surplus (Deficit)	2,033.19	781.94	475.00	(930.74)	-184.0%	(102.11)	-865.8%

(1) Levy increased for 2021.

IMRF (27)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	46,816.54	58,642.66	111,000.00	63,086.88	-7.0%	47,833.35	22.6%
Total Revenues	46,816.54	58,642.66	111,000.00	63,086.88	-7.0%	47,833.35	
Expenses							
Administration	38,850.69	50,676.81	111,000.00	60,274.20	-15.9%	44,886.28	12.9%
Total Expenses	38,850.69	50,676.81	111,000.00	60,274.20	-15.9%	44,886.28	
Total Fund Revenues	46,816.54	58,642.66	111,000.00	63,086.88	-7.0%	47,833.35	
Total Fund Expenses	38,850.69	50,676.81	111,000.00	60,274.20	-15.9%	44,886.28	
Surplus (Deficit)	7,965.85	7,965.85	-	2,812.68		2,947.07	170.3%

Social Security (28)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	42,373.74	53,077.58	100,000.00	53,029.16	0.1%	53,530.14	-0.8%
Total Revenues	42,373.74	53,077.58	100,000.00	53,029.16	0.1%	53,530.14	
Expenses							
Administration	30,103.26	46,031.19	105,224.00	46,366.19	-0.7%	47,585.11	-3.3%
Total Expenses	30,103.26	46,031.19	105,224.00	46,366.19	-0.7%	47,585.11	
Total Fund Revenues	42,373.74	53,077.58	100,000.00	53,029.16	0.1%	53,530.14	
Total Fund Expenses	30,103.26	46,031.19	105,224.00	46,366.19	-0.7%	47,585.11	
Surplus (Deficit)	12,270.48	7,046.39	(5,224.00)	6,662.97		5,945.03	18.5%

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Concessions (30)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Clubhouse Concessions	20,703.53	41,267.35	68,256.00	10,414.69	296.2%	20,832.57	98.1%
Beverage Cart	2,261.60	2,909.96	6,352.00	362.50	702.7%	3,050.85	-4.6%
Sports Complex Concessions	20,701.48	36,130.63	32,667.00	-	#DIV/0!	24,979.03	44.6%
Pool Concessions	-	-	10,549.00	-	#DIV/0!	3,198.55	-100.0%
Catering	882.54	6,859.60	18,007.00	1,550.51	342.4%	9,208.17	-25.5%
	<u>44,549.15</u>	<u>87,167.54</u>	<u>135,831.00</u>	<u>12,327.70</u>		<u>61,269.17</u>	<u>42.3%</u>
Total Revenues	44,549.15	87,167.54	135,831.00	12,327.70	607.1% (1)	61,269.17	42.3%
Expenses							
Clubhouse Concessions	10,698.70	41,637.67	88,703.00	23,390.40	78.0%	30,119.58	38.2%
Beverage Cart	1,438.29	1,788.55	5,381.00	41.92	4166.6%	1,322.26	35.3%
Sports Complex Concessions	10,564.14	19,367.24	31,665.00	1,414.36	1269.3%	13,918.59	39.1%
Pool Concessions	-	-	10,046.00	-	#DIV/0!	2,342.37	-100.0%
Catering	302.45	797.07	6,690.00	377.06	111.4%	2,918.43	-72.7%
	<u>23,003.58</u>	<u>63,590.53</u>	<u>142,485.00</u>	<u>25,223.74</u>		<u>50,621.23</u>	<u>25.6%</u>
Total Expenses	23,003.58	63,590.53	142,485.00	25,223.74	152.1% (1)	50,621.23	25.6%
Total Fund Revenues	44,549.15	87,167.54	135,831.00	12,327.70	607.1%	61,269.17	42.3%
Total Fund Expenses	23,003.58	63,590.53	142,485.00	25,223.74	152.1%	50,621.23	25.6%
Surplus (Deficit)	21,545.57	23,577.01	(6,654.00)	(12,896.04)	-282.8%	10,647.94	121.4%

(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
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Developer Contributions (32)

<u>Department</u>	<u>June 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	11,144.76	-100.0%	7,257.68	-100.0%
Total Revenues	-	0.92	15,000.00	11,144.76	-100.0%	7,257.68	
Expenses							
Administration	-	-	15,000.00	-	#DIV/0!	-	#DIV/0!
Total Expenses	-	-	15,000.00	-	#DIV/0!	-	
Total Fund Revenues	-	0.92	15,000.00	11,144.76	-100.0%	7,257.68	
Total Fund Expenses	-	-	15,000.00	-	#DIV/0!	-	
Surplus (Deficit)	-	0.92	-	11,144.76	-100.0%	7,257.68	-100.0%

Sycamore Park District
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Golf Course (50)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Golf Operations	80,819.61	304,403.21	425,553.00	162,681.82	87.1% (1)	193,862.00	57.0%
Golf Maintenance	6,619.49	9,206.41	22,039.00	9,357.10	-1.6%	9,023.09	2.0%
Total Revenues	87,439.10	313,609.62	447,592.00	172,038.92	82.3%	202,885.09	54.6%
Expenses							
Golf Operations	26,128.86	107,538.72	233,920.00	70,510.15	52.5% (2)	82,737.82	30.0%
Golf Maintenance	22,979.01	112,637.45	265,811.00	102,953.49	9.4%	117,879.15	-4.4%
Total Expenses	49,107.87	220,176.17	499,731.00	173,463.64	26.9%	200,616.97	9.7%
Total Fund Revenues	87,439.10	313,609.62	447,592.00	172,038.92	82.3%	202,885.09	54.6%
Total Fund Expenses	49,107.87	220,176.17	499,731.00	173,463.64	26.9%	200,616.97	9.7%
Surplus (Deficit)	38,331.23	93,433.45	(52,139.00)	(1,424.72)	-6658.0%	2,268.12	4019.4%

(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	59.38% / 244.83% / 196.26%
Golf Events & Misc	33.99% / 75.27% / 54.96%
Carts	59.37% / 271.88% / 212.81%
Season passes	133.41% / 137.03% / 131.90%
Pro shop sales	54.24% / 234.48% / 108.92%

(2) Wages and related expenses higher in 2021 compared to 2020 29.3% \$13,038 and 2019 18.6% \$9,006. New POS system in 2021 \$10,200. Higher credit card fees due to higher rate with POS and more transactions. COGS and sales tax expense greater due to increased sales.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2021

Aquatics (51)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Pool	8,046.90	9,310.62	71,654.00	44.68	20738.5%	43,963.60	-78.8%
Swim Lessons	417.00	1,687.00	22,811.00			18,841.24	-91.0%
Splashpad	6,211.00	6,371.00	22,804.00	-	#DIV/0!	4,995.50	27.5%
Total Revenues	14,674.90	17,368.62	117,269.00	44.68	38773.4% (1)	67,800.34	-74.4%
Expenses							
Pool	8,535.49	9,720.78	67,929.00	1,159.34	738.5%	15,915.49	-38.9%
Aquatics Maintenance	5,468.94	11,225.56	33,200.00	6,330.07	77.3%	16,976.26	-33.9%
Swim Lessons			11,734.00	-		1,292.01	-100.0%
Splashpad	-	55.93	349.00	-	#DIV/0!	2.00	2696.5%
Total Expenses	14,004.43	21,002.27	113,212.00	7,489.41	180.4%	34,185.76	-38.6%
Total Fund Revenues	14,674.90	17,368.62	117,269.00	44.68	38773.4%	67,800.34	-74.4%
Total Fund Expenses	14,004.43	21,002.27	113,212.00	7,489.41	180.4%	34,185.76	-38.6%
Surplus (Deficit)	670.47	(3,633.65)	4,057.00	(7,444.73)	-51.2%	33,614.58	-110.8%

(1) Due to COVID, pool was closed in 2020. Opened in 2021 with time slots. Once into Phase 5, opened completely and sold reduced passes. Minimal lessons.

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2021

Debt Service (60)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	<u>272,629.07</u>	<u>341,501.92</u>	<u>645,000.00</u>	<u>329,800.24</u>	3.5%	<u>325,789.13</u>	4.8%
Total Revenues	272,629.07	341,501.92	645,000.00	329,800.24	3.5%	325,789.13	
Expenses							
Administration	<u>-</u>	<u>4,845.00</u>	<u>640,178.00</u>	<u>6,015.00</u>	-19.5%	<u>7,140.00</u>	-32.1%
Total Expenses	-	4,845.00	640,178.00	6,015.00	-19.5%	7,140.00	
Total Fund Revenues	272,629.07	341,501.92	645,000.00	329,800.24	3.5%	325,789.13	
Total Fund Expenses	-	4,845.00	640,178.00	6,015.00	-19.5%	7,140.00	
Surplus (Deficit)	272,629.07	336,656.92	4,822.00	323,785.24	4.0%	318,649.13	5.7%

Capital Projects (70)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	<u>-</u>	<u>25.22</u>	<u>549,000.00</u>	<u>1,077.61</u>	-97.7%	<u>3,072.67</u>	-99.2%
Total Revenues	-	25.22	549,000.00	1,077.61	-97.7%	3,072.67	
Expenses							
Administration	<u>21,049.57</u>	<u>198,888.40</u>	<u>614,838.00</u>	<u>178,754.00</u>	11.3%	<u>293,751.27</u>	-32.3%
Total Expenses	21,049.57	198,888.40	614,838.00	178,754.00	11.3%	293,751.27	
Total Fund Revenues	-	25.22	549,000.00	1,077.61	-97.7%	3,072.67	
Total Fund Expenses	21,049.57	198,888.40	614,838.00	178,754.00	11.3%	293,751.27	
Surplus (Deficit)	(21,049.57)	(198,863.18)	(65,838.00)	(177,676.39)	11.9%	(290,678.60)	-31.6%

Sycamore Park District
Summarized Revenue & Expense Report
Period ended June 30, 2021

Action 2020 (71)

<u>Department</u>	<u>June Actual</u>	<u>YTD Actual</u>	<u>Annual Budget</u>	<u>2020 YTD Actual</u>		<u>2019 YTD Actual</u>	
Revenues							
Administration	28,953.72	29,079.29	249,002.00	18,103.10	60.6%	875.14	3222.8%
Total Revenues	28,953.72	29,079.29	249,002.00	18,103.10	60.6%	875.14	
Expenses							
Administration	30,296.99	347,910.63	1,620,350.00	577,969.90	-39.8%	88,121.99	294.8%
Total Expenses	30,296.99	347,910.63	1,620,350.00	577,969.90	-39.8%	88,121.99	
Total Fund Revenues	28,953.72	29,079.29	249,002.00	18,103.10	60.6%	875.14	
Total Fund Expenses	30,296.99	347,910.63	1,620,350.00	577,969.90	-39.8%	88,121.99	
Surplus (Deficit)	(1,343.27)	(318,831.34)	(1,371,348.00)	(559,866.80)	-43.1%	(87,246.85)	265.4%
Total Fund Revenues	1,759,413.02	2,633,199.83	5,752,699.00	2,269,449.78		2,438,607.24	
Total Fund Expenses	380,486.42	2,117,859.47	7,286,536.00	2,363,633.92		1,933,813.69	
Surplus (Deficit)	1,378,926.60	515,340.36	(1,533,837.00)	(94,184.14)		504,793.55	

Sycamore Park District
Fund Balances

	Audited 1/1/2021	Revenues	Expenses	Audited 6/30/2021	6/30/2021 Cash balance
10 Corporate	720,032.92	817,541.80	537,292.11	1,000,282.61	1,093,253.87
20 Recreation	460,026.80	725,451.56	597,832.36	587,646.00	608,108.75
21 Donations	166,593.13	17,953.61	-	184,546.74	184,546.74
22 Special Recreation	119,460.95	110,179.49	11,109.50	218,530.94	118,530.94
23 Insurance	43,018.31	37,655.55	-	80,673.86	80,673.86
24 Audit	13,423.50	7,932.97	16,500.00	4,856.47	4,856.47
25 Paving & Lighting	48,804.64	13,225.04	-	62,029.68	62,029.68
26 Park Police	690.47	2,786.44	2,004.50	1,472.41	1,552.70
27 IMRF	-	58,642.66	50,676.81	7,965.85	7,965.85
28 Social Security	5,224.09	53,077.58	46,031.19	12,270.48	12,270.48
30 Concessions	26,192.46	87,167.54	63,590.53	49,769.47	45,216.03
32 Developer Contributions	15,492.35	0.92	-	15,493.27	15,493.27
50 Golf	28,464.00	313,609.62	220,176.17	121,897.45	114,995.78
51 Aquatics	2,372.62	17,368.62	21,002.27	(1,261.03)	(854.99)
60 Debt Service	88,244.06	341,501.92	4,845.00	424,900.98	424,900.98
70 Capital Projects	421,544.39	25.22	198,888.40	222,681.21	231,542.64
71 Action 2020	1,905,295.24	28,953.72	30,296.99	1,903,951.97	1,983,376.51
	4,064,879.93	2,633,074.26	1,800,245.83	4,897,708.36	4,988,459.56

Summary of depository accounts as of **7/22/2021**

<u>Location</u>	<u>Balance</u>	<u>Interest</u>	<u>YTD Interest</u>
First Midwest Bank	1,916,890.53	0.04	220.88
Resource Bank	200,071.40	0.10	74.01
IPDLAF	2,744,253.12	varies	
DCCF - Action 2020	74,388.30		
Dekalb Co. Community Foundation	<u>23,261.03</u>		
	4,958,864.38		

To: Board of Commissioners

From: Theresa Tevsh, Superintendent of Recreation Services

Subject: Monthly Report

Date: July 21, 2021

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

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Attended the Park District Board meeting and staff management meetings.
- Assisted with showing the Museum to potential buyers.
- Assisted with scheduling the filming crew at the Dog Park.
- Met with High School Athletic Director Carrick to go over the intergovernmental agreement. Requested use of tennis courts for upcoming tennis lessons while our court is being resurfaced.
- Along with Recreation Supervisor Rex, coordinated the Chamber After Hours visit and show cased the new Riverside Room and Clubhouse deck. We had approximately 20 businesspeople attend.
- Met with the Library adult coordinator to brainstorm shared Fall programs for adults.
- Met with staff to discuss budget planning for upcoming 100th anniversary events/marketing.
- 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.
- Recreation Team completed the Fall Brochure line-up of programs and events and went to printer on July 16.
- The Recreation staff and intern have been present with the Thursday night concerts in the Park July 1, 8,15,22,29. This year we partnered with the library to share the stage on July 1 and 29. The Summer Concert Series has seen great attendance. Over 400 people attended the first concert on July 1. July 8: Over 300, July 15, was a rainy day and roughly 200 attended with the performance being canceled ½ way through due to a rainstorm. Sponsorships include \$3,800 in donations and \$2,700 in-kind.
- Conducted facility tours on July 25th as part of the NRPA July Parks and Recreation Open House from noon-2pm. The Recreation team has provided free activities this month to promote the NRPA July Parks & Recreation Month.
- Attended Camp maple Leaf talent show and lunch on July 23.
- Attended the Senior Summer Picnic at the community center on July 26th, hosted by Family Service Agency.
- Will attend the LatinX Safe Zone Conversation training with staff.
- Recreation Supervisor Sarah Rex worked with a local drone pilot and photographer to get images of the golf course for use in promotional material and to display in the Clubhouse.
- Recreation Supervisor Rex secured \$300 sponsorship for Fall Youth Basketball League, \$250 for Pumpkin Rol'Down, \$250 for Cookies with Santa (in addition to \$500 from Northwestern Medicine Grant) and Raining Cane's donated giveaways/prizes for November Hoop Shoot.
- Recreation Supervisor Rex will begin the process of updated all park pages on the district's online interactive map. This will include taking new images where needed and adding Riverside Sports Complex to the map.

- Session 2 Summer programs have begun with outstanding attendance numbers:
 - June session All-Star Sport classes 99 participants.
 - All-Star Sport classes will start at the end of the July with 74 participants and registration is still open.
 - Youth Tennis classes 32 participants.
 - Challenger Soccer camp ran with a total of 40 participants, well exceeded 2019 numbers. Did not run in summer 2020.
 - Fun time play group 10 participants.
 - Sport Zone camp (New) ran with a total of 18 participants.
 - Art camps 44 participants, well exceeding the past two summer's numbers.
 - STEM Electrifyit class 10 participants.
 - Little tumblers 8 participants.
 - Horseback riding 102 (New) 7 participants.
 - Intro to Dance 10 participants.
 - Mommy & Me painting 12 participants.
 - High School Sand Volleyball League is running with 5 teams and will conclude with a tournament at the end of the month.
 - Ballet/tap 4 participants.
 - Lil Campers camp (New) 15+ registration still open.
 - Karate classes 30 participants.
- Recreation Specialist Genz hired a new Tumbling/cheer instructor due to our current instructor heading off to college. Still looking to hire a new tennis instructor for the Fall.
- Recreation Specialist Genz attended Leadership Academy. Visited the DeKalb County farm bureau, Pay it forward house and the Dekalb county history center.
- Vending sales for June \$152.50 in product.
- Full weekend of rentals in middle of July, every space was full. MPR, A, B and C plus Splash Pad rental, Riverview, and Clubhouse.
- Storm Dayz tournament went well despite 1 day of rain. Concessions made over \$11,000 in sales. Met with storm Dayz organizers for wrap up meeting. 72 teams participating. Park district will get \$6400 for Tournament.
- Baseball concessions continue to run well.
- Recreation Specialist Dobberstein completed five golf outings in July. Food and beverage sales averaged \$1500 for each outing.
- Recreation Specialist Dobberstein worked the new, Kane County Corn Growers Association Golf Outing. It ran excellent. Catered dinner for this event. Hoping for them to return next year.
- As of July 20, 2021, we have 224 Active Pathway Fitness 24/7 Memberships, 228 Active Pathway Fitness Passes, 36 Active Track 24/7 Memberships, 123 Active Track Passes and 227 Active Open Gym Passes.
- Sycamore Fire Department came to the pool for a water rescue training together with the lifeguards.
- July Promotional sale for “**Phase 5- Fit in 5**” 5- month special was held for two days only to purchase a Pathway Fitness Membership/Pass. We sold a total of 45 memberships/passes.
- We started selling a “**Splash Pass** “ that people can use at both the Community Pool and Splash Fountain. We have sold a total of 84 passes. Profit of \$2,881.
- Aquatic Facilities attendance: See report. Pool opened on Monday, June 7th, and has been closed 5 days due to weather and had to close early due to zero or low patrons 9 days.
- Facility Supervisor Metcalf conducted one-on-one staff meetings with all the service desk staff to check in on how things are going with operations, teamwork, leadership, work culture.
- Fitness equipment that was on the track, or in storage, has been moved back to Pathway Fitness. Thanks to the assistance (and muscles) from the Parks staff.

- Facility Supervisor Metcalf met with Jackie, from PDRMA, to go over updated pool policies and procedures.
- Facility Supervisor Metcalf continues to find donations for the Member Retention Program for each month.
- Facility Supervisor Metcalf continued to work in RecTrac to update programs as new things get added and changed. CMJ planned update caused access control to crash for two days, knocking out credit card use and 24/7 access to the building. For customer service, staff stayed late and opened at 4am to cater to the 24/7 members.

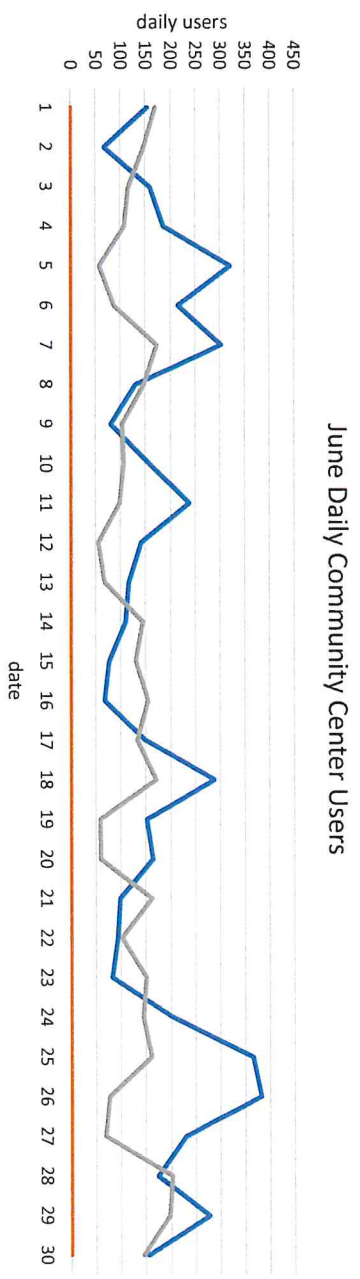
Administrative Initiatives (8/1/21-8/30/21)

Theresa Tevsh, Superintendent of Recreation Services and Recreation Staff

- Will assist, along with the Parks and Recreation staff, the last Thursday night concert in the park, August 5th. Location may be moved to ballfields from Good Tymes shelter pending the construction of the new ballfields. We are planning for a large crowd, so will bring in extra staff and police for airport road assistance.
- Will attend all Board and management team meetings.
- Will attend the Kiwanis Club meeting/dinner to discuss upcoming Pumpkin Rol'Down event for October.
- Sycamore Library, along with the Park District will host the Alzheimer's Association Care Giver Group meeting on August 4th at 6pm.
- Will assist with the last Summer Movie in the Park on August 6th. The Sycamore Library will lead a movie vs book discussion.
- Will meet with Sycamore Library and Forest Preserve to discuss adding a "storybook trail" to the Great Western Trail.
- Will attend the KSRA Board and Foundation meeting August 10th. A KSRA Board Retreat, will be held on August 9th to start the new strategic planning for the SRA. Blue Pontoon Consultants have been hired to conduct the retreat and surveys for KSRA.
- Recreation Supervisor Rex and Recreation Specialist Genz will attend the School District and Sycamore Education Foundation's Back2School event August 11.
- Recreation Supervisor Rex will begin researching projects and collecting quotes for 100th year anniversary items that need to be initiated in 2022.
- Recreation Supervisor Rex will submit the district's application to Northwestern Medicines Community Grant program. This is a \$5,500 donation that supports programs and initiatives that align with Northwestern Medicine's Community Health Needs Assessment.
- Recreation Supervisor Rex will submit a nomination for the Sycamore Park District and DeKalb County Forest Preserve District to the Illinois Association of Park District's Best of the Best Award for Intergovernmental Cooperation Award.
- Recreation Supervisor Rex will send out the quarterly program evaluation to all households that participated in Summer 2021 programming early August.
- Recreation Specialist Genz will attend Sycamore Leadership Academy.
- Recreation Specialist Dobberstein will start to prepare for Junk in the Trunk event for September at the new soccer complex.
- The Community Pool will close for the season on Tuesday, August 17.
- There will be an all-Service Desk Training to go over the Fall brochure, review programs, and introduce newly hired staff. The Fall registration for programs starts on August 9.

	Building Hours	After Hours	Spalshpad Daily Fee	Splash Pad Aquatic Pass	Open Gym	Total Users	Other Comments
May							
29	32	15	13		13	73	Spalsh Fountain Opens
30	17	12	19	NO	19	67	
31	13	4	0	PASSES	0	17	Memorial Day
June							
1	70	14	43		43	170	
2	68	13	33		33	147	
3	59	10	25		23	117	
4	45	13	28		22	108	
5	25	13	10		10	58	
6	23	12	26		26	87	
7	77	14	41		41	173	
8	83	16	24		24	147	
9	81	11	6		6	104	
10	79	10	8		18	115	
11	68	3	1		27	99	
12	28	18	9		1	56	
13	22	23	10		13	68	
14	83	15	19		27	144	
15	65	11	32		22	130	
16	72	9	60		14	155	
17	65	9	36		23	133	
18	71	10	61		29	171	
19	20	8	31		0	59	
20	10	16	19		15	60	
21	85	13	32		32	162	
22	69	9	13		11	102	
23	80	9	31		31	151	
24	57	11	41		35	144	
25	66	8	53	4	34	165	Aquatic Pass Sales start
26	29	15	19	1	14	78	
27	20	19	15	0	15	69	
28	94	12	51	0	45	202	
29	87	11	53	0	46	197	
30	88	11	29	0	17	145	

	2018	2019	2020	2021
June th				
1	178	154	0	170
2	56	68	0	147
3	56	159	0	117
4	136	186	0	108
5	151	321	0	58
6	110	215	0	87
7	211	303	0	173
8	88	130	0	147
9	91	81	0	104
10	65	158	0	107
11	110	238	0	99
12	107	141	0	56
13	183	117	0	68
14	154	110	0	144
15	175	77	0	130
16	238	68	0	155
17	120	150	0	133
18	256	288	0	171
19	126	152	0	59
20	104	164	0	60
21	105	99	0	162
22	100	94	0	102
23	98	83	0	151
24	122	203	0	144
25	140	365	0	161
26	82	382	0	77
27	156	230	0	69
28	248	174	0	202
29	253	278	0	197
30	160	155	0	145
TOTALS	4,179	5,343	0	3,703



From: Kirk T. Lundbeck

Subject: Monthly Report

Date: July 27, 2021

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

- Attended all administrative team meetings as scheduled.
- Held the following large events last month:
 - July 9 - Genoa Area Chamber of Commerce
 - July 13 and 14 – Alvin Wildenradt Junior Championship
 - July 15 – Kane County Corn Growers
- Attended Latin Safe Zone Conversation.
- Hold series 2 of SAY-Golf, July 13th, 15th, 20th and 22nd.
 - A total of 81 registrants for this year’s junior program. Many positive comments from parents and the kids had a great time.
- Continued to work with Teesnap marketing to promote events, merchandise, lessons and the Caddyshack.
- Continued once a month free “10-minute tune ups” at Sycamore Family Sport Center.
- Leagues competed each week. 18-hole ladies league continues to grow, up to 17 participants.
- We have moved away from Ezlinks and no longer bound under contract I began 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. So far these have been selling every week.
- The golf operation donated 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.

- Met with Dan Wheeler, Sycamore High School Golf Coach, to begin locking down the high school matches and practices for the 2021 season.
- Continued to help concessions and beverage cart staff with training and monitoring beverage cart route on the golf course.
- Still developing an Adult Group Lesson promotion for the fall to include a corporate lunch lesson program and an after work swing tune up.

Golf Operation Revenue information through 7/18/2021

Rounds	Days Open	Season Passes	Daily Fees	Carts	Pro Shop	Lessons/Fees	Total
14628	119	\$109,410.00	\$118,487.94	\$88,449.34	\$24,420.85	\$15,934.00	\$357,264.99

2021 Golf Operations Budget

Rounds	Days Open	Season Passes	Daily Fees	Carts	Pro Shop	Lessons/Fees	Total
32000	240	\$81,150.00	\$144,520.00	\$112,800.00	\$43,740.00	\$26,400.00	\$408,610.00

Percent to Budget

45.71%	49.58%	134.82%	81.99%	78.41%	55.83%	60.36%	87.43%
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Administrative Initiatives (8/1/21 – 8/31/21)

- Attend all administrative team meetings as scheduled.
- Large events scheduled for this month:

August 6 - Fraternal Order of Police
 August 7 – Sycamore Elks
 August 13 – Goodfellows
 August 14 – PJ’s Courthouse
 August 16 – Sycamore Frosh/Soph Invite
 August 20 – Opportunity House

August 21/22 – Annual Club Championship

August 28/29 – Annual Club Championship Final Rounds

- Continue to try to supplement part-time staff as current staff leaves for school with job advertisements and social media posts.
- Continue to work with Teesnap marketing to promote golf events and the Caddyshack Grill.
- Start special promotional announcements about fall golf and merchandise sales through Teesnap.
- League play continues through August.
 - Mondays – Kiwanis and Mobile Match Play
 - Tuesdays – PJ's Courthouse
 - Wednesdays – Ladies Nine Holers and Razniewski Men's League
 - Thursdays – 18 Hole Ladies, Genoa League and Bogeys and Beer
- Sycamore High School Golf team tryouts begin the week of August 9th. Matches to begin the following week.
- Begin to promote the 6X6X6 Tournament in September and the Pumpkin Scramble in October.
- Begin to work with Jeff and Jonelle, as well as ERA on Bridge #1 bid documentation for that bridge's replacement in 2022.

To: Board of Commissioners
From: Jeff Donahoe
Subject: Monthly Report
Date: July 27, 2021

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

Golf

- After a long drought, we received 4.5" of rain here the last week of June which brought the river to its edge. July has not provided much rain, but the cool temperatures last week were a nice break. Currently, warm, and dry is the forecast into August.
- The turf is doing well considering we are at the third week of July. We continue to irrigate as needed and the June fertilizer applications have greened the main areas. We had some dollar spot fungus appear on the fairways. Even though we spray regularly for this disease, the rains with high humidity and temperatures at the beginning of the month can break thru the applications. These areas will grow out of the spotty look with time.
- 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 and tree pruning.
- We had the two large dead oak trees removed from 6 men's tee last week along with the broken arborvitae shrub at their base. We will plant new material this fall during planting season in that area.
- Staff continues to work well around the constant play at the course. We do our best to complete all needed mowing and work around golf play without disrupting the customers too much. Kudos to the golf staff for figuring out how to accomplish course maintenance without upsetting most golfers

Sports

- The spring seasons have been completed for soccer, softball, and baseball. All-star team practices and tryouts continue for baseball and softball. I am now working with all groups for fall planning and field needs. Practices start the week of August 9th with games starting a couple week later.
- Storm Dayz went very well even though we had rain on two of the days to contend with. 72 teams played on 10 fields for the three days and many compliments came our way from teams visiting from as far as Wisconsin and Kentucky. Thanks to our staff and the concessions staff for all the hours and work to help the Storm group, and us, to be successful.

- William Charles will start the new ball field construction at the end of this month and the beginning of August. I have worked closely with AYSO soccer to find the correct amount of field space for their needs this fall even after the work begins.
- The new soccer complex continues to mature and is getting better. Thickening of the turf will continue this fall with additional fertilizing and seeding as needed. Still on target for first use in April.
- Staff continues to prep fields as needed daily, mowing and trimming, measuring out soccer fields, paint lining all fields, tree, and shrub pruning, and weed control.
- The pool continues to run well. We check the mechanics daily and to date have not had major issues with the mechanical systems. We are already down to our last 30 days of use as August 17th will be the last day the pool is open to the public.
- The splash pad continues to operate, and we check it daily for chemical balance, operation, filter cleaning, and any operation issues which have been minor to date.
- The tennis courts are being resurfaced this week. They put down layers of leveling material to eliminate the bird bath areas that were holding water and will start applying the surface coats this week.

Parks

- I attended staff and Board meetings.
- I continue to check the museum and answer any potential buyer's questions on the building. Attended a walk through with City of Sycamore buildings and fire staff.
- We continue to mow, trim, fix playground equipment, prep for consistent shelter rentals, put up/take down the stage weekly for concerts, trim/remove trees, spray weeds and manage natural areas, and remove garbage from parks.
- The new trail has now been paved and is in use from the Sycamore Forest Preserve to Page and Pleasant Streets. The paving was completed on July 9th. The landscaping and some fencing still must be added, and the contractors will close the trail to traffic if needed at those times. I have already heard a lot of positive feedback from the community about this trail and they have been impressed with the quality of the trail and the bridges.
- The future park area at Parkside Drive in Reston Ponds has been graded and seeded by the developer. We have already started to mow this area as the turf fills in and it looks good considering the inconsistent amount of rain this year.
- I ordered the new playground equipment from Little Tykes for Founders Park. We attended the bid opening for the installation and construction, and it looks like a fall installation is still the plan.

Administrative Initiatives (8/1/21-8/31/21)

- Attend all staff, Board, and planning meetings.
- Attend trail construction meetings and site visits with engineers, and contractors as the project wraps up.
- Work with engineers and contractor on planning of new ball fields as construction begins.
- Continue to run pool and splash pad. Close the pool and drain. Will work on list of needed equipment upgrades on equipment for next season.
- Work with Upland design on plans for Founders Park playground and Reston Ponds.
- 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. Keep up with watering and the heat of summer stress period.
- Repair Park areas, replace surfacing at Old Mill playground later this summer.
- Work consistently with sport field user groups as fall sports begin in all areas.
- Work with staff to set up/take down August 6th movie equipment for movie in the park.
- Work to keep up with all properties and needed repairs, general maintenance, inspections.
- Work on fall staffing to replace those returning to school/teaching.

To: Board of Commissioners
 From: Jonelle Bailey
 Subject: Monthly Report
 Date: July 27, 2021

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
- Continue get to know community members and local businesses.
 - Attending Summer Concert Series on Thursdays – working at the concession
- Present MOU with School District
- Bi-weekly meeting with the Superintendents
- Continue to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Met with Dan at the Dekalb Co. Foundation to discuss creation of a foundation board and endowment accounts.
- Met with Superintendent Donahoe, Mark Busnell w/ the City and community members regarding the Black Partridge waterways
- Training:
 - DEI training dates confirmed for Safe Zone Conversations:
 - Latin/Latina/LatinX: July 30 1 – 4pm CST
- 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.
 - Grant for outdoor fitness area.
 - 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
- 100th Anniversary Celebration Review and budget preparation
- Lightshow planning meeting
- 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 installation/Bid/review
 - Memorial Park Development timeline
- MMNH building.
 - Coordinate sale of the property with Adam Katz
 - Safety Walkthrough with the City regarding the condition of the building
- 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
 - Submit paperwork for 501(3)© status
- Strategic Plan – working on segments to finalize by November

Administrative Initiatives (8/1 – 8/31/2021)

- 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
- Continue get to know community members and local businesses.
- Bi-weekly meeting with the Superintendents
- Continue to monitor COVID-19 State and Federal compliance plans and modification of guidelines.
- Training:
 - Continuing Education Benefits for all staff
- Review Marketing needs and timelines with Sarah Rex.
 - Review Grants ITEP, IDOT and OSLAD
 - Deadline dates and next steps for all these areas
 - 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 timeline and public meeting
 - Founders Park Design timeline and installation update
 - Memorial Park Development timeline and construction update
- MMNH building.
 - Sale of the property - update
- 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
 - Update on status
- Strategic Plan – working on segments to finalize by November

Thank you for making our last day of all summer camp AWESOME!!

Thank You

Thank you AKSH

- Joanna

Thank you for letting us go - Jose ximcha

Thank You - Jocelyn

Thank you - Chanhee

Thank You

Thank You Aahol

Thank you Carlos Cruz

Thank You Yahit

Thank you :) - Genesis M.

Thank you theyia

Thank you Grace

Best Camp Field Trip EVER Nancy Copp

thank you - in June 24, 2001

Catalina

THANK YOU!!

- Jessica

Alicia

Thank you

Britany

Lidia

You made such a difference, and it is so deeply appreciated.

Sycamore School Dist 427

E.L.L. Camp

ISAAC C. Yeshua

So much fun! Mrs. M.

From: Adam Bezinovich <abezinovich@syc427.org>
Sent: Tuesday, July 20, 2021 12:46 PM
To: Theresa Tevsh <theresat@sycamoreparkdistrict.com>
Subject: Re: Sledding Hill

Good Afternoon,

I wanted to thank you for giving the Sycamore Girls Cross Country team the opportunity to use the sledding hill in the mornings this summer. The team believes that running in the grass and on the hill has helped them improve as runners. We appreciate having such a great facility that we can use in Sycamore.

Thank You,
Adam Bezinovich
Head Coach Sycamore High School Girls XC

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From: Amy Oster <amy@occreates.com>
Sent: Friday, July 16, 2021 4:18 PM
To: Theresa Tevsh <theresat@sycamoreparkdistrict.com>
Subject: Re: Sycamore Park District- Use of Brian Bemis Family Dog Park week of July 12th

Theresa,

Just wanted to say thank you again for letting us use your dog park, it was the perfect location for us!

Amy Oster
Account Director & Vice President
She/Her

OC Creative | We bring the *creativity*.

 **OC Creative**
creative July 16 at 1:50 PM · 🌐

...

Pet food shoot today! Thanks to the [Sycamore Park District](#) for letting us use their dog park for the morning!



 11

1 Share



Reston Park – Sycamore Park District Preliminary 2021-22 IDNR OSLAD Grant Application Schedule

Updated: July 13, 2021

Completion Date	Description
Now	Confirm that prequalification is up-to-date (GATA, SAM.gov, CAGE) and start +/- 45 day process if not in system or update as necessary
June 2021	Public Survey #1 – Initial Input: Focus on park elements and amenities
Week of July 19 th	Provide documents to Upland (see above)
July 15 th	Grant Application Forms Available from IDNR
Week of July 19 th	Letters of Support: Distribute example text to local legislators
July 27 th	Board Meeting: Review project timeline
TBD July 28 th 10am	Review Master Plan, Cost Estimate and Component Options: Have a Zoom Meeting with Park District Staff to Review
Week of August 2 nd	Finalize Grant Items and Costs with Park Staff Discussion
TBD August 3 rd 6-7pm	2 nd Community Meeting: Present Master Plan & Options
Week of August 16 th	Draft Application Packet to Park District Staff for internal review
August 15 th	Letters of Support received
August 20 th	Park District Staff return review comments to Upland
August 24 th	Board Meeting: Pass “Resolution of Authorization” and Approve Master Plan
August 25 th	Park District Staff return Original Signed Documents
August 25 th	Finalize Grant Application
August 27 th	Send application package to Springfield w/ delivery receipt requested
August 31 st	Back-up Delivery Plan: Drive original to Springfield if UPS loses shipment
September 1 st	Grant Submittal Deadline: 5PM received in Springfield at IDNR offices
Sept / Oct / Nov 2021	Park District Staff available to IDNR Staff for questions and site tour
Nov 2021-Jan 2022	Tentative: Park District Staff representatives present project to grant committee in Springfield



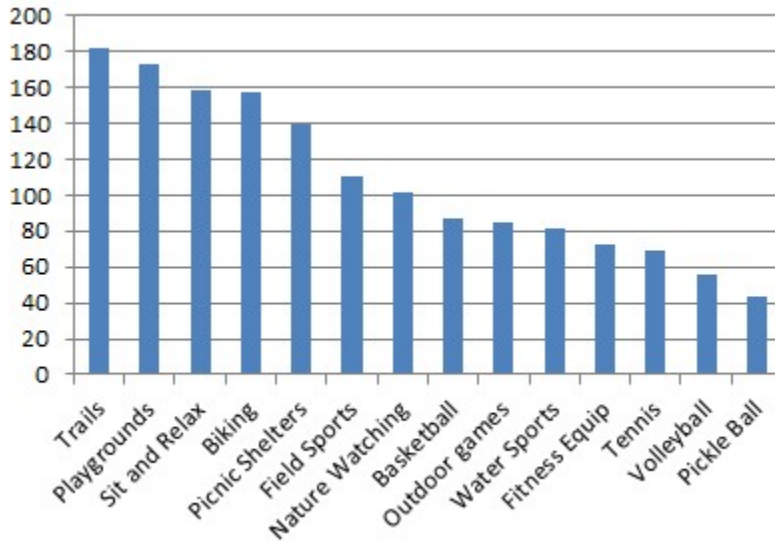
Date: June 30, 2021

To: Jonelle Bailey and Jeff Donahue-Sycamore Park District

RE: Michelle Kelly and Maria Blood, Upland Design, Ltd.

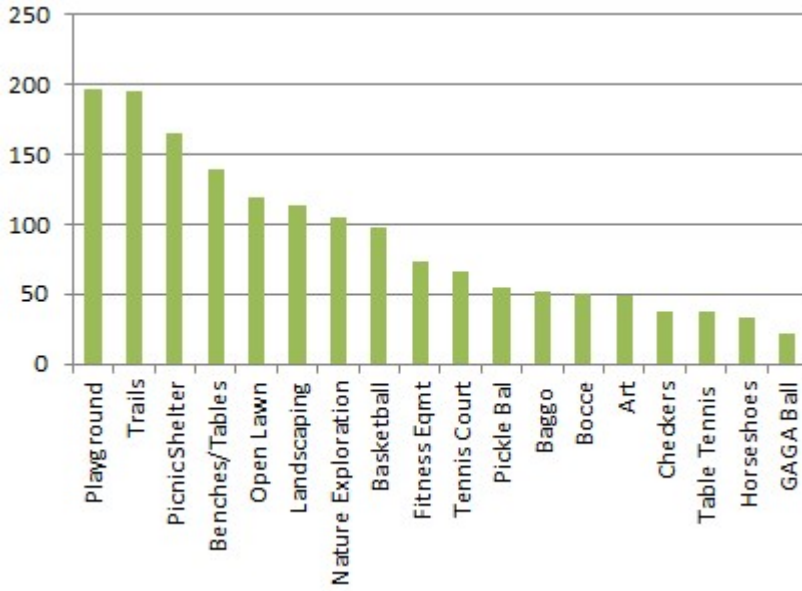
The Sycamore Park District made an online survey available to the public for comment on Reston Park. The survey was open from May 12, through June 25, 2021. The survey responses totaled 256. A summary of the results is below.

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



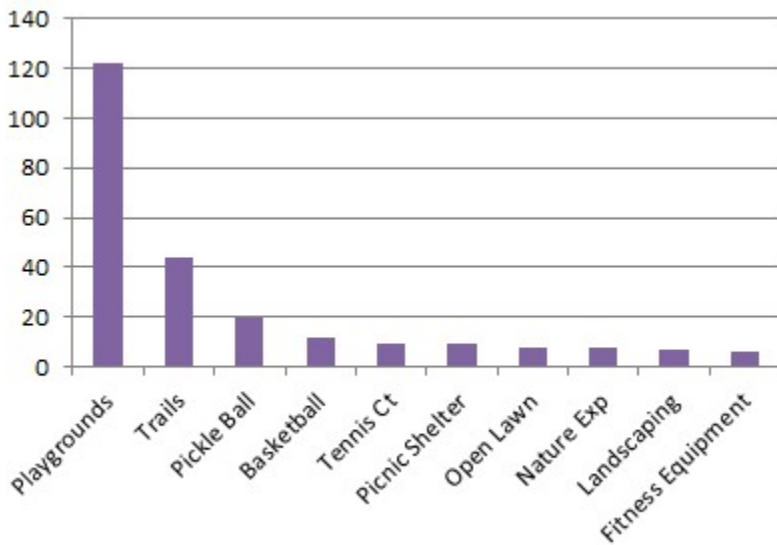
Additional activities mentioned; golf, volleyball, walking running, skateboarding, sand play.

#2.What activities and amenities would you like to see at Reston Park?



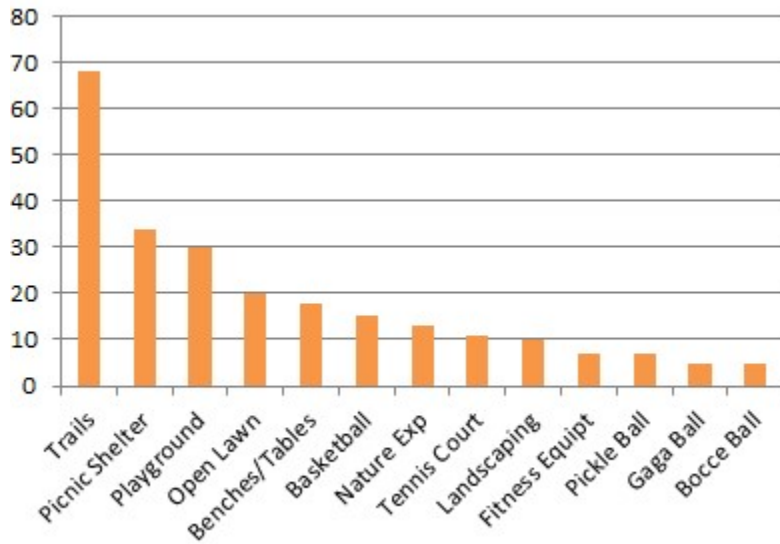
Additional items mentioned; sand volleyball courts, skate park, dog park, pool and ice rink.

#3.What item is your top priority?



Additional items mentioned; sand volleyball courts, skate park, pool and soccer fields.

#4. What item is your 2nd priority?



Additional items mentioned; baseball field, sand volleyball courts and pool.

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

Multi Use space for all ages

- I have lived here for three years now and we have a lot of children in our neighborhood. It would be nice to have a place where they can go and play and burn some energy. We have some bike paths in our area and it would also be nice to connect our bike paths to some of the others in Sycamore to further our biking capabilities. Thank you for considering this for our children and God bless you!!
- Lots of families and older adults live here..something for everyone would be nice!
- I would like it to be for the whole community to use not just little children. We have many play parks already in Sycamore so it would be very nice to have an all age group place to go to.
- Lots of families with wide ranges of kids. Should have something for everyone. Trails, playground and shelter
- Something nice everyone can enjoy.
- We love Wetzel Park's amenities. That would be a fabulous layout for the park with something for all ages. Thank you !
- There are a lot of kids in the neighborhood so I would like many different kid friendly activities to do
- It's a large area. It would be nice to have a playground area, an open field for a soccer net/baseball field and some park benches.
- There are a lot of young and older families in this neighborhood. Having multiple different options for the families would be wonderful. This is a bigger plan idea but it would be amazing if there was a bike path that connected to the Parkside neighborhood path and then would connect to the new soccer fields.

Multi Use space for all ages (continued)

- Geared towards families and children. Play equipment, electrical access, trails, water/sprinkler for the kids.
- As a young family near by we and many other young families like us are always looking for a good playground for our kids with lots of different age options and most importantly a large park. Many of the parks can get a bit crowded. A second sand volleyball court apart from the one by the golf course would be great also for all of the summer groups who are looking to use it.
- As a young family we and many other young families near us are always looking for a large playground with many options for all different ages. There are so many families with young kids in this neighborhood, a family friendly park/playground would be such a great help to parents. We are also always looking for another sand volleyball court since the one by the golf course is in high demand in the summers many evenings.

Pickle Ball

- Would love to see pickleball
- Thanks for the survey. Pickleball can be played by an entire family & all levels & great exercise. It is the fastest growing sport in the USA.

Playground

- We would love to have a playground sooner rather than later.
- We need a playground without a doubt. A splash pad would be nice and a shelter would be as well.
- Excited to have a neighborhood playground and see great native plant practices from Parkside carried over to this site!!
- Please don't put playground in back corner, grandparents prefer closer to sidewalk.
- Be nice to have a place to take smaller children while the older kids are in school.
- So excited for a playground in the neighborhood
- A playground with shade!!
- This area desperately needs a playground for all of the children!
- It seems like the perfect location for a playground! So many families live in Reston ponds and Krpan! Would love to see it happen!
- Happy it's going to be so close! We have so many kids in the neighborhoods. Our kids are excited!
- A playground would make a huge difference in this neighborhood that does not have convenient access to the park space that other developments do.
- A play ground and something for shade!!!
- Seems like a great place for a child focused park and great connection to already existing bike paths.
- Non woodchip park would be great. Please make sure there's shade

Thank you

- We are so excited for this new park!
- Thank you for all your hard work in making this playground come to fruition!
- Thank you!
- Excited to see it happening! Thank you!
- Thank you for considering this! Possibly connect to the path that ends behind the development.
- Thank you for moving forward with this! I believe a park will really benefit all.

Traffic

- Keep it quiet, please. Keep active areas as far from established homes on Bailey as possible.
- Without designated parking it would be a mess for those of us who live near the park if it hosts organized sporting events
- I love right across the street from this area. I am concerned about parking, traffic, and how this might draw bad behavior.

Trail

- Can we please get the bike path from Reston Ponds connected through this park and over to the path by Krpan's pond?
- Would be great to ensure current neighborhood bike paths connect through the park.
- Connect the path behind Brower. To the Parkside path and this new address
- It would be great to connect all of the paths through the development together. Having a binding lane separate from a walking/running lane would be great!
- Please connect the main park (golf course) to Parkside preserve to Reston Park with trails so that the neighborhoods are connected by trails to each park
- It sure would be nice to have a safe direct extension of the paths from Reston Ponds to the main park complex and then to the new soccer complex.
- It would be great to have a bike trail that connects to Sycamore Park
- Would like to see the bike path off of Parkside Dr. continued into the new Reston Park
- I'd love to see some of the paths in the area get connected together for walking and biking.
- This park is going to be within biking distance of so many families that it would be nice if there was a dedicated bike lane, or at least sidewalk access.
- Connect the trail at Becker to park and city wide trail system
- It would be wonderful to connect trails from Parkside Estates to Reston Ponds
- The trail in Reston/Korans around the retention ponds should be made to link up with the kiddie baseball fields in Sycamore Park.
- Connect walking trail to existing trails
- I would love to see the walking/bike path that ends on Brower connect to the path that runs parallel to the pond south of Sandberg Drive.
- Connect to Parkside Preserve trail
- My house is next to it - I would love to see a trail and trees, with a few benches. I would help plant trees.
- A walking/running path would be a fantastic addition to add so it can connect to the path in Krpan.
- Please consider connecting the existing paths in Reston Ponds to get to this area. This would provide a safe route for our children to enjoy this space.

Miscellaneous

- Rubber ground on playground
- We have been waiting for a park for so long, any idea of timeline
- Awesome neighbors
- I would love to see something we don't have in Sycamore already. A fully accessible playground with sensory garden or all natural play space (like Bison's Bluff in Schaumburg)
- Please help turn the promised park into a reality.

Miscellaneous (continued)

- These improvements are going to make a lot more want to move to the community.
- We love Reston ponds and our neighbors.
- The need to refuse/recycle pick up to keep it clean
- A place like Bison Bluff in Schaumburg would be great!
- Just make it well lighted and simple to use.
- 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.
- The residents of Reston Ponds have waited over a decade for a park. It seems we are finally close. I hope the park that is installed will be worth the wait.
- a fountain
- No bathrooms or shelters. These things only invite trouble and loiters
- No bathrooms
- How soon will it be ready once the choices are made?
- I am a concerned about shoddy halfhearted effort to properly finish grading the area before planting grass. Unless that was a part of the plan to reduce erosion before park amenities were built, it is going to take many years to get that space useable for kids because it was not properly finished prior to planting seed. I am also a bit concerned about parking. Becker and park side get a lot of traffic.
- Nice restrooms
- A nature area similar to the one by North School would be amazing!
- Looking forward to it!
- I believe that it is not a place for group sports. We have those already let them be used. This should be something new to everyone in this community and simple and beautified. Maybe some water play for the kids in the summer. Playground and shelter with landscaping and biking trails. Somewhere dogs can go for walks on leash. It is in my neighborhood and should be kept safe and usable for children and adults alike. No common things or sports that our parks already have. Something diverse that we can be proud of. Pickle ball is a newer thing for us as is bocce ball. Trails that are beautifully kept, places for biking and animals on leash. Playground is a must for any park though. We have lots of children out here. A place that can remain safe for children to be but not just all about the children. Of sports. It should be something that all people can enjoy; sporting play is for other places it already exists. This should be a little more unique than that. Games yes, playground yes, gazebo yes,
- A place to gather and watch movies. Movies in the park.
- I hope the park comes quickly! The kids are going to love it!
- Please hurry!!! It's been a LONG time coming!
- Reston Park is the bestest
- A 3 -6 hole Frisbee golf course would be awesome!
- Cannot wait to see the beauty that aids to the neighborhood as we drive by each day!
- Keep nature in nature. We have already displaced the natural habitat of coyotes and foxes. Keep nature a large part of the design.
- An open area for kids to run and play and never need to be shut down
- A recreational pool

**Board of Commissioners****Date of Board Meeting: July 27, 2021****STAFF RECOMMENDATION****AGENDA ITEM:**

Founders Park Playground Renovation

BACKGROUND INFORMATION:

As part of our Sustaining the Legacy Plans we have reviewed which parks need updated equipment. Founders Park is on the list for 2021. Upland Design was hired to organize and design the project. A bid was sent looking for agencies to install the playground and the surrounding framework (sidewalks, drainage etc.). Bids were opened on July 13, at the Legacy Campus Community Center at 1pm. There were five (5) companies that submitted bid proposals.

FISCAL IMPACT:

STAFF RECOMMENDATION: Staff recommend that the company that meets all or the majority of needs for the project; while remaining fiscally responsible to the district be chosen.

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
Sycamore Park District

Bid Opening: July 13th 2021 at 1:00 PM Central Time



Upland Design Ltd
 www.uplandDesign.com

Sheet No. 1 of 1

#	Contractor	Security /Bid Bond	Addendum # 1	Base Bid Amount
1	GLI Services DBA Georges Landscaping	X	X	\$80,750.00
2	D & J Landscape	X	X	\$81,782.55
3	Innovation Landscape Inc.	X	X	\$95,949.10
4	Hacienda Landscaping	X	X	\$116,799.50
5	Gehrke Construction	X	X	\$131,325
6				
7				
8				
9				
1				

Witness: *Jonella Saiken*
 Witness: *Jeff Dornier*

Title: *Executive Director*
 Title: *Supt. of Parks*

**Board of Commissioners****Date of Board Meeting: July 27, 2021****STAFF RECOMMENDATION****AGENDA ITEM:**

Midwest Museum of Natural History
425 W. State Street, Sycamore IL 60178

BACKGROUND INFORMATION:

The MMNH purpose was to foster an appreciation of the stewardship of the natural environment and a better understanding of the cultural and aesthetic welfare of all the people. Unfortunately, the museum closed its doors and terminated its lease with the Sycamore Park District on February 22, 2020. The building was placed for sale with RVG Commercial Real Estate. As of July 22, we received 5 offers, two were outside of the agreement with RVG.

FISCAL IMPACT: Potential gain of \$80,000 +/- with sale of the building

STAFF RECOMMENDATION: Staff recommend that the offer chosen best meets the needs of the district.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



Board of Commissioners

Date of Board Meeting: July 27, 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:

Greens Fees	Resident	Non-Resident	Military discount 20%		Military Discount 25%		Military Discount 50%	
			Resident	NR	Resident	NR	Resident	NR
Weekday								
18 holes after 2 pm	\$24.00	\$24.00	\$19.20	\$19.20	\$18.00	\$18.00	\$12.00	\$12.00
18 holes before 2 pm	\$27.00	\$30.00	\$21.60	\$24.00	\$20.25	\$22.50	\$13.50	\$15.00
9 holes after 5 pm	\$13.00	\$13.00	\$10.40	\$10.40	\$9.75	\$9.75	\$6.50	\$6.50
9 holes before 5 pm	\$16.00	\$18.00	\$12.80	\$14.40	\$12.00	\$13.50	\$8.00	\$9.00
Cart Fees		Resident/NR						
Cart 18 AF 2pm		\$13.00	\$10.40	\$10.40	\$9.75	\$9.75	\$6.50	\$6.50
Cart 18 BF 2 pm		\$16.00	\$12.80	\$12.80	\$12.00	\$12.00	\$8.00	\$8.00
Cart Early Bird 18 holes		\$13.00	\$10.40	\$10.40	\$9.75	\$9.75	\$6.50	\$6.50
Cart: 9 holes AF 5 pm		\$6.50	\$5.20	\$5.20	\$4.88	\$4.88	\$3.25	\$3.25
Cart: 9 holes BF 5pm		\$8.50	\$6.80	\$6.80	\$6.38	\$6.38	\$4.25	\$4.25
Cart: Early Bird 9 holes		\$7.50	\$6.00	\$6.00	\$5.63	\$5.63	\$3.75	\$3.75
Push Carts		\$3.00	\$2.40	\$2.40	\$2.25	\$2.25	\$1.50	\$1.50
Weekend			Resident	NR	Resident	NR	Resident	NR
18 holes after 2 pm	\$26.00	\$26.00	\$20.80	\$20.80	\$19.50	\$19.50	\$13.00	\$13.00
18 holes before 2 pm	\$30.00	\$33.00	\$24.00	\$26.40	\$22.50	\$24.75	\$15.00	\$16.50
9 holes after 5 pm	\$13.00	\$13.00	\$10.40	\$10.40	\$9.75	\$9.75	\$6.50	\$6.50
9 holes before 5 pm	\$18.00	\$20.00	\$14.40	\$16.00	\$13.50	\$15.00	\$9.00	\$10.00
Jr/Senior Greens Fees			Resident	NR	Resident	NR	Resident	NR
All Day 18 (WE after 1 pm)	\$21.00	\$23.00	\$16.80	\$18.40	\$15.75	\$17.25	\$10.50	\$11.50
All Day 9 (WE after 1 pm)	\$11.00	\$12.00	\$8.80	\$9.60	\$8.25	\$9.00	\$5.50	\$6.00

2020 MD estimated on league, weekday and weekend play (free green fee; cart required)

	Rounds	Cost GF	total
18 holes	160	\$25.00	\$4,000.00
9 holes	173	\$12.00	\$2,076.00
Total lost Green Fee Revenue			\$6,076.00

	Rounds	Cost Cart	total
18 holes	160	\$16.00	\$2,560.00
9 holes	173	\$8.50	\$1,470.50
Total Cart Revenue			\$4,030.50

total loss **\$2,045.50**

2021 MD estimated on league, weekday and weekend play (20% off green and cart fees)

	Rounds	Greens Fees	Total	MD 20%	MD 25%	MD 50%
18 holes	160	\$25.00	\$4,000.00	\$3,200.00	\$3,000.00	\$2,000.00
9 holes	173	\$12.00	\$2,076.00	\$1,660.80	\$1,557.00	\$1,038.00
Total Revenue Green Fees			\$6,076.00	\$4,860.80	\$4,557.00	\$3,038.00
			loss w/MD	-\$1,215.20	-\$1,519.00	-\$3,038.00

	Rounds	Cart Fees	Total	MD 20%	MD 25%	MD 50%
18 holes	160	\$16.00	\$2,560.00	\$2,048.00	\$1,920.00	\$1,280.00
9 holes	173	\$8.50	\$1,470.50	\$1,176.40	\$1,102.88	\$735.25
Total Revenue Cart Fees			\$4,030.50	\$3,224.40	\$3,022.88	\$2,015.25
			loss w/MD	-\$806.10	-\$1,007.63	-\$2,015.25

	Total Revenue	\$10,106.50	\$8,085.20	\$7,579.88	\$5,053.25
only 53 discounts provided as of 7/15/2021		loss w/MD	-\$2,021.30	-\$2,526.63	-\$5,053.25
total actual revenue: \$1762					

Pathway Fitness/other Agencies					
Agency	Discount	Programs			
Sycamore Park District	20%	Golf, Aquatics, Fitness memberships, Daily fees			
Genoa Township Park District	None				
Sandwich Park District	None				
Flagg Rochelle Park District	10%	memberships and daily fees			
St. Charles Park District	15%	North Rec Center Fitness memberships * each facility has separate rates*Not advertised			
Kankakee Park District	Resident Rate	harbor parking sticker, room rentals			



Board of Commissioners

Date of Board Meeting: July 27, 2021

STAFF RECOMMENDATION

AGENDA ITEM:

Holiday Lightshow Update

BACKGROUND INFORMATION:

The staff requested permission to research the possibility of a Holiday Lightshow to run in Fall of 2021.

FISCAL IMPACT:

STAFF RECOMMENDATION:

Unfortunately, after much research, strategic planning, and marketing concepts created, the Sycamore Park “**Holiday Lightshow 2021**”, which would occur during the holiday/winter season through the new year, will need to be placed on hold.

The District decided to partner with Birdie’s Pro Services, a local, premium event lighting company. In-depth and onsite planning occurred with the Birdies and the strategic planning and lighting sourcing options had begun; however, on Friday, July 16, 2021, Birdies informed staff that they would unfortunately not be able to proceed with this year’s event due to extreme difficulties in procuring the correct lightning and the amounts needed due to COVID-19 still having a drastic impact on aligned businesses.

Staff is recommending that after estimated costs are received in September of 2021 from Birdies that planning continue to have the show to begin in Fall of 2022 and start the 100-year Anniversary season with the conclusion of the lightshow.

PREPARED BY: Jonelle Bailey, Executive Director

EXECUTIVE DIRECTOR REVIEW/APPROVAL:

BOARD ACTION:



REGALIS
M G M T



HOLIDAY LIGHTSHOW 2021
PUBLIC RELATIONS & MARKETING
STRATEGY OVERVIEW
for
SYCAMORE PARK DISTRICT

AMENDED – JULY 2021

EXECUTIVE SUMMARY	The Sycamore Park District is looking for a proven external consultant to provide strategic branding, creative development, planning, and execution of highly desired campaign to launch a “Holiday Lightshow” during the holiday/winter season through the new year. Consultation and development services would encompass all aspects of marketing and corporate sponsorship materials.
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STRATEGIC SERVICES

SERVICES OFFERED	<ol style="list-style-type: none"> 1. Expert consultation and development of overall pr & marketing strategy that include media engagement. 2. Expert consultation, development, and guidance on how to better engage new and idle corporate partners. 3. Experienced event planning and implementation to ensure a successful, impactful, and community-demanded event.
THE PROBLEM IT SOLVES	The Sycamore Park District has underutilized space that has the potential to be highly successful and competitive in creating unique lightshow attraction – supported by corporate sponsors, individual sales, and create increase positive community engagement, which includes corporate stakeholders. With surrounding areas currently capturing on this sustaining audience and revenue, the Sycamore Park District is missing these segments. In order to be successful, strategic planning should begin as soon as possible.
THE SOLUTION IT PROVIDES	By better positioning the Sycamore Park District as a stand-out, innovative park district that makes vision and mission into engaging community engagement opportunities, it renews the appreciation from residents, businesses, and attracting increased corporate partnerships.
UNIQUE VALUE PROPOSITION	An opportunity for us to engage our neighbors, support our local businesses and charities, and giving everyone a reason to smile. Happiness that shines brighter than the Lightshow.

MARKETING AND AWARENESS PLAN

KEY STAKEHOLDERS	Executive Director (Sycamore Park District), Park District Board of Commissioners, <i>Selected Lighting and Event Management Company</i> , Media Contacts, Identified Corporate/Businesses.
HOW THEY'LL HEAR ABOUT US	Regalis Mgmt will closely work with Executive Director Bailey and staff to develop strategic communications and outreach strategies across all channels: Earned, Owned, Paid Media; and evangelism with key community organizations, sponsorship packages, social and email marketing, and more.

KEY CAMPAIGN PHASES & HIGH-LEVEL ACTIVITY

CAMPAIGN PHASES	HIGH-LEVEL ACTIVITY
PHASE 1: CREATIVE PLANNING	Staff brainstorming sessions, SWOT analysis/competitor analysis, branding, etc.
PHASE 2: DESIGN & DEVELOPMENT	Custom, internal partner portal that serves as a hub for all phases, created assets, and at-a-glance reporting throughout the entire campaign.
PHASE 3: PRESENTATION & TESTING	Present complete campaign with rationale to Executive Director and staff; Walk-through on how to use custom built tools.
PHASE 4: DEPLOYMENT	Using Identified campaign start and end dates, start campaign with media, social, email, and corporate engagement.
PHASE 5: POST-CAMPAIGN REPORTING	A detailed postmortem (post-campaign report) will be produced and explained to staff and stakeholders on overall successes, lessons learned, and key takeaways to strengthen year two.

REGALIS MANAGEMENT EXPERTS

WHO	ROLE AT REGALIS	EXPERIENCE SNIPPET
Hon. Chez Ordoñez	Founder, Principal Consultant	As a former head commissioner of human rights, and with vast experience in government and nonprofit pr/marketing leadership roles, he formed Regalis Mgmt to amplify worthy causes and campaigns.
REDACTED	Brand & Digital Marketing Strategist	Experienced in planning, developing, implementing and managing the overall results-driven digital marketing strategies.
REDACTED	Corporate & Non-profit Relations Leader	Experienced in leading multi-sector corporate sponsorship and event planning, value propositions, and innovative tactics that include research vetting, and more.

AMENDED EXECUTIVE SUMMARY

Unfortunately, after much research, strategic planning, and marketing concepts created, the Sycamore Park “Holiday Lightshow 2021”, which would occur during the holiday/winter season through the new year, will need to be placed on hold this year and schedule to resume in 2022. Deciding to partner with [Birdie's Pro Services](#), a local, premium event lighting company. In-depth and onsite planning occurred with the Birdies and the strategic planning and lighting sourcing options had begun; however, on Friday, July 16, 2021, Birdies informed Jonelle Bailey et al., that they would unfortunately not be able to proceed with this year's event due to extreme difficulties in procuring the correct lightning and the amounts needed due to COVID-19 still having a drastic impact on aligned businesses.

Regalis Mgmt will continue to partner with the Sycamore Park District via Jonelle Bailey and her team, to plan for a successful 2022 launch.

Research done by Regalis Mgmt shows that for the length and run time of the event, it would approx. cost between \$20,000 - \$30,000.00 on the high end. Regalis created two concepts, one based on the higher researched costs, and a “plan b” concept that would cost around \$15,000 - \$20,000.00. This does not factor in however any unknown charges due to COVID-19 and surcharging by vendors or company's due to the lack of inventory and skilled workforce.

In closing, Regalis Mgmt is saddened about the outcome of this year's Holiday Lightshow, but very excited and remains enthusiastic for a strong 2022.

Sincerely,
Chez Ordoñez
Regalis Mgmt

AMENDED - STRATEGIC SERVICES

1. Expert consultation and development of overall pr & marketing strategy that include media engagement.
 - o **A detailed strategy was developed and is awaiting final quotes from the Birdies, said to be ready and available by the end of September. This strategy will be on hold until quotes are received from the company and a plan to proceed is approved via Executive Director Bailey and the Sycamore Par Dist. Board.**
2. Expert consultation, development, and guidance on how to better engage new and idle corporate partners.
 - o **Marketing materials such as one-pagers, brochure designs, value proposition plans, and business prospect research was completed. These items will be hold until a plan to proceed is approved via Executive Director Bailey and the Sycamore Par Dist. Board.**
3. Experienced event planning and implementation to ensure a successful, impactful, and community-demanded event.

THE PROBLEM IT SOLVES

The Sycamore Park District has underutilized space that has the potential to be highly successful and competitive in creating unique lightshow attraction – supported by corporate sponsors, individual sales, and create increase positive community engagement, which includes corporate stakeholders. With surrounding areas currently capturing on this sustaining audience and revenue, the Sycamore Park District is missing these segments. In order to be successful, strategic planning should begin as soon as possible.

THE SOLUTION IT PROVIDES

By better positioning the Sycamore Park District as a stand-out, innovative park district that makes vision and mission into engaging community engagement opportunities, it renews the appreciation from residents, businesses, and attracting increased corporate partnerships.

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An opportunity for us to engage our neighbors, support our local businesses and charities, and giving everyone a reason to smile. Happiness that shines brighter than the Lightshow.

MARKETING AND AWARENESS PLAN

KEY STAKEHOLDERS	Executive Director (Sycamore Park District), Park District Board of Commissioners, <i>Selected Lighting and Event Management Company</i> , Media Contacts, Identified Corporate/Businesses.
HOW THEY'LL HEAR ABOUT US	Regalis Mgmt will closely work with Executive Director Bailey and staff to develop strategic communications and outreach strategies across all channels: Earned, Owned, Paid Media; and evangelism with key community organizations, sponsorship packages, social and email marketing, and more.

KEY CAMPAIGN PHASES & HIGH-LEVEL ACTIVITY

CAMPAIGN PHASES	HIGH-LEVEL ACTIVITY
PHASE 1: CREATIVE PLANNING – COMPLETED, ON HOLD	Staff brainstorming sessions, SWOT analysis/competitor analysis, branding, etc.
PHASE 2: DESIGN & DEVELOPMENT - COMPLETED, ON HOLD	Custom, internal partner portal that serves as a hub for all phases, created assets, and at-a-glance reporting throughout the entire campaign.
PHASE 3: PRESENTATION & TESTING - PENDING VENDOR QUOTES, ON HOLD	Present complete campaign with rationale to Executive Director and staff; Walk-through on how to use custom built tools.

PHASE 4: DEPLOYMENT - **COMPLETED, ON HOLD**

Using Identified campaign start and end dates, start campaign with media, social, email, and corporate engagement.

CONTINUED ON NEXT PAGE

CAMPAIGN SNAPSHOT & SCHEDULE

- **Run Times:** Sunday, Nov. 21 - Monday, Jan. 3, 2021
- **Length:** 1.26 miles
- **# Generators Needed:** 5
- **Set-up time:** 2 Weeks
- **Attendance Cost (per vehicle):** \$25.00 // \$20.00 Discounted Rate for Online Purchase and/or Coat Donation for charity

IMPORTANT DATES / DEADLINES

Recommended Campaign Launch	Monday, September 20, 2021 or Friday, October 1, 2021 or Monday, October 4, 2020
First Day	Sunday, November 21, 2021
Last Day	Monday, January 3, 2022
Buildout Start	Monday, November 1, 2021 (Two weeks needed, 1 week testing buffer, partner walkthroughs)
Sponsorship Engagement	First day: Monday August 23, 2021 (one pager)

PHASE 5: POST-CAMPAIGN REPORTING

A detailed postmortem (post-campaign report) will be produced and explained to staff and stakeholders on overall successes, lessons learned, and key takeaways to strengthen year two.

June 24, 2021

Jonelle Bailey
Executive Director, CPRP
Sycamore Park District
480 Airport Road
Sycamore, IL 60178

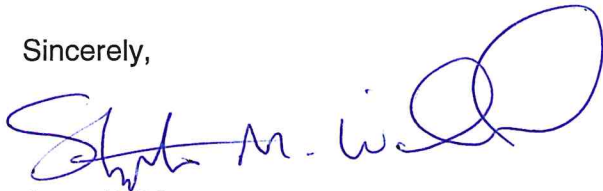
Dear Jonelle,

Enclosed please find two (2) copies of the signed Intergovernmental Agreement between the Sycamore School District and the Sycamore Park District.

Please sign both copies and return one to the Sycamore School District's Superintendent's Office in the envelope enclosed.

If you have any questions, please do not hesitate to contact me.

Sincerely,



Steve Wilder,
Superintendent

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AN AGREEMENT BETWEEN THE SYCAMORE PARK DISTRICT
AND THE BOARD OF EDUCATION OF SYCAMORE PUBLIC
SCHOOL DISTRICT #427

6/25/2021 10:09 AM

This agreement is to define and outline the responsibilities of The Sycamore Park District (hereinafter referred to as SPD or Park District) located at 480 Airport Rd, Sycamore, IL 60178, and the Board of Education of Sycamore School District #427, Dekalb and Kane Counties (hereinafter referred to SD427 or School District) located at 245 N. Exchange St. #1 Sycamore IL 60178.

The agreement indicates a voluntary agreement to provide spaces and services between the Park District and the School District.

TERM: The term of this agreement is for two years (July 1, 2021 to June 30, 2023) and shall automatically renew unless otherwise terminated or superseded by agreement of the parties. Either party may cancel this agreement with no less that 90 days written notice.

PROGRAM LOCATION:

SD427 schools within the boundaries of the Park District: North, Southeast, South Prairie, West, North Grove Elementary Schools; Sycamore Middle School and Sycamore High School

SPD facilities and parks: Sycamore Golf Club, Citizen's Memorial Sports Complex, Riverside Soccer Complex, Legacy Campus Community Center and Splash Pad, Sycamore Community Park Pool, and tennis courts as well as other parks situated within the geographical boundaries of the School District.

SD427 CONTACT: **Contact 1:** Nicole Stuckert, Assistant Superintendent for Business Services
nstuckert@syc427.org (815) 899-8100

Contact 2: Mark Ekstrom, Director of Building & Grounds
mekstrom@syc427.org (815) 899-8100

Contact 3: Steve Wilder, Superintendent of Schools
swilder@syc427.org (815) 899-8100

SPD CONTACT: **Contact 1:** Theresa Tevsh, Superintendent of Recreation
TheresaT@sycamoreparkdistrict.com 815-770-2668

Contact 2: Jeff Donahoe, Superintendent of Parks & Facilities
JeffD@sycamoreparkdistrict.com 815-770-5397

Contact 3: Kirk T. Lundbeck, Superintendent of Golf Operations
KirkL@sycamoreparkdistrict.com 815-770-2097

Contact 4: Jonelle Bailey, Executive Director
JonelleB@sycamoreparkdistrict.com 815-770-2091

DESCRIPTION OF PROGRAM

SD427 Authorized Agent Initials: NS Date: 6/28/21
SD427 Authorized Agent Initials: _____ Date: _____

6/25/2021 10:09 AM

The Park District and the School District have mutually determined that it would be in the best interests of the Sycamore Community to be able to utilize portions of the facilities, spaces and fields for recreation activities sponsored by Park District when the School District facilities, spaces and fields are not being utilized for educational purposes.

The Park District and the School District have mutually determined that it would be in the best interests of the Sycamore Community to be able to utilize portions of the facilities, spaces and fields for recreation activities sponsored by the School District when the Park District facilities, spaces and fields are not being utilized for recreational or rental purposes.

The Park District and the School District have determined that the other's use of their facilities, spaces, and fields for community activities during certain hours would not interfere with each party's ability to deliver services to the community and would be in the best interest of the community.

In consideration of the foregoing as well as the mutual covenants and agreements set forth hereafter, the Park District and School District agree to the following:

I. Facility Usage

- a. **Priority:** The activities of the host district shall have priority in scheduling the use of facilities, equipment, or property for their purposes. Secondary priority in scheduling usage shall be given to the SD427 or SPD requesting facilities, equipment, or properties.

Facility rental agreements in existence at the time of the request shall take precedence over the request for use of the facility in question.

Park District employees having contact with SD427 students **MUST** meet all standards for employment as listed in the *Illinois School Code*. The Park District shall be responsible for all costs associated with criminal background checks and fingerprinting of its employees.

SPD will give priority to consideration of hiring School District employees to staff, run and/or instruct Park District programs.

- b. **Calendar:** At the beginning of each quarter (*as defined by the tax quarters established by the Internal Revenue Service: see addendum 1*) both parties agree to provide the other with a calendar of events for the purpose of coordinating the planning of events, rentals and activities that utilize each Agency's facilities, equipment, and/or property to which the Agencies have incorporated into this Agreement. The SPD and SD427 designees shall be responsible for developing a mutually acceptable quarterly schedule of activities for facilities which the Districts have listed as part of this agreement.

Scheduling for shared use facilities shall be done quarterly (see addendum 1). The SPD and SD427 designees shall attempt to resolve any conflicts to the mutual benefits of both parties. If scheduling conflicts cannot be resolved, the representative of each agency shall be responsible for setting that Agency's calendar. Each representative shall provide their counterpart with a finalized copy of that calendar.

A copy of the Master Schedule shall be maintained in the main office of each agency.

- c. **Conflicts:** Once an event or activity has been scheduled and approved for the use of facilities, equipment, or properties, said event may be cancelled or postponed with notice to the appropriate representative of the other party. Postponement for weather or other emergency may be made up to the day of the event. Other such cancellations shall require a notice of seven (7) day prior to the scheduled date of the event.
- d. **Equipment:** Either party may use fixed and semi-fixed equipment (e.g., gymnastics equipment, volleyball standards, mats, swings, etc.) for their activities upon advance notice to

SD427 Authorized Agent Initials: NS Date: 6/29/21
SD427 Authorized Agent Initials: _____ Date: _____

AN AGREEMENT BETWEEN THE SYCAMORE PARK DISTRICT
AND THE BOARD OF EDUCATION OF SYCAMORE PUBLIC
SCHOOL DISTRICT #427

6/25/2021 10:09 AM

and approval by the respective party. Unless otherwise agreed upon, athletic and game equipment will be the responsibility of the party sponsoring the activity rather than the host party.

- e. **Supervision:** Each party, when using the other's facilities, equipment or properties will provide proper and adequate supervision by employees of their respective district. Supervisors will acquaint themselves with the rules and policies of the host district and enforce those rules accordingly. The supervisors for each program shall be listed on a roster accompanying the Master Schedule.

Each District agrees that any employee placed in a supervisory position shall be appropriately trained in the use of First Aid and AED (automatic external defibrillator) and the safe and proper handling of bloodborne pathogens.

- f. **Damage:** "Normal wear and tear" of the host Districts facility, equipment or property will be the responsibility of the host party. Damages not reasonably described as "normal wear and tear" shall be the responsibility of the guest party and the guest party may upon payment of damages enjoy all subrogation rights to the rights of the host party concerning recovery of damages.
- g. **Keys:** Keys shall be distributed pursuant to mutual agreement of the parties and a roster of such distribution shall be attached to the Master Schedule and supervisor list.

II. Maintenance

- a. The Park District shall be responsible to maintain all its facilities including mowing and snow removal, to normal and ordinary levels. The School District may paint, rake, or stripe a Park District field with prior review and approval of the Park District, which approval shall not be unreasonably withheld
- b. The School District shall be responsible to maintain all its facilities, including mowing and snow removal to normal and ordinary levels. Any special preparation required for Park District activities will be provided by the Park District. The Park District may paint, rake, or stripe a School District field with prior review and approval of the School District, which approval shall not be unreasonably withheld.

III. Fees

- a. The parties shall endeavor to share the use of facilities, equipment, and property. The costs related to the use by one party of the other's facilities, equipment and property shall be offset by the exchange of in-kind services to the greatest extent possible in recognition of the synergistic benefit to the community.
- b. It shall be the intent of both parties to permit the other to use agreed upon facilities without cost to best benefit the citizens and taxpayers of the Sycamore Community. Trade will be preferred unless there is a negative fiscal impact of facility, equipment, or property usage. It is expected that either party shall be responsibility to the other for any extraordinary custodial, maintenance or after regular business hours costs from said use, unless such charges are waived in advanced by SPD and SD427 designees acting as the representative for their agency.
- c. If a request for use involves a Park District Affiliate, said Affiliate shall be required to sign a Rental Agreement with the School District, and shall be bound to the same terms and conditions as expected of any other user of School District facilities and/or equipment. Said Affiliate shall be responsible for all custodial and maintenance charges associated with the use of School District facilities or equipment. If the Affiliate charges admission for the use of School District facilities or equipment or seeks to use the facilities and/or equipment for the purpose of raising donations, said Affiliate shall be responsible for and bound to pay the Facility Rental Fee set by the Board of Education for such use.

SD427 Authorized Agent Initials: NR Date: 6/24/21
SD427 Authorized Agent Initials: _____ Date: _____

6/25/2021 10:09 AM

IV. Communications

- a. District Level: Communication regarding matters with are district-wide or general in nature shall be communicated through the SPD Executive Director, SD427 Superintendent of Schools or their respective designees.
- b. Program Level: Communications regarding matters that center around a specific program or group of programs shall be communicated to the SPD Superintendent of Recreation and the SD427 Director of Operations. Disputes concerning conflicts relative to programs shall be addressed by the SPD Superintendent of Recreation and the SD427 Director of Operations. If after reasonable discussion the matter is not resolved, the dispute(s) may be referred to the SPD Executive Director and the SD427 Superintendent of the School District.

V. Joint Ventures

The parties shall continue to explore the possibility of jointly run/sponsored programs and facilities. The parties may also explore the possibility of joint applications for grants for funding of projects or facility development. The parties may also explore cooperative purchases for athletic, maintenance and other types of capital equipment needs. Except as specifically provided in a separate agreement, however, nothing contained in this Agreement, nor any act of the Park District or the School District shall be deemed or construed by either of the parties hereto or by third persons, to create any relationship of third-party beneficiary, principal, agent, limited or general partnership, or any association or relationship involving the Park District or the School District, except as set forth in this Agreement.

VI. Modification, Assignment and Construction

- a. The agreement, covenants, terms, and conditions contained herein may be modified only through the written mutual consent of the parties hereto. Neither party may assign, transfer, or otherwise convey its rights or obligations under this agreement without prior written consent of the other party. The agreement shall be governed by and construed in accordance with the laws of the State of Illinois. The agreement may be executed in separate counterparts. It shall be fully executed when each party whose signature is required has signed at least one counterpart, even though no one counterpart contain the signatures of all parties.

VII. Indemnification:

- a. **SPD** shall indemnify the **SD427** and its board members, officers, agents, subcontractors, and employees, for all claims, losses, suits, or liability, including reasonable attorneys' fees for damages or costs resulting from the acts or omissions of the School District, or its board members, officers, agents, subcontractors, and employees while performing this Agreement or malpractice or personal injury claims from any students, parents, or participants.
- b. **SD427** shall indemnify the **SPD** and its board members, officers, agents, subcontractors, and employees, for all claims, losses, suits, or liability, including reasonable attorneys' fees for damages or costs resulting from the acts or omissions of the Sycamore Park District, or its board members, officers, agents, subcontractors, and employees while performing this Agreement or malpractice or personal injury claims from any students, parents, or participants.

VIII. Liability and Damage:

- a. **SPD** shall provide and maintain, with a reputable insurance company, general liability insurance, with liability limits of five million (\$5,000,000.00) dollars single combined limits per occurrence, growing out of the use of or occurring on/about the premises: fire, explosion, flood, and extended coverage insurance limits of five million (\$5,000,000.00). The coverage and limits shall be subject to School District approval. The School District shall be named as an additional insured on all certificates of insurance the Park District, board members, officers, employees, agents, successors and assigns in their respective interests.

SD427 Authorized Agent Initials: MS Date: 6/25/21
SD427 Authorized Agent Initials: _____ Date: _____

AN AGREEMENT BETWEEN THE SYCAMORE PARK DISTRICT
AND THE BOARD OF EDUCATION OF SYCAMORE PUBLIC
SCHOOL DISTRICT #427

6/25/2021 10:09 AM

b. **SD427** shall provide and maintain, with a reputable insurance company, general liability insurance, with liability limits of five million (\$5,000,000.00) dollars single combined limits per occurrence, growing out of the use of or occurring on/about the premises: fire, explosion, flood, and extended coverage insurance limits of five million (\$5,000,000.00). The coverage and limits shall be subject to Park District approval. The Park District shall be named as an additional insured on all certificates of insurance the School District, board members, officers, employees, agents, successors and assigns in their respective interests.

IX. **Termination:** This agreement may be terminated by either party, for any reason, by giving no less than 90-days written notice. Any notice required or permitted to be given by the terms of this Agreement or under any applicable law by either party shall be in writing and shall be delivered or sent to the addressed as follows:

As to **SD427:** The Board of Education of Sycamore School District #427
Attn: Steve Wilder
245 N. Exchange St. #1
Sycamore IL 60178

As to **SPD:** Sycamore Park District
Attn: Jonelle Bailey
480 Airport Road
Sycamore IL 60178

Any party may, by subsequent written notice, designate a different address or party for receiving notice. I hereby certify that I have the authority to sign this agreement for the organization identified above.

(1) SD427 Authorized Agent:

Mick Huck
Printed Name

Mick Huck
Signature

6/28/21
Date

(2) SD427 Authorized Agent:

Printed Name

Signature

Date

(3) SPD Senior Staff:

Printed Name

Signature

Date

(4) SPD Authorized Agent:

Printed Name

Signature

Date

SD427 Authorized Agent Initials: MS Date: 6/28/21
SD427 Authorized Agent Initials: _____ Date: _____



AN AGREEMENT BETWEEN THE SALVATION ARMY
RAY & JOAN KROC CORPS COMMUNITY CENTER OMAHA
AND THE POLICE ATHLETICS FOR COMMUNITY ENGAGEMENT

6/25/2021 10:09 AM

Addendum #1

Calendar Quarterly Dates: All program updates or space requests should be provided to each party at least two weeks prior the beginning of each quarter. (Add in dates due for our brochure information and update notes in calendar)

Q1: January 1 – March 31

Q2: April 1 – May 31

Q3: July1 – September 30

Q4: October 1 – December 31

SD427 Authorized Agent Initials: NS

Date: 6/28/21

SD427 Authorized Agent Initials: _____

Date: _____



AN AGREEMENT BETWEEN THE SALVATION ARMY
RAY & JOAN KROC CORPS COMMUNITY CENTER OMAHA
AND THE POLICE ATHLETICS FOR COMMUNITY ENGAGEMENT

6/25/2021 10:09 AM

Addendum #2

Program Space Requests: Listed below are the current programming or space requests from each party as of _____, 2021.

School District:

- Maintaining current schedules and use for baseball fields located at Citizen’s Memorial Sports Complex

SD427 Authorized Agent Initials: NS

Date: 6/28/21

SD427 Authorized Agent Initials: _____

Date: _____